



---

**MINUTES OF A MEETING OF THE CITY OF ELY COUNCIL HELD IN THE COUNCIL CHAMBER  
SESSIONS HOUSE, LYNN ROAD, ELY AT 7.00 PM ON MONDAY, 2ND JULY 2018**

**PRESENT:** Mrs S Jay, Deputy Clerk to the Council

The Mayor, Cllr M Rouse

Cllr R Hobbs

Cllr I Lindsay

Cllr C Whelan

Cllr A Arnold

Cllr S Friend-Smith

Cllr J Lansell

Cllr A Whelan

Cllr C Phillips

Cllr D Warman

Cllr E Every

*Daniel Block & Simon Pittock – City of Ely Perspective Group*

### **1. APOLOGIES**

Apologies were received and accepted from Cllr Pearson, Cllr Yates, Cllr Austen and Cllr Moakes.

### **2. COUNCILLOR REQUESTS FOR DISPENSATIONS**

There were no requests for dispensations.

The Mayor proposed that Cllr Austen be granted a dispensation from attending meetings until further notice, due to ill health. This was seconded by Cllr Arnold and unanimously approved.

### **3. DECLARATIONS OF INTERESTS**

Cllr Lindsay declared a prejudicial interest in item 16 and left the meeting whilst this was discussed.

He signed page 211, of the Register of Members Interests Book.

### **4. MINUTES OF THE LAST MEETING HELD ON THE 21ST MAY AND 4TH JUNE 2018 AND MATTERS ARISING**

Minutes of the Annual Council meeting held on the 21st May 2018 were agreed and signed as a true record. Pages 1665, 1666, 1667, 1668 and 1669 refer. There were no matters arising.

Minutes of the last meeting held on the 4th June 2018 were agreed and signed as a true record. Pages 1670, 1671, 1672, 1673, 1674, and 1675 refer.

Matters Arising – Page 1672, item 12 (v), Cllr Phillips asked why the Chairman and Vice Chairman were not ex-officio members of the Tourism and Town Centre Committee as the Council's Standing Orders state that they shall be ex-officio members of every committee, sub-committee or group. The Mayor advised that this should be looked at when the committees are reviewed and if needed he and the Deputy Mayor will attend these meetings.

### **5. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked everyone on the Sessions House Working Party for their hard work with the lift and new Council Chamber. He also thanked the Ely/Ribe Committee for organising a successful twinning event and was delighted with the reception hosted at Oliver Cromwell's House. He paid thanks to the Rotary Club for organising Aquafest and commented on what a wonderful evening Ely Heroes Awards had been.

A Community Forum meeting will be held in the Autumn.

He asked members if they would like a Civic Service and it was agreed that it could be held at the Cathedral's Harvest Festival as in previous years.

A grants award evening will be organised to give the grants system a higher profile.

He advised the Rev C Hill will be attending the next Full Council meeting to report on St Mary's Church becoming a community hub.

He will be meeting with all the Chairmen, of the committees to see how each one is progressing.

He invited members as his guests to attend the 'Holding Hands' production at Ely Museum.

## **6. QUESTION TIME**

There were no questions from members of the public

## **7. TO RECEIVE A PRESENTATION FROM THE CITY OF ELY PERSPECTIVE GROUP REGARDING STEEPLE ROW**

Mr Block reported that Steeple Row has had problem spots for a long time. The group now has a new set of plans to regenerate the area. These plans will be sent to councillors by email.

Mr Pittock reminded Councillors of the original plans, these have now been scaled back. The proposal includes a swooped curve with an eel shaped bench, lamps to illuminate the trees at night, a gate into the bins store with a key pad, trellis. Resin sealed gravel around trees and a tourist information point. The group have built on the plans that they had before, by creating a realistic and achievable result, that will be ready in time for the Cathedral Christmas Fair.

Mr Pittock would like to meet with the Council to discuss the provision of CCTV in the area, as this would be a good deterrent to prevent anti-social behaviour.

The Mayor asked if the cobbles will be replaced, Mr Pittock advised they would be replaced with York Stone.

Cllr Arnold asked if the resin gravel lets water through for drainage. Mr Pittock advised it was completely impermeable however there is a small gully into the grass. Cllr Hobbs advised that it should be porous, otherwise it becomes a slip hazard. Mr Pittock will check with the supplier. Cllr Hobbs asked how the businesses have taken to the plans. Mr Pittock reported there had been keen expressions of interest and that they will be meeting with the businesses later this month.

The Mayor thanked Mr Pittock & Mr Block for a very informative presentation.

## **8. REPORTS FROM COUNTY COUNCILLORS AND DISTRICT COUNCILLORS**

Members noted the report from County Cllr Anna Bailey which had been tabled for members. A copy of this report is attached to these minutes.

Cllr Every as a District Council reported the District Council are relaunching the Community Safety Partnerships, this department swiftly dealt with the Travellers recently. There will also be a relaunch of the 'Eyes and Ears' campaign to encourage people to be more aware of each other's problems. They will also be pursuing the White Ribbon accreditation Award which supports the Campaign against Domestic Abuse. They have already identified several champions who are supporting this. This means that the Council can demonstrate that they have a strategy in place to combat this and can show good practice in its implementation. She also reported at a recent County committee it was agreed that the Adult Skills Service would become an entity in its own right, which would help facilitate obtaining additional funds.

The Mayor reported that Croylands planning application will be discussed shortly by ECDC.

## **9. MAYOR'S ENGAGEMENTS & REPORT**

The Mayor had attended since 4th June 2018 - Presented books to exchange students; Lord Lieutenant's presentation on Reserve Forces, ACF, Air Cadets and Sea Cadets at Waterbeach Barracks; Mayoress at Fen House & Lily House for combined lunch; Ely Museum welcome to local farmers and presentation about Ely Museum and expansion plans; Alconbury High School Graduation, Ely Cathedral; Touchable Dreams opening concert of the Isle of Ely Festival at Haddenham Arts Centre; Meet the Cromwell's at Oliver Cromwell House; Open Farm Sunday, G's Barway; Official opening of Roslyn Court for McCarthy and Stone; Town House cupcakes for Alzheimer's Society; Bishop of Ely's civic garden party; Opened Speak Out conference at Larkfield; Art Unequaled at the Maltings with the Mayoress who judged the best display; Re-opened Saffron Takeaway as Ely Spice and accepted a cheque for £100 for Mayor's Charity fund, Cllr Griffin Singh presented with £100 cheque for Youth Ely Hub; Cathedral Business Group and Bishop Laney students mentoring session at Powcher's Hall; Private View of Cathedral Flower Festival; Reception for visitors from Ribe at Oliver Cromwell's House, followed by a meal with some of the hosts and guests at Prezzo; Prickwillow Drainage Museum talk by Mike Petty; Ely/Ribe twinning dinner at Little Downham Hall with Cassie. Entertainment by the Rocking Ukeleles; The Running Hare performance by the Lantern Dance Theatre Company; Paradise Centre, part of the Isle of Ely Arts Festival; Said farewell to Ribe Guests; Ely Heroes Awards evening at the Maltings in the presence of the Lord Lieutenant Ms Julie Spence; Cut the ribbon for the opening of new University of Cambridge book storage facility at Grovemere Business Park, £17m investment and storage for 4.5m books; Presentation at Ely St John Ambulance to two cadets who raised £750 through a 200 mile sponsored cycle ride; Royal British Legion event committee; EARTH AGM;

## **9. MAYOR'S ENGAGEMENTS & REPORT CONTINUED.....**

Supported the Royal British Legion stall at the Market Place; Welcomed fireman Duncan Fraser after his 75 mile charity run in aid of the Firefighters charity; Opened Spring Meadow and St Mary's schools summer fayre; Opened Soham Lodge care home's summer fayre; Presented prizes at Rosemary Westwell's writers group short story competition; Aquafest with Cassie, opened at Lavender Green and opened at Jubilee Gardens, presented cups for the raft race. The Deputy Mayor had attended the Thetford Town Council Civic Service; Cambridge University Boat House, Ely; 100th Air Refuelling Wing Mildenhall Air Base; Huntingdonshire District Council Armed Forces Day; St.Ives Freedom of the Town ( 42nd Engineer Regiment) and Armed Forces Day and the High Sheriff of Cambridge's Summer Reception at Fitzwilliam College.

## **10. PLANNING**

A report of the Planning Committee meeting, immediately prior to this meeting was received.

## **11. INFORMATION ONLY ITEMS**

The following information only items were received:-

Notification of tree work:- 8 Nutholt Lane, Ely; 62 Morton Close, Ely; Spring Meadow Infants School, High Barns  
Notification of road closures:- Ely Station Level Crossing, Station Road, Ely – 28-29.7.18; Mile End level crossing, Mile End Road, Prickwillow, Ely – 26.8.18

## **12. COMMITTEE REPORTS**

(i) PERSONNEL, FINANCE AND GOVERNANCE – No report as Committee had not met. The next meeting will be on the 16th July 2018.

(ii) ENVIRONMENT – Cllr Lindsay presented a report of the meeting held on 26<sup>th</sup> June, which was approved. Ely in Bloom judging will take place on the 20th July 2018 and the presentation evening will be held in the Council Chamber on the 7th August 2018. The Committee will look at the options available, when the current Ely in Bloom contract ends. The traffic working party have collated potential projects for the Minor Highways Improvement Bids and it was unanimously agreed by members to devolve the decision on the final two bids, to the Committee. Balfour Beatty will be contacted to obtain a quote for upgrading the Parish lanterns to LED.

(iii) RECREATION & CEMETERY – No report as committee had not met. The next meeting will be held on 23rd July 2018. Cllr Philips reported that the first 'Friends of Ely Cemetery' meeting had been arranged for 17th July at the Cemetery.

(iv) CHRISTMAS LIGHTS – Cllr Arnold presented a report of the meeting held on 11th June 2018, which was approved. The best dressed window competition for this year, will have the theme of 'Christmases Past'. The Deputy Clerk reported she had emailed Ely Markets to seek permission for the Switch On event but had not received a response. Cllr Hobbs agreed to chase this.

(v) ASSETS & ACQUISITIONS – The Mayor presented a report of the meeting held on 5th June which was approved. The Deputy Clerk asked the Mayor to confirm he will be arranging a meeting with ECDC to discuss possible options for the Maltings Cottage. He agreed he will arrange this. Cllr Arnold reported she had met with the parishioner regarding the swift boxes at the Maltings and would arrange to meet with ECDC as Landlord, to see if they have any objection to them being placed under the eaves. The Mayor requested at the next Assets & Acquisitions meeting, that the Committee discuss the possibility of the provision of microphones for the Chamber, as he and other councillors were having difficulty hearing. Members unanimously approved the Lettings Policy for Sessions House, which the Mayor then signed.

(vi) ELY/RIBE – No report as Group had not met. The Mayor reported the twinning visit had been successful.

(vii) YOUTH FORUM – Cllr C Whelan presented a report of the meeting held on 18th June 2018 which was approved. The Youth Panel are working on an initiative to fund a visit to Cambridgeshire, of 8 students and 2 teachers from the Marjory Stoneman Douglas High School, to talk to schools about the impact the gun attack has had on their lives. She asked if the Council can provide a Civic Reception for these guests. This was unanimously agreed by members and the Mayor will arrange this.

(viii) TOURISM AND TOWN CENTRE COMMITTEE

Cllr Hobbs presented a report of the meeting held on the 27th June 2018 which was approved by members. The Mayor requested that Cllrs A and C Whelan's names be spelled correctly not as 'Wheelan'. Cllr Hobbs advised the service will be allowed to settle in for the next 6 months and then move towards a trust. He thanked the Clerk in her absence, for the hard work she had put in, in making the transition a smooth process. The Draft Service Plan had been approved. A new item will be added to the action plan about re-engaging with town centre businesses. Various issues had been raised, which will be discussed at the next Personal, Finance & Governance committee. Public question time will be added to future agendas.

### **13. WORKING PARTIES/STEERING GROUPS REPORTS**

Sessions House Working Group – Cllr Lindsay presented a report of the working party meeting, held on the 18th June 2018. He reported there are some snagging issues with the lift, with regard to lighting which have been queried with the supplier. He also advised the group had discussed that due to planning constraints, a policy of no banners, should be implemented for Sessions House. After discussion members voted on this proposal, with 3 members in favour, 2 members against and 6 members abstaining.

Cllr Lindsay also advised that he and Cllr Philips will meet with ECDC’s conservation officer to discuss the next phase of work to Sessions House. The small office at the rear of the building has been earmarked for use by the Museum, when their building works are carried out.

### **14. REPORTS FROM EXTERNAL MEETINGS**

Ely Museum Executive review – Notes of the meeting held on the 12th June 2018 were noted.

Prickwillow Village Council – Minutes of the meeting held on the 14th May 2018 were noted.

### **15. REDUCING THE USE OF PLASTICS**

Cllr A Whelan reminded members of the effect plastic has on the environment. She proposed Council approve her motion as detailed, which was seconded by Cllr C Whelan. It was unanimously agreed the Council resolve the following:

1. Lead by example to reduce the use of single-use plastic with a goal of zero single-use plastics by 2020. Washable options will be favoured and any unavoidable disposable goods purchased henceforth will be of the compostable variety.
2. Play its role in helping to educate members of the public about plastic waste, specifically by including information for members of the public on reducing plastic waste in both online and written materials.
3. Encourage suppliers to eliminate single-use plastics and to take account of the single use plastic, reuse and recycling policies of suppliers in awarding contracts.

### **16. TO DISCUSS REQUEST FROM ELY OUTDOOR SPORTS ASSOCIATION TO SUPPORT APPLICATION FOR A FACILITIES IMPROVEMENT GRANT FROM ECDC.**

Cllr Lindsay left the meeting whilst this matter was discussed. Members noted the email request that had been circulated with the agenda. It was agreed that the Council fully supports the application to ECDC for a Facilities Improvement grant. However, the City of Ely Council is unable to provide any financial assistance itself.

### **17. TO APPROVE ERECTION OF MEMORIAL BEACON ON ST MARYS GREEN.**

The Mayor reported that he had looked at the metal basket which can be reused if mounted on to an oak post. The cost of the post will be around £800.00. This could be situated on St Marys Green and would not require planning permission, if the total height is less than 4 metres. He had spoken to the Rev C Hill, who will consult the Church Wardens on the matter. Cllr Hobbs proposed that the cost of the beacon, be found within existing Council budgets, this was unanimously agreed by members.

### **18. FINANCE**

Members approved the following payments:-

#### *Direct debit payments*

Lex Autolease	243.27	Paid by direct debit
EE Ltd	95.71	Paid by direct debit
ECDC	269.00	Paid by direct debit
ECDC	1412.00	Paid by direct debit
ECDC	459.00	Paid by direct debit
ECDC	888.00	Paid by direct debit
Barclaycard	1192.35	Paid by direct debit
Worldpay	184.60	Paid by direct debit
Worldpay	158.97	Paid by direct debit
Barclays	274.13	Paid by direct debit
Greene King Brewing & Retail Ltd	909.07	Paid by direct debit

**18. FINANCE CONTINUED.....**

Greene King Brewing & Retail Ltd	107.52	Paid by direct debit
Greene King Brewing & Retail Ltd	101.98	Paid by direct debit
Greene King Brewing & Retail Ltd	462.59	Paid by direct debit
Greene King Brewing & Retail Ltd	1407.14	Paid by direct debit
Cybertill Ltd	58.78	Paid by direct debit
Plan Communications Ltd	81.28	Paid by direct debit
British Telecommunications	57.84	Paid by direct debit
ESPO	166.75	Paid by direct debit
British Telecommunications	109.44	Paid by direct debit
British Telecommunications	180.44	Paid by direct debit
Total Gas & Power	2653.51	Paid by direct debit
Total Gas & Power	35.39	Paid by direct debit
Total Gas & Power	103.04	Paid by direct debit
Total Gas & Power	2946.27	Paid by direct debit
Total Gas & Power	114.41	Paid by direct debit
ESPO	562.78	Paid by direct debit
Total Gas & Power	908.81	Paid by direct debit
Total Gas & Power	381.96	Paid by direct debit
Total Gas & Power	196.27	Paid by direct debit
Total Gas & Power	71.01	Paid by direct debit
Worldplay	149.73	Paid by direct debit
Worldplay	103.35	Paid by direct debit
Green City Solutions	209.62	Paid by direct debit
Francotyp Postalia Ltd	150.00	Paid by direct debit
ESPO Total Gas & Power	464.25	Paid by direct debit
Greene King	184.09	Paid by direct debit

The following invoices had already been paid prior to the Full Council, due to due date of payment with the approval of the Chairman

RGP Security Services Ltd	162.00	111806
Historic Promotions & Event Management	294.00	111807
Newnham Street Carpets	90.00	111808
Westair Reproductions Ltd	953.40	111766
Andrew Firebrace Partnership	1200.00	111811
Elyi Publishing	100.00	111809
HMRC	1581.18	111812
Newmarket Hampers	330.00	111814
Securitas Security Services (UK) Ltd	1656.00	111813
Twenty Pence 2000 LTD	594.00	111815

The following invoices had not been paid prior to the meeting

Mile Tree Brewery Ltd	412.13	111816
Mrs E Gardener	9.60	111817
Deeping Direct Deliveries	144.00	111818
Total Gas & Power	9.03	111819
Argos Business Solutions Ltd	234.20	111820
CoolerAid Ltd	18.96	111821
ECDC	189.60	111764

**18. FINANCE CONTINUED.....**

A Arnold	7.50	111822
G & J Peck Ltd	33.25	111823
Ensign	27.60	111824
Clearview Communications Ltd	11138.40	111825
Clearview Communications Ltd	13770.00	111825
Ely Museum	9474.25	111826
Ely History Publications	127.51	111827
ESPO	241.30	111862
Trade UK	33.45	111828
C D Hood Ltd	2823.52	111829
EDF Energy Customers Ltd	216.00	111830
Shefs	225.00	111831
Visit England	271.32	111832
Konica Minolta Business Solutions	583.19	111834
Eden Farm Hulleys	168.95	111835
CSD Brass	200.00	111836
Cam Alarms Ltd	208.75	111838
King's Lynn Town Band	200.00	111838
K Ellis	148.00	111839
Eden Farm Hulleys	101.37	111834
Chatteris Town Band	200.00	111840
AZTEK Services LTD	577.20	111841
City of Ely Military Band	200.00	111842
House of Marbles	1232.54	111843
Grocers Brokers	871.28	111844
The Treat Kitchen	281.41	111845
Cambs Chamber of Commerce	240.00	111846
Mrs T Harding	44.11	111847
Fire & Water	120.00	111848
Trade UK	89.97	111828
Cambridge City Council	70.00	111849
Allens Skip Hire	120.00	111830
Trade UK	29.99	111852
Trade UK	119.99	111852
City Cycle Centre	105.98	111853
Cooler Aid	30.00	111821
Soham Pest Control	99.00	111854
Stoke Ferry timber	75.00	111855
RGP Security	216.00	111856
Ensign Solutions	312.54	111857
Cromwell Cider Company	172.80	111861
St Johns Ambulance	327.60	111863
Southfield Stationers	934.46	111859
ATS Heritage	300.00	111858

Payments relating to staff since meeting on the 4th June 2018

Salaries and wages	£25485.35
Inland Revenue (tax & NI)	£7965.84
Pension fund payments	£13076.92

Members noted and approved the bank reconciliation against the accounts for the period ending 31st May 2018