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**MINUTES OF MEETING OF THE CITY OF ELY COUNCIL HELD AT 7.00 PM ON MONDAY,  
22ND MAY 2023 AT THE MALTINGS, SHIP LANE, ELY**

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

Cllr C Phillips, Mayor

Cllr R Morgan

Cllr R Pitt

Cllr D Warman

Cllr R Denness

Cllr M Wade

Cllr S Austen

Cllr P Gardner

Cllr R Moss-Eccardt (arrived 7.20 pm)

*County Cllr P Coutts*

*County Cllr A Whelan*

*District Cllr C Whelan*

*10 applicants for councillor vacancies all spoke on agenda item 15*

**1. APOLOGIES AND REASONS FOR ABSENCE**

No apologies were received.

**2. COUNCILLOR REQUESTS FOR DISPENSATIONS**

There were no requests for dispensations.

**3. DECLARATIONS OF INTERESTS**

There were no declarations of interest.

**4. MINUTES OF THE LAST MEETING HELD ON THE 3RD APRIL 2023 AND MATTERS ARISING AND MINUTES OF THE ANNUAL COUNCIL MEETING AND MAYOR MAKING HELD ON THE 15TH MAY 2023 AND MATTERS ARISING**

Minutes of the last meeting held on the 3rd April 2023 were agreed and signed as a true record. They were signed by the Chairman. Pages 2022, 2023, 2024, 2025, 2026, 2027 and 2028 refer. There were no matters arising. Minutes of the Annual Council Meeting and Mayor Making held on the 15th May 2023 were agreed and signed as a true record. Pages 2029, 2030, 2031, 2032, 2033, 2034, 2035 and 2036 refer. There were no matters arising.

**5. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed all to the meeting and thanked those who were in attendance that wished to be considered for co-option. He welcomed the two new councillors, Cllr Gardner and Cllr Moss-Eccardt. He thanked everyone that came to the Mayor Making, which was a fine occasion, but now the Council would get down to twelve months of hard work.

**6. QUESTION TIME**

There were no questions from members of the public.

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

A written report was received from County Cllrs Coutts and A Whelan. A copy of which will be attached to the minutes. District Councillors Wade and Pitt reported that as new councillors they had received induction training but not attended any meetings as yet.

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

The Mayor had no engagements to report. The Deputy Mayor had attended the Huntingdon Town Parade by USAF 401 Command Support Wing to mark the 5th anniversary of them receiving the Freedom of the City.

## **9. PLANNING**

Cllr Morgan gave a report on the last planning meeting.

*County Cllrs Coutts and A Whelan and District Cllr C Whelan left the meeting at 7.20 pm.*

## **10. INFORMATION ONLY ITEMS**

The following information only items were received and noted:-

Notification of street closures:- Mile End Road, Prickwillow, Ely – 10 – 25.7.23

Notification of street naming and numbering:- 60B St Marys Street, Ely; 1A High Street Passage, Ely

Notes of a meeting of EARTH held on the 11th April 2023

## **11. COMMITTEE REPORTS**

(i) PERSONNEL, FINANCE & GOVERNANCE – Cllr Pitt presented a report of a meeting held on the 17th April 2023, which were noted and approved. Cllr Morgan proposed the approval of the recommendations of the review of the Council's policies and procedures and included the new Premises Age Verification Policy. This was seconded by Cllr Gardner and unanimously approved. The Chairman will sign all the policies. Cllr Moss-Eccardt had requested an addition to the Council's Standing Orders, which will be considered at the next Personnel, Finance and Governance meeting. Cllr Wade proposed the adoption of the Alcohol and Drug Policy and the Training Development Policy. This was seconded by Cllr Moss-Eccardt and unanimously approved. The Chairman will sign the policies. Cllr Denness proposed approval of the Council's annual review of the Risk Management Procedures. This was seconded by Cllr Austen and unanimously approved. Cllr Wade proposed the approval of the annual review of the Council's direct debit payments. This was seconded by Cllr Warman and unanimously approved. Cllr Morgan proposed the approval of the annual internal audit review undertaken by the Mayor and Deputy Mayor. This was seconded by Cllr Wade and unanimously approved. Cllr Morgan proposed the approval of the RFO's review of the annual internal audit terms of reference and internal audit plan, which clearly shows the Council has undertaken all the necessary checks and procedures to ensure compliance with the Annual Statement of Governance. This was seconded by Cllr Gardner and unanimously agreed. Cllr Morgan proposed the formal adoption of the Smoking Policy, which was seconded by Cllr Austen and unanimously approved. The Chairman will sign the policy.

(ii) CLIMATE AND ENVIRONMENT – Cllr Denness presented a report of a meeting held on the 11th April 2023, which was approved. The Council will be having a stall at the next Green Fair to be held on Cross Green on the 5th August 2023. Cllr Denness is considering two proposals for the LHI bids. A feasibility study would need to be undertaken for Prickwillow Road, which would be funded from CIL. A memorial tree had been planted in the cemetery to commemorate the life of HRH Prince Philip, Duke of Edinburgh. The annual streetlight attachment license had been permitted for the floral displays. The Splashpad Group were now working on a feasibility study for the splashpad. Cllr Denness informed councillors she would be meeting with the East Cambs Access Group about inconsiderate parking.

(iii) ASSETS – No report as Committee had not met. The next meeting would be held on the 30th May. The Clerk requested that councillors approve the annual increase for the Local Needs Housing rent, as per the terms of the lease, by the RPI at January 2022 of 13.4%. Cllr Morgan proposed this be approved, which was seconded by Cllr Denness and unanimously agreed. The Mayor informed those present of the two tours on the history of the cemetery, that he would be giving at the cemetery on the 27th May.

(iv) TOURISM AND TOWN CENTRE – Cllr Warman presented a report of a meeting held on the 2nd May, which was approved. The updates on the visitor numbers and the Ely Experience ticket were noted. A recruitment day for new Guides had been held with a very positive outcome and a potential 5 new

## **11. COMMITTEE REPORTS CONTINUED .....**

recruits. Feedback on the recent festive weekend was excellent and enjoyed by all. The digital signage project and the Visit Ely App were progressing and were due to be launched in mid/end June. The team were organising the Armed Forces Day to be held on Cross Green on the 24th June.

## **12. REPORTS FROM EXTERNAL MEETINGS**

Executive Review Group – notes of a meeting held on the 17th April 2023 were noted. The Clerk informed the Service Agreement had been updated for 2023/24. It was unanimously agreed the Clerk would sign and return this to the Museum for their signature.

## **13. TO CONSIDER ECDC'S CONSULTATIONS ON THE NEW FOOD AND SAFETY ENFORCEMENT POLICY AND HEALTH AND SAFETY ENFORCEMENT POLICY**

It was unanimously agreed that councillors would respond on an individual basis to these consultations.

## **14. APPROVAL AND SIGNING OF LEASE FOR OFFICE PREMISES AT ELY POLICE STATION**

Cllr Pitt proposed the Council approves the lease for the office premises at Ely Police Station. This was seconded by Cllr Moss-Eccardt and unanimously approved. The Chairman signed the lease.

## **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC**

Cllr Phillips proposed to resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. This proposal was seconded by Cllr Pitt and unanimously agreed by councillors. The applicants all spoke and where then asked to leave so Council could go in to committee at the end of the meeting.

## **15. TO CONSIDER APPLICATIONS FOR THE CO-OPTION OF THE SIX COUNCILLOR VACANCIES**

Fourteen applications had been received for the six vacancies. Applicants had been invited to attend the meeting to speak on their application during this agenda item. Ten applicants had attended and spoke on their applications. Once they had all spoken, all those still in attendance were asked to leave the meeting as the discussion and voting on this item was undertaken in committee at the end of the meeting.

Councillors followed the Council's Standing Orders with regards to voting and following this process it was agreed to elect the following applicants; L Fox, R Ward, M Banyard, M A Robinson, C Ní Dhónaill and K Holtzmann.

*The 10 remaining members of the public left the meeting at 8.17 pm.*

*Item 16 was taken before item 15 due to the need to go in to committee to vote on the applications.*

## **16. FINANCE**

Cllr Pitt proposed these all be approved, which was seconded by Cllr Austen and unanimously approved.

### *Direct debit payments and BACS payments*

ECDC	200.00	Paid by direct debit
ECDC	293.00	Paid by direct debit
ECDC	2095.00	Paid by direct debit
ECDC	524.00	Paid by direct debit
ECDC	499.00	Paid by direct debit
FuelGenie	250.03	Paid by direct debit
Greene King Brewing & Retail Ltd	1462.96	Paid by direct debit

**16. FINANCE CONTINUED .....**

Greene King Brewing & Retail Ltd	919.97	Paid by direct debit
Drax Energy Solutions Ltd	37.94	Paid by direct debit
Drax Energy Solutions Ltd	36.82	Paid by direct debit
Cybertill Ltd	70.12	Paid by direct debit
Cybertill Ltd	70.12	Paid by direct debit
Barclaycard	1416.80	Paid by direct debit
Virgin Media	62.40	Paid by direct debit
Virgin Media	62.40	Paid by direct debit
TotalEnergies Gas & Power	266.17	Paid by direct debit
TotalEnergies Gas & Power	290.70	Paid by direct debit
TotalEnergies Gas & Power	5975.84	Paid by direct debit
TotalEnergies Gas & Power	17.66	Paid by direct debit
TotalEnergies Gas & Power	104.41	Paid by direct debit
Bidfood	1349.64	Paid by direct debit
Lex Autolease	331.01	Paid by direct debit
Barclays	150.84	Paid by direct debit
British Telecommunications	116.38	Paid by direct debit
British Telecommunications	42.54	Paid by direct debit
British Telecommunications	78.66	Paid by direct debit
British Telecommunications	78.66	Paid by direct debit
British Telecommunications	304.63	Paid by direct debit
Greene King Brewing & Retail Ltd	1433.95	Paid by direct debit
Worldpay	258.72	Paid by direct debit
Worldpay	210.83	Paid by direct debit
TotalEnergies Gas & Power	307.12	Paid by direct debit
TotalEnergies Gas & Power	254.82	Paid by direct debit
TotalEnergies Gas & Power	6757.34	Paid by direct debit
TotalEnergies Gas & Power	17.49	Paid by direct debit
TotalEnergies Gas & Power	86.69	Paid by direct debit
Barclaycard	1974.86	Paid by direct debit
Ellgia Ltd	239.51	Paid by BACS
Arco Ltd	28.98	Paid by BACS
We Are Blushed Ltd	484.83	Paid by BACS
Warren Access	399.60	Paid by BACS
Mile Tree Brewery Ltd	274.75	Paid by BACS
SMBE	36.00	Paid by BACS
RGP Security Services Ltd	172.80	Paid by BACS
G & J Peck Ltd	92.21	Paid by BACS
P Sadgrove	90.00	Paid by BACS
G & G Gallo Enterprises Ltd	1783.73	Paid by BACS
NSS	180.00	Paid by BACS
G & G Gallo Enterprises Ltd	1979.61	Paid by BACS
Ely Cathedral	583.00	Paid by BACS
Ely Museum	409.50	Paid by BACS
Stained Glass Museum	60.00	Paid by BACS
Yellow Publications Ltd	133.00	Paid by BACS
DTP Southfield	322.66	Paid by BACS
J Peck	367.00	Paid by BACS
New Rig Music Ltd	510.00	Paid by BACS
Ely Cathedral	60.00	Paid by BACS

**16. FINANCE CONTINUED .....**

CamAlarms Ltd	603.20	Paid by BACS
Expression Media Ltd	150.00	Paid by BACS
Ely Museum	9474.25	Paid by BACS
Shefs	7086.00	Paid by BACS
Arco Ltd	86.94	Paid by BACS
Studio Nova Ltd	24.00	Paid by BACS
Studio Nova Ltd	60.00	Paid by BACS
Fenland Leisure Products Ltd	134.40	Paid by BACS
New Rig Music Ltd	1530.00	Paid by BACS
N Booth	292.55	Paid by BACS
Westair Reproductions Ltd	449.66	Paid by BACS
Trade UK	273.01	Paid by BACS
Newmarket Community Arts Creative		
Forum	250.00	Paid by BACS
Ely Diocesan Board of Finance	153.50	Paid by BACS
RGP Security Services Ltd	537.60	Paid by BACS
Fenland Leisure Products Ltd	134.40	Paid by BACS
We Are Blueshed Ltd	180.00	Paid by BACS
ATS Heritage	234.00	Paid by BACS
Human Capital Department Ltd	178.80	Paid by BACS
Arco Ltd	86.94	Paid by BACS
March Stationery & Print	110.00	Paid by BACS
E Long	105.40	Paid by BACS
NSS	660.00	Paid by BACS
Rialtas Business Solutions Ltd	808.80	Paid by BACS
L E Enterprices	437.50	Paid by BACS
D Holt	75.00	Paid by BACS
Trade UK	5.99	Paid by BACS
Ely City Golf Course Ltd	1037.60	Paid by BACS
Ely Cathedral	90.00	Paid by BACS
Ellgia Ltd	277.25	Paid by BACS
Healthwatch Cambridgeshire	804.00	Paid by BACS
RGP Security Services Ltd	163.20	Paid by BACS
Mr R Hughes	98.34	Paid by BACS
Fenland Leisure Products Ltd	134.40	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*

HM Revenue & Customs	6226.80	114345
Millennium Pest Control	72.00	114346
ECDC	2206.31	114347
CoolerAid Ltd	5.93	114348
Soham Pest Control	99.00	114349
ICCM	95.00	114350
ESPO	277.20	114351
N&C Glass Ltd	17.88	114352
G & J Peck Ltd	754.23	114353
Glasdon UK Ltd	840.36	114354
Warren Access	76.80	114355

**16. FINANCE CONTINUED .....**

Festive Lights Ltd	2164.96	114356	
Simpson's Nurseries Ltd	218.48	114357	
B J Waller Ltd	6.00	114358	
Poets House	171.00	114359	
Konica Minolta Bus Sols Ltd	287.03	114360	
Jewson Ltd	4.13	114361	
Friends of the Lantern School	1000.00	114362	Section 137
Littleport & District Pony Club	250.00	114363	Section 137
Cruse Bereavement Support	750.00	114364	Section 137
E Grey	28.05	114365	
J Stone	22.00	114366	
C Tyler	9.00	114367	
Anglian Water	1350.21	114368	
Anglian Water	27.84	114369	
Anglian Water	66.37	114370	
The Blue Hand Press	106.00	114371	
Two Bad Mice Publishers Lt	107.20	114372	
ESPO	84.06	114373	
Eden Farm Hulleys	275.56	114374	
Amazon Payments UK Ltd	434.72	114375	
ESPO	215.04	114376	

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

P Hutchinson	52.00	114377	
Nisbets	43.19	114378	
ESPO	98.52	114379	
City of Ely Military Band	150.00	114380	
Aztek Services Ltd	625.50	114381	
Mr R Morgan	527.90	114382	
CoolerAid Ltd	6.17	114383	
G & J Peck Ltd	222.40	114384	
City Cycle Centre	27.01	114385	
Jewson Ltd	120.00	114386	
Ely Skip Hire Ltd	608.00	114387	
Thurlow Nunn Standen Ltd	580.00	114388	
ECDC	1.00	114389	
Amazon Payments UK Ltd	1490.56	114390	
Greenworks Solutions Ltd	1358.83		Paid by BACS
Pen & Sword Books Ltd	782.59	114395	
Speedy Assets Services Ltd	40.09	114394	
M Ward	102.95	114393	
ECDC	800.00	114389	
Speedy Asset Services Ltd	364.63	114394	
Gordon Harrison	57.78	114392	
Konica Minolta Bus Solutions Ltd	131.44	114391	
Amazon Payments UK Ltd	81.00	114390	
Fancotyp Postalia Ltd	250.00		Paid by direct debit
Nisbets	304.75	114379	
Ely Tyre Services	26.40	114396	
Greenworks Solutions Ltd	67.42		Paid by BACS

**16. FINANCE CONTINUED .....**

Eden Farm Hulleys	123.01	114397
Studio Nova	96.00	Paid by BACS
English Eden	608.65	Paid by BACS
ECDC	53.00	114398
Mr M Welch	50.00	Paid by BACS
Rialtas Business Solutions Ltd	906.00	Paid by BACS
Jewson Ltd	12.13	114401
Kamarin Computers Ltd	398.23	Paid by BACS
Virgin Media	62.40	Paid by direct debit
Virgin Media	62.40	Paid by direct debit

**Payments relating to staff since meeting on the 3rd April 2023**

Salaries and wages	£38,407.68 (April)	£37,557.79 (May)
Inland Revenue (tax & NI)	£12,412.77	£14,408.86
Pension fund payments	£12,239.61	£13,414.69

**Members noted and approved the bank reconciliations against the accounts for the periods ending 28th February and the 31st March 2023**

*The meeting closed at 8.43 pm.*





# Cllrs Alison Whelan and Piers Coutts

## MONTHLY REPORT MAY 2023

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### FULL COUNCIL

#### By-elections

Two County Council by-elections took place on Thursday 4 May alongside the District Council elections: one for Soham South & Haddenham (East Cambridgeshire) and the other for Arbury (Cambridge). Neither seat changed hands. The County Council member for Burwell, Josh Schumann, has been removed from the Conservative group for standing against his own party. The new composition of the County Council is therefore as follows.

• Conservatives	26
• Liberal Democrats	22
• Labour	9
• Independent	3
• Non-aligned	1

#### Full Council meeting

The Annual Council meeting will take place on Tuesday 16 May. The business included five motions for debate.

- Child care in new developments (Cllr Firouz Thompson). This motion addressed concerns that restrictive covenants against business use in new housing developments were preventing the provision of childcare in those areas. The motion had cross-party support and was passed.
- Cambourne to Cambridge busway (Cllr Steve Count). This motion requested re-examination of an on-road alternative option for this proposed busway. There was a good, informed debate and the motion was defeated.
- Care leavers (Cllr Bryony Goodliffe). The council heard a moving presentation by Elle, a care-experienced young person, about the additional difficulties faced by those such as herself. The motion asked that care experience be recognised as a protected characteristic alongside other disadvantages. The motion had cross-party support and was passed.
- Cycle networks (Cllr Ros Hathorn). This motion asked that a clear action plan be developed to make information about our cycle network and its links with public transport easily accessible and well used, including way marking signage and online systems to create an easily identifiable way of following cycle routes. The motion was passed.



- Highways maintenance (Cllr Alan Sharp). This motion addressed various concerns about the state of the County's highways. An amended version of the motion was passed.

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## **HIGHWAYS & TRANSPORT**

### **Pothole funding**

Cambridgeshire County Council has received an additional £3.617 million to help tackle road repairs and potholes. There has been a significant increase in potholes since the winter, with 10,000 potholes recorded as requiring repair and 2,700 being fixed in a week. This compares to last year's 5,000 potholes and 1,200 fixed per week. The lack of maintenance over more than a decade, combined with extreme weather events has resulted in the current crisis.

The extra funding will allow for a new proactive approach enabling the council to use new technology to 'find, record and fix' minor surface issues before they develop into potholes.

The extra money will also allow for more crews on the ground. Normally, four crews and two dragon patchers are available across the county; now, eight crews and five dragon patchers are working hard to repair potholes. Council Officers secured these additional resources promptly when all local authorities are currently struggling to find these repair teams and equipment.

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### **Cllrs Alison Whelan and Piers Coutts**

County Councillors for Ely North and Ely South

