

Minutes of a Meeting of Teversham Parish Council  
on Monday 2<sup>nd</sup> March 2015 at 7.30pm at Bewick Bridge Community Primary School

Present:      **Chair**                      Dave Kelleway                      **Vice Chair**                      Frances Amrani  
                 **Councillors**              Oliver Fisher                      Al MacInnes                      Simon Martin  
   Michael Nicholson              Ian Oxford

District Councillor Hunt attended until after item 92. The Clerk attended and took the minutes. Two members of the public also attended for part of the meeting and left after item 97.

**85. Apologies**

Apologies were accepted from Councillors Freeman, McIntyre and Denise Kelleway. County Councillor Williams also sent his apologies.

**86. Minutes**

The minutes of the meeting held on 2<sup>nd</sup> February 2015 were agreed and signed by the Chair.

**87. Public Forum**

Two residents from Antelope Way attended and explained their frustration trying to deal with Balfour Beatty (BB) regarding lamps that are due for removal. BB had not mapped the roads correctly, so Antelope Way was missed off the list of streets published in the Teversham News.

One of the residents also asked for clarification that shrubs adjacent to their property would be included in the shrub cuts once the Parish Council take over the contract from South Cambridgeshire District Council. The Chairman thanked the residents for coming along to the meeting and it was agreed to bring forward item 97.

**97. Balfour Beatty PFI Street Lighting**

The Chair thanked those Councillors who came along to help at the public sessions held at the beginning of February, in conjunction with representatives from Balfour Beatty. Both sessions were well attended and further comments have been received via email following the article in the Teversham News. A lengthy discussion took place regarding the responsibility associated with adopting the lamps which have been earmarked for removal. Concerns were also raised about the suggestion that the County Council are considering turning off all street lighting (other than major traffic routes) after midnight. It was **RESOLVED** following a vote to adopt all 26 lamps at a cost of £60 per year. Members agreed that it would be prudent to make financial provision for future replacement of the lamps on an annual basis.

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

There were no applications. It was **RESOLVED** to advertise the vacancy, with the intention to co-opt a new Councillor at the next meeting on 30th March 2015.

**89. Elect Members to Committees**

No members came forward to join the Recreation Committee.

**90. Report from PCSO Julie Hajredini**

There was no report from PCSO Julie Hajredini.

**91. Report from County Councillor**

County Councillor Williams kindly forwarded a copy of his report to be read out in his absence. It was agreed that the Clerk should write to the County Council to object to the lamps being switched off after mid-night on non-traffic routes.

**92. Report from District Councillor**

District Councillor Hunt reported on the budget recently agreed by full council and reported on two local issues the parish council were not aware of. Residents are having problems with replacement locks installed on garages in Cherry Hinton Road by the District Council and there has been an issue with a parcel of land sold to a resident in Sheppard Way. Members were very disappointed that they were not consulted on the sale of the land and a discussion took place about the potential issues with the District Council selling parcels of land without advertising them on the open market. It was agreed that a letter outlining the parish councils concerns should be sent and District Councillor Hunt kindly agreed to find out to whom the letter should be sent.

The Chair asked if any progress has been made with the plans to turn the vacant house in Pembroke Way into a eco home. District Councillor Hunt confirmed she will hasten this. The Chair is concerned about the future of these plans as the adjacent property is also vacant. District Councillor Hunt agreed to try and find out if the District Council have purchased the house and what the future plans are.

The Chair thanked District Councillor Hunt for her work and she left the meeting.

**93. Clerks Report**

The Clerk gave a brief verbal report, explaining that the Annual Meeting of the Parish Council must take place on or after 12<sup>th</sup> May 2015. Therefore the meeting scheduled for 11<sup>th</sup> May 2015 will be moved to 18<sup>th</sup> May 2015. Members also noted that an invitation to attend a meeting has been received from Cambridge Past Present and Future and Evolution Skate parks have sent a formal contract. The Clerk will sign and return.

**94. Teversham Local Highways Improvement**

Councillor Dave Kelleway confirmed that works are due to start w/c 16<sup>th</sup> March 2015.

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

Mr Butler-Finbow has confirmed that he is still waiting for the land owner to respond. A meeting will be arranged as soon as there has been any progress.

**96. Borley Way Skate Park – WREN Funding**

Members noted that the Clerk has submitted a report to release 50% of the funding £16,120.00 before the end of the financial year, following a request from WREN. Members also noted that a provisional start date of w/c 23<sup>rd</sup> March 2015 has been provided for the ground works to commence. It was agreed that the Recreation Committee should plan publicity and arrangements for a 'grand opening' for the skate park at their next meeting. This will enable any events to be publicised in the next edition of the Teversham News.

**98. Cambridge City Council – Cambridge City 20mph Project**

Members were pleased with the responses received from residents supporting the parish council's objections to including parts of the parish in the scheme to reduce the speed limit to 20mph. It was agreed to write to write again to the City Council, giving an overview of the feedback received.

**99. Resurfacing Recreation Ground Car Park**

Members noted that works are due to be completed by end of first week of March 2015.

**100. Parish Election Timetable**

Members noted details of the election timetable circulated by the Clerk.

### 101. Recommendations from Finance Committee

Members noted receipt of the draft minutes of the Finance Committee meeting held on 16<sup>th</sup> February 2015. It was **RESOLVED** to endorse the following recommendations:

- a) Increase the budget by £265 to £665.00. The additional funds can be taken from Youth Group heading, as both are s137 expenditure.
- b) Award the following donations:

Councillors Dave Kelleway, Oliver Fisher and Al MacInnes declared a personal interest in the award to Friends of Teversham Primary School.

Applicant	Recommended Amount	PC Agree
Riding for the Disabled	£150	Yes
Teversham Primary School Friends of School	£150	Yes
Cambridge Amateur Drama Group	£100	Yes
EACH	£125	Yes
Children's Centre, Cherry Hinton	£140	Yes
<b>TOTAL</b>	<b>£665</b>	

### 102. Recommendations from Policy Review Committee

Members noted receipt of the draft minutes of the Policy Review Committee meeting held on 16<sup>th</sup> February 2015. It was **RESOLVED** to endorse the recommendation to adopt the following changes to the policies as detailed:

#### **Terms of Reference**

Members noted that these were last updated and changes adopted March 2014. It was agreed to recommend the following amendment – Page 5 – Planning Committee – Membership Remove 'maximum of 5 members plus the Chairman and Vice Chairman ex officio. Members will be elected by the Council at the annual meeting' replace with 'all members of the Council'.

#### **Complaints Procedure**

Members reviewed the document, last reviewed and adopted March 2014. It was agreed to recommend no changes to the current document.

#### **Risk Management**

Members reviewed the latest revision of the policy adopted March 2014. It was agreed to recommend no changes to the current document.

### 103. Highways/Street Lighting

Members noted that Nicola Burden has finally responded to issues first reported to the Highways Authority in November 2013. Councillor MacInnes confirmed he has spoken with the Governing Body at Teversham Primary School, to ask if they could support the Parish Council's request to resurface the footpath along Church Road.

## Finance

### 104. Invoices

Members noted that no invoices have been issued during February 2015.

**105. Receipts**

Members noted that there have been no receipts during February 2015.

**106. Payments**

It was **RESOLVED** to authorise the following payments. Cheques were signed by Councillors Amrani and Oxford.

Description	Cheque No	Amount
M Pittas – February Salary – paid 27.02.15	<b>BACS</b>	163.10
K Quiggin - February Salary – paid 27.02.15	<b>BACS</b>	1028.98
M Parcell – February Salary – paid 27.02.15	<b>BACS</b>	146.80
Joshua Cowie – January/February Salary – paid 02.03.15	<b>BACS</b>	114.75
K Quiggin – Jan and Feb Expenses – paid 02.03.15	<b>BACS</b>	81.30
EON – electricity at pavilion	<b>AM302087</b>	103.90
Queensbury – bus shelter refurbishment	<b>AM302088</b>	6647.73
The Bobby Scheme (Cambridgeshire Police Shrievally Trust)	<b>AM302089</b>	100.00
Cambridge Water Co	<b>AM302090</b>	18.38
CGM - Contract	<b>AM302091</b>	542.20
Broadway Farm Group – Riding for the Disabled	<b>AM302092</b>	150.00
Friends of Teversham Primary School	<b>AM302093</b>	150.00
Cambridge Amateur Drama Group	<b>AM302094</b>	100.00
EACH	<b>AM302095</b>	125.00
Children’s Centre, Cherry Hinton	<b>AM302096</b>	140.00
JRB – Doggie bags at Recreation Ground	<b>AM302097</b>	133.80
March Salaries to be Paid 31.03.15 for K Quiggin, M Parcell, M Pittas and J Cowie via BACS. Payroll will be run on Monday 30 <sup>th</sup> March 2015		To be calculated Not included in total
<b>TOTAL</b>		<b>£9,745.94</b>

**107. Lady Joan Jermy Eleemosynary Charity**

Councillor Martin gave a verbal report. A short discussion took place as Members noted that Rev Bowers is due to retire and he is a trustee along with Mr Taylor. Councillor Martin will endeavour to arrange a meeting as soon as possible.

**Planning**

108. Members noted receipt of a letter from SCDC giving notification of a planning application for 7 Pembroke Way, Teversham S/0460/15/FL for Mr K Ahmed for an extension, dated 2<sup>nd</sup> March 2015. A site meeting will be arranged outside of the meeting once the full application has been received from South Cambridgeshire District Council.

**109. Correspondence**

Members noted receipt of the following correspondence:

- a) War Memorials Trust – bulletin
- b) Cambridgeshire County Council – update on Greater Cambridge City Deal
- c) South Cambridgeshire District Council – Details of Local Plan hearings
- d) Cambridge Past, Present and Future – confirmation of renewal of membership

**Reports from Parish Council Committees**

**110. Community Care/Lifeline Committee**

Members noted that the next meeting is scheduled for Monday 15<sup>th</sup> June 2015 at 6.30pm.

**111. Recreation and Environment Committee**

Members noted that the next meeting is scheduled for Monday 16<sup>th</sup> March 2015 at 6.30pm.

**112. Finance Committee**

Members noted that the date of the next meeting has been set for Monday 27<sup>th</sup> April 2015 at 6.30pm.

**113. Policy Review and Staffing Committee**

Members noted that the next meeting will be on Monday 20<sup>th</sup> July 2015 at 7.30pm.

**114. Consultation Committee**

Members noted that the date of the next meeting is to be agreed when necessary.

**115. Newsletter**

Members noted that the cut off for the next newsletter is 23<sup>rd</sup> March 2015.

**Reports from Other Groups**

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

Councillor MacInnes confirmed that he has asked the Governing Body to write to the County Council to complain about the poor state of the footpath along Church Road. He also gave a positive report following the recent Ofsted inspection.

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

There was no report.

**118. Airport Consultative Committee**

There was no report as there has been no meeting.

**119. Neighbourhood Police Panel**

Unfortunately Councillor Oxford was unable to attend the meeting held on 26<sup>th</sup> February 2015.

**120. Items to Report**

Councillor Amrani reported that she left some extra copies of the Teversham News at Bewick Bridge Community Primary School and it would be a good idea to include extra copies for this to be done on a regular basis. She also reported fly-tipping at the layby on Cherry Hinton Road, having noted that the operatives from South Cambridgeshire District Council did not collect it on their last visit. Clerk to investigate and report.

Councillor MacInnes raised an issue with people parking on footpaths, blocking access for pedestrians. He was advised to take photographs and send them to our local PCSO.

Councillor Nicholson raised the 'land grab' issue discussed during the District Councillors report earlier in the meeting. It was agreed that the Clerk will write to the District Council to ask for clarification regarding the sale of land. In particular, who agrees to the sale, what the policy/criteria of each sale is and who decides how much is charged. Councillor Nicholson would also like to ask how much was paid for the land in Sheppard Way and what their consultation policy is on selling land.

Councillor Kelleway reported that the hedge that runs from the Teversham village sign to the layby is overgrown. The Clerk will report this to Highways and ask for it to be cut.

The meeting closed at 9.21pm