



CITY OF ELY COUNCIL  
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**MINUTES OF MEETING OF THE CITY OF ELY COUNCIL HELD AT 7.00 PM ON MONDAY,  
27TH SEPTEMBER 2021 AT THE MALTINGS, SHIP LANE, ELY.**

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

Cllr S Austen, Mayor

Cllr M Rouse

Cllr I Lindsay

Cllr E Every (arrived at 7.07 pm)

Cllr R Morgan

Cllr A Arnold

Cllr K Wilkins

Cllr V Ganivet

Cllr C Whelan

Cllr C Phillips

Cllr S Bellow

Cllr D Warman

*7 Representatives of the Ely Refugee Resettlement Group*  
*Inspector S Fasey,*  
*S Bonnett, ECDC*  
*2 parishioners*

**NOT PRESENT:** Cllr M Downey

**1. APOLOGIES AND REASONS FOR ABSENCE**

Apologies were received from Cllr A Whelan and Cllr R Denness and their reasons accepted.

**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 16TH AUGUST 2021 AND MATTERS ARISING**

Minutes of the last meeting held on the 16th August 2021 were agreed and signed as a true record, with the addition to the minute for item 7 as follows:- She also said if the Council was not satisfied then there would not be a report available as the Council cannot dictate her reports from outside bodies are presented to them. They were signed by the Chairman. Pages 1913, 1914, 1915, 1916, 1917 & 1918 refer.

There were no matters arising.

**5. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no announcements.

## **6. TO RECEIVE A PRESENTATION BY JOAN WALL FROM THE ELY REFUGEE RESETTLEMENT CAMPAIGN**

Joan Wall gave a brief history of how the Group was formed and what their aims are. They have been appealing to landlords for empty properties for the current refugee situation and have asked ECDC if they have any houses available. Cllr Every agreed to give them the contact details of an officer at ECDC that may be able to assist them. Cllr Rouse congratulated them on what they were trying to do and confirmed that the Council would offer them support and contact ECDC on their behalf. The Clerk confirmed she had already written to the Chief Executive of ECDC and had received a response that afternoon. She read out the response, which said the Councils of Cambridgeshire have adopted the same approach as they did for Syrian refugees with Cambridge City acting as the lead agency. This enables a cross boundary and multi-agency approach. All Councils refer offers for accommodation to Cambridge City, in ECDC's case from private landlords. He understood that they had already had a number of offers which had been forwarded to the lead agency. The Mayor thanked the Group for attending and informing the Council of all their hard work.

## **7. TO WELCOME AND MEET INSPECTOR SHANE FASEY**

Inspector Fasey introduced himself to the Council and explained the current staffing at Ely Police Station. He also set out their priorities and encouraged the Council to publicise the Police's website where parishioners can leave comments as to the issues that are bothering them so they can be addressed. This will help the Police gain evidence to enable them to act on certain issues. He agreed to come back to a future meeting to talk about their Engagement Strategy.

## **8. TO RECEIVE AN UPDATE FROM SALLY BONNETT AND ANGELA BRIGGS FROM EAST CAMBS DISTRICT COUNCIL REGARDING THE ELY NORTH DEVELOPMENT PLANS**

Sally Bonnett gave Angela Briggs' apologies as she was unwell. She gave an update on the current planning position and the progress that was being made by the developers. She then provided an update on the community facilities, which included the country park, retail units, pub, community hub, allotments, walking and cycling provision and transport provision. The City of Ely Allotments & Gardens Association had asked the Council representative, Cllr Wilkins to ask some questions of the officer. These had been passed to her to respond after the meeting as she did not have the information to hand. Cllr Wilkins also raised concerns with regard to the soil condition and contamination in the area allocated for allotments and the delay in handing over this area. Cllr Rouse said that the plan for this area was adopted in 2015 and yet the country park had still not been provided. He was disappointed in the attitude of the Church Commissioners as they had not agreed to move this forward but were waiting for the agreed house sales before they had to do so. Sally Bonnett agreed to provide the information she had provided in written form to the Clerk.

## **9. QUESTION TIME**

A parishioner suggested the Church Commissioners be approached to make a couple of the new houses in the North of Ely available for refugee families.

## **10. REPORTS FROM COUNTY COUNCILLORS AND DISTRICT COUNCILLORS**

There were no reports.

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

The Mayor had attended the Freemasons NHS celebration, new Mayors and Chairs BBQ at RAF Mildenhall, RAF Lakenheath reception, Joan Mann Special Sports Day at RAF Mildenhall, the Ely Cemetery open day and the Sessions House heritage open day. The Deputy Mayor had attended a service to commemorate the 81st Anniversary of the Battle of Britain at Thetford.

## 12. PLANNING

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

## 13. INFORMATION ONLY ITEMS

The following information only items were received: -

Notification of Street Naming and Numbering:- Flint House, 11 The Hamlet, Chettisham, Ely

Notification of Road Closures:- Stuntney Causeway, Ely and Soham Road (A142), Stuntney – 24.9.21 – 28.2.22; Station Road and Stuntney Causeway, Ely – 24.9.21 – 28.2.22

## 14. COMMITTEE REPORTS

(i) PERSONNEL, FINANCE & GOVERNANCE – Cllr C Whelan presented a report of a meeting held on the 31st August 2021, which was approved. Cllr C Whelan proposed the grant application recommendations be approved. This was seconded by Cllr Bellow and unanimously approved. Cllr Morgan proposed the recommendation for a bid from the Assets Committee for CIL funding for £20,000 for the purchase of play equipment at the play area at Cherry Hill be approved. This was seconded by Cllr Phillips and unanimously approved. Cllr Morgan proposed the appointment of Human Capital Department to undertake the staff pay review. This was seconded by Cllr Lindsay and unanimously approved.

(ii) CLIMATE AND ENVIRONMENT – Cllr Lindsay presented a report of a meeting held on the 23rd August 2021, which was approved. Cllr Lindsay will be responding to ECDC's bus service and cycling and walking routes consultation on behalf of the Council.

(iii) ASSETS – Cllr Morgan presented a report of a meeting held on the 20th September 2021, which was approved. Three quotes had been received for new play equipment at the Park play area. The cheapest quotation from Kompan at a cost of £16,900 plus VAT was unanimously approved. The Christmas Lights Switch-On event had been cancelled due to the uncertainty of Covid-19. There will, however, be a Christmas shopping evening where the Christmas lights can be appreciated. The Request for Quotations (RFQ) document had been issued for the procurement of the seating at the Maltings. Three councillors will evaluate the tenders, Cllrs Denness, Arnold and Morgan. Cllr Rouse wished to record the Council's thanks to the Deputy Clerk for producing the report on the Maltings. This was very much appreciated. Cllr Every asked if the Council would like the Maltings Working Group to move forward with the issues that need addressing at the Maltings. This was unanimously agreed they should do so. A request to ECDC had been made as to whether the approved option for the Maltings Cottage would be acceptable to them as the Council's landlord.

(iv) TOURISM AND TOWN CENTRE – Cllr Warman presented a report of a meeting held on the 6th September 2021, which was approved. Cllr Warman proposed the Council approve the recommendation from the meeting that the cheapest of the three quotes from Studio Nova, for the new websites be accepted. This was seconded by Cllr Every and unanimously approved. Cllr Every wished to record her thanks to Mrs Bennett, the Tourism & Town Centre Manager for all her hard working in moving the service forward, especially in the way she engages with the local businesses. She also thanked the Clerk, who has been working very closely with her.

*At 8.10 pm a parishioner left the meeting.*

## 15. REPORTS FROM EXTERNAL MEETINGS

Members noted the notes of meetings from:-

Ely Ribe Association – notes of a meeting held on the 8th September 2021.

Cllr Every informed members she had now taken over as the new Council representative for the Paradise Centre. She has had a meeting with the Manager where they discussed the site as being a possible location for the Splashpad. Any decision will have to be made by the board of Trustees. There will be a meeting held soon, so will need to wait for this decision before the Splashpad Group can move forward.

**16. TO FORMALLY APPOINT MS BLANCA RICHARDSON TO THE POST OF PART TIME TOURIST INFORMATION ASSISTANT AND TO PASS A RESOLUTION THAT BOTH SHE AND MS SONIA TAYLOR BE SPECIFIED AS PENSIONABLE EMPLOYEES UNDER REGULATION B1(5) OF THE LOCAL GOVERNMENT REGULATIONS 1986 (AS AMENDED)**

Cllr Morgan proposed the appointment of Ms Richardson and that both she and Ms Taylor be specified as pensionable employees under Regulation B1(5) of the Local Government Regulations 1986 (as amended). This was seconded by Cllr Ganivet and unanimously approved.

**17. TO CONSIDER REPORT REGARDING CHANGES TO A STAFF MEMBER'S WORKING DAYS AT OLIVER CROMWELL'S HOUSE**

Councillors considered the Clerk's report regarding these changes. Cllr Morgan proposed approval of these changes with effect from the 1st November 2021. This was seconded by Cllr Rouse and unanimously approved.

**18. TO NOTE THE COMPLETION OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDED 31ST MARCH 2021 FROM PKF LITTLEJOHN LLP**

Councillors noted the completion of the limited assurance review of the Council's annual return for the year ended 31st March 2021 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 no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met. Cllr Every thanked the Clerk for all the hard work she had undertaken to achieve this.

**19. TO MAKE COMMENTS ON A STREET TRADING CONSENT APPLICATION FOR MR JJ SPICES - 120 NEW BARNES AVENUE, ELY, CB7 4RF**

Councillors unanimously agreed this application should be refused on the grounds of it being in a residential area and close to a school so it was felt this was an inappropriate location. It is likely to attract noise and disturbance to neighbours and also litter. Councillors were also concerned this will increase traffic in this area.

**20. TO CONSIDER REQUEST MADE TO THE CIL SUB-COMMITTEE FOR A BID FOR CIL FUNDS FOR CCTV UPGRADE**

This agenda item has been requested by the Personnel, Finance & Governance Committee, as it was felt due to the amount requested, all councillors should be able to vote on this request.

*Cllr Austen proposed that in view of the confidential nature of the business to be transacted, regarding item 20 of these minutes, that this be considered in private and that the power of exclusion of the public, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 be exercised. This was seconded by Cllr Rouse and members agreed to go into Committee at the end of the meeting.*

Cllr Rouse proposed this request for CIL funding be approved, which was seconded by Cllr Morgan. Members agreed by a vote of 10 in favour, 1 against and 1 abstention of approving this request for funding.

## 21. FINANCE

Members approved the following payments:-

*Direct debit payments and BACS payments*

ECDC	499.00	Paid by direct debit
ECDC	923.00	Paid by direct debit
ECDC	948.00	Paid by direct debit
ECDC	279.00	Paid by direct debit
ECDC	1821.00	Paid by direct debit
Lex Autolease	695.29	Paid by direct debit
Lex Autolease	383.70	Paid by direct debit
Barclays	169.18	Paid by direct debit
British Telecommunications	50.88	Paid by direct debit
ESPO	72.57	Paid by direct debit
ESPO	76.17	Paid by direct debit
ESPO	68.89	Paid by direct debit
ESPO	144.36	Paid by direct debit
ESPO	65.13	Paid by direct debit
ESPO	76.17	Paid by direct debit
ESPO	145.36	Paid by direct debit
ESPO	65.23	Paid by direct debit
Virgin Media	62.40	Paid by direct debit
Virgin Media	62.40	Paid by direct debit
Virgin Media	62.40	Paid by direct debit
Virgin Media	62.40	Paid by direct debit
Cybertill Ltd	63.29	Paid by direct debit
Haven Power Ltd	35.43	Paid by direct debit
FuelGenie	277.77	Paid by direct debit
Plan Communications Ltd	116.99	Paid by direct debit
Worldpay	252.52	Paid by direct debit
Worldpay	409.27	Paid by direct debit
Chess ICT Ltd	258.52	Paid by direct debit
Chess ICT Ltd	258.52	Paid by direct debit
British Telecommunications	288.98	Paid by direct debit
Barclaycard	2298.22	Paid by direct debit
Barclaycard	868.59	Paid by direct debit
Greene King Brewing & Retail Ltd	2917.47	Paid by direct debit
Greene King Brewing & Retail Ltd	930.91	Paid by direct debit
Francotyp Postalia Ltd	250.00	Paid by direct debit
Francotyp Postalia Ltd	72.00	Paid by direct debit
British Telecommunications	242.05	Paid by direct debit
British Telecommunications	267.12	Paid by direct debit
Greene King Brewing & Retail Ltd	1028.50	Paid by direct debit
Total Gas & Power	84.26	Paid by direct debit
Total Gas & Power	114.85	Paid by direct debit
Total Gas & Power	43.65	Paid by direct debit
Total Gas & Power	3354.93	Paid by direct debit
Trade UK	57.73	Paid by BACS
Mrs Lenman	238.00	Paid by BACS

**21. FINANCE CONTINUED.....**

Local Media Publishing Ltd	180.00	Paid by BACS
Shefs	2432.40	Paid by BACS
Ely Museum	9474.25	Paid by BACS
Cambridge Mobility Ltd	156.00	Paid by BACS
Elyi Magazine	50.00	Paid by BACS
RGP Security Services Ltd	412.80	Paid by BACS
J Peck	89.75	Paid by BACS
L Rouse	45.00	Paid by BACS
S Blake	984.50	Paid by BACS
Festive Lights Ltd	2574.84	Paid by BACS
L Rouse	40.00	Paid by BACS
S Blake	322.24	Paid by BACS
HMRC	4.01	Paid by BACS
Zurich Town & Parish	56.00	Paid by BACS
Amazon Payments UK Ltd	66.57	Paid by BACS
HMRC	724.57	Paid by BACS
E Fowke	30.00	Paid by BACS
Shefs	880.80	Paid by BACS
Arco Ltd	57.56	Paid by BACS
We Are Blueshed Ltd	3646.80	Paid by BACS
L Rouse	40.00	Paid by BACS
TotalEnergies Gas & Power	12.86	Paid by BACS
Festival Lights Ltd	2819.84	Paid by BACS
Shefs	1260.00	Paid by BACS
Ely Central Heating	90.00	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*

City Cycle Centre	25.75	113798
RGP Security Services Ltd	115.20	113799
G & J Peck Ltd	93.47	113800
Poets House	16.80	113801
Securitas Security Services Ltd	651.72	113802
Arco Ltd	49.20	113803
Eden Farm Hulleys	66.36	113804
Amazon Payments UK Ltd	91.14	113805
Thomas Ridley & Son Ltd	249.00	113806
Mrs E Nurse	141.25	113808
Ellgia Ltd	16.80	113809
Gordon Harrison	538.56	113810
Konica Minolta Bus Sols Ltd	334.55	113811
ESPO	91.68	113812
Bannold Supplies & Services Ltd	131.26	113813
Anglia Sprayers Ltd	17.96	113814
G & J Peck Ltd	53.21	113815
Allens Skip Hire Ltd	120.00	113816
Star Editions Ltd	424.10	113817
AmeyCespa (East) Ltd	107.83	113818
Witham Oil & Paint (Soham) Ltd	53.62	113819

**21. FINANCE CONTINUED.....**

Clearview Communications Ltd	4438.54	113820
ECDC	83.10	113821
CoolerAid Ltd	19.34	113823
Ensign Solutions Ltd	332.76	113824
SSP Direct Ltd	318.24	113825
Amazon Payments UK Ltd	55.63	113826
Thomas Ridley & Son Ltd	237.59	113827
Rialtas Business Solutions Ltd	348.00	113828
A G Hobbs	153.60	113829
Burrows Newsagents	187.50	113830
Isle Interactive Ltd	90.00	113831
Jewson Ltd	13.32	113832
Millennium Pest Control Ltd	66.00	113833
RGP Security Services Ltd	105.60	113834
Ellgia Ltd	16.80	113835
The Cromwell Museum Trust	119.70	113836
Grocer's Brokers Ltd	447.60	113837
Amazon Payments UK Ltd	24.98	113838

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

PKF Littlejohn LLP	2400.00	113839
Heightsafe Systems Ltd	660.00	113840
Thomas Ridley & Son Ltd	326.24	113841
Trade UK	66.96	Paid by BACS
Ely Cathedral	96.00	113842 & 113855
Konica Minolta Bus Sols Ltd	85.28	113844
City Cycle Centre	56.60	113843
ECDC	25.00	113845
Witham Oil & Paint (Soham) Ltd	64.24	113846
Amazon Payments UK Ltd	120.99	113848
Anglia Sprayers Ltd	35.34	113847
GB Seating Ltd	1464.00	113849
RGP Security Services Ltd	115.20	113850
The Blue Hand Press	165.13	113851
CAPALC	75.00	113852
S Bradley	300.00	113853
Cambridge Art	1232.16	Paid by BACS
Savills (UK) Ltd	286.25	113854

**Payments relating to staff since meeting on the 16th August 2021**

Salaries and wages	£27,752.85
Inland Revenue (tax & NI)	£8,899.92
Pension fund payments	£9,293.54

**Members noted and approved the bank reconciliations against the accounts for the periods ending 31st July 2021 and 31st August 2021**

*The meeting closed at 8.40 pm*