

Teversham Parish Council
Minutes of a meeting held on Monday 1st September 2008
Cherry Hinton Community Junior School

Present:	Chairman	Simon Martin	Vice Chair	Ian Oxford
	Councillors	Liz Freeman	Caroline Hunt	Dave Kelleway
		Denise Kelleway	Michael Nicholson	Nick Tucker

County Councillor Robert Turner attended, along with two members of the public until 284.

Councillors Dave Kelleway and Denise Kelleway were delayed and joined the meeting during the open forum.

Members Declarations of Interest for Items on the Agenda

None declared.

283. Open Forum

Mr T Ball, representing Teversham Colts addressed the Parish Council, complaining about several issues at the Recreation Ground, High Street. He explained that the service provided by the grass cutters, in his opinion, was inconsistent and not of an acceptable standard. The Clerk explained that she had already instigated arranging a meeting with Mr R Cole, from City Services to address these issues and Mr Ball would be invited to attend. This was on the agenda, item 302. Mr Ball also complained that dog owners were not clearing up after their dogs. It was agreed to add this item to the next agenda of the Recreation Committee. Mr Ball also asked if there was any possibility that the holes in the car park could be filled. Councillors agreed that the Parish Council would approach the County Council to see if they could provide any material to fill the holes. Mr Ball confirmed that he would be prepared to assist. Mr Ball then left the meeting.

284. Apologies

Apologies were accepted from Councillors Thulborn and Yau.

285. Minutes

The Minutes of the last Parish Council meeting held on 7th July 2008 were agreed.

286. Co-option

No applications had been received to fill the remaining vacancy. This would be advertised in the village notice boards.

287. Village Hall

Councillor Martin reported on the progress of Simon Ward, confirming that the amendments to the Planning Application had been submitted at no further costs to the Parish Council. He also expressed disappointment at the lack of interest shown at the meeting Village Hall held on 18th August. Following lengthy discussions, Councillors agreed that the Village should be given one further opportunity to get involved and progress the project. District Councillor Hunt gave an encouraging report. The Clerk would contact Community Services at SCDC to invite them to speak at a public meeting towards the end of September. All Councillors agreed they would be prepared to deliver leaflets to every household in the parish to ensure each received a personal invitation. Representatives from each of the

organisations who had previously shown interest as users of the facility would also be invited.

288. Youth Group Noticeboard

Councillors noted that the group were dealing with the manufacture and installation of the new noticeboard direct with Borley Brothers.

289. Audit Trail

Councillor Martin reported to the Council the importance of creating concise minutes, documenting decisions and actions. Councillors acknowledged the points raised and were given the opportunity to raise any questions. There were none.

290. Adoption of Lights at Borley Way

The Clerk had confirmed to Tony Hull, Cambridgeshire County Council, that the Parish Council had not adopted the lamps at the play area and these were in fact labelled with CCC numbers.

291. Graffiti

The Clerk confirmed that the probation team at SCDC had been advised of the graffiti and Councillors asked if the photographs taken could be forwarded to ecops.

292. Installation of swings at Lady Jermy Way

The Clerk reported that quotations received for the works, including fencing, had been over budget and an alternative approach would be taken to try to reduce costs.

293. Cambridgeshire ACRE – Cambridgeshire Rural Forum Conference

No Councillors were interested in attending the conference.

294. East of England Regional Assembly

East of England Plan review – consultation on project plan
Councillors agreed that it was inappropriate for the Parish Council to comment.

295. Mr Read's Retirement

In response to the letter sent by the Governors, Councillors agreed that a cheque for £25.00 should be forwarded to Friends of Teversham School.

296. Teversham Foxgloves Maps

District Councillor Hunt confirmed that the maps would not be released until the legal side of the land ownership had been completed. County Councillor Turner confirmed he would hasten progress on behalf of the Parish Council.

297. Cambridge & County Folk Museum

Councillors agreed that the panels would be of great interest to the village and the Clerk should make arrangements for them to be collected. The panels would be offered to the school for display.

298. Highways

The updates from Highways were greatly appreciated. County Councillor Turner, District Councillor Hunt and Councillor Martin agreed to meet with Highways to carry out an up-to date audit of outstanding works in time to report back to the October meeting.

299. Maintenance

Works had been completed by J Webster Construction as agreed. Despite the Clerk's early checks on the works, Councillor Dave Kelleway reported that the gate at the Recreation Ground did not fit properly. The Clerk would investigate.

300. Goals and Objectives for 2009/2010

There were no suggestions. Councillor Martin encouraged Councillors to present their ideas at the October meeting.

301. New Football Field

Councillors agreed to follow the recommendation of the Recreation Committee to complete an application to the land registry if other lines of enquiry failed in finding out who owns the land.

302. Grass Cutting

The Clerk confirmed she was in the process of arranging a meeting with Mr Cole of City Services following complaints about the standard of grass cutting at the recreation ground. Councillors agreed that generally the standard of cutting around the village is satisfactory. Cllr Denise Kelleway reported that the hedges on Cherry Hinton Road were in need of cutting. It was agreed that this was the responsibility of the Land Owner. The Clerk was asked to ascertain the landowner and request the work be carried out as soon as possible.

303. Report from District Councillor Caroline Hunt

District Councillor Hunt reported that plastic recycling would be introduced in the district in the coming month. Her request for trees to be cut back at the entrance of Tamarin Gardens had been denied, as they do not belong to the District Council. Ownership is therefore unknown. Tree cutting and hedge trimming was progressing at Ferndale and she continued to progress the cutting of trees at Sheppard Way.

304. Report from County Councillor Robert Turner

County Councillor Turner reported that the plans for eco towns at Mereham and Hanley Grange had been abandoned. He had attended the speeding summit, which had concluded that the A14 and A1307 were priorities.

305. Highways

Current issues discussed under Item 298. The Clerk also reported on progress of issues at Lapwings Close and Lady Jermy Way. These had been reported to Cambridge Housing Association. No other new issues were reported.

306. Accounts

i. Receipts

Councillors noted receipt of the following receipts

Payment Received from	Amount
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Allianz Insurance	£105.75
TOTAL	£105.75

ii. Payments

Payee	Amount	Description
Nigel Duff – July Salary	199.21	Litter picking and Maintenance Works
Mike Pittas – July Salary	84.92	Litter picking
Martin Parcell – July Salary	121.48	Litter picking
Kim Quiggin – July Salary	592.86	Clerk Salary
Cambridge Water Co	18.42	Water supply at the Pavilion
J P Webster Construction	1909.37	Works s per quotation
Trevor Iles	392.45	Litter Bin at Rec
Victoire Press	96.43	Summer Newsletter
Cambridge City Council	*35.70	Lifeline
Simon Martin Expenses	59.20	Mileage to SCDC and Training at St Ives
Cambridge City Council	1057.30	Borley Way/Lady Jermy Way/Rec Grnd
Cambridge City Council	438.24	Maintenance Work
Cherry Hinton Junior School	103.13	Room Hire 2008
Nigel Duff – August Salary	77.76	Figure includes new hourly rate
Mike Pittas – August Salary	128.76	Figure includes new hourly rate
Martin Parcell – August Salary	185.64	Figure includes new hourly rate
Kim Quiggin – August Salary	640.82	Includes Expenses
Mr N Symonds	80.00	
TOTAL	£6221.69	
*Section 137		

Councillors authorised the following payments

iii. External Audit

The Clerk confirmed she had spoken with Moore Stephens. Work to complete the audit for 2007/2008 had not been completed due to their heavy workload.

iv. Invoices

Councillors noted that no invoices had been issued.

v. Budget Control

A copy of the Councils expenditure to 31st July 2008 was circulated. There were no questions.

vi. Account/Audit

Councillors agreed the Clerk should contact Mr Michael Williamson to arrange a further meeting to restructure the financial systems used by the Parish Council.

vii. Staff Pay Review

Councillors unanimously agreed to increase the Litter Pickers hourly rate to £6.64 and the maintenance rate to £13.00 per hour. This increase would be backdated to 1st April 2008.

viii. Clerks Annual Appraisal

Councillor Martin reported that the Clerks Annual Appraisal had been carried out. Councillors thanked the Clerk for her work and it was agreed that the Finance Committee would be better placed to discuss the implications of increase to her pay rate and office rate. Rates for the current year are still being negotiated at national level.

ix. Poppy Wreath

Councillors agreed that the Clerk should order a poppy wreath and a donation of £100.00 should be sent to The Royal British Legion.

307. Planning

i. S/0968/08/F – Mr & Mrs Rolfe

Bungalow, Adjacent to 2 High Street, Teversham

Planning Committee had recommended approval. SCDC have granted permission, subject to several conditions.

ii. S/0692/08/F – Change of Use from Light Industrial to Vehicle Depot

96 Fulbourn Old Drift, Teversham

Planning Committee had recommended refusal. SCDC have recommended approval subject to various conditions and restrictions.

iii. S/0490/08/RM – Teversham Parish Council

Erection of Village Hall with associated parking area

Addition of security barriers to front entrance and service entrance. For information only.

iv. S/1451/08/LDC (Lawful Development Certificate) for the Proposed Erection of an Extension

Mr J Barker, Alwyns Barn, 10 Church Street, Teversham

Inspection by Planning Committee agreed 3pm on Monday 8th September 2008.

v. Mrs T Lee, 2 Spurgeons Close, Teversham

Demolition of existing outbuildings and construction of new extension.

Inspection by Planning Committee agreed 3pm on Monday 8th September 2008.

308. Correspondence

- a. **Cambridgeshire LINK (Local Involvement Network)**
This is a new organisation being established on 25th September 2008 as part of a new Government Initiative to help communities have a stronger voice in the Health and Social Care services.
- b. **Cambridgeshire County Council** – Countryside Access Team Annual Report – 2007/2008
- c. **Cambridgeshire Constabulary** – Letter in response to the complaint sent by the Parish Council about lack of Police presence at the Annual Parish Meeting.
- d. **Mr Sparsis** – Complaint that Foxgloves was not called Teversham Foxgloves in the Newsletter – Clerk has apologised for this error. He also writes that he did not receive a questionnaire about the boundary review.
- e. **ECOPS** – various emails about local issues – to sign up <http://www.cambs.polic.uk/signup/ecops/>
- f. **South Cambridgeshire District Council**
Response to letter sent regarding South Cambridgeshire Housing Future.
- g. **Cambridgeshire ACRE** – Invitation to their AGM.
- h. **War Memorials Trust** – Summer edition of their Bulletin
- i. **AGE Concern** – Cambridgeshire – Annual Report 2008
- j. **SCDC** – Arts News – letter giving details of events over the summer.
- k. **SCDC** – Housing Futures – Latest Edition detailing that new type of landlord chosen. PS Consultants have also issued a newsletter.
- l. **Carillion WSP** – Introduction to Company managing the Trunk Road and Motorway Network in the South Midlands.
- m. **Changes to Stagecoach Services** – none of the changes are relevant to Teversham
- n. **Local Access Forum** Annual Report 2007-2008.
- o. **SSCO** Cambridge Newsletter
- p. **SCDC** – Letter confirming the re-organisation of the Development Control Teams.
- q. **South Cambs Crime and Disorder Reduction Partnership** – S59 Definition – Seizure of vehicle causing harassment, alarm or distress.
- r. **SCDC** – Email from Catriona Dunnett, Principal Solicitor regarding the distribution of leaflets for the proposed Boundary Review.
- s. **Fieldwork** – September 2008 edition of the magazine published by CPRE.
- t. **RAVE** – Information about a meeting of RAVE to be held on 24th September 2008 at 8pm.

309. Reports from Council Committees

- i. **Recreation and Environment Committee**
The unconfirmed Minutes of the meeting held 22nd July were circulated to Councillors. The next meeting is scheduled for 7pm on 27th October 2008.
- ii. **Community Care/Lifeline**
The unconfirmed Minutes of the meeting held 22nd July were circulated. The next meeting is scheduled for 6pm 15th October 2008
- iii. **Bowls and Luncheon Club**
As Councillor Thulborn was absent, there was no report.
- iv. **Newsletter**

Councillors acknowledged that the next edition due sometime at the beginning of November 2008. Cut off for articles 31st October 2008.

v. Youth Group

There was no report.

vi. Finance Committee

The unconfirmed Minutes of the meeting held 14th July were circulated. The next meeting is scheduled for 6pm 27th October 2008.

310. Reports from Council Elected Representatives

There were no reports from :

- a. Teversham School**
- b. Lady Joan Jermy Eleemosynary Charity**
- c. Airport Consultative Committee**
- d. RAVE**
- e. Cherry Hinton Community Junior School**

311. Other issues

- a. Councillor Freeman mentioned that Mr Borley had confirmed that Borley Brothers would take responsibility for re-painting the village sign. He had asked if it would be possible to add gold or white paint to highlight the 'Teversham'. Councillors agreed this would be an improvement and asked the Clerk to write to thank him.
- b. Councillor Tucker mentioned that several 'Tesco' trolleys had been abandoned around Teversham Foxgloves. However, it would seem that the store are collecting them within a reasonable time-scale.

The meeting closed at 9.40pm