

Minutes of a Meeting of Teversham Parish Council  
on Monday 7<sup>th</sup> March 2016 at 7.30pm at Bewick Bridge Community Primary School

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

County Councillor Williams attended and left after item 1603/07. The Clerk attended and took the minutes. Councillors Amrani and MacInnes declared an interest in item 1603/13 and took no part in the discussion or decision.

		<b>Action</b>
<b>1603/01</b>	<b>Public Forum</b> There were no members of the public present at the meeting.	
<b>1603/02</b>	<b>Apologies, Welcome and Introductions</b> Apologies were accepted from Councillors Martin and Nicholson. District Councillor Hunt also sent her apologies.	
<b>1603/03</b>	<b>Minutes</b> The minutes of the last meeting held on 1 <sup>st</sup> February 2016 were agreed and signed by the Chair.	
<b>1603/04</b>	<b>Co-opt to fill two vacancies on the parish council</b> As no applications were received, it was <b>RESOLVED</b> to re-advertise the two vacancies on the noticeboards.	<b>Clerk</b>
<b>1603/05</b>	<b>Elect Members to Committees</b> There are no vacancies to fill at the present time.	
<b>1603/06</b>	<b>Report from County Councillor</b> County Councillor Williams circulated a report prior to the meeting. A lengthy discussion took place about the proposed new secondary school as part of the new development at Cherry Hinton North and the expansion plans at Bottisham Village College. County Councillor Williams assured members that a full consultation process will take place, but it is likely that the catchment for Teversham will change.  Members also thanked County Councillor Williams for attending a walk about with Councillors Amrani and MacInnes.	
<b>1603/07</b>	<b>Report from District Councillor</b> The Chair read from a report submitted by District Councillor Hunt in her absence. Members were concerned about the recommendation to split the District Council ward for the parish. Members agreed a letter should be sent supporting the proposal to keep Teversham Village and Teversham Foxgloves together and join with Fulbourn and be served by two District Councillors.  Members asked the Clerk to find out how much the grant to the warden scheme will be cut by.	<b>Clerk</b>  <b>Clerk</b>
<b>1603/08</b>	<b>Clerks Report</b> There was no report from the Clerk.	

1603/09	<p><b>Proposed Village Hall/Sports Provision</b> Standing item on the agenda. No new information to report.</p>																							
1603/10	<p><b>Borley Way Skate Park</b> Members noted that works to fill the centre ramp with foam will be re-scheduled when the weather improves. It was agreed to delegate the plans to clear the mound and plant a new hedge to the Recreation Committee. They are due to meet on 14<sup>th</sup> March 2016.</p>	Clerk/ Rec Comm																						
1603/11	<p><b>Redevelopment of Pembroke Way</b> Members discussed the public exhibition held on 29<sup>th</sup> February 2016 at the chapel and noted that South Cambridgeshire District Council omitted to include details of the venue on the letters sent to residents. It was agreed that a letter should be sent to the District Council stating that, in principal, the parish council are happy with the outline plans.</p>	Clerk																						
1603/12	<p><b>South Cambridgeshire District Council Amended Affordable Housing Statement for the WING Application</b> Members noted that the Chair wrote a response on behalf of Teversham as agreed and copies of the letter were forwarded to every member and reserve member of the joint committee made up of members from the City Council, County Council and District Council.</p>																							
1603/13	<p><b>Recommendations from Finance Committee</b> Members noted receipt of a copy of the draft minutes of the meeting held on 15<sup>th</sup> February 2016. It was <b>RESOLVED</b> to:</p>	Clerk																						
	<p>a) To increase the 'Other Donations' budget from £500 to £1,000. £500 increase to come from unspent Youth Group budget.</p> <p>b) To award the following amounts to each group:</p> <table border="0" data-bbox="225 1267 1062 1693"> <thead> <tr> <th><b>Applicant</b></th> <th><b>Award 2015/2016</b></th> </tr> </thead> <tbody> <tr> <td>Riding for disabled</td> <td>£150.00</td> </tr> <tr> <td>EACH</td> <td>£ 75.00</td> </tr> <tr> <td>Children's Centre, Cherry Hinton</td> <td>£100.00</td> </tr> <tr> <td>East Anglian Air Ambulance</td> <td>£ 75.00</td> </tr> <tr> <td>Magpas (Air Ambulance)</td> <td>£ 75.00</td> </tr> <tr> <td>Miriam Amrani (Project Trust)</td> <td>£140.00</td> </tr> <tr> <td>Lunch Together (Hope CC)</td> <td>£125.00</td> </tr> <tr> <td>Little Hoppers Baby &amp; Toddler Group</td> <td>£125.00</td> </tr> <tr> <td>Teversham Chapel</td> <td>£ 25.00</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>£890.00</b></td> </tr> </tbody> </table>	<b>Applicant</b>	<b>Award 2015/2016</b>	Riding for disabled	£150.00	EACH	£ 75.00	Children's Centre, Cherry Hinton	£100.00	East Anglian Air Ambulance	£ 75.00	Magpas (Air Ambulance)	£ 75.00	Miriam Amrani (Project Trust)	£140.00	Lunch Together (Hope CC)	£125.00	Little Hoppers Baby & Toddler Group	£125.00	Teversham Chapel	£ 25.00	<b>TOTAL</b>	<b>£890.00</b>	Clerk
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1603/14	<p><b>Land Maintenance and Play Areas</b></p> <p>a. <b>CGM</b> Members noted that the Clerk has met with Marcus and Adrian from CGM. It was a good meeting and they are prepared for the cutting season to begin at the beginning of April.</p> <p>b. <b>Issue with Hedge</b> The Lynx – resident has been granted permission by SCDC to carry out works to the hedge boarding his property and the open space at Teversham Foxgloves.</p>																							

	<p><b>c. Broken Fence at Caribou Way</b> There is no further action required as the fence is not on parish land.</p> <p><b>d. Signage at Teversham Foxgloves</b> Mr Green from the County Council has responded, explaining that the path is not a shared surface, therefore no signs can be erected.</p> <p><b>e. Overhanging Trees – Glenville Close</b> Members noted the report from the Clerk about issues with the trees in the ditch that runs between Borley Way play area and Glenville Close. It was agreed that the Clerk should find out who is legally responsible for the ditch before spending any money on a tree survey. It was agreed to delegate this issue to the Recreation Committee.</p>	<b>Clerk/ Rec Comm</b>
<b>1603/15</b>	<b>Highways and Street Lighting</b>	
	<p><b>a. Highways Issues</b> Following the walkabout, Councillor MacInnes reported all of the issues identified and circulated a detailed list to members. Some actions have already been executed. Members agreed to keep a close eye on progress.</p> <p><b>b. Street Lighting</b> Members noted that the County Council are now considering turning off streetlights on residential roads between 2am and 6am. This will see the cost to Teversham to keep our 246 lamps on reduce to £7.70 per light pa, from £12 per light pa. Formal notification of the outcome of this motion has not been received.</p>	<b>ALL</b>
<b>1603/16</b>	<b>Access Road – High Street</b> Members noted that Anglian Water has responded in a very positive manner regarding the issue with the damaged verge at the entrance to Clay Pits Road. Clerk is waiting to arrange a meeting with a representative.	<b>Chair/Clerk</b>
<b>1603/17</b>	<b>Lay-by Cherry Hinton Road</b> Members noted the vast improvement at the layby following the work of the landowner to clear the site and close the gap in the hedge. Members agreed that the parish council should make a financial contribution towards the cost of planting new hedging and it was agreed to delegate the issue to the Recreation Committee to agree when the costs are known.	<b>Clerk/ Rec Comm</b>
<b>1603/18</b>	<b>SCDC – Development of Land 56 High Street, Teversham – S/1286/12/FL &amp; s/2312/15/VC Payment of Public Open Space and Community Facilities Contributions</b> Members noted receipt and <b>RESOLVED</b> to sign the agreement releasing £4,962.74 under s106 for the above development. Members asked the Clerk to clarify the exact wording of the conditions associated with spending the monies to ensure complete compliance.	<b>Chair/ Cllr MacInnes Clerk</b>
<b>1603/19</b>	<b>Finance</b> <b>Invoices</b> No invoices have been issued.	

1603/20	<p><b>Receipts</b> There have been no receipts.</p>	
1603/21	<p><b>Payments</b> It was <b>RESOLVED</b> to authorise payments, as per the attached schedule (page 2021)</p>	Clerk
1603/22	<p><b>Balances and Bank Reconciliation (to 29<sup>th</sup> February 2016)</b> A copy of the bank reconciliation and relevant bank statement was circulated at the meeting.</p>	
1603/23	<p><b>Lady Joan Jermy Eleemosynary Charity</b> There was no report.</p>	
1603/24	<p><b><u>Planning</u></b> <b>S/3196/15/FL Proposed relocation of fenestration and main entrance door at 7 Pembroke Way, Teversham for Khaled Ahmed dated 25<sup>th</sup> January 2016.</b> Members noted that this application was considered at the last meeting and it was agreed to make no objections or comments.</p>	
1603/25	<p><b>Appeal Decision APP/W05530/W/15/3136317 4 Caribou Way</b> Members noted that this appeal has been dismissed.</p>	
1603/26	<p><b>S/3013/15FL Erection of a two-storey side extension, including extending roof ridge with two dormer windows to the rear for Mrs J Fisher</b> Members noted that SCDC have refused permission dated 29<sup>th</sup> January 2016. The parish council made no objections or comments.</p>	
1603/27	<p><b>s/2742/15/FL First Floor Extension for Mr &amp; Mrs Pescod 13 Lemur Drive</b> Members noted that SCDC refused the application dated 15<sup>th</sup> December 2015 and that an appeal has now been made to the Secretary of State against the decision dated 22<sup>nd</sup> February 2016. It was <b>RESOLVED</b> to make no comment.</p>	
1603/28	<p><b><u>Correspondence</u></b> <b>SCDC – Setting Up a Repair Cafe</b> Members noted receipt of Information about how to go about setting up a Repair Café.</p>	
1603/29	<p><b>SCDC – Local Plan Skeleton Programme Published</b> Members noted receipt of a letter outlining a skeleton programme for the remainder of the Local Plan examinations for both the SCDC and City Council's plans.</p>	
1603/30	<p><b>Cambridge Past, Present and Future</b> Members noted confirmation of receipt of donation and membership card.</p>	
1603/31	<p><b>SCDC – News for Parishes – Issue 3</b> A copy of a Newsletter from the County Council, along with information about various projects going on within our District was circulated to all members.</p>	
1603/32	<p><b>War memorials Trust</b> Members noted receipt of the Feb 2016 edition of Bulletin</p>	

<p><b>1603/33</b></p>	<p><b><u>Reports from Parish Council Committees</u></b>  <b>Community Care/Lifeline Committee</b>  Members noted that Lynne Byrne is unable to make the next schedule meeting on 14<sup>th</sup> March 2016 at 6.30pm. It was agreed to re-schedule the meeting to <u>18<sup>th</sup> April 2016 t 6:30pm.</u></p>	
<p><b>1603/34</b></p>	<p><b>Recreation and Environment Committee</b>  The next Recreation Committee meeting has been scheduled for <u>14<sup>th</sup> March at 7:30pm.</u></p>	
<p><b>1603/35</b></p>	<p><b>Finance Committee</b>  The date of the next meeting has been set for <u>25<sup>th</sup> April 2016 at 6:30pm</u></p>	
<p><b>1603/36</b></p>	<p><b>Policy Review and Staffing Committee</b>  The date of the next meeting is scheduled for <u>7pm 21<sup>st</sup> March 2016.</u></p>	
<p><b>1603/37</b></p>	<p><b>Consultation Committee</b>  No meetings planned at this time.</p>	
<p><b>1603/38</b></p>	<p><b>Bus Group</b>  Councillor Amrani confirmed that numbers of passengers using the No 18 service has increased and funding has been secured for the next financial year.</p>	
<p><b>1603/39</b></p>	<p><b>Newsletter</b>  Members noted that the cut off for the next newsletter is <u>15<sup>th</sup> April 2016.</u></p>	
<p><b>1603/40</b></p>	<p><b><u>Reports from Other Groups</u></b>  <b>Teversham C of E Primary School Governors</b>  Councillor MacInnes gave a short, positive verbal report.  Councillor Kelleway reported that some pupils and parents were unhappy being informed that ‘non-believers would go to Hell’ as part of an assembly held at Teversham Primary School.</p>	
<p><b>1603/41</b></p>	<p><b>Bewick Bridge Community Primary School Governors</b>  There was no report.</p>	
<p><b>1603/42</b></p>	<p><b>Airport Consultative Committee</b>  Members noted that the next meeting is scheduled for May 2016.</p>	
<p><b>1603/43</b></p>	<p><b>Neighbourhood Police Panel/Police Issues</b>  Councillor Oxford gave a verbal report following the most recent panel meeting. Members agreed that the Clerk should ask our PCSO to make one or two visits to Teversham Primary School at drop off and/or pick up time to discourage people from parking illegally and dangerously.</p>	
<p><b>1603/44</b></p>	<p><b>Items to Report</b>  Councillor MacInnes confirmed that another spring clean will be arranged.</p>	

The meeting closed at 9:30pm

Teversham Parish Council Payment Schedule - Monday 7<sup>th</sup> March 2016 – KQ 07/03/16

Description	Cheque No	Amount
K Quiggin – February Salary – paid 29.02.16	<b>BACS</b>	1104.53
M Parcell – February Salary – paid 29.02.16	<b>BACS</b>	150.80
Joshua Cowie – February Salary – paid 29.02.16	<b>BACS</b>	78.50
Caroline Pittas-Goldsmith – February Salary – paid 29.02.16	<b>BACS</b>	204.10
CGM – February Grounds Maintenance	<b>AN302479</b>	542.20
CGM – Extra cut at Recreation ground	<b>AN302479</b>	126.00
SLCC – training	<b>AN302480</b>	10.00
Cambridge Water Co – water at the pavilion	<b>AN302481</b>	16.21
Office Depot – stamps and stationery	<b>AN302482</b>	228.03
Pharoah Fencing – fence at Borley Way	<b>AN302483</b>	3367.32
Cambridgeshire County Council – Street Lighting	<b>AN302484</b>	407.96
E-on – electricity at the Pavilion	<b>AN302485</b>	39.26
Teversham Conservative Club – room hire	<b>AN302486</b>	576.00
Broadway Farm Group – Riding for the Disabled	<b>AN302487</b>	150.00
Cherry Hinton Children’s Centre Romsey Mill Trust	<b>AN302498</b>	100.00
EACH	<b>AN302489</b>	75.00
East Anglian Air Ambulance	<b>AN302490</b>	75.00
Magpas	<b>AN302491</b>	75.00
Project Trust	<b>AN302492</b>	140.00
Lunch Together	<b>AN302493</b>	125.00
Little Hoppers	<b>AN302494</b>	125.00
Hope Community Church	<b>AN302495</b>	25.00
Hope Community Church – room hire	<b>AN302496</b>	160.00
Bewick Bridge Community Primary School – Room Hire	<b>AN302497</b>	25.30
PAYE Months 10, 11 & 12 – to be calculated 31.03.16	<b>BACS</b>	To be calculated
March 2016 salaries K Quiggin, M Parcell, C Pittas-Goldsmith and J Cowie via BACS on 31 <sup>st</sup> March 2016		To be calculated
<b>TOTAL</b>		<b>7926.21</b>