

# 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 10<sup>th</sup> February 2021 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/84261448680?pwd=bWdYcGZacWZlNk8vZGpaaVZ5TTThMZz09>

Belinda Irons  
Stapleford Parish Clerk  
5<sup>th</sup> February 2021

## AGENDA

- 21.2021** Apologies
- 22.2021** Declaration of Member's Interest: disclosable pecuniary/ pecuniary/personal
- 23.2021** Minutes of the previous meeting:  
**PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meetings held on 13<sup>th</sup> January 2021.**
- 24.2021** Councillor vacancy:
- 25.2021** Public discussion and presentation
- 26. 2021** Reports from South Cambs District Council and Cambridgeshire County Council
- 27.2021** **East West Rail and CSET Busway: Cllr H Kettel: update**
- 28.2021** **Planning: Cllr B Kettel**

20/04788/HFUL	Mingle House, 22 Mingle Lane, Gt Shelford Two storey rear extension
21/00024/HFUL	15 Prims Way, Stapleford Single storey rear extension

Neighbourhood Plan: update

Local Plan:

GCP survey requesting additional information for call for sites in Parish

Anthony Browne MP: public survey regarding house building in South Cambs

33 Bar Lane: breach of planning permission conditions

Conservation Area review and proposed changes

- 29.2021 Finance:** Cllr H Kettel  
a) Signatories: update:  
b) Accounts summary: February meeting  
Income: £0.00  
Expenditure: £5,309.60  
Current Balance of all Accounts: £281,712.48  
Less S106 Ring-fenced: £215,552.00  
Carried forward: £66,103.87
- c) **PROPOSAL: That Stapleford Parish Council herewith agrees the payments schedule shown attached and authorises payment.**  
d) **PROPOSAL: That Stapleford Parish Council herewith agrees to enter into a 12 month contract with Sky to provide a telephone and broadband service for the Jubilee Pavilion**
- 30.2021 Management of Pavilion & Play Area:** Cllr Pett
- 31.2021 S106 Stapleford Capital Projects Initiative:** Working Party discussion update and actions:  
a) Multi-Use Games Unit: Cllr McPhater:  
**PROPOSAL: That Stapleford Parish Council herewith agrees the first payment to ETC Sports in the sum of £22,465.80 including VAT**  
Tennis Club: terms of agreement: update  
Contractor: project update  
Planning conditions: documents submitted to SCDC Dec 2020  
b) Pavilion modification, public toilets and shed project: Cllr H Kettel  
**PROPOSAL: That Stapleford Parish Council herewith agrees to pay Blue Ink Architecture Ltd a fixed fee of £1,300 in respect of the shed and £1,425 in respect of the public toilets being 4.75% of the estimated build cost to produce drawings and manage contracts to alter the existing brick storage shed and design new Public Toilets on the Recreation Field, off Gog Magog Way, Stapleford.**  
c) Children's play area: Cllr G Pett
- 32.2021 Asset Management:** Cllr H Kettel  
Parish Pit: Charity Commission is progressing  
Sports club terms and fee  
**PROPOSAL: That Stapleford Parish Council herewith agrees to complete the Licence Agreement with Stapleford Cricket Club at a fee of £1,600 to commence 1<sup>st</sup> March 2021 and terminate 30<sup>th</sup> September 2021**
- PROPOSAL: That Stapleford Parish Council herewith agrees to complete the Licence Agreements with Phoenix Cricket Club at a fee of £400 to commence 1<sup>st</sup> April 2021 and terminate 30<sup>th</sup> September 2021**
- 33.2021 Highways:** Cllr Flynn  
Cambridgeshire CC: consultation: Local Validation List to 8.3.2021

Flooding

- 34.2021 External Communications:** Cllr Flynn  
Author of April article for Stapleford Messenger to be confirmed
- 35.2021 Website upgrade and email upgrade:** Cllr Raphael  
**PROPOSAL:** That Stapleford Parish Council herewith agrees to upgrade the website served by Netwise in the sum of £399.  
**PROPOSAL:** That Stapleford Parish Council herewith agrees to upgrade the amount of storage provided by Netwise in the sum of £100 per annum.
- 36.2021 Clerk Updates:**  
Grounds Maintenance Contract to Tender for 2021 – 2024  
**PROPOSAL:** That Stapleford Parish Council herewith appoints Herts & Cambs Grounds Maintenance Ltd to carry out grounds maintenance works in the parish.  
Zero Carbon Communities: Grant: awaiting PECT inspection  
Climate & Environment fortnight 2021  
Pavilion: electricity contract due for renewal: recommend changing supplier  
Slaughterhouse: currently on variable rate: recommend taking a contract
- 37.2021 Cemetery:** Cllr B Ketel
- 38.2021 Correspondence:**  
Mrs W Elsbury            Comments and requests for information on the following points: Minutes not on website; London Road flint wall removed; cricket shed update; Cemetery update; Caretaker; Gardener; budget; Facebook  
Mr & Mrs Dixon            London Road: flint wall removal  
Mr Steen                    River Granta: tree blocking river
- 39.2021 Date of Next Meeting:** Virtual meeting at 7.30pm  
PC Meetings: 2<sup>nd</sup> Wednesday of each month  
10<sup>th</sup> March, 14<sup>th</sup> April, 12<sup>th</sup> May, 9<sup>th</sup> June, 14<sup>th</sup> July, 8<sup>th</sup> September, 13<sup>th</sup> October, 10<sup>th</sup> November, 8<sup>th</sup> December.  
Annual Parish Meeting: 5<sup>th</sup> May