

GREAT SHELFORD PARISH COUNCIL

Minutes

Parish Council meeting held in the Pavilion, Woollards Lane on Monday 10th April 2017 at 1910hrs

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1. Present: Councillors Mike Nettleton (Chair), Bridget Hodge (Vice Chair), Malcolm Watson, Peter Fane, , Stefan Harris-Wright, Angela Milson, Barrie Ashurst, David Coggins, Helen Harwood, , Carrie Hillard, Charlie Nightingale (District Councillor), and Parish Clerk: Mike Winter
Three members of the public.
2. Apologies Received: Councillors, Richard Davies, Simon Talbott, Ben Shelton (District Councillor), Tony Orgee (County Councillor) and Gail Kenney (County Councillor)
District Councillor Whiteman Downes not in attendance

3. There was one declarations of interest received.

- Councillor Mike Nettleton, Eagle Analysis Invoice on payment schedule.

4. **The meeting was then 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.**

It was requested if any assistance could be given to the Hedgehog Sanctuary by providing a collection point for newspapers or any assistance with highlighting the requirement.

Councillors suggested included

- Article in the Village News
- Contacting Great Shelford On-line with a similar article

With no further issues raised by the public attending, the meeting was reconvened at this point for the Parish Council Agenda

5. Minutes of the Parish Council meeting of 15th March 2017 were confirmed as being an accurate record and were signed by the Chair.

6. Consider Matters arising from meeting of 15th March 2017
None

7. Reports from Elected Representatives were received

a) District Councillor Charlie Nightingale verbally reported

- No Items to report
- Chair requested a report in righting for future meetings

b) County Councillor Tony Orgee April report previously circulated and reviewed in his absence, main topics

- Local Liaison Forum (A 1307), had a workshop on Thursday 6 April, which was an opportunity for members of the Forum to put forward ideas and suggestions to tackle congestion on the A1307. Further, geographically-focussed workshops will be held in late May and June.

8. Standing Committee Reports

a) **Highways:** April report previously circulated, main topics

- Complaint re the operational cycle of the Traffic Lights at Woollards Lane / Tunwells Lane junction had been swiftly dealt with and rectified by CCC.
- Road kerbside and gutter sweeping had recently been undertaken
- LHI 2016 / Highways changes, the new pedestrian crossing is still on schedule for June. The draft TROs have been issued for all the proposed lining changes
- Any additional idea's for 2017/2018 LHI application welcomed
- A second SID is being considered

- b) **Planning:** Minutes for 22nd March 2017 meeting previously circulated
 - No additional information
 - c) **Recreation Ground:** February report previously circulated, main topics
 - Clearance of debris around the recreation ground was underway
 - Rob Mungovan SCDC Recommendations are actioned with the proposed construction of one river access point from railway sleepers interspaced with stones for review to review solution. A full length of riverbank protective fencing to try and prevent edges being damaged by dog, duck and human traffic, until growth is established. Probably for next 12 months.
 - Feasibility study of moving the Village Hall heating system into the Village Hall and demolition of the exterior plant house is to progress and report asap.
 - d) **Cemetery and Allotments:** April report previously circulated, main topics
 - Three allotment plots are currently vacant
 - Repossession of 2 allotments is actioned due to non-payment and neglect
 - e) **Finance and General Purposes:**
No new updates
 - f) **Neighbourhood Plan Joint Committee:** Report for April handed out by Councillor Peter Fane, main topics
 - Inception meeting held in Stapleford on 4th April 2017
 - Various information & reports available on website www.staplefordandgreatshelford-np.uk
 - g) **Playscape Liaison:**
Councillor Stefan Harris-Wright attending next meeting of the PSWG.
 - h) **Police Liaison:**
No new updates
Parish Council to liaise with other local Parish Councils on a joint response raising concerns to the Police & Crime Commissioner
 - i) **Social Media:**
 - Updating of GSPC website now in place as documents issued.
 - j) **Community Association:** April report previously circulated, main topics
 - AGM was held on 3rd April 2017, only one non-committee member in attendance
 - 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:** April report previously circulated, main topics
 - Changing room heater use now isolated due to excess power consumption bill from start Feb to start April. Visitors changing room heater found left switched on by Clerk after meter reading investigation of bill. GSFC contacted for response as the committed to check after every match?
8. Review Arrangements, External Communication & Format for the APM, Wednesday 19th April
Councillors Angela Milson and Peter Fane update on progress
- Format of meeting / arrangements reviewed and agreed
 - Facilities required all checked and in place
9. Receive, Review, Approve and sign the External Auditors report for the Annual Accounts up to 31st March for Financial Year 2016 / 2017
- a) Clerk presented schedule of all outstanding payments and receipts from previous Parish Council meeting on 15th March up to the 31st March for approval
This was accepted with 7 cheques valued at £20,171 - 69p for payment

- b) Clerk presented the Annual governance statement for 2016 /17 for approval, this was agreed and signed by the Chair and Clerk
- c) Clerk presented the full Accounting statement for the year 2016 / 17 for approval, this was agreed and signed by the Chair and Clerk

10. 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 April in Financial Year 2017 / 2018

This was accepted with 7 cheques valued at £12,174 - 43p for payment

11. Review of new external Correspondence

- None

12. Matters raised for future agenda consideration were

- None

Agenda Item discussion excluded to public and press as Staff information

13. Agree changes to Staff salaries in line with the Nationally agreed pay scales for the sector in financial year 2017 - 2018

Proposed Councillor Helen Harwood

Seconded Councillor Angela Milson

Carried Unanimous

Agenda Item discussion excluded to public and press as Legal information

14. Update information from the Grange Field owners Legal Representatives

Chair Mike Nettleton updated Parish Councillors on recent meeting and made proposals for further plans.

15. With all Agenda items covered the Chair closed the meeting at 2100hrs.

Reminders

- APM, Wednesday 19th April 2017, 1900hrs at the Memorial Hall
- Next Parish Council Meeting, Annual Meeting of the Parish Council, Wednesday 17th May 2017 1930 hrs at the Pavilion

Signed
Chair
Great Shelford Parish Council

Date