

Minutes of the Annual Meeting of Stapleford Parish Council

held at Jubilee Pavilion on 17 May 2018 at 6.00 pm.

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

In attendance: District Councillors Fane & Sample
County Councillor Cuffley
5 members of the public

- 1.2018 Election of Chair for the ensuing year**
Councillor Pepperell proposed Councillor Pett as Chairman for the year; this was seconded by Councillor Nightingale and unanimously agreed.
- 2.2018 Councillor Pett signed his Declaration of Acceptance.**
- 3.2018 Election of Vice-Chair for the ensuing year**
Councillor Nightingale proposed Councillor Sayer as Vice-Chair for the year; this was seconded by Councillor Pepperell and unanimously agreed.
- 4.2018 Councillor Sayer signed her Declaration of Acceptance**
- 5.2018 Apologies**
No apologies received.
- 6.2018 Declarations of Interest**
Councillor Sayer re Planning application S/1243 17 Bury Road due to the proximity to her address.
- 7.2018 The minutes of the meeting held on 11 April 2018 were approved and signed following the addition of Councillor Pepperell's name to the list of attendees.**
- 8.2018 Matters arising**
Due to the necessary short timescale of the meeting matters arising from the minutes is deferred to the June meeting.
- 9.2018** The meeting was called off at 6.05 pm to take matters of public interest.
The residents of 4 St Andrews Close presented their objections to the planning application S/1549/18/FL – principally the development will be overbearing, will overshadow their property and they will be overlooked. They also pointed out that the submitted plans are incorrect.
In answer to a question, the Chairman explained to a resident that Stapleford Parish Council only publishes ratified minutes.
- 10.2018** To receive reports from County Councillors and District Councillors
County Councillor Cuffley explained that there had been some misunderstanding about library charges and informed the meeting that people on Universal Credit and other benefits would not be charged to use the computers at any library. He also congratulated the two new District Councillors on their election and looked forward to working with them for the benefit of local residents.
Councillor Pepperell asked the County Councillor why the County Council is moving from Shire Hall to Alconbury. County Councillor Cuffley said it would save £45M over 10 years.
District Councillor Fane thanked the outgoing District Councillors Nightingale and Shelton for their work over the years. He said that he and DC Sample are keen to work with Parish Councils and County Councillors.
Councillor Pepperell expressed concern that because the local plan had not been signed off there was the possibility of a large development being approved in the area.

The meeting was called back on at 6.20 pm to consider planning matters

11.2018

Planning

S/1243/18/FL One & two storey rear extension to house at 17 Bury Road for Mr & Mrs Badcock

Councillors had **no objection** to this application however they felt strongly that Officers should consider highways concerns. Councillors requested that contractors adhere to considerate parking and that no deliveries are made before 9.00 am or between 3.00 and 7.00 pm. Officers are also asked to look at the potential flood risk.

S/1367/18/FL Alteration and extension to existing outbuilding to create two bedroom annex at Hillstead, Hinton Way for Mr & Mrs Hassell

Councillors recommended approval.

S/1480/18/FL First floor front/side extension and single storey rear extension at 2 Cherry Tree Avenue for Mr & Mrs Rouse

Councillors recommended approval. However asked for restrictions on deliveries i.e. none before 9.00 am or between 3.00 and 7.00 pm because of the proximity of the school and potential danger to parents and children.

S/1549/18/FL Two/ one-and-a-half storey extensions to front and rear at 5 St Andrews Close for Mr & Mrs Swain

Councillors recommended refusal. Councillors were sympathetic to the views expressed by the neighbours at this meeting. The grounds for objection are: Overlooking/loss of privacy; overshadowing; layout and density of the development and design; appearance and materials. Councillors requested that the application is referred to Planning Committee.

S/1772/18/FL Insertion of gate to rear garden wall within curtilage of listed building at East House, Gog Magog Hills Estate for Mr & Mrs Jonas

Councillors recommended approval and refer to Conservation

S1773/18/LB Insertion of gate to rear garden wall within curtilage of listed building at East House, Gog Magog Hills Estate for Mr & Mrs Jonas

Councillors recommended approval and refer to Conservation

Town & Country Planning Act 1990 Appeal under section 78 – For information

S/1630/17/FL Appeal Ref: APP/W0530/W/17/3188396 Erection of a new Public House building along with a pair of residential dwellings following demolition of existing buildings on the site at 9 Bar Lane for Mr S Bell - noted

Tree Application

S/1497/18/TP T1- Oak- Crown lift to 15ft and remove lowest North facing bough back to first main union in order to allow for building works.

Councillor Pett said he had been to look at this tree and could not see why it needs to be done. Councillors asked the Tree Officer to look carefully at the tree. If the work is carried out the tree will need protection.

Planning Decisions – all noted

S/0320/18/FL Permission granted for two storey rear extension to property and single storey extension to garage at 27 Aylesford Way for Mr Saeb-Parsy

S/4426/17/FL Permission granted for demolition of existing house and erection of replacement property and two additional dwellings at 33 Bar Lane for Mr E Gunn

For information only

S/1405/18/NM Non material amendment of planning permission at 22B Mingle Lane for Mr B Scally

- 12.2018 Co-option Process**
Councillors agreed to advertise for four new Councillors to be co-opted.
- 13.2018 Tennis Court fence**
It was agreed to hold a User Meeting within 4 weeks to discuss all aspects of usage of the Pavilion and grounds.
- 14.2018 Asset of Community Value (ACV) – The Rose Public House**
It was agreed to start the process to make both The Rose and the Three Horseshoes ACVs. **ACTION: The Clerk & Councillor Sayer**
- 15.2018 Neighbourhood Plan Grant money**
Councillor Pett informed the meeting that the second tranche of grant money from Locality has been made available.
- 16.2018 Agree acceptance of the NALC Pay increases for Clerk and Assistant Clerk**
Councillors agreed.
- 17.2018 Funding for Councillor Kettel to attend training to be agreed**
Councillors agreed to split the cost of Councillor training with Great Shelford Parish Council.
- 18.2018 Consideration of renewal application for CAPALC at an annual cost of £417.09**
Agreed
- 19.2018 Finance**
- a. The financial report was received.
 - b. Payments of £9,512.08 were authorised
 - c. Councillors agreed for the Clerk to investigate a credit card and BACS payments for the Parish Council. Councillor Pett informed the meeting that the bank account will be moved to Barnabas Road in Cambridge.
 - d. Councillors agreed that LGS be appointed to carry out the Internal Audit

The meeting closed at 7.00 pm

Signed Date.....