

Minutes of the Parish Council Meeting 9th July 2018 held at Hope Church at 7.30pm.

Present: **Chair** Cllr Kelleway **Councillors:** Bramley, Fisher, Hills, Hunt, Martin, Oxford, Nicholson, the Clerk and SCDCllrs Cone and Daunton.

		Action
1807/01	Apologies were received and accepted from Cllrs Amrani, Freeman, Van der Walle and CCCLlr Williams all for personal reasons.	
1807/02	Declarations of Interest. There were no declarations of interest made.	
1807/03	Public Forum. There were no members of the public present.	
1807/04	<p>A written report was received from CCCLlr Williams the main point of which were:</p> <ol style="list-style-type: none"> 1. The Environment and Economy Committee of the County Council is meeting this week to decide on its response to the Cherry Hinton North outline planning application 2. Another District Highways Manager is leaving meaning 3 out of the 4 District Highway Manager posts will be vacant. 3. The Mayor and Combined Authority have now appointed a consultant to carry out a county wide bus review. 4. The Council's internal audit team is looking to the capital overspend of the Fubourn Primary School enlargement project. 5. The Greater Cambridge Partnership has suspended work on two corridor schemes (Cambourne and Haverhill) for two months following a request from the Mayor and Combined Authority in their Interim Transport Assessment statement. 6. Enforcement cameras have been introduced for the bus only road serving Cambridge railway station. 7. CCC has been awarded £550,000 by the Department for Transport to create the UK's first Dutch-style roundabout at Fendon Road and Queen Edith's Way in Cambridge. 8. CCC has launched a drive to attract people who are actively looking for work and those considering a career change to fill around 40 re-enablement support workers positions in the county 9. The British Renewable Energy Association judged CCC as winners in the Pioneer category. The Council has been developing renewable energy projects - mainly solar, with a few biomass boilers - since 2014. 10. The Council has produced guidance for schools considering converting to academies. 	
1807/05	<p>A written report was received from SCDCllr Cone. The main points of which were:</p> <p>Universal Credit is scheduled to go live across the whole district from the 17th October 2018. SCDC have a responsibility to protect vulnerable residents and make this transition period as smooth as possible.</p> <p>Affordable homes in Northstowe - Residents have moved into the first of more than 2000 new affordable homes in Northstowe. The houses are 2 and 3 bedroomed with a mix of rented and shared ownership properties available. Northstowe will provide thousands of standard and affordable homes in our district and has been built with the infrastructure it needs from the start including cycleways, green spaces, shops, schools, community spaces etc. Developments of this scale within our district ultimately mean that we are not burdening existing villages with huge housing developments that their existing infrastructure would</p>	

	<p>struggle to cope with.</p> <p>Be well project- residents are being encouraged to eat healthily and lead a more active lifestyle to reduce the risk of type 2 diabetes. Health experts are encouraging people aged 40-74 years, if invited, to book in at their local GP clinic for a free NHS Health Check. These are funded by CCC's Public Health Grant. For more information, please visit: www.cambridgeshire.gov.uk/be-well/</p> <p>Advice and support for local businesses - Free drop-in sessions and practical workshops centred around starting a company, or growing an existing one, are being offered to residents and businesses in South Cambs at the District Council's Cambourne offices by experts at NWES, the UK's largest not-for-profit enterprise agency. Additionally, a free workshop called 'first steps to start-up' is being made available. Separate free workshops aimed at existing business owners or managers are also being offered. To register, visit www.scambs.gov.uk/content/latest-news-workshops-events-support-awards-funding-and-grants-0.</p> <p>Trial of community street sweeping and litter picking. Equipment such as a ride-in street sweeper is being made available for use by volunteers in parishes, along with extra support for coordinated litter picks. Around 20 villages from across the district said they were interested in receiving more help with additional street cleaning and seven have been chosen for the trial. The second new project being developed will see the authority supplying tools like litter-pickers, gloves and bags to communities who want to run their own 'big clean' events and environmental action days.</p> <p>Local Highways Initiative bids. The bid deadline for LHI applications to the County Council is <u>Tuesday 31st July 2018</u>.</p> <p>ClIr Hunt asked it if SC were going to cease road sweeping. She was assured that the current levels of road sweeping would be maintained.</p> <p>A written report was received from SCDClrs Daunton and Williams. The main points of which were:</p> <ol style="list-style-type: none"> 1. Following the local elections in May the new administration has brought in a number of changes. The Chairman of the Council is the Independent member for Girton, Dr Douglas de Lacey. This appointment has been followed by that of a member of the opposition, ClIr Granville Chamberlain, to be Chairman of the Scrutiny and Overview Committee. ClIrs Cone and Daunton are members of this committee. ClIr Williams, as portfolio holder for Finance, attends. ClIr Daunton is the 'scrutiny monitor' for Housing and will be looking closely at all aspects of Housing policy. 2. In the next few weeks further transformative changes to the manner of working will come into force. 3. There are several new committees or working groups at District level which we hope will have a positive impact on the District. Including a Climate and Environment Committee and a Brexit Working Group . A new Grants Committee is reviewing all aspects of the Council's community grant-giving powers and capacity to ensure that the limited money available is spent to best effect for a wide range community purposes. ClIr Williams attends the Grants Committee and ClIr Daunton is a member of the committee. 4. Through its Civic Affairs Committee the Council has also agreed to review its constitution to make it more fit for purpose in the 21st century. ClIr Daunton is a member of this committee. <p>Combined Authority</p> <p>There are now several layers of government in our area, not always interconnecting well, and this layering is affecting delivery of services, particularly in the realm of transport planning, a realm of concern for us all. As well as the CC (education,</p>	
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	<p>social care and health and highways) and the DC (planning, housing, community services and waste management), there is the Greater Cambridge Partnership (formerly City Deal) attempting to deliver transport improvements in SCambs and now the Mayor and Combined Authority taking over aspects of transport, housing and skills, throughout the whole of the County including Peterborough. Negotiating these overlaps is proving very challenging since the overlapping ambitions and responsibilities of constituent parts do not always coincide easily.</p> <p>Having recently taken over the Local Enterprise it now appears that the Mayor is working towards taking over other aspects of local government in the region, with significant consequences for the District. There are currently differences of approach between the Mayor and the Greater Cambridge Partnership over the GCP's plans. There are hints that further developments along these lines might include the CCC's being subsumed into the Combined Authority and this happening just at the time that CCC's commitment to building a new headquarters at Alconbury might be coming on stream.</p> <p>Police and Crime Commission. Cllr Daunton is a member of the Police and Crime Commission Panel for Cambridge and Peterborough and a member of the District's Crime and Disorder Reduction committee. At a recent meeting concerns over the level of drug-dealing across the County and cities, and the further crime that results from this, were highlighted as an area for further investigation and action.</p> <p>Housing</p> <p>1.The delivery of the Local Plan makes it easier to resist unwanted developments. Residents are now moving in to the first 2,000 affordable homes in Northstowe</p> <p>2.Pembroke Way. Saunders Boston, architects, have submitted the planning application and public consultation will follow soon. S&P Landscapes have been instructed to deal with the gardens and surrounding area; and Mitie have been asked to deal with the rate infestation.</p> <p>3.Sheppard Way. Cllr Daunton was in contact with the relevant officer at South Cambs, since there had been significant delays in moving this forward.</p> <p>4.North Cherry Hinton. Although some assurances have been given concerning the timing for the primary school – namely that, unlike on the Wing development, it will not be built in the first phase – there remain concerns In a recent conversation it was confirmed that the Section 106 requirements would ensure that the delivery of the new school would take full account of current school provision.</p> <p>There is still significant work to be done on the North Cherry Hinton scheme. At present it does not seem feasible that work will start on site much before early 2021, though not date can be firm as yet.</p> <p>Bus Services. The lack of decent bus services remains a major concern. Those in Teversham without cars, and on reduced income, regularly spend £20 on return taxi fares to take them to Sainsbury's or the Beehive centre. But there is a head of steam both nationally and locally for concerted action on improving bus services.</p> <p>Waste Management. Waste Management is now a shared service across Greater Cambridge and there will be further improvements to the service from August with the introduction of a new shared IT arrangements and the introduction of easier on-line reporting and information.</p>	
1807/06	<p>The Clerk gave a verbal report highlighting her meeting with the Police Commissioner and the concerns about parking on Church Road.</p>	
1807/07	<p>The Minutes of the Parish Council meeting held on Monday 4th June were agreed to be a true record and signed.</p>	
	<p>Matters Arising</p>	

1705/07	<p>Need to Increase Parking Capacity on Sheppard Way. An update has been received. A valuation has been carried out on the area of land. SC are also required to advertise the sale in a local paper for 2 consecutive weeks, this will be advertised soon. No parking condition could be added to the sale as discussed. SCDC will be looking to carry out parking improvements on Sheppard Way as soon as possible. Plans were attached but required some clarification. The District Councillors were asked to inform Council if they received any further updates.</p>	
1807/08	<p>Update on the Borley Way Skate Park appeal against Noise Abatement Notice. The appeal hearing scheduled for 31st May has been postponed until December. The Council's sound engineer has visited the skate park to take further sound recordings. The heras fencing has been replaced by Butlers at a cost of £19/week. Cllr Freeman has been discussing the possibility of filling the end ramps with sand with structural engineers. To date no one can guarantee the side panels will withstand the extra pressure.</p> <p>There has been a further meeting with the sound engineer, solicitors, SCDC officers and representatives from the Council. If the PC undertake the modifications recommended by the sound engineer SC will take further noise recordings and all being well the noise abatement notice lifted.</p> <p>The noise mitigation measures are as follows</p> <ol style="list-style-type: none"> 1. Line the ramps with damping sheets which reduce the vibrations 2. To fill the ramps with sand (first in the bags and then around the bags) 3. Extend the bund 4. Install a fence on the bund so the height is 4m. This however would involve moving the existing swings as the area of the bund will be too close and encroach on the safety surface. <p>There was considerable discussion over this issue and these suggestions.</p> <p>It was proposed by Cllr Fisher, seconded by Cllr Bramley to agree in principle to carry out these works subject to investigating better visibility from Borley Way. This was agreed with 5 in favour, 1 against and two abstentions from Cllrs Hunt and Oxford.</p> <p>It was resolved to seek 3 quotes and proposed by Cllr Martin, seconded by Cllr Hunt that these quotes should be considered by full Council even if an Extra Ordinary meeting be called for this purpose. This was agreed by 4 in favour, 1 against with 3 abstentions.</p> <p>It was also noted that no Cllr has the key for the brackets on the heras fencing which belong to the Council. It was resolved to ask Cllr Freeman if Butlers have it and if so it could be returned.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
1807/09	<p>Redevelopment of Pembroke Way –Saunders Boston architects have submitted the planning application to the Planning Authority for the redevelopment of Pembroke Way. It will take a few days to go through the system to registration, but once done the planning authority will start the statutory consultation process.</p> <p>Cllr Kelleway has spoken to the planning officer and she explained that the plans had changed from 5 dwellings to 6 to increase rental income to help pay for the scheme, and it was also in line with the waiting list preferences. Some concerns were raised about the size and It was agreed to ask that the national space standards would be met. Additionally it was resolved to seek clarification over</p>	<p>Clerk and Cllr Kellway</p>

	whether plots 5 and 6 had separate gardens.	
1807/10	Defibrillator Update. There is no further update but the Clerk updated the Council that she and Cllr Freeman will be working on an application to the British Heart Foundation. Cllr Hunt asked whether the defibrillator they would provide would be suitable for use on children. It was suggested she liaise directly with Cllr Freeman.	Clerk, Cllrs Hunt&Freeman
1807/11	Proposed Village Hall/Sports Provision – Cllr Kelleway has suggested to the landowner that they speak initially with SCDC to establish whether there is support for this proposal.	
1807/12	Local Highways Initiative – the Clerk and Cllr Bramley in conjunction with the school have worked on the application and it is ready for submission it was resolved to submit the bid. The bids outline the problem of parking including parking on the verges and on double yellow lines.	Clerk
1807/13	Internal Audit. Canalbs Ltd have confirmed they will conduct the internal audit for the Parish Council. It was resolved to hold one visit in the year.	Clerk
1807/14	Consideration of the new General Data Protection Policy. It was resolved to adopt the new policy.	
1807/15	Parish Council Website. There was nothing to update.	
1807/16	Adoption of Recreation and Pavilion Hire Agreement. It was agreed to formally adopt the policy and the issue of whether the football club pay fees will be an item on the next agenda. Council were also informed that the recreation ground is only leased from SCDC. It was resolved to write to SCDC regarding the rec and the number of years the Parish Council have maintained it and whether ownership could be transferred to the Parish.	Clerk
1807/17	Consideration of Glenville Close – there has been concern raised by a resident that the hedge is not maintained. It was resolved to try and establish who has responsibility for maintaining the hedge. The Clerk has asked Hamill Landscaping for a quote to trim the hedge but not yet heard back.	Clerk
1807/18	Play Equipment Repairs. The handyman has completed all the repairs he was scheduled too. Safe Play has been asked to complete the remaining repairs listed on the last inspection as yet the Clerk has received no update. It was resolved to enquire about the cost of moving the swings to install the bund for the skate park.	Clerk
1807/19	Existing Highways/Fly Tipping and Street Lighting Issues. The Clerk reported the street lamp 10f on Capuchin Court to K and M Lighting Solutions and has received no feedback in regard to the parking issues and broken signs reported.	
1807/20	New Highways and Street Lighting. A bollard has been knocked over on Fulbourn Road that needs reporting.	Clerk
1807/21	<u>Finance</u> It was noted that invoices have been sent to Focus School for £16 and The Centre School for £40 for recreation ground use.	
1807/22	Payments of £ 5664.15 were agreed.	
1807/23		

1807/24	A full payment schedule was circulated. Balances and Bank Reconciliation. Full bank reconciliation and details of balances held as at 30 th June 2018 were presented at the meeting.
1807/25	<u>Policies and Parish Council Administrative Housekeeping</u> Monthly Consideration of Parish Council Risk – there was nothing new to report
1807/27	Recreation and Environment Committee. The Minutes of the meeting held on the 25 th June were circulated. A resident asked for the hedge on Pembroke Way to be cut lower. It was resolved to ask Hamill to cut it as low as possible when it is next cut.
1807/28	Finance Committee. The next meeting is on 23 rd July, 7.30pm.
1807/29	Policy Review and Staffing Committee. The following policy updates were agreed. 1.Standing Orders – NALC have issued new ones 2.Financial Regulations – these were reviewed and two changes were made: Section 4 Budgetary Control and authority to spend 4.1, bullet point one the council for all items over £5000 or more or Committees where Terms of Reference Permit Section 11 contracts h. has been amended so the value above which the Council must get 3 estimates has been changed from £3000 to £5000 and the figure for when Council strives to get estimates has risen from £500 to £1000. 3.Terms of Reference – no changes were made 4, Complaints Procedure – no changes were made 5.Health and Safety and Risk Management – no changes were made to the overarching Health and Safety Policy. Loss of Personal Data was added to the Risk Assessment. Additionally, it was resolved that the new PC hard drive will be encrypted by Cllr Oxford. The security software will also be checked. 6. Procurement – this is a legal topic note that advises Parish Councils. 7. Retention of Documents Policy was accepted with the addition of correspondence. The Minutes of the meeting held on 25 th June were circulated.
1807/30	Consultation Committee. No meeting is scheduled at the present time.
1807/31	Community Care / Lifeline Committee. The next meeting is on July 23 rd , 6.30pm.
1807/32	Bus Group – no report was available.
1807/33	<u>Reports from Other Groups</u> Teversham C of E Primary School Governors – Cllr Bramley has informed the school that she can be the new liaison with the council.
1807/34	Bewick Bridge Community Primary School – there was no report available.
1807/35	Airport Consultative Committee – there was no report available.
1807/36	Neighbourhood Police Panel/Police Issues – there has been no meeting and there was no discussion.
1807/37	<u>Correspondence.</u> The following correspondence was noted: War Memorails Trust Bulletin Updates from Romsey Mill Cambridgeshire Voice
1807/38	<u>Planning.</u> Appeal APP/W0530/W/18/3194775 for Mr Karl Dembicki for the Erection of up to three dwellings (one dwelling and two flats), at Fulbourn Old Drift with some matters reserved except for access and scale. (S/1856/17/OL). Due to the date

	change of this meeting the deadline has passed to submit comments.	
1807/39	S/2177/18/AD for 1No. vinyls externally applied to glazing with vandal proof protection Tesco Stores Ltd, Fulbourn. Council made no comment.	
1807/40	<p>Items to report.</p> <p>Cllr Fisher mentioned the Clerk was investigating the possibility of a new building society account to spread the Councils risk. The Clerk replied this would be on the Finance Agenda.</p> <p>Cllr Bramley enquired whether there were cones she could place on the verges near the school to prevent parking.</p> <p>Cllr Nicholson mentioned a number of properties where hedges/trees are overgrowing the pavement.</p> <p>Cllr Hills reported a shrub that is overgrowing onto Pembroke Way. The Clerk explained the shrub is on Pembroke College land and needs to be reported to them.</p>	<p>Clerk</p> <p>Clerk</p>

The meeting closed at 9.35pm.