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**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, 24TH SEPTEMBER 2018**

**PRESENT:** Mrs T Coulson - Clerk to the Council

The Mayor, Cllr M Rouse

Cllr R Hobbs

Cllr I Lindsay

Cllr J Yates

Cllr A Arnold

Cllr S Friend-Smith

Cllr P Moakes

*1 parishioner*

Cllr C Phillips

Cllr D Warman

Cllr E Every (arrived 7.10 pm)

*3 representatives re Stagecoach presentation*

### **1. APOLOGIES**

Apologies were received and accepted from Cllr Austen, Cllr Phillips, Cllr Warman and Cllr A Whelan.

### **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 28TH AUGUST 2018 AND MATTERS ARISING**

Minutes of the last meeting held on the 28th August 2018 were agreed and signed as a true record. Pages 1687, 1688, 1689, 1690, 1691 and 1692 refer.

Matters Arising – Page 1688, item 7 - Cllr Lindsay asked if the matter regarding a village green at Prickwillow had progressed any further. Cllr Hobbs informed members, he and Cllr Every would be bringing costs and implications to this Council. They would also be discussing this with Prickwillow Village Council. Page 1689, item 8 – Cllr Moakes asked the Mayor if there was an update on the Maltings Cottage. The Mayor informed members he and Cllr Every are in the process of meeting up with the previous applicants to explain how this would now move forward. Cllr Every was currently drafting the tender specification for this.

### **5. TO RECEIVE A PRESENTATION FROM STAGECOACH REGARDING THE NEW NO 9 BUS SERVICE**

Mr Tarrant from Stagecoach gave members some background on this service. With regard to the City Hopper, which had originally been funded by Section 106 for three years, unfortunately, when the funding for this had ceased the money from passengers was not enough to continue to run on a commercial basis. Therefore, this service was incorporated into the No 9 service and was launched on the 3rd September 2018. Ms Armstrong briefed members on how this new service had been marketed. The next phase would be a flyer drop and they hoped to form a partnership with the new Ely Leisure Village. Stagecoach were pleased with the new service and the passenger numbers and hoped that with continued marketing these would continue to increase. The Mayor thanked Mr Hughes for recently undertaking a very thorough survey of all the bus stops in the parish. It was mentioned that there was no signage for a bus stop or a bus shelter at the Leisure Village. Cllr Hobbs agreed to pick this issue up with ECDC. Cllr C Whelan asked what time the last bus stopped at the Leisure Village. Mr Tarrant confirmed it was 4.32 pm. Cllr Whelan felt this was too early. Mr Tarrant said that they could not offer a later service as there were no vehicles available until much later in the evening, but they would need financial support to run this later in the evenings.

**5. TO RECEIVE A PRESENTATION FROM STAGECOACH REGARDING THE NEW NO 9 BUS SERVICE CONTINUED.....**

Cllr Every said that the Council were grateful to Mr Hughes and Mr Eden for pulling this together. It was the start of building a relationship with the bus providers, for the bus services that the Council wanted in this area. This Council needed to support and work with the bus providers to enable this to happen. If so, we need to provide financial support for these services to achieve these in the long run. The Mayor said this Council should support this in principle and felt it was very important that we developed this new initiative.

The Clerk informed members that they were not able to discuss and agree this, as it was not within this agenda item, which was only a presentation about the new No 9 bus service. Cllrs Lindsay and Yates supported the Clerk and said that a report, with costings would need to be prepared, so this could be considered by all members.

Cllr Every agreed to prepare a fully costed request for the Council to form a partnership with Stagecoach to support this bus service. This will be considered at the next Full Council meeting.

**6. CHAIRMAN’S ANNOUNCEMENTS**

The Chairman reminded members of the Civic Service to be held on the 28th October at 6.30 pm at St Mary’s Church. The Council Christmas dinner would be on the 10th December

**7. QUESTION TIME**

A parishioner raised concerns regarding the timetable at Priors Court, which does not give any times for the bus service. They felt that older people do not always have internet access, so cannot assume they will get this information electronically. They felt this should be addressed. Cllr Every will pass these comments on to Stagecoach. They also asked if the issue with the Tourist Information Points had been clarified yet. The Clerk informed members she had received confirmation that none of the TIPs had been transferred over to this Council. Cllr Hobbs agreed to take this issue on and speak to ECDC about this. Cllr Lindsay reported that when the walkabout was undertaken, these were identified as needing attention and he had thought it had been agreed that the Tourism and Town Centre Manager and ECDC would be dealing with these.

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

Cllr C Whelan, in her capacity as a District Councillor, informed members she had attended the Community Services Committee meeting, where the new Leisure Centre had been discussed with regard to a few teething problems. They would also be looking at having inflatables in the swimming pool to make it more child friendly. She had also raised her concerns that some of the dog bins were not being emptied enough and this issue will be looked at.

Cllr Rouse, in his capacity as a District Councillor, had attended the Planning Committee meeting that day, where the application for 33 Cambridge Road, Ely had been approved. This had been recommended for refusal by the City of Ely Council.

Cllr Every, in her capacity as a County Councillor, informed members the date for the opening of the Southern Bypass continues to be on target. There is a draft date for the McMillan Walkover of the 14th October. They are currently studying the Government’s Green paper on ‘Transforming Children and Young People’s Mental Health’. The information from the statistics has significant implications, one of which is a designated Senior Lead for Mental Health in all primary and secondary schools to oversee the approach to mental health and wellbeing. All children and young people’s mental health services will identify a link for schools and colleges. The next workshop for the Innovation and Create Fund in on the 24th October, for submission by the 1st November.

Cllr Every, in her capacity as a District Councillor, informed members of the launch of the Eyes and Ears Campaign, which signposts all the services which support vulnerable people in the District, which was held at the Cathedral on the 13th September. This was well attended. Community involvement in identifying those at risk and reporting concerns lies at the heart of this campaign. She is also dealing with a high number of residents’ issues in Ely East and North.

## 9. MAYOR'S ENGAGEMENTS & REPORT

The Mayor had attended the City Centre walkabout; opening of The Works; attended On Par Golf Course open day; Ramsey Civic Service; the launch of Cloud 9 bus service; had meeting with the Dean and Cllr Every; attended City of Ely Allotments Association's Awards evening; meet with Mr J Waterfall and the Tourism and Town Centre Manager regarding Heliogoland 39; attended the opening of the Dojima Sake Brewery at Fordham Abbey; attended the Chair of Fenland District Council's reception at March; undertook the three tours of the Sessions House with regard to the Heritage Weekend; opened Ely U3A's 10th anniversary party; attended Isle of Ely Pets open day; Fenprobe's 40th birthday party; visited K9 community café; presented reading awards at Ely Library; attended Huntingdon's Freedom of the Town for the 501st Combat Support Wing; attended John Mann Sports Day at RAF Mildenhall; attended the Littleport Lions and Leos Charter Lunch and the farewell service for David, Bishop of Huntingdon at Ely Cathedral. Members agreed he should send a letter to record appreciation of the ministry of Bishop David, for the ten years that he has been in post. To also wish him and Jean Thomson a long and fulfilling retirement.

The Deputy Mayor had also attended the farewell service for the Bishop of Huntingdon.

## 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:- 4 The Paddock, Ely; 3 Juniper Drive, Ely; 9 The Paddock, Ely; 7 St Mary's Court, Ely; Public open space, Cardinals Way, Ely; 1 Morton Close, Ely; 27 Cardinals Way, Ely; 17 Columbine Road, Ely

Notification of road closures:- Station Road/Bridge Road, Ely – 22.10 – 23.11.18;

Email from ECDC confirming new arrangements for Bring Bank sites

## 12. COMMITTEE REPORTS

(i) PERSONNEL, FINANCE AND GOVERNANCE – The Mayor presented a report of a meeting held on the 10th September, which was approved. Cllr Yates proposed the Council accept the recommendations with regard to the grant awards for 2018/19. This was seconded by Cllr Arnold and unanimously approved. A copy of these are attached to these minutes. The Clerk reminded members that the majority of members still needed to undertake the GDPR training, which had been provided for them.

(ii) ENVIRONMENT – No report as Committee had not met. The next meeting will be on the 8th October.

(iii) RECREATION & CEMETERY – No report as Committee had not met. The next meeting will be on the 15th October.

(iv) CHRISTMAS LIGHTS – Cllr Hobbs presented a report of a meeting held on the 3rd September, which was approved. Members noted three quotes had been obtained for both the staging and sound for the Switch-On. The quotes from JEZ O and Soundstage One, respectively, were unanimously approved. Updates from both the Lighting Group and Switch-On Group were noted.

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

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

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

(viii) TOURISM AND TOWN CENTRE COMMITTEE – Cllr Hobbs presented a report of a meeting held on the 5th September, which was approved. Members noted the update on the first quarter of the year, in line with the Action Plan. A grant had been awarded for the refurbishment of the Civil War Room and it had also been agreed to allocate a figure of between £5,000-£10,000 to cover additional improvements within the building, from the one-off sum received from ECDC. There will be a member's seminar on the 6 October to discuss the future of Visit Ely and the town centre. Cllr Friend-Smith informed members the Steeple Row project would not commence until after March, due to the work being undertaken by Edis. The Cathedral had indicated they would be interested in be involved in the streetlights side of this project.

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

Sessions House Working Group – notes of a meeting held on the 19th September were tabled and noted. Members agreed to purchase new tables and chairs for the Council Chamber, as it was felt the current furniture was too big and not very flexible. Council agreed the current furniture should be used elsewhere in the building and not disposed of. The Clerk confirmed the lift had been retested for weight limits and it had been confirmed that this was a maximum of 385 kg. The swipe cards for the door access, for members will be available shortly. The Clerk will continue to try and obtain a trial on some microphones for the Chamber and will seek advice regarding the acoustics of the room. Cllr Moakes had agreed to draft a brief action plan with regards to the refurbishment of the court room.

CIL Working Group – notes of a meeting held on the 19th September were tabled and noted. The proposed CIL expenditure process was agreed. Members also noted the current breakdown of the CIL funding.

**14. REPORTS FROM EXTERNAL MEETINGS**

Ely Museum Executive Review Group – the notes of a meeting held on the 12th September were noted. It was agreed that discussions should be undertaken with possible providers of the Shopmobility Scheme, during the period of the current provider, Ely Museum’s closure for expansion.

**15. TO MAKE COMMENTS ON THE CAMBS COUNTY COUNCIL AND PETERBOROUGH CITY COUNCIL JOINT MINERALS AND WASTE LOCAL PLAN**

Members noted this plan, but agreed to make no comments on this.

**16. TO NOTE AND APPROVE THE ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2018**

Members noted the completion of the limited assurance review of the Council’s annual return for the year ended 31st March 2018 by the external auditors, PKF Littlejohn LLP. On the basis of their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion the information in Sections 1 and 2 of the AGAR was in accordance with proper practices and other than one matter detailed on their report, no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

*Item 17 was taken before item 14, as Cllr Hobbs had to leave the meeting early.*

**17. TO CONSIDER MOTION PROPOSED BY CLLR HOBBS**

Cllr Hobbs proposed a change to Standing Order 4f, which states ‘the Standing Committees of the Council shall be as follows, with the Chairman and Vice-Chairman of the Council being ex-officio members on all Committees.’ He wished to change this to ‘the Standing Committees of the Council shall be as follows, with the Chairman and Vice-Chairman being ex-officio members on all Committees, with the exception of the Tourism and Town Centre Committee, which will consist of a membership of 6 councillors.’ This motion was seconded by Cllr Every. Cllr Arnold questioned as to why the Tourism and Town Centre Committee should have preferential treatment and felt this should be the same as all the other committees. Cllr Hobbs explained why he felt this should be different to the other committees. A vote to approve this motion was undertaken with 10 votes for and 1 abstention. Therefore, the motion was approved.

*Cllr Hobbs left the meeting at 8.35pm.*

## 18. FINANCE

Members approved the following payments:-

### *Direct debit payments*

Lex Autolease	243.27	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
ECDC	1520.00	Paid by direct debit
FuelGenie	231.66	Paid by direct debit
Greene King Brewing & Retail Ltd	1193.80	Paid by direct debit
Greene King Brewing & Retail Ltd	88.34	Paid by direct debit
Greene King Brewing & Retail Ltd	426.85	Paid by direct debit
Greene King Brewing & Retail Ltd	1536.85	Paid by direct debit
Greene King Brewing & Retail Ltd	362.38	Paid by direct debit
Worldpay	152.15	Paid by direct debit
Worldpay	217.17	Paid by direct debit
Total Gas & Power	2702.66	Paid by direct debit
Total Gas & Power	33.79	Paid by direct debit
Total Gas & Power	53.19	Paid by direct debit
Total Gas & Power	389.21	Paid by direct debit
British Telecommunications	158.04	Paid by direct debit
Cybertill Ltd	58.78	Paid by direct debit
Plan Communications Ltd	41.99	Paid by direct debit
ESPO	43.62	Paid by direct debit
ESPO	61.01	Paid by direct debit
ESPO	139.81	Paid by direct debit
ESPO	128.49	Paid by direct debit
By Molly & Izzie Ltd	189.54	Paid by BACS
Cambridge Art	1368.00	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*

Securitas Security Services	106.80	111967
Shefs	2163.60	111968
Ely History Publications	91.67	111969
RGP Security Services Ltd	108.00	111970
C Inman	7.30	111971
T Harding	71.67	111972
Heathcote & Ivory Ltd	484.20	111973
CD Clowe Electrical Services Ltd	47.69	111974
RGP Security Services Ltd	187.20	111975
RGP Security Services Ltd	216.00	111976
S Thompson	7.49	111977
Simpsons (East Anglia) Ltd	576.52	111978
Greenworks Solutions Ltd	1224.00	111979
Eden Farm Hulleys	50.68	111980

*The following invoices had not been paid prior to the meeting*

Total Gas & Power	26.99	111983
ESPO	161.38	111984
Thurlow Nunn Standen Ltd	26.17	111985

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MAYOR  
22nd October 2018

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

Cooleraid Ltd	14.22	111986
ECDC	204.88	111987
Clive Brown	84.00	111988
Businessclean (Cambridge) Ltd	1538.30	111989
RBS Ltd	226.80	111990
Ensign Solutions Ltd	236.40	111991
CCTV Volunteer	16.20	111992
Swann Of York Ltd	592.92	111993
BFS Group Ltd	216.70	111994
March Brass 2000	200.00	111995
ATS Heritage	300.00	111996
Cambridge Art	1951.20	111997
Verve Digital Ltd	120.00	111998
S Blake	1229.50	111981
Clearview Communications Ltd	289.80	111999
Trade UK	190.89	112000
Nisbets	64.67	112001
S Bradley	890.00	112002
City Cycle Centre	34.44	112003
Allen's Skip Hire Ltd	120.00	112004
M Rouse	10.00	112005
Bluebell 33 Ltd	375.83	112006
Securitas Security Services	792.60	112007
Travis Perkins	16.80	112008
Konica Minolta Bus Sols Ltd	130.61	112009
We Are Blueshed Ltd	168.00	112010
Ely Museum	9474.25	112011
CAPALC	75.00	112012
G & J Peck Ltd	44.99	112013
RGP Security Services Ltd	108.00	112014
Fenland Leisure Products Ltd	60.00	112015
Ely & Soham Electrical Services	697.00	112016
Mervyn Lambert Plant Hire Ltd	900.00	112017
Barclaycard	608.93	Paid by direct debit
Shefs	529.44	111982
GreenCity Solutions Ltd	211.03	Paid by direct debit
Deeping Direct Deliveries	115.20	112018
K Ellis	3525.00	112019
K Pressley	500.00	112020
Soham Pest Control	99.00	112021
Caterfix Ltd	231.00	112022
GreenCity Solutions Ltd	219.41	Paid by direct debit
S Bradley	270.00	112002
CamAlarms Ltd	168.00	112025
Stretham Parish Council	15.00	112023
ECDC	1366.20	111987
Minerva Publications	144.00	112024
CamAlarms Ltd	238.20	112025
PKF Littlejohn LLP	1920.00	112026
Trade UK	88.88	112000
Jewson Ltd	22.80	112027
Savills (UK) Ltd Client Receipts Acc	264.50	112028
CamAlarms Ltd	126.00	112025
M Chinery-Colyer	10.88	112029
S Bradley	270.00	112002

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MAYOR  
22nd October 2018

British Telecommunications            27.36            Paid by direct debit

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

Isle Interactive Ltd	90.00	112030
BFS Group Ltd	155.87	111994
Greene King Brewing & Retailing Ltd	665.52	Paid by direct debit
Citizens Advice Rural Cambs	2700.00	112033 (LG Act S 142)

**Payments relating to staff since meeting on the 28th August 2018**

Salaries and wages	£26844.60
Inland Revenue (tax & NI)	£7469.31
Pension fund payments	£12949.01

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