

GREAT SHELFORD PARISH COUNCIL

Minutes

Parish Council meeting held in the Pavilion, Woollards Lane on Wednesday 15th February 2017 at 1930hrs

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1. Present: Councillors Mike Nettleton (Chair), Bridget Hodge (Vice Chair), Malcolm Watson, Peter Fane, Richard Davies, Barrie Ashurst, David Coggins, Helen Harwood, Angela Milson, Stefan Harris-Wright, Charlie Nightingale (District Councillor), Ben Shelton (District Councillor) and Tony Orgee (County Councillor)
Parish Clerk: Mike Winter
Chair announced Councillor Stephen Chittenden had resigned from Parish Council with immediate effect.
Clerk checking Co-Option process previously used is still applicable.
Vacancy to go Notice Board as soon as cleared by SCDC Electoral Services
Two members of the public.
Apologies Received: Councillors, Simon Talbott, Stefan Harris-Wright, Carrie Hillard and Gail Kenney (County Councillor)
District Councillor Whiteman Downes not in attendance
2. There were two declarations of interest received.
Councillor Mike Nettleton, Eagle Analysis Invoice on payment schedule.
Councillor Helen Harwood, garden gang expenses on payment schedule
3. **The meeting was then adjourned for up to 10 minutes when members of the public were able to ask questions of the Council and put forward points of view in respect of the business on the agenda.**
Jim Rickard, Ashen Green resident, declared his involvement in the Neighbourhood Plan group and reviewed the current position of the group. The Parish Council were asked to support the group and that the groups Terms of Reference would be referred to the next Parish Council meeting for agreement along with a proposal on ratification of membership for Parish Council information only.
Parish Council support was provisionally given to the Neighbourhood Plan group.
With no further issues raised by the public attending, the meeting was reconvened at this point for the Parish Council Agenda
4. Minutes of the Parish Council meeting of 18th January 2017 were confirmed as being an accurate record and were signed by the Chair.
5. Consider Matters arising from meeting of 18th January 2017
 - Item 7c & 9
Clerk re Recreation Ground shelter.
On review by Clerk, considers that removal of screens, as instructed may seriously deteriorate the structural integrity and cause a serious safety seating hazard with no back to seating poles. Clerk recommends not progressing this action and considering any other options.
Councillor Stefan Harris-Wright offered a colleague who could provide a structural review of the shelter. This was agreed as necessary prior to any potential changes.
 - Item 12
Clerk advised Defibrillator Cheque received from The Shelford Support Group was now out of date any support will require a new cheque issue
Currently proposed outside Tesco in an open environment will require an outdoor pack (Unlocked?) at approximately £1,400 plus fitting.
This will not be insured for theft, use or liability.

Further Parish Council investigations into costs, use, positioning and central register info are to be undertaken.

The topic will be brought back to the Parish Council Agenda when all issues are clearer for approval.

- Item 13
Clerk reported Precept Application agreed with SCDC of £185,000
Response from SCDC, the precept of £185,000 will give a band D equivalent of £93.81 in 2017-18, this is a decrease of 40p or 0.40% below the band D equivalent charge in 2016-17. The precept requested for 2017-18 is the same as the previous year. The tax base has increased from 1,963.8 to 1,972.1. These changes result in a decrease in the band D equivalent cost.
- Review of the Presentation from Chief Inspector James Sutherland, Area Commander- South Cambridgeshire, Cambridgeshire Constabulary.
Residents should be encouraged to take up the CI offer of support on burglary prevention methods
Parking decimalisation process should be discussed with other local Parish Councils but await the details of imminent Police Crime Bill legislation before any decisions are made.

6. Reports from Elected Representatives were received

- a) District Councillor Ben Shelton verbally reported
 - Refuse collection dates for Great Shelford change from Monday to Tuesday on Monday 27th February 2017
 - SCDC Council Tax proposed increase of £5 on a band D property. Equivalent to a 3.8% increase. SCDC meeting on 28th February to review proposal.
 - SCDC Central Government Grant had been reduced by £700,000 and various local initiatives were expected to fund £300,000 of the reduction. Central Government Grant in 2008/9 was £7m with 2018/19 at £0.
 - Any Business Rates increase was a Central Government collection with only a % returned to Local Government.
 - Recruitment of a new Chief Executive was in process with the current Executive Director standing in until any appointment.
 - He was Chairman of the Partnership Review Committee that reviewed external co-operation and the committee meet four times per year
- b) County Councillor Tony Orgee February report previously circulated and reviewed, main topics
 - CCC Budget approved at 0% Council Tax plus 2% for Social Care precept. An increase of £24 on a band D property
 - LHI Scheme proposal for Great Shelford was supported by both County Councillors at the recent review,
Results from the CCC Highways and Community Infrastructure Committee would be available on 14th March 2017 with agenda information a week prior.
 - County Councillor Tony Orgee announced he would not be standing for office on future occasions
 - The Parish Council thanked County Councillor Tony Orgee for his long standing support of Great Shelford village topics.

7. Standing Committee Reports

General request from Chair for Councillors, including County & District to submit reports in good time allowing reading prior to meeting.

- a) **Highways:** February report previously circulated, main topics
 - Open Village meeting on 24th January 2017 in Memorial Hall re Car Park attended by around 70 people. Detail of discussions to be raised at next Highways Committee meeting. TRO expected to be produced for review at the next meeting.

- Tunwells Lane ? Station Road Traffic Lights upgrade by CCC.
Work completed on 13th February 2017
 - LHI 2017 application of School flashing lights for Church Street.
A 50% Parish Council contribution may be necessary
 - LHI 2016 progress with CCC is being made. TROs in draft with a possible further 3 month period before approval.
- b) Planning:** Minutes for 7th February 2017 meeting previously circulated
- Eight new applications reviewed. Four approvals and Two refusals noted. Eight Tree applications reviewed.
 - Councillor Angela Milson to act as succession chair
- c) Recreation Ground:** February report previously circulated, main topics
- Copse Project underway with White lining marking out proposed planting areas and pathways. Resident's views are welcomed prior to planting process on 18th March 2017.
 - Riverbank, stone access points to be reviewed.
 - Feast 2017, food vans in car park requested. Clerk requires traders liability insurance prior to agreement
- d) Cemetery and Allotments:**
- The Parish Council express their thanks to Mr Taylor who as a volunteer has helped for many years with the upkeep of Freestones Corner green area. His contribution will be greatly missed.
 - The Garden Gang will be attending to some issues on Buristead Road / High Street
 - Councillor Carrie Hillard to act as succession chair
- e) Finance and General Purposes:**
No new updates
- f) Neighbourhood Plan Joint Committee:** Minutes for 25th January 2017 meeting previously circulated
- Joint funding agreed with full governance direct to Stapleford Parish Council.
 - All relevant governance documentation provided by Stapleford Parish Council Clerk to Great Shelford Parish Council Clerk.
- g) Playscape Liaison:** Minutes of Group meeting on 6th February 2017 previously circulated
- Further Erect funding to Planning application stage to be reviewed at next Recreation & Pavilion meeting
 - MoU to be clarified and signed asap
- h) Police Liaison:**
No new updates
- i) Social Media:**
- Updating of new website delayed due to code access problem.
 - Clerk reviewing and updating asap
- j) Community Association:**
- Extension of fire alarm system for village hall under consideration
- k) Parochial Charities & Schools:**
No new updates
- l) Twinning Association & Feast Liaison:**
- Visit to Great Shelford of around 60 visitors over Easter period
- m) Library:**
No new updates
- n) Local Liaison Forum, City Deal:**
- Busway extension at cost of £42m rejected
- o) Pavilion:** February report previously circulated, main topics
- Half Term use of Pavilion proved very successful
 - Heating system again causing problems. Clerk to review with Munro

8. Review Arrangements, External Communication & Format for the APM, Wednesday 19th April
Councillors Angela Milson and Peter Fane update on progress
- Blitz letter to residents in mid-March, delivery to be assisted by friends and neighbours, name to Councillor Angela Milson
 - Councillor Bridget Hodge to provide breakdown of roads & houses
 - Panel of Committee Chairs to answer questions
 - Posters for hallways
 - Five Important Topics to be presented
 - Clubs and Associations to be contacted for reports asap
9. Approve full year CGM schedule and charges for 2017
Agenda Note Circulated
Approval of Chairman's Action in confirming additional CGM village clearance work prior to financial year end and 2017 year schedule
Proposed: Councillor Malcolm Watson Seconded: Councillor Angela Milson
Vote: Unanimous
10. Review Christmas Lighting 2016 contributions to date and agree process for Christmas 2017
Agenda Note Circulated
Festive Impact street illuminations
Invoice for £2,800 paid in 21st December 2016
Contributions received to date, total £300, representing a £2,500 shortfall in contributions to breakeven.
Councillor Charlie Nightingale to readdress contributions and update at next Parish Council meeting.
Plans for Christmas 2017 to be reviewed well in advance, with Clerk to take overall responsibility for all events and lights switch on being a non-political representative.
11. Review and Approve Financial monthly accounts for payment and Note receipts
Clerk Mike Winter presented a schedule at meeting of Payments and Receipts for Month of February in Financial Year 2016 / 2017
This was accepted with 14 cheques valued at £6,350-27p for payment

Schedule of CCC charged street lighting circulated. Clerk to communicate with CCC on future process to bill private locations directly.
12. Review of new external Correspondence
- Grange Field representative, Land Partners confirmed date of 22nd March for initial review meeting
13. Matters raised for future agenda consideration were
- a) Riverbank access improvements to be reviewed at a meeting in March / April 2017
14. With all Agenda items covered the Chair closed the meeting at 2135hrs.
Reminders
- Next Parish Council Meeting - Wednesday 15th March 2017

Note. All the above is the official minutes of the Parish Council meeting on 15th February 2017 that have been reviewed by Parish Council with full adoption awaited at the next Parish Council meeting

Signed
Chair
Great Shelford Parish Council

Date