

GREAT SHELFORD PARISH COUNCIL

Minutes

Meeting of the Parish Council held in the Pavilion, Woollards Lane on Wednesday 21st November 2018 at 1930hrs

1. Present: Councillors Mike Nettleton (Chair), Richard Davies, Angela Milson, Simon Talbott, Barrie Ashurst, Roberto Gherseni, Graham Townsend, Stefan Harris-Wright, Peter Fane, Barbara Kettel, Judith Wilson, Ian Kydd, and Parish Clerk: Mike Winter
 - County Councillor Kevin Cuffley in attendance
 - District Councillor, Nick Sample in attendanceReceived & Accepted apologies for absence
 - Councillor Malcolm Watson, away from local area
 - Councillor Charlie Nightingale, ill with pneumonia
 - Councillor Mark Carey, away on businessAbsent
 - NonePublic
 - Four (4) Members of the Public present
 - Incl two (2) Representatives of SSSI in attendance
2. Received declarations of interest
 - Councillor Mike Nettleton: Eagle Analysis on payment schedule
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.
 - Resident of Church Street asked why additional double yellow lines (DYL) were being proposed for Church Street and what can be done about road being used as a rat run
 - Improvement required due to inconsiderate parking
 - DYL without nibs thus loading permitted
 - Sleeping policeman on roadways, expensive and possibly encourages speeding between controls
 - Can protection for Residents (RPS) parking be considered
 - No RPS exist in South Cams
 - Any proposed scheme must be funded by residents
 - No RPS is possible without parking enforcement measures, so would have to wait for decriminalisation (as Cambridge City)
4. Minutes of the Parish Council meeting held on 17th October 2018 were confirmed as being an accurate record and were signed by the Chair
5. Consider matters arising from meeting of 17th October 2018 (new information only)
 - None
6. Receive reports of Elected and Nominative Representatives
 - a) District Councillor in attendance
November 2018 Report Circulated to Councillors and on website
 - b) County Councillor in attendance
October 2018 Report Circulated to Councillors and on website
Councillor asked County Councillor why Great Shelford was not represented on the attached Village Highways issues spread sheet
 - £6.6m allocated to Highways repairs
 - 1 off Annual Adult Social Care smoothing fund of £3.4m for young vulnerable children

- Councillor asked why School Budgets may be cut by CCC to fund High Needs Pupils, CC believed that this was not the case.
Items to be investigated and clarified.

7. Receive Reports from Committees

- Highways Committee
November 2018 Report Circulated to Councillors and on website
Topics of Discussion
 - Spinney Drive circular on Single Yellow Line (SLY) proposal response
 - Both views supported
 - Encourage parking on one side objective
 - Next TRO application will include DYL one side only for Spinney Drive
- Planning Committee (Minutes of 6th November circulated)
6th November 2018 Planning Committee Minutes Circulated to Councillors and on website
- Recreation Ground Committee
No Report Circulated
Next meeting on 27th November 2018
- Cemetery & Allotment Committee
No Report Circulated
Next meeting on 28th November 2018
- Finance & General Purpose Committee
Next meeting on 5th December 2018 for 2019/20 Budget and Precept review.

8. Receive Reports from Co-Ordinating Officers

- Playscape
14th November 2018 Playscape Meeting Minutes Circulated
Summary
 - The committee is pursuing grant and fundraising options and waiting for the PC to instruct Erect to start stage 3 + so that we can get an EOI from various play construction companies to get a real idea of costs.
 - Administrative tasks, such as annual accounts and grant reports, have been undertaken and preparations for the Christmas Lights Switch on are being made.
 - We are launching the Shelter Design Competition this month and will do some copse maintenance with the SSYI.

Long term funding of the Project to be reviewed
- Neighbourhood Plan (Verbal report)
No Report Circulated
Topics of Discussion
 - 40 people attended Workshops
 - Village design statement held up
- Parochial Charities
No Report Circulated
Topics of Discussion
 - Pre Planning application expected by year end
 - PC Chair to provide Parochial Charities with copy of the Assessment on Rural Exception Sites
- Police
No Report Circulated
Topics of Discussion
 - Reporting link for any observed crimes : <https://www.cambs.police.uk/report/REPORT>
 - Chair attended Liaison meeting with the Police and Crime Commissioner
 - Nothing positive to report
 - P&CC confirmed his view that only option for parking enforcement is decriminalisation.
- Community Association
Report Circulated
Topics of Discussion
 - Changes to lease agreements with Sports & Social Club and SSYI discussed at CA meeting of 12th November 2018

- f. Twinning Association
No Report Circulated
Topics of Discussion
- Scotsdales offered to donate six (6) fruit trees for mark the signing of Twinning Charter planted somewhere on the Recreation Ground
 - Liaison with Playscape necessary
 - Option of Parochial Charities site at the Hectare considered
 - Option of Memorial Green site considered most appropriate
 - Alternative to Fruit trees to be investigated as high maintenance envisaged
- g. Library
No Report Circulated
- h. Feast
No Report Circulated
- i. Greater Cambridge Partnership Report
No Report Circulated
Topics of Discussion
- A428. MN attended Local Liaison Forum (LLF) in Comberton 14 Nov. No significant change to planned route across West Fields. Decision on final route likely Q1 2019. LLF members are becoming increasingly hostile to GCP and consulting engineers over what they see as lack of proper consultation – feeling is that solutions have been pre-determined.
 - A1307. PF, Jim Rickard (Neighbourhood Plan), Nigel Pett and MN met reps from Cambridge Connect and Rail Future 12 Nov to assess whether light rail using the old Haverhill line would be a viable alternative to the MTR across the Gogs. A map of the route is attached. We believe that a serious evaluation of this option needs to be made before any final decision is made. Stapleford PC passed something akin to the following resolution on 14 Nov
 - Proposal is for the PC Chair to write to GCP to get this included on the agenda for the next LLF. "The Parish Council resolves to press the Greater Cambridge Partnership and the Combined Authority / elected Mayor to consider carefully and evaluate the costs and benefits of alternatives to their Strategy 1 Mass Rapid Transit route between Granta Park and the Cambridge Biomedical Campus. We ask that they make a fuller appraisal of alternative routes and transport modes, including the proposal from Cambridge Connect to follow the alignments of the existing Cambridge to Liverpool Street rail line and of the former Haverhill rail line."
 - Chair stated no longer attending A428 meetings as not relevant to GSPC
- j. Scouts & Guides
No Report Circulated
- k. Village News
No Report Circulated
- l. GSFC Social Club
No Report Circulated
- m. Land Acquisition
No Report Circulated
Topics of Discussion
- Focus of GSPC continues to be the acquisition of Grange Field
- n. Clay Pit
No Report Circulated
- o. Data Protection
No Report Circulated
Topics of Discussion
- GSPC .gov e-mail address set up with only four (6) councillors.
 - Thus not ready for full Parish Council use.
- p. Pavilion
No Report Circulated
- q. Schools
No Report Circulated
Topics of Discussion
Shelford Primary School Ofsted inspection and report stated as Good

- r. Church
No Report Circulated
 - s. Health Centre, Dentist & Pharmacy
No Report Circulated
Topics for Discussion
 - Liaison meeting to be requested
- 9. Review Cricket Ball Strike Survey undertaken by Labosport then Consider Implication and Actions necessary**
- Survey undertaken by Labosport on Friday 7th September 2018 (Cost £1,600 unbudgeted)
 - PC briefing Note circulated
 - Survey and briefing note to be forwarded by Clerk to local field residents involved and a meeting to be arranged for discussion
 - A no allocation of funding statement for the residents meeting was accepted as Parish Council position
- 10. Update Monthly Status Chart on Key Village Projects / Issues for 2018 / 2019**
Status Chart reviewed by all Councillors
- Potential MH rebuild project now headed by Councillor Malcolm Watson, with a project team of Councillors Barrie Ashurst, Ian Kydd and Barbara Kettel
 - Alternatives of expansion on Tennis Club now headed by Councillor Richard Davies
- 11. Agree an addendum to the Community Association Lease on the Memorial Hall, returning the area utilised by the Sports & Social Club to the direct administration of the Parish Council.**
- Meeting of the CA Trustees agreed a proposal that Sports & Social Club could be released from their lease on the Club room and that the Parish Council lease to the CA could have an Addendum removing the Club room from the CA lease as of 31st December 2018
 - Thus, the club room would return to the direct administration of the Parish Council
 - Parish Council then to have a Direct Lease with the SSYI for their full time use at an annual charge of £1 per year and assist with refurbishment of the Club room for their use.
 - Casual continued Saturday use by GSFC to be considered within the lease or alternatives proposed
 - Casual let ability to also be considered within the lease
 - Clerk to Draft Addendum to CA lease for agreement
- Proposed; Councillor Simon Talbott
Seconded; Councillor Richard Davies
Vote; Unanimous
- 12. Review proposals and finances from SSYI for a project to increase engagement with the local young people and lease the previous Sports & Social Club from the Parish Council on a full time basis**
Representatives from the SSYI presented additional Information to support the section 137 application and suggested additional funding streams as follows.
- SSYI is self-funding registered Charity
 - SSYI works independently and with Romsey Mill (a Cambridgeshire based charity creating opportunities for young people, children and families)
 - SSYI already undertake a number of strands which is beneficial to our young people.
 - Friday night club : £17.5k pa
 - RED – for older young people with issues, by invitation only : £8k pa
 - Scootering – takes older youngsters to visit skateboard parks : £10k pa
 - Mentoring - for youngsters with specific problems (2 or 3) : £7k pa
 - Youth Action Committee – committed youngsters meet to plan events / fund raising : £2k pa
 - Lunchtime detached work at Sawston VC – for youngsters who opt out, once or twice a week : £6k pa
 - Last year they had a £12k operating deficit
 - This year they planned a £4k deficit which is likely to be exceeded
 - The proposed project will last 30 weeks, some detached work lasting 12 weeks and then a further 18 weeks running a specific project to get engagement. Two Youth workers will be sent out one evening a week to engage with young people on the streets and the recreational spaces. The initial

aim is to build relationships with them with a view to offering more direct bespoke support for the individuals or group as their needs emerge and their ability to trust in the Youth workers develops. The young people will be challenged to be positive members of their community and give them opportunities to be so. After 12 weeks of detached youth work around the area, a project will begin which will run for 18 weeks. The specifics of the project will be worked out with the individuals / group but it is likely to be an activity where young people are supported to overcome challenges and impact their community positively. Example of such an activity based project are football, boxing or biking. There will also probably be two trips as part of the project.

- The project cost is estimated at £4950 and could be funded from Section 137 monies.
- Possible funding : Great Shelford - £3000, Stapleford £1200 and Little Shelford £800, these costs could be split across two financial years if the scheme started in March 2019
- The project is designed to deliver, it's not practical to reduce it

Proposal and Costs require update from SSYI on the assumption that the Club room would no longer cost them thousands of pounds and it would be fully available 24/7 at nominal cost from the PC on a medium term lease. Lease agreement with the PC allows SSYI to apply for Grants from other funding bodies.

Proposal to fund SSYI from S137 to immediately commence the project at a further £5,000 over two years at 40% immediately (2018/19 financial year) and balance after review of costs in 2019/20 financial year. Discussions for additional support from Stapleford and Little Shelford to be progressed.

- Proposed; Councillor Roberto Gherseni
- Seconded; Councillor Graham Townsend
- Vote; Unanimous

Clerk to allocate additional S137 funding for payment at 16th January 2019 Parish Council Meeting

13. Review Arrangements for the switch on of Village Christmas Illuminations Sunday 2nd December 2018

Event is fully planned and Councillor attendance for assistance during the Sunday set up process is requested

14. Review Status of Co-Op move to potential new site

- SCDC again refused the core application, this time for a totally spurious reason 'The application does not adequately demonstrate that the operational parameters described within the application would not engender street car parking within the existing mandatory cycle lane to the detriment of highway safety'. SCDC made the decision without calling the application in, as requested by GSPC. Co-op initially planned to appeal against the decision. They were advised they would almost certainly win the appeal, but it would take 6-9 months. They were concerned that this would be too long for their putative landlords and therefore intended to submit a fresh application (which should have taken no more than eight weeks). Co-op approached MN for support.
- Chair spoke to Mike Jones 12 Nov. MJ was insistent that the Co-op had run out of time and he and David had now pulled the transaction.
- MN provided feedback to Co-op. Last discussion with them they accept that the deal is dead and will not resubmit the application. Concern that Co-op will identify another site outside the village and close current store.

15. Review Status of Village Parking decriminalisation

After conf call with SCDC councillors and officers on 1 Nov. It is clear that there is a lack of collective will to do anything which would incur any costs in the current financial environment. Brian Milnes also wants to continue to pursue the option of paying for PCSO time for enforcement, even though both the P&CC and Chief Inspector have said this is not an option. Agreed to:

- Identify senior SCDC officer to lead the project.
- Chair Councillor Mike Nettleton to produce survey to be sent to all Local Parish Councils.
- Chair Councillor Mike Nettleton to write to CCC to establish willingness to contribute to set-up costs.

Conf call with CCC Traffic Manager and Parking Manager 19 Nov. Confirmed:

- Set-up costs (£200k or so) likely to be major sticking point.
- Would need to be self-funding in terms of running costs.

- Although vast majority of English local authorities now have some form of CPE (Community Parking Enforcement), DfT was now acting as a block to new schemes.

Meeting with Jason Ablewhite (P&CC) 16 Nov. Confirmed JA's views as

- CPE is only option for parking enforcement.
- Number of PCSOs is being deliberately reduced.
- Set-up costs will almost certainly be the key issue.

16. 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 November 2018

- Total Value of 15 Cheques £11,110-25p signed by Councillor Watson and Councillor Ashurst on behalf of the Parish Council
- Total Value of SO & DD Payments £6,964-47p
- Total Value of Cash Payments £10-65p
- Total Value of Receipts £375-00p
- Total Value of All Bank Balances and Cash/stamps held £379,864-74p

Proposal to Transfer £40,000 from the Barclays Account to the new Unity Trust Account

- Proposed; Councillor Barrie Ashurst
- Seconded; Councillor Roberto Gherseni
- Vote; Unanimous

17. Review new external Correspondence

- SCDC Code of Conduct Hearing Decision Notice reviewed
 - Resulting from and subsequent to the above, Councillor Charlie Nightingale had circulated to all Parish Councillors and 2 external persons an e-mail on 12th November stating that the Parish Council jointly reported him to SCDC Standards Board and that he had been subject to political Campaign by a member of the Parish Council.
 - Clerk has replied to Councillor Charlie Nightingale on the 16th November stating that the allegations are incorrect and copied that e-mail to the same circulation list
 - Chair proposed an official Parish Council response to Councillor Charlie Nightingale e-mail of the 12th November 2018 as the communication and allegations were considered to have brought the Parish Council into disrepute
 - Parish Councillors requested Chair to drop any response in an effort to promote an improved working relationship
 - Chair agreed, subject to no further allegations
- E-mail from Granta Medical Practices requesting opportunity to attend a Parish Council meeting and review their role in the community.
 - Chair to meet and discuss overall status

18. 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

Councillor Ian Kydd raised issue of leaves and grass cuttings at the Memorial Green

Clerk agreed to investigate despite this not being a topic for this section of the agenda

19. With all Agenda items covered the Chair closed the meeting at 2205hrs

Reminders

Next Parish Council Meeting F&GP Only

- Wednesday 5th December at 1930hrs, Great Shelford Pavilion

Next Planning Meeting

- Tuesday 6th November 2018 at 1900hrs, Great Shelford Pavilion

Next Rec & Pavilion Meeting

- Tuesday 27th November 2018 at 1900hrs, Great Shelford Pavilion

Next Cemt & Allotment Meeting

- Wednesday 28th November 2018 at 2000hrs, Great Shelford Pavilion

Note. All the above is the official minutes of the Parish Council meeting on 21st November 2018 that have been reviewed by Parish Council with full adoption awaited at the next Full Parish Council meeting

Signed

Date

Chair

Great Shelford Parish Council

UN-ADOPTED