

## Minutes of the Meeting of Stapleford Parish Council

held at Jubilee Pavilion on 25 July 2018 at 8.00 pm

Present: Councillors Pett (Chair), Sayer, Kettel, Nightingale and Pepperell  
Anne Rudge – Clerk & RFO

In attendance: District Councillor Fane – 8.00 to 9.00 pm

Mr J Byrne )

Mr A Garden )

Mr M Gatward ) 8.00 to 9.30 pm

Mr H Kettel )

Mrs G Pett )

Mr Andrew Adams, Axis Land Partnership 8.00 to 8.20 pm

Mr E Rose, Stapleford Messenger 8.00 to 8.20 pm

### 40.2018 Apologies

No apologies

County Councillors Hickford and Cuffley not in attendance.

### 41.2018 Declarations of Interest

Councillors Pett & Kettel – Item 55

Councillor Pepperell – cheque recipient

Councillor Nightingale – Item 43a

### 42.2018 The minutes of the meeting held on 13 June were approved and signed.

### 43.2018 Matters arising from the minutes of meetings held on 13 June (only new information to be considered)

a. Mirror on Basil's Piece – The residents responded to the Clerk's letter stating the mirror had been put up as a safety measure. Following discussion Councillors agreed that the mirror should be removed and the resident invited to apply formally to the Council. Alternatives can then be considered. No response has been received from Highways; the Clerk will chase.

b. Stapleford Messenger – Councillors agreed to adhere to the dates set out in the e-mail received from the Editor.

c. Warden Scheme – no update available at present.

d. Parish Council e-mail addresses – Councillors discussed how to set up individual e-mail addresses for Councillors. It was agreed to check out what other Councils are doing. Clerk to action.

e. Any other matters not covered above – none.

### 44.2018 The meeting was called off at 8.15 pm to take matters of public interest

a) Mr Adams, a representative from Axis Land Partnership introduced himself to Councillors. In response to the Chair's question about the purpose of his visit Mr Adams said that it was to ensure early and open dialogue about what his organisation is doing as he had been advised to do this through the Neighbourhood Plan. His organisation represents the owner of 90 acres at Hill Farm. The Chair considered that there was a conflict of interest which was supported by Council and it was resolved that he should withdraw from the meeting and possibly re-open discussion at the September meeting; he agreed.

b) Mr Ed Rose, Editor of the Messenger stated that Parish Council input to the magazine is being missed by residents.

Mr Rose also pointed out that the May Parish Council minutes appeared in the archive on the website and the de-fibrillator notice is out of date. The Clerk will organise remedial action.

### 45.2018 To receive reports from County Councillors and District Councillors

The July County Councillor report was taken as read.

The July District Councillor report was taken as read.

Councillor Pepperell asked DCllr Fane about South Cambridgeshire's performance against government standards in dealing with planning applications. DCllr Fane said that there is a shortage of planners and there are concerns within the department. SCDC is aiming to meet Government targets however it is not clear that it can.

The meeting was called back on at 8.25 pm to consider planning matters.

**46.2018**

### **Planning**

Council noted **S/2104/18/FL 14 Church Street**. Outline planning for construction of a single dwelling with associated access and parking has been withdrawn.

**S/2116/18/FL 9 Sternes Way**. Single storey rear extension and front extension to garage for Mr & Mrs Weaver. Councillors had no objection to this application.

**S/2338/18/OL 57-61 London Road** – Outline planning permission to demolish No. 59-61 London Road, Stapleford and replace with 4No. detached properties and provide new gated access with all matters reserved. Councillors recommended refusal and the following comments were sent to the Planning Department:

The Council does not consider the application to constitute over-development of the site. Its objections are based on the following:

**Access** – there are safety issues as the new access is opposite Adcroft Piece and this will increase traffic movements at two junctions giving access to a major artery into Cambridge. The risk of reversing out is a real danger and safety would be better served by retention of the existing access points to present and in and out facility. Indeed the layout of the site could be amended to facilitate this action.

**Flint wall** – The Council objects to interference with the flint wall as it is part of the cultural heritage of the village. A number of residents have expressed their opposition to any changes or indeed removal of the flint wall. The Council requests a site visit with the Conservation team.

As stated above the Council asks that access to the new development is re-aligned so that the existing entrances are used.

Serious concerns also exist for construction as parking builders' vehicles on the main road – A1301 – will cause serious delays for commuter traffic and undermine the overall safety of the village. This road is the key route that pupils travel from Trumpington, Shelford and Stapleford to Sawston Village College and adults to employment including the Genome site. There is no cycle path to protect people and cycle movements are significant throughout the day.

A condition should be that all vehicles are parked on site as was done in Mingle Lane by a responsible building. Similarly any deliveries should be time restricted – not between 0700 and 1000 hours or between 1500 and 1900 hours. Normal conditions should be included about working hours. Such situations were well managed when the Welch development fringing London Road was completed.

### **Tree Application**

Council noted **S/2416/18/TC 7 Gog Magog Way** Malus to fell. Holly to fell and replace with yew. Sycamore to fell. Comments from Trees Officer stated no TPO could be placed on these trees and to consider a response to the officer.

**S/2731/18/TP 37 Bar Lane** Fell Horse Chestnut because of Bleeding Canker and Honey Fungus and number of large branch drops, and the Arboriculturalist report states the tree is unsafe if left. This is complex work and the earliest the contractors can carry this out is 21

August. Ideally Vicarage Lane should be closed off however the contractor will place a man at each end of the street to stop people entering. Council resolved to support application.

**Planning Decisions – Council noted the following:**

**Appeal No. 3188396 The Tree 9 Bar Lane dismissed.** Application was for erection of a new Public House along with a pair of residential dwellings following demolition of existing buildings on the site by Mr S Bell

**S/1772/18/FL & S/1773/18/LB East House, Gog Magog Hills Estate for Mr Jonas**

Permission granted for the insertion of gate into rear garden wall within curtilage of listed building

**For information only – Council noted**

**S/2444/18/DC 100 London Road Discharge of condition 3** (Arboricultural method statement and tree protection strategy) of planning permission. Mr D Mann

**47.2018 Feedback from Sawston Rural Hub workshop 25 July (NP)**

Councillor Pett reported that 3 options for the Sawston hub were presented:

1. Near Spicers field
2. By the new football stadium
3. Near the A 505 roundabout

An additional railway station at Spicers is also being considered.

A detailed consultation document will be circulated in due course.

**48.2018 Neighbourhood Plan**

It was agreed to defer the report from Councillor Kettel to the September meeting.

Councillor Pett reported that there was considerable interest at the Village Weekend and subsequently at the Shelford Feast with visitors to the stand offering skills and support. Councillor Pett noted that these offers were from a younger age range. He said that data collected would be shared with the Neighbourhood Plan Group.

Village Design Statement – no application submitted due to shortage of time and the Neighbourhood Plan will have an appropriate section.

**49.2018 Asset of Community Value – Renewal of the Tree registration due in December.**

Councillors agreed to the renewal of The Tree registration in December. Applications for the Rose and 3 Horseshoes are ongoing.

Councillors discussed the potential of applying for an ACV on Hill Farm land. It was agreed the Clerk should write to the Magog Trust and CPPF to arrange a meeting to discuss the possibility of making it an ACV or an AoONB (Area of Outstanding Natural Beauty). A letter should also be sent to our MP, Heidi Allen.

**50.2018 Pavilion and Recreation Ground**

a. Review of contract arrangements – Councillors commented that there should be two levels of rates; one for the local community and one for individuals and groups from outside Stapleford.

b. Maintenance of pavilion. Following the complaint from a user Councillor Pett had a meeting with the cleaning contractor who insisted the cleaning routine has not changed. and this is an isolated complaint. The fact that consumables are not always available was mentioned. Councillor Pett said that he has asked the Caretaker to check items regularly.

c. Ground work to restore playing surface. Councillor Pett stated that the ground needs significant work before the start of the football season. Expert advice is being sought from our maintenance team and sports contractors by Councillor Pett.

d. User meeting – This is to be set up before the September meeting.

e. Tennis Club – a summary of the Tennis Club issues requested at the last meeting was received too late to be considered at this meeting. The Chair will acknowledge receipt of the report and the it will be an agenda item for the September meeting.

f. Wi-fi for the pavilion – Councillors considered cost information provided by the Assistant Clerk for mobile wi-fi at the pavilion. Councillors agreed to the purchase of a Huawei B315 at a cost of £99.45 and an EE contract for the shortest amount of time available.

#### **51.2018 Cemetery**

Councillors considered the options as follows:

- send photo to the police for identification and follow up
- speak to the youths when they are next seen at the Cemetery
- shutting the gate at dusk and opening at dawn

After discussion Councillors agreed an e-mail should be sent to the Police and Crime Commissioner sending the photo to ask for comment and a strategy for dealing with the problem.

#### **52.2018 Village Matters**

a. Feedback from Village Weekend – The draft accounts prepared by Cllr Pett who chaired the organisation committee indicate a profit but he awaits any further charges or donations. Councillor Pett will provide a final report for the September meeting.

b. Communication with the Parish – Councillor Pett will circulate a draft of a quarterly Parish Council communication to be sent out in September.

c. Trees and vegetation blocking paths – An article will be placed on the website and in the Messenger to remind residents to keep their hedges and trees trimmed back from footpaths and roads.

#### **53.2018 Local Highways Improvement Grant**

Councillors agreed the application should be for a reduction in the speed limit from 60 to 50 mph from the A1307 to the 40mph limit sign close to Haverhill Road. Clerk and Chairman to action.

#### **54.2018 Finance**

a. Bank reconciliation and budget up to 24 June received.

b. Payments authorised to the value of £ £10,030.55. Councillors noted that Cheque 002228 had been stopped as it was lost in the post.

c. Charity – quarterly review as recommended by the Internal Auditor. Councillors agreed the Clerk should write to Mr & Mrs Cooper re the Parish Pit, thanking them for their continuing involvement and asking if anything needs attention. The Council will address any issues in the autumn.

d. Request by the RFO to set up online banking and BACS payment system was agreed. Once it is set up the Financial Regulations and Standing Orders will have to be amended.

#### **55.2018 Co-option of Councillors**

Councillors agreed to request a Community Governance Review to increase the number of Councillors from 9 to 11. The reason being the unprecedented challenges on planning and infrastructure the Council will face in the future. Although only 5 people stood for election in May, the Council's recruitment drive produced 7 candidates and 5 completed the selection process.

#### **Co-option**

The candidates were in attendance and the Chairman thanked them for their interest and for submitting their applications. He asked if there were any questions and if they were all still firm candidates having sat through a meeting. They all confirmed that they were still willing and there was a question about a conflict of interest for two applicants because of representation on the Tree Action Group. It was also noted that two applicants were related to existing councillors. The candidates were then asked to leave the meeting.

Cllr Sayer took the Chair for the voting procedure because of conflict of interest declared by the Chairman. Councillors Pett & Kettel took no part in the voting as recommended. They had declared an interest under Item 41.2018 as their spouses were candidates for co-option.

The remaining Councillors completed ballot papers for selection which were counted by the Clerk. Three candidates were elected with a majority and two did not achieve a majority vote.

Successful candidates will be informed by the Clerk and invited to attend and sign their Declaration of Acceptance at the September meeting.

The meeting closed at 10.10 pm

Signed ..... Date.....