

Minutes of a Meeting of Teversham Parish Council
on Monday 7th November 2016 at Hope Community Church at 7:30pm

Present: Chair	Dave Kelleway	Vice Chair	Frances Amrani
Councillors	Sam Bramley	Oliver Fisher	Liz Freeman
	Al MacInnes	Michael Nicholson	

County Councillor Williams arrived at 7pm and District Councillor Hunt arrived at 7.30pm and both left after item 1611/07. The Clerk attended and took the minutes.

Prior to the meeting proper, members welcomed Mr Evan Laughlin from Cambridgeshire County Council, Highways. Evan explained how works are prioritised in the county, the difference in the budgets available for works and the constraints within which his department works. This was an informative session, which gave members the opportunity to express their views and ask questions. Members thanked Evan for coming along to the meeting. The meeting proper commenced at 8pm.

		Action
1611/01	Public Forum There were no members of the public present at the meeting.	
1611/02	Apologies, Welcome and Introductions Apologies were accepted from Councillors Martin and Oxford.	
1611/03	Minutes The minutes of the meeting held on 3 rd October 2016 were signed and approved.	
1611/04	Vacancies on the Parish Council Members noted that an application has been received. However, the applicant wishes to be co-opted in the New Year. It was RESOLVED to advertise the vacancies on the noticeboards.	Clerk
1611/05	Elect Members to Committees There were no changes.	
1611/06	Report from County Councillor County Councillor Williams circulated his report prior to the meeting. A lengthy discussion took place.	
1611/07	Report from District Councillor District Councillor Hunt circulated her report prior to the meeting. A discussion took place about the meeting held with Richard Swan from Environmental Health at South Cambridgeshire District Council.	
1611/08	Clerks Report The Clerk gave a verbal report. There were no questions.	
1611/09	Proposed Village Hall/Sports Provision There was no report.	
1611/10	Borley Way Skate Park Members noted that works to the fence have been completed, but subject to costing, the fence may need to be extended at the Borley Way end.	

1611/11	<p>Borley Way Skate Park - Enforcement</p> <p>This issue was discussed under 1611/07. However, members reiterated that they are sympathetic to the noise issues and are willing to work with the District Council. The case reference is Ref: ENF/0353/16 – Land East of Cherry Hinton Road, Teversham. Members agreed to arrange a meeting with the residents to enable both parties to update one another.</p> <p>Members noted that South Cambridgeshire District Council have confirmed that the skate park does not need planning permission. However, the fencing does. Members RESOLVED to submit a retrospective application as soon as possible.</p>	Clerk Clerk
1611/12	<p>Redevelopment of Pembroke Way</p> <p>Councillor Kelleway explained that work between our solicitor and the District Council to agree on the wording of the document to transfer land to South Cambridgeshire District Council, has been very slow. There has been no formal progress.</p>	
1611/26	<p>Payments</p> <p>Members discussed this item as Councillor Amrani had to leave the meeting early.</p> <p>It was RESOLVED to authorise the payments, detailed on the payment schedule. However, the payment to Borley Brothers could not be made as an invoice has not been received. Members also agreed to cut the number of copies of Clerks & Councils Direct to one.</p>	Clerk
1611/13	<p>South Cambridgeshire District Council Parish Planning Forum</p> <p>Councillor Freeman confirmed that a report will be given at the December meeting.</p>	Cllr Freeman
1611/14	<p>Cambridgeshire County Council Community Highways Volunteering Scheme</p> <p>Councillor MacInnes gave an informative report on the scheme and confirmed that the team at Hope Community Church are happy to coordinate the scheme to tie in with their litter picking day. Councillor MacInnes encouraged members to get involved and the Chair thanked Councillor MacInnes.</p>	Cllr MacInnes
1611/15	<p>Cambridgeshire County Council Consultation on the Enforcement Plan for Planning, Minerals and Waste</p> <p>Members noted receipt of an update to the Enforcement Plan for Planning, Minerals and Waste Development in Cambridgeshire. It was RESOLVED to make no comment.</p>	
1611/16	<p>Cambridgeshire County Council Community Gritting Scheme</p> <p>It was RESOLVED not to participate in this scheme.</p>	
1611/17	<p>New Highways and Street Lighting</p> <p>Councillor Kelleway reported that residents in Glenville Close have complained that Glenville Close has not been swept when Borley Way was. He also asked if the turning spaces at Fulbourn Old Drift have been properly re-marked with NO PARKING since they were resurfaced.</p>	Clerk

1611/18	<p>Outstanding Highways and Street Lighting Issues Outstanding issues were discussed at length during the session at the beginning of the meeting.</p>	
1611/19	<p>Cambridgeshire Highway Improvement (LHI) for 2017/2018 At the Recreation Committee meeting, Councillor Freeman tabled an alternative solution to this issue. However, when the Clerk made contact with the team at Whittlesford and spoke Anna Chylinska-Derkowska, Project Manager, Highways Projects and Road Safety, she presented a simpler, cheaper option.</p> <p>Councillor MacInnes and the Clerk previously met with Anna at the Highways Depot open day in the summer and discussed the issue at length. Anna explained that she has spoken with David Lines at Highways and he suggested that we apply for double yellow lines to be put down to reinforce the parking restriction already in place (double white lines in the centre of the road).</p> <p>Councillor MacInnes and Freeman then projected photographs taken at the site on Saturday 5th November. They counted 60 cars parked in the car park, along the road and also along clay pits road. Members agreed that the state of the parking by the football club and their visitors was dangerous and unacceptable.</p> <p>It was agreed to write to the football club to re-iterate that they must stagger the matches and no more than two should be held at the site at one time as the car park is not big enough or fit for purpose. Members asked the Clerk to invite representatives from the club to attend a full parish council meeting as soon as possible.</p> <p>Councillor Nicholson is against the idea to put down double yellow lines, as he feels it will just move the problem further down the High Street.</p> <p>It was RESOLVED to submit an application asking of double yellow lines to be installed to deter vehicles from parking on the bend, blocking the footpath/cycle lane, write to the football club and invite representatives to come along to a full parish council meeting.</p>	Clerk
1611/20	<p>Provision of Tennis Net During the Summer Months Councillor Martin asked for this item to be added to the agenda. However, in his absence it was agreed to defer this item to the Recreation Committee to discuss at their next meeting.</p>	Rec Comm
1611/21	<p>Cherry Hinton Road Lay-by Councillor Martin asked for this item to be added to the agenda. In his absence, members discussed continued issues with dumping, people using the hedge as a loo and a skip company who block the access by leaving skips at the site all day. Councillor Freeman has taken details of the skip company and members agreed the Clerk should write to them.</p>	Clerk
1611/22	<p>Woodland Trust Members discussed this exciting opportunity, but concluded that there are no appropriate sites in the village for more trees at this time.</p>	
1611/23	<p><u>Finance</u> Invoices Members noted that no Invoices have been issued this month.</p>	

1611/24	Receipts Members noted full details of receipts from 1 st April – 31 st October 2016.	Finance Comm
1611/25	Payment of Grants Members noted that full applications have been received from both Teversham Playgroup and Little Cherries. These will be presented to members of the Finance Committee for consideration at their next meeting on 21 st November 2016.	
1611/27	Balances and Bank Reconciliation A full bank reconciliation for months 6 & 7 were circulated a the meeting.	
1611/28	Pension Scheme Councillor Fisher confirmed that NEST has been chosen as the pension provider and work is in progress to set the scheme up.	
<u>Policies and Parish Council Administrative Housekeeping</u>		
1611/29	Monthly Consideration of Parish Council Risk There are no issues.	
<u>Committees</u>		
1611/30	Recreation and Environment Committee Members noted receipt of a draft set of minutes from the last meeting held on 17 th October 2016. Attention was drawn to item 443. The next meeting is scheduled for Monday 23 rd January 2017.	
1611/31	Finance Committee Members noted that the next Finance Committee meeting is scheduled for 21 st November 2016 at 7.30pm.	
1611/32	Policy Review and Staffing Committee Members noted that the next meeting is scheduled for 20 th February 2017.	
1611/33	Consultation Committee No meeting is scheduled at the present time.	
1611/34	Community Care / Lifeline Committee Members noted that the next meeting is scheduled for 6.30pm 21st November 2016. It was agreed to include the query about the grant from SCDC on the agenda (as reported by District Councillor Hunt in her report).	
1611/35	Bus Group There was no report.	
1611/36	Newsletter Members noted that the cut off for the next Teversham News is 17th January 2017.	
<u>Reports from Other Groups</u>		
1611/37	Teversham C of E Primary School Governors There was no report.	

1611/38	Bewick Bridge Community Primary School Governors There was no report.
1611/39	Airport Consultative Committee Members noted that the next meeting is scheduled for mid-November 2016. Councillor Freeman is attending on behalf of the parish council.
1611/40	Neighbourhood Police Panel/Police Issues No formal report.
	<u>Correspondence</u> Members noted receipt of the following correspondence:
1611/41	Unity Trust – request for confirmation of our budget relating to eligibility of the Financial Services Compensation Scheme. Clerk has responded.
1611/42	SCDC – BT Consultation - Confirmation that Teversham has made no comment towards the plan to remove the kiosks at High Street and Eland Way.
1611/43	SCDC – Feedback from Parish Forum - Councillor Freeman attended this meeting.
1611/44	Electoral Review of South Cambridgeshire Confirmation that the Commission has now completed its review of South Cambridgeshire.
1611/45	South Cambridgeshire Local Plan – Hearings Programme Update Details of hearings.
1611/46	South Cambridgeshire District Council What we do, and how we spend your money doing it. 436 employees, 57 Councillors and £52 million all working for you for the ye 31 st March 2016. A booklet.
1611/47	Lucy Frazer QC MP Asking for details of village publication so she can include an article. Clerk has responded.
1611/48	Cambridgeshire County Council Consultation on a Corporate Energy Strategy for Cambridgeshire County Council Circulated to members 31/10 as cut off for comment is 4 th Nov 2016.
1611/49	Wilbraham River Protection Society Invitation to attend their AGM to be held on 10 th November at 7.30pm.
1611/50	SCDC – Review of Polling Districts No changes to Teversham.
1611/51	SCDC – Tree Applications Informative document about how tree work applications and notifications are being dealt with by the District Council.

	<p>Planning</p> <p>Members noted:</p> <p>1611/52 S/2210/16/FL – Change of use from residential (C3) to education facility (D1) for Teversham C of E Primary School Application has been approved. This item was reported at the October meeting.</p> <p>1611/53 S/2518/FL First Floor Extension to the House 16 Ferndale for Mr & Mrs Menzies Members agreed to make no recommendation. This item was discussed at the end of the October meeting.</p> <p>1611/54 S/2521/16/FL – Single Storey rear extension 39 Whitgift Road for Mr & Mrs Anoop Nellerkkal Members agreed to object the application due to concerns with overdevelopment, loss of garden and impact of loss of light on neighbour's property.</p> <p>1611/55 S/2717/16/PA (Notification of Prior Approval) Single Storey Rear Extension at 6 Marshall's Close for Mr N Wallace The above planning documentation has been received for information only.</p> <p>1611/56 S/2635/16/PA (Notification of Prior Approval) Single Storey Rear Extension at 63 Fulbourn Road for Mr Crisp The above planning documentation has been received for information only.</p> <p>1611/57 S/2651/16/PN Prior Notification for the erection of an agricultural storage building at Island Bungalow, Newmarket Road for Mr James Heckford. The above planning documentation has been received from information only.</p> <p>1611/58 Items to Report Councillor Fisher asked if the parish council could start to budget for minor highways repairs. A further discussion took place and members agreed that the Clerk should try and find out what the prospects, timescale and cost of getting the following issues resolved:</p> <ul style="list-style-type: none"> • Church Road Footpath between Teversham Primary School and All Saints Church. • Cherry Hinton Road Footpath from Marshall's Close to the High Street junction • Marshall's Close Footpath – worst sections. <p>Armed with this information, members will be able to make some decisions about how these issues are dealt with.</p> <p>Councillor Nicholson reiterated that he feels the dangerous parking issues should be discussed with the football club as soon as possible.</p> <p>Councillor MacInnes invited members to go along to the joint service of remembrance at All Saints on Sunday 13th November.</p> <p>Councillor Freeman also asked that a letter of complaint be sent to the football club, along with photographs as soon as possible.</p>	
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The meeting closed at 9.34pm.