

Minutes of the Meeting of Stapleford Parish Council

held at Jubilee Pavilion on 10 October 2018 at 7.30 pm

Present: Councillors N Pett (Chair), Sayer, Gatward, B Kettel, H Kettel, Nightingale, Pepperell and G Pett
Anne Rudge – Clerk & RFO

In attendance: Mr E Rose – Stapleford Messenger
Mr J West – Stapleford Messenger
Mr & Mrs Hale – Haverhill Road residents
Mr Bill French – representing the Tree Action Group
Mr M Nettleton – Chair of Great Shelford Parish Council
District Councillors Nick Sample and Peter Fane (7.30 – 8.40 pm)
1 further resident (7.30 – 8.40 pm)

79.2018 Apologies
None

80.2018 Declarations of Interest
None.

81.2018 The minutes of the meeting held on 12 September were read, approved and signed.

82.2018 Matters arising from the minutes of meeting held on 12 September (only new information to be considered)

a) Mirror on Basil's Piece – Councillor Pett confirmed that the mirror has not been removed however removal will be arranged.

b) Parish Council Communication update – following a suggestion by Councillor Pett, Councillors agreed to incorporate the Parish Council flier with an updated Village Directory. The latter has not been updated for 18 months. The Chair and the Clerk will work on this.

c) Privacy notice – The Clerk is waiting for feedback on our policy from CAPALC.

83.2018 The meeting was called off at 7.35 pm to take matters of public interest

a) Mr Bill French – Tree Action Group. South Cambridgeshire District Council will make a final attempt to discuss the situation with the owner of the Tree before looking at a Compulsory Purchase Order.

b) Mr Bill French raised the issue of the hedge opposite the school which is overhanging the footpath restricting access for pedestrians. Other attendees, including Councillors raised issues of hedges at Bar Lane, Vicarage Lane, London Road/Dolphin Way and Granta Terrace. The usual attempts are made to address these instances.

c) Mrs Helen Hale raised asked whether the village needed affordable housing, mentioning that the previous development at Chalk Hill was not used by Stapleford residents. Councillor Pett stated that the Neighbourhood Plan has indicated a requirement for 133 affordable houses across the two parishes. Mrs Hale asked if the allotments or Collyer Road recreation ground could be developed and whether the Parish Council can buy green belt to replace any land that is developed. The Chairman indicated that solutions were being considered and there is significant interest in housing development.

The Chair called the meeting back on at 7.42 pm

The Chair reported that he and Councillor Pepperell had recently met with the family owners and a developer to discuss potential development of some of the 90 acres of land between Haverhill Road and Hinton Way. The land is all green belt. The Chair reported that Stapleford Parish Council cannot endorse massive development from Chalk Hill to the north and in-fill across the whole of the area from Hinton Way and Mingle Lane which is a potential danger. The Neighbourhood Plan Strategy Group has also been informed about this meeting. SPC now needs to consider the format of continuing discussion with the developer.

The Chair called the meeting back off at 7.50 pm to continue public participation.

d) Mr Geoff Hale asked if the streetlight at the entrance of the Recreation Ground could be re-instated. Councillor Pett said that there is no power to it. Councillor Pepperell asked that street lights needed to be discussed in more detail as after Balfour Beatty had failed to address a number of issues which have been raised with them over the years. He mentioned Vine Close and Gog Magog Close specifically. It was agreed to send a '28 day remedy' letter to Balfour Beatty asking them to address specific issues otherwise we will get our own contractors to carry out the work and invoice them. Councillor Sayer to draft the letter.

84.2018 To receive reports from County Councillors and District Councillors

The District Councillors report was taken as read. DC Sample highlighted a couple of items.

He reported that the adoption of the Local Plan meant that it could now be given full weight in planning decisions. In addition, he announced a £400,000 pot of grant money for voluntary and community groups. In response to a question Mr Sample confirmed that the money could be used for a Community Warden Scheme.

DC Fane said that he had been at Planning Committee and that the application for 5 St Andrews Close had been approved as there were no grounds to refuse.

Councillor Pepperell asked the District Councillors about the extra cost to residents for an additional green bin. They said they would look into it.

85.2018 The Chair called the meeting back on at 8.00 pm to consider planning matters:

S/3510/18/FL 58 Haverhill Road. Erection of two storey side extension for Mr Slough. Councillors recommended approval however wanted it mentioned that it is a dangerous road and consideration must be given to parking and delivery times.

Decisions

S/2049/18/AD 47-49 London Road. Approval for display of One replacement non illuminated fascia sign, one replacement illuminated totem sign and one replacement illuminated reception sign for Mr Nicholas Dowell-McGrillan. Noted

Trees

S/3439/18/TP Work at 53 Bar Lane. Councillors recommended approval.

86.2018 Councillor responsibilities

The list of responsibilities circulated by the Chair was agreed. In addition it was agreed to publish it on the website and on noticeboards.

87.2018 GDPR – Consideration of CAPALC offer of support

Councillors agreed to pay £50 per year for support from CAPALC in case of legal repercussions due to data breaches. The Clerk will request approval of the payment at the next meeting..

88.2018 Neighbourhood Plan

Council agreed to ratify the election of Councillor B Kettel as Chair of the Neighbourhood Plan Group prior to receiving the update. The Chair of the Council formally thanked Peter Fane for all the work he has done on the Neighbourhood Plan. The Council also formally endorsed Mr Jim Rickard as Executive-Chair along with the members of the Strategy Group.

Councillor B Kettel informed the meeting about the major community engagement strategy which will be started with a flier in the Parish magazine. It will provide information about the benefits of the Neighbourhood Plan; information about the upcoming Landscape workshop on 10 November and announcing a photographic competition.

Councillor Pepperell asked when the Plan will be completed; Councillor B Kettel said it would be submitted in October 2019. Councillor Sayer asked if it was possible to complete it sooner as it appears the local area is under siege from developers referring to the previous comments about affordable housing and developer meetings.

- 89.2018 Remembrance Day – purchase of wreath**
Councillors agreed to fund the purchase of a wreath. Councillor N Pett will let the Clerk know what the cost is.
- 90.2018 Emergency Plan**
It was agreed that Councillors Gatward and Pepperell will update the Emergency Plan. The deadline for submission is January 2019
- 91.2018 Consideration of draft Cambridgeshire Statement of Community Involvement**
.No comments. .
- 92.2018 Community Gritting Volunteers Scheme**
The Council agreed not to be involved in this scheme.
- 93.2018 Joint Minerals & Waste Local Plan**
Councillors had no comments however noted the efficiency of the Thriplow site.
- 94.2018 Pavilion & Recreation Ground**
a. User meeting – this will take place on Wednesday 24 October.
b. Village Halls week 21-28 January 2019. Councillors agreed the Clerk should explore this opportunity further.
c. Councillors agreed to proceed with the first three items on the quotation from the contractor.
- 95.2018 Cemetery**
Councillors asked the Clerk to obtain a further like-for-like quote for cutting the cemetery hedge.
- 96.2018 Village Matters**
South Cambridgeshire Tree Warden network – it was agreed that Councillor Nightingale be nominated as the Council's Tree Warden.
Parish Pit – request for support. Councillors agreed to provide funding for the work requested by the Parish Pit team.
Bury Road Traffic calming – The Chair reported that the Council has submitted a request to the Local Highways Improvement initiative. The Council has some mobile speeding equipment however it will need the approval of Balfour Beatty to be mounted on the street lights.
Councillor Nightingale reported that the Christmas Tree has been ordered.
- 97.2018 The Tree Public House**
The comments of Mr Bill French in the Open Forum were noted.
- 98.2018 Staffing Matters**
Councillor H Kettel will support the Chair in the interview process. Councillor G Pett will help the Clerk with the pavilion booking system until a new Assistant Clerk is appointed.
The Chair reported that the cleaners at the Pavilion are now cleaning on a Wednesday morning which is a problem as parties at the weekend tend to leave a mess. The current contractor has indicated it will be difficult to change back to a Monday due to staffing issues. It was proposed by Councillor Sayer and seconded by Councillor Pepperell to offer the current contractor an increased payment to help resolve the staffing issue. The Chair will communicate with the contractor.
Councillors G Pett and Pepperell indicated that they would like the password for the pavilion booking calendar – Clerk to action.
The Chair and the Clerk will investigate payment of VAT on pavilion usage.

99.2018 Change of date of December meeting
Councillors agreed to change the date to 05 December.

100.2018 Correspondence
The Chair reported that information has been received from John King regarding the Warden Scheme; 18 people have signed up from 14 households which meets the criteria to trigger funding from the Parish Council. The Chair said that it is likely the precept will have to be increased and he drew Councillors attention to the difference between funding provided to the local youth scheme compared to the amount agreed for the Community Warden Scheme.
It was agreed that Councillors Pepperell and Nightingale should be on the Scheme's Steering Group.

The Chair circulated a letter for consideration to be sent to the Stapleford Messenger following recent complaints aired by residents in its pages. Councillor H Kettel asked that the letter be re-phrased to be more measured and to foster goodwill. The Chair considered the Messenger's approach to be inconsistent as others had been given the opportunity to respond in the same issue as the complaints appeared. The Chair agreed to re-draft the letter and circulate it again.

101.2018 Reports from meetings attended and information about upcoming meetings

- Southern Fringe Community Forum 23 October, Foster Road, 6.45 – 8.15 pm.
Councillor N Pett to attend
- Parish Planning Forum, Cambourne, 30 October 6 to 8 pm – apologies to be sent
- Cambridgeshire Local Councils Conference 23 November 9.30 – 3.45pm Marriott Hotel, Huntingdon – Clerk to attend

Councillor B Kettel reported on her attendance at the recent Bus users group. She said that it had been unsatisfactory as the whole meeting was controlled with no input allowed from attendees. The Greater Cambridge Partnership laid out what they wanted. The Chairman and Councillor B Kettel attended a meeting about park and ride sites which had indicated new sites close to the Trumpington M11 which was fraught with access issues. The main thrust is that sites would be temporary in that when the metro arrives they will be closed down.

102.2018 Finance

- a. Bank reconciliation and budget summary noted.
- b. Payments to the value of £7,055.88 were approved
- c. It was agreed that Councillors H Kettel and Sayer will be additional signatories to all accounts.
- d. Councillors noted the successful completion of the 2017-18 Annual Return.

The meeting closed at 9.15 pm

Signed Date.....