

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Meeting of the Parish Council held in the Pavilion, Woollards Lane on Wednesday 18<sup>th</sup> July 2018 at 1930hrs

1. Present: Councillors Mike Nettleton (Chair), Richard Davies, Angela Milson, Barrie Ashurst, Graham Townsend, Stefan Harris-Wright, Peter Fane (also District Councillor), Mark Carey, Charlie Nightingale, Judith Wilson, Ian Kydd and Parish Clerk: Mike Winter
  - County Councillors Roger Hickford, Kevin Cuffley, not in attendance
  - District Councillor Nick Sample, in attendanceReceived & Accepted apologies for absence
  - Councillor Malcolm Watson, on holiday
  - Councillor Simon Talbot, working
  - Councillor Barbara Kettel, away
  - Councillor Roberto Gherseni, on holidayAbsent
  - NonePublic
  - One Member of the Public present.
2. Received declarations of interest
  - Councillor Mike Nettleton: Eagle Analysis on payment schedule
  - Councillor Charlie Nightingale, member of Feast Committee
3. Public Session

**The meeting was 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.**

Public Questions
  - Concern expressed by member of the public representing the Scout & Guides re the plans for redevelopment of the Memorial Hall in that over 120 people attended the Scout & Guide section on a weekly basis and it was ideal for the dedicated space and storage required. Funding to develop the current site had previously been raised directly by the Scout & Guide group.  
Chair replied that the current discussions were blue sky thinking only and had no current timescales or detailed plans. It was also recorded at this provisional discussion stage that the Scout & Guide group preferred a dedicated space similar to current should any further plans be developed and they would be fully involved in any development planning discussions.

**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 held on 20<sup>th</sup> June 2018 were confirmed as being an accurate record and were signed by the Deputy Chair
5. Consider matters arising from meeting of 20<sup>th</sup> June 2018 (new information only)
  - Councillor Ian Kydd enquired on the status of Agenda Item 16, To Consider matters for future agenda consideration  
Clerk confirmed it was a running list of topics to be considered at any future meeting, not necessarily the next meeting and was adjusted as topics covered or new topics identified.

## 6. Receive reports of Elected and Nominative Representatives

### a) District Councillor Nick Sample Main Topics

- July report presented at the meeting
- SCDC meeting with Police, County Council and other representatives (Chair GSPC attending) to again review possible decimalisation of parking for many areas. Confirmed Cambridge City parking enforcement process is to be extended to Trumpington.  
Councillor Ashurst asked if the previous info & reports had been or would be utilised to avoid repeating work done at previous such meetings. Councillor Nick Sample that due to the political change some repeat of previous work was unavoidable.
- Chair notified District Councillors the Planning Application response process was broken and that the Parish Council & Public had no confidence in the integrity of the process. Chair made specific reference to the process on 14 Woollards Lane being ignored and had requested a review of this applications process.

### b) No County Councillor's in attendance

- July report previously circulated

## 7. Receive Reports from Elected Committees and Officers Committees

### a. Highways Committee (July Report circulated) Main Topics

- School Signage now in operation
- LHI 2016, project nearing completion
- Refreshing of existing white lining delayed until Cambridge Road surface repairs take place
- Bus route 7A will stop at Granta Terrace and Tunwells Lane from end of July
- LHI bid 2018-19. Bids have to be submitted for two central refuges (for safer pedestrian crossing) in Cambridge Road, one near Scotsdales and one near Davey Crescent. The CCC will now undertake a cost and feasibility exercise

### b. Planning Committee (Minutes of 4<sup>th</sup> July circulated)

- No further updates

### c. Recreation Ground Committee (Verbal report, main topics)

- Damage to Skateboard Ramp for 4<sup>th</sup> time in about 8 months at approaching £800 per repair.  
Fully boarded out to prevent use as previous nets and signs just pulled down leaving liability with Parish Council  
Councillors instructed Clerk not to repair until additional CCTV was installed

### d. Cemetery & Allotment Committee (Verbal report, main topics)

- Stonehill Allotments users complaint that many allotments are unattended and overgrown causing excessive spread of weeds. All plots reviewed by Clerk and re identified. Communications sent to all allotment holders who have neglected plots
  - 4 additional allotments surrendered
  - 3 agreed neglected and committed to bring back into acceptable condition
  - 4 no response
- Including above 8 Plots now available for allocation?

### e. Finance & General Purpose Committee

Next meeting 15<sup>th</sup> August 2018

## 8. Receive Reports from Co-Ordinating Officers

### a. Playscape (Verbal report, main topics)

- Playscape Strategy meeting next week regarding fundraising and phasing.
- Copse maintenance and watering of new plants continues.
- Playscape suggested an update brief for the PC members about the project?
  - This was accepted and targeted for the September meeting
- The meadow and copse have been very successful with families in this hot weather.
- Please sign-up for the fun run! [www.shelfordfunrun.co.uk](http://www.shelfordfunrun.co.uk) (£15 adults, £7 children)

### b. Neighbourhood Plan (Verbal report)

- AGM on 24<sup>th</sup> September
- Plans progressing with professional expert commissioned to assist with the Village design statement

- c. Parochial Charities (Verbal Update)
  - Believed the Moores Meadow project is progress to preplanning meeting within the next 2/3 weeks
- d. Police (Report Circulated, main topics)
  - Chair Mike Nettleton attending a Parking Enforcement Meeting on the 19<sup>th</sup> July
  - Councillor Ashurst and Clerk meeting with Rachel Carr to review security on the Rec.
  - **Reporting link for any observed crimes** : <https://www.cambs.police.uk/report/REPORT>
- e. Community Association  
No new information
- f. Twinning Association (Verbal report, main topics)
  - July 2019 will be the 30th anniversary of signing of the twinning charter in Shelfords.  
For this event the Association would like
    - some formal involvement by the Parish Councils (Great & Little Shelford) at the ceremony
    - if possible, use of the Feast marquee on the Sunday (beginning of Feast week)
    - some sort of concrete acknowledgement of the event (in France, a 'Bridge of Friendship' was erected)
  - All to be reviewed at a future Parish Council Agenda item closer to the date
  - We have asked the Association to suggest
    - what kind of involvement they envisage from the Great Shelford Parish Council.  
Speeches and tree planting are suggested
    - how they might use the Marquee on the first Sunday of the 2019 Feast (7<sup>th</sup> July)  
Request referred to Feast Committee
  - Councillor Richard Davies asked if Twinning Association received any additional support over other Clubs and Organised Groups in the Village
    - Parish Council are only providing low key support as other local groups
- g. Library  
No new information
- h. Feast (Verbal report, main topics)
  - Feast appeared to be successful but no details available to date
  - Updated services plan for 2019 going back out to contractors for requote and agreed with Feast representatives
- i. Greater Cambridge Partnership Report (Report Circulated, main topics)
  - District Councillors indicated that the Mayoral request to pause process until Sept / Oct possibly withdrawn with option 1 being the identified preferred option
  - Improvements to cycle path to Sawston and resurfacing to take place
- j. Scouts & Guides  
No new information
- k. Village News  
No new information
- l. GSFC Social Club  
No new information
- m. Land Acquisition  
No new information
- n. Clay Pit  
No new information
- o. Data Protection (Verbal report)
  - Awaiting updates on legislation
- p. Pavilion (Verbal report)
  - Private party bookings continue to improve during summer period
  - Wasps nest removed adjacent to players corridor
- q. Schools  
No new information
- r. Church  
No new information
- s. Health Centre, Dentist & Pharmacy (Verbal report)  
Chair reported that Doctors had indicated they are no longer considering moving from current site but a lower footprint would be utilised with other medical shared services.  
Merger with Granta (Sawston) has taken place and will be effective on 1<sup>st</sup> September 2018

- 9. Review Cricket Ball Complaints, Consider Implication and Actions necessary**  
Complaints of incidents received from
- a. Local Residents
  - b. Bowls Club
- Reviewed with GSCC and Cricket East  
Clerk requested to provide dimensions and other relevant information to be reviewed at F&GP Committee on 15<sup>th</sup> August
- 10. Review Initial Feast Day Consultation Feedback and Update on Village Key Projects**  
Chair provided feedback response chart to date but forms still arriving.  
Update at a later meeting
- 11. Review and Approve New or Updated Policy Statements**
- a. Greenbelt and Affordable Housing Policy  
After much discussion and debate on content, Policy withdrawn for further amendments with potential final review at 19<sup>th</sup> September 2018 Parish Council meeting
  - b. Financial Procedure and Processes Policy  
Insufficient meeting time remained for review.  
Any comments on proposed policy to Clerk with review at F&GP meeting on 15<sup>th</sup> August for recommendation at Parish Council meeting on 19<sup>th</sup> September 2018
- 12. Consider and Approve Additional Recreation Ground Security**  
Numerous ASB and Criminal Incidents over past 10 days including major damage to the Skateboard ramp  
Actions
- a) Approval of Chairs Action for additional Dardan Patrols to end of August 2018 agreed
  - b) Implementation of previously approved CCTV around Memorial Hall, 4 Cameras and potential of live Monitoring by Dardan with response as necessary?
  - c) Closure of Skateboard Ramp due to further Vandalism Damage until updated CCTV in operation
  - d) Pressure on Police to respond at ASB review meeting on Tuesday 24<sup>th</sup> July
- 13. Review and Approve Financial monthly accounts for payment and Note receipts**  
Clerk's schedule reviewed and approved at meeting of Payments and Receipts for Month of July 2018
- Total Value of 12 Cheques and 1 Cheques previously signed £6,582-28p, signed by two approved councillors
- Councillor Ian Kydd objected to the payment to LCPAS for training, this was rejected.  
Barclays Bank Mandate for changes to Parish Council Cheque signatory delivered to local branch on 23<sup>rd</sup> June 2018. To date no changes are in place. Thus, previous cheque signatory's used
- 14. Review new external Correspondence**
- Request from Cambridgeshire Hearing Help CIO, 153 St Neots Road, Hardwick, Cambridge to ask whether Great Shelford Parish Council runs a community grant scheme as they would like to apply to support their work for vulnerable older people with hearing loss in the area  
Clerk to contact and establish if any direct assistance given in Great Shelford
- 15. Consider matters for future agenda consideration**
- Trumpington Farm Lease
  - All other Lease agreements
  - Policies, Standing Orders, Procedures as necessary
  - Twinning Association July 2019 30th anniversary plans

16. With all Agenda items covered the Chair closed the meeting at 2140hrs

Reminders

Next Parish Council Meeting (F&GP Only)

Any Councillor can attend the F&GP meeting but only Committee members can vote

- Wednesday 15<sup>th</sup> August at 1930hrs, Great Shelford Pavilion
- Next Planning Meeting (Changed to)
- Tuesday 31<sup>st</sup> July 2018 at 1830hrs, Great Shelford Pavilion
- Planning Training
- Tuesday 14<sup>th</sup> August at 1830hrs Great Shelford Pavilion
  - Councillor Barbara Kettel
  - Councillor Judith Wilson
  - Councillor Roberto Ghersemi
  - Councillor Mark Carey
  - Councillor Graham Townsend
  - Councillor Ian Kydd
  - Any Others please advise Clerk asap?

**Note. All the above is the official minutes of the Parish Council meeting on 18th July 2018 that have been reviewed by Parish Council with full adoption awaited at the next Parish Council meeting**

Signed  
Chair  
Great Shelford Parish Council

Date