

Minutes of a Meeting of Teversham Parish Council  
on Monday 1<sup>st</sup> December 2014 at 7.30pm at Hope Community Church, High Street, Teversham

Present:	<b>Chair</b>	Dave Kelleway	<b>Vice Chair</b>	Frances Amrani
	<b>Councillors</b>	Oliver Fisher Simon Martin	Kevin McIntyre Ian Oxford	Al MacInnes

County Councillor John Williams attended, along with District Councillor Hunt who left the meeting after her report. The Clerk attended and took the Minutes. One member of the public attended.

Before the meeting commenced, a representative from Cool Venues and SPW Architectural Co came along to tell members about the project currently being worked on to build an ice rink on Newmarket Road. This will be a privately funded, commercially run public venue. A lengthy discussion took place, along with an informative question and answer session. The presentation ran until 8pm. The Chairman thanked everyone for their time and the meeting proper commenced.

**255. Apologies**

Apologies were received from Councillors Nicholson, Freeman and Denise Kelleway.

**256. Minutes**

The minutes of the meeting held on 3<sup>rd</sup> November 2014 were agreed and signed by the Chairman.

**257. Public Forum**

There were no questions.

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

Members noted that there were no applications and it was **RESOLVED** to re-advertise the vacancy.

**259. Elect Members to Committees**

No members came forward to join the Recreation Committee.

**260. Report from PCSO Julie Hajredini**

There was no report from PCSO Julie Hajredini. Members noted that PCSO Coppard has now left our division and moved to Cambourne. The Clerk confirmed she has sent a note of thanks to PCSO Coppard for his work in our parish.

**261. Report from County Councillor**

County Councillor Williams gave a verbal report outlining the County Council's decision to object to application S/2273/14/OL to build 110 homes on Teversham Road, Fulbourn on the grounds that Teversham could not safely cope with the extra traffic generated from further housing development. After a long discussion, it was agreed that Teversham Parish Council will write to support the County Council's stance on this application. County Councillor Williams also gave a verbal report on the progress and implications of the local plan, which is currently with the inspector. The Chairman thanked County Councillor Williams for his work.

**262. Report from District Councillor**

District Councillor Hunt gave a short verbal report about the current public consultation about standards and priorities of residents, further changes to the contact centre at Cambourne and confirmed that applications to the Community Chest are encouraged before Christmas. District Councillor Hunt also reported on the recent meeting of the Airport Consultative Committee. The Clerk will ask to be advised of future meetings to make sure that a representative from the Parish Council can attend. A short discussion also took place regarding the changes to green bin collections.

District Councillors Report continued...

Councillor McIntyre raised a query about the road works associated with the Solar Farm in Great Wilbraham. A lengthy discussion took place, County Councillor John Williams providing lots of history surrounding this project. It was agreed to write to South Cambridgeshire District Council to complain about the state of the roads and ask for assurances that the verges will be re-instated once works have been completed.

The Chairman also hastened District Councillor Hunt for information about the collections of rubbish from the lay-by. District Councillor Hunt kindly confirmed that she is looking into this for the Parish Council. The Chairman thanked District Councillor Hunt for her work.

**263. Clerks Report**

There was no additional report from the Clerk.

**264. Teversham Local Highways Improvement**

The Chairman discussed the response received from Karen Lunn following the suggestions made at the last meeting. It was agreed to accept the proposals, although they fall short of the Parish Councils expectations.

**265. South Cambridgeshire District Council - Parish Planning Forum**

At the present time, no members are able to attend the meeting on Monday 8<sup>th</sup> December 2014. The Clerk will send apologies on behalf of Teversham.

**266. Electoral Review of Cambridgeshire**

Members noted receipt of further information about The Local Government Boundary Commission for England electoral review of Cambridgeshire County Council. County Councillor Williams gave a further verbal report.

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

There was no report.

**268. Finance Committee**

Members noted receipt of a copy of the draft minutes of the Finance Committee held on 17<sup>th</sup> November 2014, and were asked to pay particular attention to the estimated budget for the current financial year to 31.03.2015. There were no comments.

**269. Precept for 2015/2016**

It was **RESOLVED** to request a precept of 2015/2016 of £69,000, in line with the recommendation of the Finance Committee. Members noted that this is the same amount as the current year, but due to an increase in our tax base, equates to a reduction of £2.01 for a Band D property.

**270. Recreation Committee**

Members noted receipt of the draft minutes of the Recreation Committee meeting held on 24<sup>th</sup> November 2014. The Clerk confirmed that all of the new signs have been installed and all works are now complete.

**271. Poor Broadband Service, Teversham Foxgloves**

Members reviewed the correspondence received from a resident of Caribou Way regarding the level of information and service received about the Connecting Cambridgeshire project on Teversham Foxgloves. County Councillor Williams provided a detailed response and it was agreed that there is little that the Parish Council can do to help resolve this issue as it is a commercial issue.

**272. Adoption of Standing Orders and Financial Regulations**

Members noted that the Policy Review Committee met on Monday 17<sup>th</sup> November 2014. There was only one item on the agenda, to review the new Model Standing Orders and Financial Regulations issued by NALC. Due to the amount of documentation to read through, the final draft of the new set this will be presented for adoption at the January meeting.

**273. Meeting Dates for Committees**

It was **RESOLVED** to set committee meetings one year in advance. For 2015, the following dates were agreed:

**January**

Monday 12<sup>th</sup> – Community Care and Recreation Committee

**February**

Monday 16<sup>th</sup> – Finance and Policy Review Committee (if required)

**March**

Monday 16<sup>th</sup> March – Recreation Committee

**April**

Monday 27<sup>th</sup> April – Finance Committee

**May**

No additional meetings

**June**

Monday 15<sup>th</sup> June – Community Care and Recreation Committee

**July**

Monday 20<sup>th</sup> July – Finance and Policy Review Committee (if required)

**September**

No additional meetings

**October**

Monday 19<sup>th</sup> October – Recreation Committee

**November**

Monday 16<sup>th</sup> November – Community Care and Finance

**December**

No additional meetings

It was agreed that all meetings will commence at 6.30pm and any second meetings on the same date will commence at 7.30pm.

**274. Rights of Way Meeting**

Councillor Martin gave a verbal report following the meeting he attended on 6th November about future management of the rights of way, in conjunction with the written report circulated prior to the meeting. It was agreed that the Clerk should find out how much it will cost to bring the District Council end of the path from Fulbourn Old Drift to Cherry Hinton, up to the same standard as the City Council end.

**275. Christmas Cards**

It was **RESOLVED** to send Christmas Cards, signed by the Chairman and Clerk on behalf of the Parish Council.

**276. Highways/Street Lighting**

Members noted:

- a. **High Street** Councillor MacInnes raised an issue at the Recreation Committee meeting with overgrown vegetation encroaching onto the footpath along the High Street. The Clerk will report this.
- b. **Lit Bollard on Fulbourn Road** – is still broken, following accident damage earlier in the year.
- c. **Pot Hole in Ferndale.**

A discussion also took place regarding the changes to street lights. Work is now due to commence early next year. The Chairman has received information which will be circulated by email. A representative from Balfour Beatty will also attend the January meeting.

## Finance

### 277. Invoices

Members noted that no invoices have been issued during November 2014.

### 278. Receipts

Members noted receipt of the following payment:

VAT rebate 01.04.14 – 30.09.14      £957.26      received via BACS 20<sup>th</sup> November 2014.

### 279. Unity Trust

Members noted that Councillor Amrani has completed the documentation received from Unity Trust to be added as a signatory to the parish council's bank accounts.

### 280. Payments

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

Description	Cheque No	Amount
M Pittas – November – paid 01.12.14	<b>BACS</b>	203.83
J Cowie – November – paid 01.12.14	<b>BACS</b>	94.43
K Quiggin — November – paid 01.12.14	<b>BACS</b>	1028.98
M Parcell – November – paid 01.12.14	<b>BACS</b>	183.70
Kim Quiggin – November – to be paid	<b>BACS</b>	22.50
Teversham Playgroup – Grant – further information required		
CGM – Inv 6022 – November Contract	AM302068	675.89
CGM – Inv 5989 – Extra cut at Foxgloves 24/10/14	<b>AM302068</b>	
EON – electricity at Pavilion	<b>AM302069</b>	45.30
Clerks and Council Direct – x 11 copies	<b>AM302070</b>	132.00
Safeplay Playground Maintenance – inv 7288 – maintenance at all six sites as per quotations	<b>AM302071</b>	11,123.40
December Salaries to be Paid 31.12.14 for K Quiggin, M Parcell, M Pittas and J Cowie via BACS. Payroll will be run on Monday 29 <sup>th</sup> December 2014		To be calculated Not included in total
<b>TOTAL</b>		<b>13,510.03</b>

**281. Grant to Teversham Playgroup**

Members agreed that a copy of the latest income/expenditure and balance sheet should be supplied in line with our grant policy.

**282. Staff Appraisals**

Councillors Martin and McIntyre kindly agreed to carry out the Clerk's appraisal 6pm 13<sup>th</sup> January 2014. The Clerk confirmed that she has carried out two of the Litter Picker's appraisals with one more to be arranged in the New Year. There are no issues.

**283. Mr Cowie – Resignation**

Members noted that Mr Cowie has resigned as a litter picker, having been in post since June 2010, as he is going off to University. The vacancy will be advertised.

**284. Mijan – Change of Fees for Internal Audit**

Members noted that Michael Williamson has increased his rate to carry out the Internal Audit to £75. There were no objections.

**285. Lady Joan Jermy Eleemosynary Charity**

Councillor McIntyre gave a verbal report and members agreed that the trustees should meet as soon as possible to discuss how to take the charity forward.

**Planning**

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

Members noted that SCDC have granted permission dated 5<sup>th</sup> November 2014.

**287. S/2241/14/FL – Extended dropped kerb at 13 High Street for Mrs Natasha Norton.**

Members noted that the planning committee met following the parish council meeting on 3<sup>rd</sup> November 2014, and agreed to No Objections. SCDC have granted permission dated 20<sup>th</sup> November 2014.

**288. S/2564/14/FL Erection of two Storey Extension to Front of Dwelling at 42, Sheppard Way, Teversham for Mr M Critoph**

Members SM, KM, AM and DK met at the end of the meeting and it was agreed to recommend refusal due to visual impact (goes beyond building line at front of property, overshadowing neighbouring property. Members were also concerned who actually owns the land that is being used as such an old map has been submitted with the plans.

**289. Correspondence**

Members noted receipt of the following correspondence:

- a. **Cambridgeshire ACRE** – invitation to attend a workshop exploring the possibility of leading the development of a grant application on the Heritage Lottery Fund for a Landscape Partnership Scheme based on the distinctive River Cam landscape.
- b. **Thermal Imaging Season** – details about the offer to borrow the thermal imaging cameras from South Cambridgeshire District Council.
- c. **Countryside Voice** – Winter 2014
- d. **War Memorials Trust** – November 2014
- e. **Planning Policy Update from SCDC** – circulated by email.
- f. **Wilbraham River Protection Society**
- g. Introduction from Jay Patel, new Trees Technician at SCDC

## Reports from Parish Council Committees

### 290. 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.

### 291. Recreation and Environment Committee

Members noted that the date of the next meeting has been set for 7.30pm 12<sup>th</sup> January 2015.

### 292. Policy Review and Staffing Committee

The next meeting will be on 16<sup>th</sup> February 2015 at 7.30pm.

### 293. Consultation Committee

The date of the next meeting is to be agreed when necessary.

### 294. Finance Committee

The date of the next meeting has been set for 16th February 2015 at 6.30pm.

### 295. Newsletter

The cut off for the next edition will be 16<sup>th</sup> January 2015.

## Reports from Other Groups

### 296. Teversham C of E Primary School Governors

There was no report.

### 297. Bewick Bridge Community Primary School Governors

There was no report.

### 298. Airport Consultative Committee

There was no report.

### 299. Neighbourhood Police Panel

There was no report.

### 300. Items to Report

Following the success of the quiz night, Councillor Oxford kindly agreed to arrange a social get together in the New Year.

Councillor MacInnes reported issues with dog fouling along the High Street. It was agreed to put an article in the Teversham News.

Councillor McIntyre reported that he has received a text from a parishioner and will respond accordingly.

The meeting closed at 9.45pm