

Minutes of a Meeting of Teversham Parish Council  
on Monday 4<sup>th</sup> November 2013 at 7.30pm at Bewick Bridge Primary School

Present: <b>Chairman</b>	Dave Kelleway	<b>Vice Chairman</b>	Ian Oxford
<b>Councillors</b>	Frances Amrani	Oliver Fisher	Liz Freeman
	Denise Kelleway	Simon Martin	Kevin McIntyre
	Michael Nicholson		

District Councillor Hunt attended until item 616 and County Councillor Williams attended until item 622. The Clerk attended and took the minutes.

**600. Apologies**

Apologies were accepted from Councillors MacInnes and Yau.

**601. Minutes**

The minutes of the meeting held on 7<sup>th</sup> October 2013 were agreed and signed by the Chairman.

**602. Public Forum**

There were no members of the public present.

**603. Elect Members to Committees**

There are currently no vacancies.

**604. Report from PCSO John Coppard**

There was no report from PCSO John Coppard as he did not attend the meeting.

**605. Report from County Councillor**

County Councillor Williams circulated a report prior to the meeting and gave further information about his idea to divert the 196 bus route through Teversham. County Councillor Williams also agreed to go back with feedback to the Highways Department as no contact has been made regarding several enquires made by the Parish Council. There were no questions.

Kevin McIntyre joined the meeting.

**606. Report from District Councillor**

District Councillor Hunt gave a verbal report. District Councillor Hunt explained that a food bank has been set up at Cambourne with items being distributed via a local charity. District Councillor Hunt also reported on the District Council's decision to convert 1 Pembroke Way into a eco family house, and an initiative to recycle medical aids with the Red Cross. There were no questions.

**607. Clerks Report**

The Clerk gave a brief verbal report. There were no questions.

**608. Milestone Public Art Project**

Councillor Amrani gave a verbal report following the recent meeting, outlining the shortlist of possible sites for the milestones. Exhibitions have been arranged and invitations will be distributed shortly.

**609. WING Project**

The Chairman confirmed he is working on a response and will circulate to the Consultation Committee for consideration.

**610. Proposed Skate Park**

The Clerk confirmed that meetings have been arranged with two suppliers this week, with the intent of obtaining proposed layouts and costing.

**611. South Cambridgeshire District Council - Parish Council Liaison Meeting – for information**

Members noted the minutes of the meeting have been received and can be found at <http://scambs.moderngov.co.uk/ieListDocuments.aspx?MId=6056&x=1>

**612. Proposed Village Hall/Sports Provision – for information**

There has been no further news from the land owners representative. It was **RESOLVED** that the Clerk should write and request a progress report.

**613. SCDC – Proposed Sale of 1 Pembroke Way, Teversham – for information**

Members noted that the District Council has now decided not to seek the Housing Portfolio Holder's agreement to sell the property on the open market. District Councillor Hunt also reported on this issue in her report under item 606.

**614. Annual Playground Inspections**

It was **RESOLVED** to place an order with The Play Inspection Company, to carry out inspections at our six play areas at a cost of £67.50 per play area.

**615. Public Rights of Way – Networking Meetings Regarding Parish Paths**

Councillor Freeman kindly agreed to attend one of the networking meetings for parishes with an interest in public rights of way.

**616. Marshall of Cambridge – Public Footpath Diversion**

It was **RESOLVED** to support the plan to divert the footpath (Fen Ditton No 9), subject to ensuring the new path is well surfaced and maintained and there is a link into the existing path which links to Fison Road.

**617. Spurgeon's Close Street Lamp**

Members noted the Recreation Committee's recommendation to install a new lamp in Spurgeon's Close and that letters have been sent to residents seeking their comments. This issue will be decided at the December meeting of the Parish Council.

**618. Cambridgeshire County Council – Local Highways Improvement Initiative**

Members noted that Cambridgeshire County Council is once again delivering its Local Highways Improvement Initiative. It was **RESOLVED** to submit an application to carry out an appraisal of the junction at Church Road/Airport Way. Members feel strongly that safety improvements are required at this junction, such as cats eyes and additional footway lighting. Vehicles often use the wrong lane when turning from Airport Way to Church Road in the dark.

Members also asked the Clerk to find out why our previous schemes have been rejected.

**619. South Cambridgeshire District Council – Review of Polling Districts**

Members noted that the District Council are currently holding a review of its parliamentary polling districts and places. Teversham has two polling districts, Teversham Village and Teversham Foxgloves. The polling station for Teversham Foxgloves is Bewick Bridge Community Primary School and for Teversham Village it is the Hope Community Church. It was **RESOLVED** to make no changes to these arrangements.

## 620. Land Maintenance Issues

### a. Ferndale Trees

Members noted the Recreation Committee's recommendation to fell the sycamore tree and replace it with one or two native trees and that letters consulting residents have been distributed.

## 621. Highways

- a. Members noted that the issues previously reported to Nicola Burdon, (Cycleway outside school in Church Road, re-lining of lines in Church Road, footpath and road surface deterioration in Church Road, and with the junction with Thulborn Close) are still outstanding and no feedback has been received.
- b. Members noted that the missing bollard at the Fulbourn Road pinch point has been repaired.
- c. Members noted that the broken bollard at the entrance to Caudle ditch footpath has been reported to Cambridgeshire County Council – ref: 2900888 – 22/10/13.

Councillor Denise Kelleway reported a fallen tree along the Airport Way cycleway, forcing users to step into the road.

Councillor Dave Kelleway reported an issue with the hedge in Fulbourn Road, opposite Ferndale.

## Finance

### 622. Staff Appraisals

The Clerk's appraisal has been arranged for 6.30pm on Monday 9<sup>th</sup> December 2013.

### 623. Invoices

Members noted the query received from Focus School to reduce the charge for a 35 min session. It was **RESOLVED** to reduce the charge to a minimum hourly rate of £7.50 per hour.

### 624. Receipts

Members noted that the VAT repayment of £5,128.24 for six months 1<sup>st</sup> April 2013 – 30<sup>th</sup> September 2013 has been received.

### 625. Payments

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

Description	Cheque No	Amount
Mike Pittas – October Salary (paid 04/11/13)	BACS	198.52
Kim Quiggin – October Salary (paid 04/11/13)	BACS	1044.39
Jake Cowie – October Salary (paid 04/11/13)	BACS	86.72
Martin Parcell – October Salary (paid 04/11/13)	AK301971	178.70
Camguard Fire and Security – Alarm Cover	AK301976	144.00
Fenland Leisure Products – Post for Foxgloves	AK301977	103.20
Craig Farrer – Invoice 346	AK301979	468.00

Description	Cheque No	Amount
CGM – Contract Grass Cutting	AK301980	542.20
Victoire – autumn newsletter	AK301981	108.00
<b>Authorise November payroll to be run 2<sup>nd</sup> December 2013</b>		<b>ftba</b>
<b>TOTAL</b>		<b>£2878.73</b>

**626. Lady Joan Jermy Eleemosynary Charity**

Councillor McIntyre confirmed he is still trying to bring the information provided up to date and will shortly be arranging a meeting with other members of the Charity.

**Planning**

**627. S/1803/13/FL Widening existing vehicular access (Gate C), Newmarket Road  
Marshall ADG**

Members noted that SCDC granted permission 16<sup>th</sup> October 2013.

**628. S/1981/13/VC Revised boundary treatment and retention of clear glazing to No 56's existing dwelling bedroom window (variation of condition numbers 2 and 12 of planning permission S/1286/12/FL for erection of detached dwelling and vehicular access) 56 High Street, Teversham for Mr & Mrs Hobbs**

Members noted that the Planning committee (KM,SM,AM & IO) met 27<sup>th</sup> September 2013, and agreed to recommend refusal due to lack of clarity of plans and concern of over development of the site and visual amenity. Would suggest SCDC Planning Committee visit the site.

Further correspondence has been received concerning this application. The Planning Committee scheduled a meeting to discuss this application after the Parish Council meeting on 4<sup>th</sup> November 2013.

**629. S/1841/13/FL Erection of detached garage, 56 High Street, Teversham for Mr & Mrs Hobbs**

Planning committee (KM,SM,AM & IO) met 27<sup>th</sup> September 2013, and agreed to recommend refusal due to lack of clarity of plans and concern of over development of the site and visual amenity. Would suggest SCDC Planning Committee visit the site.

Further correspondence has been received concerning this application. The Planning Committee scheduled a meeting to discuss this application after the Parish Council meeting on 4<sup>th</sup> November 2013.

**630. C/11/40/090 for Mr Willis 2a Church Road, Teversham**

Councillor Dave Kelleway agreed to look at the application made to T1 & T2 Sycamore reduce height to 2-3ft below previous reduction and shorten laterals to rebalance crowns. T3 Eucalyptus, reduce height by 10ft and 12ft and shorten laterals to rebalance crown.

**631. Correspondence**

Members noted receipt of the following correspondence:

- a. **Cambridgeshire and Peterborough Association of Local Councils (CAPALC)**  
Bulletin – circulated to Councillors via email
- b. **SLCC** – Minutes of last branch meeting
- c. **CAPALC**  
Notification of Annual General Meeting Monday 9th December 2013
- d. **South Cambridgeshire District Council – Housing Related Support Tender – Information for Parish Council Members**  
Information about Adult Social Care, including posters, about opportunities to train in adult social care.
- e. **Teversham Playgroup** Letter of thanks for grant.
- f. **Fulbourn Day Centre** Letter of thanks for the grant made by the parish council. Posters have also been sent to display around the parish.

**Reports from Parish Council Committees**

**632. Community Care/Lifeline Committee**

Members noted that the next meeting has been scheduled for 6pm 13<sup>th</sup> January 2014.

**633. Recreation and Environment Committee**

Members noted receipt of the draft minutes of the last meeting held on 14<sup>th</sup> October 2013 and that the next meeting has been scheduled for 7pm 13<sup>th</sup> January 2014.

**634. Policy Review Committee**

Members noted that a meeting has been scheduled for 6pm 25<sup>th</sup> November 2013.

**635. Consultation Committee**

No meeting date has been set.

**636. Finance Committee**

Members noted that the date of the next meeting has been set for 6.30pm 18<sup>th</sup> November 2013.

**637. Newsletter**

Members noted that the autumn edition has just gone out. The cut off for the next edition will be 17<sup>th</sup> January 2014.

**Reports from Other Groups**

**638. Teversham C of E Primary School Governors**

There was no report. It was **RESOLVED** that the Clerk should write to the Head teacher to stress the parish councils desire to work with the school.

**639. Bewick Bridge Community Primary School Governors**

There was no report.

**640. Airport Consultative Committee**

There was no report.

**641. Neighbourhood Police Panel**

There was no report.

**642. Meeting Dates for 2014/2015**

It was **RESOLVED** to agree the meeting dates for the coming year as follows. It was agreed to trial holding the meetings in Teversham village at the Chapel.

<b>Month/Meeting</b>	<b>Date</b>	<b>Location</b>
January 2014 – PC Meeting	6 <sup>th</sup> January 2014	Bewick Bridge
February 2014 – PC Meeting	3 <sup>rd</sup> February 2014	Teversham
March 2014 – PC Meeting	3 <sup>rd</sup> March 2014	Bewick Bridge
April 2014 – PC Meeting	31 <sup>st</sup> March 2014	Teversham
May – Annual Parish Meeting	28 <sup>th</sup> April 2014	Teversham School Hall
May 2014 – PC Meeting and AGM	12 <sup>th</sup> May 2014	Bewick Bridge
June 2014 – PC Meeting	2 <sup>nd</sup> June 2014	Teversham
July 2014 – PC Meeting	7 <sup>th</sup> July 2014	Bewick Bridge
<b>August</b>	<b>No Meeting</b>	
September 2014 – PC Meeting	1 <sup>st</sup> September 2014	Bewick Bridge
October 2014 – PC Meeting	6 <sup>th</sup> October 2014	Teversham
November 2014 – PC Meeting	3 <sup>rd</sup> November 2014	Bewick Bridge
December 2014	1 <sup>st</sup> December 2014	Teversham

**643. Items to Report**

There were no other issues.

The meeting closed at 9pm.