# STAPLEFORD PARISH COUNCIL

**NOTICE OF PARISH COUNCIL MEETING**

**To Members of Stapleford Parish Council**

You are hereby summoned to attend a **MEETING OF STAPLEFORD PARISH COUNCIL** on to be held on **WEDNESDAY 8th July 2020 at 7.30pm** by virtual meeting to transact the business in the agenda shown below. Members of the public and press are invited to attend and to address the Council in its open forum.

Virtual meeting access:

<https://us02web.zoom.us/j/87066169414?pwd=UC9hckZWR3FldzJoK0NXMGtwZ0ZYdz09>



Belinda Irons

Stapleford Parish Clerk

30th June 2020

AGENDA

**96.2020** Apologies

**97.2020** Declaration of Member’s Interest: disclosable pecuniary/ pecuniary/personal

**98.2020** Minutes of the previous meeting: 10th June 2020

**PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on 10th June 2020.**

**99.2020** Councillor vacancies: Co-option

**100.2020** Public discussion and presentation

**101. 2020** Reports from South Cambs District Council and Cambridgeshire County Council

**102.2020 Cllr Kettel: Finance**

**a**) Signatories: update:

b) Accounts summary

c) **PROPOSAL: That Stapleford Parish Council herewith agrees the payments schedule shown attached and authorises payment.**

d) Audit update: subject to Internal Audit being completed in advance of the meeting:

**PROPOSAL: *That Stapleford Parish Council herewith agrees to accept the findings of the internal auditor and agrees to take appropriate action to ensure any recommendations are implemented.***

**PROPOSAL: *That Stapleford Parish Council herewith review the effectiveness of the system of financial controls and make recommendations to ensure all risk is minimised***

**PROPOSAL: *That Stapleford Parish Council herewith agree by resolution to ensure the electorate is able to exercise its public right to inspect the Parish Council accounts for a single period of 30 working days commencing Monday 13th July to Friday 21st August 2020 inclusive in compliance with Covid-19 legislation***

**PROPOSAL: *That Stapleford Parish Council herewith review and agree by resolution the Annual Governance Statement for 2019/20***

**PROPOSAL: *That Stapleford Parish Council herewith agree by resolution the Accounting Statement for 2019/20***:

e) Zero Carbon Communities Grant open 1st July to 30th September: tree planting/ cycling/ community buildings/ other nature-based projects

**103.2020 Planning:** Cllr B Kettel

|  |  |
| --- | --- |
| CCC/20/033/FUL  Withdrawn | Junction Of A1307 Babraham Road With Haverhill Road / And The Access  To Gog Farm Shop Heath Farm Shelford CB22 3AD, (within The Parish Of Stapleford)  Construction of a new staggered junction, footway / cycleway; an at grade unsignalised crossing point for pedestrians and cyclists at the A1307 /  Haverhill Road / Gog Farm shop junction; a new right turn filter lane and upgraded crossing point for pedestrians and cyclists at the Gog Farm  Shop entrance, including associated engineering and landscape works |
| S/3562/19/FL  Appeal  APP/W0530/D/20/3250109  Appeal Start Date: 29th June 2020 | 1 Gog Magog Cottages Haverhill Road Stapleford  Two storey side and rear extension single storey front porch and a one storey annex extension to the north west side (resubmission of S/4219/18/FL)  The appeal will be determined on the basis of a **hearing**. The procedure to be followed is set out in The Town and Country Planning (Hearings Procedure) (England) Rules 2000, as amended. |

GCP busway proposal: Report from Cllr H Kettel and discussion on the appropriate way forward

SCDC: Online Planning: consultation: response

Greater Cambridge Green Infrastructure Opportunity Mapping Project: consultation open to 27th July

**104.2020 S106 Stapleford Capital Projects Initiative*:*** Working Party discussion update and actions:

a)Multi-use Court where Tennis Court is: Cllr McPhater:

Decisions to be taken:

Appointment of contractor

Is planning permission required?

Tennis Club: terms of agreement

b) Pavilion modification: Cllr H Kettel

c) Children’s play area: Cllr H Kettel

**105.2020 Cllr H** **Kettel**  Asset Management

Reports by Cllrs H Kettel, M Gatward, C Greenhalgh, C Nightingale and D Pepperell

1. Pavilion maintenance: entrance: raising land to entrance pathway; guttering; windows. Cllr Gatward
2. Grounds Maintenance: Basil’s Piece: Cllr Nightingale
3. Grounds Maintenance: Villedomer/ Slaughterhouse: Cllr Pepperell
4. Perimeter fencing: decision: Cllr Greenhalgh
   1. **Pavilion & Play Areas: Cllr Pett**

Covid-19: Report and recommendation for reopening

Covid-19: volunteering update

**107.2020 Cllr B Kettel**: Cemetery:

Burial ground pathway: Progress report from Cllr Gatward

Layout & numbering system: Assistant Clerk recommendation

Headstone safety: Assistant Clerk update

Headstone safety: notices on entrance gate, grave and in the media

Rabbit holes: proposal to make safe: Cllr Gatward

Cement-topped graves: proposal to make safe: Cllr Gatward

Gate to new cemetery: pricing update: Cllr Gatward:

**PROPOSAL: *That Stapleford Parish Council herewith agrees to purchase a set of metal gates in the sum of £125, with gates to be galvanised in the sum of £… and installed in the sum of £….***

**108.2020 Cllr Raphael:** web site update

Councillors needed to provide support to update the new website with news and events

**109.2020 Governance:**

**PROPOSAL: *That Stapleford Parish Council herewith adopts its Complaints Procedure and Form with immediate effect***

**110.2020 Correspondence**:

Gt Shelford PC: Cllr Ashurst suggestion that a joint Highways mowing regime is implemented.

**111.2020 Exclusion of Press & Public**:

**PROPOSAL: *That Stapleford Parish Council herewith agrees to invoke Standing Order 10.a.xi to exclude the press and public from a meeting in respect of confidential or other information which is prejudicial to the public interest***

**112.2020 HR: Review of Terms, Conditions and Contracts**: Clerk

**113.2020** **Date of Next Meeting**: Virtual meeting at 7.30pm

PC Meetings: 2nd Wednesday of each month except August

9th September 14th October 11th November 9th December