

Teversham Parish Council
Minutes of a Parish Council meeting held on
Monday 2nd July 2012 at Bewick Bridge School at 7.30pm

Present:	Chair	Dave Kelleway	Vice Chair	Ian Oxford
	Councillors	Frances Amrani	James Dolan	Liz Freeman
		Simon Martin	Michael Nicholson	Lup Yau

District Councillor Hunt attended and left after item 91. The Clerk attended and took the minutes.

78. Public Forum

There were no members of the public present.

79. Apologies

Apologies were accepted from Councillors Denise Kelleway and Kevin McIntyre. County Councillors Nick Clarke and PCSO John Coppard did not attend.

80. Minutes

The minutes of the last meeting held on 11th June 2012 were agreed and signed by the Chair.

81. Vacancy

Councillors noted that Mr Tucker has been disqualified as a Parish Councillor following six months consecutive non-attendance of meetings and that a letter has been sent to Mr Tucker advising him of the situation and thanking him for his efforts. The Clerk has advised the Monitoring Officer and notices will be posted on all of the parish noticeboards advising that a bye election will be held if at least 10 parishioners write to the Monitoring Officer within 14 days. If a bye election is not called, the Council will be able to co-opt a new member at their meeting on 3rd September 2012.

82. Report from PCSO John Coppard

In PCSO's absence there was no report.

83. Report from County Councillor

In County Councillor Clarke's absence there was no report.

84. Report from District Councillor

District Councillor Caroline Hunt gave an informative report about the new Local Plan and suggested that an area of concern for the necklace villages are the proposed changes to the green belt. District Councillor Hunt also presented new planning guides that are now available and kindly offered to get some copies for the Parish Council. District Councillor Hunt also highlighted the new law requiring Parish Councils to have a Complaints Procedure and the new Code of Conduct. The Clerk confirmed that Teversham do have a Complaints Procedure (adopted 7/12/09). District Councillor Hunt also asked if a thank you card from the Postman could be displayed in one of the noticeboards. The Chairman thanked District Councillor Hunt for her work on behalf of the Parish.

To enable District Councillor Hunt to participate in the item concerning the new Code of Conduct, item 91 was bought forward.

Action

91.	Code of Conduct	<p>Councillor Martin gave a verbal report about the new guidance that has been received from South Cambridgeshire District Council and its impact on Parish Councils. It was RESOLVED that the Clerk will circulate a copy of the briefing notes and a copy of the new form to be completed to all Councillors. It was also RESOLVED to delegate the review of the new Code of Conduct and review of existing Complaints Procedure to Councillors Martin, Dave Kelleway and McIntyre. The review may happen via an email exchange or possibly a meeting during August. However the review is carried out, a recommendation will be in place in time for the September meeting of the Parish Council. It was also RESOLVED to take a decision at the September meeting on the question on whether or not Councillors should remain in the room if they declare a Pecuniary Interest.</p> <p>It was also RESOLVED that ALL Parish Councillors should complete and return the new Register of Interests to the Clerk before 28th July 2012.</p>	<p>Clerk SM/DK/KM Sept Agenda Clerk</p>
85.	Clerks Report	<p>The Clerk gave a brief verbal report (copy in minute file). It was RESOLVED to include a report about the grass cutting issues at Teversham Foxgloves in the next edition of Teversham News, highlighting that the District Council is responsible for the grass cutting and tree maintenance.</p>	<p>Newsletter /Clerk</p>
86.	Proposed Village Hall/Sports Provision	<p>Councillor Martin confirmed that analysis of the questionnaires is now complete and a copy of the results will be put onto the Parish Council website. A meeting of the working party is scheduled for 3rd July 2012. A winner was picked (at random) for the £100 prize. The Clerk will arrange to purchase the vouchers and send them onto the winner. It was noted that 139 questionnaires were completed. Councillors thanked Councillor Martin and Sue for their work on the analysis. Councillors Oxford, Freeman and the Clerk took the questionnaires to type up the 'Other Comments'. It was agreed to do this by the end of July.</p>	<p>Clerk IO/LF/Clerk</p>
87.	Bus Service	<p>Councillor Amrani confirmed that the new services are now in place. Councillor Amrani also agreed to provide an article for the Teversham News encouraging residents to use the service as initial funding will cease at the end of September 2012.</p>	<p>FA</p>
88.	Village Arts Project	<p>Councillor Amrani explained that she has been unable to arrange a meeting with Andy O'Hanlon, but will endeavour to do so before the September meeting.</p>	<p>FA</p>
89.	Recommendations from the Policy Review Committee	<p>Councillors noted receipt of the draft minutes of the meeting held on 25th May 2012. It was RESOLVED to endorse the changes recommended to the Risk Management document.</p> <p>Councillors noted that the Committee are also in the process of reviewing the Standing Orders and Financial Regulations. Any amendments will be presented for endorsement at the September meeting of Teversham Parish Council.</p>	<p>Policy Review Committee</p>
90.	Recommendations from the Finance Committee	<p>Councillors noted receipt of the draft minutes of the meeting held on 25th May 2012, along with a copy of the budget to 30th June 2012.</p>	

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| <p>92. Local plan Issues & Options Consultation: Local Opportunities
Councillors noted receipt of an invitation to attend a workshop to help parish councils understand the key issues of the new plan. Councillor Martin agreed to attend the workshop that Teversham has been invited to on 16th July from 5pm – 8pm.</p> | SM |
| <p>93. AmeyCespa Funding
Councillors noted that an email has been received from Cambridgeshire Community Foundation informing Parish Councils that funding is available for the provision, maintenance or improvements of a public park or other general public amenity. Grants of up to £40,000 are available. It was agreed that this would be a good funding source for the proposed skate park project, should it go ahead.</p> | |
| <p>94. Cambridge 105 – for information
Councillors noted Information about Cambridge’s young and growing local volunteer community radio station CAMBRIDGE 105. Information to be included in the Newsletter if there is space.</p> | |
| <p>95. South Cambridgeshire Community Pride and Village Hero Awards
It was RESOLVED to nominate Trevor Ball for the Village Hero Award and to nominate the Teversham Colts for the Group Award.</p> | Clerk |
| <p>96. CPALC – Training on General Power of Competence
Councillors agreed that the Clerk could attend training arranged by CPALC at a cost £35 should she wish to do so.</p> | Clerk |
| <p>97. Cambridge City Council
Consultation on Cambridge Local Plan Issues & Options Report 2012
Councillors noted receipt of the report/consultation and agreed to submit a response acknowledging the plans to protect the character of the City, the City Council must also protect the character of the necklace villages.</p> | Clerk |
| <p>98. Cambridge City Council
Consultation on Interim Planning Policy Guidance (IPPG) on The Protection of Public Houses in the City of Cambridge
Councillors noted receipt of the consultation and it was agreed to submit a response supporting the policy to protect public houses.</p> | Clerk |
| <p>99. Cambridgeshire County Council
Issues for a new transport strategy for Cambridge and South Cambridgeshire – for information
Councillors noted that the public consultation has now been published at www.cambridgeshire.gov.uk/tscsc.</p> | |
| <p>100. Highways
Councillor Nicholson reported concerns about overhanging trees along Fulbourn Road/High Street. The Clerk will get in touch with landowners to ask them to cut them back. Councillors also noted good progress of the on-going work to re-surface the footpaths.</p> | |

Finance

101. Receipts

Councillors noted receipt of a payment from Balfour Beatty £108.28 (refund of street lighting maintenance) – banked 28th June 2012.

102. Payments

It was **RESOLVED** to authorise the following payments:

Description	Cheque No	Amount
M Pittas – June Salary	BACS	191.43
J Cowie – June Salary	BACS	85.23
K Quiggin – June Salary (inc six month Office Allowance) and expenses	BACS	922.27
M Parcell – June Salary	AH301835	137.68
PAYE – Months 1, 2 & 3	AH301836	529.50
SCDC – Lifeline	AH301837	54.34
Cambridge City Council – Lifeline	AH301838	35.17
CGM – June Grass Cutting	AH301839	423.43
M Pittas – July Salary (to be paid 01/08/12)	BACS	153.02
J Cowie – July Salary (to be paid 01/08/12)	BACS	70.70
K Quiggin – July Salary (to be paid 01/08/12)	BACS	755.78
M Parcell – July Salary – (to be paid 01/08/12)	AH301840	137.68
K Quiggin – June Expenses	AH301841	44.09

Planning

Councillors noted receipt of the following:

103. S/0818/12/FL Prof M & Mrs H Philpott, 6 Thulborn Close, Teversham

SCDC have granted permission for a single storey extension, subject to conditions, dated 13th June 2012.

104. S/0770/12/FL Mr P Andrews, 22 Marshall's Close, Teversham

SCDC have granted permission for a single storey rear extension and porch, subject to conditions, dated 7th June 2012.

105. S/1284/12/FL Mrs S Merry, 8 Impala Drive, Teversham

New application received for First floor extension above existing single garage.

The Planning Committee agreed to meet on Wednesday 11th July 2012 at 9.30am at Baptist Chapel.

106. Correspondence

Councillors noted receipt of the following correspondence:

- a. Broadway Farm Group – Invitation to their Day of Achievement at Monach Farm on Tuesday 10th July 2012. If you wish to attend, please ask for more information.
- b. Unity Trust – Issue 2 of Unity
- c. Mrs C Hinch – Letter from Christine telling the council how much Brigid, Christine and their guests enjoyed the Jubilee picnic at Burghley House.
- d. CPRE – Minutes of the AGM held on 7th July 2011.
- e. Marsh Hammond & Partnership – letter explaining that MHB Services Ltd have gone into liquidation. This does not affect the council.

Reports from Parish Council Committees

107. Community Care/Lifeline Committee

Councillors noted that the date of the next meeting has been schedule for 17th September 2012 at 6pm

108. Recreation and Environment Committee

Councillors noted that the date of the next meeting has been scheduled for 16th July 2012 at 6pm

109. Policy Review Committee

Councillors noted receipt of the draft minutes of the meeting circulated and discuss under item 89 and the date of the next meeting has been set for 24th September 2012 at 7.00pm.

110. Finance Committee

Councillors noted receipt of the draft minutes of the meeting circulated and discuss under item 90 and the date of the next meeting has been set for 24th September 2012 at 6.00pm.

111. Newsletter

Councillors noted that the cut off date for articles for the next edition of the Teversham News will be 15th July 2012.

Reports from Other Groups

112. Teversham C of E Primary School Governors

There was no report.

113. Airport Consultative Committee

There has been no meeting.

114. Neighbourhood Police Panel

Councillor Oxford gave a verbal report following the meeting held on 19th June 2012.

115. Items to Report

There were none.

The meeting closed at 9.09pm

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