

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Parish Council meeting held in the Pavilion, Woollards Lane on Wednesday 18<sup>th</sup> January 2017 at 1930hrs

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1. Present: Councillors Mike Nettleton (Chair), Bridget Hodge (Vice Chair), Malcolm Watson, Simon Talbott, Peter Fane, Richard Davies, Barrie Ashurst, David Coggins, Stephen Chittenden, Stefan Harris-Wright, Carrie Hillard and Charlie Nightingale (District Councillor), Ben Shelton (District Councillor), Tony Orgee (County Councillor)

Parish Clerk: Mike Winter

Thirteen members of the public.

Apologies Received: Councillors, Bridget Hodge (Vice Chair), Helen Harwood, Angela Milson and Gail Kenney (County Councillor)

District Councillor Whiteman Downes not in attendance

2. There was one declarations of interest received.  
Councillor Charlie Nightingale, Payment to T. Nightingale for Village Man replacement services

**The meeting was then adjourned for an unspecified period for a presentation from CI Sutherland and a review of the 2017/18 budget with Precept implications, 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.**

3. Presentation from Chief Inspector James Sutherland, Area Commander- South Cambridgeshire, Cambridgeshire Constabulary covered the following
  - a. Parking Patrols
    - No traffic wardens available, just PCSO's.
    - Parish Council funding for Parking Patrol scheme didn't work for the Police.
    - Parking attendants, as in Cambridge City, for South Cambridgeshire when reviewed with SCDC would cost min £150,000 with no chance of recovering the total cost from ticket fines
    - General parking offences very low on priority of workload for Police and receive almost no attention.
    - Parking not the same as a clear speeding offence that can be assisted by speed watch group volunteers and parking offences using volunteers may lead to other verbal and physical offences if volunteers utilised
    - Proposed Government White paper may produce a method of delegating PCSO powers to suitably trained volunteers but at least a 6month timescale is envisaged prior to any official comment
  - b. Burglaries
    - Shed and property burglaries always increase in last quarter of the year due to darkness during working hours
    - Great Shelford at increased risk due to proximity to main road, railway Station and close to City
    - Focused crime patrols have increased in Great Shelford and burglaries have reduced
  - c. General Crime Prevention
    - Badwolf test targeting 60,000 homes in South Cams including the 4,200 homes in Great Shelford had only 100 responses from Great Shelford
    - A computer program had been developed linking crimes to individual streets in the district, once identified the streets are patrolled on a more regular basis.
    - Crime prevention is a two way process with residents and the Police

d. Questions & Answers

- Are vehicles left fully blocking a pavement of interest?  
CI confirmed they would respond to such an incident. Dial 101
- Can a photo of a parking offence be sent to the Police for action?  
CI confirmed due to the complexities of a parking offence they had to be witnessed by a Police officer
- Had the reduction of street lighting caused any increase in burglaries  
CI confirmed that no change could be directly identified or attributed to street lighting changes
- What actions were in place to reduce burglaries  
CI stated Neighbourhood watch Schemes with appointed co-ordinators were effective.  
A new tool linking the various would further help such schemes and the Police.

Public Session continued with the following

Review of Precept Proposal

Chair and Clerk presented Summary of Budget lines and resultant proposed Precept for open review. This proposed an unchanged from previous year Precept of £185,000.

Public session Notes

- a. Underspend on Highways reviewed.
  - Due to inability of CCC to complete the work in 2016 – 2017. Work schedule and funding is carried forward into 2017 – 2018 with additional work, funding for a School Flashing Light system and annual Highways expenditure.
- b. Total value of carry forward questioned against request for bank current and forecast end year bank balance.
  - Clerk explained the carry forward was total forecast underspend from 2016 – 2017 on all budget lines shown. Total Bank balances was not the underspend or the carry forward, as Bank balances included all previous years contribution to the reserves.
  - January 2017 Bank balances confirmed as they are monthly at £225,704.38p
- c. Did the F&GP Committee consider reduction in Budget spending to reduce Precept request.
  - The F&GP Committee considered the various committee budget requests to be responsible and as no Precept increase was necessary to achieve the proposals the total Budget was accepted.
- d. One member of the public requested greater clarity from the Parish Council on budgets and precept, accusing the Parish Council of secrecy
  - Parish Council agreed to try for improvements in future years but stated all minutes, agendas, consultations and decisions are currently more available and open than previously.
- e. Could the Parish Council use funds to purchase land for Social Housing
  - Purchasing land for Social Housing is not a Parish Council remit and cannot be considered.

No further issues raised by the public attending

**The meeting was reconvened at this point for the Parish Council Agenda**

Agenda Item 13 brought forward to this point for Parish Council review and proposal.

(See Agenda Item 13 below)

4. Minutes of the Parish Council F&GP meeting of 21<sup>st</sup> December 2016 were confirmed as being an accurate record and were signed by the Chair.
5. Consider Matters arising from meeting of 21<sup>st</sup> December 2016
  - None

6. Reports from Elected Representatives were received
- a) District Councillor Ben Shelton verbally reported
    - Chief Inspector James Sutherland comments would be discussed with Peter Topping Leader of the SCDC and asked what options are available for local parking enforcement
    - Community Assets should be reviewed on an annual basis
    - SCDC full Budget had not yet been seen but it was expected at the February 2017 meeting
  - b) County Councillor Tony Orgee report previously circulated and reviewed, main topics
    - LHI Scheme available to assist with approved local projects. GSPC confirmed application made for 2017/18 funding towards School flashing light sign system in the budget.
    - SCCC Budget expected to range from 0% to 5% (2% Council Tax plus 3% for Social Services)
    - Councillors supported the Social Care packages were a critical requirement.
7. Standing Committee Reports
- a) **Highways:** Councillor Barrie Ashurst, report previously circulated, main topics
    - Open Village meeting on 24<sup>th</sup> January 2017 in Memorial Hall re Car Park usage had not received much confirmation of attendance from local businesses  
Recent survey indicated that there was no evidence of Rail Station commuter parking in the two village car parks.
    - The SID (Speed Indicator Data Device) was now being deployed at 6 locations and data was being collated from each location on speed of all traffic.
  - b) **Planning:**
    - Minutes for 5<sup>th</sup> January 2017 meeting previously circulated
    - Discussions to date on the Parochial Charities proposals for development of affordable housing to the East of Cambridge Road had been very useful in terms of providing additional information to GSPC and the Trustees. No further discussion would be necessary on the Great Shelford Parochial Charities proposed development until a planning application was received. The outline Planning permission was to be formalised by the Great Shelford Parochial Charities
  - c) **Recreation Ground:**
    - Emergency gate lock had been removed and not replaced by persons unknown for the fourth time. In the interest of Recreation Ground sports activity player the lock would again be replaced. Clerk to consult with Sports Clubs and other users on missing lock.
    - Screens between the covered seated area of the Recreation Ground shelter to be removed and use reviewed.  
Clerk to arrange.
  - d) **Cemetery and Allotments:**
    - Minutes for 13<sup>th</sup> December 2016 meeting previously circulated
  - e) **Finance and General Purposes:**
    - Minutes for the 21<sup>st</sup> Dec 2016 meeting previously circulated and approved as agenda item 4 above
  - f) **Neighbourhood Plan Joint Committee:**
    - Next Meeting 25<sup>th</sup> January 2017
    - New Website proposed
    - Spotlight Groups for Housing & Housing needs survey
    - Other councillors invited to join the group
    - Assistance offered in creating / considering annual Community Assets list
  - g) **Playscape Liaison:**  
To provide additional Parish Council resource Councillor Stefan Harris-Wright was nominated to assist Councillor Simon Talbott
  - h) **Police Liaison:**  
Items covered during Chief Inspector James Sutherland presentation

- i) Social Media:**  
Clerk to update and bring into full use the New Website asap considering the demise of other Media websites for the Village Parish Council information
  - j) Community Association:** Councillor Barrie Ashurst, report previously circulated, main topics
    - Finances remain healthy
  - k) Parochial Charities & Schools:**  
No new updates
  - l) Twinning Association & Feast Liaison:**  
No new updates
  - m) Library:**  
No new updates
  - n) Local Liaison Forum, City Deal:**  
No new updates
  - o) Pavilion:** Clerk Mike Winter report previously circulated, main topics
    - Sunday 15<sup>th</sup> January 2017, 3 football matches cancelled due to potential pitch damage. CGM rolling pitches during the week to assist with preparation for coming weekend matches.  
Some reseeding of the football pitches may be necessary during early summer.
8. To Review and Approve S137 application for funding the SSYI for year 2016/2017  
Agenda Note Circulated  
Proposal for S137 Grant in 2016/2017 financial year of annual £2,400 in a single payment  
Proposed: Councillor Ben Shelton  
Seconded: Councillor Charlie Nightingale  
Vote: Unanimous
  9. Review proposals for the Recreation Ground shelter, condition & style  
Initial changes agree in item 7c above
  10. Review Arrangements, External Communication and Format for the APM, Wednesday 19<sup>th</sup> April 2017. Item adjourned to next meeting due to time restraints
  11. Review Arrangements and Format for the Village meeting, Tuesday 24<sup>th</sup> January 2017 on proposed car park restrictions.
    - Expected attendance between 20 and 200
    - Councillors Barrie Ashurst and Mike Nettleton to liaise on all arrangements
  12. 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 January in Financial Year 2016 / 2017  
This was accepted with 10 cheques valued at £1,768-18p for payment
    - Cheque 107149 to Stapleford Parish Council on 22/6/16 now out of date and cancelled as separate account for Neighbourhood Plan not yet available
    - Cheque 107213 to GS Community Association on 16/11/16 cancelled as overcharged
    - Cheque 107222 to Royal British Legion on 16/11/16, held as they cannot tell Clerk address for sending the cheque?
    - Cheque received from Shelford Support Group of £400 for support of a Public Defibrillator, not deposited on PC instructions, until agreement reached on location and management, now out of date. Councillor Mike Nettleton to discuss with Tesco and Shelford Support Group.
  13. Review and Approve Proposed Budget and Precept Requirement for Financial Year 2017 - 2018  
Note. Item addressed immediately after Public Session and discussion  
Proposal to accept a Parish Council Budget resulting in a £185,000 precept application to SCDC for financial year 2017 - 2018.  
Proposed: Councillor Barrie Ashurst  
Seconded: Councillor Simon Talbott  
Vote: Unanimous

Clerk instructed to make necessary Precept Application to SCDC.

Councillor Ben Shelton stated other methods of funding any potential Grange Field purchase were available and that a No Increase in Precept request from previous year would effectively be a reduction in Local Rates due to the tax base increase and other factors.

Clerk confirmed that a Budget and Precept summary with explanatory note would be issued for public information, as in previous years.

14. To Review new external Correspondence

- Post office Consultation Document. Circulated to Media and in Library. New Post Office at Kash Stores expected by early March 2017 but there may be a period of a few days without a Village Post Office due to transfer process
- Ian Kydd e-mail re Minutes and Precept. Reviewed as Agenda Item 3 under Public Review of Precept Proposal
- Tim Zoll, Grange Field representative suggesting dates for mid / end March meeting.
- Mr Osborne letter to Heidi Allen MP office re traffic flow problems from Bridge Lane up to Church Street. Response to be sent from Clerk
- E-mail from Edward Sage re dangerous hole in railway footbridge on London Road. Mr Sage referred to Cambridgeshire County Council reporting system

15. Matters raised for future agenda consideration were

Next Meeting 15<sup>th</sup> February 2017

- a) Christmas Lighting contributions
- b) Riverbank access improvements to be reviewed at a meeting in March / April 2017

16. With all Agenda items covered the Chair closed the meeting at 2135hrs.

Reminders

- Next Parish Council Meeting - Wednesday 15<sup>th</sup> February 2017

Signed  
Chair

Date

Great Shelford Parish Council