

Minutes of a Meeting of Teversham Parish Council  
on Monday 5<sup>th</sup> January 2015 at 7.30pm at Bewick Bridge Community Primary School

Present: **Vice Chair** Frances Amrani  
**Councillors** Liz Freeman Oliver Fisher Kevin McIntyre Al MacInnes  
Simon Martin Michael Nicholson

County Councillor John Williams attended and left the meeting after item 18. The Clerk attended and took the Minutes. Mr Wilkie attended and left after he spoke during the public forum. Councillor Amrani, Vice Chair, took the meeting in Councillor Dave Kelleway's absence.

Before the meeting commenced, Keeley Russell from Balfour Beatty came along to speak with the parish council about the PFI (Private Finance Initiative) contract to upgrade 60,000 street lamps in the county. Work on Teversham's lamps is now scheduled to take place during March 2015. At the present time a total of 24 lamps are scheduled to be removed. The Parish Council can arrange for a public meeting so residents are made fully aware of the planned work and changes can be made to the planned works in some circumstances. The Parish Council can also 'adopt' any lamps scheduled for removal at a cost of £60 per year to cover electricity and maintenance. Keeley kindly agreed to send the Clerk a copy of the survey photographs, as it is not recommended to adopt any old style concrete posts as they have a very limited life expectancy.

The Chair thanked Keeley for attending the meeting and it was agreed to add this item to the Recreation Committee agenda to discuss in further detail.

The meeting proper commenced at 7.43pm

**1. Apologies**

Apologies were accepted from Councillors Dave Kelleway, Denise Kelleway and Ian Oxford. Apologies were also accepted from District Councillor Hunt and PCSO Julie Hajredini.

**2. Minutes**

The minutes of the meeting held on 1<sup>st</sup> December 2014 were agreed and signed by the Chair.

**3. Public Forum**

Mr Wilkie asked for a copy of Parish Councils bank balance and confirmation of the amount held as General Reserves as at 31<sup>st</sup> December 2014. He also asked for confirmation of how much is left under the budget heading 'Big Society'. He also asked if the contact information on the website is up to date. Members concluded that all details are correct, apart from Mr Yau's details are still included. The Clerk will arrange for these to be removed. Mr Wilkie also mentioned bus shelters, but not the context of his query. Mr Wilkie left before the Chair could clarify his questions or explain the timescales within which this information could be made available. The Clerk will present the financial information following the next Finance Committee meeting on 16<sup>th</sup> February 2015 as balances need to be agreed and signed off by members.

**4. To Fill Vacancy – Co-option of New Councillor**

As no applications were received, it was **RESOLVED** to advertise the vacancy on noticeboards and place an article in the next edition of the Teversham News, with the intention to co-opt a new member at the next meeting on 2<sup>nd</sup> February 2015.

**5. Elect Members to Committees**

No members came forward to join the Recreation Committee.

**6. Report from PCSO Julie Hajredini**

The Chair read from a report received from PCSO Julie Hajredini in her absence, circulated to members prior to the meeting. There were no questions.

**7. Report from County Councillor**

County Councillor Williams sent a copy of his report to the Council prior to the meeting. As this had been circulated, there were no questions. However, County Councillor Williams did confirm that it looks likely that the County Council will not be making any cuts to the public transport subsidies, so the No 18 service will be safe for another year.

**8. Report from District Councillor**

There was no report in District Councillor Hunt's absence.

**9. Clerks Report**

There was no report. All issues are covered elsewhere on the agenda.

**10. Teversham Local Highways Improvement**

Members noted that Councillor Dave Kelleway has been in further communication with Karen Lunn, regarding the improvements to the Airport Way/Church Road junction. Members now await final confirmation of the proposed layout/scheme.

**11. Proposed Village Hall/Sports Provision**

There was no report this month.

**12. Precept 2015-2016**

Members noted a precept of £69,000 has been requested for 2015-2016 for Teversham. The request was sent on 29<sup>th</sup> December 2014. The tax base for 2015/2016 is 986.7.

**13. Teversham Playgroup Grant**

Following a lengthy discussion, it was **RESOLVED** to award Teversham Playgroup a grant of £2,000. Members would like to see a copy of the accounts as at 31<sup>st</sup> March 2014 as soon as they are available and it was agreed that the grants policy should be reviewed by the Policy Review Committee at their next meeting in February.

**14. Future Land Maintenance at Teversham Foxgloves**

Members discussed the proposal received from South Cambridgeshire District Council to award the Parish Council a grant of £6,140 to manage the grass cutting and shrub maintenance at Teversham Foxgloves. Members noted that our current contractor has quoted the Parish Council a total of £8,160 + VAT to carry out 16 x cuts of the grass, along with 2 shrub cuts. This additional work will cost the parish an extra £2,020 per year, to be taken from the £4,500 budgeted for additional grass/landscaping works. It was **RESOLVED** to agree to trial the arrangement for a period of 12 months from 1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016.

**15. Borley Way Skate Park – WREN Funding**

Members noted that at the end of December, we received notification that we have been successful in our bid for funding towards the installation of a skate park at Borley Way from WREN. We have been awarded a total of £32,421.00. In order to release this funding, the parish council has to pay match funding of £3,566.31. It was **RESOLVED** that the Clerk should sign the form and issue a cheque, payable to FCC recycling (UK) Ltd, following a vote. Councillor Nicholson asked that this objection to the skate park project be minuted.

16. **Street Lighting Energy 1<sup>st</sup> October 2013 to 30<sup>th</sup> September 2014**  
Members **RESOLVED** to continue with the current arrangement to allow Cambridgeshire County Council to manage the energy costs for the 12 lamps the Parish are responsible for.
17. **Cambridge City Council – Cambridge City 20mph Project – Public Consultation**  
A lengthy discussion took place regarding the email received from Mr John Richards at Cambridge City Council, consulting the parish councils' views on the option of including part of Teversham Foxgloves in the proposal to reduce the speed limit to 20mph. It was unanimously **RESOLVED** to strongly object to the proposals. It was agreed that the Clerk should compose a response to be agreed by the Recreation Committee before submission. Members also delegated the issue of a consultation with residents to the Recreation Committee.
18. **Adoption of Standing Orders and Financial Regulations**  
It was unanimously **RESOLVED** to adopt the revised Standing Orders and Financial Regulations.
19. **Cambridgeshire County Council – Small Grants**  
Members noted information received from Children's Links, who manage a small grants fund on behalf of Cambridgeshire County Council.
20. **Cambridgeshire and Peterborough Clinical Commissioning Group**  
Members noted the ongoing consultation on the future of the NHS 111 number and GP out of Hours services has been launched. The consultation document is available at <http://www.cambridgeshireandpeterboroughccg.nhs.uk/have-your-say/111-OOH.htm>. It was **RESOLVED** that members should comment as individuals.
21. **South Cambridgeshire District Council – Parish Planning**  
Members noted details of the parish planning training sessions. Councillors MacInnes and Freeman kindly agreed to attend on behalf of Teversham.
22. **South Cambridgeshire District Council – Sustainable Parish Energy Partnership (SPEP)**  
Members noted receipt of an invitation to visit Gamlingay, taking in the Ecohub, the Community Wind turbine and the new Bike Bus Explorer on Sunday 11<sup>th</sup> January 2015 12:45 – 15:30.
23. **CAPALC Training Courses 2015**  
Members discussed the training sessions offered by Cambridge and Peterborough Association Local Councils for Councillors and Chairman. It was agreed to look at this option later in the year, following elections in May.
24. **Highways/Street Lighting**  
There were no new issues. The Clerk will endeavour to meet with Nicola Burden at one of her surgeries held in Fulbourn on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

#### **Finance**

25. **Invoices**  
Members noted that no invoices were issued during December 2014.
26. **Receipts**  
Members noted that there were no receipts during December 2014.

## 27. Unity Trust

Members noted that all signatories need to sign the forms in order to add Councillor Amrani as a signatory to the bank accounts. Councillor Martin signed the forms at the meeting. Councillors Dave Kelleway and Ian Oxford are still required to sign. The Clerk will make arrangements for them to do so outside of the meeting.

## 28. Payments

It was **RESOLVED** to authorise the following payments. Councillor Martin signed the cheques at the meeting and the Clerk will arrange for either Councillor Dave Kelleway or Councillor Oxford to sign the cheques outside of the meeting.

Description	Cheque No	Amount
M Pittas – November – paid 31.12.14	<b>BACS</b>	198.83
J Cowie – November – paid 31.12.14	<b>BACS</b>	92.63
K Quiggin — November – paid 31.12.14	<b>BACS</b>	1224.72
M Parcell – November – paid 183.50	<b>BACS</b>	183.70
Teversham Playgroup – Grant – agreed under item 13.	<b>AM302072</b>	2,000.00
CGM – Inv 6104 – December Contract	<b>AM302073</b>	542.20
SCDC Lifeline – payable to Post Office Limited	<b>AM302074</b>	56.42
Safeplay – Equipment Inspections	<b>AM302075</b>	612.00
Cambridge City Council - Lifeline	<b>AM302076</b>	97.89
PAYE Months 7, 8 & 9	<b>BACS</b>	1018.67
Cambridgeshire ACRE – membership renewal	<b>AM302078</b>	54.00
CPRE – membership renewal	<b>AM302079</b>	36.00
Office Depot	<b>AM302080</b>	109.55
FCC Recycling	<b>AM302081</b>	3,566.31
January Salaries to be Paid 30.01.15 for K Quiggin, M Parcell, M Pittas and J Cowie via BACS. Payroll will be run on Monday 26 <sup>th</sup> January 2015		To be calculated Not included in total
<b>TOTAL</b>		<b>9792.92</b>

**29. Staff Appraisals**

Members noted that Councillors Martin and McIntyre will be carrying out the Clerk's appraisal on 13<sup>th</sup> January 2015 at 6pm.

**30. Litter Picker Vacancy**

Members noted that one application has been received and Councillor MacInnes kindly agreed to interview the candidate with the Clerk. Arrangements for the interview will be confirmed following this meeting.

**31. Lady Joan Jermy Eleemosynary Charity**

Councillor McIntyre has put in a tremendous amount of effort to scan in all of the documentation held for the charity. Councillor Martin will now arrange for a meeting of the trustees to try and establish the future of the charity, before the Annual Parish Meeting.

**Planning**

**32. S/2564/14/FL Erection of two Storey Extension to Front of Dwelling at 42, Sheppard Way, Teversham for Mr M Critoph**

Members noted that the Application dated 21<sup>st</sup> November 2014, was discussed by SM, KM, AM and DK met at the end of the meeting and it was agreed to recommend refusal due to visual impact (goes beyond building line at front of property, overshadowing neighbouring property. Members were also concerned who actually owns the land that is being used as such an old map has been submitted with the plans.

**33. Correspondence**

Members noted receipt of the following correspondence:

- a. **Local Plan Examinations Cambridge City and South Cambridgeshire** – details of the hearings programme for the local plan submitted by Cambridge City and South Cambridgeshire.
- b. **Cambridgeshire County Council** – Changes to bus services from 4<sup>th</sup> January 2015 – only the No 17 is affected in Teversham.
- c. **Cool Venues** – copy of the presentation discussed at the beginning of the December meeting.
- d. **Cambridge Water** – copies of leaflets regarding their Cambridge Water Winter campaign.
- e. **Seasons Greetings from Broadway Farm Group** – Riding for the Disabled – they have not had a great year and welcome any of their supporters to attend on a Tuesday morning in term time at 10am to see where the money goes.
- f. **Cambridgeshire County Council** – details of Winter Health Pack

**Reports from Parish Council Committees**

**34. Community Care/Lifeline Committee**

Members noted that the date of the next meeting has been set for 6.30pm 12<sup>th</sup> January 2015.

**36. Recreation and Environment Committee**

Members noted that the date of the next meeting has been set for 7.30pm 12<sup>th</sup> January 2015.

**37. Finance Committee**

Members noted that the date of the next meeting has been set for 16th February 2015 at 6.30pm.

**38. Policy Review and Staffing Committee**

Members noted that the next meeting will be on 16<sup>th</sup> February 2015 at 7.30pm.

**39. Consultation Committee**

There is currently not meeting of this committee scheduled.

**40. Newsletter**

Members noted that the cut off for the next edition will be **16<sup>th</sup> January 2015**. During the meeting it was agreed to try and include articles on the planned street lamp removals/replacements by Balfour Beatty and the proposed reduction of the speed limit in the Parish.

**Reports from Other Groups**

**41. Teversham C of E Primary School Governors**

There was no report.

**42. Bewick Bridge Community Primary School Governors**

There was no report.

**43. Airport Consultative Committee**

There was no report.

**44. Neighbourhood Police Panel**

There was no report.

**45. Items to Report**

Councillor McIntyre reported further fly tipping in Speedwell Close and the layby on Cherry Hinton Road. It was agreed this issue will be discussed by Recreation Committee.

Councillor MacInnes asked if the Recreation Committee could discuss additional Christmas lights for the parish for December 2015. Members agreed this would be a good idea, but noted they are very grateful to Borley Brothers for providing the existing lights.

The meeting closed at 9.45pm