

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Parish Council meeting held in the Pavilion, Woollards Lane on Wednesday 17th February 2016

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Present: Councillors Charlie Nightingale (Chair and District Councillor), Bridget Hodge (Vice Chair), Angela Milson, David Coggins, Helen Harwood, Malcolm Watson, Mike Nettleton, Peter Fane, District Councillor Ben Shelton and County Councillor Tony Orgee  
Parish Clerk: Mike Winter

No members of the public

1. Apologies Received: Councillors Stephen Chittenden, Simon Talbott, Barrie Ashurst and County Councillor Gail Kenney

District Councillor Whiteman Downes not in attendance

2. There were no new declarations of interests received.

No members of the public were present for questions or issues to discuss with the Parish Council

3. Minutes of the Parish Council meeting of 20<sup>th</sup> January 2016 were amended, deleting last sentence of item 5 c as disputed, not stated, by County Councillor Tony Orgee. Then confirmed as being an accurate record and were signed by the Chair.

4. No Matters arising from meeting of 20<sup>th</sup> January 2016 were raised.

5. Reports from Elected Representatives were received

a) District Councillor Ben Shelton reported

- Green bin collections return to normal from end February
- Consultation hearings on Local Plan to start summer 2016

b) County Councillor Tony Orgee

- Lengthy discussions took place on 16<sup>th</sup> February to determine the CC budget / Precept for 2016/2017. This resulted in a 2% increase, inclusive of a 2% increase of the adult social care precept. Variations in capital payback periods had also contributed to releasing £10m for the 2016/17 budget.
- Jonathan Clark, County Council had confirmed the street, road and drain cleaning had gone wrong in Great Shelford and that the contractors were instructed to rectify

Full report for February with details circulated

6. Standing Committee Reports

a) **Highways:** Chair Mike Nettleton, advised that

- i. LHI grant fund meeting for Zebra crossing results should be available by 1<sup>st</sup> March 2016
- ii. Main work programme continues to be static awaiting resources from CCC. Meeting with Andy Preston suggested to establish progress prior to Village AGM
- iii. Tesco delivery parking being pursued with Tesco Operations Manager
- iv. Hinton Way proposals awaiting response from CCC for 3 weeks
- v. Convex mirror installed at High Green, awaiting response from local residents
- vi. Gutters and gully's still awaiting clearing, Tony Orgee's report covers

- vii. Proposal to assist with verges tidy up by making first cut of the year (Approx. wk. 13) a grass collection cut, as most verges were already overgrown and suffering from late previous season growth. This process whilst expensive was within 2016/2017 budget plan. A vote was taken to agree this process; 8 in favour, 1 against.  
Clerk instructed to change process for first cut of year only.

Full report for February circulated

- b) Planning:** Chair Bridget Hodge, reviewed the minutes of Planning Committee meeting on 4<sup>th</sup> February 2016. Minutes previously circulated.
- c) Recreation Ground:** Chair Malcolm Watson, advised no new issues.
- d) Cemetery and Allotments:** Chair Helen Harwood advised next meeting on 24<sup>th</sup> February  
Full report for February circulated.
- e) Finance and General Purposes:** No new report items.
- f) Playscape Liaison:** Update on Playscape progress with the Master Plan was an agenda item
- g) Police Liaison:** Next Police meeting at Linton on Thursday 25<sup>th</sup> February
- h) Environmental & Sustainable Shelford:** Councillor Peter Fane reported no new items
- i) Social Media:** Councillor Peter Fane reviewed status of current Media circulation and stated satisfactory.

However, issues raised on Streetlife had caused some debate as to how any official Parish Council response should be made. After lengthy debate it was agreed that issues raised on Streetlife would not receive any official response from the Parish Council without first agreement with the Chairman and any agreed official response would be issued by the Clerk in the Parish Council's name

- j) Community Association:** Next week meeting
- k) Parochial Charities:** No new items
- l) Twinning Association & Feast Liaison:** No new items
- m) Schools & Library:** Councillor Helen Harwood reported no new items
- n) Pavilion:** Clerk Winter requested that the long outstanding Omnis cheque was re issued less £170 for correction of the heating grilles and its immediate release be given. This was agreed  
The Pavilion security was causing concern with clubs not setting the security alarm and on occasions not locking doors. It was agreed that contribution to running costs of £50 for not setting alarm and £100 for failing to lock doors be levied at offending clubs  
Full report for February circulated

#### 7. Current status of Riverbank Project and its Funding Status.

Councillor Stephen Chittenden report was presented by Councillor Charlie Nightingale as follows

- Method of funding the upfront £40k requirement subject to Grant availability
- Documents required to support the Grant application

Councillor Peter Fane suggested that re consideration be given to replace like with like at the Riverbank based on environmental concerns. This was not disputed but the Project had been previously agreed with this consideration taken into account. However, it could still be an option if project funding became a difficulty

Full report for February circulated

#### 8. PSWG update and Master Plan review

This Agenda item was moved to the first reporting item on the Agenda allowing for PSWG representative to leave after the item was completed

Jeremy Fazal presented the update on behalf of the PSWG.

- Fundraising activities and donation methods were mostly in place with some substantial individual donations

- The Master Plan was being presented for public opinion on Saturday 5<sup>th</sup> March at the Recreation Ground  
Parish Council concerns were raised over the plan being viewed as an agreed proposal and stated it must be portrayed to local residents as a potential proposal for discussion with subsequent review of opinions by local residents and the Parish Council.  
Parish Council insisted that justification with all other users was a high priority that required much further discussion. Chair Charlie Nightingale raised a number of issues that required further consideration within the proposed master plan before Parish Council agreement would be likely. These points were agreed by PSWG.
- Ball park costing of the proposed Master Plan was available but not discussed as not relevant at this stage
- A 5k grant utilising SSYI volunteers was being pursued for improvements in the Copse area. The Parish Council agreed for PSWG to pursue this grant availability subject to any proposed improvements being compatible to the Riverbank Project.

9. Update on Neighbourhood Plan progress and Funding Status

Councillor Bridget Hodge reported that the Neighbourhood Plan and Village meeting on 26<sup>th</sup> January 2016 was attended by approximately 40 people.

It had been agreed to set up a joint working fund between Stapleford and Great Shelford to progress consultation via dedicated website etc. A grant for the preparation of the Plan was being pursued but if achieved would only likely cover £8k of the estimated £12k costs.

Clerk to arrange with Stapleford Clerk a £2k Great Shelford support for a joint £4k working fund on the Neighbourhood Plan.

10. Clerk Mike Winter presented a schedule of payments and receipts for the month of February 2016 (known to date). This was accepted and 15 cheques valued at £34,305-72p for payment duly signed by two councillors.

The Clerk presented a monthly review of budget status and it was circulated for reference. Noting that although the bank accounts had a healthy current balance considerable expenditure had been made in February and similarly forecast for March 2016. The year end balances would then be approximately as forecast. However, some particularly Highways forecast expenditure for March 2016 may be carried over into 2016/2017 budget year.

11. External correspondence received, reviewed and replies agreed as follows

- a) Request for Parish Council nomination to Local Liaison Forum (LLF) City Deal, initial group meeting on Monday, 7<sup>th</sup> March 2016, 6.30pm. Nominated Councillor Chair Charlie Nightingale
- b) E-mail re Community Speedwatch Volunteers from Brian Robins, Speedwatch Coordinator reviewed. Status fully discussed. Clerk and Councillor Helen Harwood to prepare a reply.

12. Matters raised for future agenda consideration were

Previous Items raised not yet considered

- a) Critical Succession and Critical Illness plan be produced for future discussion.
- b) Communications policy for review of Council and Committee Minutes, draft, final, issue process timescales and issue method / location.
- c) Presentation from Network rail on footbridge proposal and potential traffic congestion from additional crossing closures expected at 4 per hour in each direction.
- d) Update on proposal to disperse cost of street lighting to local residents, required at next suitable meeting
- e) FSCS compensation limits on Parish Council Bank account
- f) Local Plan re Adenbrooks Hospital Developments
- g) Status of progress on potential acquisition of Grange Field for next meeting on 16<sup>th</sup> March

13. With all Agenda items covered the Chair closed the meeting at 2130hrs.

Signed

Date

Chair  
Great Shelford Parish Council