

Minutes of the Parish Council Meeting held on 1st July 2019 at Bewick Bridge Community School at 7.30pm.

Present: Councillors: Bramley, Fisher, Hills, Hunt, Kelleway, Nicholson, Oxford, Van der Walle, SCDCllr Cone, CCCllr/SCDCllr Williams, the Clerk and one member of the public were present.

	<p>When we arrived at Bewick Bridge we could not access the building. The decision was taken to move the meeting to Hope Community Chapel. A note was left on the door to explain the relocation. The meeting therefore started at about 7.45pm.</p>	Action All
80	<p>Apologies were received and accepted from Cllrs Amrani. Freeman and Martin all for personal reasons.</p>	
81	<p>No declarations of interest were made</p>	
82	<p>Public Forum one member of the public was present. He explained about the disturbance motor bikes are causing on the High Street both during the day and at night. He has tried to report it to the police via the website. As number plates are recorded on photographs it was suggested that maybe they should be reported to the DVLA. It was also resolved that the Clerk would report it to the police.</p>	Clerk
83	<p>A hedge trimming/tidying party is being arranged; the Clerk informed the resident that she would need to receive a copy of a risk assessment.</p> <p>A verbal report was received from CCCllr Williams saying there will be a Cambridgeshire Lottery launched to raise funds. To receive a report from the SCDCllrs.</p> <p>SCDCllr Cone gave a written report including Cambridgeshire and Peterborough Combine Authority Consultation on area's transport future. Taxi driver licenses Adult Education</p> <p>The proposal for a new police station. Cllr Cone assured the council that a station would remain in the centre of Cambridge.</p> <p>SCDCllrs William and Daunton gave a written report including An update on Pembroke Way – work on site will begin in the autumn Sheppard Way – there are still issues with the drainage and the large tree needs to be taken down but will be replaced. Meeting regarding the new school on Wing Wardens South East Forum Bus Users Group – SCDCllr Daunton and CCCllr Ashton (City: Cherry Hinton Ward) are due to meet Stagecoach managers to discuss possible changes to timetabling and possible re-routing in an effort to improve services to Teversham and Coldham's Lane. Fly Tipping, Police Issues and parking Combined authority transport consultation. Cllr Kelleway requested that SC spoke to the residents on Sheppard Way and updated them on the situation of the parking and the tree.</p> <p>There was some discussion regarding the buses and the request for a more frequent service and to ensure if mini buses were used they were accessible for all.</p>	

	<p>The Clerk gave a verbal report. The meeting between the Clerk, the Chair and the resident of Pembroke Way has been postponed. Teversham are invited to comment on the Histon and Impington Village Design Guide. Vegetation overgrowing paths on Foxgloves will be cut back next week and the flail operator has been booked for end of July.</p>	
84	<p>The Minutes of the last Parish Council meeting held on Monday 3rd June 2019 were agreed to be a true record of the meeting and signed.</p>	
1705/07	<p>Matters Arising Need to Increase Parking Capacity on Sheppard Way. The additional parking on Sheppard Way remains with the SC architect for plans to be re-drafted.</p>	
1810/08	<p>Update on the Borley Way Skate Park. The skate park is now re-open SCDC and Wren have been informed. The heras fencing has been removed. Cllrs Fisher and Kelleway have moved some sand to block up gaps under the original fencing.</p>	Clerk and Cllr Kelleway
1901/11	<p>Litter Pickers Contracts. The contracts have been updated but not the job descriptions the Clerk and Chairman will meet to finalise the drafts before bringing to Council.</p>	
1904/10	<p>Items in store – there is no further update.</p>	
57	<p>Bins – the Clerk has contacted SC regarding the emptying of the extra bins on Borley Way and whether a further dog waste bin would be emptied. There has not yet been any reply. Greg the handyman will remove the small unused bin on the Sheppard Way pocket park. The Clerk was asked to seek confirmation regarding this.</p> <p>Items for consideration</p>	Clerk
85	<p>Proposed Village Hall/Sports Provision – there was no update. It was resolved that Cllrs Amrani, Hunt, Kelleway and Martin will form the working group.</p>	
86	<p>Parish Council Website – there was no further update.</p>	
87	<p>Consideration of an application for the Zero Carbon Grant Scheme and/or Rural Energy Community Fund. The zero-carbon grant scheme will be launched in September. Information available on The Rural Energy Community Fund indicates they support bigger schemes than the ones Council might consider. Cllr Fisher has approached Teversham Primary School and it was noted that Bewick Bridge should also be contacted. The Clerk will put a piece in the next Teversham News. It was resolved to make this a standing item on the agenda and consider adding a budget line for it in the autumn when next year's budget is set.</p>	Clerk and Cllr Fisher
88	<p>Consideration of the printing of Teversham News in colour at a cost of £205 rather than £130 per issue. It was proposed that the newsletter is printed in colour for a year (4 issues). This was agreed with 5 in favour, 2 against and 1 abstention.</p>	Clerk
89	<p>Consideration of apply for the Local Highways Initiative Funding. It was resolved to apply again for improvements to safety outside the school.</p>	Clerk
90	<p>Defibrillator – Cllr Hunt gave a detailed and comprehensive report on her defibrillator research. Four quotes were obtained:</p>	

	<p>Defib Store Ltd £1330 Defib Solutions £1490 St John Ambulance £1815 AED Locator (E.U.) Ltd £2099</p> <p>It was resolved to use AED Locator Ltd as it is the easiest to use and maintain, the lightest to carry, the most effective on a range of body sizes and has a 10yr warranty the longest on the market. The service so far has been excellent and the service for after use is comprehensive. A guardians group will be set up to carry out the fortnightly checks.</p>	Clerk and Cllr Hunt																								
91	<p>The creation of designated Councillor email addresses as required by GDPR. It was resolved that all Cllrs will set up a new gmail account for Parish Council business the format should be as follows cllr.j.smith@googlemail.com</p>	All Cllrs																								
92	<p>Playground repairs – As SafePlay carry out an inspection in July they will send the report and a quote for repairs including those highlighted in the February inspections to the Clerk.</p>	Clerk																								
93	<p>Existing Highways/Fly Tipping and Street Lighting Issues. The Clerk reported a faulty street light outside 11/13 Buffalo Way and has been informed by a resident that it is now working.</p>																									
94	<p>New Highways and Street Lighting. There were no new issues reported.</p>																									
95 96	<p>Finance An invoice for £40 sent to Centre School for recreation ground use on 22nd June. A full payment schedule was circulated at the meeting and the following payments were authorised.</p> <table border="1" data-bbox="331 1193 1200 1601"> <thead> <tr> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Salaries, pensions and HMRC payments</td> <td>2127.64</td> </tr> <tr> <td>K&M Lighting Services – street lighting maintenance contract</td> <td>86.10</td> </tr> <tr> <td>RH Landscapes and Maintenance Services (formerly Hamill Landscaping)</td> <td>1639.20</td> </tr> <tr> <td>Eon for electricity at the pavilion</td> <td>60.59</td> </tr> <tr> <td>Clerk mileage expenses</td> <td>33.48</td> </tr> <tr> <td>VAT not paid for SafePlay as no invoice received until now</td> <td>208.10</td> </tr> <tr> <td>Total</td> <td>£ 4155.11</td> </tr> </tbody> </table>	Description	Amount	Salaries, pensions and HMRC payments	2127.64	K&M Lighting Services – street lighting maintenance contract	86.10	RH Landscapes and Maintenance Services (formerly Hamill Landscaping)	1639.20	Eon for electricity at the pavilion	60.59	Clerk mileage expenses	33.48	VAT not paid for SafePlay as no invoice received until now	208.10	Total	£ 4155.11									
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97	<p>It was resolved to move £20,000 into the new Bath Building Society to spread the council's financial risk</p> <p>Balances and Bank Reconciliation. Bank Reconciliation for June</p> <table border="1" data-bbox="288 1736 949 1984"> <tbody> <tr> <td>Opening Balance</td> <td></td> <td></td> <td>87512.34</td> </tr> <tr> <td>Expenses</td> <td></td> <td>5904.26</td> <td>81608.08</td> </tr> <tr> <td>Income</td> <td>625.29</td> <td></td> <td>82233.37</td> </tr> <tr> <td>Service Charge</td> <td></td> <td>18.00</td> <td>82215.37</td> </tr> <tr> <td>June Salaries</td> <td></td> <td>1457.69</td> <td>80757.68</td> </tr> <tr> <td>unpresented</td> <td>86.10</td> <td></td> <td>80843.78</td> </tr> </tbody> </table>	Opening Balance			87512.34	Expenses		5904.26	81608.08	Income	625.29		82233.37	Service Charge		18.00	82215.37	June Salaries		1457.69	80757.68	unpresented	86.10		80843.78	
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	<p>As agrees with bank statement</p> <p>Other Accounts</p> <table border="1"> <tr> <td>Unity Trust</td> <td>6045.51</td> </tr> <tr> <td>Bath Building Society</td> <td>0</td> </tr> <tr> <td>Cambridge Building Society</td> <td>73157.45</td> </tr> <tr> <td>Total of all accounts</td> <td>160,046.74</td> </tr> </table> <p><u>Policies and Parish Council Administrative Housekeeping</u></p> <p>98 Monthly Consideration of Parish Council Risk. No new areas were identified.</p> <p>99 Recreation and Environment Committee. The draft Minutes of the meeting held on 17th June were attached.</p> <p>100 Finance Committee. The next meeting is on July 15th, 7.30pm.</p> <p>101 Policy Review and Staffing Committee. The meeting planned for 17th June has to be rescheduled as it was not quorate. It has been rescheduled for Wednesday 10th July at 7pm in the Hope Community Church.</p> <p>102 Consultation Committee. No future meeting is scheduled at the present time.</p> <p>103 Community Care / Lifeline Committee. The next meeting is on 15th July at 6.30pm.</p> <p>104 Bus Group –this was covered in SCDCllr Daunton’s report.</p> <p><u>Reports from Other Groups</u></p> <p>105 Teversham C of E Primary School Governors – there was no report.</p> <p>106 Bewick Bridge Community Primary School - there was no report.</p> <p>107 Airport Consultative Committee – there was no report.</p> <p>108 Police Issues – nothing was discussed.</p> <p>109 <u>Correspondence.</u> Members noted the following correspondence: War Memorials Trust Bulletin.</p> <p>110 <u>Planning.</u> S/2002/19/DC For info only Discharge of condition 13 (Out of Ground run Enclosure Aircraft Engine Testing) pursuant to planning permission S/3591/16/FL. Land to the South of Hangar 21, West of , Land at Cambridge Airport, The Airport, Newmarket Road. Barry Carter, Marshall Aerospace and Defence Group.</p> <p>111 S/1828/19/FL for 4, Caribou Way for s two storey side extension for Ms Imran. It was resolved to make no comments.</p> <p>112 <u>Items to report</u></p> <p>Cllr Fisher asked whether businesses can advertise in the Teversham News. This has been done in the past to help pay for the publication. It was resolved to put this as an item on the September Agenda.</p> <p>Cllr Bramley attended the meeting regarding the new school being built in the Wing Development. Notes were taken and she will circulate these once she has received them.</p>	Unity Trust	6045.51	Bath Building Society	0	Cambridge Building Society	73157.45	Total of all accounts	160,046.74	
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The meeting closed at 9.50pm