

# GREAT SHELFORD PARISH COUNCIL

## Minutes

Meeting of the Parish Council to be held in the Pavilion, Woollards Lane  
on

Wednesday 18<sup>th</sup> November 2020 at 1830hrs

**NOTE. This meeting was conducted Via Zoom under the temp legislation L01-20 | THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020 by the Chair to progress the Business as stated on the Agenda, due to the Corvid-19 meeting restrictions.**

### 1. Received & Accepted apologies for absence

Present: Councillors Malcolm Watson (Chair), Barbara Kettel, Barrie Ashurst, Simon Talbott, Paula Arnold, Charlie Nightingale, Gregory Price, John Stanton, Lyn Disley, Peter Fane (Also District Councillor), Angela Niblett, Ifthinan Shareef, Parish Clerk, Mike Winter and Assistant Parish Clerk Andrea Gothard

District Councillor, Nick Sample

County Councillor, None in attendance

Apologies for absence:

- None

Not in Attendance:

Councillor Pete Bassett

Public

- Four members of the Public in attendance
- One Representative of Playscape Working Group
- Two Representatives of CamBedRailRoad (Presenting)
- Two Representatives of Network Rail (Presenting)

### 2. Received declarations of interest

- Councillor Charlie Nightingale, member of Community Association and Feast Committee
- Councillor Simon Talbott, member of Playscape Group and Feast Committee
- Councillor John Stanton, member of Playscape Group & SSYI
- Councillor Greg Price, resident in close proximity to East West Rail proposed routes

### 3. Public Session

**The meeting will be adjourned for an unspecified period for two presentations and any Councillor or Public questions during the presentations**

#### a) Presentation from CamBedRailRoad alternatives to the East West Rail potential proposals

Detailed presentation made Sebastian Kindersley and Brian Bell of CamBedRailRoad.

Councillor and Public questions explored logics of proposed route and came to the conclusion that in general agreement it was the best option from all the previous reviewed proposals.

The best way to support this proposed route was in conjunction with Cambridge Approaches Group, to lobby MP, CCC and CCC stating it makes sense to have new developments along a railway line that also serves existing travel routes rather than over undeveloped green land being destroyed.

Full presentation available on Parish Council Website <https://greatshelfordparishcouncil.gov.uk/>

#### b) Presentation from Network Rail, Cambridge South Infrastructure Enhancements project. Proposed new station south of Cambridge, second round of consultation launching on 19 October full response to this consultation by Sunday 29 November.

Detailed presentation from Mike Blissett and Sophie Moeng, focusing on the works in Great Shelford by Shepreth Branch Junction.

Considerable objections from Public and Councillors on necessity for this site and implications on local disruptions during build.

General consultation process inadequate and EIA consultation or its findings not taking place with relevant stakeholders (The local Parish Council)

Network Rail Public Consultation brochure with tear out reply section, mailed to all Great Shelford resident but not received by many residents. Sophie Moeng to investigate and respond to Parish Council

Public and Parish Council encouraged to respond via the posted brochure (Hard Copy) or online at <https://consultations.networkrail.co.uk/communications/cambridge-south-phase-2-a-new-station-in-the-south/>

Full presentation available on Parish Council Website <https://greatshelfordparishcouncil.gov.uk/>

#### **4. Receive and Adopt Minutes of the Parish Council meeting held on 21<sup>st</sup> October 2020**

Minutes of 21<sup>st</sup> October 2020 were confirmed as being an accurate record and held for signature until a physical meeting could be achieved.

#### **5. Consider matters arising from meeting of 21<sup>st</sup> October 2020 (new information only)**

- None

#### **6. Review and Approve Financial monthly accounts for payment and note receipts**

a) Clerk presented full accounts for November 2020 (Financial Year 2020/2021)

- 16 Cheques presented for approval and signature up to 18<sup>th</sup> November 2020
- Total Value of 16 Cheques £11,385-67p
- SO & DD Payments £4,026-71p
- Cash Payments £0
- Receipts £4,993.33p
- All Bank Balances and Cash/stamps held £411,222-14p
- Less PWLB Debt of £54,864-72p
- Balance Held £356,357-42p

Payments approved with Cheques Signed by Chair and Clerk to minimise physical contact

#### **7. Receive reports of Elected and Nominative Representatives**

- a) District Councillor Report  
Report circulated & on website
- b) County Councillor  
No report

#### **8. Receive Reports from Committees**

##### **a. Highways Committee**

Minutes of Committee meeting on 11<sup>th</sup> November 2020 circulated and on website

##### **b. Planning Committee**

Minutes from Planning Meeting 4<sup>th</sup> November 2020 circulated and on website

Major problems continue to exist on the SCDC Planning Portal and it remains very difficult to use SCDC Planning Portal, public access system will be unavailable from 5pm Thursday 19<sup>th</sup> November through to 9am Tuesday 24<sup>th</sup> November 2020. District Councillor not aware of this and will enquire as to reasons

User group suggested and contact to be made with Julie Ayre at SCDC to try and establish

##### **c. Recreation Ground and Pavilion Committee**

Minutes of Committee meeting on 9<sup>th</sup> November 2020 circulated and on website

##### **d. Cemetery & Allotment Committee**

Minutes of Committee meeting on 28<sup>th</sup> October 2020 circulated and on website

- Stonehill Allotment hedges being cut over late November Early December

##### **e. Finance & General Purpose Committee**

Next Meeting 9<sup>th</sup> December 2020 Including

- 2021/2022 Budget & Precept review for January 2021 Parish Council approval

- Precept to be agreed at Parish Council Meeting on 13<sup>th</sup> January 2021 (note previous planned meeting of the 20<sup>th</sup> January is too late and needs to be brought forward) and returned to South Cambs District Council by 20/01/2021

## 9. Receive Reports from Co-Ordinating Officers

- a. Playscape
 

Playscape Working Group representative Eleanor McCrone gave an update on current status

  - FCC grant application to be authorised by Clerk
  - Councillor John Stanton and Playscape Working Group member Eleanor McCrone to be nominated primary and secondary contacts  
Proposed; Councillor Greg Price  
Seconded; Councillor Lynn Disley  
Vote; Unanimous
  - Copse  
New sturdy dens successfully installed over half-term. New planting in progress. Bark chip TBC. Also, magposts to be installed. Pav & Rec agreed pause in spraying in this area in spring.
  - Willow Dome  
Pruned and tied-in.
  - Meadow  
Pav & Rec committee agreed extended meadow area by hedge.  
Yellow rattle and other wildflower seeds sown in swathes on current meadow patches. A replacement cherry tree is on order to replace the dead one on the meadow boundary.  
Mag posts to be installed that do not run risk of starting fires  
Future cutting to consider use of scythe as better than mowing to promote growth
  - Shelter renovation – PC organising this, GSP have transferred £750 towards this, please could we have a record of receipt, email will suffice.
- b. Neighbourhood Plan  
No Discussion
- c. Parochial Charities  
Topics of Discussion
  - Building work to start 1<sup>st</sup> week in January 2021
  - Hedgehog holes and swift boxes to be considered
- d. Police  
Topics of Discussion
  - Any reduction of PCSO numbers to be opposed
  - Public reporting link for any observed crimes : <https://www.cambs.police.uk/report/REPORT>
- e. Community Association  
No Discussion
- f. Twinning Association  
No Discussion
- g. Library  
No Discussion
- h. Feast  
Topics of Discussion
  - Tentative arrangements being considered for 2021 event
- i. Greater Cambridge Partnership  
No Discussion
- j. Scouts & Guides  
No Discussion
- k. Village News  
No Discussion
- l. SSYI Club Room  
No Discussion
- m. Land Acquisition  
No Discussion

- n. Website Administration
  - Topics of Discussion
    - Website Items added
      - Agenda and Minutes Updated
      - Reports as received
      - Pavilion Schedule updated on web page
      - Various News Items & Updates
      - Video Zoom Conference meetings set up as necessary and monitored for assistance
    - Councillor Profiles to be added when provided by Councillors
- o. Schools
  - Topics of Discussion
    - Low level of Covid 19 infections recorded at both schools
- p. Church
  - Topics of Discussion
    - Drive in Carol Service details as Agenda Item 11
- q. Health Centre, Dentist & Pharmacy
  - No Discussion

**10. Review Progress on Support for Private Street Lighting and status of outstanding Eon account from November 2019**

- Clerk has Invoices from Eon for outstanding £1,535-00p since November 2019 transfer of power supply.
- Clerk has signed no contract with Eon as previously instructed. However, did receive quotations from Eon and two other suppliers as previously reported.
- Draft letter to SCDC circulated as agreed at Highways Committee Meeting November 2020 proposed for approval  
Proposed; Councillor Simon Talbott  
Seconded; Councillor Lynn Disley  
Vote; Favour ten  
Against; Zero  
Abstained; Two

Clerk to issue the official Parish Council letter to SCDC

**11. Review Proposals for a Drive in Carol Concert**

Drive in Concert to be held at Rugby Club on 16<sup>th</sup> December 2020

- No pedestrian access
- About 75 car spaces available
- Rugby Club may / may not be open subject to Government legislation
- Chair suggested £500 grant to Rugby Club to assist with equipment necessary to hold event  
Proposed; Councillor Greg Price  
Seconded; Councillor Lynn Disley  
Vote; Unanimous

**12. Agree requirements / dates for Christmas Street Lighting and any Switch on event**

- Switch on date Sunday 29<sup>th</sup> November 2020
- Other Parish Councils suggesting resident external house Christmas lighting to be switched on at same date
- Switch on by Chair and officials only

**13. Agree costs of electrical improvements and roof updating on the SSYI Club room**

- Electrical quotes previously approved as lowest bidder but not awarded yet as changes required
  - Clerk to chase and award asap

- Exterior flat roof found to be in poor state and thermally insecure
  - Warm roof solution proposed
  - Initial budget quote received
  - Budget figure of £25,000 proposed to cover full replacement including gutters, new nesting boxes and professional advice or contract management  
Proposed; Councillor Greg Price  
Seconded; Councillor Simon Talbott  
Vote; Unanimous
- Additional work for total Memorial Hall fire alarm system to be considered at the F&GP Committee meeting in December 2020

**14. Update Status on EWR / Cambridge Approaches current position**

Chair on Zoom meeting with Cambridge Approaches next Tuesday

**15. Review Parish Council Log of ASB with Response and Actions necessary**

No Discussion

**16. Update Progress by the RISK Working Group on the Village issues, objective completion asap, for full and final approval of the Parish Council**

- No progress from Working Group members Councillors Charlie Nightingale, Peter Fane, Greg Price and Barrie Ashurst
- Clerk stated RISK assessments due for review at F&GP meeting in December 2020
- Drone flying on Recreation Ground can be stopped if on Bylaws or considered a danger to other users

**17. Update Status of the Ball protection netting used during the previous Cricket Season and agree Parish Council position with the necessary action plan**

No Discussion

**18. Update progress on and Review the Proposed new SSYI lease for Approval**

- Latest Draft circulated and reviewed
  - Minor tidy up required by Councillor Greg Price
- Proposal to Agree Lease as circulated with tidy up  
Proposed; Councillor Simon Talbott  
Seconded; Councillor Barbara Kettel  
Vote; Unanimous

Clerk to issue for signatures asap

**19. Agree proposals for extending the existing Tennis Club lease**

Tennis Club request for 10 year extension to the existing lease.

Proposed; Councillor Malcolm Watson

Seconded; Councillor Barrie Ashurst

Vote; Unanimous

Clerk to issue an addendum note covering to March 2028 to the existing lease

**20. Review Status on the 2020/21 LHI scheme submission**

CCC review expected in January 2021

**21. Review any action necessary in connection with Coronavirus Virus and advice from CAPALC & NALC**

- No Change or Update in Legal advice from NALC, SLCC or CAPALC
- NALC have indicated Remote meetings are to continue for many months and recommending Government make optional remote attendance a legal change to Parish Council meeting arrangements
- New updates expected soon

## **22. Consider Financial Support for Village Groups that may struggle with no Feast Grants in 2020**

- Note on Parish Council Website and Village News issue December 2020
- First two applications received, update for F&GP Meeting December 2020

## **23. Review Progress on Assets of Community Value (ACV) Working Group Update**

No Discussion

## **24. Review new relevant external Correspondence**

- Offer to maintain Memorial Hall flower beds on a labour FOC basis from Colin Coulson as Brownies cannot continue, accepted with thanks by the Parish Council
- Peterborough Minerals and Waste Local Plan. Noted
- Residents e-mails re Cambridge South East Transport, the new Addenbrookes Train Station and the EastWest Rail and Cambridge South Station. Noted

## **25. Consider matters for future agenda consideration**

- Trumpington Farm Lease
- Policies, Standing Orders, Code of Conduct, Procedures as necessary
- Bye-Laws & PSPO Update to Process
- Mobile Phone Signal strength around the Village
  - Agenda item when update available
- Village Centre unused Commercial properties
- Church Street & General Village Traffic concerns
  - Councillor Lynn Disley to make a presentation of suggestions at Parish Council meeting January 2021

## **26. Parish Council Reminders**

### **Next Planning Meeting**

- Wednesday 2<sup>nd</sup> December 2020 at 1715hrs, Virtual Meeting
- Note includes presentation from Co-op on relocation plans

### **Subsequent Planning Meeting**

- Wednesday 16<sup>th</sup> December 2020 at 1715hrs, Virtual Meeting

### **Next Parish Council Meeting**

- Wednesday 9<sup>th</sup> December 2020 at 1830hrs, Virtual Meeting
- Note F&GP Committee Members only (Any Councillor can attend but cannot vote)

### **Subsequent Parish Council Meeting**

- Wednesday, 13<sup>th</sup> January 2021
- Note brought forward one week to meet SCDC Precept requirements

## **27. Close Parish Council Meeting**

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

**Note. All the above is the official minutes of the Parish Council meeting of 18<sup>th</sup> November 2020 that have been reviewed by Parish Council with full adoption awaited at the next Parish Council meeting**

Signed  
Chair

Date  
Great Shelford Parish Council