

## Minutes of the Parish Council Meeting held on 3<sup>rd</sup> December 2018 held at the Hope Church at 7.30pm.

Present: Councillors Amrani, Bramley, Fisher, Freeman, Hills, Kelleway, Martin, Nicholson, Oxford, Van der Walle, SCDCllrs Cone, Daunton and Willams. the Clerk.

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1812/01	<p><b>Apologies, Welcome and Introductions.</b> Apologies were received and accepted from Cllr Hunt for personal reasons.</p>	<b>Clerk</b>
1812/02	<p><b>Declarations of Interest</b> were made by Cllrs Bramley and Fisher as the grants for the local playgroup are being discussed.</p>	
1812/03	<p><b>Public Forum.</b> There were no members of the public present but a letter has been received from the company secretary of Blossomdale Management Company regarding hedges on Fennec Close.</p>	
1812/04	<p><b>CCC, SCDC and Clerk reports</b> <b>A verbal report was received from CCCLlr Williams the main points of which were as follows</b> The Mayor's bus review has been delayed until the new year. A new East of England director will be appointed in the spring as Mr Andy Campbell is retiring. An interim director will take over in the meantime, To save money County Councillors have been asked to take 3 days off over Christmas from their annual leave. Cllr Amrani asked if the bus review delay is due to problems with finance officers. CCCLlr Williams wasn't sure but stated the bus review has already been funded. Cllr Van der Walle asked whether new houses would provide council tax for services. CCCLlr Williams explained that the County Councils services cost 19 million and only 9 million is generated through Council tax. To fund the metro 120,000 new homes would need to be built.</p>	
1812/05	<p><b>A Written report was received from SCDCllrs Williams and Daunton the main points of which were as follows:</b> Teversham Issues Brexit SCDC Business Plan Being Green Toolkit to tackle loneliness Police and Crime Issues Community Energy Grants</p> <p><b>A Written report was received from SCDCllr Cone the main points of which were as follows:</b> Publication of tool kit to tackle loneliness Scrutiny and overview committee update Ermine Street Housing</p> <p>Cllr Amrani brought up the problems of trying to contact the police and SCDCllr Daunton urged her to send a message to the Commissioner explaining what happened.</p>	
1812/06	<p><b>A verbal report was given by the Clerk.</b></p>	

	<p>MRL Construction cannot start the work on the skate park until the week of January 7<sup>th</sup>. She is meeting with Hamill Landscapes later this week.</p> <p>The Clerk and Cllr Bramley attended the Cambridgeshire Conference and the Clerk has been invited to training - Ensure Your Council is Compliant in January. Council would like the Clerk to attend.</p>	<b>Clerk</b>
1812/07	<p><b>The Minutes</b> of the last Parish Council meeting held on Monday 7<sup>th</sup> November 2018 were agreed to be a true record with one amendment Item 10/09 Cllr Freeman reported to the Clerk.</p>	
1705/07	<p><b>Matters Arising</b></p> <p><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.</p>	
1810/08	<p><b>Update on the Borley Way Skate Park appeal against Noise Abatement Notice</b> as reported <b>earlier the work is now due</b> to commence the week beginning 7<sup>th</sup> January due to a family bereavement.</p>	
1810/09	<p><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.</p>	
1810/10	<p><b>Proposed Village Hall/Sports Provision</b> – pre-application planning advice is being sought by the landowners from SCDC and there is no further update.</p>	
1810/13	<p><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. The Clerk did discuss this with a Cambridge County Council Officer at the Cambridgeshire Conference and will contact him.</p>	<b>Clerk</b>
1811/05	<p><b>Items in store</b> – the clerk has not yet received a reply to her enquiry  .....</p>	
1812/01	<p><b>To consider the quotes for tree survey and tree surgery work. Update on Tree Survey and to consider the quotes.</b> The clerk has met with Acacia Tree Surgery, Charlie Vince, Herts and Cambs and Ground Maintenance and discussed the issues with Hamill Landscapes. The quotes have not yet been received and this item will be on the January Agenda.</p>	<b>Clerk</b>
1812/02	<p><b>To consider the £350 quote from Hamill Landscaping for trimming the hedge on Glenville Close.</b> It was resolved to trim back the hedge as a one-off gesture of goodwill and a letter stating this will be delivered to residents.</p>	<b>Clerk</b>
1812/03	<p><b>Play Ground Repairs. The quote has been received from</b> the handyman and it was resolved to ask him to carry out the work. It was also suggested to ask him if he could recommend anything to fill in the gaps between the wet pour surface and the surrounding wood edging where there has been shrinkage.</p>	<b>Clerk</b>
1812/04	<p><b>Parish Council Website</b> continues to be updated, a tab has been added for the Committee Minutes and the Clerk is adding policies.</p>	
		<b>Clerk</b>

1812/05	<b>The Cambridgeshire Local Councils Conference 2018, a written report was circulated by Cllr Bramley and the Clerk.</b> After considerable discussion it was resolved to apply for the Bronze Council Award.	
1812/06	<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. CClr Williams was asked to enquire whether the triangular warning sign for cyclists crossing on Airport Way will be replaced.	
1812/07	<b>New Highways and Street Lighting</b> Concerns have been raised about the size and weight of vehicles using Church Street and whether a weight restriction can be applied for. This could be applied for in the next round of Highway Initiative Bids. It was resolved to write to County Council Highways and enquire whether it is possible to apply for a weight restriction.  Council noted that the Clerk has reported there are trees over hanging the cycle track from the triangle on Cherry Hinton Road.	Clerk
1812/08	<b>Finance</b> Invoices – none have been sent.	
1812/09	A full payment schedule was circulated at the meeting and payments of £4141,24 were agreed.	
1812/10	Balances and Bank Reconciliation. A full bank reconciliation and details of balances held as of 30 <sup>th</sup> November was presented.	
1812/11	The budget was considered and agreed for 2019/20.	
1812/12	The Full Council agreed with the Finance Committee and agreed to request a precept of £78,000 for 2019/20 from South Cambs District Council, which is no increase from last year.	
1812/13	It was agreed to add the same clauses as in the Clerks contract regarding Sickness Absence and Sickness Pay to the litter pickers contracts.	Clerk
1812/14	A salary rise in line with the Real Living Wage which has risen to £9/hr was approved for the litter pickers and will be back dated to April 2018.	
1812/15	The Clerk left the meeting whilst the Chair and Vice Chair reported on the Clerks appraisal. Council thanked her for her work.	
1812/16	The Clerk was appointed a point rise on salary scale which will be backdated from April 2018 and was awarded a further point to be added in April 2019.	Clerk
1812/17	New Bank Account Forms were filled in and the Clerk will calculate how much money should be paid in for approval at the next meeting.	
1812/18	<b><u>Policies and Parish Council Administrative Housekeeping</u></b> <b>Monthly Consideration of Parish Council Risk</b> – tree risks have already been considered	
1812/19	<b>Recreation and Environment Committee.</b> The next meeting is scheduled for 21 <sup>st</sup> January.	
1812/20	<b>Finance Committee.</b> The Minutes of the meeting held on the 19 <sup>th</sup> November were attached for information. The next meeting is scheduled for 19 <sup>th</sup> February 6.30pm 2019. As requested Teversham Playgroup have submitted their funding request this evening. It was proposed by Cllr Amrani, seconded by Cllr Freeman and agreed to support the playgroup with the £1659.37 requested.	
1812/21	<b>Policy Review and Staffing Committee.</b> The next meeting is scheduled for 19 <sup>th</sup> February 7.30pm 2019.	
1812/22	<b>Consultation Committee.</b> No meeting is scheduled at the present time.	

1812/23	<p><b>Community Care / Lifeline Committee.</b> The Minutes of the meeting held on the 19<sup>th</sup> November were attached for information. The next meeting is scheduled for 18<sup>th</sup> March at 6.30pm.  <b>Update:</b> There has only been one application for the position of warden and the position will be re-advertised. The committee members were concerned about the salary and asked whether a difference could be paid by the Parish Council so the warden was paid the Real Living Wage. This is being considered by Age UK. Other Parish Councillors were in agreement with this course of action.</p>	
1812/24	<p><b>Bus Group</b> –there was no report.</p>	
	<p><u>Reports from Other Groups</u></p>	
1812/25	<p><b>Teversham C of E Primary School Governors</b> – there was no report but the Governors are considering whether to co-opt Cllr Bramley as an associate governor at their next meeting</p>	
1812/26	<p><b>Bewick Bridge Community Primary School</b> – there was no report available.</p>	
1812/27	<p><b>Airport Consultative Committee</b> – there was no report available but Cllr Freeman will report in January.</p>	
1812/28	<p><b>Police Issues.</b> Cllr Martin reported from the Town and Parish Council Briefing. There are 5 areas police are concerned with victims, justice and re-education, communities, pressure points and reporting, and in agreement with SCDCllr Daunton it was said that data collection is important and every crime should be reported. There is a lot of focus on areas such as modern slavery and counter terrorism.</p>	
1812/29	<p><b>Correspondence.</b> The following correspondence was noted:  Clerks and Councils Direct latest Edition                      War Memorials Trust Nov  The Clerk latest Edition    Countryside Voice Winter Edition  Campaign to Protect Rural England</p>	
	<p><b>Planning.</b></p>	
1812/30	<p><b>S/4363/18/FL</b> for single storey rear extension for 79, Tamarin Gardens for Mr D Baron. The Council wished to make no comments.</p>	
1812/31	<p><b>Items to report</b> – there were no items to report.</p> <p><b>The meeting ended at 9.45pm</b></p>	