

DRAFT - AWAITING APPROVAL

GREAT SHELFORD PARISH COUNCIL

Minutes of Parish Council Meeting held in the Pavilion
Woollards Lane, Great Shelford at 7:30 pm on 22 July 2014.

Present: Cllrs Nightingale (Chairman, and as District Cllr), Ashworth, Chittenden, Coggins, Fane, Harwood, Milson, Nettleton, Poskitt, Shelton (also as District Cllr), Smith and Watson. Also present, County Cllr Orgee, the Clerk and one member of the public. **Apologies** received from Cllrs Hodge (Vice Chairman), Rev Talbott and Winter, and County Cllr Dr Kenney.

Wyn Harrison. The Chairman asked all present to stand for a minute's silence in memory of Wyn who died on 9 July 2014. She was a former Chairman of the Parish Council, Founder and Editor of the Great Shelford Village News, and, during WW2, a member of the Bletchley Park/Enigma Team.

Introductions. The Chairman introduced and welcomed co-opted Cllrs Ashworth and Fane.

Declarations of Interest were lodged by the Chairman (in respect of the Feast) and Cllr Chittenden (Tennis Club).

Public Session. Mrs Vanda Galer spoke in favour of preserving, by listing or adoption, the phone kiosk at High Green. (see paragraph 5)

1. Minutes of the meeting of 18 June were **confirmed** as accurate records and signed by the Chairman.

2. Progress on matters arising. County Cllr Orgee said the meeting at which **speed reductions** on Hinton Way and Cambridge Road would be decided will be at 10 am on 19 August. He will attend and speak in favour.

2.1 Cllr Smith proposed that a provision in Standing Orders for **absentee or proxy voting** be made. County Cllr Orgee did not think this was allowed but suggested the Clerk seek a definitive view from CAPALC. **Action: Clerk.**

2.2 The Clerk confirmed that Mr Holland had agreed to act as **Internal Auditor** for 2014-15. The Clerk confirmed that **sickness insurance** for the Village Man had been taken out.

3. Reports of Elected Representatives. County Council. County Cllr Orgee presented his and County Cllr Dr Kenney's reports (attached).

3.1 District Council: Cllr Shelton said the **Tour de France** coming through the Village was well supported, organised and a success. The Village could be proud. Cllr Harwood thanked the Chairman on behalf of the Council for all the arrangements he made.

4. Reports of Standing Committees and Nominative Representatives.

Pavilion/Recreation: Minutes of the Joint Committee Meeting of 15 July were

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received.

4.1.1 The Chairman requested a letter of thanks be sent to Munros in respect of their donation of **solar lights** for the footpath to the pavilion. **Action: Clerk.**

4.1.2 Cllr Ashurst asked if there was a **Pavilion Budget**. Cllr Watson said no as this was its first season; costs and contributions would be monitored and subject to review. The main objective was to encourage usage. The Council's position on VAT was also a factor.

4.1.3 The Chairman said the area of the Rec behind the Memorial Hall that had been damaged during the **Feast** would be repaired shortly. Cllr Smith, as Chairman of the Recreation Committee, would write to the Feast Chairman confirming that the Feast was responsible for the damage. The Chairman was also arranging for an expert to look at the grass area in front of the pavilion and playground which had not been repaired properly. Cllr Chittenden noted that paving slabs leading to the tennis courts close to the skateboard had been damaged during the Feast.

4.1.4 Cllr Smith said he had been informed by the architect that the contractor was arranging for the **Arch, storage area gates and boot-scrapers** to be installed/re-installed. The Chairman would investigate access to heavy lifting equipment.

4.1.5 The Clerk confirmed that a letter had been sent to the owners of the **Grange Field** pressing for action on the dangerous trees.

4.1.6 The Clerk confirmed that arrangements had been made for the **football pitches** to be re-marked.

4.1.7 Cllr Shelton said that he and the Youth Initiative would take responsibility for raising money to replace the **skateboard**.

4.1.8 The Clerk was asked to remind Borley Brothers to provide a quotation for the necessary repair and maintenance work on the **play equipment**.

4.1.9 Cllr Smith said the **Bowls Club** were pressing for their benches to be re-installed; this was not provided for in the plans for the pavilion. Cllr Coggins said the Bowls Club claimed the paving stones in front of the pavilion belonged to them. Cllr Smith said they used to be in front of the old pavilion. It was agreed to defer this issue.

4.1.10 The Chairman said that the **dead yew trees** between the pavilion and the Bowls Club would be replaced by Scotsdales in the autumn. The Bowls Club would be asked to water them.

4.1.11 Cllr Smith said that the recent invoice from Stuart Olley Associates in respect of work on the **pavilion** should be challenged. **Action: Clerk.**

4.1.12 Cllr Chittended agreed to take responsibility for investigating maintenance of the **Riverbank**.

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4.2 Cemetery and Allotments. Minutes of the Committee Meeting of 14 July were received. Cllr Harwood said that the Committee will be recommending increases to its charges.

4.3 Highways. Cllr Shelton said that action on various issues was awaited. These included parking bays close to the Post Office and phone kiosk at High Green, and the Roads and Pavements Survey. He would be calling a meeting soon.

4.4 Planning. Minutes of the Committee Meeting of 10 July were received. Cllr Hodge said that there had also been a Committee Meeting that evening. The Committee was recommending refusal of the application from the furniture store at High Green.

4.5 Twinning. The Chairman said the recent visit by the French group, coinciding with the Tour de France, had been very successful.

4.6 Community Association. The Chairman asked Cllr Smith to confirm that the Social Club's insurance was in place.

5. Phone Kiosk at High Green. After discussion it was agreed that this kiosk (but not those on Cambridge Road or Hinton Way) was iconic and an important heritage. Subject to being in reasonable condition, it should be adopted rather than left to its fate with BT. **Action: Clerk.**

6. Woollards Lane Traffic Calming. Cllr Harwood was concerned for the safety of pedestrians as cars had too much priority on this small road in a village. There was a need for separation. After discussion, Cllr Shelton said that the Highways Committee would consider the issue. He welcomed comments and suggestions.

7. Rural Exception Sites. Cllr Poskitt had circulated a paper on the SCDC briefing tour he had undertaken on 1 July. In discussion it was noted that the planning application (S/0079/12/FL of 24 April 2012) to build 25 houses adjacent to Shelford Rugby Club was for affordable housing. It was recalled that ACRE had approached the Parish Council about a Housing Needs Survey but had been turned down. It could be resurrected. Cllr Poskitt was thanked and congratulated.

8. Village Man Job Description and Terms of Employment. Cllr Watson asked that these be discussed at the F & G P Committee Meeting.

9. Finance. Cheques (10) as presented by the Clerk amounting to £7,801.69 were signed and receipts of £1,636.24 noted. It was noted that the first quarter accounts, and budgets, would be reviewed by the F & G P Committee.

10. Correspondence. Shelford and Stapleford Youth Initiative had sought a contribution for the current fy. It was agreed that this be considered by the F & G P Committee.

10.1 Richard Little – Personal Training Sessions (group and individuals) on the

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Recreation Ground. It was agreed a contribution of £10 per session be requested.

10.2 Babraham Parish Council concerns and request for support regarding traffic implications of **Cambridge City FC's relocation to Sawston**. Views varied on the seriousness of this. It was agreed not to contribute to the Babraham PC paper.

10.3 Mick George **skips and trucks** through the Village. Cllr Winter had asked that this be raised. It was agreed that this should be watched and if possible it be determined where to/from the vehicles were plying.

11. Matters for Future Consideration: Cllr Smith suggested a Committee be formed for the **Clay Pit**. He also said that some lengths of orange and black sleeve covers for cables had been dumped there. The Chairman said he would have them removed.

There being no other business, the Chairman closed the meeting at 9.40 pm.

Signed: