

Minutes of a Meeting of Teversham Parish Council  
on Monday 1<sup>st</sup> September 2014 at 7.30pm at Bewick Bridge Community Primary School

Present:       **Chair**               Dave Kelleway  
                  **Councillors**   Oliver Fisher   Al MacInnes   Simon Martin

County Councillor John Williams left the meeting after item 128. The Clerk attended and took the Minutes. Mr Moss was the only member of the public present at the meeting.

**123. Apologies**

Apologies were accepted from Councillors Oxford, Nicholson, Amrani, McIntyre, Denise Kelleway and Freeman. District Councillor Hunt also sent her apologies.

**124. Minutes**

The minutes of the meeting held on 7<sup>th</sup> July 2014 were agreed and signed by the Chair.

**125. Public Forum**

No issues were raised.

**126. Elect Members to Committees**

There were no changes to Committee Memberships, although it was agreed that Councillor MacInnes will replace Councillor Martin as the parish council representative for Teversham Primary School.

**127. Report from PCSO John Coppard**

PCSO John Coppard attended and gave a verbal report. A short discussion followed regarding the speed watch initiative and it was agreed to advertise for volunteers in the next edition of the Teversham News.

**128. Report from County Councillor**

County Councillor Williams circulated his report prior to the meeting. A discussion took place regarding the shambolic implementation of the car parking charge at the park and ride sites.

**129. Report from District Councillor**

District Councillor Hunt forwarded a report in her absence. There were no questions.

**130. Clerks Report**

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

**131. Resignation of Councillor**

Members noted that Mr Yau resigned from the Parish Council on 26<sup>th</sup> August 2014. The Clerk has advised the Monitoring Officer and notices will be posted on all of the parish noticeboards advising that a by election will be held if at least 10 parishioners write to the Monitoring Officer within 14 days. If a by election is not called, Members **RESOLVED** to advertise to co-opt a new member at their meeting on 6<sup>th</sup> October 2014.

**132. Resignation of Clerk**

Members noted that the Clerk tendered her resignation to the Chairman on 19<sup>th</sup> August, giving 3 month notice. Kim's employment will therefore terminate on 30<sup>th</sup> November 2014. It was **RESOLVED** to delegate the recruitment process to the Policy Review and Staffing Committee. A meeting of this committee will be arranged as soon as possible. It was agreed to advertise the vacancy on all notice boards, in the next edition of the Teversham News, the Cambridge News,

with CAPALC and the SLCC. The chairman expressed the Council's thanks for Kim's hard work over the past 8 years, her determination to achieve a smooth handover, and said she will be very sorely missed by the Council.

**133. War Memorial Maintenance**

Members noted receipt of a letter from a parishioner regarding the cleaning of the war memorial. It was **RESOLVED** that the Clerk will check the memorial, take photographs and report back to members at the next meeting.

**134. Speed watch – Volunteers Required**

Members discussed this item with PCSO John Coppard and members agreed it would be a good idea to combine forces with Fen Ditton, if enough volunteers could be found. PCSO Coppard confirmed that training will be offered and the frequency of speed checks would be down to the volunteers to agree.

**135. Amey Cespa Community Fund**

Members noted that, unfortunately, the application submitted by Teversham Parish Council for funding towards the skate park was not successful.

**136. WREN**

Members noted that an application for funding for a skate park has been submitted and a meeting has been set up with Sarah Gosling, Grant Manager for WREN on Friday 5<sup>th</sup> September 2014 to discuss the application.

**137. Marshall Group Properties Limited/South Cambridgeshire District Council  
Planning Application S/2682/13/OL**

Outline planning application on land north of Newmarket Road, Cambridge

Members noted that further to the responses received during the consultation, Marshall's have presented some further justification and clarification in relation to the main matters. It was **RESOLVED** to make no further comment.

**138. Cambridgeshire County Council – Economy, Transport and Environment**

Consultation on Household Recycling – online questionnaire can be found at <http://www.cambridgeshire.gov.uk/recyclingcentreservice>.

**139. Change of Criteria for Parish Council Funding towards a Lifeline from SCDC**

The Chairman gave a verbal report about the Community Care Committees recommendation to change the criteria for financial assistance to pay for the hire of a lifeline. It was **RESOLVED** to vary the criteria for the Parish Council to pay for Lifeline alarms for Teversham residents. Currently, the criteria is any resident on a means tested benefit, but this will now be widened to also include any resident where Age UK or the Teversham Warden recommends that the cost is met by the Parish Council.

**140. Wording for New Playground Signage**

Members discussed the new wording at length to enable the Clerk to confirm the details with the supplier.

**141. Landscaping – Additional Hedge in Borley Way**

It was **RESOLVED** to add the hedges in front of 19 Borley Way and opposite Glenville Close to our cutting schedule. The Clerk will confirm costs, thought to be in the region of around £112.00 + VAT for two cuts per year.

**142. Proposed Village Hall/Sports Provision**

There was not report.

**143. Connecting Cambridgeshire**

Members noted that Mr Jonathan Barker is the ‘broadband champion’ for Teversham. The improved service should be available by December this year and he has kindly submitted an article to be included in the next edition of the Teversham News. Councillor MacInnes explained that contractors are currently laying new conduit in front of his house to facilitate this project.

**144. Teversham Mobile Warden Scheme**

**Letter to D G Marshall of Cambridge Trust**

Members noted that following receipt of a letter sent by the Chairman asking if the trust would again be able to support our warden scheme, a cheque for £1,700 for AGE UK has been received. A letter of thanks has been sent.

**145. Land Maintenance and Play Areas/Equipment**

**a. Grass Cutting – Teversham Foxgloves**

Members noted that a third additional cut has been carried out at Teversham Foxgloves. SP Landscapes are due to carry out their next cut w/c 29<sup>th</sup> August 2014 and their final one is scheduled for w/c 17<sup>th</sup> October 2014. Members noted that the extra cuts have made a significant difference this year.

**146. Highways/Street Lighting**

- a. Members noted that Nicola Burdon, from Highways will be in Fulbourn on 4<sup>th</sup> September and 18<sup>th</sup> September 10am to 12pm for a drop in session.

**Finance**

**147. Invoices**

Members noted that the following invoices have been issued:

14-004          Beechwood School    £90.00

**148. Receipts**

Members noted receipt of the following payments:

HMRC - £5,554.18 – payment for October 2013 – March 2014

Borley Brothers for £1.00 and from Beechwood School for £30. Total of £31.00 Banked 16<sup>th</sup> July 2014.

**149. Payments**

It was RESOLVED to authorise the following payments:

Description	Cheque No	Amount
M Pittas – August Salary – paid 29.08.14	<b>BACS</b>	198.73
J Cowie – August Salary – paid 29.08.14	<b>BACS</b>	91.13
K Quiggin — August Salary paid 29.08.14	<b>BACS</b>	1009.58
M Parcell – August Salary – paid 29.08.14	<b>BACS</b>	178.70

Description	Cheque No	Amount
Kim Quiggin – July and August expenses. Includes 6.05 for plants – paid Petra in Cash	<b>BACS</b>	75.18
CGM Inv 5499 – July Grass Cutting Contract £542.20	<b>AL30646</b>	£791.88
CGM – Credit 589 – New Key for Recreation Ground - £17.70	<b>Inc above</b>	
CGM – Inv 5585 – extra cut at Teversham Foxgloves - £133.69	<b>Inc. above</b>	
CGM – Inv 5601 – extra cut at Teversham Foxgloves - £133.69	<b>Inc. above</b>	
Cambridge Water Co – pavilion	<b>AL306047</b>	£20.95
Green Cleaning Services – clean 10 x bus shelters	<b>AL306048</b>	£540.00
LCR – annual subscription	<b>AL306049</b>	17.00
CAPALC – training	<b>AL306050</b>	25.00
White Bros – new key for gate (credit issued by CGM)	<b>AL306051</b>	17.70
Camguard Fire and Security	<b>AL306052</b>	79.20
Victoire – 3307 – Summer edition Teversham News	<b>AL306053</b>	112.00
September Salaries to be Paid 30.09.14 for K Quiggin, M Parcell, M Pittas and J Cowie via BACS		To be calculated Not included in total
<b>TOTAL</b>		<b>3,157.05</b>

**150. Bank Balances/Reconciliation as at 30.06.14 and 31.07.14**

These will be presented at the next meeting.

**151. Lady Joan Jermy Eleemosynary Charity**

There was no report in Councillor McIntyre's absence.

**Planning**

Members noted the following:

**152. S/1841/13/FL Erection of Detached Garage at 56 High Street, Teversham for Mr & Mrs Hobbs and 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).**

SCDC have granted permission dated 18<sup>th</sup> July 2014, subject to conditions.

- 153. S/2763/13/FL Solar Farm and Associated Development – Mill Road, Great Wilbraham**  
SCDC have granted permission for Solar Farm and Associated Development dated 28<sup>th</sup> July 2014.
- 154. S/1740/14/FL – Erection of Single Storey Extension for Rear of Dwelling at 17 Lemur Drive, Teversham for Mr P Stubbins.**  
Planning Committee (SM/IO/LF) met 5<sup>th</sup> August 2014 and agreed to make No Objection.
- 155. S/1572/14/FL – Single Storey Extension, 3 Antelope Way, Teversham for Mrs J Joseph**  
Planning Committee (SM/IO/LF) met 5<sup>th</sup> August 2014 and agreed to make No Objection.
- 156. S/1619/14FL – Single Storey Extension, 25 Lady Jermy Way, Teversham for Mr & Mrs Allen**  
Planning Committee (SM/IO/LF) met 5<sup>th</sup> August 2014 and agreed to make No Objection.
- 157. S/1798/14/LD – Lawful Development Certificate: Resurfacing Runway & Extension of 2 Turning pads at The Airport, Newmarket Road, Teversham for Marshall ADG Ltd**  
The planning merits of the use are not considered in such applications, but if you wish to provide any local information to help the Council in considering the submitted evidence that would be appreciated.
- 158. Correspondence**  
Members noted receipt of the following correspondence:
- a. **SCDC** – Changes to Waste and Recycling Services
  - b. **CAPALC** – Funding Fair 13<sup>th</sup> September 2014 10am – 3pm at Cambourne Village
  - c. **AGE UK** – Details of an event for older people at the Hope Community Church on 10<sup>th</sup> October 2014 – musical entertainment and afternoon tea. Notices will also be displayed on all Noticeboards.
  - d. **Locality Convention** - Community get-together – details of convention to be held on 17<sup>th</sup> and 18<sup>th</sup> November 2014 at Cardiff City Hall.
  - e. **SCDC** – Disability Open Day – 31<sup>st</sup> October 2014 at Cambourne – Drop in from 10am to 4pm – all you ever wanted to know about disability but were too afraid to ask.
  - f. **Cambridge and Peterborough Clinical Commissioning Group** – invitation to the Annual General Meeting 6pm – 9pm 16<sup>th</sup> September 2014 at The Maltings, Ely.
  - g. **Safebox Data Centre** – letter confirming that there will be a price increase of 2.6% from 1<sup>st</sup> September 2014.
  - h. **SCDC** – notes from the Parish Planning Forum held on 21<sup>st</sup> July are available.
  - i. **SCDC** – July Parish e-bulletin – you should have received a copy of this via email.
  - j. **War Memorials Trust** – August 2014 bulletin
  - k. **CAPALC** – July e-bulletin – you should have received a copy of this via email.
  - l. **Cambridgeshire ACRE** – Invitation to 90 Years of Cambridgeshire ACRE and AGM 2014
  - m. **CPRE** – Countryside Voice – Summer 2014.
  - n. **Letter from Mr Wilkie** – Members agreed that no new issues had been raised, and no, the Parish Council would not arrange a meeting with SCDC.

## Reports from Parish Council Committees

- 159. Community Care/Lifeline Committee**  
Members noted that the next meeting has been scheduled for 15<sup>th</sup> September 2014 at 6.30pm.
- 160. Recreation and Environment Committee**  
Members noted that the next meeting has been scheduled for 22<sup>nd</sup> September 2014 at 6pm.

**161. Policy Review and Staffing Committee**

Members noted that the next meeting has been scheduled for 29<sup>th</sup> September 2014 at 6.30pm, although a meeting is required sooner, see item 132.

**162. Consultation Committee**

No meeting is required at the present time.

**163. Finance Committee**

Members noted that the next meeting has been scheduled for 15th September 2014 at 7.15pm.

**164. Newsletter**

Members discussed the cut off for the next edition of the Teversham News and it was agreed to bring this forward to 12<sup>th</sup> September (one month early) to enable articles about the AGE UK event at the Chapel, the vacancy on the Parish Council and the advertisement to recruit a new Clerk.

**Reports from Other Groups**

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

There was no report.

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

There was no report.

**167. Airport Consultative Committee**

There was no report.

**168. Neighbourhood Police Panel**

There was no report.

**169. Items to Report**

Councillor Martin raised a query about fly tipping in the recycling area on Cherry Hinton Road. Councillor MacInnes reported that he attended the Marshalls meeting about the development North of Teversham Drift. He also explained that he spoke with a resident who uses the play equipment at Teversham Foxgloves, who thinks some of the equipment should be replaced. It was agreed to include an article in the Teversham News asking for suggestions.

The meeting closed at 9.27pm