

Minutes of a Meeting of Teversham Parish Council
on Monday 2nd September 2013 at 7.30pm at Bewick Bridge Primary School

Present: **Chairman** Dave Kelleway **Councillors** Frances Amrani Oliver Fisher
 Liz Freeman Al MacInnes Simon Martin Kevin McIntyre
 Michael Nicholson Lup Yau

District Councillor Hunt attended until item 523 and County Councillor Williams attended for the entire meeting. The Clerk attended and took the minutes.

512. Apologies

Apologies were accepted from Councillors Denise Kelleway and Oxford. PCSO John Coppard was unable to attend.

513. Minutes

The minutes of the last Parish Council meeting held on 8th July 2013 were agreed and signed by the Chairman.

514. Public Forum

No members of the public attended the meeting.

515. Co-option of New Councillor

Mr Oliver Fisher introduced himself to the Parish Council and it was unanimously **RESOLVED** to co-opt Mr Fisher to fill the vacancy. Mr Fisher signed his Declaration of Acceptance of Office form and joined the rest of the Council at the table.

516. Report from PCSO John Coppard

There was no report from PCSO John Coppard.

517. Report from County Councillor

County Councillor Williams circulated a report prior to the meeting. He gave a verbal report about the recent settlement between Bam Nuttall and the County Council for the Guided Bus. He also encouraged Councillors to use the No 18 bus service on a Saturday. There were no other questions.

518. Report from District Councillor

District Councillor Hunt gave a verbal report centred around further savings being implemented by the District Council.

519. Clerks Report

There was no report as all matters are covered elsewhere on the agenda.

520. WING Project

A copy of the Chairman's proposed response to the Wing Masterplan was circulated to Councillors prior to the meeting. This document was born from the last meeting of the Consultation Committee. The Chairman encouraged members to consider their opinions to enable the Parish Council to firstly write to Marshall's and then to the District Council (once the formal application has been made). A lengthy discussion took place. It was **RESOLVED** that the Consultation Committee will meet again to formulate the final response. It was also agreed to contact both Fen Ditton and Stow-cum-Quy Parish Council's to find out their thoughts on the development. The Consultation Committee will meet again on 10th September 2013 at 5pm at the Baptist Chapel.

- 521. South Cambridgeshire District Council – Local Plan AND Cambridge City Council – Local Plan**
The Consultation Committee agreed to meet at 5pm 10th September 2013 to conclude the Parish Councils formal response to both SCDC and City Council's local plan. It was noted that the responses would need to dovetail with the response to the WING development.
- 522. Proposed Skate Park**
Meeting date to be arranged.
- 523. South Cambridgeshire District Council - Parish Council Liaison Meeting**
Councillor Martin agreed to attend the next liaison meeting on Tuesday 1st October at Cambourne between 6.30pm and 8pm.
- 524. ECOPS – PCSO's**
Members noted the survey currently being held about PCSO's. It was **RESOLVED** to formally write to express the Parish Councils support for this vital role. It was agreed that PCSO John Coppard is an asset to the village, providing outstanding community liaison. Members were also encouraged to respond to the survey individually.
- 525. Cambridgeshire County Council – Transport Strategy for Cambridge and South Cambridgeshire**
Members noted receipt of the Cambridgeshire County Council draft transport strategy to meet transport needs until 2013. As there are several issues that may effect Teversham, members agreed that the Consultation Committee should look over the plan and formulate comments on behalf of Teversham. Members agreed that the Council opposes to new roads being built close to the parish and the relocation of the Newmarket Road Park and Ride.
- 526. Cambridgeshire County Council – Winter Gritting Routes**
Members noted receipt of an email has been received from the County Council asking for comment on their gritting for the coming winter. There were no comments.
- 527. NALC – Local Councils Explained**
It was **RESOLVED** to purchase a copy of the new publication providing information about the role of parish councils, their councillors and officers and how they work, from NALC for £49.99.
- 528. Charles Arnold Baker – 9th Edition**
It was **RESOLVED** to purchase a copy of the latest version of Charles Arnold Baker for £60 from SLCC.
- 529. Cambridge Past, Present & Future – Invitation to attend a workshop to create a strategy for the River Cam**
Councillor Fisher kindly agreed to attend the workshop on Saturday 28th September 2013.
- 530. Milestone Public Art Project**
Councillors Amrani and Martin gave a verbal report. Members noted that an artist has been appointed.
- 531. Proposed Village Hall/Sports Provision**
The Chairman gave a verbal report following a meeting held on 12th July with the land owners representatives, along with the Chairman, Councillor Martin and the Clerk. To date, no further progress has been made.

532. Passenger Transport – Changes to Local Bus Service

Members noted that Whippet Coaches 18 will be replacing the existing A&P 16 service from 17th September. Route from Teversham – Fulbourn – The Wilbraham’s – Newmarket will run on a Tuesday/Friday and Saturday. It was **RESOLVED** to place timetables in each of the bus shelters.

9pm

533. Land Maintenance at Teversham Foxgloves

Members noted that:

- a. CGM carried out a further cut of the grass on behalf of the Parish Council during mid August. A piece of grass in Mandrill Close that has been missed off of the cutting programme and has been reported to SCDC.
- b. The Clerk has hastened Geoff Clark about the broken fence in Mandrill Close. It has been established that one of the home owners is responsible for the fence and the District Council were going to write to them and also the County Council/Highways as the fence is encroaching on the public highway.
- c. Members discussed the complaint received from a resident complaining about the severe cut carried on the hedgerow along Gazelle Way. The Chairman dealt with the complaint, and it was agreed that an article seeking residents opinions on how the hedge should be managed in future should be included. It was agreed that the Parish Council would like to see the hedge sympathetically cut on an annual basis.
- d. Cambridgeshire County Council (Karen Champion) asked if the Parish Council could take on the maintenance of a footpath running close to Fulbourn Old Drift (Tesco side) and the cycleway/footpath running from Gazelle Way to Cherry Hinton. Quotes have been obtained to carry out a one off cut and clear £880.00 + VAT and then for it to be managed annually (twice per year) £400.00 + VAT. Karen is working on getting extra funding released from the County Council to enable the PC to take over the maintenance.

534. Land Maintenance at Teversham Village

Members noted that an additional piece of grass in Lady Jermy Way has been added to the CGM contract as it has been missed off, following a request from a resident. The hedge at Pembroke Way has also been cut as part of the annual maintenance contract.

535. Highways

Members noted:

- a. Balfour Beatty carried out work to replace lanterns in street lights in Antelope Way, Borley Way, Capuchin Court, Caribou Way, Eland Way, Glenville Close, Impala Drive, Loris Court and The Lynx.
- b. Nicola Burdon has been appointed as the new Local Infrastructure and Streets Officer at the County Council. The following issue have been reported (again): Cycleway outside school in Church Road, re-lining of lines in Church Road, footpath and road surface deterioration in Church Road, and with the junction with Thulborn Close.
- c. The Clerk confirmed that she has met with a representative from Balfour Beatty to discuss the new lamps required at Spurgeons Close and the bus stop at the Nisa store.

Finance

536. Recommendations from Finance Committee

Members noted receipt of the minutes of the Finance Committee held on 29th July 2013.

It was **RESOLVED** to award the following pay increases, back dated to April 2012 and review salaries annually in line with the living wage rate.

Litter Pickers

A 2% increase for 2012 – back dated from 1st April 2012 to 31st March 2013 = £7.31 per hour

A 2% increase for 2013 – back dated from 1st April 2013 to date = £7.45 per hour

Clerk

A 1% increase backdated to 1st April 2013.

537. Staff Appraisals

It was **RESOLVED** that the Chairman and Councillor McIntyre will carry out the Clerk's appraisal (date to be confirmed) and that Councillor McIntyre and the Clerk will carry out the Litter Pickers appraisal (date to be confirmed).

538. Receipts

It was noted that there were no receipts.

539. Payments

It was **RESOLVED** to authorise the following payments:

Description	Cheque No	Amount
Mike Pittas – July Salary (paid 01/08/13)	BACS	149.02
Kim Quiggin – July Salary (paid 01/08/13)	BACS	1077.84
Jake Cowie – July Salary (paid 01/08/13)	BACS	69.70
Martin Parcell – July Salary (paid 01/08/13)	AJ301941	137.68
Kim Quiggin – August Salary – to be calculated, subject to increase	BACS	1027.84 + 11.25 expenses
Mike Pittas – August Salary – to be calculated, subject to increase	BACS	208.58
Jake Cowie – August Salary – to be calculated, subject to increase	BACS	90.90
Martin Parcell – August Salary – to be calculated, subject to increase	AJ301943	188.72
JRB – Invoice 11843 (Doggie bags for Recreation Ground)	AJ301944	133.80
Queensbury Shelters Ltd Inv 53541 repair bus shelter	AJ301945	385.20
Office Depot (Stationery) Inv 958246628	AJ301946	143.38
Victoire Press Inv 107497 Summer Tev News	AJ301947	108.00

Description	Cheque No	Amount
Ian Jakes – Plaster ceilings at Pavilion	AJ301948	420.00
Bewick Bridge Inv 178 Room Hire	AJ301949	70.00
Fenland Leisure Products – Inv 9726 – Swing Seats	AJ301950	342.00
Cambridge Water supply at Pavilion	AK301951	20.15
CGM (inv 4466, 3992,4311)	AK301952	809.58
P A Collacott & Co – Electrical work at the Pavilion	AK301953	1680.00
Hags-SMP Inv 025270 Swing seats	AK301954	332.64
No Butts Bin Co – Inv 513018 picnic table at recreation grd	AK301955	510.00
Alison Turnball	AK301956	400.00
Art Project – release of funding to Making Marks	AK301957	2000.00
Eon – electricity at Pavilion	AK301958	51.39
Duncan Wells – painting the telephone kiosk	AK301959	200.00
Craig Farrer Invoice 328	AK301960	135.90
TOTAL		10703.57

9.35pm

540. Lady Joan Jermy Eleemosynary Charity

Councillor McIntyre confirmed that he has the paperwork and has started to work his way through it. It was agreed that it is the Parish Council's desire to re-active the charity to put the money held to use as originally intended. Councillor McIntyre plans to make digital copies of all original documentation so the original copies can be archived for historical purposes.

Planning

**541. S/1803/13/FL Widening existing vehicular access (Gate C), Newmarket Road
Marshall ADG**

Members of the Planning Committee met after the Parish Council meeting and it was **RESOLVED** to make no recommendation.

542. S/1132/13/FL Side and Rear Extension, 17 High Street for Mr & Mrs Miller

Members noted that the Planning Committee met 6th June 2013 and agreed to make no recommendation. SCDC have granted permission, subject to conditions, dated 17th July 2013.

543. S/1150/13/FL Extensions 81 Fulbourn Road for Mr & Mrs Cade

Members noted that the Planning Committee met 6th June 2013 and agreed to make no recommendation, however concern was raised about the impact of the different heights of the roof. SCDC have refused permission dated 29th July 2013.

544. S/1285/13/FL First Floor Extension, 4 Sable Close for Mr Wood

Members noted that the Planning Committee met 19th July 2013 and agreed to make no recommendation.

545. S/1546/13/FL Two storey front and side extension, single storey rear extension, porch, 7 Pembroke Way, Teversham for Mr Khaled Ahmed

Members noted that the Planning Committee met 2nd August 2013 and agreed to make no recommendation.

546. Correspondence

Members noted receipt of the following correspondence:

a. Cambridgeshire ACRE

Members of Cambridgeshire ACRE now have exclusive access to a special members' area on their website.

b. ShapeYourPlace – details of this project were emailed to Councillors on 26th August. <http://southcambridgeshire.shapeyourplace.org>

c. Official Opening of New Facilities at Teversham Chapel

A personal invitation has been extended by Councillor MacInnes to members to attend the official opening of the refurbished Chapel on Saturday 7th September between 3.30 and 5.30pm.

d. Cambs Cricket Ltd – details of an event regarding managing and sharing sports pitches.

e. CPALC August 2013 bulletin – sent to all Councillors via email 25th August.

f. Bulletin from War Memorials Trust

g. Summer 2013 edition of Countyside Voice

h. SLCC Clerk Magazine

i. Broadfarm Group – photos of open day

Reports from Parish Council Committees

547. Community Care/Lifeline Committee

Members noted that the next meeting has been scheduled for 9th September 2013 at 6pm.

548. Recreation and Environment Committee

Members noted receipt of the draft minutes of the meeting held 15th July 2013. The next meeting has been re-scheduled for 14th October 2013 at 6.30pm.

549. Policy Review Committee

The date of the next meeting has been set for to be agreed as necessary.

550. Finance Committee

Members noted receipt of the draft minutes of the meeting held on 26th June 2013. The date of the next meeting has been set for 6.00pm 30th September 2013.

551. Newsletter

Please note that the cut-off date for articles for the next edition of the Teversham News will be 14th October 2013.

Reports from Other Groups

552. Teversham C of E Primary School Governors

There was no report.

553. Bewick Bridge Community Primary School Governors

There was no report.

554. Airport Consultative Committee

Members noted receipt of an email from SCAM (South Cambs Against Marshalls).

555. Neighbourhood Police Panel

Members noted that the next meeting will be held at Linton Heights Junior School on Tuesday 17th September 2013 at 7.30pm.

556. Items to Report

Councillor Nicholson suggested that the hedge along Fulbourn Road (opposite Ferndale) was still overgrown. The Chairman will take a look at this.

Councillor Martin reported that he had received a useful publication from www.architecture.com/cambridgegazette

Councillor McInnes asked for an update regarding placing a grit bin in Sheppard Way. The Chairman explained that the Council's request was previously denied by the County Council. County Councillor Williams asked the Clerk to forward correspondence relating to this request. The meeting closed at 9.27pm

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