

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Parish Council meeting held in the Pavilion, Woollards Lane on Wednesday 20<sup>th</sup> July 2016 at 1900hrs

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1. Present: Councillors Mike Nettleton (Chair), Barrie Ashurst, Peter Fane, Helen Harwood, and County Councillor Gail Kenney  
Mr Ian Wilkinson Representing Trustees of Great Shelford Parochial Charities  
Parish Clerk: Mike Winter

One member of the public

Apologies Received: Councillors Bridget Hodge (Vice Chair), David Coggins, Angela Milson, Malcolm Watson, Simon Talbott, Stephen Chittenden, Charlie Nightingale (District Councillor) Ben Shelton (District Councillor) and County Councillor Tony Orgee  
District Councillor Whiteman Downes not in attendance

2. There was one declarations of interest received.  
Councillor Mike Nettleton, proprietor Eagle Analysis & resident of The Hectare (Re Agenda Item 9)

Meeting closed to public for next item as HR topic

3. Two applications for Additional Parish Councillors were reviewed

Meeting closed to public for this item as HR topic

Applications from

- Mr Richard Davies
- Mr Stefan Harris-Wright

were accepted and both co-opted onto the Parish Council.

Clerk to arrange all necessary documentation

The two further applicants who could not attend, to be reviewed at the next suitable Parish Council meeting for the one remaining vacancy.

Meeting reopened to public as this item closed

Public Session Notes

No issues raised by the public attending

4. Minutes of the Parish Council meeting of 22<sup>nd</sup> June 2016 were confirmed as being an accurate record and were signed by the Chair.

5. Consider Matters arising from meeting of 18<sup>th</sup> April 2016  
No items arising

6. Reports from Elected Representatives were received

a) District Councillor

- No District Councillors present

b) County Councillor Gail Kenney report circulated, main topics

- City Deal, consultation available on website to 1<sup>st</sup> August 2016 and local exhibition at Great Shelford Memorial Hall on Thursday 21<sup>st</sup> July 1730 to 1930hrs
- Access to Cambridge Strategy, consultation started 11<sup>th</sup> July and runs until 10<sup>th</sup> October
- Devolution discussions continue with combined Cambridge and Peterborough proposal. Consultation runs from 8<sup>th</sup> July to 23<sup>rd</sup> August.

- Various pavement accidents causing injury to pedestrians due to lack of maintenance reported by the Parish Council for investigation. Funding for maintenance is recorded as limited.
- HGV's transiting the village again raised by the Parish Council for investigation.

## 7. Standing Committee Reports

### a) **Highways:** Chair Mike Nettleton, report circulated, main topics

- Revised location of pedestrian crossing under discussion due to safety concerns
- Lack of progress of main work to be escalated
- SID installation progress to be progressed by Councillor Ashurst
- Extension of Parking enforcement patrols to be confirmed to Chief Inspector Southerland by Clerk

### b) **Planning:**

- Minutes for 30<sup>th</sup> June previously circulated
- Neighbourhood Plan, joint group formed, wider external issues to be considered, planning committee to respond to A1307 plan. Full update at Sept Parish Council meeting.

### c) **Recreation Ground:**

Agenda Note circulated on Proposal to have CGM cut the recreation ground, memorial corner and Freestones corner.

Proposed: Councillor Barrie Ashurst

Seconded: Councillor Helen Harwood

Vote: Unanimous

Clerk to action with CGM and produce alternative proposals for use of Village mans time

### d) **Cemetery and Allotments:**

- Councillor Barrie Ashurst had personally attended to various outstanding jobs.
- Councillor Helen Harwood to progress any outstanding work necessary directly with a suitable contractor.

### e) **Finance and General Purposes:**

- No new report items

### f) **Playscape Liaison:**

Playscape status meeting to be arranged to review all outstanding topics. Chair Councillor Mike Nettleton to arrange

### g) **Police Liaison:** Councillor Barrie Ashurst reported

- Operation Hunter had been successful in the village
- A speedwatch survey on Hinton Way showed 10% of all vehicles speeding
- Hinton Way, Granhams Road and Abberley Wood pavements were being reduced in usable width due to overgrown hedges and grass growth.
- Clerk to progress note to local residents with Councillor direct guidance

### h) **Environmental & Sustainable Shelford:** No new report items

### i) **Social Media:** No new report items

### j) **Community Association:** No new report items

### k) **Parochial Charities & Schools:** No new report items

Also see Item 10 on Agenda

### l) **Twinning Association & Feast Liaison:** No new report items

### m) **Library:** Councillor Helen Harwood reported

Funding continued to be a concern. Library was a service to the wider local community and co-location activities were under consideration.

### n) **Local Liaison Forum, City Deal:** No new report items

### o) **Pavilion:** Clerk Mike Winter report circulated, main topics

- Request from Bowls club for a contribution towards a new sprinkler system was not supported

- Faults on Fire alarm system (Still functioning) and one CCTV camera were scheduled for repair
- Recreation Ground emergency gate combination lock had been replaced again, further loss would require review of use

Full report for July circulated

8. Update on Riverbank Grant application status

See Agenda Note circulated

In absence of Councillor Stephen Chittenden, Clerk reported that the Grant application of £25,174 to Amey had been successful and that work on the project was expected to start imminently

9. Update on potential Land acquisition process. In absence of Councillor David Coggins, Clerk to arrange meeting with Councillors Coggins, Watson, Milson, nightingale and Nettleton to review status and recommend actin plan to next Parish Council meeting

10. Update on Parochial Charity Land Development plans

This Item moved to start of Public meeting for convenience

See Agenda Note circulated

Mr Ian Wilkinson representing Trustees of Great Shelford Parochial Charities stated Land at Bridge Close, Mores Meadow and adjacent farmland / wild grassland considerations are at a very preliminary stage with no direct plans or funding. Considerations are extremely speculative and without relaxation of green belt planning restrictions are unachievable.

Councillor Mike Nettleton and Gail Kenney expressed opposition to any green belt relaxation

Further update to be provided with 6 months

11. Update on Village Post Office future

Chair Councillor Mike Nettleton reviewed current position and confirmed status as stated on the latest Parish Council Notice, as available to the public at meeting, displayed on media websites and at the Library

12. To Approve purchase of a Defibrillator for general village availability

See Agenda Note circulated

Item adjourned until further consultation on site location, use and administration of equipment was clarified.

Chair Councillor Mike Nettleton to review with potential site within Tesco

Clerk not to deposit support cheque from Shelford Support Group until all administration arrangements were documented and in place with Tesco

13. 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 July in Financial Year 2016 / 2017

This was accepted with 11 cheques valued at £10,585-02p for payment

- Chair Mike Nettleton was still not on signature list due to delays at Barclays
- Insufficient cheque signatories present at the meeting. Clerk to arrange cheque signing after the meeting asap

14. To Approve Parish Clerk worked hours

Chair Councillor Mike Nettleton reviewed current position and future plans

Proposal to increase working hours from 20 to 25hrs per week effective from June 2016

Proposed: Councillor Barrie Ashurst

Seconded: Councillor Helen Harwood

Vote: Unanimous

15. External correspondence received, reviewed and replies agreed as follows
- a) Train Station Barrier Closure report from Duncan Grey
  - b) Train Station Incident from Helen Harwood. County Councillor Gail Kenney to progress
  - c) Jim Chisholm's contribution on Streetlife, re footpath from Station to bridge consultation. Peter Fane requested item as A1307 City Deal consultation. Item referred to Planning Committee for inclusion in Consultation response
16. Matters raised for future agenda consideration were
- Next Meeting
- a) Currently no new items
- Outstanding from previous meetings
- a) Critical Succession and Critical illness proposals to be reviewed
  - b) Communications policy for review of Council and Committee Minutes, draft, final, issue process timescales and issue method / location.
  - c) Update on proposal to disperse costs of street lighting to local residents for 2016/2017
  - d) Presentation from Network rail on footbridge proposal and Frequency of barrier closure to be requested?
17. With all Agenda items covered the Chair closed the meeting at 2110hrs.
- Reminders
- Planning Meeting, at Pavilion Monday 25<sup>th</sup> July 2016, 6:30pm
  - Next Parish Council Meeting is a Finance & General Purposes meeting at Pavilion Wednesday 17<sup>th</sup> August 2016, 7:30pm. All councillors welcome but only F&GP Committee members will take part in discussion and voting.
  - Next full Parish Council Meeting, Wednesday 21<sup>st</sup> September 2016 7:30pm  
Note Chair Councillor Mike Nettleton will be absent due to holidays

**Note.** All the above is the official minutes of the Parish Council meeting on 20<sup>th</sup> July 2016 that have been reviewed by Parish Council with full adoption awaited at the next Parish Council meeting

Signed

Date

Chair

Great Shelford Parish Council