

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 3rd December 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: 27th November 2018

1812/01	Apologies, Welcome and Introductions. To receive apologies
1812/02	Declarations of Interest
1812/03	Public Forum To allow any member of the public to address the Council. This session is to last no more than 10 minutes.
1812/04	To take CCC, SCDC and Clerk reports (15mins)
1812/05	To receive a report from CCCLr Williams
1812/06	To receive a report from SCDCllrs Cone and Daunton.
1812/07	To receive a report from the Clerk.
1812/07	To approve the Minutes[^] of the last Parish Council meeting held on Monday 7 th November 2018.
1705/07	Matters Arising Need to Increase Parking Capacity on Sheppard Way. 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.
1810/08	Update on the Borley Way Skate Park appeal against Noise Abatement Notice - work is due to commence the week beginning 10 th of December and take two weeks.
1810/09	Defibrillator Update. 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	Proposed Village Hall/Sports Provision – pre-application planning advice is being sought by the landowners from SCDC and there is no further update.
1810/13	Consideration of the formation of a working group to form a Parish Emergency Plan – The Policy Committee started working on the plan and a request for help has been included in the Teversham News.
1811/05	Items in store – the clerk has not yet received a reply to her enquiry
1812/01	To consider the quotes for tree survey and tree surgery work. Update on Tree Survey and to consider the quotes. The clerk has met with Acacia Tree Surgery, Charlie Vince, Herts and Cambs and Ground Maintenance and discussed the issues with Hamill Landscapes. in the next few weeks to obtain quotes for a tree survey and management plan.
1812/02	To consider the £350 quote from Hamill Landscaping for trimming the hedge on Glenville Close
1812/03	Play Ground Repairs – there has been no reply from the handyman as yet.
1812/04	Parish Council Website
1812/05	Report from Cambridgeshire Local Councils Conference 2018 Cllr Bramley
1812/06	Existing Highways/Fly Tipping and Street Lighting Issues. There have been no updates regarding the repair/replacement to the signs and bollard reported.
1812/07	New Highways and Street Lighting <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. Council to note the Clerk has reported that there are trees over hanging the cycle track from the triangle on Cherry Hinton Road.
	<u>Finance</u>
1812/08	Invoices – none have been sent.
1812/09	Payments to be made – To agree and authorise payments A full payment schedule will be circulated at the meeting.
1812/10	Balances and Bank Reconciliation. A full bank reconciliation and details of balances held as of 30 th November will be presented at the meeting.
1812/11	To consider the budget for 2019/20. This has been considered by the Finance Committee
1812/12	and recommended to request a precept of £78,000 from South Cambs District Council, which is no increase from last year [^] .
1812/13	To consider an amendment to the litter pickers contracts to include sick pay. Please see
1812/14	attached the clauses regarding Sickness Absence and Sickness Pay from the Clerks contract [^] .
1812/15	To consider a salary rise in line with the Real Living Wage which has risen to £9/hr.
1812/16	To consider the Clerks appraisal and point rise on salary scale.
1812/17	New Bank Account Forms

1812/18	Policies and Parish Council Administrative Housekeeping Monthly Consideration of Parish Council Risk – tree risks have already been considered
1812/19	Recreation and Environment Committee. The next meeting is scheduled for 21 st January.
1812/20	Finance Committee. ^The Minutes of the meeting held on the 19 th November are attached for information. The next meeting is scheduled for 19 th February 6.30pm 2019.
1812/21	Policy Review and Staffing Committee. The next meeting is scheduled for 19 th February 7.30pm 2019.
1812/22	Consultation Committee. No meeting is scheduled at the present time.
1812/23	Community Care / Lifeline Committee. ^The Minutes of the meeting held on the 19 th November are attached for information. The next meeting is scheduled for 18 th March at 6.30pm. Update: 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. The response from Age UK is that this is not possible.
1812/24	Bus Group –To receive a report if available.
	<u>Reports from Other Groups</u>
1812/25	Teversham C of E Primary School Governors – to receive if available.
1812/26	Bewick Bridge Community Primary School - to receive a report if available.
1812/27	Airport Consultative Committee – to receive a report if available.
1812/28	Police Issues. To discuss/share any issues.
1812/29	Correspondence. Members are welcome to view any of the correspondence detailed below: Clerks and Councils Direct latest Edition War Memorials Trust Nov The Clerk latest Edition Countryside Voice Winter Edition Campaign to Protect Rural England
	Planning. <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>
1812/30	S/4363/18/FL for single storey rear extension for 79, Tamarin Gardens for Mr D Baron.
1812/31	Items to report