

## Minutes of the Meeting of Teversham Parish Council

on Monday 4<sup>th</sup> December 2017 at Hope Community Church at 7:30pm

Present: **Chair** Cllr Kelleway **Councillors** Bramley, Fisher, Hills, MacInnes, Nicholson, the Clerk, SCDCllr Hunt, CCCLr John Williams (from 8.30pm) and 2 members of the public.

1712/01	<p><b>Apologies, Welcome and Introductions.</b> Apologies were received and accepted from Cllr Martin for personal reasons. CCCLr Williams apologised he would be late as he was coming from another meeting.</p>	
1712/02	<p><b>Declarations of Interest.</b> There were no declarations of interest made.</p>	
1712/03	<p><b>Public Forum.</b> The 2 members of the public have recently moved into the village and had come along to listen and find out a little more.</p>	
1712/04	<p><b>To approve the Minutes of the last Parish Council meeting held on Monday 6<sup>th</sup> November 2017.</b> The minutes were agreed to be a true record of the meeting and signed.</p>	Clerk
1712/05	<p><b>CCC, SCDC and Clerk reports</b> <b>A report was received from CCCLr Williams the main points of which were:</b> SCDC no longer considers Teversham to be a rural settlement because the population of the parish council area now exceeds 3,000. CCCLr Williams will not be agreeing to a link road around the proposed Cherry Hinton North development to join Airport Way and Coldhams Lane because it is predicted that it will cause more traffic through Teversham village. There was some discussion on this matter and the future possibility of traffic slowing measures through the village. The damaged footpath in Marshall's Close has been reported again with highways. Cambridgeshire now has its own website for job vacancies in early years and childcare to address recruitment challenges faced by providers. <a href="http://www.teachincambs.org.uk/eycjobs/">www.teachincambs.org.uk/eycjobs/</a>. Preliminary 'big data' from an eight-day study of millions of vehicle movements traveling in Cambridge has been published by the Greater Cambridge Partnership. The anonymised data, capturing information on vehicle movements in, out and through the city, has been made available as 'open data' - allowing public access and the chance to suggest innovative transport solutions.</p> <p><b>A report was received From SCDCllr Hunt the main points of which were:</b> Work has started on the ice rink, sited next to the Newmarket Road, Park and Ride. It will be one of the most energy efficient ice rinks in the UK. The rink will be operated by non-profit leisure company Greenwich Leisure. SCDC is proposing a pilot project so a non-medical professional can be available at a local doctor's surgery to give support to people returning for regular appointments if they want someone to talk to. The scheme would give the GPs a non-medical referral options to help people who feel isolated to access other services and local groups where people get together and socialise. The Cambridge International Airport Consultative Committee met in November. Due to the loss of a contract and subsequent restructuring, 300 people at Marshall airport were made redundant this Autumn. They still employ over 5,000 people. CIA's main focus now is on maintenance and repair of aircraft. They no longer</p>	

	<p>maintain civil aircraft. There is a new flight evaluation manager, Dan Jones.  Jan 2017 - October 2017 there were 18,701 movements compared to 20,223 for the same period last year. There were 36 complaints in the same period – 26 were aircraft related, 2 environmental and 6 non-airport related, compared to 49 for the same period last year. 21% of all the complaints were made by the same individual.  Warnings and notifications of any large aircraft expected at the airport or works liable to impact on local residents are put on the website.  Renewal of the airport noise action plan is required every 5 years and will be due next year and will be presented to the next meeting of the committee in May 2018.  Planning permission for the engine testing bay has been applied for with Cambridge City Council.  Next meeting is in May 2018.</p> <p>This was followed by a short discussion on loneliness and a question about whether the bin collection times had changed.</p> <p><b>The Clerk reported</b> that she has started to authorise the pension payments as the Council had been reported to the Pensions Regulator for failure to pay.  She has also started to source a laptop replacement. Cllr Oxford advised that the replacement should have 8GB of memory.</p> <p><b>Matters Arising</b></p> <p><b>1712/06 Need to Increase Parking Capacity on Sheppard Way.</b> The Clerk has yet received no response to this.</p> <p><b>1705/07 Update on the Borley Way Skate Park appeal against the refusal of Retrospective Planning Application for Fence S/3086/16/FL.</b> A number of emails and call have been received expressing surprise and disappointment at the closure of the park. A petition against the closure has been given to SC and there have been further offers of help. In order to facilitate open discussions The Save the Skate Park Group have organised a meeting for Tuesday 12<sup>th</sup> December at the 7pm Hope Community Church and hope as many Cllrs as possible will attend.</p> <p><b>Noise Abatement Notice</b> hearing date at the Cambridge Magistrates' Court, which is scheduled for 10am on Thursday 4<sup>th</sup> January 2018; it will be necessary to present evidence</p> <p><b>Linked Planning and Enforcement appeals - Play Area near to Borley Way/Sheppard Way,</b> the timetable for the initial due process; both sides have until 15 January to submit full statements, and then until 5 February to comment on each other's. The appeal will be by way of written representations, with a formal site visit in due course.</p> <p>Evolution (who installed the ramps) have carried out some work to reduce the vibrations on the ramp nearest Borley Way. It was suggested that filling the ramps with sand to reduce the boom noise would be less expensive and less permanent than concrete. This work cannot be undertaken until the spring and it would be more cost effective to order 2 lorry loads of sand rather than tonne bags.</p> <p><b>1712/08 Proposed Village Hall/Sports Provision</b> - Council noted there was no further update.</p> <p><b>1712/09 Redevelopment of Pembroke Way</b> - Council noted there was no further update.</p> <p><b>1712/10 Cherry Hinton North – briefing from project team.</b> The Council have been approached by Snapdragon Consulting who is working with the community on behalf</p>	
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	of the project team behind the proposals. They would like to come and give a briefing and answer questions at the January PC meeting. It was agreed this would be useful for the parish as there seem to have been a number of changes to the plans, including the secondary school playing fields now being directly opposite Teversham Cof E Primary School.	Clerk
1712/11	<b>Website.</b> It was agreed that the website should be improved and it was resolved that the Clerk should bring a proposal to the next PC meeting for consideration.	Clerk
1712/12	<b>To consider Local Council Award Scheme.</b> It was resolved to consider this further once the website has been updated and for the Clerk to put on a future agenda.	Clerk
1712/13	<b>To consider the proposed budget and resulting precept request.</b> The setting of the precept at £78,000 was proposed by Cllr Fisher, seconded by Cllr Amrani and agreed with all in favour.	Clerk
1712/14	<b>To consider SC Community Awards,</b> which highlight people and organisations at the heart of their neighbourhoods. Nominations are open on SC website until 19 <sup>th</sup> January 2018. It was resolved Cllrs would either make nominations themselves or bring suggestions to the next meeting.	All Cllrs
1712/15	<b>Existing Highways/Fly Tipping and Street Lighting Issues.</b> To receive an update of existing issues. The fly tipping behind the Nisa the Clerk reported has been dealt with. A washing machine has been dumped in the layby on Cherry Hinton Road and there have been caravans in the layby before the roundabout at Quy and rubbish has been left. The Clerk will report both incidents.	Clerk
1712/16	<b>New Highways and Street Lighting</b> <i>Please report any <u>new items</u> under this heading. If you are reporting streetlights, or lit bollards etc., please ensure you provide the number and location (i.e. opposite No 12).</i> <i>Photographs are very helpful.</i> There is a street lamp which is not working between 34 and 36 Dolphin Close CB1 9GU. The number of the lamp post is number 3. This is one that the council agreed to take on when Balfour Beatty updated only 90% of the street lights in 2015. It appears that there is no agreement between the PC and Balfour Beatty; therefore details and a quote for an agreement have been requested as well as a quote for the fixing of the street light. After some discussion it was resolved that risk assessments need to be carried out for all the lamps that the council own.	Clerk
1712/17	<b>Finance</b> No Invoices have been sent VAT reclaim of £4437.95 has been received The Clerk informed council that the Focus School have had some extra bookings of the recreation ground.	
1712/18	<b>Payments to be made –</b> To agree and authorise payments A full payment schedule was circulated at the meeting. Council noted grants were approved for Little Cherries £1381 and Teversham	Clerk

	Playgroup £2000. A donation for the Broadway Farm Group will be considered at the next finance meeting.	
1712/19	<b>Balances and Bank Reconciliation.</b> A full bank reconciliation and details of balances held as at 30 <sup>th</sup> November 2017 were presented.	
1712/20	<b><u>Policies and Parish Council Administrative Housekeeping</u></b> <b>Monthly Consideration of Parish Council Risk.</b> The Clerk will be receiving webinar training later in December on the new Data Protection regulations.	
1712/21	<b>Recreation and Environment Committee.</b> The next meeting has been scheduled for January 22 <sup>nd</sup> , 6.30pm.	
1712/22	<b>Finance Committee.</b> The next meeting has been scheduled for February 19 <sup>th</sup> , 6.30pm.	
1712/23	<b>Policy Review and Staffing Committee.</b> The next meeting has been scheduled for February 19 <sup>th</sup> , 7.30pm. The Clerk's sixth month review is scheduled to be held after the Community Care meeting on 11 <sup>th</sup> December. It was agreed this will be with the PC Chairman and Vice Chair.	<b>Clerk Cllr Amrani and Kelleway</b>
1712/24	<b>Consultation Committee.</b> No meeting is scheduled at the present time.	
1711/25	<b>Community Care / Lifeline Committee.</b> The next meeting is scheduled for December 11 <sup>th</sup> 6.30pm.	
1712/26	<b>Bus Group</b> –There was no report.	
	<b><u>Reports from Other Groups</u></b>	
1712/27	<b>Teversham C of E Primary School Governors</b> – there are concerns that the Primary School maybe built before the houses on the Cherry Hinton North Development and this will adversely affect the already existing local primary schools.	
1712/28	<b>Bewick Bridge Community Primary School</b> – the clerk has been in touch and the school would like to contribute in the future.	
1712/29	<b>Airport Consultative Committee</b> – the details of the last meeting were covered in SCDCLR Hunt's report.	
1712/30	<b>Neighbourhood Police Panel/Police Issues.</b> Concerns were raised about the lack of police presence in the village and the large number of burglaries which have taken place in the last year.	
1712/31	<b><u>Correspondence.</u></b> The following correspondence was noted: The Clerk latest issue Unity Bank And The Cambridge Building Society – changes to interest levels Cambridgeshire Annual Public Health Report Clerks and Councils Direct November issue War Memorials Trust November Bulletin  <b><u>Planning.</u></b> <i>Please remember, that all members of the parish council must take part in the decisions made under this heading, UNLESS they have to declare an interest. This section is still a formal part of our meeting.</i>	



Teversham Parish Council Payment Schedule  
Monday 4<sup>th</sup> December 2017

Description	Cheque No	Amount	Sig 1	Sig 2
R Whitehouse – November salary paid 30 <sup>th</sup> Nov.	<b>BACS</b>	909.07		
M Parcell – November salary paid 30 <sup>th</sup> Nov.	<b>BACS</b>	228.80		
Caroline Pittas-Goldsmith – November salary paid 30 <sup>th</sup> Nov.	<b>BACS</b>	232.38		
Clerk Expenses	<b>302633</b>	37.80		
Hamill Landscapes –inv 000150	<b>BACS</b>	1,366		
SLCC Enterprises Ltd – data protection webinar	<b>302634</b>	36.00		
Greg’s Handyman Services – removal of chain link fence play area (Whitgift Road)	<b>302635</b>	75.00		
Greg’s Handyman Services – removal of car park fence and replacement with bollards at recreation ground carpark	<b>302365</b>	1,370.00		
Eon – football pavilion	<b>302636</b>	73.48		
HMRC	<b>302637</b>	354.07		
Cambridgeshire Acre Membership	<b>BACS</b>	55.50		
Little Cherries	<b>302638</b>	1381.00		
Teversham Playgroup	<b>302639</b>	2000.00		
*R Whitehouse – December salary to be paid 30 <sup>th</sup> Dec		908.87		
*M Parcell – December salary to be paid 30 <sup>th</sup> Dec		228.80		
*C Pittas-Goldsmith - December salary to be paid 30 <sup>th</sup> Dec		232.38		
<b>TOTAL (does not include payments marked *)</b>		<b>£8119.10</b>		

B Whitehouse 4<sup>th</sup> December 2017

November Bank Reconciliation			77821.25
VAT		4437.95	82259.20
October Expenditure unpresented C302610	2950.93		79308.27
Salaries (Nov)	1370.25	58.13	79366.40
Reserve Account			6014.30
Cambridge BS			68746.50
		<b>Total</b>	<b>152756.95</b>