

Minutes of the Meeting of Teversham Parish Council

on Tuesday 3rd April 2018 at Bewick Bridge Community Primary School at 7:30pm

Present: **Chair** Cllr Kelleway **Councillors:** Amrani, Bramley, Fisher, Hills, Martin, Nicholson, Van der Walle, the Clerk, CCllr Williams and one member of the public.

		Action
1804/01	Apologies were received from Cllrs MacInnes, Freeman, Oxford and SCDCllr Hunt all for personal reasons.	
1804/02	Declarations of Interest. Cllr Fisher made a declaration of interest concerning planning application S/0815/18/FL for 24 Lemur Drive as he knows the resident.	
1804/03	Public Forum although one member of the public was present, a resident who is standing in the forth coming SCDCllr election there were no items to address.	
1804/04	<p>CCC, SCDC and Clerk reports</p> <p>CCllr Williams reported the following: Marshall Close is being resurfaced. Highways have also issued a works order for the footpath along Church Road (from the church to the school). Cllr Williams met with Marshalls regarding the Cherry Hinton North development following concerns he expressed at JDCC about the proposed 2m noise bund along Airport Way and the omission of the effect of the ground run pen, condition 13 in the applicant's noise study and also that the school would be 3 storeys high. These are being pursued by planning officers. CCllr Williams and Cllr Amrani met with Andy Campbell. CCllr Williams has taken up the removal of the 18 bus timetables with the county public transport officer. As you will know the county is consulting on introducing a 40 mph limit along Airport Way. This is in preparation for the planned roundabout at Church Road and the new junction needed for the Cherry Hinton North secondary school. The parking charge at the Cambridge Park and Rides was withdrawn on April Fool's Day. Council thanked Cllr Williams and Cllr MacInnes for their work to get the footpaths resurfaced. There was also some further discussion regarding Cherry Hinton North Development and the plans the Clerk has recently received.</p>	
1804/05	No report was received from SCDCllr Hunt. Cllr Amrani asked what SC is doing in regard to the Homeless Reduction Act. CCllr Williams responded that he thinks £300,000 has been allocated to employ more officers to work on it. He offered to update the council further at the next meeting.	CCllr Williams
1804/06	The Clerk reported that she has chased PKF LittleJohn for the paper work for the external audit. Council have received a letter of thanks from Riding for the Disabled. That an invitation has been received for the Sea Cadets and that the council will be receiving £6104 from SCDC towards the maintenance (grass cutting and Shrub trimming) in Foxgloves.	
1804/07	To approve the Minutes of the last Parish Council meeting held on Monday 5th March. The Minutes were agreed to be a true record of the meeting and signed. Additionally the errors in the Minutes found in the August and January Minutes were amended and signed.	
1705/07	<p>Matters Arising</p> <p>Need to Increase Parking Capacity on Sheppard Way. Council noted that Liam Flatters from SC has responded that the additional parking for Sheppard way is on the list of sites to look</p>	

	<p>at, however SC are limited on how many sites that can be progressed each year. He will ensure that this is looked at and a plan put together by the SC architect at the start of the next financial year, once he has received the plans it will need to go to consultation with the local residents. The PC will be informed of this. Then subject to a satisfactory consultation a planning application can be submitted.</p> <p>The Clerk had requested an on-site meeting with SC to discuss in particular the area that will be lost by the development and additional entrance from Sheppard Way for 38 High Street. Cllr Kelleway, Cllr Amrani and SCDCllr Hunt met with Liam Flatters to discuss this. The sale of the piece of SC land will be at market value. The area of this will be valued independently at the applicant's expense. It is expected to be valued at about £50,000. This sale has been agreed in principle. The remainder of the land will be transferred to the Parish council. The point was made that the land was never offered to the PC. The question was asked why the provision of replacement parking cannot be a condition of selling the land it's not too late to add such a condition. Additionally it was suggested that the cost of providing extra parking is established as soon as possible. A report of the meeting and these questions will be taken back to Lisa Goddard who is handling the development. Additionally Cllr Kelleway requested a map of all the SC owned areas of land in the parish</p>	
1802/04	<p>Presentation on Cherry Hinton North from Snapdragon Consulting. Hard copies of the road plans have been received and the Chairman has enquired about S106 contributions and how they could benefit the parish. The following have been suggested: a new pedestrian footpath on Cherry Hinton Road, traffic calming on the High Street, and a new building for Teversham pre-school.</p> <p>Cllr Kelleway has requested a meeting to discuss these. Cllr Martin raised the point of whether the Village Hall should be part of the debate and Cllr Van der Walle mentioned the need for a drop kerb to join the cycle way to the road near the Nisa store. This may already be part of the plan as there are some changes to pavements. It was resolved to convene a meeting of the Consultation Committee to discuss these issues further and to delegate to this meeting the response to the WING consultation on the reserved planning matters. The Clerk will check which Cllrs are on the committee and organise a date.</p>	
1803/13	<p>Defibrillator Update. Cllr Freeman was absent, therefore no update could be given.</p>	
1804/08	<p>Update on the Borley Way Skate Park appeal against the refusal of Retrospective Planning Application for Fence S/3086/16/FL and Noise Abatement Notice.</p> <p>The appeal hearing will be held on 31st May; there will be a pre-hearing case management meeting on 17th May (which is likely to be procedural). It was agreed that the appeal would be before a District Judge rather than lay magistrates due to the complex areas of law. The procedural "directions" are still awaited. Linked Planning and Enforcement appeals - Play Area near to Borley Way/Sheppard Way, both sides had until 15th January to submit full statements, and then until 6th February to submit a formal response.</p> <p>Cllr Van der Walle has submitted the petition against the closure of the skate park to SCDC. This will be considered at a meeting on 19th April. As the residents who organised the petition cannot attend the meeting they can write a supporting statement for consideration. There were no further updates.</p>	

1804/09	Proposed Village Hall/Sports Provision. There was no further update.	
1804/10	Redevelopment of Pembroke Way – The previous planning application for Pembroke Way had to be withdrawn as the land that was transferred from the parish council to South Cambs was in the green belt. SCDC architects have revised the development scheme. Pre-application advice has been taken and once the appropriate surveys have been completed Saunders Boston will be submitting the planning application. The Clerk has not yet received the formal planning application. There was no further update	
1804/11	Play Equipment Inspections- the latest safety inspection has been carried out. Details of which have been circulated. Safe Play have a back log of work and the repairs Council requested last November have not yet been carried out. The handyman has been approached regarding the repairs listed on the current inspection. There was no further update.	
1804/12	Consideration of appointment of internal auditor. The Clerk recommended the Council continue to use Mijan Ltd. The fee for a precept up to £100,000 is £90. It was resolved to appoint Mijan Ltd.	Clerk
1804/13	Consideration of a new laptop for the Clerk. The Clerk and Cllr Oxford have taken a look and the Clerk recommended HP 15-bs104na 15.6-inch Laptop (Natural Silver) - (Intel i5-8250U, 8 GB RAM, 1 TB HDD, Intel UHD Graphics 620, Windows 10 Home) £499 on Amazon with next day delivery. It was resolved to go ahead with this purchase.	
1804/14	Update on the number of dog bins that need replacing. The clerk has inspected the bins on Foxgloves and the only one that needs replacing is the one on Gazelle Way. Two also need replacing in the village on the village green and on Fulbourn Road. It was agreed to purchase 3 new dog bins and ask the handyman to fit them.	Clerk
1803/15	Street lamps Maintenance - update on quotes. It was resolved that the clerk ascertain whether the quote from K&M lighting includes an annual inspection and report of the condition of the lights. CCCLr Williams will ask who SC use to do their maintenance and repair work.	Clerk CCCLr Williams
1803/16	Update on Parish Council Elections - including any correspondence as a result of the flier delivered to all households. There has been no interest shown.	
1804/17	Parish Council Website update. The clerk updated the council that there is a template that the Clerk can have a look at but has not yet had time.	Clerk
1804/18	Existing Highways/Fly Tipping and Street Lighting Issues. To receive an update of existing issues. The Clerk and Cllrs have written a number of times to CCC reporting the broken signs on Airport Way and Gazelle Way, the For Sale signs at the end of Borley Way/Pembroke Way have also been reported a number of times but as yet no response has been received. The Clerk has requested information regarding the installation of salt/gritting bins and the County Council's current policy on this. One sign on Gazelle Way has been repaired and the works order for Airport Way has been	

	signed.	
	<p>The cost of a grit bin is £95 +VAT we would also need to apply to the CCC with a plan of where Council like the grit bin to be sited. The bin would then be filled up at the beginning of each winter season. It was resolved to go ahead with this application to install the grit bin just in the entrance to Tamarin Gardens.</p> <p>There have also been a number of incidents outside the school where motorists have failed to stop for families using the zebra crossing. After considerable discussion it was decided to seek the advice of the CCC engineer and consider the application for a pelican crossing as this year's Highways Initiative Bid.</p> <p>Finally a large number of potholes in the parish have also been reported.</p>	Clerk
1804/19	<p>New Highways and Street Lighting</p> <p>Concrete slabs from around the old recycling bay in the lay-by on Cherry Hinton Road have been removed. The incident was reported to the police by Cllr Martin and the Chairman thanked him for this.</p>	
1804/20	<p>Finance</p> <p>No invoices have been sent.</p>	
1804/21	<p>Payments. A full payment schedule was circulated and payments of £5095.24 were agreed..</p>	
1804/22	<p>Balances and Bank Reconciliation. A full bank reconciliation for the year and details of balances held at 30th March 2018 were presented.</p>	
1804/23	<p>To consider a small donations request for churchyard – no amount specified. It was resolved to support All Saints Church with a donation of £600 but ask that we have a breakdown on what the donation is used for.</p> <p>Closure of RAVE bank account. It was resolved this account initially set up to fight the planned expansion of the city through Teversham could be closed. The remaining monies will be given to The Cambridgeshire Wildlife Trust.</p>	Clerk
1804/24	<p><u>Policies and Parish Council Administrative Housekeeping</u></p> <p>Monthly Consideration of Parish Council Risk.</p>	Cllr Kelleway
1804/25	<p>GDPR update Council to note the GDPR new data protection will become law in May and there will be changes to consider. The Clerk has carried out a data audit the first draft of which has been circulated. The next step is to work on an action plan to ensure the Council are moving towards compliance. The Council will need to consider the appointment of a Data Protection Officer and the Clerk suggests she starts to investigate this.</p>	
1804/26	<p>Recreation and Environment Committee. The draft Minutes of the meeting held on 19th March have been circulated. The next meeting is scheduled for 18th June at 6.30pm.</p>	
1804/27	<p>Finance Committee. The next meeting has been scheduled for April 23rd, 6.30pm.</p>	
1803/28	<p>Policy Review and Staffing Committee. The next meeting has been scheduled for June 18th, 7.30pm.</p>	
1804/29	<p>Consultation Committee. No meeting is scheduled at the present time but as discussed earlier a meeting will be convened to consider the Cherry Hinton North Development and the Wing Development.</p>	

1804/30	<p>Community Care / Lifeline Committee. The draft Minutes of the meeting held on 19th March have been circulated. The next meeting is scheduled for 16th July at 6.30pm. Cllr Kelleway added that the Marshalls donation for the Warden Scheme has not yet been received and he is looking into it.</p>	Cllr Kelleway
1804/31	<p>Bus Group –The bus group have not met but Cllr Amrani and CCllr Williams met with Mr Andy Campbell of Stage Coach. He reported that there is a lack of finances and most of the decisions are in the hand of the mayor.</p>	
	<p><u>Reports from Other Groups</u></p>	
1804/32	<p>Teversham C of E Primary School Governors – there was no report available.</p>	
1804/33	<p>Bewick Bridge Community Primary School - there was no report available.</p>	
1804/34	<p>Airport Consultative Committee – there was no report available.</p>	
1804/35	<p>Neighbourhood Police Panel/Police Issues - there was no report available.</p>	
1804/36	<p><u>Correspondence.</u> Members noted the correspondence received: SC Your Place Your Plan Terms and condition changes from Eon Update from Cambridge Water Business Clerk and Councils Direct War Memorials Trust Bulletin Romsey News Elan City – radar speed signs The Clerk</p> <p><u>Planning.</u></p> <p>Council noted SCDC have granted planning permission for :</p> <ol style="list-style-type: none"> 1. S/3312/17/FL for The Council hereby grants permission for Erection of one dwelling and garage on land R/O 38 High Street for Mr David Vos. 2. S/0265/18/PA Prior approval for a proposed conservatory to rear of property for 35, Marshalls Close for Miss Beth Davis. <p>APP/W0530/W/17/3185088 The Appeal for the Tamarind I High Street has been dismissed.</p>	
1804/37	<p>Council considered: S/0815/18/FL Two storey rear extension, first floor extension to front and erection of porch for 24 Lemur Drive for Mr and Mrs Goldsbrough. Council resolved to make no recommendation.</p>	
1804/38	<p>Cambridgeshire County Council proposes to make an Order to extend the existing 40mph speed limit on Cherry Hinton Road, Teversham from a point 80 metres north east of its junction with Gazelle Way in a north easterly direction for 260 metres to its junction with Airport Way and introduce a 40mph speed limit on Airport Way from its junction with Cherry Hinton Road in a northerly direction for 980 metres. Comments on these proposals can be sent to policyandregulation@cambridgeshire.gov.uk no later than 11th April 2018 quoting reference PR0430. It was resolved to respond that Council would prefer one speed limit of 40mph for the whole stretch of road and if officers are against 40mph then 50mph. The use of one speed limit would help prevent confusion for drivers and the lower speed limit would slow traffic as it enters the village along Church Road where there have been a number of</p>	Clerk

1804/39	near misses outside the primary school. Items to report – there were no items to report. The meeting closed at 9.25pm	
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