

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

Present: <b>Chair</b>	Dave Kelleway	<b>Vice Chair</b>	Frances Amrani
<b>Councillors</b>	Oliver Fisher	Liz Freeman	Jay Mackay
	Michael Nicholson	Ian Oxford	

District Councillor Hunt attended and left after item 395. County Councillor Williams attended for the duration of the meeting. The Clerk attended and took the minutes.

**379. Public Forum**

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

**380. Apologies, Welcome and Introductions**

Apologise were accepted from Councillors Martin and MacInnes.

**381. Minutes**

The minutes of the last Parish Council meeting held on 5<sup>th</sup> October 2015 were agreed and signed by the Chair.

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

No applications were received. It was **RESOLVED** to re-advertise the vacancies on the parish noticeboards and members noted that an article has been included in the autumn edition of the Teversham News.

**383. Elect Members to Committees**

There are no vacancies to fill at the present time.

**384. Report from County Councillor**

County Councillor Williams gave an informative verbal report about the significant challenges faced by the County Council to make cuts of £41m to the budget. However, on a more positive note, funding has been confirmed to Bottisham Village College to allow them to expand to 10 form entry (they are currently 8 form entry). Further monies will also be made available for the new secondary school planned on the east side of Cambridge in the future.

County Councillor Williams also explained that there is a public consultation running about the proposed changes to street lighting. He also reported that a letter is to be sent to the Secretary of State regarding a major issue which stops the installation of heat and light schemes as users are unable to feed into the national grid.

The Chair thanked County Councillor Williams for his report and a short question and answer session followed.

**385. Report from District Councillor**

District Councillor Hunt began her verbal report by explaining that following last year's trial, there will be no extended break to bin collections this year. Details of collection dates will be published in the South Cambridgeshire District Council magazine. District Councillor Hunt also detailed changes to access to the duty panning officer. There is now an appointment system.

District Councillor Hunt reported on her recent meeting with Anita Goddard and officers outlining the plans for the redevelopment of 1 & 3 Pembroke Way. Members agreed that a meeting should be arranged with members of the parish council in the first instance and then a public meeting should be held.

District Councillor Hunt thanked the parish council for their support over the landscaping issues at Lemur Drive. The outcome of the case is not yet known.

The Chair thanked District Councillor Hunt for her work. There were no further questions.

The Chair asked County Councillor Williams to hasten all of the outstanding highways issues, as no feedback has been received. Councillor Freeman also mentioned that one of the Teversham finger posts is now at ground level.

**386. Clerks Report**

The Clerk reported that an invitation has been received from SCDC to meet to discuss the future development of 1 & 3 Pembroke Way. It was agreed to arrange a meeting at 7.30pm on 23<sup>rd</sup> November 2015. This could be brought forward to 6.30pm if more convenient for officers.

The Clerk also reported that a further copy of the agreement between the parish council and the county council for the transfer of street lights needs to be signed. The first copy, signed and sent following the July 2015 meeting has gone astray.

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

There has been no progress on this issue.

**388. Hall Farm Caravan Park**

Councillor Kelleway reported that he had met with two of the residents in an informal setting and they wished to pass on their thanks to the parish council for their support. The parish council has received no official communication from the owner or their agent.

**389. Borley Way Skate Park**

Members noted receipt of a separate report (copy attached in file). Since its circulation, Councillor Kelleway explained that confirmation has been received from the acoustic company who carried out the assessment at the park, that specialist acoustic fencing is not required. Additional quotes were circulated and it was **RESOLVED**, following a vote, to proceed with the quotation from Fence Installers for 48m of close board fencing (with additional overlap on each board), installed on concrete posts, with two Perspex windows 1200 x 1200mm from Gramm. The cost for this will be approx. £6,000. It was also agreed to fill the centre ramp with high density foam, accepting the quotation from Foamseal for £1,800.00.

**390. Training Opportunity for Councillors**

No members were interested to attend Outreach Councillor Training on Saturday 28<sup>th</sup> November 2015, hosted by Fulbourn Parish Council.

**391. South Cambridgeshire District Council  
Gambling Act 2005 - Consultation**

Members noted details of the consultation on minor changes to the above act. There were no comments.

**392. Neighbourhood Plan**

Councillor Kelleway, Amrani and Freeman gave a verbal report following the exploratory meeting held with Fulbourn Parish Council about forming a Neighbourhood Plan. A short discussion took place and members all agreed that putting together a plan requires an awful lot of input from the whole community and despite this, the District Council could pay no attention to its content.

**393. South Cambridgeshire District Council**

**Land Grab – Lemur Drive**

Members noted the correspondence received from South Cambridgeshire District Council and the response, sent on behalf of the parish council. There has been no further update on the outcome.

**394. MiJan Consulting – Introducing Easy PC Accounts**

Members noted that the Clerk has arranged to meet with Michael Williamson about the possibility of using the new software as a trial for the remaining 6 months of this financial year, in tandem with our current system.

**395. Cambridgeshire County Council  
Community Gritting Scheme**

Members noted receipt of details about the gritting scheme. There were no volunteers.

**396. Land Maintenance and Play Areas**

Members noted:

- a. **Equipment Inspections** – actions to address issues have been agreed.
- b. **Dog Fouling** – an article has been published in the latest edition of the Teversham News. Alternative signs are required for Sheppard Way as the current ones are ineffective.
- c. **CGM** – Clerk has met with CGM and all seems to be back on track.
- d. **Signs for footpath at Teversham Foxgloves** – County Councillor Williams agreed to hasten this issue, reported on 10<sup>th</sup> August 2015.

**397. Meeting Dates for 2016**

It was **RESOLVED** to agree to the following meeting dates:

**January**

4<sup>th</sup> January 2016 Full PC Meeting BBPS  
11<sup>th</sup> January 2016 Community Care Committee and Recreation Committee

**February**

1<sup>st</sup> February 2016 Full PC Meeting HCC  
15<sup>th</sup> February 2016 Finance Committee and Policy Review Committee

**March**

7<sup>th</sup> March 2016 Full PC Meeting BBPS  
14<sup>th</sup> March 2016 Recreation Committee

**April**

28<sup>th</sup> March 2016 Full PC Meeting HCC  
25<sup>th</sup> April 2016 Finance Committee

**May**

9<sup>th</sup> May 2016 Full PC Meeting inc AGM BBPS  
23<sup>rd</sup> May 2016 Annual Parish Meeting

**June**

6<sup>th</sup> June 2016 Full PC Meeting HCC  
13<sup>th</sup> June 2016 Community Care Committee and Recreation Committee

**July**

4<sup>th</sup> July 2016 Full PC Meeting BBPS  
18<sup>th</sup> July 2016 Finance Committee and Policy Review Committee

**September**

5<sup>th</sup> September 2016 Full PC Meeting HCC

**October**

3<sup>rd</sup> October 2016 Full PC Meeting BBPS  
17<sup>th</sup> October 2016 Recreation Committee

**November**

7<sup>th</sup> November 2016 Full PC Meeting HCC  
14<sup>th</sup> November 2016 Finance Committee

**December**

5<sup>th</sup> December Full PC Meeting BBPS

### 398. Highways/Street Lighting

Members noted that the following issues are still outstanding:

Reference	Date Reported/by	Issue	Comment
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.	
NM-101496	05/10/15 JM	Marshall's Close – Roads and pavement surfaces – footway pothole/trip hazard	

### Finance

#### 399. Invoices

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

#### 400. Receipts

Members noted that there were no receipts during October 2015.

#### 401. Payments

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

Description	Cheque No	Amount
K Quiggin -September Salary – paid 30.10.15	<b>BACS</b>	1040.26
M Parcell – September Salary – paid 30.10.15	<b>BACS</b>	150.60
Joshua Cowie – September Salary – paid 30.10.15	<b>BACS</b>	78.50
Caroline Pittas-Goldsmith – September Salary – paid 30.10.15	<b>BACS</b>	204.10
K Quiggin Expenses – Oct 2015	<b>BACS</b>	22.50
CGM – Oct Grounds Maintenance	<b>B302455</b>	542.20
Royal British Legion – poppy wreath donation	<b>B302456</b>	50.00
Cambridgeshire County Council – Highways Improvement Scheme contribution	<b>B302457</b>	886.07

Description	Cheque No	Amount
Clarke Saunders Associates – acoustic assessment	<b>B302458</b>	1440.00
Clerks & Councils Direct	<b>B302460</b>	120.00
Office Depot – Inv 966643671 & 966643670	<b>B302461</b>	153.60
October Salaries to be Paid 30 <sup>th</sup> November 2015	Not inc in total	tba
<b>TOTAL (excluding November, including October Salaries)</b>		<b>4687.83</b>

**402. Grants and Donations**

Members noted that grant applications have been received from Little Cherries and Teversham Playgroup. These will be presented at the next Finance Committee for consideration.

**403. Donation to British Legion**

It was **RESOLVED** to award a donation of £50.00 to the Royal British Legion.

**404. Balances and Bank Reconciliation**

Members noted that the parish councils accounts held the following reconciled balances at at 31.09.2015

Account Balance as at 30.09.15	£ 56,475.47
Cambridge Building Society Savings Account as at 31.12.14	£ 71,060.00
Unity Savings Account	£ <u>6,005.73</u>
<b>TOTAL</b>	<b><u>£133,541.20</u></b>

**405. Lady Joan Jermy Eleemosynary Charity**

There was no report.

**Planning**

Members noted:

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

**407. 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** Members reviewed this application following their last meeting and it was agreed to make no objections.

**408. S/2216/15/FL Erection of 2 storey side extension at 10 tamarin Gardens for Mr Ho** Members reviewed this application following their last meeting and it was agreed to make no objections. South Cambridgeshire District Council have REFUSED permission dated 19<sup>th</sup> October 2015.

**409. S/1098/15/OL – Construction of 2 No Semi-detached houses 1 High Street, Teversham for Rahman – Appeal**  
An appeal has been made to the Secretary of State against the decision of South Cambridgeshire District Council. The decision of the Planning application was Refused. It was **RESOVLED** to make no further representation.

#### **410. Correspondence**

Members noted receipt of the following correspondence:

- a) **Cambridgeshire County Council – Winter Health Information Packs** – information on how to claim pack to distribute to vulnerable members of the community.
- b) **SCDC** – Notes from Parish Planning Forum
- c) **Cambridgeshire County Council** – Press Release regarding the budget.
- d) **SCDC – Riparian Responsibilities for Flood Risk** – details about how parish councils can be prepared and encouragement to develop a flood plan.

#### **Reports from Parish Council Committees**

##### **411. Community Care/Lifeline Committee**

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

##### **412. Recreation and Environment Committee**

Members noted receipt of a copy of the draft copy of the minutes of the meeting held on 19<sup>th</sup> October 2015. It was **RESOLVED** to invite the Football Club committee to a meeting at 7:30pm on 30<sup>th</sup> November 2015. The Clerk was asked to prioritise repairs to the roof and encouraged to find a local contractor as no one could make a recommendation.

##### **413. Finance Committee**

Members noted that the date of the next meeting has been set for Monday 16<sup>th</sup> November 2015 at 7.30pm.

##### **414. Policy Review and Staffing Committee**

Members noted that the date of the next meeting is scheduled for 15<sup>th</sup> February 2016 at 7.30pm.

##### **415. Consultation Committee**

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

##### **416. Newsletter**

Members noted that the cut off for the next newsletter is 15<sup>th</sup> January 2016.

#### **Reports from Other Groups**

##### **417. Teversham C of E Primary School Governors**

There was no report.

##### **418. Bewick Bridge Community Primary School Governors**

There was no report.

##### **419. Airport Consultative Committee**

No report as there has not been a meeting.

##### **420. Neighbourhood Police Panel/Police Issues**

Councillor Oxford gave a verbal report following the meeting held on 21<sup>st</sup> October 2015, covering the third phase of Operation Oakland, parking issues and details of how parish councils can pay for additional PCSO time in their parish. Councillor Kelleway asked if the PCSO could be asked to come along to Teversham Primary School at collection time as there are still too many people illegally parking on the double yellow lines.

**421. Items to Report**

Councillor Kelleway reported on an issue with the ownership/responsibility of the 'nature reserve' behind Bewick Bridge Community Primary School.

Councillor Nicholson is disappointed with the style of swings installed at the Recreation Ground.

Councillor Oxford reported that SCDC have now cut the grass in Sheppard Way

Councillor Kelleway reported that the overgrown shrub bed in Ferndale has now been totally removed.

Councillor Amrani gave a verbal report at the Anti-Slavery workshop she attended at SCDC and will be writing an article for the next edition of the Teversham News.

The meeting closed at 9.02pm

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