

# 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 14<sup>th</sup> October 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: 8<sup>th</sup> October 2019

35 Priams Way  
Stapleford

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## Agenda for Full Parish Council Meeting – 14<sup>th</sup> October 2019

154	<b>Apologies, Welcome and Introductions</b>
155	<b>Declarations of Interest</b>
156	<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.
157	<b>To take CCC (Cambridge County Council), SCDC (south Cambs District Council) and Clerk reports (15mins)</b> To receive a report from the CCClrs. To receive a report from the SCDClrs. To receive a report from the Clerk.
158	<b>To approve the Minutes<sup>^</sup> of the last Parish Council meeting held on Monday 2<sup>nd</sup> September 2019.</b> Copies attached for information.
1705/07	<b>Matters Arising</b> <b>Need to Increase Parking Capacity on Sheppard Way.</b> The additional parking on Sheppard Way remains with the SC architect for plans to be re-drafted.
1810/08	<b>Update on the Borley Way Skate Park.</b> No recordings have taken place as the original complainant has not responded to SC officers. The case has now been closed.
1901/11	<b>Litter Picker Contracts and Job Descriptions.</b> These have been updated and have been considered by the Recreation and Environment Committee the Clerk and Chairman are arranging meetings with the litter pickers.
131	<b>AGAR</b> the clerk has made the adjustment to the figure on the AGAR as requested by PKF Littlejohn.
159	<b>Items for consideration</b> <b>Proposed Village Hall/Sports Provision</b> – update.
160	<b>Parish Council Website</b> – update
161	<b>Consideration of an application for the Zero Carbon Grant Scheme and/or Rural Energy Community Fund and Community E-bike Service for South Cambridgeshire Villages</b>

162 **To consider whether to use General Power of Competence.** After checking with SLCC the council are eligible to use this power.

163 **Playground repairs^** – some are required, but a number can be carried out by the handyman and the quote is £3049 for all areas and less than Safeplay quoted. The most expensive area is Lady Jermy Way for work on the toddler MPU. We have also received quotes for replacing the unit with similar ones of just over £8000 and £10000 this doesn't include removal of old unit or installation costs. The clerk is seeking another replacement cost. Copies of the repair quotes are attached.

164 **Security Measures at the recreation ground following the use by Travellers** – Borley Brothers can move the block. Concerns that a gap of 6ft 6 would still allow a caravan access have been raised.

165 **Consideration of the appointment of a new internal auditor.**  
Heelis & Lodge recommended by Fen Ditton PC £255  
LGS Services recommended by Sawston PC and the Clerk has previously used £125 it does involve taking the books and picking them up from Caldecote.  
Previous quotes  
Auditing Solutions Ltd £350 recommended by Babraham PC  
V Seekings, the Clerk would need to Huntingdon but charges £120.

166 **Consideration of representation at Cambridge East Community Forum** 16<sup>th</sup> October 18:00 – 21:00, Room 4, The C3 Centre, 2 Brooks Rd, Cambridge, CB1 3HR.

167 **Lady Joan Jermy's Eleemosynary Charity.** There is likely to be a trustees meeting called in the near future and Cllr Martin is the PCs representative. Does Council have any comments it wishes to make?

168 **Consideration of Meeting dates for next year^.** A copy is attached.

169 **Existing Highways/Fly Tipping and Street Lighting Issues.** To receive an update of existing issues. The Clerk has started the process of sourcing street light energy with Utility Aid but has received no update.

170 **New Highways and Street Lighting** *Please report any new items 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.*

171 **Highways open day** at Whittlesford Depot 31<sup>st</sup> October 10am-3pm (no booking required)

**Finance**

**Council have received £39,000 the second precept payment for the year.**

172 **Payments to be made** – To agree and authorise following payments:

For October:

Description	Amount
Salaries, pension, HMRC	2322.09
Office depot large 2 <sup>nd</sup> class stamps	83.00
AED Defib	2518.80
Office Depot toner cartridge	43.82
Office Depot safety tape	10.68
Eon electricity at pavilion	79.86
SCDC Lifeline	58.11
K&M Lighting	78.70
R.H Landscapes	1639.20
ICO	40.00
Bryan Lecoche Ltd – enforcement agents	1954.20

173 **A full payment schedule will be circulated at the meeting.**

	<p>Council have received an invoice from Oasis for the storage of documents from 2015 but the Clerk's enquiries regarding the lack of correspondence have not been answered.</p> <p>The Clerk is also seeing advice from our insurers regarding the costs of using the Enforcement Agents to remove the Travellers from the recreation ground as there will be a second invoice for the second visit at the beginning of September.</p>
174	<p><b>Balances and Bank Reconciliation.</b> A full bank reconciliation and details of balances held as at 30<sup>th</sup> September 2019 will be presented at the meeting.</p>
	<p><b><u>Policies and Parish Council Administrative Housekeeping</u></b></p>
175	<p><b>Monthly Consideration of Parish Council Risk.</b></p>
176	<p><b>Recreation and Environment Committee<sup>^</sup>.</b> The meeting was held on 23<sup>rd</sup> September Minutes are attached for information.</p>
177	<p><b>Finance Committee.</b> The next meeting is on 18<sup>th</sup> November at 7.30pm.</p>
178	<p><b>Policy Review and Staffing Committee.</b> The next meeting will be in February 2020.</p>
179	<p><b>Consultation Committee.</b> No future meeting is scheduled at the present time.</p>
180	<p><b>Community Care / Lifeline Committee.</b> The next meeting is on 18<sup>th</sup> November at 6.30pm.</p>
181	<p><b>Bus Group</b> –To receive a report if available.</p>
	<p><b><u>Reports from Other Groups</u></b></p>
182	<p><b>Teversham C of E Primary School Governors</b> – to receive a report if available.</p>
183	<p><b>Bewick Bridge Community Primary School</b> - to receive a report if available.</p>
184	<p><b>Airport Consultative Committee</b> – to receive a report if available.</p>
185	<p><b>Police Issues.</b> To discuss/share any issues.</p>
186	<p><b><u>Correspondence.</u></b> Members are welcome to view any of the correspondence detailed below: The Clerk September edition, Poppy Appeal thanks letter, CPRE Annual Report, Countryside Voice, The Ring from CPPF. August War Memorials Bulletin.</p> <p><b><u>Planning.</u></b> <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> To note <b>S/2682/13/OL Wing Development</b> Land North Of, Newmarket Road, Cambridge For: Hill Marshall LLP. The Council hereby grants permission for Reserved matters application detailing access, appearance, landscaping, layout and scale for the creation of 239 new homes and non-residential floors space including 'Market Square', internal roads, landscaping and associated works as part of Phase 1a of the Wing masterplan pursuant to condition 5 (reserved matters) of outline planning permission</p>
187	<p><b>S/2753/9/FL</b> Erection of a building for temporary sales and marketing centre, associated with the redevelopment of the site, for a period pf up to 10 years. Part of the site with planning permission, Land North of Newmarket Road for L Merlin. Hill Marshall LLP. The only comments made were as follows: in the drainage comments seem incomplete. Condition 1 refers to a report, but the title and details are missing. What is the intended use of the site after the 10-year period, will the building be demolished or repurposed? It seems quite a large building just for a sales office.</p>
188	<p><b>S/3130/19/PA</b> Prior approval for single storey rear extension 3, Sable Close for Mr &amp; Mrs Mark and Lisa Skeates. Mr &amp; Mrs Mark and Lisa Skeates has applied to this Council for a Prior approval for single storey rear extension, and has enclosed evidence to support this application. The planning merits of the use are not considered in such applications, but if you wish to provide any local information to help the Council in considering the submitted evidence that would be appreciated.</p>
189	<p><b>S/3214/19/DC</b> Discharge of Condition 24 (Drainage Details) of planning permission S/1096/19/RM Wing Development Land North Of, Newmarket Road, Fen Ditton for Mr Denis Devane for information only.</p>
190	<p><b>S/3101/19/DC</b> Discharge of condition 60 (Piling) pursuant to Outline planning permission S/2682/13/OL Wing Development Land North Of, Newmarket Road, Fen Ditton for Mr Will Cobby, Terence O'Rourke Limited for information only.</p>
191	<p><b>Items to report</b></p>

