

Teversham Parish Council

To members of the Council:

You are hereby summoned to attend a meeting of Teversham Parish Council

At **Bewick Bridge Community Primary School** on **Monday 1st July 2019 at 7.30pm**
for the purpose of transacting the following business:

The Public and Press are invited to attend.

Please could Councillors ensure that they read the Agenda Notes **before** the meeting.

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: 24th June 2019

35 Priams Way
Stapleford

Agenda for Full Parish Council Meeting – July 2019

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| 80 | Apologies, Welcome and Introductions |
| 81 | Declarations of Interest |
| 82 | Public Forum To allow any member of the public to address the Council. This session is to last no more than 10 minutes. |
| 83 | To take CCC (Cambridge County Council), SCDC (south Cambs District Council) and Clerk reports (15mins) To receive a report from the CCCLr. To receive a report from the SCDCllrs. To receive a report from the Clerk. |
| 84 | To approve the Minutes^ of the last Parish Council meeting held on Monday 3rd June 2019. Copies attached for information. |
| 1705/07 | 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. |
| 1810/08 | 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. |

| 1901/11 | 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. | | | | | | | | | | |
|--|--|-------------|--------|--------------------------------------|---------|--|-------|--|---------|-------------------------------------|-------|
| 1904/10 | Items in store – there is no further update. | | | | | | | | | | |
| 57 | 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. | | | | | | | | | | |
| | Items for consideration | | | | | | | | | | |
| 85 | Proposed Village Hall/Sports Provision – update and formation of working group. | | | | | | | | | | |
| 86 | Parish Council Website - update | | | | | | | | | | |
| 87 | Consideration of an application for the Zero Carbon Grant Scheme and/or Rural Energy Community Fund | | | | | | | | | | |
| 88 | Consideration of the printing of Teversham News in colour at a cost of £205 rather than £130 per issue. | | | | | | | | | | |
| 89 | Consideration of apply for the Local Highways Initiative Funding. | | | | | | | | | | |
| 90 | Defibrillator – to receive an update from Cllr Hunt. | | | | | | | | | | |
| 91 | The creation of designated Councillor email addresses as required by GDPR. | | | | | | | | | | |
| 92 | Playground repairs – some are required. SafePlay carry out an inspection in July and will send the Clerk a quote for those already highlighted in the February Inspections and any others be noted. | | | | | | | | | | |
| 93 | Existing Highways/Fly Tipping and Street Lighting Issues. To receive an update of existing 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. | | | | | | | | | | |
| 94 | 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> | | | | | | | | | | |
| 95 | Finance | | | | | | | | | | |
| 96 | An invoice for £40 sent to Centre School for recreation ground use on 22nd June. Payments to be made – To agree and authorise following payments: | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Salaries, pensions and HMRC payments</td> <td>2039.67</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> </tbody> </table> | Description | Amount | Salaries, pensions and HMRC payments | 2039.67 | 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 |
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| | A full payment schedule will be circulated at the meeting. | | | | | | | | | | |

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| 97 | <p>Balances and Bank Reconciliation. A full bank reconciliation and details of balances held as at 30th June 2019 will be presented at the meeting.</p> <p><u>Policies and Parish Council Administrative Housekeeping</u></p> |
| 98 | <p>Monthly Consideration of Parish Council Risk.</p> |
| 99 | <p>Recreation and Environment Committee. The draft Minutes of the meeting held on 17th June are attached.</p> |
| 100 | <p>Finance Committee. The next meeting is on July 15th, 7.30pm.</p> |
| 101 | <p>Policy Review and Staffing Committee. The meeting planned for 17th June has to be rescheduled as it was not quorate.</p> |
| 102 | <p>Consultation Committee. No future meeting is scheduled at the present time.</p> |
| 103 | <p>Community Care / Lifeline Committee. The next meeting is on 15th July at 6.30pm.</p> |
| 104 | <p>Bus Group –To receive a report if available.</p> <p><u>Reports from Other Groups</u></p> |
| 105 | <p>Teversham C of E Primary School Governors – to receive a report if available.</p> |
| 106 | <p>Bewick Bridge Community Primary School - to receive a report if available.</p> |
| 107 | <p>Airport Consultative Committee – to receive a report if available.</p> |
| 108 | <p>Police Issues. To discuss/share any issues.</p> |
| 109 | <p><u>Correspondence.</u> Members are welcome to view any of the correspondence detailed below: War Memorials Trust Bulletin.</p> <p><u>Planning.</u> <i>Please remember, that all members of the parish council must take part in the decision under this heading, UNLESS they have to declare an interest. This section is still a formal part of our meeting.</i></p> |
| 110 | <p>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> |
| 111 | <p>S/1828/19/FL for 4, Caribou Way for s two storey side extension for Ms Imran.</p> |
| 112 | <p>Items to report</p> |