

Minutes of a Meeting of Teversham Parish Council
on Monday 6th July 2015 at 7.30pm at Bewick Bridge Community Primary School

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|-----------------------|---------------|-------------------|----------------|-------------------|
| Present: Chair | Dave Kelleway | Vice Chair | Frances Amrani | |
| Councillors | Oliver Fisher | Al MacInnes | Jay Mackay | Michael Nicholson |
| | Simon Martin | Ian Oxford | | |

County Councillor John Williams attended, along with the Clerk who took the minutes. Councillors Amrani and Nicholson left the meeting at 9pm, after item 263.

244. Apologies, Welcome and Introductions

Apologies were accepted from Councillor Freeman. District Councillor Hunt also sent her apologies.

245. Minutes

The minutes of the meeting held on 8th June 2015 were circulated, agreed and signed by the Chair.

246. Public Forum

There were no members of the public present at the meeting. However, Councillor Martin reported he received a complaint about grass growing on the footpath on Fulbourn Road, opposite Ferndale. The same resident also raised an issue about the lack of maintenance of the rose garden on the open space in Marshall's Close. The Clerk agreed to report the issue at Fulbourn Road to CGM and Marshall's Close to District Councillor Hunt as that land is managed by South Cambridgeshire District Council. Councillor Nicholson also reported an issue reported to him with a large tree on the High Street/Sheppard Way. The Clerk believes this is also on District Council land and will investigate.

247. Co-opt to fill two vacancies on the parish council

No applications were received. It was **RESOLVED** to advertise the vacancies on the noticeboards and in the July edition of the Teversham News with the intention to fill them at the next meeting on 7th September 2015.

248. Elect Members to Committees

There were no new appointments or changes.

249. Report from PCSO Julie Hajredini

PCSO Julie Hajredini did not submit a report to the meeting. However, the Clerk gave a verbal report about the ongoing feedback and support that Julie has been giving at Borley Way. Members thanked Julie for her work.

250. Report from County Councillor

County Councillor Williams gave a verbal report regarding the decision not to proceed with changing the central library into an enterprise centre, managed by a private company. He also explained that the consultation on the County boundaries is nearing its closing date and the Boundary Commission will be carrying out a new consultation on the District boundaries. County Councillor Williams also reported on the budget and a short discussion took place.

Queries were raised about the delay in reinstating the white lines on Airport Way and when the footpath along Church Road and Cherry Hinton Road will be resurfaced (slurry coating). County Councillor Williams explained that he will chase this work and Councillor MacInnes confirmed he will try and attend the drop in session hosted by Nicola Burden at Fulbourn on 9th July 2015.

251. Report from District Councillor

The Clerk circulated a report submitted by District Councillor Hunt in her absence. County Councillor Williams answered questions about finance (as he also serves as a District Councillor for the Fulbourn Ward). The Chair reported on issues raised with District Councillor Hunt about the poor state of the bin area at Ferndale and the issues with a resident landscaping land at Lemur Drive/Eland Way. A lengthy discussion took place about hope that the District Council will take action against the residents who have removed shrubs and erected fencing on District land. If they let this go, it sets a dangerous precedent for anyone to take land adjacent to their property. District Councillor Hunt noted in her report that the matter has been passed to the Enforcement Officer. Members concluded that they are very concerned about the District Council's policy of disposing of land and not informing the Parish Council and asked the Clerk to write to the District Council.

252. Clerks Report

The Clerk circulated a report. There were no questions.

253. Proposed Village Hall/Sports Provision

There has been no progress on this project.

254. Hall Farm Caravan Park

The Chairman gave a verbal report following the meeting that took place with Mr Gilbey of Brown & Co, Mr David White, Mr Alan Willis and Mrs Janet Willis. Councillors Kelleway, MacInnes and Mackay attended on behalf of the parish council. A short discussion took place and it was agreed that Councillor Kelleway will go back to the tenants of the caravan park with an update. Members noted that South Cambridgeshire District Council are still to release their decision regarding the planning application S/0987/15/VC – Variation of Condition 1 for Application S/1761/05/F Hall Farm, Church Road, Teversham for Mrs H Symonds. However, whatever the outcome of all of the discussions, members also noted that the park will not be able to continue as it is as it does not meet with current legislation.

255. Borley Way Skate Park

The Clerk circulated a report giving an update on progress of issues raised by the Recreation Committee and residents. It was RESOLVED to go ahead with an acoustic assessment. To date, the Clerk has one quotation for £1,150. It was agreed that at least one more quotation should be sought and presented to Councillors Kelleway and Martin to decide which company to appoint. This should be carried out as soon as possible.

Councillor MacInnes kindly agreed to do some further research on the Ambassadors programme.

256. Lemur Drive/Eland Way – Land grab by resident

This issue was discussed under item 251.

257. Cambridgeshire County Council

Agreement for Change of Ownership of Lighting Columns

Members reviewed the documentation submitted and it was **RESOLVED** to sign and return the contract supplied. It was signed by the Chair and the Clerk.

258. Cambridgeshire County Council

Consultation on the revision of Cambridgeshire's Strategy for Flood Risk

Members noted that there is currently a consultation running from 3rd June 2015 to 14th July 2015, a copy of which can be found at

http://www.cambridgeshire.gov.uk/site/custom_scripts/cons_details.aspx?ref=369

It was **RESOLVED** to make no formal response.

259. Invitation from Lucy Frazer QC MP

Members noted receipt of a letter, asking if members would like to arrange a meeting on 28th July 2015, or 4th August 2015 to meet with members of the council and residents to discuss any issues. It was **RESOLVED** to write back to confirm if a meeting is to be held locally, Teversham Parish Council would attend. Clerk to circulate details to members as soon as the date and location has been confirmed.

260. Minutes of Recreation Committee meeting held 15th June 2015

Members noted receipt of a copy of the draft minutes of the meeting held on 15th June 2015.

261. Land Maintenance and Play Areas

- a. **Equipment Inspections** – the six monthly inspections have been completed by Safe Play. Copies of the inspections along with a quotation have been forwarded to the Chair.
- b. **New Swings at Recreation Ground** – Members noted that installation is complete.

262. Teversham Local Highways Improvement

Members noted that the project is nearly completed and should be finished when the white lines are replaced on Airport Way.

263. Highways/Street Lighting

The Chair reported issues with long grass on the verge between the Recreation Ground and Ferndale. The Clerk confirmed she has passed this onto CGM. It was also agreed to ask CGM to tackle the nettles that are spilling over onto the footpath along the High Street.

Finance

264. Invoices

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

265. Receipts

Members noted receipt of the following payments:

| | | |
|------------|--|----------|
| £16,211.00 | WREN 2 nd tranche of grant for Skate Park | 09/06/15 |
| £ 4,062.46 | SCDC – s106 Grant | 01/07/15 |
| £ 652.29 | Cambridgeshire County Council – Grass cutting grant | 01/07/15 |
| £ 1.00 | Borley Brothers – wayleave | 06/07/15 |

266. Financial Report including Bank Reconciliation

Members noted that balances held by the parish council as at 30.06.15 are:

| | | |
|-----------------------------|----------------------------|---------------------------------|
| Main Unity Trust Account | £ 19,806.22 | Bank Reconciliation at 31.05.15 |
| + Receipts to 30.06.15 | £ 16,211.00 | |
| - Payments to 30.06.15 | £ 2,819.38 | |
| Balance | £ 38,836.60 | |
| Reserve Unity Trust Account | £ 6,002.72 | |
| Cambridge Building Society | £ <u>71,060.00</u> | |
| TOTAL | £ <u>115,899.32</u> | |

267. Payments

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

| Description | Cheque No | Amount |
|---|-----------------|--|
| K Quiggin - May Salary – paid 30.06.15 | BACS | 1196.21 |
| M Parcell – May Salary – paid 30.06.15 | BACS | 150.60 |
| Joshua Cowie – May Salary – paid 30.06.15 | BACS | 78.50 |
| Caroline Pittas-Goldsmith – May Salary – paid 30.06.15 | BACS | 211.95 |
| <i>The above payments were included in the June 2015 totals</i> | | |
| PAYE Months 1, 2 & 3 | BACS | 733.87 |
| Petra – for plants | AN302126 | 15.20 |
| C Farrer Carpentry | AN302127 | 228.00 |
| Glasdon – Invoice 688202 | AN302128 | 692.20 |
| CGM – grounds maintenance June 2015 | AN302129 | 542.20 |
| SCDC – Lifeline | AN302130 | 57.59 |
| Cambridge City Council – Lifeline | AN303131 | 97.89 |
| July Salaries to be Paid 31 st July 2015 2015 and August Salaries to be Paid 28 th August 2015 for K Quiggin, M Parcell, C Pittas-Goldsmith and J Cowie via BACS. | | To be calculated Not included in total |
| TOTAL | | £2,366.95 |

268. Cambridge Building Society

Councillors Kelleway, Martin, Oxford and Amrani signed the forms submitted by Cambridge Building Society.

269. Lady Joan Jermy Eleemosynary Charity

There was no report.

Planning

Members noted the following comments:

270. S/1082/15/FL – part two storey and single storey rear extension, first floor side extension and garage conversion – 23 Eland Way, Teversham for Dr Yin

Councillors Amrani, Freeman and MacInnes met on site on 22nd May 2015 and agreed to make no recommendation. Following on from this, the Clerk was contacted by neighbours who asked to see the plans. They wrote to the Clerk with objections, and these were forward straight to SCDC Planning Department.

- 271. S/0987/15/VC – Variation of Condition 1 for Application S/1761/05/F Hall Farm, Church Road, Teversham for Mrs H Symonds**
Members of the parish council agreed to recommend approval dated 18th May 2015.
- 272. S/0832/15/FL – Single storey side and rear extension for 27 Whitgift Road, Teversham for Mr Deepthi Fernando**
SM, JM, AM and LF met on 16th June 2015 and made no recommendation.
- 273. S/3043/14/VC – variation of condition application seeking extension to temporary permission for Teversham C of E Primary School for Mrs S Stockbridge**
This application was discussed at the parish council meeting on 8th June 2015 and agreed to recommend approval.
- 274. S/1441/15/FL – Erection of dwelling at 4 Caribou Way for Mrs K Imran**
SM, JM, AM and LF met on 16th June 2015 and made no recommendation.
- 275. S/1276/15/FL – Erection of two storey extension to front of dwelling at 28 Sunmead Walk, for Mr R Skrodzki**
SM, JM, AM and LF met on 16th June 2015 and recommended refusal. Comments: protrudes too far in front of the building line, blocking light, especially for No 27 and other adjoining properties. Over development of site.

It was also noted that the following applications have been received. It was agreed to meet at 11.30am on Wednesday 15th July 2015 at the car park, High Street.

- 276. S/1098/15/OL – Construction of x2 semi detached houses at 1 High Street, Teversham for Rahman**
- 277. S/1436/15/FL – Two storey front and side extension and a single storey rear extension at 7 Pembroke Way, Teversham for Mr Khaled Ahmed**
- 278. Correspondence**
Members noted receipt of the following correspondence:
- a) **Broadway Farm Group** – invitation to their Day of Achievement on 14th July 2015. Please do ask the Clerk for more information if you are interested in attending.
 - b) **The Cambridge Building Society** – Changes to their terms and conditions

Reports from Parish Council Committees

- 279. Community Care/Lifeline Committee**
Members noted receipt of a copy of the draft minutes of the meeting held on 15th June 2015. The next meeting is scheduled for Monday 16th November 2015 at 6.30pm.
- 280. Recreation and Environment Committee**
Members noted receipt of a copy of the draft minutes of the meeting held on 15th June 2015. The next meeting is scheduled for Monday 19th October 2015 at 6.30pm.

281. Finance Committee

Members noted that the next meeting is scheduled for Monday 20th July 2015 at 6.30pm.

282. Policy Review and Staffing Committee

Members noted that the next meeting is scheduled for Monday 20th July 2015 at 7.30pm.

283. Consultation Committee

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

284. Newsletter

Members noted that the cut off for the next newsletter is 17th July 2015.

Reports from Other Groups

285. Teversham C of E Primary School Governors

Councillor MacInnes gave a brief verbal report, highlighting the addition of a new class in September and the schools efforts to encourage people to park safely and legally.

286. Bewick Bridge Community Primary School Governors

There was no report.

287. Airport Consultative Committee

As Councillor Freeman was absent from the meeting, the report from the last meeting in May was not circulated.

288. Neighbourhood Police Panel

Members noted receipt of the emailed report circulated by Councillor MacInnes after he attended the last meeting. He also reported that parish councils are able to 'buy' time of PCSO's if necessary.

289. Items to Report

There were no issues.

The meeting closed at 9.10pm