

Minutes of a Meeting of Teversham Parish Council
on Monday 5th October 2015 at 7.30pm at Hope Community Church

Present: Chair	Dave Kelleway	Vice Chair	Frances Amrani
Councillors	Oliver Fisher	Liz Freeman	Al MacInnes
	Jay Mackay	Simon Martin	Ian Oxford

District Councillor Hunt attended and left after her report at 7.44pm. County Councillor Williams attended and left after the Clerk's report at 8.23pm. The Clerk attended and took the minutes.

339. Public Forum

There were no members of the public present at the meeting.

340. Apologies, Welcome and Introductions

Apologies were accepted from Councillor Nicholson.

341. Minutes

The minutes of the meeting held on 7th September 2015 were agreed and signed by the Chair. Members noted that several amendments were made to the copy in the file to those circulated as the Clerk made an error. A copy of the changes submitted by the Chair, which were made to the signed file copy has been attached for information. No changes were made to any decisions or resolutions.

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

Unfortunately, no applications to fill the two vacancies were received. It was **RESOLVED** to continue to advertise the vacancies on the noticeboards and include an article in the next edition of the Teversham News.

343. Elect Members to Committees

Councillor Martin was unanimously elected to join the Community Care Committee.

As District Councillor Hunt had to leave the meeting as soon as possible, members moved onto item 345.

345. Report from District Councillor

District Councillor Hunt gave a verbal report, outlining full council's decision to change to all out elections every 4 years. Following the review of the number of District Councillors, the total will reduce from 57 to 45. This is equal to a 20% reduction. District Councillor Hunt also explained that the planning website will be down for an upgrade from 7th to 19th October. Finally, District Councillor Hunt confirmed that the shrub bed maintenance at Ferndale and Marshall's Close has been reported to Geoff Clark.

Councillor Martin asked if there was any news on the Newmarket Road planning issue. District Councillor Hunt explained that she has passed on the query to Councillor Robert Turner (Wilbraham's Ward).

The Chair thanked District Councillor Hunt for her report.

344. Report from County Councillor (5 mins)

County Councillor Williams also gave a verbal report. He explained that the report from the Boundary Commission's review of the County Council's electoral arrangements has been delayed due to the number of objections received. County Councillor Williams then reported on the joint investigation currently being carried out in conjunction with Bam Nuttall to look into the cracks that have been discovered in the track of the guided busway.

Item 344 continued.....

A short discussion followed this item and County Councillor Williams answered questions. He then went onto give further explanation to the questions raised following his report last month. Firstly, County Councillor Williams explained that there is lots of ongoing work to reduce the County Councils budget by a significant amount, which could lead to further cuts to children's services, libraries, arts, sport and other non-statutory services.

Members then raised their concerns about the proposed City Deal and the validity of Neighbourhood Plans and indeed the District Councils Local Plan.

Councillor Martin asked a question about the progress of the WING development, as since the departure of Emma Fletcher from Marshall's we have not been kept informed. County Councillor Williams confirmed that the planning application is due to be submitted in the autumn. Following a discussion, it was agreed that the Chair should write to Johnathan Barker for an update. County Councillor Williams reported that he thinks that a new bus route will be included in the plan, funded by Marshall's and the City Council from WING to Addenbrookes Hospital. However, it will use the ring road and not come round past Teversham.

Councillor MacInnes explained his on-going frustration with the lack of action received following his repeated visits to Nicola Burdon at her monthly surgery in Fulbourn. Councillor MacInnes then appealed for County Councillor Williams assistance to establish when the footpath on Church Road will be repaired and to get some answers to the other long outstanding issues in Teversham. County Councillor Williams confirmed that he will take up our case with Gavin Wiseman, District Highways Manager.

Councillor Amrani asked if there has been a bus meeting recently. County Councillor Williams confirmed that there has not. Councillor Amrani then asked if the new bus route from WING to Addenbrookes could not be a circular route to include Teversham. County Councillor Williams thinks not, as the City are funding it, the route will have to use the ring road. Councillor Amrani finished by asking if either of the District or County Councils have considered the current refugee crisis. County Councillor Williams confirmed that both Councils have and will take no action until there is more guidance from the government.

The Chair thanked County Councillor Williams for his work.

346. Clerks Report

The Clerk gave a short report, explaining that the application date for Local Highway Improvement Funding is due to close soon and a complaint has been received regarding dangerous parking at the recreation ground. A discussion then took place regarding the need to expand the parking capacity at the recreation ground and how the council might go about this. Several ideas were deliberated and it was agreed to add this issue to the agenda of the next Recreation Committee meeting, scheduled for 19th October 2015. Members also agreed to apply for permission to install bollards on the footpath outside the car park, to ensure cars cannot park on the pavement (same as Church Road). Clerk to explore this possibility and gather some costs together.

347. Proposed Village Hall/Sports Provision There was no report.

348. Hall Farm Caravan Park

Councillor Kelleway reported that despite contacting the agent twice by email, no response has been received.

349. Borley Way Skate Park

Members noted receipt of the notes of the meeting held on 21st September, along with a draft of the minutes of the Recreation Committee meeting held on 28th September 2015. Unfortunately, the Clerk is still waiting for several quotes, so was unable to present costs for approval. Work on this project remains top priority and will be included on the agenda of the next Recreation Committee meeting, scheduled for 19th October 2015.

350. South Cambridgeshire District Council

Licence Agreement – Grounds Maintenance of Open Spaces at Teversham Foxgloves

Members noted that we have received a formal licence agreement from South Cambridgeshire District Council to sign to legally allow us to cut the grass and shrubs at Teversham Foxgloves from 1st April 2015 – 31st March 2016. It was **RESOLVED** that the Chair should sign the agreement so we can collect the grant of £6,140.00 towards the cost of the works.

351. South Cambridgeshire District Council

Local Plan Examination – Inspectors Response

Members noted receipt of a copy of an email received 18th September 2015.

352. Neighbourhood Plan – Are you Interested?

A meeting to discuss this has been set for 7pm on Wednesday 7th October 2015 at The Swifts, Haggis Gap. Councillors Amrani, Freeman and possibly MacInnes kindly agreed to join the Chair at this initial meeting to explore the options and find out how the process works.

353. South Cambridgeshire District Council

Request to purchase land to rear of 60 High Street

Members noted receipt of a letter from Geraldine Roper, Land & Property Surveyor at SCDC confirming that the request to purchase land off Whitgift Road has been declined by SCDC.

354. MiJan Consulting – Introducing Easy PC Accounts

Members discussed the proposal from MiJan Consulting to use their software accounting package for parish councils. Members noted that if the council uses the software, Michael Williamson can no longer be used to carry out the internal audit. Members decided that the Clerk should find out more information about the software package with a view to using it for the financial year 2016/2017, which gives us time to appoint a new internal auditor.

355. Cambridgeshire County Council

Draft Cambridgeshire Flood and Water Supplementary Planning Document

Members noted that the consultation period is running until 16th October 2015 on the draft Cambridgeshire Flood and Water Supplementary Planning Document (SPD). Comments can be made by visiting <http://consult.huntingdonshire.gov.uk/portal/pp/spd/fw> .

356. Land Maintenance and Play Areas

- a. **Equipment Inspections** – Members noted that the Clerk is currently working through prioritising issues.
- b. **Dog Fouling** – an article will be included in the autumn edition of the Teversham News, focusing on fouling at the recreation ground and Sheppard Way.
- c. **CGM** – Members noted that the Clerk is meeting Mr Luke Hamill, Director of Operations and Development on Tuesday 13th October 2015 at 9am. Councillor Kelleway asked if the hedge on Fulbourn Road (nr the two road signs – Teversham Road (Fulbourn) and Fulbourn Road (Teversham) could be cut more frequently.
- d. **Signs for footpath at Teversham Foxgloves** – Members noted that despite Nicola Burdon forwarding our request for shared cycleway/footpath on the path that runs across Teversham Foxgloves to Andy Barham, we have had no further communication.

357. Highways/Street Lighting

Members noted the following outstanding issues.

Reference	Date Reported/by	Issue
NM-100538	21/09/15 KQ	Splintered bollard on Church Road
NM-99462	02/09/15 AM	Missing and damaged signs between the Gazelle Way roundabout and Cherry Hinton Road Junction on Airport Way
NM-99460	02/09/15 AM	Church Road. Serious damage to footpath
NM-99456	02/09/15 AM	Airport Way – many areas of damage to the cycle path, inc potholes.
NM-99464	02/09/15 AM	Cherry Hinton Rd – missing sign
NM-99459	02/09/15 AM	High St – road floods both sides, with water emerging from the very few drains with every intense rain episode, causing flooding to properties from the Tamarind down to past No 8 High Street.
NM-99465	02/09/15 AM	Airport Way – signs have been at a 45 degree angle, damaged and submerged in vegetation for years.

The footpath at Marshall's Close is also in very poor repair. The Clerk will report this.

Finance**358. Invoices**

Members noted that no invoices have been issued.

359. Receipts Members noted receipt of the following payments:

South Cambridgeshire District Council – 2nd half of Precept £34,500.00

360. Payments It was **RESOLVED** to authorise the following payments:

Description	Cheque No	Amount
K Quiggin -September Salary – paid 30.09.15	BACS	1040.06
M Parcell – September Salary – paid 30.09.15	BACS	150.80
Joshua Cowie – September Salary – paid 30.09.15	BACS	78.50
Caroline Pittas-Goldsmith – September Salary – paid 30.09.15	BACS	204.10
PAYE Months 4,5 & 6	BACS	651.63
K Quiggin Expenses – June, July, Aug, Sept	BACS	225.23
CGM – Sept Grounds Maintenance	B302451	542.20
Information Commissioner	B302452	35.00
SCDC Lifeline (payable to Post Office)	B302453	57.59
Cambridge City Council – Lifeline	B302454	97.89
October Salaries to be Paid 30 th October 2015 K Quiggin, M Parcell, C Pittas-Goldsmith and J Cowie via BACS.		To be calculated Not included in total
TOTAL (excluding October Salaries)		£3,083.00

361. Balances and Bank Reconciliation
These will be presented at the next meeting.

362. Lady Joan Jermy Eleemosynary Charity
There was no report.

Planning

363. S/0740/15/FL – First floor extension to rear of property at 53 Fulbourn Road, Teversham for Mr Hurst Members reviewed the application and agreed to make no objections.

364. S/2312/15/15/VC – Variation of Condition 2 (Approved Plans) of Planning Consent S/1286/12/FL (Dwelling & Vehicular Access) for design variation and car park layout at 56 High Street, Teversham
It was **RESOLVED** to make no comment.

365. S/2189/15/NM Non Material Amendment to Planning Consent S/1546/13/FL for a two storey front and side extension, single storey rear extension, porch to alter porch roof orientation, replace brick pier with white painted timber post, add pitch roof above utility space rather than flat roof and alterations to window arrangements
Members noted receipt of a set of revised plans sent for information only.

366. S/2216/15/FL Erection of 2 storey side extension at 10 tamarin Gardens for Mr Ho
It was **RESOLVED** to make no comment.

367. Correspondence

Members noted receipt of the following correspondence.

- a) **Complaint from burger van vendor** – no action as does not involve the parish council
- b) **Cambridge Past Present and Future** – AGM 12th October 2015
- c) **SLCC** – Notice of AGM 16th October 2015
- d) **South Cambridgeshire District Council** – Local Plan Examination update.
- e) **Cambridgeshire County Council** – News for parishes Issue 1 (sent via email 29/09)
- f) **Cambridge Amateur Drama Club** – update on how they spent the grant awarded by the parish council last year.

Reports from Parish Council Committees

368. Community Care/Lifeline Committee
Members noted that the next meeting is scheduled for Monday 16th November 2015 at 6.30pm.

369. Recreation and Environment Committee
Members noted that the next meeting is scheduled for Monday 19th October 2015 at 6.30pm.

370. Finance Committee
Members noted that the date of the next meeting has been set for Monday 16th November 2015 at 7.30pm.

371. Policy Review and Staffing Committee
Members noted receipt of the draft copy of the minutes of the meeting held on 21st September 2015 and noted that the date of the next meeting is scheduled for 15th February 2016 at 7.30pm.

372. Consultation Committee
There is no requirement for a meeting at this time.

373. Newsletter

Members noted that the cut off for the next newsletter is 16th October 2015.

Reports from Other Groups

374. Teversham C of E Primary School Governors

Councillor MacInnes reported that the Governors were delighted with the school's SATS results and there is lots of encouraging progress. A discussion then took place about parking issues at the school and how a minority of parents cause issues for everyone. It was agreed that it is a school issue as they know who the offenders are. The Clerk will report the issue to the PCSO and ask her to come out to ticket those that park illegally. Members agreed that the white lines and the zebra crossing markings need to be refreshed, but feel that the Governing Body probably have more clout than the parish council to get this done.

375. Bewick Bridge Community Primary School Governors

There was no report.

376. Airport Consultative Committee

No report as there has not been a meeting.

377. Neighbourhood Police Panel/Police Issues

Members noted that the next Sawston area panel meeting is scheduled for Wednesday 21st October 2015 at Fulbourn Institute, Home End. It was RESOLVED to forward the parking issues on the High Street (outside car park, usually on a Saturday) and outside Teversham Primary School (usually in the mornings) to Sgt Sandra Davidson in advance of the meeting. Councillor Oxford kindly confirmed he is able to attend this meeting on behalf of Teversham.

378. Items to Report

Councillor Martin raised a question about gates at the entrance to the village.

Councillor MacInnes reported that the first lunch for the Over 60's is scheduled for this coming week and the Cambridgeshire Celebrates Age event hosted on behalf of Age UK is to be held on Friday 9th October 2015. Councillor MacInnes also asked if members objected to him arranging a meeting with interested parties to look at changing the Christmas light display on the village green, and launching them with carols.

Councillor Fisher reported that he is keen to organise a Freecycle Day in the village in the spring.

Councillor Amrani confirmed that she used the bus to Newmarket last Saturday and there were 17 people on the bus, with 10 coming from Teversham. Councillor Amrani reported that to the people using the service, it is so much more than a way to get into Newmarket. It provides a social opportunity and is a valuable resource. Members asked if another article could be included in the Teversham News, advertising the service.

The meeting closed at 9.33pm