

Minutes of a Meeting of Teversham Parish Council
on Monday 4th January 2016 at 7.30pm at Bewick Bridge Community Primary School

Present: **Chair** Dave Kelleway
Councillors Oliver Fisher Liz Freeman Jay Mackay
 Simon Martin Al MacInnes Michael Nicholson Ian Oxford

District Councillor Hunt attended and left after item 1601/07. The Clerk attended and took the minutes.

1601/01	Public Forum There were no members of the public present at the meeting.	Action
1601/02	Apologies, Welcome and Introductions Apologies were acknowledged from Councillor Amrani and County Councillor Williams.	
1601/03	Minutes The minutes of the last meeting held on 7 th December 2015 were agreed and signed by the Chair.	
1601/04	Co-opt to fill two vacancies on the parish council No applications have been received to fill the two vacancies. It was agreed to re-advertise on the noticeboards and in the Winter 2016 (January 2016) edition of the Teversham News.	Clerk
1601/05	Elect Members to Committees There are no vacancies to fill at the present time.	
1601/06	Report from County Councillor (5 mins) County Councillor Williams sent a report which was circulated and read out by the Chair in his absence. Members asked the Clerk to write responding to the highways issues and arrange a walkabout. Further information will be sought about the City Cycle Deal as no information has been received and finally, it was agreed to include an article in the Teversham News about overgrown vegetation.	Clerk AM
1601/07	Report from District Councillor (5 Mins) District Councillor Hunt circulated a written report prior to the meeting and was unable to answer further questions regarding the percentage of the proposed council tax rise of £5. District Councillor Hunt confirmed further information will be released following the meeting to agree the final levy.	
1601/08	Clerks Report There was no report.	
1601/09	Proposed Village Hall/Sports Provision It was agreed to meet with Simon Butler-Finbow at 11am on Wednesday 13 th January 2016. Cllrs Kelleway, MacInnes and Martin to attend.	DK, SM, AM,Clerk
1601/10	Borley Way Skate Park Members noted that the order for the fencing has been placed and works are scheduled for w/c 11 th January 2016.	

1601/11	<p>Precept 2016/2017</p> <p>It was RESOLVED to endorse the recommendation made by the Finance Committee at their meeting on 14th December 2015 to set the precept for 2016/2017 at £74,000, as detailed under item 269 on the minutes of that meeting.</p>	Clerk
1601/12	<p>Grants and Donations</p> <p>It was RESOLVED to award the grants also recommended by the Finance Committee as follows:</p> <p>Little Cherries Playgroup £2,000 Teversham Playgroup £2,000 All Saints Church £ 600 Christmas Lights £ 60</p>	Clerk
1601/13	<p>Redevelopment of Pembroke Way</p> <p>Members were able to look at the outline designs presented by SCDC at the meeting in November 2015. Members noted that a public meeting will be arranged when further work has been completed on the scheme.</p>	
1601/14	<p>South Cambridgeshire District Council Changes to Local Plan</p> <p>Members noted that a Public Exhibition will be held at Hope Community Church on 12th January 2015 3pm – 7:30pm. The Consultation Committee will meet on Monday 18th January 2016 at 6:30pm. Members are Councillors Kelleway, Oxford, Martin and Fisher.</p>	DK, IO, SM, OF, Clerk
1601/15	<p>Play Equipment Inspections</p> <p>It was RESOLVED to accept the quotation from Safeplay for £735.00 for twice yearly monthly inspections for all of our play areas i.e. one inspection carried out by an independent inspector and one inspection carried out by Safeplay. This equates to £122.50 per play area, per annum.</p>	Clerk
1601/16	<p>Cambridgeshire County Council Community Gritting Scheme</p> <p>Members discussed the implications of volunteering for this scheme (also detailed in the report from County Councillor Williams) and several questions were raised. Councillor MacInnes took the information and will find out more to see if he can find volunteers from the Hope Community Church.</p>	AM
1601/17	<p>South Cambridgeshire District Council Consultation of the Strategic Policies identified for Neighbourhood Planning purposes</p> <p>It was RESOLVED to make no comment.</p>	
1601/18	<p>SLCC VAT Training</p> <p>It was RESOLVED to pay for the Clerk to attend training on 12th February in Sawtry. The course will cost £10.</p>	Clerk
1601/19	<p>Land Maintenance and Play Areas</p> <p>Members noted:</p> <ol style="list-style-type: none"> a. Fly Tipping at Caudle Ditch was reported and cleared before Christmas. Clerk to arrange for a new bollard to be installed, perhaps with a lock at the top of the post. 	Clerk

	<p>b. Signage at Teversham Foxgloves –Andy Barnham has not responded to our numerous emails for assistance. Clerk to hasten AGAIN.</p>	Clerk								
1601/20	<p>Highways and Street Lighting Members noted receipt of the latest table of issues, forwarded to County Councillor Williams 29th December 2015. County Councillor Williams responded to each of these issues via his report. Action as detailed under item 1601/06. Councillor Oxford kindly agreed to report a pot hole at the pinch point at Fulbourn Road.</p>	Clerk/IO								
1601/21	<p>Finance Invoices Members noted that no invoices were issued during December 2015.</p>									
1601/22	<p>Receipts Members noted that there were no receipts during December 2015.</p>									
1601/23	<p>Payments It was RESOLVED to authorise payments, including the grants awarded under item 1601/12 as detailed on the attached payment schedule. Payments totalled £7,835.01</p>	Clerk								
1601/24	<p>Balances and Bank Reconciliation (to 30th November 2015) Members noted the balances held as at 30th November 2015</p> <table> <tr> <td>Cambridge Building Society Savings Account as at 31.12.15</td> <td>£ 71,060.00</td> </tr> <tr> <td>Unity Trust Savings Account as at 30.11.15</td> <td>£ 6,005.73</td> </tr> <tr> <td>Unity Trust Main Account as at 30.11.15</td> <td><u>£ 62,203.01</u></td> </tr> <tr> <td>TOTAL</td> <td><u>£139,268.74</u></td> </tr> </table>	Cambridge Building Society Savings Account as at 31.12.15	£ 71,060.00	Unity Trust Savings Account as at 30.11.15	£ 6,005.73	Unity Trust Main Account as at 30.11.15	<u>£ 62,203.01</u>	TOTAL	<u>£139,268.74</u>	
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1601/25	<p>Lady Joan Jermy Eleemosynary Charity Councillor Martin is still working on updating the information held on the charity.</p>	SM								
1601/26	<p>Planning S/2742/15/FL – First Floor extension 13 Lemur Drive for Mr & Mrs Pescod Members agreed to make no objections to this application dated 7th December 2015.</p>									
1601/27	<p>S/2739/15/LD –Lawful Development Certificate for a proposed single storey rear extension 5 Sable Close for Mrs Patrick Members agreed to make no comment dated 7th December 2015.</p>									
1601/28	<p>S/2978/15/FL – To erect a white pvcu framed orangery to the rear of 73 Fulbourn Road for M Priestley Members agreed to make no objections to the application dated 7th December 2015.</p>									
1601/29	<p>Tree works Application (for information only) 1 Thulbourn Close Members agreed to make no comments 7th December 2015.</p>									
1601/30	<p>Tree works Application Alwyns Barn, 10 Church Road Members agreed to make no objections to the application dated 7th December 2015.</p>									

1601/31	<p>S/3013/15/FL – Erection of a two storey side extension, including extending the roof ridge, with two dormer windows to rear at 54 Fulbourn Road for Janna Fisher dated 11th December 2015. This application was discussed at the end of the meeting and it was agreed to make no comment. Councillors Fisher, MacInnes and Kelleway declared a personal interest and did not take part in the discussion. Note: the Clerk did ask the Planning Officer for assistance/guidance prior to the meeting, but no response was received.</p>	Clerk
1601/32	<p>S/1441/15/FL Erection of Dwelling at 4 Caribou Way for Mrs K Imran. SCDC refused this application dated 21st July 2015. An appeal has now been made to the Secretary of State. It was agreed to make no further comments for the appeal.</p>	
1601/33	<p><u>Correspondence</u> The Pensions Regulator Information confirming our staging date is 1 January 2017, along with an essential guide to automatic enrolment. It was RESOLVED to engage the services of an Independent Financial Advisor. The Clerk was asked to gather information and present some quotes at the next meeting.</p>	Clerk
1601/34	<p>South Cambridgeshire District Council Members noted that District Councillors have resolved to change the Council’s election cycle so that it has all out elections in 2018 and every four years thereafter. The District Council also decided to make an order which will change the election date of parish councils. All parish councils will now have elections in 2018 and every four years thereafter. As Teversham last had an election in 2015, the change means that this term of office has been reduced by one year, as we were due to have elections in 2019.</p> <p>South Cambridgeshire District Council and Cambridge City Council Proposed Modifications Consultation: Cambridge Local Plan 2014 – Proposed Submission and Submission South Cambridgeshire Local Plan 2014 Confirmation that comments are required before 5pm Monday 25th January 2016. As per item 1601/14 on this agenda.</p>	
1601/35	<p><u>Reports from Parish Council Committees</u> Community Care/Lifeline Committee Members noted that the Chair has written to the D G Marshalls Trust to request a donation towards the cost of the warden scheme in Teversham for 2015/2016. The next meeting is scheduled for <u>14th March 2016 at 6.30pm.</u></p>	LF, DK, SM AM, Clerk
1601/36	<p>Recreation and Environment Committee Next meeting is <u>11th January 2016 at 6.30pm.</u></p>	OF, LF, DK, JM, AM, Clerk
1601/37	<p>Finance Committee Next meeting is <u>15th February 2016 at 6.30pm.</u></p>	FA, OF, DK, SM, JM, MN, Clerk
1601/38	<p>Policy Review and Staffing Committee Next meeting is <u>15th February 2016 at 7.30pm.</u></p>	IO, DK, SM, FA, Clerk
	<p>Consultation Committee The next meeting is <u>18th January 2016 at 6:30pm.</u></p>	

1601/39	<p>Newsletter The cut off for the next newsletter is <u>15th January 2016</u>.</p>	DK, IO, SM, OF, Clerk
1601/40	<p><u>Reports from Other Groups</u></p>	Clerk
1601/41	<p>Teversham C of E Primary School Governors Councillor MacInnes confirmed he is planning to attend the next Governors meeting later in the month and a meeting has been arranged with a representative from the County Council Highways department to discuss the crossing/safety issues outside the School. Councillor Kelleway confirmed he would be happy to attend if he is available.</p>	AM
1601/42	<p>Bewick Bridge Community Primary School Governors There was no report.</p>	
1601/43	<p>Airport Consultative Committee Councillor Freeman reported she attended the last meeting in November 2015. It was a very short meeting, with nothing to report.</p>	
1601/44	<p>Neighbourhood Police Panel/Police Issues There has been no meeting.</p>	
1601/45	<p>Items to Report Councillor Martin passed the presentation boards made for the proposed village hall planning application to the Clerk for storage.</p> <p>Councillor Nicholson asked if an additional doggie bin could be installed nr the play equipment at the High Street recreation ground.</p> <p>Councillor Fisher reported that he had visited the skate park several times over the Christmas holidays and the park was being used by younger children on each occasion. There have been no reports of anti-social behaviour.</p> <p>The meeting closed at 8:50pm</p>	

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