# STAPLEFORD PARISH COUNCIL

**NOTICE OF PARISH COUNCIL MEETING**

**To Members of Stapleford Parish Council**

You are hereby summoned to attend the **MEETING OF STAPLEFORD PARISH COUNCIL** on to be held on **THURSDAY 15th July 2021 at 7.30pm** in the Jubilee Pavilion, Gog Magog Way, Stapleford 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.

Belinda Irons

Stapleford Parish Clerk

7th July 2021

**HOUSEKEEPING:**

Please be advised that attendees are expected to:

1. Bring a face covering with them, and to wear it whilst in the meeting.
2. Attendees are expected to use the hand sanitiser provided on entry and exit
3. To maintain a 2m social distancing space.
4. Attendees will be required to complete a registration sheet giving name and contact telephone number to enable the SPC to contact all those present should a case of Covid be reported to it. This registration sheet will be retained until the next meeting takes place.
5. Anyone experiencing Covid or cold symptoms are asked to refrain from attendance.
6. Anyone who experiences Covid or cold symptoms within 10 days of attending the meeting is asked to report this to the Clerk who will contact all attendees and will also advise the NHS Track and Trace programme.

**AGENDA**

|  |  |  |  |
| --- | --- | --- | --- |
| Item Ref. | Item | Lead | Duration |
| **118.2021** | Apologies | Chair | 1 Min |
| **119.2021** | Declaration of Member’s Interest: disclosable pecuniary/ pecuniary/personal | Chair | 3 Mins |
| **120.2021** | Minutes of the previous meeting:  **PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Annual Parish Meeting and the Annual Parish Council meetings held on 9th June and extraordinary meeting held on 18th June 2021.** | Chair | 1 Min |
| **121.2021** | Public discussion and presentation | Public | 3 min each |
| **122.2021** | South Cambs District Council & Cambridgeshire County Councillors: reports | DC & CC | 10 mins each |
| **123.2021** | Parish Council vacancies: 2 vacancies | Chair | 1 min |
| **124.2021** | **Planning:**   |  |  | | --- | --- | | 21/02743/FUL | Land rear of 11 Bury Road, Stapleford  Erection of a single storey dwelling | | 21/02851/FUL | Chalk Hill, Haverhill Road, Stapleford  Construction of a single storey replacement dwelling (resubmission of 20/04170/FUL) | | 21/02546/HFUL | Bury Farmhouse, 64 Bury Road, Stapleford  Internal alterations, single storey & two storey extensions, additional window and canopy/porch to existing door on west elevation, reinstate chimney, extend veranda, construct new garage and storage | | 21/0737/TTPO | 11 Sternes Way, Stapleford  TPO 001 (2002) T37: Horse chestnut: reduce branches on lower crown by 4m, up to 10m height. | | Russell Smith Farms: proposals for Dernford Lakes, Sawston: | Zoom meeting to be arranged to enable maximum attendance:  1.9.2021 @7pm | | Street naming and numbering: | new dwelling: 45 London Road | |  |  | | Clerk | 25 mins |
| **125.2021** | **East West Rail and CSET: updates** | ? | ? |
| **126.2021** | **Finance:**  **a**) Accounts summary: July Meeting  Income June: £4,900.00  Expenditure June: £49,386.67  Less S106 Ring-fenced: £153,737.54  Carried forward: £93,984.67  Expenditure for July will be reported to the meeting  **b**) Review of accounting and pavilion booking systems:  **PROPOSAL: *that Stapleford Parish Council herewith agrees to purchase the Scribe Accounting System in the annual sum of £761*** | Chair/Clerk | 20 mins |
| **127.2021** | **Portfolio Reports & Updates** | Various |  |
|  | **a**) S106 Stapleford Capital Projects Initiative:  Shed renovation  Pavilion renovation  Public toilet provision  **b**) Parish Pit: update | Cllr H Kettel by email | 5 mins |
|  | **c**) MUGA update | Cllr P McPhater | 2 mins |
|  | **d**) Environment, Ecology & Climate Change  **e**) | Cllr M Gatward | 15 mins |
|  | **f)** Highways  **g**) Ecology: verges/ cemetery meadow/ other  **h**) Communications | Cllr J Flynn | 20 mins |
|  | **i**) IT & Website | Cllr J Raphael | 5 mins |
|  | **j**) Management of key and access  **k**) Damage to windows: reported to Police: action  **l**) Play Area renovation  **PROPOSAL: *That Stapleford Parish Council herewith agrees an overall cost for the playground renovation of £…. To be completed by Kompan, with grant income provision of £…..*** | Cllr G Pett | 30 mins |
|  | M) Sports Update  **PROPOSAL: That Stapleford Parish Council agrees to fund to a maximum of £100 rope and support spikes to protect the Cricket Square** | Cllr Greenhalgh | 5 mins |
| **128.2021** | **Clerks’ updates and reports**  a) Zero Carbon Communities: Grant: PECT inspection due July  b) Pavilion: Sky/BT Openreach: line installation  c) Pavilion & Slaughterhouse: electricity contracts  d) Street lights:  Chalk Hill: street light not connected  Granta Terrace: street light to be transferred from Gt Shelford to Stapleford PC when the contract is changed by CCC  e) Haverhill Road highways verge: tree management  f) Haverhill Road speed sign damage: update | Clerk | 20 mins |
| **129.2021** | **Correspondence:**  Mr S Webster: Vicarage Lane complaint that vegetation has not been cut. Mr Webster submitted a Freedom of Information application for copy of SPC/CCC verge mowing agreement – referred to CCC as the Clerk does not have a copy. Not received to date. | Clerk | 5 mins |
| **130.2021** | **Date of Next Meeting**: To be held in the Jubilee Pavilion at 7.30pm  PC Meetings: 2nd Wednesday of each month  14th July, 8th September,  **PROPOSAL: *That Stapleford Parish Council herewith agrees to change the day of its meetings to the First (1st) Thursday of each month excluding August, to commence October 2021***  7th October, 4th November, 2nd December. | Clerk | 3 mins |
|  |  |  |  |
|  |  |  |  |

**:**

: