

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 6th APRIL 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
24th March 2023

AGENDA

- 72.2023** Apologies
Absence without apology
- 73.2023** 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
- 74.2023** Minutes of the previous meeting:
PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 2nd March 2023
- 75.2023** Parish Council vacancies: Co-option
- 76.2023** SCDC & CCC Councillors reports
- 77.2023** Public Issues:
Members of the public and Councillors can raise matters of concern limited to 3 minutes per parishioner or per item.
- 78.2023** Proposals to Members
PROPOSAL: That Stapleford Parish Council herewith agrees and approves the Honorary Freedom of Stapleford Parish Policy
PROPOSAL: That Stapleford Parish Council herewith agrees to enter into an legal agreement to contract village warden and caretaking obligations to Gt Shelford Parish Council
PROPOSAL: That Stapleford Parish Council herewith agrees that its street lighting energy contract is transferred to EPOS with immediate effect
- 79.2023** Planning applications:
23/00777/FUL Gog Magog Hills Estate, Wandlebury
Siting of mobile pop-up café
23/00917/HFUL 25 Hawthorne Road, Stapleford
Single storey rear extension
23/01053/HFUL 35 Gog Magog Way, Stapleford
Single and 2 storey rear extensions
23/01075/S73 31 Gog Magog Way, Stapleford
S73 to vary condition 2 (approved drawings) of ref 22/01831HFUL (single storey rear extension and front entrance porch), rear extension to have lean-to roof and render to front elevation

Other planning issues:

Rangeford Retirement Village: Reserved Matters Application: granted: SPC solicitor advice following response from SCDC: SPC decision.

80.2023

Finance

a) Bank Reconciliation

Bank Reconciliation at 28/02/2023

Cash in Hand 01/04/2022 £183,906.47

ADD

Receipts 01/04/2022 - 28/02/2023 £137,613.97

£321,520.44

SUBTRACT

Payments 01/04/2022 - 28/02/2023 £90,304.45

A Cash in Hand 28/02/2023 £231,215.99

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/12/2022 £0.00

Lloyds 2 Account 28/02/2023 £281.77

Long Term Stocks & Bonds 31/12/2022 0.00

Cambridge BS Sapphire 31/12/2022 £14,931.52

Cambridge BS Hallmark 31/12/2022 £54,187.60

Lloyds Current 24/02/2023 £11,551.67

Unity Bank 28/02/2023 £150,513.43

£231,465.99

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance £231,215.99

£231,215.99

250.00

A = B Checks out OK

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

b) March payments to date:

Description	Reference	Value
Salary	March	£962.44
Salary	March	£56.50
PAYE NICS	March	£335.66
Payroll		£31.20
Villedomer and Basils Piece	SI-2243	£756.00
clean pavilion	3122	£400.00
Pavilion deposit reimbursement		£200.00
pavilion: insurance claim excess	Invoice 2603	£250.00
Pavilion electricity		£730.55
Pavilion deposit reimbursement		£200.00
Playground inspections	SI-2279	£114.00
Cemetery mowing	SI-2264	£410.00
PC instruction re Rangeford Villages REM	STA7/1/PGL new matter	£800.00
pavilion: water leak: pipework	inv 126	£120.00

pavilion deposit refund		£200.00
Councillor training	3763	£75.00
Councillor training	3748	£75.00
Pavilion cleaning	3123	£400.00
Cemetery: hedge cutting	SI 2282	£816.00
pavilion deposit refund		£200.00
booking cancelled 22.3.2023 event date 24.3.2023		£226.25
pavilion deposit refund		£200.00
Cemetery business rates	3030105614	£247.01
Slaughterhouse business rates	3030116772	£424.15
		-£8,229.76

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

c) Signatories

PROPOSAL: That Stapleford Parish Council herewith agrees to appoint Councillors Disley-Stevens and Bostrom as signatories on the Parish Council bank accounts.

81.2023 Neighbourhood Plan: Cllr Flynn

82.2023 Sports Facilities & Agreements:

83.2023 Grounds Maintenance and Trees:

Meeting with contractor update

Schedule:

Verges

Rec

Slaughterhouse Garden

Cemetery

MUGA

Removal of litter bins

84.2023 Communications: Cllr Flynn

85.2023 Highways: Cllrs Disley-Stevens & Bostrom

Road Highways Initiative: speed reduction measures on Haverhill Road:

Potholes and highway maintenance update

86.2023 Pavilion Management: Cllr Pett

a) Pavilion Management Sub-Committee: report

b) Coronation:

Sunday, 7th May: village picnic commences 1pm, with live music at 2pm

Monday 8th May: village spring clean

c) Caretaker/Village Warden: Gt Shelford PC has agreed to contract their staff to fulfil Stapleford PC caretaking and village warden services.

d) Pavilion renovations: grant funding applications: discussion/decision

87.2023 Playground

Repairs: toddler swing shackles need lubricating

- Bolt caps missing
Gate not closing properly
Slaughterhouse Garden: bin needs emptying
- 88.2023** CSET & East West Rail: Cllr H Kettel:
CSET Update
- 89.2023** Section 106 Reports
Art fund: Cllr G Pett:
Jubilee Pavilion & Recreation Ground entrance illuminated signage update
- 90.2023** Cemetery:
- 91.2023** Slaughterhouse:
Future of Slaughterhouse: Cllr H Kettel:
Recommendations by the architect
Future actions: discussion
- 92.2023** Governance:
Noticeboard outside primary school needs either replacing or a door affixed to the front.
- 93.2023** Clerk's updates
- 94.2023** Correspondence :
Gt Shelford PC: Traffic Infrastructure Policy
Stapleford Primary School: Collier Field
- 95.2023** Exclusion of Public and Press: ***PROPOSAL: That Stapleford Parish Council herewith excludes members of the press and public from the meeting in accord with Standing Orders 3 (d) due to the sensitive nature of the following item titled Freedom of the Parish Award***
- 96.2023** **Freedom of the Parish Award:** Section 249 (5) of Local Government Act 1972, as amended by Section 29 of the Local Democracy, Economic Development & Construction Act 2009, allows the Council of a relevant authority (including a Parish Council) to admit to be honorary freemen or honorary freewomen
- 97.2023** Dates of Meetings: 2023: 4th May (APCM) 6.30pm start; 1st June (Audit); 6th July; 7th September; 5th October; 2nd November; 7th December Annual Parish Meeting: 4th May: 7.30pm start