

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 1st DECEMBER 2022 at 7.00pm** 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
25th November 2022

AGENDA

- 231.2022** Apologies
Absence without apology
- 232.2022** Declaration of Members Interest:
a) To receive declarations of interest from councillors on items on the agenda
b) To receive written requests for dispensations for declarable interests
c) To grant any requests for dispensation as appropriate
- 233.2022** Minutes of the previous meeting:
PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 3rd November 2022
- 234.2022** Parish Council vacancies: Co-option
Proposal to reduce number of Councillors: discussion
Councillors allocation of duties
- 235.2022** SCDC & CCC Councillors reports
- 236.2022** Public Issues:
Members of the public and Councillors can raise matters of concern limited to 3 minutes per parishioner or per item.
- 237.2022** Proposals to Members
a) National Salary Award:
PROPOSAL: That Stapleford Parish Council herewith agrees to increase the Clerk's salary in line with the National Association of Local Councils agreed pay scale backdated to 1 April 2022
b) Pavilion and Slaughterhouse:
PROPOSAL: That Blue Ink Architects be appointed to advise Stapleford Parish Council on refurbishment of the Pavilion and the Slaughterhouse to achieve practical, cost effective improvements and economy in running costs.
c) Fees increase from 1st April 2023:
PROPOSAL: That Stapleford Parish Council herewith agrees to consider all fee charges to inform the budget, with a minimum increase to all licence and other fees of RPI plus 1% from the 1st April 2023
d) Neighbourhood Plan Design Guide:
PROPOSAL: That Stapleford Parish Council herewith agrees to appoint Nupremis Cambridge to produce a covering letter to

accompany the AECOMM produced draft Design Guide to be supplied to Rangeford Retirement Villages and SCDC planning dept to a maximum cost of £550

- e) BT/Openreach: installation of infrastructure to supply telephone line:
PROPOSAL: That Stapleford Parish Council herewith agrees to pay the required fee to Openreach to install the telephone line infrastructure to enable broadband and a WIFI connection to the Jubilee Pavilion subject to the provision of a formal proforma invoice for compliance and transparency purposes. Openreach is the only company authorised to provide this service.
- f) Sports shed key management:
PROPOSAL: That Stapleford Parish Council herewith agrees to provide a key to each sports club using the sports shed with each club to pay the cost of the key to a maximum of £50 per key. Lost keys will likewise be subject to a charge

238.2022

Planning applications:

22/04608/HFUL: Stapleford Lodge, 26 Mingle Lane, Stapleford

Relocation of driveway on front boundary

22/1345/TTPO: 9 Vine Close, Stapleford

Re 22/1027/TTPO Line Tree: repollard to previous growth points. Remove 8m of growth

Reference: **22/04303/REM**

Proposal: Reserved matters application for additional access points, layout, scale, landscape and appearance following outline planning permission 20/02929/OUT (Outline planning for the development of land for a retirement care village in Use Class C2 comprising housing with care, communal health, wellbeing and leisure facilities, public open space, landscaping, car parking, access and associated development and public access countryside park with all matters reserved except for access)

Site address: Land Between Haverhill Road And Hinton Way Stapleford
 Cambridge: Rangeford Village

239.2022

Finance

November payments:

Description	Reference	Value
Salary	November	£918.16
Salary	November	£74.40
PAYE & NICS	November	£308.37
Payroll	56744	£31.20
Pavilion cleaning	3117	£400.00
picnic benches and remove dead tree	212	£300.00
Rec & Slaughterhouse garden mowing	SI-1954	£120.00
Cemetery grounds maintenance	SI-1947	£410.00
MUGA: sweep courts	SI-1984	£192.00
Play equipment inspection	SI-1987	£114.00
Slaughterhouse insurance	532078669	£2,462.37
Pavilion deposit refund		£200.00

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Pavilion water	1593910501	£60.75	
Planning Consultant	22009	£1,375.00	
Village weekend: save the date fliers	I521539	£92.00	
			-£7,258.25
		£0.00	
Street lighting electricity	Invoice not yet received	£0.00	
B Irons	December payment	£42.66	
			-£42.66

TOTAL DEBITS

-£7,300.91

Accounts summary: December: to be presented at the meeting

PROPOSAL: That Stapleford Parish Council herewith agrees the payments presented on the schedule provided to Councillors by email in advance of the meeting

Budget & Precept

Preliminary discussion

240.2022 Neighbourhood Plan: Cllr Flynn

241.2022 Sports Facilities & Agreements:

Cricket: Cllr Pett update

242.2022 Grounds Maintenance and Trees:

a) Queen Elizabeth II: Memorial Tree: Queen's Green Canopy scheme extended to 23 March 2023

Log trees on the national map: [Map - The Queen's Green Canopy \(queensgreencanopy.org\)](http://www.queensgreencanopy.org). This can be done retrospectively too if you carried out plantings last year.

b) Slaughterhouse Garden repurpose: action

c) removal of dead hedging and tree: update

243.2022 Communications: Cllr Flynn_

244.2022 Highways: Cllr Flynn

a) Making Connections Consultation: open to 23.12.2022

See: <http://www.greatercambridge.org.uk/mc-2022>

b) Sawston Greenway: update

c) CCC Consultation: PR0861 Proposed 40mph and 50mph

d) Haverhill Road: Request for 20mph limit

e) Cambs & Peterborough Combined Authority: Alternative Fuels Strategy (AFS) public consultation

To find out more, visit our consultation website where you can also fill in the survey. Hard copies of the consultation materials are available on request. Email transport@cambridgeshirepeterborough-ca.gov.uk or call 01480 277180. These contact details can also be used to ask questions.

f) Road Highways Initiative: discussion regarding speed reduction measures on Haverhill Road

245.2022 Pavilion Management: Cllr Pett

Pavilion Management Sub-Committee: report

246.2022 Playground

Repairs: toddler swing shackles need lubricating

- Bolt caps missing
Gate not closing properly
Slaughterhouse Garden: bin needs emptying
- 247.2022** CSET & East West Rail: Cllr H Kettel:
- 248.2022** Section 106 Reports
Art fund: Cllr G Pett:
Jubilee Pavilion & Recreation Ground entrance illuminated signage update
- 249.2022** Cemetery:
- 250.2022** Slaughterhouse:
a) Bier to be moved into container
b) Cabinet of 'finds': decision on future
c) 'Bike Shed' and 'Tool exchange'; update.
d) insurance update
- 251.2022** Clerk's updates
Highways verge management: awaiting response from CCC
Recreation Field: recommendation to prune Cherry Tree which is encroaching the pavilion roof.
Grounds maintenance: cemetery hedge cutting; roll and white line football pitch
- 252.2022** Correspondence :
Cambridge Nature Network: present to February
Mr J Jennings: CSET banners be removed
Age UK: request for funding for 2023
The Granary: Car parking for Christmas Market
- 253.2022** Dates of Meetings: 2023: 5th January (Budget & Precept); 2nd February; 2nd March; 6th April; 4th May (APCM); 1st June (Audit); 6th July; 7th September; 5th October; 2nd November; 7th December Annual Parish Meeting: TBA