

Teversham Parish Council

To members of the Council:

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

At **Bewick Bridge Community School** on **Monday 2nd December 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: 26th November 2019

35 Priam's Way
Stapleford

Agenda for Full Parish Council Meeting – 2nd December 2019

224	Apologies, Welcome and Introductions
225	Declarations of Interest
226	Public Forum To allow any member of the public to address the Council. This session is to last no more than 10 minutes.
227	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.
228	To approve the Minutes[^] of the last Parish Council meeting held on Monday 4th November 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 South Cambs architect for plans to be re-drafted.
1901/11	Litter Picker Contracts and Job Descriptions. 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.

203	<p>Security Measures at the other recreation areas. A further padlock has been fitted.</p> <p>Items for consideration</p>
229	<p>Proposed Village Hall/Sports Provision – update.</p>
230	<p>Parish Council Website – update</p>
231	<p>Playground repairs wooden Equipment: There was some confusion with Fenland Leisure regarding the resistograph testing and the quote we received was only for a visual inspection. The Clerk requested an amended quote but has not heard anything the other quotes were as follows: RoSPA Team RoSPA Playsafety Ltd £495 for the first site, plus £225 for the second, plus VAT. The prices are dependent upon both sites being tested. The Play Inspection Company £595.00 ex VAT</p>
232	<p>Safety Surface around the Seesaw and Trampoline Foxgloves. The Clerk is organising wet pour quotes for this but hasn't received figures yet.</p>
233	<p>To consider storage options for documents please see additional notes^.</p>
234	<p>To consider the Local Highways Initiative agreement and the associated costs of £500 to improve the road safety through further parking restrictions near Teversham Primary School.</p>
235	<p>To consider the printing costs of a new Age UK leaflet for the Parish including that the Teversham Warden is able to support adults living with a long term health condition or needing short term support following a period of ill health within their own homes</p>
236	<p>To Note Cambridgeshire County Council Climate Strategy Consultation a public consultation will be running on the draft <i>Climate Change and Environment Strategy</i> from 20 December 2019 to 31 January 2020. They are keen to hear the views of Parish Council's on the Strategy, and to understand where councils may be able to support the vision for a Net Zero Cambridgeshire.</p>
237	<p>To note Cambridgeshire and Peterborough Minerals and Waste Local Plan: Proposed Submission Plan Consultation - 15 November 2019 to 09 January 2020. The Proposed Submission Plan, along with a number of supporting documents, including a Sustainability Appraisal and a Proposed Submission Policies Map, are available to view online at cambridgeshire.gov.uk/mwlp or peterborough.gov.uk/mwlp.</p>
238	<p>Existing Highways/Fly Tipping and Street Lighting Issues. To receive an update of existing issues. There has been no further update on the street light energy handover or the 3 units that are currently controlled by a central computer system. The CC we are working to rectify this (and most likely replace them with photocells). Once this is done. we will receive an updated inventory, which should then be suitable for UKPN to complete the handover process. There has been some further confusion as the lights SCDC own and are updating are on the Parish Council's inventory and the Clerk is investigating this and whether these lights are the three that are mentioned earlier.</p>

239 **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.

A bollard has been knocked down opposite the school.

Finance

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

Description	Amount
Salaries, pension, HMRC	1,611.64
Bryan Lecoche Ltd – enforcement agents	1,828.80
K&M Lighting Services	78.70
Clerk and Councils Direct	12.00
RH Landscapes and Maintenance Services	1,639.20
RH Landscapes extra hedge work	540.00
Clerk Expenses	114.34
CPRE (Campaign to Protect Rural England Membership)	36.00
Oasis for document storage	1,096.84
Victoire Press	205.00
Gregs Handyman Services	2,229.00
Gregs Handyman Services	50.00
Total	9,441.52

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

Having spoken to the legal team of the insurance underwriters the Clerk was told the council wouldn't be able to claim for costs of evicting the Travellers. The Clerk has now been asked to forward copies of the invoices the council has paid to engage the services of enforcement agents. This has been done and the Clerk awaits a response.

242 **To consider the budget for 2020/21.** This has been considered by the Finance Committee and recommended to request a precept of £78,000 from South Cambs District Council, which is no increase from last year. A copy of the budget is attached for information^.

243 **To consider a salary rise for the litter pickers in line with the Real Living Wage** which has risen to £9.30/hr to be back dated until April, the start of the financial year.

244 **Balances and Bank Reconciliation.** A full bank reconciliation and details of balances held as at 30th November 2019 will be presented at the meeting.

245 **To consider a purchase of a Fire Blanket** for the kitchen area of the pavilion (£19.50 on ESPO, Office Depot don't sell them).

Policies and Parish Council Administrative Housekeeping

246 **Monthly Consideration of Parish Council Risk.**

247 **Recreation and Environment Committee.** The next meeting is scheduled for 20th January at 6.30pm.

248 **Finance Committee^.** The Minutes of the meeting held on 18th November are attached for information. The next meeting is scheduled for 17th February 2020 6.30pm

249 **Policy Review and Staffing Committee.** The next meeting is scheduled for 17th February

250	2020. Consultation Committee. No future meeting is scheduled at the present time.
251	Community Care / Lifeline Committee^. The Minutes of the meeting held on 18 th November are attached for information. The next meeting is on 16 th March 2020 at 6.30pm.
252	Bus Group –To receive a report if available.
	<u>Reports from Other Groups</u>
253	Teversham C of E Primary School Governors – to receive a report if available.
254	Bewick Bridge Community Primary School - to receive a report if available.
255	Airport Consultative Committee – to receive a report if available.
256	Police Issues. To discuss/share any issues.
257	<u>Correspondence.</u> Members are welcome to view any of the correspondence detailed below: The latest issue of the Clerk, Clerks and Councils Direct and War Memorials Bulletin.
	<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>
258	S/3959/19/TC land adjacent to and at All Saints Church. Area adjacent to tower - remove small sycamore trees overhanging wall, crown reduce ash trees to clear tower and roof of church by 5m, sever ivy as base of trees up to 2m high. Central woodland - fell largest dead tree within fallen distance of adjacent third-party property. Council only need to respond if there are significant concerns or objections.
259	For information only S/3896/19/LD, 59 Eland Way for a Certificate of lawful development for a garage conversion for Mrs Tuladhar
260	Council to note Decision Notice - S/2753/19/FL. The County Council hereby grants permission for Erection of a building for use as a temporary sales and marketing centre, associated with the redevelopment of the site, for a period of up to 10 years. At: Part of site with planning permission for, Land to the north of Newmarket Road, Cambridge
261	Items to report