

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 1<sup>st</sup> April 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: 25<sup>th</sup> March 2019

1904/01	<b>Apologies, Welcome and Introductions.</b> To receive apologies
1904/02	<b>Declarations of Interest</b>
1904/03	<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.
	<b>To take CCC (Cambridge County Council), SCDC (South Cambs District Council) and Clerk reports (15mins)</b>
1904/04	<b>To receive a report from CCCLr Williams</b>
1904/05	<b>To receive a report from SCDCllrs Cone and Daunton.</b>
1904/06	<b>To receive a report from the Clerk.</b>
1904/07	<b>To approve the Minutes<sup>^</sup></b> of the last Parish Council meeting held on Monday 4 <sup>th</sup> March 2019.
	<b>Matters Arising</b>
1705/07	<b>Need to Increase Parking Capacity on Sheppard Way.</b> The additional parking on Sheppard way is currently with the SC architect for plans to be drafted. Once plans are complete SCDC will consult the local residents, the Parish Council and local members prior to planning permission being applied for.
1810/08	<b>Update on the Borley Way Skate Park appeal against Noise Abatement Notice.</b> MRL Construction will return at the beginning of April to install the fence.
1810/09	<b>Defibrillator Update.</b> It was resolved at the Recreation Meeting that the Clerk ascertain where the application to the British Heart Foundation has reached.
1901/11	<b>Litter Pickers Contracts.</b> 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 a future meeting. This is taking loner than expected but should all be complete by the May meeting.

1903/11	<p><b>Improvements to Church Car Park</b> – to consider Marshalls plans for improvement. The Clerk has reported that the Council need to see draft plans before they can comment and that they recommend Marshalls speak to the conservation officer at SC before progressing plans further.</p> <p><b>Items to consider</b></p>																		
1904/08	<b>Proposed Village Hall/Sports Provision</b> – there is no further update.																		
1904/09	<b>Parish Council Website.</b>																		
1904/10	<p><b>Items in Store – our 8 boxes are at the Oasis site in Haverhill. The costs for reviewing them are as follows:</b></p> <p>Locate and retrieve box from storage = £1.25 + vat per box  Return &amp; refile boxes back into storage = £1.25 + Vat per box  £50.00 + Vat</p> <p>To remove a box from storage or request us to destroy it there is an additional cost per box of £5.55 + vat We have to view contents on site.</p> <p>There will also be an invoice for the storage costs from 01/09/15 to 31/08/19 @ £155.35 + vat per year = £621.40 + vat as Oasis have failed to contact us.</p>																		
1904/11	<b>Consideration of Annual Parish Meeting</b>																		
1904/12	<b>Consideration of renewal K&amp;M Lighting Contract</b>																		
1904/13	<b>Laptop</b> – council to note the old laptop has been recycled and the Clerk received a Duty of Care Transfer Note.																		
1904/14	<b>Lady Jermy Charity</b> – update																		
1904/15	<p><b>Existing Highways/Fly Tipping and Street Lighting Issues.</b></p> <p>The Clerk has reported a broken street light between 13/15 Buffalo Way and that a light on the path through Borley Way play area is not turning off during the day.</p>																		
1904/16	<p><b>New Highways and Street Lighting</b></p> <p><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></p>																		
1904/17	<p><b>Finance</b></p> <p>Invoices – none have been sent</p> <p>The following payments will be authorised:</p> <table border="1" data-bbox="379 1697 1249 2027"> <thead> <tr> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Salaries, pensions and HMRC payments</td> <td>1710.92</td> </tr> <tr> <td>Victoire Press</td> <td>130.00</td> </tr> <tr> <td>Greg’s Handyman Services</td> <td>33.00</td> </tr> <tr> <td>Lexis Nexis – Arnold Baker Local Council Admin</td> <td>110.99</td> </tr> <tr> <td>Eon</td> <td>67.62</td> </tr> <tr> <td>Safeplay Playground Services Ltd</td> <td>690.00</td> </tr> <tr> <td>K&amp;M Lighting Services</td> <td>86.10</td> </tr> <tr> <td>Hamill Landscaping for March</td> <td>1639.20</td> </tr> </tbody> </table>	Description	Amount	Salaries, pensions and HMRC payments	1710.92	Victoire Press	130.00	Greg’s Handyman Services	33.00	Lexis Nexis – Arnold Baker Local Council Admin	110.99	Eon	67.62	Safeplay Playground Services Ltd	690.00	K&M Lighting Services	86.10	Hamill Landscaping for March	1639.20
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1904/18	The payment schedule will be circulated at the meeting including any invoices received after the publication of the agenda before the meeting.										
1904/19	Balances and Bank Reconciliation. A full bank reconciliation and details of balances held at 31 <sup>st</sup> March will be presented at the meeting.										
1904/20	Consideration of application from Lunch Together for a grant.										
	<p><b><u>Policies and Parish Council Administrative Housekeeping</u></b></p> <p><b>Monthly Consideration of Parish Council Risk.</b></p>										
1904/21											
1904/22	<b>Recreation and Environment Committee.</b> The meeting was held on 18 <sup>th</sup> March and draft minutes are attached for information. The next meeting is scheduled for 17 <sup>th</sup> June at 6.30pm.										
1904/23	<b>Finance Committee.</b> The next meeting is scheduled for 29 <sup>th</sup> April at 6.30pm.										
1904/24	<b>Policy Review and Staffing Committee.</b> The next meeting is scheduled for 17 <sup>th</sup> June 7.30pm.										
1904/25	<b>Consultation Committee.</b> No meeting is scheduled at the present time.										
1904/26	<b>Community Care / Lifeline Committee.</b> The meeting was held on 18 <sup>th</sup> March and draft minutes are attached for information. The next meeting is scheduled for 17 <sup>th</sup> July at 6.30pm.										
1904/27	<b>Bus Group</b> –To receive a report										
	<u>Reports from Other Groups</u>										
1904/28	<b>Teversham C of E Primary School Governors</b> – to receive if available.										
1904/29	<b>Bewick Bridge Community Primary School</b> - to receive a report if available.										
1904/30	<b>Airport Consultative Committee</b> – to receive a report if available.										
	<b>Police Issues.</b> To discuss/share any issues.										
1904/31	<b><u>Correspondence.</u></b> Members are welcome to view any of the correspondence detailed below: CPRE Newsletter, The Clerk March edition.										
	<i><u>Planning.</u> 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 SCDC have given permission for S/0299/19/FL 25 Sunmead Walk for Mr Maroncelli for Proposed Front and Rear extension										
1904/32	S/0642/19/FL for 84, Fulbourn Old Drift for Mr S Groghan for the demolition of existing bungalow and construction of two no. three bedroom semi-detached houses										
1904/33	S/0043/19/FL for 28, Sunmead Walk for Mr Piotr Pich for a second storey front infill and external alterations.										
1904/34	S/0617/19/AD for Advertisement signage to petrol filling station facility and new main gantry sign for Clark for Tesco Superstore.										
1904/35	<b>Items to report</b>										

