

STAPLEFORD PARISH COUNCIL

MINUTES OF THE MEETING OF STAPLEFORD PARISH COUNCIL held on WEDNESDAY
10th March 2021 at 7.30pm by virtual meeting

Virtual meeting access:

<https://us02web.zoom.us/j/87494504372?pwd=b2h2NG1OOVF2am5TQ3ROUFD5b3FTZz09>

PRESENT: Cllr Howard Kettel (Chairman), Cllr Jenny Flynn, Cllr Michael Gatward, Cllr Colin Greenhalgh, Cllr Barbara Kettel, Cllr Charles Nightingale, Cllr Paul McPhater, Cllr Gillian Pett, Cllr Jez Raphael.

Stapleford Parish Council Clerk: Belinda Irons - Minutes

South Cambs District Cllrs Nick Sample & Peter Fane

MEMBERS OF THE PUBLIC: There were 2 members of the public on line

This meeting was recorded

40.2021 Apologies: none

41.2021 Declaration of Member's Interest: disclosable pecuniary/ pecuniary/personal
Item 48.2021 b) Payments: Cllrs H Kettel and Pett: reimbursements

42.2021 Minutes of the previous meeting:
PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meetings held on 10th February 2021. PROPOSED: Cllr H Kettel from the Chair. AGREED AND RESOLVED UNANIMOUSLY.
The minutes will be signed in accordance with Covid regulations.

43.2021 Councillor vacancy: no applications received.

44.2021 Public discussion and presentation:
Installation of the MUGA will coincide with the Easter holidays. A parishioner requested the date to put back a week to allow children to play in the playground. Cllr McPhater advised that he has already made contact with the contractor to request this and is awaiting a response.

45. 2021 Reports from South Cambs District Council and Cambridgeshire County Council

No report has been received from County Councillors. Cllr H Kettel read an extract of an article from the Cambridge Independent newspaper which stated that Roger Hickford resigned in February, and has moved to Norfolk following an investigation into his tenancy of a Cambridgeshire County Council farm. The article commented that applications for farm tenancies should routinely request any relationship within the County Council be declared. Cllr Pepperell commented that previous information had been freely available but now appears to be suppressed which is bad for local democracy.

Chairman's signature..... 14th April 2021

South Cambridgeshire District Council REPORT – March 2021

1. Gypsy Roma Traveller workshops

Funded by the Police and Crime Commissioner, the South Cambs Community Safety Partnership last week ran online training and a workshop on unauthorised encampments, hosted by Cambridgeshire Police. Parish council representatives from Great Shelford, Little Shelford, Stapleford, Newton, Sawston, Pampisford, Babraham, Hinxton, Duxford, Ickleton, Whittlesford, Thriplow were invited to attend.

The training and workshop aimed to begin a conversation with local parish councils about strategies to reduce the impact of unauthorised encampments on local communities, and to establish relationships so parish councils are prepared if a gypsy and traveller unauthorised encampment arrives.

The police remarked that the local reaction to unauthorised encampments is usually to ask police/local authorities for action. However, a strict approach through eviction and injunction does not lead to fewer encampments – it instead results in a merry-go-round, with travellers moving to other, local unauthorised sites. The police also pointed out that the associated legislation is complicated, with rights of travellers needing to be balanced with the rights of the community. This involves common, civil and sometimes criminal law, plus the Human Rights Act.

The Police are trying to encourage 'negotiated stopping': a more constructive discussion between the landowner/Parish council, agreeing a place to stay and the period of time.

Microgrants of between £50 and £500 are available to parish councils to support their communities on this issue. The grants can be used to fund licenses for other parish council representatives to access the online training.

2. South Cambs District Council Medium Term Financial Strategy

The five-year General Fund Medium Term Financial Strategy (MTFS) delivers our Business Plan for South Cambridgeshire and its four principal objectives namely Growing Local Businesses and Economies, Housing that is Affordable for Everyone to Live In, Being Green to Our Core and delivering A Modern and Caring Council. It is reviewed and refreshed every six months. At its February meeting the Full Council has refreshed the MTFS to incorporate an updated financial forecast of the risks associated with Covid 19 and of the changes made and intending to be made by the Government in its financial support for local government, including the changes to the Public Works Loan Board rules.

In order to deliver the Business Plan and our statutory duties the Council must take a proactive approach to managing its resources effectively. Our four year Service Transformation Programme introduced during 2019/20 and our commercial investments are delivering savings and additional revenue and are at the centre of this. As a result of the refresh, despite the challenges we now face we forecast we will need to find £5 million in savings and additional income over the coming five years which is about the same as it was this time last year. Moreover we have a healthy General Reserve balance of around £16.5 million to deal with unforeseen problems.

We are still expecting the Government to carry out a major review of local government finance next year and we continue to take what we believe could be the worst -case scenario for us in our forward planning.

2. Housing

A reminder that South Cambridgeshire District Council are consulting on three new housing policies, and parish councils and residents are invited to respond. The policies will add detail to the joint housing strategy (2019-2023), and cover:

1. How to ensure affordable housing is well mixed with market housing on new developments
2. How should rent levels for social housing be set, to ensure that they are as affordable as possible to applicants on the councils' housing waiting list; and
3. For Build to Rent houses, what should be the size and layout; quality of design and management.

The consultation opened on 9th February and closes on 23rd March. More details are available here: <https://www.scamb.gov.uk/residents-urged-to-share-views-on-new-affordable-homes-and-build-to-rent-policies/>

Part of this consultation is a new set of standards (published by the district council) for affordable housing in South Cambs area. This is a guide to Housing Associations – we can't impose standards on them. But we do intend to apply it ourselves, when we have the opportunity.

We have signed up with the Net Zero Collective, an organisation that brings together researchers from Southampton University and over 25 councils and housing associations. Each one puts in a number of houses – 5 in our case – which are typical types in our housing stock. The organisation installs monitors and they check the performance (with the tenants' agreement of course) against target temperatures, humidity and energy input. They insulate and install better heating systems and forced ventilation etc, where appropriate, and then collate data on the effectiveness of different treatments for different house types. This

project also involves setting up links with training organisations (eg Cambridge Regional College) to provide people with the required skills for installing and servicing the new technologies.

3. Covid-related matters

A reminder that information about South Cambs response to coronavirus can be found on the regularly updated coronavirus pages on the SCDC website:

<https://www.scambs.gov.uk/coronavirus/>

Business grants

The Business Support Unit continues its important work with local businesses helping them through the Covid crisis, with funding, with advice and with other support. This has been a massive effort and has involved a huge amount of dedicated hard work.

Grants: nearly £9m paid in total to nearly 4000 businesses since November.

Including grants awarded from March to August last year for the initial pandemic lockdown period, the Council has now given out over £31million in Government grants in 11 months. Business in South Cambs who have not yet benefitted from the recent lockdowns are urged to get in touch.

Businesses can find information on how to apply, along with eligibility criteria, via the Council's website <https://www.scambs.gov.uk/businessgrant>

Community Support in South Cambs

Working with volunteer groups across the District, officers and elected members have been looking back at the outstanding work done by volunteer groups, working alongside Ward members and SCDC patch officers, throughout the Covid period. Many volunteer groups also wish, themselves, to harness their experiences and expertise and to build on these. South Cambs is now embarking on research to consider how best to take forward and develop this work in order to build community resilience networks across the District. It is intended to set up some focus groups to discuss initial ideas and to then determine how best to continue community groups beyond the immediate Covid crisis. The intention would be that these groups would work alongside parish councils. It is early days yet and there will be due consultation with existing volunteer groups, with parish councils and with elected members as this work progresses.

Community update meeting

The next Community update meeting will be held on Monday 15th March 6-7 p.m. Guest speakers being arranged. All welcome. These have been extremely popular and well attended. The provisional agenda is as follows:

- Mental Health Course from Mind. Bill attended one of these sessions and would recommend them. About 1 hour long, it covered the mental health of volunteers but also how volunteers should deal with a situation if they came across someone who was suffering a severe mental health episode, including thoughts of suicide.
- Epidemiology overview
- Vaccinations update from an NHS CCG presenter. An explanation of the nine vaccine cohorts and an update as to how it is going.
- An explanation of 'Long Covid' by Dr Simon Poole, Clinical Director, Northern Villages PCN.
- Re-opening community facilities and re-convening community groups. Government plans: what do they mean for you/us. Covering safety and process.
- Recovery from Covid: Community led planning and emergency planning.

4. Reminders about grant schemes

A round up of grants, mentioned in previous reports but still open:

1. Green Homes Grant scheme

Government funding to make homes more energy efficient to help you saving money on household bills. The scheme closes on 31 March 2021. It could up to two thirds to full cost of improvements, from £5000 to £10,000 depending on your circumstances. Find out more if you are eligible at <https://greenhomesgrant.campaign.gov.uk/?> and <https://www.gov.uk/guidance/apply-for-the-green-homes-grant-scheme>.

2. Broadband Voucher Scheme

Those that are suffering from low broadband speeds (less than 30 Mbps) can still take advantage of the Government's Gigabit Broadband Voucher Scheme <https://www.connectingcambridgeshire.co.uk/funding-schemes/rural-gigabit-voucher-scheme/>. The Voucher is worth up to £3500 for small businesses and £1500 for residential premises. It remains open till 31 March 2021 or until the funds run out. The funds can then be used to commission service from suppliers such a BT or others. Also Connecting Cambridgeshire has secured £500,000 extra "top-up" funding from the Cambridgeshire and Peterborough Combined Authority to provide an additional "top-up" of £1,500 per premise.

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Chairman's signature..... 14th April 2021

46.2021 East West Rail and CSET Busway: Cllr H Kettel: update

Cllr H Kettel advised that the favoured route remains from the south. The CSET i-Transport report should be published next week. The media has been alerted to ensure full publicity is covered. Cllr H Kettel had requested permission from the GCP to ask a question at the Joint Assembly. The question was whether the GCP would be willing to incorporate the forthcoming i-Transport Report into their evaluation. Permission was refused.

Restoring Your Railway Fund: reopening Haverhill to Cambridge Line: A letter of support was sent to RailFuture for the reopening of the Haverhill Line. RailFuture has now submitted their application to the Government's Beeching Fund

47.2021 Planning: Cllr B Kettel

21/0034/S106A	8 Granta Terrace, Stapleford and 10-20 Even, Welchs Crescent, Stapleford Modification of planning obligations to amend clause 7.10 to a conditional Mortgagee Exclusion Clause and delete clause 7.11, of the Section 106 Agreement dated 16th August 2013 made between South Cambridgeshire District Council (1) Cambridgeshire County Council (2) Welch's Group Holdings Limited (3) and Wrenbridge (Stapleford) Limited (4) relating to development of land at Granta Terrace, Stapleford, "The Depot Site: <i>Cllrs expressed concern that such change could lead to a reduction in affordable housing in the Parish. Clarification on this requested from SCDC. Objection.</i>
21/0234/TTCA	38 Mingle Lane, Stapleford Sycamore cut back overhang to garden by 2 - 2.5m Group of 3 Cypress cut back lowest branches to clear roof by 2m Reasons - to reduce overhang to garden and to reduce risk to adjacent garden building. <i>No objection</i>
21/00828/PRI01A	The House on the Hill, Hinton Way, Gt Shelford Single storey front & side and 2 storey rear extensions: <i>No objection but need to ensure trees are protected</i>
21/00636/CL2PD	Chalk Hill, Haverhill Road, Stapleford Certificate of lawfulness under S192 for a side extension and new outbuilding at rear of the site: <i>Objection: scale may be greater than allowed under permitted development; concern re proposed tree removal – SPC would seek SCDC Tree Officer comments and need to ensure trees are protected</i>
21/00793/PRI01A	Chalk Hill, Haverhill Road, Stapleford First floor extension: <i>No objection</i>

Neighbourhood Plan: update: Cllr B Kettel has contacted the original Neighbourhood Plan members and will arrange a meeting once those who wish to continue respond. Cllrs Flynn and Raphael have volunteered to be Stapleford PC Councillor representatives, and Cllr B Kettel will one of two Great Shelford PC Councillor representatives. Should it be necessary, the constitution will be changed to ensure the initiative progresses. The Neighbourhood Plan must align with the District Council Local Plan and the NPPF. It would only be in conflict should a site designated for formal protection is put forward under the Call for Sites. The Neighbourhood Plan website is now working, and Cllr Raphael will download the information to the SPC website.

ACTION: J RAPHAEL

Local Plan:

GCSPS survey requesting additional information for call for sites in Parish: Cllr Flynn collated Councillors response and submitted the comments on line.

Anthony Browne MP: public survey regarding house building in South Cambs: the survey is now closed. Cllr H Kettel advised the meeting that the Thakeham proposal for 25,000 new dwellings between Foxton and Melbourn is not going to Central Government for decision. Any applications will go through the normal South Cambs DC planning process.

Clearance of entry to Hinton Way site subject to Call for Sites: Planning Enforcement has stated it is unable to take any action as a planning application has not been submitted. Any landowner can clear their land as they see fit.

Feedback from SCDC Parish introductory Meeting with Area Team One: Cllrs Kettel attended and commented this was the best meeting SCDC has hosted. Those present were introduced to the planning officers. Stapleford is served by Ms Karen Pell-Coggins and Mr Michael Sexton. Officers have already commented that they will speak with the respective Parish Councils regarding specific planning issues.

The previous meeting attended by Cllr B Kettel and Cllr Flynn did not have relevant content, lacked structure and there were no notes or answers to the questions posed.

Greater Cambridge Planning: Consultation

<https://www.scambs.gov.uk/consultation-on-new-housing-policies-relating-to-build-to-rent-clustering-and-distribution-of-affordable-housing-and-affordable-rent-setting/>

Cllr Peter Fane will advise what this means for Stapleford.

48.2021

Finance: Cllr H Kettel

a) Accounts summary: February meeting

Income: £1,433

Expenditure: £9,717.10

Current Balance of all Accounts: £273,194.43
Less S106 Ring-fenced: £215,552.00
Carried forward: £57,642.43

Expenditure for March: £9,717.10 including £6,000 for the i-Transport report

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

PROPOSED: Cllr H Kettel, seconded Cllr P McPhater. AGREED AND RESOLVED UNANIMOUSLY.

c) HCGM Ltd: quote to roll and deep tine the recreation ground to improve sports surface: £500: Councillors agreed this annual work needed to be completed, subject to the Cricket square being suitably protected by Stapleford Cricket Club. **ACTION: CLERK**

d) The Tree Community Group: distribution of funds
Suggestions: Karen Morris Memorial Fund: Cllr Pepperell
Playground refurbishment: Cllrs Pett, Flynn, Raphael, McPhater

School moat: Cllrs Flynn, McPhater
FEOFFEE Cllr Raphael,
Age Concern for Stapleford Warden Scheme: Cllr H Kettel

Following extensive discussion, it was agreed that clarification on the provision of the funds is needed along with a detailed proposal. This is an item for the next agenda. **ACTION: CLERK**

49.2021 Management of Pavilion & Play Area: Cllr Pett

Pavilion: bookings are being received, and commencing April, the building will be booked from 8.30 to 2pm Monday to Friday, with Sing & Sign on Mondays. Cleaning will commence at the end of March.

PAVILION AND RECREATION GROUND: Report from Kerry Byrne, Assistant Clerk:

The new rules regarding the government's Roadmap to opening up after lockdown have been reviewed. Following discussions with Cllr Pett and the Clerk, it was agreed that children's indoor activities can resume from 12 April, and adults from 17 May, with previous Covid conditions in place, and subject to the government's successful review of the previous Roadmap stages.

No ad hoc bookings will be confirmed nor deposit payments taken until after Easter, but provisional bookings are starting to be requested.

Three of our regular Pavilion bookers plan to resume their sessions, with all the conditions we had in place before lockdown re-instated.

The classes and fees are as follows:

1. Sign and Sign from 12 April – £30 per week
2. Dance Dedication from 12 April – £30-£50 per week
(depending on when adult classes resume)
3. Fit steps from 17th May – £15 per week
4. New booking (in progress) – Tuesdays to Fridays 8.45-13.45 from 12th April until end of term.
National Teaching and Advisory Service wish to book the hall for 2 teachers to teach a student with special needs.
A reduced fee of £250 per week (rather than £300) has been agreed due to multiple-day booking.

With cleaning costing at £50 per week, it is considered economically viable to open the Pavilion (Covid restrictions permitting).

£500 received to be ringfenced for picnic table: Cllr Pett submitted a successful grant application to the Village Hall Estate Fund for provision and installation of two picnic benches. The quote to install is £320 to be completed by French of Stapleford.

50.2021

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

a) Multi-Use Games Unit: Cllr McPhater: Security fencing will be erected once works commence which may impact some uses of the field and the play area. Interest has already been expressed for use for Tennis, Netball and Football which is an excellent start. Groups are recommended to commencing booking direct with Cllr McPhater now to secure places.

New Gate: The Lawn Tennis Association has granted Stapleford PC £5,950 to install a CIA ClubSPARK gate which will have its own WIFI signal and entry code to facilitate Pay to Play, which is the only site in the area to have such a facility. The LTA is very pleased that this will be available.

Tennis Club: terms of agreement: Stapleford Tennis Club has reviewed and commented on the agreement, and Cllr McPhater has responded. A finalised document will go to the solicitors once all issues have been resolved.

Contractor: project update: The contract is due to commence on the 29th March 2021, but a change of date to the 6th April has been requested to enable the playground to be used during the Easter holidays. Safety of all must be paramount once works commence.

Contractual Payment 3 to ETC Sports. Conditional on Artificial Grass Installation. £35,945.00

PROPOSAL: That Stapleford Parish Council herewith agrees to pay ETC Sports £37,945 on the successful completion of installation of the artificial surface. PROPOSED: Cllr P McPhater, seconded Cllr H Kettell.

AGREED AND RESOLVED UNANIMOUSLY.

"Best 4 Hedging" Order. 18 x 1.5 metres Mature (6 years) Laurel Hedges. As per planning condition and required prior to opening the facility. Prices fluctuate so payment up to £1300 requested. **PROPOSAL: That Stapleford Parish Council herewith agrees to provide £1,300 for the installation of hedging for compliance with the planning permission conditions, and to provide equipment to ensure watering and other necessary treatments to ensure survival of the plants.** PROPOSED: Cllr P McPhater, seconded Cllr Raphael. AGREED AND RESOLVED UNANIMOUSLY. Cllr Gatward will offer advice.

Planning conditions: agreed

b) Pavilion modification, public toilets and shed project: Cllr H Kettel Gawn Associates to be instructed to provide design for roof and other structural elements for a fee of £450 and application for building regulations consent: **PROPOSAL: That Stapleford Parish Council herewith agrees to instruct Gawn Associates to provide a design for the roof and other structural elements for a fee of £450 to include application for building regulations.** PROPOSED: Cllr H Kettel, seconded Cllr P McPhater. AGREED AND RESOLVED UNANIMOUSLY.

Cllr H Kettel advised the meeting that the architect has sent tender documents to three contractors for renovation of the shed.

c) Children's play area: Cllr G Pett
Three grant applications have been submitted and no further updates will be available until these have been decided.

51.2021 **Asset Management:** Cllr H Kettel
Parish Pit:

At its March 2020 meeting, Council resolved to transfer ownership of the Chalk Pit to the Magog Trust. The Clerk was instructed to investigate the process of transfer with the Charities Commission (minute 53.2020).

In response to the Clerk's enquiries, the Commission has advised that a new charitable scheme is required. This is because the current purposes of the Trust is for a chalk, gravel and clay pit and for charitable purposes benefiting the Parish of Stapleford. The new scheme must align with the Magog Trust purposes which are for recreation and conservation.

The Charity Commission will draft the new scheme subject to the Trustees (ie Stapleford Parish Councillors) undertaking certain actions, namely:

- 1 To formally decide to apply for a new scheme
- 2 To decide on the new purposes of the scheme
- 3 To consult with stakeholders on the proposed scheme and demonstrate clear support

Once approved by the Charity Commission, SPC is free to dispose of the interest to Magog Trust and a request for the present endowment restriction (on the say £1 sale) be released.

Cllr H Kettel commented that this was an extremely complicated process and the Magog Trust are providing their most welcome assistance.

Cllr Pepperell commented that the Pit has been used for recreation with open access and conservation for many years, so the change of use is already established.

PROPOSAL: That Stapleford Parish Council herewith agrees to apply to the Charities Commission for a new scheme to replace the existing scheme (dated 1997); instructs the Clerk to prepare, with appropriate assistance, the necessary information required by the Commission for the formulation of the new scheme; authorises a process of consultation with stakeholders on the new scheme prior to submission to the Charities Commission. PROPOSED: Cllr H Kettel, seconded Cllr Flynn. AGREED AND RESOVED UNANIMOUSLY.

The proposed consultation will be open and transparent and take place through Facebook, Stapleford Messenger, Parish Council notice boards and any other medium deemed appropriate and in line with Charity Commission advice. All responses are to go to the Clerk.

Sports club terms and fee

Sports Clubs: report from Kerry Byrne, Assistant Clerk:

The Stapleford Strikers Football club have requested that they resume and extend their disrupted season from 10 April to end of June. As they paid £1,000 for the season in advance, the Clerk and I think this should be allowed. The only issue would be a possible clash with Stapleford Cricket Club who wish to start their cricket season in April. I have asked George Rolls (SCC) and John Rush (Chairman of Stapleford Strikers) to liaise with each other to see if they can share the facilities on Saturday mornings.

Mr George Rolls has now paid the previously agree amount of £133 for the 2020 season. He has also booked use of the Rec and toilets from 29-March to 1 April; he has already paid the agreed £300 in advance, and he agreed to sign the Agreement for use of toilets during Covid.

Stapleford Cricket Club: due diligence report and recommendation

A vote of thanks was extended to Cllr Greenhalgh for his sensitive handling of the situation and his expert advice regarding Cricket. Cllr Greenhalgh

commented that he was happy with the documentation provided and that providing a suitable insurance and affiliation with the County Cricket Board is achieved, he was happy to support the provision of the licence to Stapleford Cricket Club. Written response has been received from Stapleford Cricket Club to the two letters sent to it, and it has confirmed that it will pay £1,600 for the season. It has been made clear that Stapleford Cricket Club must allow other recreational uses to be undertaken.

PROPOSAL: That Stapleford Parish Council herewith agrees to approve the licence to Stapleford Cricket Club subject to affiliation with the County Cricket Board and provision of suitable insurance documentation. PROPOSED: Cllr Greenhalgh, seconded Cllr P McPhater. AGREED AND RESOLVED UNANIMOUSLY.

Cllr Greenhalgh further commented that it had been brought to his attention that there is a need for a comparative pricing structure to be established across all sports related to the amount of use proposed, and to ensure that the facilities are not overused to the detriment of residents, or the facilities themselves.

PROPOSAL: That Stapleford Parish Council herewith agrees to complete the Licence Agreements with Stapleford Phoenix Cricket Club at a fee of £400 to commence 1st April 2021 and terminate 30th September 2021 PROPOSED: Cllr Cllr Greenhalgh, seconded Cllr B Kettel. AGREED AND RESOLVED UNANIMOUSLY.

52.2021

Highways: Cllr Flynn

Cllr Flynn has spoken to CCC Highways officer who has advised that it is unlikely permission would be granted for installation of a mirror to enable other road users to be seen when vehicles are existing driveways. This was made in response to the application to place a mirror on Basil's Piece. However, whilst Councillors fully understood the applicant's issues and empathised with the issues, it is a County Council decision on whether to allow a mirror to be erected.

Cllr Flynn has also spoken to the officer regarding provision of funds for outstanding works and has been advised there are no extra funds available.

53.2021

External Communications: Cllr Flynn

Author of May article for Stapleford Messenger to be Cllr P McPhater and for June, Cllr J Raphael.

Stapleford Messenger: Parish Council support: discussion

Extensive discussion was undertaken on this item. The proposal is to provide sufficient funds for a copy of the Messenger to be provided free of charge to each household, and the most effective mechanism the Parish Council can employ to achieve this whilst ensuring that the magazine maintains its current

interest levels without being overtly religious. The Parish Council must ensure that it remains within its own legislative restrictions.

Councillors were broadly supportive of the proposal and agreed that it provides important information for residents and was more interesting than some other publications. It was noted that no 'profit' would be generated by this proposal because the 'profit' was the benefit to be enjoyed by all parishioners.

Cllrs Flynn and McPhater will continue their discussions with the Messenger team.

Digital Champion: South Cambs District Council has recommended Mr David Martin be the local Champion as he has established communication systems in place.

54.2021 Website upgrade and email upgrade: Cllr Raphael

The Clerk will progress the upgrade.

ACTION: CLERK

Cllr Flynn is progressing Facebook feeds which are also included on the website. However, there are not as many 'hits' on the website as on Facebook. Residents should be encouraged to go to the website and sign in to receive routine and regular emails to their inboxes.

Information will be checked and amended as necessary.

55.2021 Clerk Updates:

Zero Carbon Communities: Grant: PECT inspection due July

Pavilion: Sky/BT Openreach: line installation: Cllr Gatward advised that Openreach had proven extremely difficult to work with, even though it had been instructed by Sky who would pay for the line installation. Initially, Openreach advised the line was live, but when it was rechecked, the live line went to Chalk Hill, not the pavilion. It is anticipated that installation should be completed by the end of next month. The Clerk will continue to liaise with Sky. The Clerk advised that a payment has been made to Sky, but that this will be reimbursed as the system isn't yet live.

Pavilion & Slaughterhouse: electricity contracts: The Clerk will contact Eon and Opus and advise that the Parish Council wishes to change contractor.

Pavilion: litter and leaf clearance: Cllr Gatward, Pett and Raphael routinely clear the area but antisocial individuals continue to drop litter from parked vehicles. Cllr Pepperell will carry out a litter pick. The Clerk will obtain prices for three new litter bins for the Slaughterhouse gardens. **ACTION:CLERK**

Annual Parish Meeting: Agenda: The Clerk will contact village organisations for reports. Councillors will consider what items need to go onto the agenda.

ACTION: CLERK

Street lights:

Chalk Hill: street light not connected: Cllr N Sample has chased the County Council again.

Granta Terrace: street light to be transferred from Gt Shelford to Stapleford PC when the contract is changed by CCC

56.2021

Cemetery: Cllr B Kettel

CEMETERY Report from Kerry Byrne, Assistant Clerk

Exhumation and reburial of former resident in correct orientation was carried out satisfactorily on 4 February.

3 plots sold in old cemetery – D/E 110, D/E 111 and CX111. 3 full-size plots and 3 ashes plots remain available.

2 sold plots in new cemetery – R1 and J1 (ashes plot). 4 plots now sold in total.

Two burials took place recently:

- William George in plot D/E110 on 26 Feb (the adjacent plot CX110 was levelled by gravedigger Jason Coles)
- George Burton – ashes interment in J1 (new cemetery) on 3 March. One interment is due to take place on Tuesday 16 March in plot CX111 (for Mr Ian Naphine).

Transfer of exclusive rights of burial for plot C103 from Irene Walter to Diane Waterfield (daughter) and Kevin John Walter (son) was completed and paid for on 1 Feb. The additional inscription for Mrs Irene Walter was agreed and paid for on 12 Feb (via Ivett & Reed).

There have been 2 requests for benches in the cemeteries:

- Request from Mrs George to have a bench along the perimeter fence in the old cemetery, near her recently interred son (plot D/E110).
- From Mrs Gillian Pett to have a bench in the new section, to commemorate her husband Nigel 'Nick' Pett (who was instrumental in purchasing the new cemetery land).

Does the PC approve these requests?

Councillors discussed options open to it.

Cllr B Kettel will bring forward a proposal to the next meeting.

57.2021

Correspondence:

Ms C George: request for permission to erect a highway mirror on Basil's Piece and complaint that road markings are faded: directed to CCC

Mrs W Elsbury: Comments on PC meeting

Mr Chisholm: ordinary water courses, ditch clearance and allotments: the allotments are flooded which is pertinent due to the site being put forward under the SCDC Call for Sites. Further, a site visit is planned to take place between the agent, Carter Jonas, Cambridge County Council and a resident.

58.2021

Date of Next Meeting: Virtual meeting at 7.30pm

The Clerk advised that the May Annual Parish Council Meeting could not be held virtually or face to face under the current Government Covid legislation. It was therefore agreed that this meeting will follow the Annual Parish Meeting on the 5th May.

PC Meetings: 2nd Wednesday of each month

14th April, 5th May, 9th June, 14th July, 8th September, 13th October, 10th November, 8th December.

Annual Parish Meeting: 5th May: 7pm

Meeting closed at 10.09pm

DRAFT