

Minutes of a Meeting of Teversham Parish Council  
on Monday 3<sup>rd</sup> November 2014 at 7.30pm at Bewick Bridge Community Primary School

Present:       **Chair**               Dave Kelleway  
                  **Councillors**    Oliver Fisher           Liz Freeman           Denise Kelleway  
                                  Simon Martin           Michael Nicholson     Ian Oxford

PCSO John Coppard attended and left the meeting after item 220. County Councillor John Williams attended and left after item 237. and District Councillor Hunt attended and left the meeting after item 229. The Clerk attended and took the Minutes. Mr Wilkie joined the meeting for item 217. Councillor Denise Kelleway left the meeting after 229. and re-joined the meeting during item 233.

**214. Apologies**

Apologies were accepted from Councillors MacInnes, Amrani and McIntyre.

**215. Minutes**

The minutes of the last Parish Council meeting held on 6<sup>th</sup> October 2014 were agreed and signed by the Chair.

**216. Public Forum**

There were no questions.

**217. To Fill Vacancy – Co-option of New Councillor**

One application was received from Mr Wilkie. He addressed the meeting for 3 minutes and then left the room. A discussion took place. The vote not to co-opt Mr Wilkie was carried by 6 votes, with 1 abstention. The Chairman explained the result of the vote to Mr Wilkie outside of the meeting and Mr Wilkie then left.

**218. To Elect a Vice Chair**

Councillor Amrani was proposed by Councillor Kelleway and seconded by Councillor Denise Kelleway and elected unanimously.

**219. Elect Members to Committees**

Councillor Fisher very kindly agreed to join the Finance Committee and was elected unanimously.

**220. Report from PCSO John Coppard**

PCSO John Coppard's report was circulated to Councillors via email prior to the meeting. He confirmed that some of the other local parishes have enough volunteers to run the speed watch scheme. It was agreed John will ask them for an article about the results so it can be published in the next edition of the Teversham News (January 2015). Members thought it might also be worth inviting someone to give a presentation at the Annual Parish Meeting. The Chairman thanked PCSO Coppard for his work and he left the meeting.

**221. Report from County Councillor**

County Councillor Williams provided a report which was circulated via email prior to the meeting. County Councillor Williams reported on changes to the maintenance regime to move away from reactive maintenance to planned maintenance. He also explained that cameras on the bus lanes are now live, with Newmarket Road being one of the hot spots. Lanes have been remarked and new signs are in place.

*Report from County Councillor continued from previous page:*

Councillor Nicholson asked a question about the changes to the roundabout on Perne Road. County Councillor Williams confirmed that the funding for the works came from Government funding and not County Council funds. County Councillor Williams also encouraged members to note the new website address for all street lighting issues, including lit street signs. It is [www.lightingcambridgeshire.com](http://www.lightingcambridgeshire.com). The Chairman thanked County Councillor Williams for his work.

**222. Report from District Councillor**

District Councillor Hunt gave a verbal report covering recent changes to waste services and reminded members that green bins will now only be emptied once a month during December to March 2015. Changes to the Christmas collections will mean there are no collections at all from 28<sup>th</sup> December to 5<sup>th</sup> January 2015, resulting in a saving of £25,000. District Councillor Hunt also explained that during 12<sup>th</sup> and 13<sup>th</sup> November, a rough sleeping survey will take place. The Local Plan is working its way through various hearings and the walnut tree in Sheppard Way will be cut down on 2<sup>nd</sup> December. Residents are aware. District Councillor Hunt also reported that an error has been made when sending out packs to council tenants. Out of 8,000 packs, 600 were sent out in error. A letter of apology is now being sent out. A short discussion followed regarding the ineffectiveness of the Tenants Participation Group (in the Chairman's opinion). The Chairman thanked District Councillor Hunt for her work.

**223. Clerks Report**

The Clerk gave a short verbal report about receipt of a letter inviting comment on increasing Car Parking Charges in the City. Members agreed to make no comment. The Clerk also explained that South Cambridgeshire District Council have very helpfully provided the council with an estimated tax base for 2015/2016, which will be very helpful when setting the precept.

**224. Bus Shelter Refurbishment**

Members noted that an order acknowledgement has been received from Queensbury to confirm our order to refurbish the bus shelters along Gazelle Way and Cherry Hinton Road at a total cost of £5,539.76 + VAT. Works are due to be carried out during December 2014.

**225. Play Ground Repairs and Refurbishment**

Members noted that Play Safe have now completed all of the works at each of the play areas, with the exception of the new signs. New signage for each of the play areas will be installed as soon as they have been manufactured.

**226. South Cambridgeshire District Council - Parish Council Liaison Meeting**

Members noted receipt of the minutes of the liaison meeting held on 8<sup>th</sup> October.

**227. Neighbourhood Planning Master class**

Members noted receipt of an invitation to attend the event at Cambourne on 1<sup>st</sup> December 2014. At the present time, no Councillors are able to attend.

## 228. Parish Council Meeting Dates for 2015

It was **RESOLVED** agree the meeting dates for 2015, detailed below and hold the Annual Parish Meeting at the Hope Community Church. This may encourage more people to attend.

Full Parish Council Meeting – January 2015	5 <sup>th</sup> January 2015 at Bewick Bridge CPS
Full Parish Council Meeting – February 2015	2 <sup>nd</sup> February 2015 at Hope Community Church
Full Parish Council Meeting – March 2015	2 <sup>nd</sup> March 2015 at Bewick Bridge CPS
Full Parish Council Meeting – April 2015	30 <sup>th</sup> March 2015 at Hope Community Church
Annual Parish Meeting – summary of years' work	13 <sup>th</sup> April 2015 at Hope Community Church
<b>Parish Council Elections will be held on 7<sup>th</sup> May 2015</b>	
Annual Meeting (AGM) and Full PC Meeting – May 2015	11 <sup>th</sup> May 2015 at Bewick Bridge CPS
Full Parish Council Meeting – June 2015	1 <sup>st</sup> June 2015 at Hope Community Church
Full Parish Council Meeting – July 2015	6 <sup>th</sup> July 2015 at Bewick Bridge CPS
<b>Provisional PC Meeting – August 2015</b>	3 <sup>rd</sup> August 2015 at Hope Community Church
Full Parish Council Meeting – September 2015	7 <sup>th</sup> September 2015 at Bewick Bridge CPS
Full Parish Council Meeting – October 2015	5 <sup>th</sup> October 2015 at Hope Community Church
Full Parish Council Meeting – November 2015	2 <sup>nd</sup> November 2015 at Bewick Bridge CPS
Full Parish Council Meeting – December 2015	7 <sup>th</sup> December 2015 at Hope Community Church
<b>All meetings will start at 7.30pm unless otherwise agreed</b>	

## 229. South Cambridgeshire District Council - Parish Planning Forum

Members noted that the next meeting is scheduled for Monday 8<sup>th</sup> December 2014. There were no suggestions or questions.

## 230. Electoral Review of Cambridgeshire

Members noted that The Local Government Boundary Commission for England has formally commenced and electoral review of Cambridgeshire County Council. County Councillor Williams confirmed that there are no changes which will have a bearing on Teversham. It was **RESOLVED** to make no comment. Posters will be displayed in all noticeboards.

## 231. Proposed Village Hall/Sports Provision

There was no report.

## 232. Land Maintenance and Play Areas/Equipment

### a. Annual Play Equipment Inspections

The Clerk gave a verbal report and it was agreed to defer the decision to the Recreation Committee to discuss at their next meeting in November.

## 233. Highways/Street Lighting

### Cambridgeshire County Council – Highways Improvement Scheme

Members noted receipt of an email from Karen Lunn, Project Engineer, Projects Team LISM, presenting the recommended solution to the issues with the Church Road/Airport Way junction. The suggestions were discussed at length and it was **RESOLVED** that the Chairman will write back with feedback from the council.

## Finance

## 234. Invoices

Members noted that no invoices were issued during October 2014.

## 235. Receipts

Members noted receipt of the following payment:

Beechwood School £90.00 paid via BACS 1<sup>st</sup> October 2014.

**236. Unity Trust**

It was not possible for Councillor Amrani to complete the documentation as she was not present at the meeting, having sent her apologies.

**237. Payments**

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

Description	Cheque No	Amount
M Pittas – October – paid 31.10.14	<b>BACS</b>	190.30
J Cowie – October – paid 31.10.14	<b>BACS</b>	91.50
K Quiggin — October - paid 31.10.14	<b>BACS</b>	1146.44
M Parcell – October – paid 31.10.14	<b>BACS</b>	171.80
Kim Quiggin – September Expenses – to be paid	<b>BACS</b>	44.18
CGM – Inv 5909 – October Contract	<b>AM302064</b>	542.20
Bewick Bridge – Room Hire May, July, Sept and Nov	<b>AM302065</b>	105.00
Safe Box – 01.09.13 – 31.08.14 document storage	<b>AM302066</b>	180.98
November Salaries to be Paid 28.11.14 for K Quiggin, M Parcell, M Pittas and J Cowie via BACS		To be calculated Not included in total
<b>TOTAL</b>		<b>2472.40</b>

**238. Grant to Teversham Playgroup**

Members noted receipt of a completed grant application form from Teversham Playgroup. This year the playgroup have confirmed that they request a grant of £2,000 to go towards training staff, upkeep of the premises, cost of annual fire and electrical appliance checks and day to day running of the business. However, as no summary of accounts were sent with the application, members asked the Clerk to write and request a copy of up-to-date accounts to enable members to make an informed decision as next month's meeting.

**239. Lady Joan Jermy Eleemosynary Charity**

There was no report as Councillor McIntyre was absent from the meeting, having sent his apologies.

**Planning****240. S/2175/14/FL – Two Storey Side Extension and Replacement Porch at 83 Fulbourn Road, Teversham for Mr & Mrs Bramley**

Members noted that the Committee met following the last pc meeting and agreed to make no recommendation.

- 241. S/2241/14/FL – Extended dropped kerb at 13 High Street for Mrs Natasha Norton.**  
Members – Councillor Martin, Freeman, Oxford and Nicholson met at the end of the meeting and agreed to make no objections to the application.
- 242. Consultation of applications to carry out tree works subject to a tree preservation order or situated within a conservation area 1 Thulbourn Close, Teversham**  
The Chairman explained that he has visited the site and recommended that there should be no objection to carrying out works to the tree. Members endorsed this recommendation.
- 243. Correspondence**  
Members noted receipt of the following correspondence:
- a. **CGM** – Letter explaining that Mark Belton, Area Manager is leaving on 31<sup>st</sup> Oct and that Tom Tree, General Manager will be looking after our area in the short term. Clerk has written back to pass on best wishes and thanks to Mark for his assistance and to ask for written confirmation of the finer details of our contract as Mark's knowledge has been key.
  - b. **SCDC** – Minutes of the Cabinet and Parish Council Liaison meeting held on 8<sup>th</sup> October.
  - c. **AGM for CAPALC** – details of meeting to be held on 20<sup>th</sup> November 2014.
  - d. **SLCC** – minutes of Cambridgeshire Branch meeting held on 19<sup>th</sup> September.
  - e. **University of Cambridge Museums cultural festival** – details of event/posters to display.
  - f. **Letter from Mr John Rickett, Fulbourn Day Centre** – explaining that the management of the day centre for the elderly has been taken over by Cares Trust, Cambridgeshire on 1<sup>st</sup> August 2014. This letter was read out at the meeting and it was **RESOLVED** to write back to Mr Rickett, thanking him for his work and fellow volunteers.

#### Reports from Parish Council Committees

- 244. Community Care/Lifeline Committee**  
Members noted that the date of the next meeting has been set for 6.30pm 12<sup>th</sup> January 2015.
- 245. Recreation and Environment Committee**  
Members noted that the date of the next meeting has been set for 6.30pm 24<sup>th</sup> November 2014.
- 246. Policy Review and Staffing Committee**  
Members noted that work on the new Standing Orders and Financial Regulations is outstanding. Members agreed to arrange a meeting during November.
- 247. Consultation Committee**  
No meeting is required at the current time.
- 248. Finance Committee**  
Members noted that the date of the next meeting has been set for 6pm on 17<sup>th</sup> November 2014. Papers were distributed at the meeting.
- 249. Newsletter**  
Members noted that the cut off for the next edition will be 16<sup>th</sup> January 2015.

#### Reports from Other Groups

- 250. Teversham C of E Primary School Governors**  
There was no report.

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

There was no report.

**252. Airport Consultative Committee**

There was no report.

**253. Neighbourhood Police Panel**

Councillor Oxford gave an information verbal report.

**254. Items to Report**

Councillor Martin brought up the issue of the unsightliness of the lay-by on Cherry Hinton Road. A lengthy discussion took place, concluding that fly tipped rubbish is not being collected as frequently by SCDC and maybe the recycling area could be made smaller and smarter. It was agreed to add this issue to the next agenda of the Recreation Committee.

The meeting closed at 9.06pm