

## Minutes of the Meeting of Teversham Parish Council

on Monday 6<sup>th</sup> November 2017 at Bewick Bridge Community Primary School at 7:30pm

Present: **Chair** Cllr Kelleway **Councillors** Bramley, Fisher, Hills, MacInnes, Martin, Nicholson, the Clerk, SCDCllr Hunt, and 6 members of the public.

1711/01	<p><b>Public Forum.</b></p> <p>Six members of the public presented letters and a petition against the removal of the skate park. There was discussion on what else could be done to save the park including filling the ramps with concrete. The Chairman explained the process the Council have to go through.</p>	<b>Action</b>
1711/02	<p><b>Apologies</b> were received and accepted from Cllrs Amrani, Freeman and Oxford all for personal reasons. SCDCllr Hunt also sent her apologies.</p> <p>It was resolved to change the order of the agenda to take items related to the skate park whilst members of the public were present.</p>	
1711/08	<p><b>Retrospective Planning Application for Fence S/3086/16/FL.</b> The planning application has been refused; the enforcement notice has been suspended as part of the appeal process. The noise abatement notice cannot be suspended although it is being appealed. Therefore the skate park has been fenced off by Mr Jaggard and Council thanked him for this. Council are waiting to hear the court date and whether any other information needs to be provided to Mr Philip Kratz. Cllrs are also meeting with Evolution who installed the skatepark to discuss the issues the park has caused. Alan Saunders the consultant who carried out the noise survey commissioned by the Council has asked to be informed of the court date.</p>	<b>Clerk Cllr Kelleway</b>
1711/09	<p><b>Update on Freedom of Information Request.</b> Council have still not received the information requested from SCDC despite the request being made 35 days ago. It was resolved that a complaint will be made to the Information Commissioners Office. The financial data requested from the Parish Council under FOI has been collated and will be sent later this week.</p>	<b>Cllr Kelleway Clerk</b>
1711/10	<p><b>Birketts Terms of Engagement</b> was signed by the Clerk.</p>	<b>Clerk</b>
1711/03	<p><b>To approve the Minutes of the last Parish Council meeting Monday 9<sup>th</sup> October 2017.</b> The minutes were agreed to be a true record of the meeting and signed.</p>	
1711/04	<p><b>To take CCC, SCDC and Clerk reports (15mins)</b></p> <p>A written report was received and circulated from Cllr Williams. The main points were the withdrawal of the offer from Whippets to run a bus service from the village into the city centre. The possibility of a bypass around the Cherry Hinton North Development and capacity of the rail lines and the possibility of a new station on Teversham Road. A number of questions were asked concerning the overall control of transport. It was noted and that there are still pot holes on the High Street and that the speed cushions on Fulbourn Road need resurfacing.</p>	<b>Clerk</b>
1711/05	<p>A written report was received and circulated from SCDCllr Hunt. The main points of which were an update on Taxi licensing including the suggestion that all pre-bookable taxis be wheelchair accessible and the nominations for Community Awards.</p>	

1711/06	The Clerk reported that fallen branches on Foxgloves have been reported and fly tipping behind the Nisa. There are still problems with the PC computer and it was resolved the Clerk look into the option of a new laptop and bring some suggestions back to council.	Clerk
1705/07	<p><b>Matters Arising</b></p> <p><b>Need to Increase Parking Capacity on Sheppard Way.</b> The Clerk has yet received no response to this.</p> <p><b>Items 1711/08, 1711/09, 1711/10 were taken earlier in the meeting.</b></p> <p><b>There was no update on Proposed Village Hall/Sports Provision.</b></p> <p><b>There was no update on the redevelopment of Pembroke Way.</b></p>	
1711/11		
1711/12		
1711/13	<b>Grass Cutting Contract Review.</b> It was resolved to continue with Hamill Landscaping for another year and request an extra cut of the hedge on Pembroke Way every year and raise concerns about the recreation ground, and whether it might require an extra cut.	Clerk
1711/14	<b>Consideration of quote for removal of fence at Sheppard Way/Whitgift Road play area.</b> It was resolved to accept the quote from Greg Smith for £75.	Clerk
1711/15	<p><b>Consideration of dates for the Annual Parish Meeting and Annual Meeting of the Parish Council.</b></p> <p>Monday 14<sup>th</sup> May will be the annual meeting of the parish council</p> <p>Monday 21<sup>st</sup> May will be the Annual Parish Meeting.</p>	
1711/16	<b>Existing Highways/Fly Tipping and Street Lighting Issues.</b> There were no updates.	
1711/17	<b>New Highways and Street Lighting –</b> there was nothing to report.	
1711/18	<p><b>Finance</b></p> <p><b>No Invoices have been sent but the Clerk has filed a claim for refund of VAT</b></p> <p><b>No Receipts have been received</b></p>	
1711/19	<p><b>Payments</b> of £3709.19 were agreed.</p> <p>Council noted there have been funding requests from Little Cherries and Teversham Playgroup which will be considered at the finance meeting when small grants are considered. A request from Broadway Farm Group will be considered at the March Finance meeting when small grants are considered.</p>	Clerk
1711/20	<b>Balances and Bank Reconciliation.</b> A full bank reconciliation and details of balances held as at 31 <sup>st</sup> October 2017 were presented and are attached to the end of the minutes.	
1711/21	<p><b>Policies and Parish Council Administrative Housekeeping</b></p> <p><b>Monthly Consideration of Parish Council Risk.</b> This will need to be reviewed once the Clerk has attended the new data protection training.</p>	
1711/22	<b>Recreation and Environment Committee<sup>^</sup>.</b> Draft Minutes were noted.	

1711/23	<b>Finance Committee.</b> The next meeting has been scheduled for Nov 20 <sup>th</sup> 7.30pm	
1711/24	<b>Policy Review and Staffing Committee.</b> There is no date agreed for the next meeting.	
1711/25	<b>Consultation Committee.</b> No meeting is scheduled at the present time.	
1711/26	<b>Community Care / Lifeline Committee.</b> It was agreed to move the meeting together the 27 <sup>th</sup> November or 11 <sup>th</sup> of December. As the Clerk may not be able to make either meeting Cllr Bramley has offered to take the Minutes	
1711/27	<b>Bus Group</b> –there has been no meeting.	
1711/28	<b>Teversham C of E Primary School Governors</b> - nothing to report.	
1711/29	<b>Airport Consultative Committee</b> - nothing to report	
1711/30	<b>Neighbourhood Police Panel/Police Issues</b> - nothing to report.	
1711/31	<b>Correspondence.</b> Was noted from: LCR magazine of the National Association of Councils	
1711/32	<b>Planning .</b> S/3726/17/PA Council noted prior approval for a single storey extension for 70 High Street for Michael Thomas and Phillipa Drake. Revised plans sent for info only.	
1711/33	The Council made no further comment regarding the amendment of the removal of a first floor NE facing window for S/3312/17/FL Erection of one dwelling and garage on land R/O 38 High Street for Mr David Vos.	
1711/34	<b>Items to report</b> – The Winter Teversham News have been distributed for delivery. Friday 1 <sup>st</sup> December the Christmas lights will be switched on at 6pm on the village green. The pension forms have been sent. The clerk will ensure all is up to date.	

The meeting closed at 9.25pm

Teversham Parish Council Payment Schedule  
Monday 6<sup>th</sup> November 2017

Description	Cheque No	Amount	Sig 1	Sig 2
R Whitehouse – October salary paid 31 <sup>st</sup> Oct.	<b>BACS</b>	237.08		
M Parcell – October salary paid 31 <sup>st</sup> Oct.	<b>BACS</b>	288.80		
Caroline Pittas-Goldsmith – October salary paid 31 <sup>st</sup> Oct.	<b>BACS</b>	232.38		
Clerk Expenses	<b>302628</b>	58.13		
Hamill Landscapes	<b>BACS</b>	1,366		
Office Depot	<b>302629</b>	55.00		
Office Depot	<b>302630</b>	45.80		
HMCTS (Magistrates Court Fee)	<b>302631</b>	226.00		
Birketts	<b>302632</b>	1,200.00		
<b>TOTAL (does not include payments marked *)</b>		2509.19		

B Whitehouse 6<sup>th</sup> November 2017

October Bank Reconciliation		82026.40
Presented from Sept	117.36	81909.04
October Expenditure	2728.05	79180.99
Salaries	1370.05	77810.94
Unpresented C302620	10.31	77821.25
Reserve Account		6014.30
Cambridge BS		68746.50
	<b>Total</b>	<b>152582.05</b>