



**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, 30TH JULY 2018**

PRESENT: Mrs T Coulson - Clerk to the Council

The Mayor, Cllr M Rouse

Cllr R Hobbs

Cllr I Lindsay

Cllr P Moakes

Cllr A Arnold

Cllr C Whelan

Cllr M Lansell

3 parishioners

Cllr C Phillips

Cllr A Whelan

Cllr E Every

2 representatives of St Mary's Church

1. APOLOGIES

Apologies were received and accepted from Cllr Pearson, Cllr Yates, Cllr Austen, Cllr Warman and Cllr Friend-Smith.

2. COUNCILLOR REQUESTS FOR DISPENSATIONS

There were no requests for dispensations.

3. DECLARATIONS OF INTERESTS

There were no declarations of interests.

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

Minutes of the last meeting held on the 3rd July 2018 were agreed and signed as a true record, subject to the Deputy Mayor's engagements, which had been missed off, being added to the minutes. Pages 1676, 1677, 1678, 1679 and 1680 refer.

Matters Arising – Page 1676, item 4, Cllr Phillips asked for clarification on his question at the last meeting as to 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. Cllr Every said that as this service had the officer in charge of its budget, it could not run as other Committees. Cllr Hobbs proposed that at the next Full Council meeting he would put forward a motion for the Standing Orders to be varied, so that the Mayor and Deputy Mayor did not have to be a member of this Committee. Cllr C Whelan seconded this and a vote was undertaken, with the majority of members in favour of this. The Clerk will check the legality of this.

Page 1676, item 5, The Mayor informed members that although it had been discussed at the last meeting to have the Civic Service combined with the Cathedral's Harvest Festival Service, he had since spoken to his Chaplain and this would now be on the 28th October at 6.00 pm, at St Mary's Church.

Page 1678, item 12 – Cllr Arnold informed members she had now received confirmation from ECDC that they had no objection, as Landlords, to the erection of more swift boxes at the Maltings. Members unanimously agreed to move forward with this.

Page 1678, item 12 – Cllr Arnold reminded members of the Ely in Bloom presentation evening on the 7th August at 7.00 pm in the Council Chamber.

Page 1679, item 17 – The Mayor confirmed St Mary's Church were happy for the beacon to be erected on St Mary's Green.

The Mayor allowed item 7 to be moved forward and taken before item 5

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements.

6. QUESTION TIME

A parishioner raised their concerns regarding the newly installed lift in the building. Due to a recent incident they had been involved in, this had identified that the lift installed was not as had originally been ordered. They felt the Council should not accept this, as it could result in problems in the future. They felt the Council had been let down by Express Lifts and Purcell Miller Tritton. They thanked the office staff and other Council staff that had resolved the incident. The Mayor expressed his regret that this had happened and ensured the parishioner that the details identified were being verified and solutions were being looked at to ensure this does not happen again.

7. TO RECEIVE A PRESENTATION FROM REVEREND C HILL, REGARDING ST MARY'S CHURCH BECOMING A COMMUNITY HUB

Reverend Hill had attended the meeting with Mr D Tye, a Church Warden, to explain to members the plans for St Mary's Church. They have a vibrant church family with between 200-300 people attending every Sunday. They have also started a new congregation in the North of Ely ready for the new development in this area. They are proposing changes as the configuration of the building is a real problem. It cannot be used efficiently and they want to create an open flexible multi-functional space, which will be used as a community hub, seven days a week and accessible to all. It will have new flooring, electrics, heating and lighting. It will also have a new creche and accessible WC, as well as refurbishing the existing toilets. Reverend Hill asked if the Council would support these proposals. He said Phase 1 costs were estimated at £815,000, of which they had already raised £560,000. They will be applying for funding and making a wider appeal to the Ely community. It is hoped the work will start in 2020. Members wished them every success with this project and agreed the Mayor would provide a letter of support to the Church.

8. REPORTS FROM COUNTY COUNCILLORS AND DISTRICT COUNCILLORS

Cllr Every, as a County Councillor informed members that due to the detailed report at the last Full Council meeting she had nothing further to report. She did report that the County Council would be hosting a children's away day at Witchford School, next Wednesday. This is to enable the children to have a fun day with their carers.

Cllr C Whelan, as a District Councillor, informed members at an ECDC meeting, where they had discussed the annual report leaflet for ECDC, she had challenged some content of this and some of her suggestions had been acted upon. She also reported that at the Regulatory Committee they had discussed the outcome of the recent consultation on neighbourhood recycling centres.

Cllr Hobbs raised his concerns regarding the state of the City centre. He had received emails from parishioners complaining about its condition. He had spoken to the officer at ECDC and has been given assurances that in a week there will be a difference. He was confident that things will improve. He will report back at the next Full Council on the standards and if still not happy will go back to ECDC again.

Cllr Lindsay informed members the Environment Committee had an action plan to undertake a walkabout of the City centre and would liaise with the Tourism and Town Centre Manager, as she was also organising one. He was also trying to obtain the results of the Perspective Group's recent walkabout.

Cllr Rouse, as a District Councillor informed members the plans for Croylands had been refused at a recent ECDC Planning Committee meeting and at the next meeting they will consider the application for Sidings Farm, Queen Adelaide.

9. MAYOR'S ENGAGEMENTS & REPORT

The Mayor had attended a meeting with Revd Hill about the beacon and St Mary's plans; concert for Peace at Ely Cathedral; Ely College Prize giving; met with Jack Waterfall re Heligoland 39 Project; met with Ely Scouts in Ely Museum; attended Flora and Fauna Recital by Clare Hammond, Ely Cathedral, part of the Isle of Ely Arts Festival; Ely 501 short story awards at St Mary's Church; Society of St George annual gathering at Buckden Towers; KD Academy, We Will Rock You at the Maltings and he met with a group of students at Ely Museum. He had also talked to visiting Chinese language students at Sessions House; attended the City of Ely Military Band concert in Jubilee Gardens; attended private viewing of the Tree for Life exhibition in Ely Cathedral; opened Thorlabs summer garden party; the Mayoress opened the Lily House fete, which he joined her at later; attended the Field Theatre, Holding Hands at Ely Museum. He thanked the Deputy Mayor and her consort for their support. He attended the Royal British Legion event on Palace Green; the Royal Anglian Regiment Association, Cambridgeshire Annual Reunion. He attended the change of command of 48th Fighter Wing at RAF Lakenheath; hosted another three visits for language school students from China at the Sessions House; had a meeting at Ely College; attended Arts Society at the Old Palace; Ely in Bloom judging; opened the Witchford Music Festival and welcomed sponsored walkers and presented certificates to EPL School students.

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:- 25 Fitzgerald Close, Ely; Spring Meadow Infants School, High Barns, Ely; 126 Broad Street, Ely; 14 Columbine Road, Ely

Notification of road closures:- Queen Adelaide Level Crossing, Ely – 29-30.9.18; Old Bank, Prickwillow, Ely – 21-23.8.18; Chettisham Station Level Crossing, Ely – 29-30.9.18

Notification of bus service changes for No 12

Letter from ECDC re Community Governance Review (emailed to councillors)

Street Naming and Numbering:- 40B West Fen Road, Ely

12. COMMITTEE REPORTS

(i) PERSONNEL, FINANCE AND GOVERNANCE – The Mayor presented a report of the meeting held on the 16th July 2018, which was approved. Members unanimously agreed to re-appoint the Internal Auditor, Heelis & Lodge for the financial year 2018/2019. The recommendation for the Tourist Information Assistants, due to the nature of this service, should be paid for any additional time worked, instead of taking TOIL as stated in their contracts, was approved. The Clerk will arrange for an amendment to these contracts. In the future, the Maltings staff contracts will also need to be reviewed, with regard to TOIL. Members agreed the recommendation that the 20% discount to staff and councillors given at Oliver Cromwell House should cease with immediate effect. The proposal to approve the renewal of the lease for the CCTV office at Ely Police Station, was unanimously approved. The Mayor will sign and seal the new lease. Members unanimously agreed to form a Working Group following the next elections in May 2019, to look at whether the current number of councillors was adequate for the Council and what is needed for the future. The Community Forum will be meeting again in the Autumn.

(ii) ENVIRONMENT – No report as Committee had not met. Cllr Lindsay thanked Cllr Every for all the work she had undertaken in preparing and submitting the bids for Minor Highways Improvement Bids. Cllr Every informed members she had already submitted two bids. One was for three extra moveable traffic signs and the other was for Cam Drive safety traffic signs. This would be at a cost to the Council of £3,000 and £7,500, respectively. She also recommended that the Council undertake the following action; Stuntney – move 30 mph speeding restriction (£3,000) and Prickwillow – calming measures (£13,500). This would mean that if the bids were successful, the sum that would need to be budgeted for would be £27,500. If however, they were not successful, this would increase to £47,000. Cllr Lindsay proposed members accept these recommendations in principle, but refer them for discussion at the next Environment Committee meeting to ascertain how these will be funded. This was seconded by Cllr Moakes and unanimously approved. Cllr Arnold informed members of the Ely in Bloom presentation evening on the 7th August at 7.00 pm. All members were invited and she hoped they would attend.

(iii) RECREATION & CEMETERY – Cllr Phillips presented a report of a meeting held on 23rd July 2018, which was approved. Cllr Philips reported that the first ‘Friends of Ely Cemetery’ meeting had been held on the 17th July at the Cemetery. Cllr Moakes thanked Cllr Phillips for moving this group forward and hoped that it would be very productive. Cllr Phillips proposed the recommendation to accept the quote from Hags SMP, at a cost of £24,275, for the outdoor fitness equipment at St John’s Road playing field. This was seconded by Cllr Moakes and unanimously approved. Cllr Phillips also proposed the recommendation to accept the quote from Wicksteed, at a cost of £24,999, for the new equipment at High Barns play area. This was seconded by Cllr Moakes and unanimously approved. Confirmation for Section 106 funding was still awaited from ECDC regarding the extension to the storage at the cemetery. A certificate of lawfulness had been obtained from ECDC for this, as planning permission was not required as it could be erected under permitted development rights. Members had discussed the loss of the USAAF play area at the Princess Of Wales Hospital and the need for more play facilities in this area. The Clerk confirmed there would be new play areas within the new housing developments in the North of Ely. A timescale will be requested from ECDC regarding the phasing of the new Country Park and the Deputy Clerk will reiterate this Council’s request to be involved in the new play area designs. Section 106 funding will be sought for both of these projects.

(iv) CHRISTMAS LIGHTS – No report as Committee had not met.

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

(vi) ELY/RIBE – No report as Group had not met. The next meeting will be held on the 21st August at 10.30 am. The AGM will be on 26th September at Ely Museum.

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

(viii) TOURISM AND TOWN CENTRE COMMITTEE – No report as Committee had not met.

13. WORKING PARTIES/STEERING GROUPS REPORTS

CCTV – The Clerk tabled an email from Soham Town Council regarding their wish to take over responsibility for the Soham CCTV cameras. Attached to this email was a report prepared by the Clerk with a response to this request. These were noted and it was agreed Cllr Every, Cllr Lindsay and the Clerk would continue to negotiate this transfer with Soham Town Council.

14. REPORTS FROM EXTERNAL MEETINGS

Cllr Phillips reported to members that he had attended a meeting of the Ely Trinity Dole on the 10th July. Cllr Lindsay informed members that Ely Museum were about to submit the next stage of the HLF bid. Cllr Every gave a further update.

15. TO MAKE COMMENTS ON TABLES AND CHAIRS LICENCE APPLICATION FOR ACE SNACK & COFFEE, HIGH STREET, ELY

Following a discussion regarding this application, members unanimously agreed to refuse this application on the grounds that the pathway was too narrow to accommodate the proposed table and chairs and barriers. They felt the City centre had enough issues regarding street clutter, such as ‘A’ boards, which caused a hazard to partially sighted, blind and other disabled people.

16. 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 |
| Plan Communications Ltd | 41.99 | Paid by direct debit |
| Francotyp Postalia Ltd | 150.00 | Paid by direct debit |
| Francotyp Postalia Ltd | 72.00 | Paid by direct debit |
| Cybertill Ltd | 58.78 | Paid by direct debit |
| Greene King Brewing & Retail Ltd | 967.89 | Paid by direct debit |
| Greene King Brewing & Retail Ltd | 158.77 | Paid by direct debit |
| Greene King Brewing & Retail Ltd | 250.64 | Paid by direct debit |
| Greene King Brewing & Retail Ltd | 16.48 | Paid by direct debit |
| Greene King Brewing & Retail Ltd | 1580.64 | Paid by direct debit |
| British Telecommunications | 57.84 | Paid by direct debit |
| Barclaycard | 612.00 | Paid by direct debit |
| Barclaycard | 2172.45 | Paid by direct debit |
| FuelGenie | 297.84 | Paid by direct debit |
| Siemens | 569.40 | Paid by direct debit |
| British Telecommunications | 131.34 | Paid by direct debit |
| British Telecommunications | 339.61 | Paid by direct debit |
| British Telecommunications | 57.84 | Paid by direct debit |
| British Telecommunications | 141.52 | Paid by direct debit |
| Green City Solutions | 212.30 | Paid by direct debit |
| Worldpay | 245.57 | Paid by direct debit |
| Worldpay | 152.74 | Paid by direct debit |
| ESPO | 166.75 | Paid by direct debit |
| ESPO | 42.21 | Paid by direct debit |
| ESPO | 381.06 | Paid by direct debit |
| ESPO | 65.24 | Paid by direct debit |
| ESPO | 83.19 | Paid by direct debit |
| ESPO | 266.92 | Paid by direct debit |
| ESPO | 120.33 | Paid by direct debit |

1684

.....
MAYOR
28th August 2018

16. FINANCE CONTINUED.....

| | | |
|-------------------|---------|----------------------|
| Total Gas & Power | 2916.57 | Paid by direct debit |
| Total Gas & Power | 36.42 | Paid by direct debit |
| Total Gas & Power | 99.76 | Paid by direct debit |
| Total Gas & Power | 1326.61 | Paid by direct debit |
| Glass Made Art | 1213.99 | Paid by BACS |
| Ofcom | 726.00 | 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

| | | |
|----------------------------|---------|--------|
| L Howell | 42.00 | 111864 |
| Verve Digital Ltd | 120.00 | 111866 |
| S Blake | 346.50 | 111867 |
| Suspects Cru | 75.00 | 111868 |
| Miss H Smith | 2116.00 | 111869 |
| Nisbets | 131.97 | 111870 |
| Ensign Solutions Ltd | 55.20 | 111871 |
| Karen Merrison | 169.50 | 111872 |
| Artistry in Cocoa | 69.50 | 111873 |
| BFS Ltd | 621.03 | 111874 |
| Royal Society of St George | 25.00 | 111875 |

The following invoices had not been paid prior to the meeting

| | | |
|-------------------------------------|---------|--------|
| Nisbets | 157.31 | 111878 |
| Cambridge Art | 1468.00 | 111879 |
| Glasdon UK Ltd | 1496.46 | 111880 |
| Millennium Pest Control Ltd | 66.00 | 111881 |
| Witham Oil & Paint Ltd | 125.47 | 111882 |
| D Hill | 765.00 | 111883 |
| Soham Comrades Band | 250.00 | 111884 |
| Aztek Services Ltd | 1272.00 | 111885 |
| Cooleraid Ltd | 68.52 | 111887 |
| ADeC | 138.00 | 111888 |
| Anglian Water | 145.76 | 111876 |
| Eden Farm Hulley's | 33.79 | 111889 |
| CAPALC | 75.00 | 111890 |
| Bargate Master Locksmith | 508.00 | 111891 |
| Liquidline Ltd | 204.81 | 111892 |
| CCTV Volunteer | 23.40 | 111894 |
| Mr M Pinion | 200.00 | 111895 |
| Local World | 540.00 | 111896 |
| TTK Confectionary | 308.68 | 111897 |
| Securitas | 51.00 | 111898 |
| Simpson's Nurseries Ltd | 92.99 | 111899 |
| Allen's Skip Hire Ltd | 120.00 | 111900 |
| ESPO | 295.09 | 111901 |
| G&J Peck Ltd | 37.98 | 111902 |
| Deeping Direct Deliveries | 115.20 | 111903 |
| A Sharp | 23.65 | 111904 |
| N Gardener | 5.40 | 111905 |
| A Arnold | 12.48 | 111906 |
| Ely & Soham Electrical Services Ltd | 1567.20 | 111907 |
| Heart of the Country Ltd | 373.92 | 111908 |
| CD Hood Ltd | 3928.57 | 111909 |

16. FINANCE CONTINUED.....

| | | |
|------------------------------|---------|----------------------|
| Ely Folk Festival | 80.00 | 111910 |
| Anglian Water | 139.64 | 111877 |
| ECDC | 39.60 | 111911 |
| Trade UK | 5.48 | 111912 |
| ECDC | 564.83 | 111911 |
| ECDC | 1553.80 | 111911 |
| ECDC | 1520.00 | Paid by direct debit |
| ICCM | 312.00 | 111913 |
| British Telecommunications | 27.36 | Paid by direct debit |
| British Telecommunications | 109.44 | Paid by direct debit |
| Sigma Embroidery & Printing | 197.19 | 111914 |
| ECDC | 180.00 | 111915 |
| Barclays | 282.14 | Paid by direct debit |
| Philip Waller Consulting Ltd | 420.00 | 111916 |
| Jon Durrant | 202.50 | Paid by BACS |
| Cambridge Mobility Ltd | 105.60 | 111917 |
| Jewson Ltd | 62.74 | 111918 |
| Glasswells | 3967.20 | 111919 |
| Waterbeach Brass | 200.00 | 111920 |

Payments relating to staff since meeting on the 2nd July 2018

| | |
|---------------------------|-----------|
| Salaries and wages | £25983.80 |
| Inland Revenue (tax & NI) | £8279.07 |
| Pension fund payments | £12581.31 |

Members noted and approved the bank reconciliation against the accounts for the period ending 30th June 2018.