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**MINUTES OF A MEETING OF THE CITY OF ELY COUNCIL HELD IN THE COUNCIL CHAMBER  
AT 7.15 PM ON MONDAY 18TH NOVEMBER 2013**

**PRESENT:**

The Mayor Cllr E Griffin-Singh  
Cllr A Arnold  
Cllr M Rouse  
Cllr R Hobbs  
Cllr G Barber

Deputy Mayor, Cllr E Every  
Cllr J Yates  
Cllr N Clarke  
Cllr J Outen

Cllr S Overall  
Cllr J Chaplin  
Cllr B Ashton  
Cllr J Pearson

*District Cllr S Friend-Smith*

*District Cllr T Hunt (arrived 7.40 pm)*

*2 members of public*

*Mr S Pittock*

*(Mrs V Holden via Skype – approval by councillors given for this method of her attendance prior to the meeting commencing)*

**1. APOLOGIES**

Apologies were received from Cllrs Phillips and Tyrrell.

**2. COUNCILLOR REQUESTS FOR DISPENSATIONS**

There were no requests for dispensations.

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

District Cllr S Friend-Smith and Mrs V Holden both declared an intention to speak under item 5.

**4. MINUTES OF THE LAST MEETING HELD ON THE 21ST OCTOBER AND MATTERS ARISING**

The minutes of the last meeting held on the 21st October were agreed and signed as a true record. Pages 1292, 1293, 1294, 1295, 1296 and 1297 refer.

Matters arising:- Page 1294, item 12 – The Clerk reported that she had received a response from the Chairman of the Perspective Group, requesting time to collate the information requested, but confirming this would be forwarded as soon as possible.

**5. QUESTION TIME**

The Mayor informed those present that item 22 would be discussed in Committee at the end of the meeting. Due to the confidential nature of this item, members of the public would be excluded from the meeting.

Parishioner, Mrs V Holden, via Skype, as Chairman of ECDC Access Group informed members she was eager to assist in the redevelopment of the Magistrates Court. She said she did not wish to be confrontational, but wished to assist in the development. She said that there was an Access Group meeting that week and Cllr Overall agreed she would attend and liaise on behalf of the City of Ely Council.

District Cllr Friend-Smith informed members that the Cathedral Food and Gift Fair had a great impact on the City. The City Centre Forum had worked in partnership with the Cathedral to get people into the City. She congratulated those people who had put leaflets into the free bags. Cllr Friend-Smith felt the Post Office had let the people of Ely down with the gap in service, between the Post Office closing and the porta cabin opening. Members agreed the Mayor should write to the Post Office expressing this disappointment on behalf of parishioners.

**Question Time continued .....**

Cllr Rouse, in his capacity as a County Councillor reported that due to the City of Ely Council becoming involved with the Larkfield Centre, it now looks like their future will be secure. Community lets have increased and it was now busy every night of the week. The County Council were now going ahead with the division of the building. While this work is being carried out students will use the Centre E. This will be for approximately 6 months. Cllr Chaplin raised her concerns regarding the future of EARTH, and felt it was not as hopeful as Cllr Rouse had indicated.

**6. MAYOR’S ENGAGEMENTS & REPORT**

The Mayor had visited the Centre 33 headquarters in Cambridge; met with the High Sheriff regarding Payback Teams; undertaken bag packing at Tesco to raise money for the Christmas Lights Switch On; attended an E-Tech event in Ely Library; visited the Job Centre in Ely; attended the first floodlit feed of the year at Welney Wetland Centre; attended Ely Bowls Club to celebrate their new roof; visited Young People March; attended the Armistice Service at the Cathedral and War Memorial; opened the Eel Catcher's Daughter and helped with Ely Cathedral's Christmas Fair promotions.

The Deputy Mayor had also attended and helped with Ely Cathedral’s Christmas Fair promotions and the promotion of the Ely Christmas Shopper Bus.

Cllr Rouse raised his concerns regarding the marshalling of members of the public near the war memorial at the service on the 10th November. Members agreed the Mayor would have an informal chat with the RBL regarding this.

*District Cllr Friend-Smith left the meeting at 7.35 pm*

**7. PLANNING**

Reports of a Planning Committee meeting held on the 4th November 2013 and immediately prior to this meeting were received.

**8. INFORMATION ONLY ITEMS**

The following items for information only, were received:

Notification of tree work:- Parcel of land in front of Cheffins, 25 Market Place, Ely; 2 Cardinals Way, Ely; Paradise Centre, Newnham Street, Ely; 22 Canute Crescent, Ely; Chestnut House, 31 Tower Road, Ely; 38 Williams Close, Ely; land to the front of 39 Waterside, Ely; 24 John Amner Close, Ely; Vineyard Lodge, 21 Market Place, Ely; 15 Columbine Road, Ely; 41A Prickwillow Road, Ely; 14A Back Hill, Ely; 5 New Barrns Road, Ely

Thank you letters for grants from Lantern Dance Theatre Company, Viking’s Korfball Club and Campaign Amateur Theatre

Letter from the Rt Hon Don Foster MP regarding Our Place

Letter regarding Ely Post Office

**9. COMMITTEE REPORTS**

(i) FINANCE AND PERSONNEL – No report as Committee had not met. The next meeting will be on the 9th December.

(ii) STREET FURNITURE – Cllr Arnold presented a report of a meeting held on the 28th October, which was approved. A site visit would be undertaken to look at the bridges for the erection of riverside signage regarding “Welcome to Ely” signs. Members discussed the issue with regard to taking responsibility for trees planted on County Council highways. Members agreed the Mayor should write to the County Council expressing the City of Ely Council's concerns regarding their current policies for not undertaking maintenance of their trees and for not replacing trees on the highway, if they are removed through damage or disease. Members also agreed to consider any requests for taking responsibility of trees donated for planting on the County Council highways, on each individual basis.

(iii) RECREATION AND CEMETERY – No report as committee had not met.

*District Cllr T Hunt arrived at 7.40 pm*

### **Committee Reports continued**

- (iv) CHRISTMAS LIGHTS – Cllr Chaplin presented a report of a meeting held on the 11th November, which was approved. The Christmas Lights switch on event will be on the 29th November. There were concerns that more volunteers were needed to erect the lights for next year. It was agreed to try and recruit more volunteers in the New Year.
- (v) ELY IN BLOOM – No report as Committee had not met. The next meeting will be held on the 26th November.
- (vi) ELY/RIBE – No report as not met.
- (vii) YOUTH FORUM – No report as had not met.

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

On-Street Parking Working Group – the next meeting will be held on the 11th November. Cllr Arnold reported that the Police had now started to issue parking tickets to cars on a Saturday morning when the High Street is closed.

Maltings Cottage Working Group – The Clerk informed members that the work to the external of the property had been postponed due to the requirement to have a licence from ECDC to undertake this work.

Magistrates Court Working Group – The Clerk informed members the issues regarding the planning application were still being addressed.

### **11. REPORTS FROM EXTERNAL MEETINGS**

Section 106 – notes of a meeting held on the 16th October were noted.

Prickwillow Village Council – tabled minutes of a meeting held on the 4th November were noted.

### **12. NEIGHBOURHOOD PANEL SERVICE REVIEW**

Members agreed that Cllrs Every and Yates, who form the Communications Working Group would respond to this consultation on behalf of the Council.

### **13. COMMUNITY INFRASTRUCTURE LEVY: UPDATE AND CONSULTATION**

Members considered ECDC's proposed projects to be included in the Regulation 123 List. They fully supported the inclusion of the A14 Improvement project and the Ely Southern Bypass within the Regulation 123 List. The City of Ely Council unanimously supported the Ely Southern Bypass and had written a letter of support for the project, as it was felt to be vital for the economical infrastructure of Ely. Therefore, this is considered a priority for ECDC's Regulation 123 List.

### **14. LOCAL HIGHWAY IMPROVEMENT INITIATIVE**

Members considered possible bids for the parish for this initiative. These were extension of double yellow lines at Willow Walk; footpath on open space at Archery Crescent and the linking of the footpath at Morley Drive and Meadow Way. Members felt the Willow Walk proposal should be referred to the On-Street Parking Working Group. The proposal for the linking of the footpath on the bund would more than likely be in excess of the £10,000 costs. Therefore, members agreed to submit a bid for the new path at Archery Crescent. The Clerk would have to seek permission from the landowner, before a bid could be submitted. It was agreed not to submit a bid for the villages this year, but the Council would work with the Village Councils during the year, to try and have options available for next year's bid.

### **15. CONSULTATION ON THE DRAFT NORTH ELY SUPPLEMENTARY PLANNING DOCUMENT**

Members agreed that the Council would wish to highlight and explore the potential of the Council, maybe via a Community Land Trust, owning some of the assets for the benefit of the community. In particular, but not exclusively, with regard to open space.

### **16. LAND AT HIGH BARNS, RECREATION GROUND AND ALLOTMENTS – RENT REVIEW**

Members unanimously agreed to the rent review proposed by Smiths Gore at 11.8%.

### **17. NEW STREET CONSULTATION – SITE OFF LYNN ROAD, ELY**

Members unanimously agreed to the proposed name of “Sheriffs Gardens”.

## 18. CAMBRIDGESHIRE STATEMENT OF COMMUNITY INVOLVEMENT (SCI)

Members did not wish to make any comments on the Statement of Community Involvement.

## 19. A VOLUNTARY CODE OF PRACTICE FOR LOCAL PARTNERSHIPS IN RELATION TO CLEAN AND LITTER FREE NEIGHBOURHOODS

Cllr Hobbs presented a report regarding a voluntary code of practice for local partnerships in relation to clean and litter free neighbourhoods. Members agreed to refer this matter to the City Centre Forum for further discussion with traders, to allow it to be carried forward.

## 20. EVALUATION OF CCTV TENDERS FOR THE WIRELESS CCTV SYSTEM

Cllr Every informed members of the process already undertaken and the result of the procurement process. The City of Ely Council accepted the recommendation of the Procurement Advisor and the Technical Consultant, that the preferred bidder be appointed subject to the agreement of the Partnership.

## 21. CORRESPONDENCE

Members noted the following correspondence:-

Clerks & Councils Direct

The Clerk Magazine

## 22. COUNCIL SERVICES

*Due to the confidential nature of this item it will be discussed in Committee at the end of the meeting*

## 23. FINANCE

Members approved the following for payment:

East Cambs District Council	370.00	paid by direct debit
East Cambs District Council	520.00	paid by direct debit
Talk Talk	15.31	paid by direct debit
Internet Marketing Company	24.00	paid by direct debit
Barclays	27.92	paid by direct debit
FuelGenie	374.20	paid by direct debit
FuelGenie	284.81	paid by direct debit
Southern Electric	61.06	paid by direct debit
Southern Electric	23.39	paid by direct debit
Mr M Chinery-Colyer	12.60	109277
ESPO	13.50	109280
Cooleraid Ltd	9.60	109281
G & J Peck Ltd	327.91	109282
Mr M Chinery-Colyer	31.00	109283
Cllr N Clarke	103.20	109304
Warren Access	1064.50	109284
Konica Minolta	238.72	109285
Zurich Municipal	356.95	109286
AmeyCespa (East) Ltd	6.60	109287
Jewson Ltd	14.76	109288
CCTV Volunteer	19.20	109289
CCTV Volunteer	12.00	109290
CCTV Volunteer	13.16	109291
CCTV Volunteer	16.00	109292
CCTV Volunteer	14.40	109293
CCTV Volunteer	9.60	109294
CCTV Volunteer	32.00	109295
Mrs A Hayter-Smith	200.00	109296
RJH Technical Consultancy Ltd	800.00	109297
Allen's Skip Hire Ltd	84.00	109298
Festive Lights Ltd	1455.60	109299
G Shaw Silversmith	35.00	109300

**Finance continued .....**

Quadrant Security Group	63.60	109301
Oz UK Innovations Ltd	1363.67	109302
Simpson's Nurseries Ltd	52.00	109303
Local World Ltd	92.88	109305
SLCC	207.00	109306
Local World Ltd	92.88	109307
Mrs S Overall	210.77	109308
M P Stephenson & Sons	240.00	109309
Newmarket Town Band	150.00	109310
ESPO	25.92	109311
Lantern Dance Theatre Company	500.00	109278
Soundstage One Event Services	1976.00	109279

**Payments relating to staff since meeting on the 21st October 2013**

Salaries and wages	£8584.62
Inland Revenue (tax & NI)	£2229.95
Pension fund payments	£3124.38

**Members noted and approved the bank reconciliation against the accounts for the period ending 31st October 2013**