

Teversham Parish Council

To members of the Council:

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

Via ZOOM on Monday 8th June 2020 at 7.30pm for the purpose of transacting the following business:

The Public and Press are invited to attend. Please contact the Clerk for the meeting ID.

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

2/6/2020

BWhitehouse – Clerk to Teversham Parish Council

35 Priam's Way
Stapleford

Agenda for Full Parish Council Meeting – 8th June 2020

27	Apologies welcomes and introductions
28	Declarations of Interest
29	Public Forum To allow any member of the public to address the Council. This session is to last no more than 10 minutes.
30	To take CCC (Cambridge County Council), SCDC (south Cambs District Council) and Clerk reports (15mins)
31	To approve the Minutes^ of the last Parish Council meeting held on Monday 4th May 2020.
1705/07	Matters Arising Need to Increase Parking Capacity on Sheppard Way. The additional parking on Sheppard Way is now being handled in house by South Cambs District Council.
1901/11	Litter Picker Contracts and Job Descriptions. Both amended contracts have been signed.
273	Foxgloves play area. The Clerk is working with Safe Play on repairing the trampoline matt.
334	Parish Council Website – requirement for accessibility for all update our current website manager is looking into this but as yet the clerk has no update.
	Items for consideration
32	Proposed Village Hall/Sports Provision – update.
33	Update from most recent meeting discussing the Airport Way Roundabout scheme - outline condition 56, Marleigh.
34	Further consideration of Service Level Agreement with Cambridge Electric Transport (emailed on 28 th April).
35	To consider the Teversham News Summer Edition
36	SCDC - Planning Scheme of Delegation^ emails forwarded 15th and 26th May and letters attached for info.
37	To consider the replacement of the Marshalls Close Notice Board.
38	To consider updated surfacing quote for Foxgloves play area and Council are reminded that our bid for £1500 from Mick George was successful and this will be paid on completion pf the project before 31 st August 2020.
39	To receive a report from Cllrs Amrani and Kelleway regarding the Clerks Appraisal and to consider the increase of one scale point back dated to April 2019.
40	To receive an update on the internal audit.
41	Existing Highways/Fly Tipping and Street Lighting Issues. To receive an update of existing issues.
42	New Highways and Street Lighting 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.

43	<p>Finance An invoice has been sent to CCC for £625.29 grant towards grass cutting. Council to note the second precept payment of £19,500.00 has been received</p>																						
44	<p>The Council have received a request from the Teversham Preschool ^ for a grant of £2000 for outside play equipment. The request is attached for information.</p>																						
45	<p>Payments to be made – To agree and authorise following payments:</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Salaries HMRC and pension</td> <td>1549.08</td> </tr> <tr> <td>Expenses – safety equipment and antivirus PC software</td> <td>144.55</td> </tr> <tr> <td>K&M Lighting</td> <td>78.70</td> </tr> <tr> <td>Greg’s Handyman Services – Sheppards Way</td> <td>103.00</td> </tr> <tr> <td>Greg’s Handyman Services – Gate</td> <td>370.00</td> </tr> <tr> <td>Greg’s Handyman Services – repaint bench</td> <td>375.00</td> </tr> <tr> <td>Greg’s Handyman Services – equipment</td> <td>375.00</td> </tr> <tr> <td>Oasis - document storage</td> <td>39.30</td> </tr> <tr> <td>CAPALC – Chairmanship Training</td> <td>50.00</td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>	Description	Amount	Salaries HMRC and pension	1549.08	Expenses – safety equipment and antivirus PC software	144.55	K&M Lighting	78.70	Greg’s Handyman Services – Sheppards Way	103.00	Greg’s Handyman Services – Gate	370.00	Greg’s Handyman Services – repaint bench	375.00	Greg’s Handyman Services – equipment	375.00	Oasis - document storage	39.30	CAPALC – Chairmanship Training	50.00		
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47	<p>A full payment schedule will be circulated at the meeting.</p>																						
48	<p>Balances and Bank Reconciliation. A full bank reconciliation and details of balances held as at 31st April 2020 will be presented at the meeting.</p>																						
49	<p><u>Policies and Parish Council Administrative Housekeeping</u> Monthly Consideration of Parish Council Risk. Cllrs to note play areas are still closed.</p>																						
50	<p>All Committee meetings have been currently suspended until further notice except for the Policy Committee which will go ahead on 15th June 7.30pm.</p>																						
51	<p>Reports from other groups Teversham C of E Primary School Governors – to receive a report if available. Bewick Bridge Community Primary School - to receive a report if available. Airport Consultative Committee – to receive a report if available. Police Issues. To discuss/share any issues.</p>																						
52	<p><u>Correspondence.</u> Members are welcome to view any of the correspondence detailed below: The latest edition of The Clerk and Clerks Direct</p>																						
53	<p><u>Planning.</u> 20/01372/P16 Local Planning Authority: South Cambridgeshire District Council Proposal: Base Station Installation upgrade at CTIL 302396, TEF N/A VF 18525, Newmarket Road SW3 Site address: Land at Newmarket Road Teversham Cambridge Reference: council made no comments</p>																						
54	<p>Approval of Details Reserved by Condition. For info only Local Planning Authority: South Cambridgeshire District Council Proposal: Condition 2- soft landscape Site address: Part Of Site With Planning Permission For Land To The North Of Newmarket Road Cambridge Reference: S/2753/19/COND2 Public Access link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/2753/19/COND2</p>																						
55	<p>Application for Non-Material Amendment (Section 96A). For info only Local Planning Authority: South Cambridgeshire District Council</p>																						

	<p>Proposal: Non Material amendment on application S/1004/18/RM- School Access Site address: Land North Of Newmarket Road Cambridge Reference: S/1004/18/NMA1 Public Access link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1004/18/NMA1</p>
56	<p>Application for Approval of Details Reserved by Condition. For info only. Local Planning Authority: South Cambridgeshire District Council Proposal: Condition 4- Ha-Ha Drainage detailed design Site address: Land North Of Newmarket Road Cambridge Reference: S/1004/18/COND4 Public Access link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1004/18/COND4</p>
57	<p>Approval of Details Reserved by Condition. For info only Local Planning Authority: South Cambridgeshire District Council Proposal: Condition 9- Balustrading detail Site address: Land North Of Newmarket Road Cambridge Reference: S/1004/18/COND9 Public Access link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1004/18/COND9</p>
58	<p>Items to report</p>

For Current Covid19 Updates please check the following websites:

South Cambs <https://www.scambs.gov.uk/coronavirus/>

AgeUK <https://www.ageuk.org.uk/information-advice/>