

Teversham Parish Council

**To members of the Council:**

You are hereby summoned to attend a meeting of Teversham Parish Council at Hope Community Church on **Monday 5<sup>th</sup> November 2018 at 7.30pm** for the purpose of transacting the following business:

Please could Councillors ensure that they read the Agenda Notes **before** the meeting so that time is not wasted in reporting information which is included in these notes.

**Conduct of Meetings** - Councillors are reminded that meetings should last no longer than two hours after the Open forum has ended and finishing no later than **9.45pm**. If it is evident that an item will take longer, it can be referred to a committee or a separate meeting can be arranged (with proper notice).

**Correspondence** - Councillors are entitled to see all incoming and outgoing correspondence. Please ask the Clerk.

**Declaration of Interests** - Councillors should be familiar with the Code of Conduct and should declare interests where appropriate. Please ask the Chairman or Clerk if advice is needed on this.

^ copy attached

*BWhitehouse* – Clerk to Teversham Parish Council

Dated: 30<sup>th</sup> October 2018

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1811/01	<b>Apologies, Welcome and Introductions.</b> To receive apologies
1811/02	<b>Declarations of Interest</b>
1811/03	<b>Public Forum</b> To allow any member of the public to address the Council. This session is to last no more than 10 minutes.
1811/04	<b>To take CCC, SCDC and Clerk reports (15mins)</b>
1811/05	<b>To receive a report from CCCLr Williams</b>
1811/06	<b>To receive a report from SCDCllrs Cone and Daunton.</b>
1811/07	<b>To receive a report from the Clerk.</b>
1811/07	<b>To approve the Minutes<sup>^</sup></b> of the last Parish Council meeting held on Monday 1 <sup>st</sup> October 2018.
1705/07	<b>Matters Arising</b> <b>Need to Increase Parking Capacity on Sheppard Way.</b> The additional parking on Sheppard way is currently with SC architect for plans to be drafted. Once plans are complete SC will consult the local residents, the Parish Council and local members prior to planning permission being applied for. The Clerk has received no further update.
1809/20	<b>Hedge Work</b> - Hamill Landscapes have given a provisional date of 6 <sup>th</sup> November for the hedge work at Capuchin Court and a letter has been delivered to residents requesting garden access.
1810/08	<b>Update on the Borley Way Skate Park appeal against Noise Abatement Notice</b> including from the Extra Ordinary Meeting held on 24 <sup>th</sup> September. Council to note Ouse Valley Construction have moved the swings.

1810/09	<b>Defibrillator Update.</b> The Clerk and Cllr Freeman are continuing to gather the numbers of people meeting in the village for activities which are required for the application form for the British Heart Foundation Grant.
1810/10	<b>Proposed Village Hall/Sports Provision</b> – pre-application planning advice is being sought by the landowners from SCDC.
1810/13	<b>Consideration of the formation of a working group to form a Parish Emergency Plan</b> – The Policy Committee started working on the plan and a request for help has been included in the Teversham News.
1810/14	<b>Consideration of meeting dates for 2019.</b> The dates are being checked with the BBCPS and Hope before publishing .....
1811/01	<b>Update on Tree Survey.</b> The clerk has arranged to meet with Acacia Tree Surgery, Charlie Vince and Herts, Herts, Cambs and Ground Maintenance in the next few weeks to obtain quotes for a tree survey and management plan.
1811/02	<b>Play Ground Repairs</b>
1811/03	<b>Parish Council Website</b>
1811/04	<b>Consideration of Christmas Cards</b>
1811/05	<b>Consideration of The District Council’s Statement of Community Involvement.</b> This is reviewed every five years; and a new draft SCI has been published for public consultation. This consultation will run from 1 October to 12 November 2018. <a href="https://www.cambridgeshire.gov.uk/business/planning-and-development/planning-policy/emerging-cambridgeshire-statement-of-community-involvement/">https://www.cambridgeshire.gov.uk/business/planning-and-development/planning-policy/emerging-cambridgeshire-statement-of-community-involvement/</a> Comments can be sent to <a href="mailto:planningdc@cambridgeshire.gov.uk">planningdc@cambridgeshire.gov.uk</a>
1811/06	<b>Consideration of GDPR Membership Scheme with CAPALC.</b> which provides support for member councils in preparing and handling a potential breach under the GDPR legislation.
1811/07	<b>Items in Store</b> – the clerk has spent over 10 hours sorting the current files and is concerned there are items in store that either should be destroyed or archived and would suggest consideration of reviewing what is in store.
1811/08	<b>Existing Highways/Fly Tipping and Street Lighting Issues.</b> There have been no updates regarding the repair/replacement to the signs and bollard reported.
1811/09	<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). Photographs are very helpful.</i>  Concerns have been raised about the size and weight of vehicles using Church Street and whether a weight restriction can be applied for.
1811/10	<b>Finance</b> Invoices – none have been sent.

1811/11	Payments to be made – To agree and authorise payments A full payment schedule will be circulated at the meeting.
1811/12	Balances and Bank Reconciliation. A full bank reconciliation and details of balances held as of 30 <sup>th</sup> September and 31 <sup>st</sup> October will be presented at the meeting.
1811/13	<b>Consideration of a further bank or building society account</b> options the Clerk has found are Hodgebank, Nationwide or Bath Building Society.
1811/14	<b><u>Policies and Parish Council Administrative Housekeeping</u></b> <b>Monthly Consideration of Parish Council Risk.</b>
1811/15	<b>Recreation and Environment Committee</b> <sup>^</sup> . The Minutes of the meeting held on 15 <sup>th</sup> October are attached. The next meeting is scheduled for 21 <sup>st</sup> January.
1811/16	<b>Finance Committee.</b> The next meeting is scheduled for 19 <sup>th</sup> November at 7.30pm.
1811/17	<b>Policy Review and Staffing Committee</b> <sup>^</sup> . The Minutes of the meeting held on 15 <sup>th</sup> October are attached.
1811/18	<b>Consultation Committee.</b> No meeting is scheduled at the present time.
1811/19	<b>Community Care / Lifeline Committee.</b> The next meeting is scheduled for 19 <sup>th</sup> November at 6.30pm
1811/20	<b>Bus Group</b> –To receive a report if available.
	<u>Reports from Other Groups</u>
1811/21	<b>Teversham C of E Primary School Governors</b> – to receive if available.
1811/22	<b>Bewick Bridge Community Primary School</b> - to receive a report if available.
1811/23	<b>Airport Consultative Committee</b> – to receive a report if available.
1810/24	<b>Neighbourhood Police Panel/Police Issues.</b> To discuss/share any issues.
1810/25	<b><u>Correspondence.</u></b> Members are welcome to view any of the correspondence detailed below: None as yet  <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>  Council to note  <b>S/4596/17/FL</b> The Council hereby grants permission for Change of use from residential to nursery for 7, Church Road for Ms Natalie Hunt.  <b>For Information Only S/3783/18/DC</b> Discharge of condition 3 (Materials) of Planning Permission S/3254/15/FL Pembroke Cottage, 16, High Street for Mr Robert Burton  Council to consider  1810/26 <b>S/2454/18/FL Demolition of numbers 1 and 3 Pembroke Way</b> and replacement with two houses, two flats and one bungalow with associated car parking amenity space and landscaping for Numbers 1 and 3 Pembroke Way for Sarah Lyons, South Cambridgeshire District Council.
1810/27	Items to report

