



MINUTES OF A MEETING OF THE CITY OF ELY COUNCIL HELD IN THE VERNON CROSS ROOM, ELY MUSEUM, MARKET STREET, ELY AT 7.00 PM ON MONDAY, 8TH MAY 2018

PRESENT: Mrs T Coulson, Clerk to the Council

The Mayor, Cllr R Hobbs

Cllr A Arnold

Cllr J Pearson

Cllr C Whelan

Cllr I Lindsay

4 members of the public

Cllr M Rouse

Cllr S Friend-Smith

Cllr J Yates

Cllr A Whelan

County Cllr A Bailey

Cllr C Phillips

Cllr P Moakes

Cllr E Every

Cllr M Lansell

1. APOLOGIES

Apologies were received and accepted from Cllr Warman and Cllr Austen.

2. COUNCILLOR REQUESTS FOR DISPENSATIONS

There were no requests for dispensations.

3. DECLARATIONS OF INTERESTS

Cllr Ian declared a pecuniary interest in item 16 and left the meeting whilst this was discussed. He signed sheet 208 of the Register of Members Interest Book.

4. MINUTES OF THE LAST MEETING HELD ON THE 3RD APRIL 2018 AND MATTERS ARISING

Minutes of the last meeting held on the 3rd April 2018 were agreed and signed as a true record, subject to the addition to item 9 on page 1654 so it read 'Cllr C Whelan said she did not wish to respond to his question at this time. Cllr A Whelan invited the Mayor to put his concerns in writing to Cllr C Whelan.' Pages 1653, 1654, 1655, 1656 and 1657 refer. Matters arising – Page 1656, item 17 – The Mayor informed members he had requested clarification on some points within the proposed lease for Oliver Cromwell House. Once a response on these had been received it will be discussed at a future Full Council meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman thanked the Tourist Information Centre team on all their hard work in making the Eel Weekend a wonderful weekend. The British Town Crier Championship were also held in conjunction with this weekend and was also a wonderful event. He had the pleasure of presenting Ely's Town Crier, Mrs Avril Hayter-Smith with the honour of becoming a Freeman of the City at the Town Crier Championship dinner. He had requested the Tourism and Town Centre Manager present a report to the next Full Council on the Eel Weekend.

6. QUESTION TIME

A parishioner, asked members, that now the Council had taken on the town centre, what was the progress with the 'A' Boards and street clutter. She had met with Cllr Every to update her on this problem and had numerous correspondence with the County Council, which she detailed. She highlighted that the Lemon Tree Deli had now increased the amount of tables and chairs they have outside the front of their business, which now exceeds the approved area in their table and chair licence. She said she was very reluctant to enter into legal proceedings to force the County Council to take action. She appreciated it was very hard for County to carry out their responsibilities, but if nothing happens they will have to take higher action. The Mayor confirmed this Council wished to continue to be involved in this matter.

6. Question Time continued

A second parishioner, informed members the minutes of the previous meeting should have said that letters were sent to shops in Soham, regarding similar problems with 'A' boards and that she had mentioned that shops in Littleport had also received these.

A further parishioner, said that when an audit was undertaken in December there had been 87 'A' boards and obstructions in the centre of Ely.

7. REPORTS FROM COUNTY COUNCILLORS AND DISTRICT COUNCILLORS

County Cllr Anna Bailey updated members on various issues relating to the County Council. A copy of her report is attached to these minutes.

Cllr Every, in her capacity as a County Councillor, informed members that as Chair of the Corporate Parenting sub-committee there are 700 children and young people from Cambridgeshire in care. Fostering care programmes are very expensive and there are currently 50% of children being fostered outside of the county and 50% being fostered in the county that are from outside the county. This situation is currently being addressed. Recruitment of more foster parents is essential. They are also trying to get a change with regard to those in care that are 18 or over being charged council tax if they live independent.

Cllr Rouse, in his capacity as a District Councillor, informed members he had undertaken a tour of G's with other District Councillors, which had been very impressive.

County Cllr Bailey left the meeting at 7.35 pm.

8. MAYOR'S ENGAGEMENTS & REPORT

The Mayor had attended a Tourism Forum at Fordham; ECDC's Chairman's Reception; the Ely Woodturners open event; Fenprobe AGM; Sinfonia performance at Ely Cathedral; Fenprobe recording; Eel throwing competition, the King's School prize giving; Eel Day; the Town Crier British Championship and dinner and the Ely Food Fair and an audience with Brian Turner.

9. PLANNING

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

10. INFORMATION ONLY ITEMS

The following information only items were received:-

Notification of tree work:- The Old Fire Engine House, 25 St Marys Street, Ely; 42A Waterside, Ely; MOD/USAF Ely Housing, Ely; rear of 62 Broad Street, Ely; 17 Bohemond Street, Ely; 8 Egremont Street, Ely; 46 Barton Road, Ely

Notification of road closures:- Ely Road, Queen Adelaide Level Crossing – 3.6.18 and 9-10.6.18; Between Clayway Farm and Junction Ely Road, Queen Adelaide – 9-12.7.18; Mile End level crossing, Prickwillow – 9.6.18; Quanea Drove, Ely – 4.6-4.12.18

Notification of tree preservation order for 17 Bohemond Street, Ely

Notice of intention to carry out demolition of former swimming pool at Paradise swimming pool, Newnham Street, Ely

Local Government reorganisation update

NALC article

11. COMMITTEE REPORTS

(i) PERSONNEL, FINANCE AND GOVERNANCE – The Mayor presented a report of a meeting held on the 23rd April, which was approved. The Mayor and Deputy Mayor had undertaken the annual review of the Council's Policies and Procedures. The recommendations of this review were noted and unanimously agreed. The Mayor will sign all of the policies and procedures. The Clerk had also tabled new policies in relation to the GDPR. These were a Hirers Privacy Notice; Retention and Disposal Policy; the Management of Transferable Data Policy and an Information and Data Protection Policy. It was agreed all members would look at these policies and let the Clerk know by the 14th May if they did not agree with these. If no objections or comments were received, these would also be signed by the Mayor. Soham Town Council had requested the Council discuss whether it would be

11. Committee Reports continued

agreeable to handing over the CCTV cameras to them. Members agreed in principle to this request, subject to negotiations with Soham Town Council. Cllrs Every, Lindsay and the Clerk will calculate the charge that would be made to Soham Town Council. They will then meet with them to negotiate the takeover of these cameras.

Members noted the implications of the new GDPR and the work required to ensure the Council was compliant. It was unanimously approved that the Clerk be given authority to put all necessary documents and procedures in place. Members also agreed the Council will need to appoint a Data Protection Officer. Members unanimously approved the annual increase of the Local Needs Housing Scheme rent by the rate of inflation at the end of January 2018, which was 4%. This would increase the monthly charge to £38.95. Members approved the setting of the tenancy criteria for the letting of the Maltings Cottage. Estate agents will be contacted in relating to letting this building, using this criteria.

(ii) ENVIRONMENT – No report as Committee had not met.

(iii) RECREATION & CEMETERY – No report as Committee had not met. Cllr Phillips informed members two of the Chapel windows had now been completely replaced and work is progressing on the remaining ones. He also wanted to record how superb the Cemetery was looking.

(iv) CHRISTMAS LIGHTS – Cllr Arnold presented a report of a meeting held on the 30th April, which was noted. The updates from the Switch On and Lighting Groups were noted. Cllr Every requested the Switch On Group produce a profit and loss account for 2017 for the next Christmas Lights Committee meeting, so it could be ascertained as to how much it actually costs to put on this event.

(v) ASSETS & ACQUISITIONS – No report as Committee had not met.

(vi) ELY/RIBE – No report as Group had not met. The Mayor informed members that three rowers had visited from Ribe and had met up with the Isle of Ely Rowing Club.

(vii) YOUTH FORUM – No report as Group had not met.

12. WORKING PARTIES/STEERING GROUPS REPORTS

Sessions House Working Group – Members noted the notes of a meeting held on the 3rd May. It was agreed quotes would be obtained for a video entry system for the main door. Signage would be installed to direct visitors to the Council Chamber and the letting policy would be updated. A new display of banners policy would be drafted for approval by Full Council. Cllr Lindsay informed members the installation of the lift was now underway and should be completed in approximately a week. This will then be tested and the remaining building work completed.

Cemetery Expansion Working Group – Cllr Phillips informed members this Group had been formed to look at the burial space available within the cemetery and the areas for possible expansion and use. This Group had identified areas that could be used for burial within the existing site. This will be reported back to the next Recreation and Cemetery Committee meeting.

13. REPORTS FROM EXTERNAL MEETINGS

Cllr Friend-Smith informed members the Perspective Group were having a walk about of the City on the 9th May at 6.30 pm. This is their annual inspection to see what can be improved. She invited any Councillor to attend and agreed to bring the report back to Full Council.

Ely Trinity Dole – Cllr Phillips informed members, Reverend Chris Hill had been appointed as the new Chairman.

Ely Museum – Cllr Every informed members the Museum would be holding free open days on the 2nd and 3rd June, to show what it has to offer and there will also be an opportunity for people to speak to their architect on the future plans.

14. TO CONSIDER A POSSIBLE THEME FOR THE REDROW HOMES SITE AT HIGHFLYER FARM

The Clerk informed members she had been in correspondence with the developer and had suggested a theme of butterflies, as suggested for one of the new developments at a previous Full Council meeting. Cllr Friend-Smith had prepared a list of possible names. Members unanimously agreed these should be submitted to the developer for acceptance.

15. TO APPOINT A NEW COUNCIL REPRESENTATIVE FOR THE TRINITY DOLE CHARITY TO REPLACE WALTER BEBBINGTON WHO IS NOW RETIRING AS THE COUNCIL'S REPRESENTATIVE

Members unanimously agreed the Mayor would write to Mr Bebbington to thank him for his long service as this Council's representative on the Trinity Dole Charity. The Mayor proposed Cllr Yates be elected as the new Council representative, which was seconded by Cllr Moakes and unanimously agreed.

16. TO CONSIDER LETTER FROM ELY TENNIS CLUB

Members considered the letter from Ely Tennis Club regarding the provision of indoor tennis courts. It was unanimously agreed the Mayor would respond to this letter, stating the Council supports their proposals in principle, but unfortunately were unable to provide any financial support.

17. TO CONSIDER REQUEST FROM CLLR PHILLIPS REGARDING THE FORMATION OF A WORKING PARTY TO CONSIDER ISSUES ARISING FROM THE COUNCILLOR SEMINAR

Members noted the request from Cllr Phillips regarding the formation of a Working Party to consider issues arising from the Councillor seminar. He proposed a small Working Group be formed, with terms of reference as presented. This was seconded by Cllr Phillips and agreed. It was also agreed this would consist of Cllr Phillips as the Chairman, Cllr C Whelan, Cllr Moakes and Cllr Yates.

Two parishioners left the meeting at 8.15 pm.

18. TO COMMENT ON ECDC'S DRAFT PROPOSALS OF THE COMMUNITY GOVERNANCE REVIEW

Members noted these draft proposals. Cllr Every confirmed that the new parish boundaries for Ely will follow the same as those of the District Council, apart from the West Ward, which will be slightly different. The Clerk will request a copy of the new parish boundaries. Cllr Every suggested that the number of councillors for the Council be reviewed. It was agreed to discuss this at the next Personnel, Finance and Governance Committee.

19. TO COMMENT ON ECDC'S EAST CAMBRIDGESHIRE HEALTH AND WELLBEING STRATEGY 2018-21 CONSULTATION

Members noted this consultation and agreed the Council should look at how it could contribute to this Strategy.

20. TO COMMENT ON ECDC'S PROVISION OF BRING BANK SITES IN EAST CAMBRIDGESHIRE

Members discussed the options for this consultation and unanimously agreed to support option 2, which was to retain a reduced number of bring bank sites at the higher performing locations for recyclates. Members would not consider making a financial contribution to retain a bring bank site in the parish.

21. TO FORMALLY APPROVE THE ANNUAL REVIEW OF THE DIRECT DEBITS PAID BY THE COUNCIL FOR 2017/2018

Members noted and unanimously approved the annual review of the direct debits paid by the Council for 2017/2018.

22. TO FORMALLY APPROVE THE ANNUAL REVIEW OF THE RISK MANAGEMENT PROCEDURES AS ADOPTED BY THE CITY OF ELY COUNCIL FOR 2017/2018

Members noted and unanimously approved the annual review of the Risk Management Procedures as adopted by the Council for 2017/2018. Members also noted and approved the review of the effectiveness of internal audit for the City of Ely Council for 2017/2018, undertaken by the Mayor and Cllr Every.

23. FINANCE

Members approved the following payments:-

Direct debit payments

LEX Autolease	243.27	paid by direct debit
EE Ltd	91.20	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
Worldpay	150.55	paid by direct debit
Francotyp Postalia Ltd	150.00	paid by direct debit
Barclays	225.29	paid by direct debit
EE Ltd	97.57	paid by direct debit
Total Gas & Power	153.97	paid by direct debit
Total Gas & Power	42.82	paid by direct debit
Total Gas & Power	2556.73	paid by direct debit
Greene King Brewing & Retail Ltd	1491.73	paid by direct debit
Greene King Brewing & Retail Ltd	1730.46	paid by direct debit
Greene King Brewing & Retail Ltd	803.77	paid by direct debit
Greene King Brewing & Retail Ltd	407.06	paid by direct debit
Total Gas & Power	208.16	paid by direct debit
Total Gas & Power	60.76	paid by direct debit
Total Gas & Power	2437.45	paid by direct debit
British Telecommunications	27.36	paid by direct debit
British Telecommunications	57.84	paid by direct debit
British Telecommunications	154.44	paid by direct debit
British Telecommunications	27.36	paid by direct debit
British Telecommunications	130.52	paid by direct debit
British Telecommunications	130.50	paid by direct debit
British Telecommunications	109.44	paid by direct debit
British Telecommunications	331.59	paid by direct debit
ESPO	162.62	paid by direct debit
ESPO	493.67	paid by direct debit
ESPO	878.77	paid by direct debit
Barclaycard	1020.17	paid by direct debit
The Prop Factory Ltd	621.60	paid by BACS

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

ECDC	23.00	111670
Zurich Municipal	11804.93	111671
Ensign Solutions Ltd	3381.07	111672
A G Hobbs	124.80	111673
Sigma Embroidery & Printing	117.60	111674
Liquidline Ltd	103.28	111675
RGP Security Services Ltd	156.00	111676
R Media & Communications Ltd	1200.00	111677
Mrs E Gardener	160.00	111678
Thurlow Nunn Standen Ltd	4200.00	111679
Ely Auto Care Ltd	221.00	111680
RGP Security Services Ltd	93.60	111681

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23. Finance continued

Shefs	1770.90	111682
Visit Cambridge & Beyond	489.60	111683
S Bradley	270.00	111684
Assoc of Town Centre Management	594.00	111685

The following invoices had not been paid prior to the meeting

CCTV Volunteer	10.80	111687
CCTV Volunteer	27.90	111688
AmeyCespa (East) Ltd	7.76	111689
Cooleraid Ltd	14.22	111690
BFS Group Ltd	173.46	111728
Truelink Ltd	672.00	111691
Konica Minolta Bus Solutions Ltd	175.44	111692
ICCM	90.00	111693
Simpson's Nurseries Ltd	46.00	111694
Total Gas & Power	9.12	111695
Glasdon UK Ltd	165.84	111696
Securitas Security Services Ltd	48.00	111697
Soham Pest Control Rodent Acc	99.00	111698
Anglia Stairlifts Ltd	359.94	111699
Millennium Pest Control Ltd	66.00	111700
Liquidline Ltd	418.76	111701
New English Teas	574.27	111702
Greenworks Solutions Ltd	180.00	111703
Anglian Water	21.27	111704
Gordon Harrison	80.82	111705
Deeping Direct Deliveries	115.20	111706
Ely & Soham Electrical Services	69.30	111707 &
G & J Peck Ltd	175.16	111708
Anglian Water	618.44	111709
Jewson Ltd	256.14	111710
Rialtas Business Solutions Ltd	709.80	111711
CamAlarms Ltd	133.20	111727
Fenland Leisure Products Ltd	230.88	111712
Allens Skip Hire Ltd	120.00	111713
Newmarket Hampers	2529.60	111735
R G Security Services Ltd	78.00	111714
Social Media Brand Experts	360.00	111715
ECDC	112.44	111716
Trade UK	65.97	111717
Lyreo UK Ltd	103.18	111718
Hags-Smp Ltd	17483.60	111719
Green City Solutions	239.53	111720
FuelGenie	346.57	paid by direct debit
CamAlarms Ltd	170.40	111727
S Blake	594.00	111726
Minera Publications	293.40	111724
Thompson Media Partners Ltd	240.00	111723
Ely Cathedral Enterprises Ltd	350.00	111722
ATS Heritage	300.00	111721
BFS Group Ltd	261.77	111728
Ensign Solutions Ltd	13.80	111729
Pryor Publications	109.60	111730
Aztek Services Ltd	11.94	111731
G & J Peck Ltd	25.66	111732
C D Hood	16698.72	111753

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23. Finance continued

S Bradley	530.00	111734
Shefs	18.96	111733
ECDC	16.75	111716
Shefs	360.00	111686
Newmarket Hampers	2529.60	111735
Verve Digital Ltd	120.00	111736
The Blue Hand Press	165.00	111737
N & C Glass Ltd	49.84	111738
Thurlow Nunn Standen Ltd	13.74	111739
Argos Business Solutions Ltd	48.94	111740
ESPO	213.06	111741
ECDC	231.00	111742
Securitas Security Services (UK) Ltd	55.80	111697
Coffee Plus	87.84	111743
AmeyCespa (East) Ltd	7.76	111689
Cooleraid Ltd	9.48	111690
CamAlarms Ltd	133.20	111727
Glass Made Art	2427.99	paid by BACS
Mr R Hobbs	214.00	111745

Payments relating to staff since meeting on the 3rd April 2018

Salaries and wages	£22414.02
Inland Revenue (tax & NI)	£5118.92
Pension fund payments	£7729.93

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