

Teversham Parish Council

Minutes of a Meeting of Teversham Parish Council
on Monday 5th December 2016 at Bewick Bridge Community Primary School at 7:30pm

Present: Chair	Dave Kelleway	Vice Chair	Frances Amrani
Councillors	Sam Bramley	Oliver Fisher	Al MacInnes
	Simon Martin	Michael Nicholson	Ian Oxford

County Councillor and District Councillor Hunt both attended the meeting and left after item arrived at 7.30pm and both left after item 1612/15. 4 members of the public attended and left after item 1612/10. The Clerk attended and took the minutes.

Members were expecting to meet with Mr C Taylor, Chairman of the Teversham Colts committee, prior to the meeting proper to discuss the issues with parking at the recreation ground on match days. Mr Taylor did not attend the meeting, or send apologies.

Action

1612/01	<p>Public Forum</p> <p>The members of the public who attended the meeting, came to discuss the cuts to the No 17 bus service and find out if the parish council could do anything to help. Members listened to the all of the issues raised and during the open forum, County Councillor John Williams responded to some of the issues raised.</p> <p>It was agreed to move onto item 1612/10</p>	
1612/10	<p>Cambridgeshire County Council</p> <p>Passenger Transport - Changes to Local Bus Services</p> <p>Members noted that the County Council have given notice to cut the No 17 service through Teversham to 3 buses a day and noted residents despair at the cuts.</p> <p>A lengthy discussion took place, with County Councillor John Williams making some suggestions about how the council and members of the public can put their views forward. He recommended that the residents write to Stagecoach to tell them how they feel about the decision to cut the service and send a copy to the Cambridge News. He also suggested that the parish council should write to Paul Nelson, Transport Manager at Cambridgeshire County Council and to the Commercial Manager at Whippet Coaches, giving them full support them replacing the Stagecoach service. He also endorsed Councillor Amrani's work to organise a meeting of the bus group.</p> <p>It was RESOLVED to act upon the suggestions above as soon as possible, as the existing No 17 service ceases on 2nd January 2017.</p> <p>The Chair thanked everyone for coming along and the members of the public left the meeting.</p>	Clerk Cllr Amrani
1612/02	<p>Apologies, Welcome and Introductions</p> <p>Apologies were accepted from Councillor Freeman.</p>	
1612/03	<p>Minutes</p> <p>The minutes of the meeting held on 7th November 2016 were agreed and signed by the Chair.</p>	

1612/04	<p>Vacancies on the Parish Council It was RESOLVED to advertise the vacancies on the noticeboards.</p>	Clerk
1612/05	<p>Elect Members to Committees There are no vacancies.</p>	
1612/06	<p>Report from County Councillor County Councillor Williams reported on the Cambridgeshire Communities Innovation Fund and explained that he has hastened Evan Laughlin on the parish council's behalf. County Councillor Williams also reported that South Cambridgeshire District Council and Cambridgeshire County Council have voted for the devolution deal. Members thanked County Councillor Williams for his work.</p>	
1612/07	<p>Report from District Councillor District Councillor Hunt circulated a report prior to the meeting, outlining the District Council's decision to back the devolution deal. The report also covered information about waste and recycling over the Christmas period and a report following the latest meeting of the Airport Consultative Committee. The Chairman asked District Councillor Hunt if she could hasten the team dealing with the transfer of land at Pembroke Way as our Solicitor has received no further instructions from them. District Councillor Hunt confirmed she will do so. There were no further questions and District Councillor Hunt was thanked for her work by the Chair.</p>	
1612/08	<p>Clerks Report There was no further report from the Clerk.</p>	
1612/09	<p>Proposed Village Hall/Sports Provision There has been no progress.</p>	
1612/11	<p>Borley Way Skate Park – Enforcement and Meeting with Residents To receive a report on progress made regarding the Enforcement Notice Ref: ENF/0353/16 – Land East of Cherry Hinton Road, Teversham Members noted that Councillors Kelleway, MacInnes and Fisher met with representatives of the residents of Sheppard Way. The Clerk gave a verbal report, confirming that Susan Walford is now handling the case. We are now waiting for a copy of a report sent to the residents by South Cambridgeshire District Council, which gives the results of the readings taken at the end of August.</p>	
1612/12	<p>Borley Way Skate Park – Retrospective Planning Application for Fence Members noted that the application was submitted 10th November 2016 – S/3086/16/FL. Work is underway to produce some further drawings, which need to be submitted before 15th December 2016.</p>	Clerk
1612/13	<p>Redevelopment of Pembroke Way As reported under item 1612/07, Councillor Kelleway asked District Councillor Hunt to hasten the team dealing with the agreement to transfer land to South Cambridgeshire District Council, as our solicitor has heard nothing.</p>	DC Hunt

1612/14	<p>Precept for 2017/2018</p> <p>Members noted receipt of a copy of the draft minutes and proposed budget for the coming financial year. As per the recommendation made by the Finance Committee, Councillor Fisher Proposed and Councillor Martin seconded the motion was carried to set the precept at £77,945 for 2017/2018.</p>	Clerk
1612/15	<p>Car Parking Issues at High Street</p> <p>Unfortunately, as Mr Taylor did not attend the meeting. However, members noted that the parking on match days has improved significantly and can see that they are working hard to manage the situation.</p> <p>It was RESOLVED to invite Mr Taylor and a representative from the mini-league club to the next meeting of the Recreation Committee on 23rd January 2017.</p> <p>Members also noted that a letter of complaint has been received from White Bros. A formal response has been sent. A letter has also been sent to the resident who parks a large vehicle on the access road and Anglian Water have also been hastened to carry out the work at the entrance to Clay Pitts Road. They have apologised for the delay.</p>	
1612/16	<p>New Website</p> <p>Members discussed the suggestion to engage a company to overhaul the design of the parish council website. It was agreed that the website does need to be updated and some further research should be carried out. Councillor Martin will also find out how much traffic the existing website receives.</p>	
1612/17	<p>Handyman</p> <p>Members noted that the Clerk has met with two possible contractors and it was agreed that both will be added to our list of suppliers.</p>	
1612/18	<p>Cambridgeshire Highway Improvement (LHI) for 2017/2018</p> <p>Members noted that the application for Double Yellow Lines along Fulbourn Road/High Street has been submitted.</p>	
1612/19	<p>Existing Highways and Street Lighting Issues</p> <p>Members noted that the Clerk wrote to Mr Laughlin following his attendance to our last meeting, asking what the prospects, timescales and costs of repairs for the worst areas as discussed. A response explaining that he has passed the request for information onto Nicola was received on 24th November 2016. County Councillor Williams explained he had chased a response prior to the meeting under item 1612/06.</p>	
1612/20	<p>New Highways and Street Lighting</p> <p>Councillor Oxford confirmed that the lamp in Sheppard Way is still glowing a strange shade. Clerk to hasten.</p>	
1612/21	<p>Christmas Cards</p> <p>It was RESOLVED to send Christmas Cards signed by the Chair on behalf of the parish council.</p>	

1612/22	<p>Broken Bus Shelter Windows</p> <p>Members noted that two bus shelter windows were broken. The City Council arranged for all of the glass to be safely removed from the shelters and the areas cleared at a cost of £48.00 + VAT and Queensbury have quoted £428.68 + VAT to supply and install 2 x glass panels. It was RESOLVED to accept the quotation from Queensbury.</p>
1612/23	<p>Cherry Hinton Road Lay-by</p> <p>There was no new reports of issues.</p>
1612/24	<p><u>Finance</u></p> <p>Invoices</p> <p>Members noted that no Invoices have been issued this month.</p>
1612/25	<p>Receipts</p> <p>There have been no receipts during November 2016.</p>
1612/26	<p>Payments</p> <p>It was RESOLVED to authorise payments as detailed on the Payment Schedule (last page of these minutes).</p>
1612/27	<p>Balances and Bank Reconciliation</p> <p>The Clerk did not receive the bank statements in time to present a full reconciliation at the meeting. This will be presented at the next meeting.</p>
1612/28	<p>Pension Scheme</p> <p>Members noted that the Clerk has now registered and set up a scheme with NEST. The Clerk left the meeting and it was RESOLVED to start the parish councils contribution at 6%. Members thanked Councillors Amrani and Fisher for their work.</p>
1612/29	<p><u>Policies and Parish Council Administrative Housekeeping</u></p> <p>Monthly Consideration of Parish Council Risk</p> <p>There were no issues to discuss.</p>
1612/30	<p><u>Committees</u></p> <p>Recreation and Environment Committee</p> <p>Members noted that the next meeting of the Recreation Committee is scheduled for <u>23rd January 2017 at 6:30pm.</u></p>
1612/31	<p>Finance Committee[^]</p> <p>Members noted receipt of a set of the draft minutes and budget following the last meeting of the Finance Committee on 21st November 2016 and that the next meeting is scheduled for <u>20th February 2017 at 6.30pm.</u></p>
1612/32	<p>Policy Review and Staffing Committee</p> <p>Members noted that the next meeting is scheduled for <u>20th February 2017 at 7.30pm.</u></p>
1612/33	<p>Consultation Committee</p> <p>No meeting is scheduled at the present time.</p>

1612/34	<p>Community Care / Lifeline Committee[^] Members noted receipt of a copy of the draft minutes of the meeting held on 21st November 2016 and noted that the next meeting has been scheduled for <u>20th March 2017 at 6.30pm.</u></p>
1612/35	<p>Bus Group Issues with changes to the local bus service were discussed under item 1612/10. A meeting of this group is to be arranged as soon as possible.</p>
1612/36	<p>Newsletter Members noted that the cut off for the next Teversham News is 17th January 2017.</p>
	<p><u>Reports from Other Groups</u></p>
1612/37	<p>Teversham C of E Primary School Governors Councillor MacInnes reported that latest data is very positive and the recent Church inspection resulted in an outstanding rating.</p>
1612/38	<p>Bewick Bridge Community Primary School Governors There was no report.</p>
1612/39	<p>Airport Consultative Committee In Councillor Freeman’s absence, District Councillor Hunt reported on this meeting in her report under item 1612/07.</p>
1612/40	<p>Neighbourhood Police Panel/Police Issues Councillor Oxford reported on changes to the way the police are targeting crime using evidence based policing. The Neighbourhood panels will no longer have any influence on issues the police will target. There is now a Police Cadet Force in operation and they are happy to volunteer to marshal at local events.</p>
	<p><u>Correspondence</u></p>
1612/41	<p>South Cambridgeshire Local Development Framework: Adoption of the Cambridgeshire Flood and Water Supplementary Planning Document Members noted that confirmation has been received that the Supplementary Planning Document was adopted on 8th November 2016.</p>
1612/42	<p>Romsey Mill Members noted receipt of a request for donation towards Romsey Mill’s Christmas Appeal, along with additional information and news. Members agreed to write back and confirm that their request will be considered in February 2017 along with all other requests received.</p>
1612/43	<p>Vicky Form – MEP for the East of England Members noted receipt of a leaflet explaining what an MEP does following Brexit.</p>
	<p><u>Planning</u></p>
	<p>Members noted:</p>
1612/44	<p>S/2518/FL First Floor Extension to the House 16 Ferndale for Mr & Mrs Menzies Notification dated 15th November 2016 has been received explaining that this application has been refused. Members previously agreed to make no recommendation.</p>

1612/45	S/2521/16/FL – Single Storey rear extension 39 Whitgift Road for Mr & Mrs Anoop Nellerkkal Notification dated 25 th November 2016 has been received explaining that this application has been approved. The parish council objected to this application.
1612/46	S/3036/16/FL – Extension at Front and rear at 26 Fulbourn Old Drift, Teversham for Devakumar Kandasamy. Members considered the application and it was RESOLVED to make no comments or objections.
1612/47	Items to Report Councillor Fisher asked if members would consider setting up a group within the village to find ways to share journeys and get into the city. A further discussion took place and it was agreed that the parish council should advertise the voluntary car scheme. Councillor MacInnes circulated invitations to the Christmas services in the village and reported that around 80 people came along to the switching on of the Christmas lights. The Chair thanked everyone for their work and wished everyone a Merry Christmas.

The meeting closed at 9.51pm

Teversham Parish Council Payment Schedule

Description	Cheque No	Amount
K Quiggin – November Salary – paid 30 th November 2016	BACS	1062.19
M Parcell – November Salary – paid 30 th November 2016	BACS	158.40
Joshua Cowie — November Salary – paid 30 th November 2016	BACS	82.50
Caroline Pittas-Goldsmith – November Salary – 30 th November 2016	BACS	214.50
Borley Brothers – new post at Caudle Ditch	C302535	<i>waiting for invoice</i>
K Quiggin – Nov Expenses	BACS	31.05
EON – Electricity Supply at Pavilion	C302544	55.90
CPRE – Annual Subscription	C302545	36.00
CGM – Grass Cutting Maintenance	C302546	542.20
Cambridgeshire ACRE	C302547	54.00
Little Cherries - Grant	C302548	2000.00
Teversham Playgroup - Grant	C302549	2000.00
November salaries K Quiggin, M Parcell, C Pittas-Goldsmith and J Cowie via BACS on 30 th December 2016	BACS	To be calculated
TOTAL (does not include Salary Payments or Borley Bros)		£4,719.15