

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 2nd FEBRUARY 2023 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
27th January 2023

AGENDA

- 24.2023** Apologies
Absence without apology
- 25.2023** 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
- 26.2023** Minutes of the previous meeting:
PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 5th January 2023
- 27.2023** Parish Council vacancies: Co-option
Applications
Proposal to reduce number of Councillors: discussion
Councillors allocation of duties
- 28.2023** SCDC & CCC Councillors reports
- 29.2023** Public Issues:
Members of the public and Councillors can raise matters of concern limited to 3 minutes per parishioner or per item.
- 30.2023** Proposals to Members
- 31.2023** Planning applications:
22/05395/HFUL 6 Finches Close, Stapleford
Single storey front and rear extensions: not previously advertised: Clerk to request extension of time to respond.
22/05335/FUL The House on the Hill, Hinton Way, Gt Shelford
Retrospective change of use from agricultural building to ancillary domestic annex to House on the Hill with elevational alterations: not previously advertised Clerk to request extension of time to respond.
23/00162/HFUL : 25 Priams Way Stapleford
Single storey side extension; part single storey, part two storey rear extension; relocating of existing solar array.
23/00258/HFUL 41 Priams Way Stapleford
Part single storey, part two storey side/rear extensions. (Resubmission of 22/03909/HFUL).
Other planning issues:

Enforcement of conditions: 18 London Road: parking on site not being adhered to or enforced

32.2023

Finance

a) Bank Reconciliation

PROPOSAL: That Stapleford Parish Council herewith agrees the bank reconciliation calculated through the Scribe accounting system, against the bank statements presented at the meeting

b) January payments:

Accounts summary: January: 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

c) February payments to date:

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

d) Appointment of Internal Auditor

PROPOSAL: That Stapleford Parish Council herewith appoints Ben Stoehr of LGS Services as the Parish Council's internal auditor with immediate effect

33.2023

Neighbourhood Plan: Cllr Flynn

34.2023

Sports Facilities & Agreements:

35.2023

Grounds Maintenance and Trees:

Meeting with contractor update

Removal of litter bins

36.2023

Communications: Cllr Flynn

37.2023

Highways: Cllrs Disley-Stevens & Bostrom

Road Highways Initiative: speed reduction measures on Haverhill Road:

38.2023

Pavilion Management: Cllr Pett

Pavilion Management Sub-Committee: report

Pavilion hire charges: review and adoption

Pavilion renovations: grant funding applications: discussion/decision

39.2023

Playground

Repairs: toddler swing shackles need lubricating

Bolt caps missing

Gate not closing properly

Slaughterhouse Garden: bin needs emptying

40.2023

CSET & East West Rail: Cllr H Kettel:

CSET Update

Cambridgeshire & Peterborough Bus Survey open to 22.2.2023: please see links

https://cambridgeshirepeterborough-ca.gov.uk/wp-content/uploads/Bus-Strategy_v4-FINAL.pdf

https://www.smartsurvey.co.uk/s/YFCFN2/?utm_campaign=Buses&utm_medium=email&_hsmi=241393282&_hsenc=p2ANqtz-86jxcq6d4Foy_NmTjeKzMc3GMbUnUXycs42QklpTjTcu4kSog01DFVjNmr7-

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NfxrN6n8d0g2pQqgtphZyl6pOS2dAStZ8fvyVcJvXLIVdSWQ&utm_content=24
1393282&utm_source=hs_email](https://www.staplefordparish.gov.uk/Document/DownloadDocument?documentid=1393282&utm_source=hs_email)

- 41.2023** Section 106 Reports
Art fund: Cllr G Pett:
Jubilee Pavilion & Recreation Ground entrance illuminated signage update
- 42.2023** Cemetery:
- 43.2023** Slaughterhouse:
a) Bier to be moved into container
b) Cabinet of 'finds': decision on future
c) 'Bike Shed' and 'Tool exchange'; update.
d) Future of Slaughterhouse: Cllr H Kettel:
Recommendations by the architect
Future actions: discussion
- 44.2023** Governance:
Review of documents
Standing Orders
Financial Regulations
Risk Assessment
Internal Control Policy
Electronic Payment Procedure
- 45.2023** Clerk's updates
Highways verge management: awaiting response from CCC
Recreation Field: recommendation to prune Cherry Tree which is encroaching the pavilion roof.
Street lighting: energy contract: suppliers have withdrawn contract service resulting in excessive price increases. Application to SCDC to take over service: update
Memorial Bench for recreation field: Mrs R Humberstone: decision
Village Warden role: discussion
- 46.2023** Correspondence :
Stapleford Twinning Association: suggestion to change the Slaughterhouse Garden to Villedomer Gardens
- 47.2023** Dates of Meetings: 2023: 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