

Minutes of the Meeting of Teversham Parish Council

on Monday 15th January 2018 at Hope Community Church at 7:30pm

Present: **Chair** Cllr Kelleway **Councillors:** Amrani, Fisher, Freeman, Hills, MacInnes, Martin
Nicholson, Oxford, Van de Walle, the Clerk, SCDClr Hunt, CCCLr John Williams.

1801/01	Apologies, Welcome and Introductions. Apologies were received and accepted from Cllr Bramley for personal reasons.	
1801/02	Declarations of Interest – there were no declarations of interest made.	
1801/03	Public Forum – there were no members of the public present	
1801/04	Presentation on Cherry Hinton North from Snapdragon Consulting. The company were not able to attend and a future date will be sought.	Clerk
1801/05	<p>To take CCC, SCDC and Clerk reports (15mins) To receive a report from CCCLr Williams. CCCLr Williams reported that Highways are reconsidering resurfacing the footpath in Marshalls Close. The planning applications for the Wing and Cherry Hinton North Developments will be considered at a meeting on 24th January. The County Council is £4.5 million in the red and can put council tax up 2.99%. If the tax doesn't go up there will simply be less money to support the work of the council. The government are not giving the council any financial assistance. Additionally only 75% of business rates can be kept rather than the full amount (as the government informed the Council last year). The Carers Scheme has been relaunched as there is a shortage of foster parents in Cambridge. The Police Commissioner has proposed to increase the policing proportion of the precept. Cllr MacInnes asked how Cambridge County Councils precept compared with the rest of the country. CCCLr Williams responded that CCC is the third lowest.</p> <p>To receive a report from SCDClr Hunt A written report was received from SCDClr Hunt the main points of which were: A South Cambridgeshire family has become the first to be rehoused through the District Council's private sector leasing scheme. Shire Homes has been set up by SCDC as a way of helping residents who need assistance to be able to afford to rent a private property locally. The Shire Homes management service offers landlords lettings services, property inspections, rent and service charge collection, repairs and guaranteed rental income even when properties are empty. Landlords with good quality properties can sign up for a minimum of 3 years to let their properties. The Council takes over management of the properties and offers them to those needing homes at an affordable rent below market rate. The Council is aiming to bring a total of 40 homes onto the private rental market via Shire Homes within the next 12 months.</p>	

	<p>Cllr Amrani asked if the bin collection problems have been sorted and asked for clarification regarding a rumour she had heard concerning the DC and Universal Credit.</p> <p>SCDCllr Hunt replied that only the day can be specified for bin collections not the times. The day the bins were not collected a lorry had broken down.</p> <p>The district council won't manage Universal Credit but will be affected by it when people change benefits. There may be periods of 7 weeks where people are not receiving benefits.</p> <p>To receive a report from the Clerk</p> <p>The Clerk reported that the Council's computer is currently working correctly and that she and Cllr Oxford have started to look at replacements. She also requested that she can order the replacement bin lid for the bin beside the Skatepark and that Council agree to sign the cheque for the Poppy Wreath which had been missed. Council agreed to both of these requests.</p> <p>It was also brought to the Councils attention that the harris fencing around the skatepark is not secured everywhere allowing access.</p> <p>1801/06 To approve the Minutes of the last Parish Council meeting held on Monday 4th December 2017. The minutes were accepted as a true record of the meeting and signed.</p> <p>1801/07 Matters Arising</p> <p>1705/07 Need to Increase Parking Capacity on Sheppard Way. The Clerk has not yet received a response to this. It was resolved to seek further clarification.</p> <p>.</p> <p>1801/08 Update on the Borley Way Skate Park appeal against the refusal of Retrospective Planning Application for Fence S/3086/16/FL.</p> <p>The meeting held on 12th December was attended by 4 members of the public. Cllr Kelleway gave an update on the Skate Park. There was considerable discussion on how to move forward and quieten the ramps. As it is winter and any movement over the park will damage the grass it was decided to seek quotes for the cost of ballast, a 4 tonne dumper truck and grass protection before moving forward in February.</p> <p>Noise Abatement Notice. Report on hearing at the Cambridge Magistrates' Court, which was held on Thursday 4th January 2018.</p> <p>The appeal hearing will be held on 31st May;</p> <p>There will be a pre-hearing case management meeting on 17th May (which is likely to be procedural).</p> <p>It was agreed that the appeal would be before a District Judge rather than lay magistrates due to the complex areas of law. The procedural "directions" will be drafted in the next few weeks and will be circulated in due course.</p> <p>Linked Planning and Enforcement appeals - Play Area near to Borley Way/Sheppard Way,</p> <p>The timetable for the initial due process; both sides have until 15 January to submit full statements, and then until 5 February to comment on each other's. The appeal will be by way of written representations, with a formal site visit in due course.</p> <p>Cllr Nicholson commented that SCDCllr Hunt has been reporting facts in regards to the skatepark and not going against the Parish Council .</p>	Clerk
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1801/09	Proposed Village Hall/Sports Provision – Council noted there is no further update except for the suggestion from Simon Somerville-Large to hold another meeting.	
1801/10	Redevelopment of Pembroke Way - Council noted there is no further update.	
1801/11	Website. Eyelid Productions will build the website for a one of cost of £500. Details were circulated for information. There was considerable discussion and a number of questions raised it was resolved to hold another meeting with Cllrs Amrani Oxford, MacInnes, Martin and the Clerk to discuss further.	Clerk
1801/12	Cambridge Local Plan and South Cambridgeshire Local Plan: Main Modifications Consultation. It was resolved that Cllrs would make their own comments.	All Cllrs
1801/13	Consultation regarding the police precept. The Commissioner is proposing to increase the policing part of the Council Tax by £1 per month per household - £12.00 per year (based on a Band D property). It was proposed by Cllr MacInnes and seconded by Cllr Freeman with all in favour that the Council should vote for ‘Option 1: you agree to an increase by £1 per month (an increase of 55 Police Officers)’	Clerk
1801/14	To consider a new initiative - Cleaner Communities – New Pilot Schemes for street cleaning. Cllr MacInnes will complete the expression of interest form.	Cllr MacInnes
1801/15	Defibrillator – the Clerk has ascertained we cannot apply for Community Chest Funding for this purchase. The Trustees of the Hope chapel are considering the proposal. Cllr Freeman volunteered to research other funding options and will liaise with the Clerk.	Cllr Freeman and the Clerk
1801/16	To consider SC Community Awards , which highlight people and organisations at the heart of their neighbourhoods. Nominations are open on SC website until 19 th January 2018. Cllr Bramley would like to nominate Hope Community Church and it was resolved that Cllr MacInnes should be nominated for the Village Hero Award.	Clerk
1801/17	Existing Highways/Fly Tipping and Street Lighting Issues. The washing machine dumped in the layby has been removed. The Clerk has not yet heard back from Balfour Beatty regarding a contract to look after the Council’s street lights and a quote to fix the broken light on Dolphin Close despite enquiries from the Clerk but has been assured the request is in the system.	
1801/18	New Highways and Street Lighting Council noted Cllr Kelleway has reported the keep left bollards at either end of the Fulbourn Road traffic calming to Highways The two large potholes on the Fulbourn Rd/Ferndale roundabout have already been reported. The County Council has said that all of these issues are down for action shortly. There has been a trolley left in the layby on Cherry Hinton Road. There was some discussion on how to reduce the amount of fly tipping and to request another recycling bin with the hope that it would help reduce the amount of	Clerk

	<p>rubbish left there. There is a sign outside the school on the left hand side of Airport Way as you leave the village that has fallen down. The Clerk was asked to report it.</p>	Clerk
	<p><u>Finance</u> No Invoices have been sent</p>	
1801/19	No Invoices have been sent	
1801/20	<p>Payments of £3204.62 were agreed. A full payment schedule was circulated at the meeting.</p>	
1801/21	Balances and Bank Reconciliation. A full bank reconciliation and details of balances held as at 31 st December were presented.	
	<p><u>Policies and Parish Council Administrative Housekeeping</u></p>	
1801/22	Monthly Consideration of Parish Council Risk – no new items identified.	
1801/23	Recreation and Environment Committee - the next meeting is January 22 nd , 6.30pm.	
1801/24	Finance Committee. The next meeting is February 19 th , 6.30pm.	
1801/25	<p>Policy Review and Staffing Committee. The next meeting has been scheduled for February 19th, 7.30pm. The Clerk left the meeting and Cllr Kelleway reported that the Clerks 6 month probation appraisal was held with Cllrs Amrani and Kelleway on October 24th.</p> <p>The Chairman felt the Clerk had done very well, and had hit the ground running, with a couple of difficult issues to deal with, and that some areas were agreed to work on for the future.</p> <p>It was agreed that the Clerk will be paid for 1 extra spinal column point on her salary from Oct 24th as per her contract, as she had demonstrated her suitability for the job.</p> <p>It was also agreed that the Clerk will be paid 1 extra scale point from the same date, for the CILCA qualification.</p> <p>The council also wished to record their appreciation of the clerk's work with the Council us so far.</p>	
1801/26	Consultation Committee. No meeting is scheduled at the present time.	
1802/27	Community Care / Lifeline Committee. The next meeting is on March 19 th 6.30pm. The Minutes of the meeting held on 11 th December have been circulated.	
1803/28	Bus Group – the group have not met.	
	<p><u>Reports from Other Groups</u></p>	
1801/29	Teversham C of E Primary School Governors – Cllr MacInnes reported that all is going well in KS1.	
1801/30	Bewick Bridge Community Primary School – no report was received.	
1801/31	Airport Consultative Committee – no report was received.	
1801/32	Neighbourhood Police Panel/Police Issues – no report was received.	
1801/33	<p>Correspondence. The following correspondence was noted: Cambs Fire Annual Report HMRC – change to VAT claim forms</p>	

<p>1801/34</p> <p>1801/35</p> <p>1801/36</p>	<p>Cambridgeshire Acre Renewal Thanks Romsey Mill – newsletter Countryside Voice Winter Teversham Playgroup – thanks .</p> <p>Planning. For information : S/4341/17/DC for info only Discharge of condition 31 (Archaeology) of planning permission S/3591/16/FL. Land to the South of Hangar 21, West of , Land at Cambridge Airport for Richard Oakley, Marshall Group Properties Ltd</p> <p>S/4295/17/FL 81 High Street Teversham for Mr & Mrs K Johar for Single Storey Rear Extension, Loft Conversion, Front Porch & internal alterations. The Council resolved to make no comment.</p> <p>Items to report Teversham News - Winter edition article deadline Monday 22nd January. Cllr Martin suggested we send Romsey Mill details about the Councils grant application process. Cllr MacInnes mentioned the ecops survey about reporting incidents online. He has used the system and reported that it's not very user friendly and needs to be made easier. Cllr MacInnes reported that the Christmas lights didn't work all through the holiday period and that the problem has not been resolved. He has also received an offer from a resident to extend the Christmas lights. There is an estate agents board at the end of Borley Way and it was requested that this be reported to Nicola Burden.</p> <p>The meeting closed at 9.20pm.</p>	<p>Clerk</p>
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Teversham Parish Council Payment Schedule
Monday 15th January 2018

Description	Cheque No	Amount	Sig 1	Sig 2
R Whitehouse – December Salary paid 29 th Dec.	BACS	908.87		
M Parcell – December Salary paid 29 th Dec.	BACS	228.80		
Caroline Pittas-Goldsmith – December Salary paid 29 th Dec.	BACS	232.38		
NEST pension payments	Direct Debit	234.60		
NEST pension payments	Direct Debit	58.66		
Clerk Expenses	302640	25.20		

Description	Cheque No	Amount	Sig 1	Sig 2
Hamill Landscapes – Dec Inv 000161	BACS	1,366.00		
Bewick Bridge Community Primary School Inv 092017	BACS	44.00		
Clerks and Councils Subscription renewal	BACS	12.00		
SCDC Piper Lifeline	302641	58.11		
Campaign to Protect Rural England	302642	36.00		
Royal British Legion – poppy wreath	302643	18.50		
*R Whitehouse – January Salary to be paid 31 st Jan		909.07		
*M Parcell – January salary to be paid 31 st Jan		350.07		
*C Pittas-Goldsmith - January salary to be paid 31 st Jan		373.21		
TOTAL (does not include payments marked *)		£3223.12		

December Bank Reconciliation			77996.15
Dec expenditure	7060.15		70936.00
Dec Salaries	1370.05		69565.95
Unpresented cheque C302620	10.31		69555.64
Unpresented cheque C302610	58.13		69497.51
Reserve Account			6014.30
Interest		1.92	6015.59
		0.92	6016.51
Cambridge BS			68746.50
		Total	144,260.52

B Whitehouse 15th January 2018