



---

**MINUTES OF A MEETING OF THE CITY OF ELY COUNCIL HELD IN THE COUNCIL  
CHAMBER AT 7.00 PM ON MONDAY, 6TH JUNE 2011**

**PRESENT:**

Mayor, Cllr J Yates  
Cllr A Winchester  
Cllr M Rouse  
4 parishioners

Cllr E Griffin-Singh      Cllr W Burton  
Cllr S Overall            Cllr P Eden  
Cllr J Chaplin            Cllr R Wood

*The Mayor welcomed everyone to the meeting, including new councillor, Roy Wood. He invited his Chaplain, Reverend Alan Hulme to say a prayer before the start of the meeting. Following this Reverend Hulme left the meeting.*

**1. APOLOGIES**

Apologies were received from Cllrs Ashton and Hobbs.

**2. REQUEST INTENTION OF THOSE IN ATTENDANCE WHO WISH TO SPEAK ON  
AN AGENDA ITEM – as per standing order 83 b**

There were no intentions to speak.

**3. MINUTES OF THE LAST MEETING HELD ON THE 3RD MAY AND MINUTES OF THE  
ANNUAL PARISH COUNCIL MEETING HELD ON THE 9TH MAY & MATTERS ARISING**

The minutes of the last meeting held on the 3rd May were agreed and signed as a true record. Pages 1124, 1125, 1126 and 1127 refer.

Matters Arising:- Page 1125, Item 10 – The Mayor informed members he and Cllr Burton had met with the Licensing Officer, the applicant and representatives from the Police regarding The Hereward's application for a variation in their licensing application. An agreement had been finalised regarding their request for outdoor dining. The City Council had requested additional conditions, which had been agreed.

Page 1124, Item 4 – The Mayor informed members he had written to the Chief Executive of ECDC and the Chairman of ECDC had written to Cambridgeshire County Council expressing both the City Council and ECDC's concerns, regarding the roundabout at Thistle Corner still not being opened. A response from the County Council was still awaited.

The minutes of the Annual Parish Council meeting held on the 9th May were agreed and signed as a true record. Pages 1128, 1129, 1130, 1131 and 1132 refer.

Matters Arising:- Page 1131 – The Mayor informed members that in accepting the office of Mayor and Chairman of the Council, and Cllr Burton in accepting the office of Deputy Mayor and Vice-Chairman, they duly signed their Declaration of Offices in the presence of the Clerk, the Proper Officer the morning of the 10th May.

**4. QUESTION TIME**

The parishioners present did not wish to ask any questions.

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

The Mayor had attended the Cambridge & Ely Contact Centre AGM; a coffee morning for the NSPCC, Ely Rotary Club Foundation BBQ; the Princess of Wales Hospital Open Day; opening of Ely Fair; the Cambridgeshire County Forum Briefing for Civic Leaders – County Forum for Reserve Forces and Cadets; Conferment of Honorary Awards and Presentation of Graduates – The Open University in the East of England and the Volunteer Bureau BBQ for Volunteers.. He had also attended several meetings on Neighbourhood Panel, Open Spaces, Riverside and Licensing of the Hereward Pub outside space. The Deputy Mayor had attended St Ives Civic Service and the Volunteer Bureau BBQ for Volunteers.

## **6. PLANNING**

Reports of a planning committee meeting held on the 3rd May 2011 and immediately prior to this meeting were received.

## **7. INFORMATION ONLY ITEMS**

The following items for information only, were received:

Notification of temporary traffic orders:- various roads, East Division and Broad Street, Ely

Notification of advertisement of Denver Licence variation

Cambridgeshire and Peterborough Minerals and Waste Plan

Notification of tree work:- 16 Birch Close, Ely; 15 Lumley Close, Ely; 5 Deacons Lane, Ely; 82 Broad Street, Ely, St Mary's Surgery, 37 St Mary's Street, Ely; 2 Houghton Gardens, Ely

Notification of tree preservation order and opportunity to comment on these:- trees at Nigel Road, Gunning Road, Kilkenny Avenue, Heaton Drive, Heaton Close and Redman Close, Ely; The Princess of Wales Hospital, Lynn Road, Ely; 89 Cambridge Road, Ely

Street Naming and Numbering:- addition of property name – Theobalds, 5A Little Lane, Ely

## **8. COMMITTEE REPORTS**

(i) ADMINISTRATION – No report as Committee had not met. The next meeting will be held on the 20th June at 7.00 pm.

(ii) STREET FURNITURE – Cllr Griffin-Singh presented a report of a meeting held on the 31st May, which had been tabled. These were approved. Members of the committee will think broadly about what improvements could be made to the Market Place. A quote will be obtained for the upgrading of street lights in Larkfield Road.

(iii) RECREATION & CEMETERY – Cllr Winchester presented a report of a meeting held on the 16th May, which was approved. Cllr Winchester informed members three quotes had been obtained for a replacement roundabout at St John's Road play area. The cheapest one was from Wicksteed at a cost of £7,695. Members unanimously agreed an order will be placed with Wicksteed. The Clerk informed members of her concerns regarding the Columbine Road play area. This play area is in the process of being transferred to the City of Ely Council. However, due to the condition of the safety surface, a RoSPA report had been undertaken. This had highlighted several issues that needed addressing. Members agreed the Clerk would forward a copy of this to ECDC for their attention and comment. These issues need to be resolved to allow the transfer to complete.

(iv) CHRISTMAS LIGHTS – Cllr Chaplin presented a report of a meeting held on the 23rd May, which was approved. An offer of sponsorship of a Christmas tree had been received from Elveden Farms on behalf of a national company. Members had agreed to obtain more details and level of commitment required by the Council should it wish to proceed further with this offer. The update from the Lighting Group was noted.

(v) ELY IN BLOOM – Cllr Overall presented a report of a meeting held on the 10th May, which was approved. The problems regarding the effects of the prolonged dry spell on the winter planting had been discussed with some possible suggestions on resolving this problem. The summer planting will be undertaken shortly. The hanging baskets at the war memorial will be planted with red, white and blue to commemorate the 90th year of the Royal British Legion. Leaflets with the details of the competitions had been circulated and a press release issued. Cllr Overall informed members that an incorrect article had been in the Ely Weekly News on the 1st June regarding the disappointment in the planting in the city. She confirmed she had written to the paper, clarifying the correct facts. These being that the hanging baskets

**Committee Reports continued .....**

had now been planted up and would be erected in the city very shortly. This is the same time as they were erected last year. Unfortunately, due to the long spell of dry and warm weather, people had confused the fact that the baskets should have been in place by now. Cllr Chaplin had written a letter to the paper regarding this article as well. The concrete planters in the High Street will be planted up by volunteers on the 7th June. Cllr Griffin-Singh asked if the Three Cups Walk area would be planted up. As this area was the responsibility of ECDC, Cllr Overall agreed to contact them for permission to undertake this.

(vi) ELY/RIBE – No report as Association had not met.

(vii) YOUTH COUNCIL – Youth Council had not met. It had been ascertained that planning permission would not be required for the solar light studs along the path, in the Park.

(viii) CCTV – No report as Committee had not met.

**9. REPORTS FROM EXTERNAL MEETINGS**

City of Ely Allotments Association – minutes of a meeting held on the 13th April were noted.

City of Ely Perspective Riverside Group – minutes of a meeting held on the 10th May were noted.

East Cambs Making Assets Count (MAC) Workshop – The Clerk informed members of the workshop she had attended on behalf of the Council, This had been organised by Cambs County Council to identify opportunities to develop shared service solutions to property provision across Cambridgeshire.

City of Ely Perspective Design Group – minutes of a meeting held on the 17th May were noted.

**10. TO CONSIDER LETTER FROM CAMBS COUNTY COUNCIL REGARDING AN APPLICATION FOR CIVIL PARKING ENFORCEMENT POWERS – EAST AND SOUTH CAMBRIDGESHIRE**

Members unanimously agreed to form a sub-group to look at the proposed application for CEA/SEA. This will be made up of the Mayor, Cllrs Overall, Chaplin and Wood. Their comments will be circulated to all members for approval, before formal submission by the deadline of the 17th June.

**11. MANAGING GROWTH AND CHANGE IN EAST CAMBRIDGESHIRE – CORE STRATEGY REVIEW**

Members unanimously agreed the Mayor would look at the proposed village questionnaires on behalf of the Council and submit his comments accordingly.

**12. ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2011**

A proposal for the approval of the accounts and the signing of the Annual Governance Statement for the Annual Return was put forward by Cllr Overall and seconded Cllr Chaplin. This was unanimously approved and the Mayor and Clerk signed the Annual Statement and Annual Governance Statement. The Supporting Statement for the accounts was also noted and then signed by the Mayor and Clerk.

**13. TO RECEIVE A PRESENTATION FROM CITY OF ELY PERSPECTIVE REGARDING PLANNING APPLICATION 11/00275/FUL – STEEPLE ROW AND THEN TO MAKE COMMENTS ON THIS PLANNING APPLICATION TO ECDC**

Cllr Eden undertook a short presentation on behalf of the City of Ely Perspective regarding the planning application for Steeple Row. He gave a brief history of this project and then explained the aspects of the application, which included a new walkway, new lighting and seating. This would be the first stage and would grow further in the future. Members unanimously agreed to support this application. However, Cllrs Rouse, Burton and Griffin-Singh did not express an opinion or vote as they are on the District Council's Planning Committee.

**14. TO MAKE SUGGESTED AGENDA ITEMS FOR THE NEXT ELY NEIGHBOURHOOD PANEL MEETING**

The Mayor agreed to circulate the draft agenda items for the next meeting of the Ely Neighbourhood Panel, to all members before the next Full Council meeting. He confirmed Civil Parking Enforcements and open spaces would be on the next agenda. Members will forward any possible suggested items to the Mayor. The Mayor informed members that the Ely Neighbourhood Panel meetings were an opportunity for this Council to articulate what its responsibilities are and its plans for the future. Accordingly the agenda will contain an appropriate item. It was also noted that at the next meeting the annual appointment of the Chairman of the Panel would be undertaken. Members agreed to have an agenda item on the next Full Council meeting to consider who this should be.

**15. TO CONSIDER RECOMMENDATIONS BY THE RECREATION AND CEMETERY COMMITTEE TO PROCEED WITH A NEW CEMETERY WORKSHOP PLANNING APPLICATION**

The Mayor reported he had met with the planners following the refusal of the Council's original planning application. They had confirmed that they would be happy to receive a new application for a workshop. This could probably be dealt with under delegated powers as had already informally agreed a previous workshop plan. This needed to proceed as soon as possible for the benefit of the cemetery staff. Cllr Winchester proposed a new application for a workshop be submitted, and the application fees and design costs be approved. This was seconded by Cllr Eden and unanimously approved by members.

**16. TO CONSIDER APPLICATIONS FOR CO-OPTION OF COUNCILLORS FOR FOUR VACANCIES, ONE IN EACH WARD**

*To ensure a fair process was undertaken members considered blind applications.* Members followed the co-option of members procedures as set out in the Standing Orders. The persons elected were:- East Ward – Elizabeth Every; North Ward – Alison Arnold; South Ward – Andrew Brear; West Ward – Nigel Clarke. The Mayor will personally write to all those who had not been successful, thanking them for their interest and inviting them to be involved in volunteering for the Council with regards to CCTV, Ely in Bloom and Christmas Lights.

*At 8.35 pm the four parishioners left the meeting.*

**17. TO DISCUSS PROPOSALS FOR THIS COUNCIL TAKING OVER THE RESPONSIBILITY OF THE ELY RIVERSIDE**

The Mayor informed members preliminary discussions had been undertaken with ECDC, but had not really moved forward. He had written to ECDC requesting costs involved in this area. He asked members if they were happy for the Council to proceed with exploring the principles of taking over this area. Members unanimously agreed and the Mayor will report back once he has any further information.

**18. TO RECEIVE UPDATE ON WESTERN GATEWAY PROPOSALS**

The Mayor informed members ECDC had funds available to proceed with this scheme, to link up the open space in this area. Paths will be laid and planting undertaken. Ways to achieve the planting that will not incur costs will be looked. This could be through volunteers and sponsorship. A report will be made regarding this matter at the next Neighbourhood Panel meeting in July.

**19. TO MAKE COMMENTS ON AN EMAIL RECEIVED BY THE MAYOR FOR FORMAL SUPPORT FROM COUNCILLORS FOR THE BRIDGE FREE SCHOOL**

Members noted the response sent from ECDC. It was agreed Mr Gibbs would be invited to attend the next Full Council meeting to speak on the proposal for the Bridge Free School. The Clerk will also obtain the County Council's views on this proposal and their provision for vulnerable young people in the future.



**Finance continued .....**

G & J Peck Ltd	271.11	108269
ESPO	24.10	108270
1st Call (Hire & Sales) Ltd	12.86	108271
CCTV Volunteer	48.96	108272
Witham Oil & Paint (Soham) Ltd	218.81	108275
Thurlow Nunn Standen	47.84	108274
Cambridgeshire ACRE	60.00	108273
Mrs S Overall	232.75	108276

**Payments relating to staff since meeting on 3rd May 2011**

Salaries and wages	£7947.39	(paid by BACS)
Inland Revenue (tax & NI)	£2477.80	(paid by BACS)
Pension fund payments	£2049.14	(paid by BACS)

**Members noted and approved the bank reconciliation against the accounts for the period ending 30th April 2011**