

GREAT SHELFORD PARISH COUNCIL
Minutes of Parish Council Meeting held in the Pavilion
Woollards Lane, Great Shelford at 7:30 pm on 17 September 2014.

Present: Cllrs Nightingale (Chairman, and as District Cllr), Hodge, Ashurst, Chittenden, Coggins, Fane, Harwood, Milson, Nettleton, Poskitt, Shelton (also as District Cllr), Smith and Watson. **Also present,** County Cllr Orgee, the Clerk and four members of the public. **Apologies** received from Cllr Nettleton (on holiday) and Rev Talbott (unwell).

A **Declaration of Interest** was lodged by the Chairman in respect of Finance (Payments).

Public Session. Mr Moule spoke on three issues:

- Silver birches planted by the Parish Council alongside Cambridge Road were overhanging the footpath. He asked who was responsible for these and if members of the public could cut them. He was advised that the public could trim them responsibly.
- He appreciated the new fence on the bridge over the railway line between High Green and Cambridge Road, but noted that weeds were encroaching the footpath. The Clerk said he was in touch with Network Rail about this, and, if necessary, would enlist support from County Council Highways Department.
- He asked the Council to consider using new dog control legislation in respect of dogs on the Recreation Ground. He would send details to the Clerk.

1. Sports Pavilion. Tim Page (Architect and Project Manager) briefed the Council about the defective cladding. There were deflections, cracks and corkscrewing. He was monitoring the movement which, of late, had slowed. The wood had either been cut improperly or not adequately dried. The Contractor should have spotted this and not used defective materials. The Contractor was made fully aware of the problem at an early stage, been allowed sufficient time to deal with it, but had failed to do so. The Contractor claimed to have approached his insurer, loss adjuster and TRADA (the timber trade association), but there was no evidence that he had done so.

After detailed discussion it was **proposed** and **agreed** unanimously that Tim Page should engage Martin Jinks (via the RIBA legal advice service) to provide further advice on how to proceed at a cost in the region of £250 plus VAT. It was also **proposed** and **agreed** unanimously that Tim Page should engage TRADA to undertake a detailed assessment of the cladding at a cost of £1,680 plus VAT. These fees, along with any other remedial costs met by the Parish Council, would ultimately be a charge on the Contractor and deductible from the retention sum. If that was insufficient, it would be a debt owed to the Parish Council by the Contractor.

It was **agreed** that the Parish Council should await legal advice before processing the recently received invoice. Tim Page confirmed that the correct procedure for the submission of invoices from the Contractor was through him.

In further discussion the Chairman stressed the importance of making urgent progress on finalising the rules, guidelines etc for the use of the Pavilion, and other outstanding issues including notice boards. He thanked Tim Page and invited him to report at the

next Parish Council meeting.

2. Minutes of the meeting of 22 July were **confirmed** as accurate records and signed by the Chairman.

3. Progress on matters arising:

- i. **Hinton Way/Cambridge Road speed limit reductions.** Work on the signs was likely to commence at the end of September. District Cllr Orgee had been assured that the 30 MPH restriction on Hinton Way would continue all the way to the Hinsby Roundabout;
- ii. **Skateboard Ramp:** Cllr Shelton was working on this;
- iii. **The Stuart Olley invoice** had not been paid. Further questions had been asked of him;
- iv. **Riverbank:** Cllr Chittenden was in touch with SCDC about grants to make the riverbank more attractive and interesting. He would continue to pursue this;
- v. **Phone Kiosk at High Green:** BT had repainted it. The phone service was working. The Clerk had informed BT and SCDC that the Parish Council had withdrawn its application to adopt the kiosk.
- vi. **SSYI/Social Club insurance cover:** the Chairman would check further that this was in place.

4. Minutes of the F & G P Meeting of 20 August were received. A separate note on the HR issues was available. There were no matters arising.

5. Reports of Elected Representatives. County Cllr Orgee presented his report (circulated in advance). County Cllr Dr Kenney's report had been circulated. Both attached.

6. District Council: Cllr Shelton said that press reports of a 2-week gap between waste collections over Christmas were incorrect. There would be a 10-day gap. In future SCDC hoped to work more closely with Cambridge City on waste management. Arrangements needed to be worked out carefully to take account of different working practices. Savings of £0.5 million were required.

7. Reports of Standing Committees and Nominative Representatives.

- i. **The Planning Committee** had met immediately before this meeting. Cllr Hodge said the Committee was content with proposals for the new Hospice but wanted a 40 MPH speed limit on Cherry Hinton Road. In respect of the development on the former Welch's site, the Committee was generally content except concerning one property which was overlooked significantly. She asked the Clerk to liaise with the Stapleford Clerk in respect of the distribution of S106 funds deriving from this development. **Action: Clerk.**
- ii. **Cemetery and Allotments.** Cllr Harwood said there had been two work parties at the Cemetery recently. She and Cllr Milson were about to undertake a safety and risk assessment at the Cemetery.
- iii. **Highways.** Cllr Shelton was collating and analysing the Roads and Pavements Survey and would present proposals at the next meeting. He was frustrated by

lack of progress on road markings close by the Post Office. He would meet with County Cllr Orgee to see if more pressure could be applied in respect of this and traffic calming measures on Woollards Lane. Cllrs Shelton and Coggins would survey what work was required at the Memorial Hall Car Park. Cllr Smith asked that a letter be sent regarding the overgrown hedge that totally covered the footpath outside 19 High Green. **Action: Clerk.** He also said that parking of the new Post Office vans in restricted areas close by the Post Office needed to be watched.

- iv. **Recreation.** Cllr Smith said that the Bowls Club had asked that the replacement yew bushes be planted on the Pavilion-side of the fence. This was noted. In respect of glass found in the repaired area of the Rec between the Memorial Hall and the Play Area, it was noted that the contaminated soil had been removed and the repair re-done. Since then the area had been checked many times and no further glass found. A quote of £180 had been received for cutting the laurel hedge. **Action:** The Clerk is to approach the company who are cutting the hedges at the Cemetery to see if they could also cut the laurel hedge. In respect of the bags of ballast and stones in the goal post storage area, the Clerk said that Samskara were going to remove these.
- v. **Environmental Issues and Police Liaison.** Cllr Winter's report had been circulated.

8. Jesus College Science Park and 1,250 houses Development. Cllr Shelton and County Cllr Orgee briefed on this. It appeared that the developers, on behalf of several landowners (not just Jesus College), had made the proposal within an objection to the Cambridge Local Plan. It would be for the developers to make their case to the Inspector and for the District Council to defend its Plan. If the Inspector decided that the site be included in the Local Plan, there would be a full public consultation which the Inspector would consider before publishing her Report. There was concern that this process was bypassing normal planning requirements. It was agreed that the Council should liaise with neighbouring Parishes (as was the case in respect of the recent proposal for a new stadium at Trumpington). **Action: Chairman.** Whilst comments on the development were largely negative, Cllr Milson was strongly in favour.

9. Clay Pit. The work done by Mrs Bard was noted and appreciated. No decision was taken on passing responsibility to a Committee. It was **agreed** that advice be sought from the Wildlife Trust (who were involved initially) on how the area was developing. **Action: Clerk.**

10. Village Plan. Cllr Fane said he was ready to take a leading role although stressed it was important to involve those who had a long and close understanding of the Village and its needs. It was important to establish at an early stage what type of plan, and its purpose, would be most desirable, effective and value for money. It was **agreed** that Cllrs Fane, Hodge, Coggins and the Chairman would meet with SCDC to consider this. The experiences of Histon and Linton should be drawn upon.

11. Advertising/Sponsorship Boards. The Chairman was concerned at the proliferation of signs for the recent Garden Show and Fun Run. Haarts had gone

overboard. Whilst he could not object to owners placing them on their properties, many signs were on the highways which was wrong. In respect of the request from Sterling Plants for a larger sign, it was **agreed** that Cllr Hodge would check what the planning regulations permitted. Meanwhile, Cllr Harwood should keep Mr Lee informed.

12. Section 106 Funds. It was resolved unanimously in accordance with s106 of the Town and Country Planning Act 1990 (as amended) that the Parish Council should enter into an appropriate form of agreement to secure the use of capital contributions arising from the Planning Obligation Agreement in respect of the development at 228 Cambridge Road, Great Shelford.

13. Finance. Cheques (14) as presented by the Clerk amounting to £3,605.71 were signed and receipts of £6,787.00 noted.

14. Correspondence.

- i. No **Superfast Broadband** in The Orchards. This had been taken up by County Cllr Orgee. The Clerk had also publicised the issue.
- ii. **St Mary's Toddler Group request for grant.** A further communication had been received from the Group. This was noted.
- iii. **Mr Dean** had written to thank the Parish Council for inviting him to be part of the Opening of the Sports Pavilion.
- iv. **Mrs Whittingham** had contacted the Clerk about road rage on Church Street during busy school times. She suggested one-way (alternate) traffic lights to operate during busy times. Cllr Shelton (Chairman, Highways Committee) took note.

15. Matters for Future Consideration: Risk Assessment and Management. As discussed at the F & G P Committee Meeting of 20 August, Cllr Watson circulated the latest draft Risk Assessment/Management spreadsheet. This was for full consideration at the next Council Meeting

There being no other business, the Chairman closed the meeting at 9.56 pm.

Signed: