

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Parish Council meeting held in the Pavilion, Woollards Lane on Wednesday 16th March 2016

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

Five members of the public

1. Apologies Received: Councillors Stephen Chittenden, Simon Talbott, County Councillor Gail Kenney and District Councillor Ben Shelton

District Councillor Whiteman Downes not in attendance

2. There were no new declarations of interests received.

Five members of the public present stated their concerns over

- a) Berisford Rd, Yew impeding footpath: Clerk to review and progress as necessary
- b) Inadequate lighting on De Freville Rd: Removal of diffusers suggested. To progress on line
- c) Plans for the Riverbank: General issues discussed at length. Proposal to be copied for member of the public by clerk
- d) Road signs missing: all reported and being constantly chased
- e) Cycle way rubbish build up: Clerk to arrange Village Man for tidy up
- f) General Street, drains and pavement cleaning
- g) Clean for the Queen: Not being actioned by Parish Council
- h) Village litter pick: Reviewed at later meeting if adequate support can be envisaged
- i) Electronic Bus signs: CCC grant process to be reviewed

3. Minutes of the Parish Council meeting of 17<sup>th</sup> February 2016 were confirmed as being an accurate record and were signed by the Chair.

4. No Matters arising from meeting of 17<sup>th</sup> February 2016 were raised.

5. Reports from Elected Representatives were received

- a) District Councillor Charlie Nightingale reported
  - Cambs to stay at table for discussion on devolution proposals
- b) County Councillor Tony Orgee reported
  - City deal Initial A1307 consultation discussed at length (full details in March report)
  - Successful 2016/17 LHI scheme grant to Parish Council. The Parish Council should not be deterred from making a request in subsequent years as other councils had successfully applied in consecutive years
  - District Council consultation on the Draft Local Plan had been responded to opposing the proposed removal of land from the green belt
  - Cambridge B.S. Branch refurbishments and closures. Great Shelford Branch not subject to either process.

Full report for March with details circulated

## 6. Standing Committee Reports

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

- i. LHI grant fund for Zebra crossing successful
- ii. Main work programme and Hinton Way changes continue to be static, awaiting meeting with CCC on 17<sup>th</sup> March to review progress and likely timescales.
- iii. Tesco delivery parking now agreed at 0630hrs (Subj to final validation). To start within the next few days
- iv. Convex mirror at High Green not successful. Parking bay outside No 20 to be removed
- v. Street and Drain clearance still awaited

Full report for February circulated

### b) **Planning:** Chair Bridget Hodge, reviewed the minutes of Planning Committee meeting on 22<sup>nd</sup> February 2016. Minutes previously circulated.

Reinstatement process for damaged Verges by building contractors has been requested from Planning Authority

### c) **Recreation Ground:** Chair Malcolm Watson, advised no new issues

Clerk requested quotations review of Cricket ball catch protective netting as delegated to next Rec & Pav meeting with authority to proceed within the budget plan.

### d) **Cemetery and Allotments:** Chair Helen Harwood advised that

- i. Mowing to commence within next few weeks
- ii. Volunteer working party had achieved an improvement but volunteers were in short supply to continue improvements

Full report for March circulated.

### e) **Finance and General Purposes:** No new report items

### f) **Playscape Liaison:** No new report items

### g) **Police Liaison:** Councillor Barrie Ashurst advised that

- i. A series of Crime prevention presentations are being planned for the general public.
- ii. Parking initiative continues with Great Shelford participating.
- iii. Speedwatch group be re-contacted on availability of potential Parish Council funding for local equipment

Full report for March circulated

### 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:** Councillor Barrie Ashurst advised that

- i. AGM on 14<sup>th</sup> March had a very low turnout
- ii. Bank balances and accounts were adequate

Full report for March circulated

### k) **Parochial Charities:** No new items

### l) **Twinning Association & Feast Liaison:** Chair Charlie Nightingale advised that

- i. Queen's Birthday Party Tea dance would take place on Saturday 11th June at the Village Hall, Woollards Lane

### m) **Schools & Library:** Councillor Helen Harwood reported no new items

### n) **Pavilion:** Clerk Mike Winter advised that

- i. Omnis payment had been made and cashed and that Omnis were experiencing difficulty with a VAT inspection that included the Pavilion build

Full report for March circulated

- o) **Local Liaison Forum, City Deal:** Chair Charlie Nightingale advised that
    - i. Meeting of 7<sup>th</sup> March was poorly attended with little of the presented representation accepted
7. The S106 indemnity for S/1728/12/OL was reviewed, signed and witnessed for the Clerk to proceed with the claim.  
A schedule of 2015/16 S106 receipts was circulated by the Clerk. It was suggested that a representative of the SCDC, Communities and Planning, S106 team was invited to a future Parish Council meeting to advise on apparently changing allocation and expenditure process.
  8. Current status of Riverbank Project.  
In absence of Councillor Stephen Chittenden, Clerk Mike Winter advised that
    - a) Expression of Interest for Grant submitted
    - b) Application for flood defence consent submitted to Environment Agency
    - c) SCDC funding offer of £2,000 signed and witnessed at meeting
  9. Update on Neighbourhood Plan progress and Funding Status  
Councillor Bridget Hodge reported that a Neighbourhood Plan meeting had been poorly attended.  
Improved circulation of events to be considered with at least an article in Village News as proof of consultation was necessary.
  10. Offer of Village Defibrillator  
Chair Charlie Nightingale advised the Shelford Support Group had offered £400 contribution to a Village Defibrillator. Meeting agreed to pursue info on offer, especially if a location could be found to make it easily accessible over long hours.
  11. Status and Progress of Potential Grange Field acquisition  
Chair Charlie Nightingale advised that recent letters had declined any discussion and the potential was at a stalemate status. Chair to make enquiries with South Cambs as to current ownership and how to progress the acquisition
  12. Clerk Mike Winter presented a schedule of payments and receipts for the month of March 2016 (known to date). This was accepted and 11 cheques valued at £5,641-04p for payment duly signed by two councillors.
  13. The Clerk presented a monthly review of budget status to year end and it was circulated for reference. Noting that although the bank accounts had a healthy current balance considerable expenditure had still to be received for March 2016 and they included a significant value of protected S106 funds.  
The final year end balances are expected to be approximately as forecast. The final accounts would be presented for sign off acceptance at a meeting just prior to APM.
  14. Arrangements for APM  
Clerk circulated
    - a) Media note on APM and Hustings
    - b) Proposed Agenda for comment prior to issue
  15. External correspondence received, reviewed and replies agreed as follows
    - a) Request from Sgnt Sandra Davidson for Operation Hunter, Village Crime prevention evening use of Pavilion on Tuesday 19<sup>th</sup> July from 1730 to 2000hrs. Agreed with Parish Council to assist in Media circulation to publicise event
    - b) Notification of Balfour Beatty Traffic Control on Babraham Road, wk commencing 11<sup>th</sup> April for 20 days. Noted, no reply necessary

- c) E-mail from new contact at Balfour Beatty on long outstanding replacement village signs. Clerk to advise info requested
- d) E-mail from Martin Seekings re street lighting on De Freville Road. Addressed at members of the public question time.
- e) Notification of Camb CC replacement road markings and studs following surface dressing works, Buristead Road & Granhams Road in spring / summer 2016. No response necessary but selection process to be questioned at Parish Council meeting with SCDC on 17<sup>th</sup> March 2016

16. 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

17. With all Agenda items covered the Chair closed the meeting at 2115hrs.

Signed

Date

Chair

Great Shelford Parish Council