

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Parish Council meeting held in the Pavilion, Woollards Lane on Wednesday 17<sup>th</sup> June 2015

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1. Present: Councillors Nightingale (Chair and District Councillor), Hodge (Vice Chair), Shelton (District Councillor), Ashurst, Coggins, Fane, Milson, Watson, Poskitt, and Harwood.  
County Councillor Kenney  
One member of the public  
Apologies Received: Councillors Nettleton Talbott, Chittenden and County Councillor Orgee

2. There were no new declarations of interests received.

Members of the public present stated their concerns over

- a) Continued serious traffic congestion problems in Woollards Lane and proposed parking changes regarding consultation process  
Chair Nightingale responded giving an explanation of the consultation process to be adopted.
3. Chair accepted resignation from Parish Council of David Poskett and thanked him for his service. Councillor Fane agreed to stand in as the Social Media Officer for a limited period.
  4. Minutes of the Parish Council meeting of 20<sup>th</sup> May 2015 received minor adjustments, were then confirmed as being an accurate record and were signed by the Chair. A communications summary of minutes was discussed, Vice Chair Hodge and Clerk Winter to progress.
  5. No matters arising were raised.
  6. Reports from Elected Representatives were received
    - a) District Councillor Shelton reported the suspension of the Local Plan as inspectors unhappy with the testing of the development strategy. Further sites and works to be investigated with appropriate evidence. Answers to the inspectors questions to be provided by end of 2015.
    - b) County Councillor Kenney reported highlights from the attached News Letter covering Boundary Commission review, local plan, policy and procedure, safe cycle between Sawston and Stapleford, flooding at Huckeridge Hill, road surfacing and drains, street lighting and cycle taster sessions.  
Attached, full report for June 2015

7. Standing Committee Reports

- a) **Highways:** In absence of Chair Nettleton, Chair Nightingale presented Minutes of meeting 27<sup>th</sup> May 2015 for comment and Parish Council acceptance. A meeting with Matt McIntyre, Tesco Manager is planned for 2<sup>nd</sup> July 2015 re parking of delivery trucks. The next Highways Committee meeting is scheduled for 9<sup>th</sup> July 2015 at 1900hrs. Clerk circulated the recent location of summer 2015 hanging baskets. The Council reviewed complaint from resident of 17 Wollards Lane re location of a basket on lamppost outside of property. The unanimous decision was to continue with its current location. Chair advised the traffic cones positioned on Church Street and Hinton Way had the desired effect, with no complaints on traffic issues since their placement, supporting the yellow line introduction. The advertising van parking on Hinton Way was an outstanding issue and Chair planned to visit the owner in the following days.  
Attached Minutes for 27<sup>th</sup> May 2015

- b) Planning:** Chair Hodge, presented Minutes of meeting 27<sup>th</sup> May 2015 for comment and Parish Council acceptance along with minutes from 5<sup>th</sup> May and 13<sup>th</sup> April 2015. Two planning consents had been granted when Parish Council rejection was recommended. The proposal from Stapleford Parish Council for a combined Neighbourhood Plan was reviewed at this point but is reported as minute item 7  
Attached Minutes for 5<sup>th</sup>, 27<sup>th</sup> May and 13<sup>th</sup> April 2015
- c) Recreation Ground:** Chair Watson, reported a variation of charges for assistance from PEM in vat registration / monitoring but would try to renegotiate closer to original plan. Playscape group has requested placing a laminated sign on the play area fencing to promote their development process. This was agreed by Parish Council.
- d) Cemetery and Allotments:** Chair Harwood presented June 2015 report for comment and Parish Council acceptance. Resulting from a safety check, budgeted expenditure of £800 + vat for the repair of 5 cemetery monuments was approved.  
Attached full report for June 2015.
- e) Finance and General Purposes:** No report presented
- f) Playscape Liaison:** In absence of Councillor Talbott, Chair Nightingale reported playscape group would be receiving presentations from three potential expressions of interest parties on their development proposals in the last week of June 2015. Chair Nightingale and Clerk Winter along with any other interested Councillors would attend the presentations.
- g) Police Liaison:** Councillor Ashurst presented June report for comment and Parish Council acceptance. Police prevention priorities on child exploitation, human trafficking, domestic violence the elderly and vulnerable people. Overall crime down by 1.5% on previous year. Police funding to reduce by £6.5m next financial year but not expected to reduce front line services. Locally, Shed burglary on the rise, parking and speedwatch topics reviewed.  
Attached, full report for June 2015
- h) Environmental & Sustainable Shelford:** No report presented
- i) Social Media:** Resigning Councillor Poskitt presented June report for comment and Parish Council acceptance. Facebook now 190 subscribers, 13 on Twitter. Council meeting dates posted. Traffic survey on all platforms.  
Attached, full report for June 2015
- j) Community Association:** No report presented.
- k) Twinning Association & Feast Liaison:** Clerk reported the Feast Liability Insurance premium was on the schedule of payments for Council approval
- l) Schools & Library:** Councillor Harwood presented June report for comment and Parish Council acceptance. Library Service consultation received responses from 15 organisations covering 623 individuals. Mixed response, Great Shelford providing a significant presence.  
Attached, full report for June 2015
- m) Pavilion:** Clerk Winter presented June report for comment and Parish Council acceptance. Omnis had not restarted the additional work as expected, thus the £5k release of retention had not been made. A 14 day notice period was agreed to be issued by Clerk on Omnis to commence work or alternative providers would be utilised to complete outstanding work and costs deducted from the current £25k retention. Bowling Club access sign to be fitted at Pavilion entrance. Bowling Club to be funded (On June payment schedule) for planting Pavilion boarder. Football Club received Mick North Club of the year award at Cambs FA, AGM. Clerk instructed to send note of congratulations to Football Club. Seamus Fegan Parish Council Village Man received runner up award for Groundsman of the year at same Camb FA, AGM. Clerk instructed to send note of congratulations to Seamus.  
Chair requested Clerk to provide a nappies disposal bin in the playground as nappies were being disposed of in regular litter bins.  
Attached, full, report for June 2015

**General:** Councillor Coggins requested report from Parochial Charities to be included as previously. Chair Nightingale will request Councillor Talbott to report at future meetings

8. Quotations for repairs to Skateboard Ramp complying with RoSPA report were presented by Clerk. Options ranging from £1k to £5k were discussed.
  - a) The solution to extend skateboard ramp by 2 to 5 years at a cost of £3k was proposed by Chair Nightingale and seconded by Councillor Shelton, this was carried unanimously and Clerk instructed to proceed with repairs.
9. The proposal from Stapleford Parish Council for a combined Neighbourhood Pan was reviewed. Planning Committee Chair Hodge explained the options and various implications with a wider village involvement. Chair Nightingale and Planning Chair Hodge to draft a reply from the Clerk to Stapleford Clerk.
10. Clerk Winter presented a schedule of payments and receipts for the month of June 2015 (known to date). This was accepted and 11 cheques valued at £5,053.40p for payment duly signed by two councillors.
11. The Financial return for 2014 / 2015 to the External Auditors Littlejohn, as prepared by previous Clerk Kydd, was presented for Chair signature and council approval.
  - a) The return was agreed proposed by Chair Nightingale and seconded by Councillor Watson. This was carried unanimously, duly signed by Chair Nightingale and Clerk instructed to return to External Auditor Littlejohn.
12. External correspondence re circular on proposed Christmas street decorations, supporting the activity had been received from Davis Solicitors and Tucker Gardner, no value had been agreed on the support
13. Matters raised for future agenda consideration were
  - Previous Items raised not yet considered
    - a) Critical Succession and Critical Illness plan be produced for future discussion.
    - b) Memorial Hall, Drain works quotes. Clerk to chase as only one received.
    - c) Review of Council and Committee Minutes, draft, final, issue process timescales and issue method / location within a communications policy
    - d) Presentation from Network rail on footbridge proposal to be requested
    - e) Update on response of proposal to disperse cost of street lighting to local residents, by September 2015
  - New Items raised
    - f) Review of internal field maintenance costs in comparison to external contractor potential costs
14. With all Agenda items covered the Chair closed the meeting at 2055hrs.

Signed

Date

Chair  
Great Shelford Parish Council