

# STAPLEFORD PARISH COUNCIL

MINUTES OF THE MEETING OF STAPLEFORD PARISH COUNCIL held on THURSDAY  
3<sup>rd</sup> March 2022 at 7.00pm In the Jubilee Pavilion, Gog Magog Way, Stapleford

**PRESENT:** Cllr G Pett (Chairman), Cllr Jenny Flynn, Cllr Michael Gatward, Cllr B Kettel  
(arrived 7.50pm), Cllr H Kettel, Cllr David Pepperell.

Stapleford Parish Council Clerk: Belinda Irons – Minutes

**Cambridgeshire County Council:** Cllr Brian Milne

**South Cambs District Council:** Cllr Nick Sample

**MEMBERS OF THE PUBLIC:** There were 0 members of the public present

**46.2022**      Apologies None

**47.2022**      Declaration of Members Interest: disclosable pecuniary, other disclosable,  
personal  
Cllr Flynn: Planning application to reduce Beech Tree overhanging the  
MUGA: Cllr Flynn applied on behalf of the Parish Council

**48.2022**      Minutes of the previous meeting:  
**PROPOSAL: That Stapleford Parish Council herewith agree the minutes  
of the meeting held on the 3<sup>rd</sup> February 2022** PROPOSED: Cllr Flynn,  
seconded Cllr Gatward. AGREED AND RESOLVED UNANIMOUSLY.

**49.2022**      South Cambs District Council and Cambridgeshire County Council:  
Councillors reports

South Cambs District Councillors:

Civil Parking Enforcement: South Cambs District Council and the County  
Council have been working together to introducing civil parking enforcement.  
This will see responsibilities for dealing with illegal parking shift from  
Cambridgeshire Police to Cambridgeshire County Council, and will mean  
drivers parking illegally, such as on double yellow lines, could be issued a  
ticket by Civil Enforcement Officers and ordered to pay a penalty charge. The  
County Council will prepare an application to the Secretary of State for  
Transport for a Special Enforcement Area to introduce the scheme. Subject to  
the approval of this application, it is expected that civil parking enforcement  
could begin in South Cambridgeshire in the autumn of next year.  
In South Cambridgeshire, the upfront costs of introducing civil parking  
enforcement will be funded by the Greater Cambridge Partnership, including  
a full review of road lines and signs. They will also cover any financial deficit

of the scheme for the first five years and all income that is generated by fines will be used to help pay for the costs of running the scheme.

South Cambs DC has just published a Biodiversity Supplementary Planning Document (see <https://www.greatercambridgeplanning.org/media/2476/gcsp-biodiversity-spd-feb-2022.pdf> ). This supports the Doubling Nature Strategy published last year. It details how all new development must protect, preserve, and enhance nature and encourages parish councils to develop their own nature recovery plans.

Water Contamination: Following the concern at possible contamination of water supplied by Cambridge Water in Shelford ward, South Cambs District Council has been focused on its own responsibility for monitoring private water supplies, a small number of private wells and bore holes in the district. All these bore holes were subsequently confirmed to have water that is deemed to be 'wholesome'.

A subsequent press enquiry has highlighted a report from 2007 which cast further doubt on the quality of water in the area. Cambridge Water has now published further information about this on its website. See Statement on water quality in Stapleford and Great Shelford ([cambridge-water.co.uk](http://cambridge-water.co.uk))

The Government has revoked the legislation that limits council to issuing 10 year fixed term tenancies to council house tenants because it meant that council house residents faced uncertainty about their futures once their lease expired. The fixed term tenancies that South Cambs had to issue at the time are now up for renewal and will be replaced with secure tenancies.

Climate Change: Residents, businesses, community groups and Parish Councils were invited to a fortnight of free online events as part of South Cambridgeshire District Council's second annual Climate and Environment Fortnight. The Council has been selected as a finalist in the Public Sector Transformation Awards 2022 for its 'Green to our Core' programme of work. The webinars were held online to celebrate climate action taking place in the district, as well as looking at some of the things that the Council is doing to mitigate and adapt to climate change in the future. Recordings of all 6 sessions will be available on the South Cambs website. Bridget Smith introduced the first one which focused on how communities can work together to create and deliver their own climate change action plan. See [www.scambs.gov.uk/climate-emergency-and-nature/what-are-we-doing-to-tackle-climate-change-in-south-cambridgeshire](http://www.scambs.gov.uk/climate-emergency-and-nature/what-are-we-doing-to-tackle-climate-change-in-south-cambridgeshire)

South Cambridgeshire District Council is allocating £6.83m of its £70m total spend to its Zero Carbon Strategy and Action Plan. The measures range from a solar farm to power bin lorries to the completion of a massive programme to install energy-efficient LEDs in streetlights, all of which contributes to the

ambition to halve carbon emissions locally by 2030 - and reduce them to zero by 2050. Money will also go towards maintaining the 171 mile network of watercourses in the district, and financial support for parish councils and community groups to reduce their carbon footprint. More electric vehicle charging points will also be installed.

SCDC Budget: South Cambridgeshire District Council has approved its budget for next year and set its Council Tax charge from April. Councillors agreed to raise Council Tax by £5 a year (10p a week) for a Band D property. The Council will deliver £230,000 of savings every year. This coming year it will cost over £80 million to run South Cambridgeshire District. Council Tax will bring in £10.7 million and Business Rates £11.6 million. Only £2 million is expected in government grants. Investments including Ermine Street (wholly owned housing company providing private rented accommodation) and the Cambridge Ice Rink yield over £5 million in income. The council is also supporting business start-ups and the development of tech industries by investing in the Cambridge Science Park which is in South Cambridgeshire. The Council also receives income from fees and charges and contributions from neighbouring councils for the cost of running the shared planning and waste services. But unlike many other Councils we do not have income from car parks or civic amenities such as a sports centre. Council housing stock is now growing again and with 189 new council homes having been built over the past three years it now stands at over 5,500. However, we have to fund this mainly from council rents. £7 million will be spent on refurbishing council houses to reduce tenants' heating bills Officers are available to help those finding themselves in financial difficulty and the Council pays Citizens Advice £85,000 a year to help residents. In addition to Housing Benefit the Council has a Local Council Tax Support Scheme with discretionary support for Council Tax. SCDC was rated best in the country for collecting Council Tax in 2020/21, and in the top ten for the collection of Business Rates. It is one of a few councils in the country to have set a balanced budget for the coming financial year with a small surplus going into reserves to off-set possibly deficits in the future.

CSET: At the February District Council meeting, Cllr Fane spoke in the debate on a motion opposing the current CSET route, pointing out that a revision to the GCP's proposed CSET route will now be needed to take account of the Inspector's decision on the recent appeal granting planning consent to a retirement village. A new Order under the Transport and Works Act will have to be considered in the summer, and the route would inevitably now go through the sensitive Gog Magog Chalk Hills landscape area, driving a tarmac road for buses through some of the finest countryside in the Cambridge green belt.

In addition, Cllr Fane said the GCP board should take account of any changes to the Mayor's local transport strategy (LTCP), which by then would be out to public consultation. It was important that the GCP do not prejudge the outcome of that consultation. Cllr Fane stressed that wherever the CSET busway ends up being built, whether on the current route or the less

damaging route beside the existing A1307 road, it would need to be accompanied by tree planting and screening, but such environmental measures could only offset the damage caused by any new road or road widening.

Parish Councillors commented on Cllr Sample's presentation, with questions asked including what is the next step for CSET, requests for updates on the Babraham and Trumpington Park & Ride works, and the conflicts between increasing car traffic into the area whilst combating climate change and the increasing levels of atmospheric carbon.

Comments were made concerning Cambridge Water and contamination, and what efforts the District Council was taking regarding the conflict in Ukraine.

Cambridgeshire County Councillor Brian Milne:

Cllr Milne reported that Central Government has abandoned the Ox Camb Arc development proposals, which in turn makes the East West Rail project unlikely to proceed. There are a multitude of difficulties associated with the project should it proceed.

City Deal: this is predicated on 34,000 new dwellings with a further 15,000 to be provided in the next 10 years. This area is economically vibrant and new sustainable housing is needed. The issue of transportation and peak hours congestion were discussed. Cllr H Kettel commented there is an assumption that everyone has access to and can afford to run a private car. The 2,100 park and ride project is immoral. He strongly pressed for investment in a robust bus service to all the villages into the city. Cllr Pepperell commented that the electric buses are excellent, and should be rolled out across the area but with a high level service. Cllr B Kettle commented that the rail stations are too far outside villages to service the local population, with pedestrian and cycle provision insufficient to encourage people to travel to them. Lit pathways are needed. Cllr Milne commented the validity of a busway which doesn't serve the communities it passes is a fundamental flaw. Councillors commented that they appreciated the efforts County and District Councillors were making on behalf of the local communities.

Highways: The previous administration was working towards 'managed decline' of the maintenance service. Cllr Milne is reporting poor working practices as there are insufficient officers to carry out this work. Asset management is a vital aspect of contract management.

The Babraham Park and Ride has permission, but impact on the open aspect of the site is creating a delay.

**50.2022**

Public comment

No comments received.

**51.2022**      Election: 5<sup>th</sup> May 2022: Councillors were reminded that the documentation is on the SCDC website. Any person who wishes to be a Councillor was urged to ensure that they complete the form correctly. One member of the Parish Council will be able to hand deliver all forms to Cambourne, but an appointment needs to be made to ensure that an officer is present to receive them.

**52.2022**      Planning: Cllr B Kettel  
**APPEAL: Inspectorate Ref: APP/W0530/W/21/3274838**  
S/0022/20/FL Hill Trees, Babraham Road, Gt Shelford  
Change of use of public house car park to parking for car sales: Appeal dismissed on the grounds of inappropriateness, harm to the openness of the Green Belt, harm to the character and appearance of the area, potential risks to highway safety and possible adverse effect on the Gog Magog SSSI. The very special circumstances necessary to justify the proposal in the Green Belt do not arise.

Planning application:

Reference: **22/00286/HFUL**

Proposal: Single storey rear extension with Annexe to the side of dwelling

Site address: Redbrooke House 40 Welchs Crescent Stapleford CB22 5FZ:

*SPC to request a condition that the annexe must remain ancillary to the main house and not be a separate dwelling as there is an independent front access into the annexe; impact on the River Granta to be assessed before a decision is taken.*

Tree applications:

22/0127/TTPO      9 Vine Close, Stapleford

Lime: reduce crown: *no objection*

22/0153/TTPO      Tennis Courts, Recreation Ground, Haverhill Road, Stapleford

Beech: reduce canopy extending over court; 30% canopy reduction: *No objection*

**Greater Cambridge Planning: Local Plan:** no further updates provided by SCDC

**53.2022**      Pavilion Management: Cllr Pett  
Pavilion Management Sub-Committee: report:  
The Sub-Committee has ideas on the reconfiguration of the interior of the pavilion including changes to the kitchen and facilities.  
Access: unauthorised use: access code to be changed: It was recommended that anyone leaving the building insecure or dirty after hiring the facility should be subject to a fine. The Clerk will develop a checklist of actions to be provided to every hirer and returned to the Clerk after hire. Once this has been received the Clerk will make preparation for the return of the deposit. If

the form is not returned, the deposit will not be refunded as it will be deemed the building has not been left in a fit state for hire. The code will be changed on the 1<sup>st</sup> Monday of every month. **ACTION: CLERK / MG**

Fencing: quotes awaited

Bookings: History Society application to return to second Tuesday of October, December, January, March, May and July: Clerk to contact current Tuesday hirer. **ACTION: CLERK**

Illuminated Recreation Field sign: to be progressed.

Lighting: the electrician will attend site to check the lighting.

**54.2022** CSET & East West Rail: Cllr H Kettel:

**East West Rail**

Cllr H Kettel had attended the first East West Rail consultative meeting, where discussion focused almost exclusively on process and administration.

It has already been commented upon that there was speculation on the extent of government backing for this project.

**CSET**

A letter has been sent to the GCP by BWTB (Better Ways Than Busways Group) where Stapleford and Gt Shelford Parish Councils are members, setting out the changes in conditions and circumstances that have occurred since the scheme was first proposed six years ago. Not least the Planning Inspector's decision to allow the appeal for the Retirement Village, the effect of which will require the busroad to be relocated deeper into the chalk hills and even further away from the village. These are all sound reasons for reviewing the route.

There has been no acknowledgement from the GCP to this letter.

The group worked with Anthony Browne MP to refine the questions in the survey sent to 6500 residents in the villages affected by CSET. The survey showed that 71.96% of respondents would definitely not support the route and a further 8.99% would probably not support it.

The question was put to South Cambs District Council at the recent meeting asking them to reconsider the route given the changes in circumstances. A motion to reject the GCP route was defeated 17-6 by the ruling LibDem Group.

BWTBW has been in contact with the business parks to understand their needs and there has also been liaison with prominent local charities and environmental groups to sustain support.

BWTBW has also connected with the Cambridge to Cambourne group who are also opposing a bus road through their green belt.





Suggestion to seek advice/quote from Wilby & Burnett surveyors for internal reconfiguration of pavilion changing rooms/ kitchen extension: Councillors agreed that the proposed renovation needs to have significant input from a variety of sources. The Clerk will contact Wilby & Burnett and Blue Ink and arrange site meetings. **ACTION: CLERK**

Play Area renovation: Cllr Pett: A vote of thanks was extended to the Playground group for organising the project, and achieving £49,747.40 in grant funding. The official opening will take place in April. The Wendy house is in process of repurposing. A vote of thanks was extended to Scotsdales which is providing picnic tables. Cllr Gatward recommended summer shading be erected in the summer over the metal slide.

Art fund: Cllr G Pett: ongoing.

**58.2022**

Sports Facilities & Agreements:

Tennis: The commencement date has been agreed to be 1<sup>st</sup> July 2021. The Clerk will send an official letter to the Tennis Committee. **ACTION: CLERK**  
Professional coaching is planned, and access to storage and toilets will be required.

MUGA use inc Tennis, Football, Netball: charges are to be increased and will include a small lighting charge. The grounds maintenance contract will need to book the facility to undertake works. A storage facility is needed. The budget needs to be reviewed to ensure sufficient funds will be available in approximately 25 years to resurface.

Cricket: Cllr Pett advised that Phoenix Cricket Club has agreed the proposed increase is acceptable. The Clerk will review the agreement. Stapleford Cricket Club will also be approached regarding the agreement and proposed increase. Cllr H Kettel requested that draft Heads of Terms for both clubs be circulated. **ACTION: CLERK**

Adult gym equipment: repair needed. The Clerk is waiting information from the contractor.

**59.2022**

Cemetery: Cllrs Gatward & Pett

Repairs to concrete caps: completed. Headstones are to be stabilised once weather conditions allow. Cllr Gatward will replace a dilapidated bench with one in good condition.

**PROPOSAL: That Stapleford Parish Council herewith agrees the revised interment and associated charges with immediate effect.** PROPOSED: Cllr Pett, seconded Cllr Flynn. AGEED AND RESOLVED UNANIMOUSLY.

**60.2022**

Environment, Ecology & Climate Change: Cllrs Flynn & Gatward

The Scouts have produced 30 bird boxes, 15 of which have been erected around the village. A further 8 are to be erected.

Cllr Gatward has discussed the re-wilding of verges with the contractor.

**61.2022**

Communications & Highways: Cllr Flynn

Stapleford Messenger March edition contained Chair's summary report, CSET update and neighbourhood plan progress report (CSET and NP articles also published in GSVN)

Deadline for next Messenger and GSVN submissions both Fri 11<sup>th</sup> March  
Propose that next Messenger articles should be Chair's report (GF), update on creature boxes plus photos (MG), CSET update (HK) and NP update (JF)  
NP steering group Chair's report submitted to GSPC APM

Highways: Concerns raised via Facebook re. substantial pothole outside Slaughter House on Church St causing problems to cars and real danger to cyclists. Thanks to Brian Milne for expediting repairs  
Church St is in a dreadful state and surely a candidate for wholesale resurfacing? JF to pursue with CCC Highways and request BM support

**62.2022**

Slaughterhouse & Gardens:

Lighting: moving light to rear of building: update: Cllr Gatward to liaise with the electrician **ACTION: MG**

Gardens: renovation: update: ongoing

**63.2022**

Queen's Jubilee and Village Weekend: Cllrs Pett & Gatward

Gog Magog Way: road closure application: Clerk to submit the required application. **ACTION: CLERK**

TENS application: Clerk to submit the required application. **ACTION: CLERK**

Insurance requirement: Clerk to advise the insurance company and obtain insurance for the dog show. **ACTION: CLERK**

**64.2022**

Clerk's updates

Review governing documents:

Risk Assessment & Risk Assessment Inspection Sheets

Asset Register

Document storage: discussion/ decision

**65.2022**

Correspondence

**66.2022**

Dates of Meetings:

7<sup>th</sup> April, **Wed 11<sup>th</sup> May (APCM: 8pm)**, 9<sup>th</sup> June, 7<sup>th</sup> July, 1<sup>st</sup> September, 6<sup>th</sup> October, 3<sup>rd</sup> November, 1<sup>st</sup> December

**Annual Parish Meeting: 7<sup>th</sup> April: AGREED**

*Meeting closed at 10.10.pm*