

Minutes of the Parish Council Meeting held on 4th March 2019 at Bewick Bridge Community School at 7.30pm.

Present: Councillors Amrani, Fisher, Hills, Hunt, Nicholson, Oxford, SCDCllrs Cone and Daunton, the Clerk and one member of the public.

1903/01	Apologies were received and accepted from Cllrs Bramley, Kelleway and Van der Walle all for personal reason. SCDCllr/CCClr Williams also sent his apologies.
1903/02	There were no declarations of Interest made.
1903/03	Public Forum. One resident was present and spoke briefly in favour of improvements to the car park outside the Church and requested that a balance be sought between maintaining the conservation area of the village and improving the car parking for parents dropping/picking up children from school. This in turn will improve the parking along Church Road helping address the safety issues of the road.
1903/04	<p>A written report was received from Cllr Williams the main points of which were: The Greater Cambridge Partnership (GCP) is inviting views from commuters, residents and businesses about how to cut congestion and transform public transport www.greatercambridge.org.uk/choicesforbetterjourneys before midnight on 31 March 2019.</p> <p>The contract for the number 18 bus to Newmarket has been tendered with the same level of service as presently operated</p> <p>Work to repair Elizabeth Way Bridge in Cambridge, over the River Cam, will begin on Friday 8 March for four weekends. It will start at 8pm on Friday until 5am on the Monday to try and minimise disruption.</p>
1903/05	<p>A written report was received from SCDCllr Cone the main points of which were: Increase in Council Tax on empty homes SCDC Chief Executive takes early retirement costing the tax payer £202 500 SCDC budget 2019.</p> <p>A written report was received from SCDCllrs Daunton and Williams the main points of which were: South Cambs Budget and Business Plan Council Tax: Empty Homes Premium Planning- The Statement of Community Involvement in Planning is now out for consultation Recycling and Waste Management Mobile Warden Scheme SCDC is now a member of the national Disability Confident scheme for employers Teversham Issues <u>Sheppard Way:</u> following unacceptable delays, SCDC has now appointed a different firm of architects with a brief to move this project on as soon as possible. <u>Cherry Hinton North.</u> At a recent meeting of the Joint Development Control Committee (City and District), officers confirmed that there would be no peripheral access road to the new development. There would be a main access road through the development. Here, as in the Wing development, there would be S106 monies for bus services. For Teversham there would be an extension of the park and ride services from Newmarket Road via Teversham to the city centre.</p>

1903/06	<p>Cllr Amrani asked when work would start at Pembroke Way. SCDClr Daunton responded in May/June.</p> <p>A verbal report was given by the Clerk the main points of which were The items in store have been located – there are 8 boxes. The Bath Building Society Account is open. Advice has been sought from SLCC regarding payment to the new warden. The PC cannot issue a contract that tops up the mobile wardens’ salary. A contract needs to specify conditions of employment including hours, rates of pay, holiday entitlement etc. Additionally, the Council cannot pay someone for something they are already getting paid for.</p>	
1903/07	<p>The Minutes of the last Parish Council meeting held on Monday 4th February 2019 were agreed to be a true record of the meeting and signed.</p>	Clerk
1705/07	<p>Matters Arising Need to Increase Parking Capacity on Sheppard Way. As SCDClr Daunton reported a new architect has been appointed.</p>	
1810/08	<p>Update on the Borley Way Skate Park appeal against Noise Abatement Notice. MRL Construction have finished working on the skate ramps they have returned, tidied and started working on the snag list. They will return in the next couple of months to install the fence.</p>	
1810/09	<p>Defibrillator Update. The Clerk has received further numbers of people who village facilities and has forwarded these to Cllr Freeman. It was requested that this should be an item on the next Recreation Committee Agenda.</p>	Clerk
1811/05	<p>Items in Store – the clerk has already updated members on this item in her report.</p>	
1901/11	<p>Litter Pickers Contracts. The Clerk is working on amending the contracts but has noticed the job descriptions are not clear and has therefore started work on updating them to be considered at the April meeting.</p>	Clerk
	<p>Items to consider</p>	
1903/08	<p>Cambridge and South Cambridgeshire Planning Consultations The following consultations now taking are place: North East Cambridge Area Action Plan – Issues and Options 2019 Greater Cambridge Statement of Community Involvement Greater Cambridge Local Plan – ‘Call for Sites’ Comments can be made between 9 am Monday 11 February and 5pm on Monday 25 March 2019. Email 11th Feb. It was resolved after some discussion that Cllrs should comment individually.</p>	All Cllrs
1903/09	<p>Proposed Village Hall/Sports Provision. The site behind the High St. from Teversham Engineering to the rec ground will be put forward by the developers in the ‘call for sites’.</p>	
1903/10	<p>Parish Council Website. The clerk-Clerk mentioned that she thought the Council needs to list the payments made each month. There was some discussion on whether salaries should be published. The Clerk thought there was a way around this and will seek further advice. It was also noted that the link to the parish boundary map isn’t working. The Clerk</p>	Clerk

	will follow up.																								
1903/11	Improvements to Church Car Park. Until Council receive some plans no comments can be made. Marshalls should speak with the conservation officer at South Cambs District Council.	Clerk																							
1903/12	Existing Highways/Fly Tipping and Street Lighting Issues. The over-hanging shrub at Marshalls Close/Cherry Hinton Road has been cut. The Clerk will check the trees reported last week are on the Highways Report It map.																								
1903/13	New Highways and Street Lighting – there were no new issues																								
1903/14	Finance Invoices – none have been sent Payments as follows were authorised																								
	<table border="1"> <thead> <tr> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Salaries including HMRC payments and pension</td> <td>2222.26</td> </tr> <tr> <td>K&M Lighting Services Ltd</td> <td>86.10</td> </tr> <tr> <td>Office Depot – stamps</td> <td>30.00</td> </tr> <tr> <td>Hamill Landscaping for February</td> <td>1639.20</td> </tr> <tr> <td>Hamill Landscaping Inv 00339</td> <td>1080.00</td> </tr> <tr> <td>Hamill Landscaping Inv 00346</td> <td>540.00</td> </tr> <tr> <td>Cambridge Water Business</td> <td>21.91</td> </tr> <tr> <td>Greg's Handyman Service Inv 180072</td> <td>1275.00</td> </tr> <tr> <td>Clerks mileage</td> <td>15.12</td> </tr> <tr> <td>Birketts for Skate Park work</td> <td>325.53</td> </tr> <tr> <td>TOTAL</td> <td>£7235.12</td> </tr> </tbody> </table>		Description	Amount	Salaries including HMRC payments and pension	2222.26	K&M Lighting Services Ltd	86.10	Office Depot – stamps	30.00	Hamill Landscaping for February	1639.20	Hamill Landscaping Inv 00339	1080.00	Hamill Landscaping Inv 00346	540.00	Cambridge Water Business	21.91	Greg's Handyman Service Inv 180072	1275.00	Clerks mileage	15.12	Birketts for Skate Park work	325.53	TOTAL
Description	Amount																								
Salaries including HMRC payments and pension	2222.26																								
K&M Lighting Services Ltd	86.10																								
Office Depot – stamps	30.00																								
Hamill Landscaping for February	1639.20																								
Hamill Landscaping Inv 00339	1080.00																								
Hamill Landscaping Inv 00346	540.00																								
Cambridge Water Business	21.91																								
Greg's Handyman Service Inv 180072	1275.00																								
Clerks mileage	15.12																								
Birketts for Skate Park work	325.53																								
TOTAL	£7235.12																								
	Reconciliation as agrees with bank statement																								
		<table border="1"> <tbody> <tr> <td></td> <td>Bank Balance 1/2/19</td> <td>72450.71</td> </tr> <tr> <td>Expenses</td> <td>17080.38</td> <td>53154.33</td> </tr> <tr> <td>Unpresented cheques from January</td> <td>2216</td> <td>53154.33</td> </tr> <tr> <td>MRL Construction listed Feb but paid Jan</td> <td>13030</td> <td>66184.33</td> </tr> </tbody> </table>		Bank Balance 1/2/19	72450.71	Expenses	17080.38	53154.33	Unpresented cheques from January	2216	53154.33	MRL Construction listed Feb but paid Jan	13030	66184.33											
	Bank Balance 1/2/19	72450.71																							
Expenses	17080.38	53154.33																							
Unpresented cheques from January	2216	53154.33																							
MRL Construction listed Feb but paid Jan	13030	66184.33																							
	Balances in Accounts																								
		<table border="1"> <tbody> <tr> <td>Untiy Trust Instant Access</td> <td>£66184.33</td> </tr> <tr> <td>Unity Trust Teversham Parish Council</td> <td>£6033.54</td> </tr> <tr> <td>Cambridge Building Society</td> <td>£151,097.10</td> </tr> </tbody> </table>	Untiy Trust Instant Access	£66184.33	Unity Trust Teversham Parish Council	£6033.54	Cambridge Building Society	£151,097.10																	
Untiy Trust Instant Access	£66184.33																								
Unity Trust Teversham Parish Council	£6033.54																								
Cambridge Building Society	£151,097.10																								

1903/15	<u>Policies and Parish Council Administrative Housekeeping</u> Monthly Consideration of Parish Council Risk – there was nothing to report	
1903/16	Recreation and Environment Committee. The next meeting is scheduled for 18 th March at 7.30pm.	Clerk
1903/17	Finance Committee. The meeting was held on the 25 th February and the Clerk circulated the minutes. The amounts awarded as donations will be listed and paid at the April meeting.	
1903/18	Policy Review and Staffing Committee. The meeting was held on the 25 th February and the Clerk circulated the minutes. The updated policies were approved and will be uploaded to the website so unless a Cllr requests a hard copy the Clerk will not print copies out.	Clerk
1903/19	Consultation Committee. No meeting is scheduled at the present time.	
903/20	Community Care / Lifeline Committee. The next meeting is scheduled for 18 th March at 6.30pm.	
1903/21	Bus Group – a new committee is being formed once this is done there is likely to be a meeting	
1903/22	<u>Reports from Other Groups</u>	
1903/23	Teversham C of E Primary School Governors - there was no report	Clerk
1903/24	Bewick Bridge Community Primary School - there was no report	
1903/25	Airport Consultative Committee - there was no report	
1903/26	Police Issues. It was resolved that the Clerk would go to the meeting with the PCSO in Great Shelford and ask who is currently the PCSO for Teversham.	
1903/27	<u>Correspondence.</u> Members noted the following correspondence: February War Memorials Trust, Clerks and Councils Direct March 2019	Clerk
1903/27	<u>Planning.</u> S/0361/19/FL Garage conversion and addition of part single part two storey rear extension for 230, Lucerne Close for Mr Whellams. It was resolved to make no comments.	
1903/28	S/0064/19/CC Erection of a two-storey, 2 Form Entry Primary School to accommodate 420 pupils with a 52-place nursery, creation of new accesses for vehicles, cyclists and pedestrians, car park, landscaping and associated infrastructure Location: Land North of Newmarket Road. The Council have received a letter from Teversham Church of England Primary School Governors outlining their concerns. After some discussion it was resolved to comment with the following: Council would like to receive confirmation as to when the school will open and in which phase of development the school will start to take pupils. The Council were led to believe that this would not be until after the first 500 houses were occupied. There is considerable concern regarding how this new school, the first of two new primary schools planned in the nearby area will adversely affect the pupil numbers and therefore the viability of the local School, Teversham C of E Primary School.	Clerk

1903/29	Items to report Cllr Fisher reported that the phone box library could do with a clean and possibly a repaint. It was resolved that the Recreation Committee consider this item. There is a litter pick on meeting on Saturday 11 th March in the layby. The meeting closed at 8.45pm	
---------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--