

# 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 31<sup>st</sup> AUGUST 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  
24<sup>th</sup> August 2023

## AGENDA

- 159.2023**      Apologies  
Absence without apology
- 160.2023**      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
- 161.2023**      Minutes of the previous meeting:  
**PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 6<sup>th</sup> July 2023**
- 162.2023**      Parish Council resignation and vacancies: Options  
a) Advertising campaign  
b) Co-option  
c) Grouping with Gt Shelford Parish Council: next agenda
- 163.2023**      SCDC & CCC Councillors reports
- 164.2023**      Public Issues:  
Members of the public and Councillors can raise matters of concern limited to 3 minutes per parishioner or per item.
- 165.2023**      Gt Shelford & Stapleford Joint Issues:  
a) Transport inc CSET & EW Rail  
b) Highways: inc Gt Shelford one way system  
c) Shops and village centre  
d) Planning
- 166.2023**      Planning applications:  
**23/02675/FUL** Proposal: Demolition of existing dwelling and erection of replacement self-build, single storey dwelling. Resurfacing of replacement access and change of use of access land to residential. Retrospective permission for closure of existing access.  
Site address: Dingle Dell Cambridge Road Stapleford  
**23/02782/HFUL** Proposal: Part two storey, part single storey rear extension and front porch canopy with alterations to front elevation.  
Site address: 6 Collier Way Stapleford *Extension of time to respond to 1.9.2023*

**23/02794/HFUL** Proposal: Replace existing rear flat roofs with pitched roofs, rear first floor extension, vertical cladding.

Site address: 29 Bury Road Stapleford

**23/02946/CLPD** Proposal: Certificate of lawfulness under S192 for the erection of a 2m Front Fence, 2m rear fence, 2m rear gate and removal of rear pedestrian gate and replace with 2m fence.

Site address: 24 Priams Way Stapleford

**23/03060/HFUL**: Proposal: Detached double garage to the front, single storey rear extension, new windows and cladding throughout, new steps up to front door, removal of existing chimneys, reduction of the front driveway slope by reducing ground levels, widen existing dropped kerb access.

Site address: 2 Priams Way Stapleford

**23/03004/HFUL**: Bury Farmhouse, 64 Bury Road, Stapleford  
Retrospective erection of greenhouse

Land between Haverhill Road and Hinton Way:

20/02929/CONDE: Condition 8 & Condition 16 applications

23/02823/FUL - Magog Court, Hinton Way, Great Shelford, Cambridgeshire  
CB22 3AD: change of use of Barn 4 to drive through phlebotomy unit.  
Stapleford PC objection

**167.2023**

Finance

a) **Bank Reconciliation at 31/07/2023**

(per Cash Book)

**PROPOSAL: That Stapleford Parish Council herewith agrees the July bank reconciliation calculated through the Scribe accounting system, against the bank statements emailed to all Councillors in advance of the meeting.**

b) Aug 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**

c) Audit

d) Signatories update

d) Budget review

**168.2023**

Neighbourhood Plan:

Agreement with Cambs ACRE reviewed to enable completion of Neighbourhood Plan

**169.2023**

Sports Facilities & Agreements:

Tennis Club: Agreement: next agenda

**170.2023**

Grounds Maintenance and Trees:

Meeting with contractor update

Removal of litter bins

Verge mowing: Proposal that this is reverted to CCC

**PROPOSAL: That Stapleford Parish Council herewith agrees to revert verge mowing to Cambridgeshire County Council.**

Cllr Disley-Stevens opposed – by email

- 171.2023**      Communications:
- 172.2023**      Highways: Cllrs Disley-Stevens  
 Road Highways Initiative: speed reduction measures on Haverhill Road:  
 Potholes and highway maintenance update  
 Work timetabling  
 Vegetation overgrowth  
 Accessible access issues
- 173.2023**      Pavilion Management: Cllr Pett  
 a) Pavilion Management Sub-Committee: report  
 b) Pavilion renovations:  
 (i) Tender, Time frame, advertisement on Government 'Find a Trader' portal  
 (ii) Grant funding:  
         Evidence of support required; Survey Monkey?  
         Options: Landfill/ fund raising events/ PWL  
         Match funding  
 b) BT/Openreach: Installation complete and working.  
 c) Rise & fall bollards: quotes
- 174.2023**      Playground  
 Kompan: update on remedial works: completed
- 175.2023**      CSET & East West Rail: Cllr H Kettel:  
 CSET Update
- 176.2023**      Section 106 Reports  
 Art fund: Cllr G Pett:  
 Jubilee Pavilion & Recreation Ground entrance illuminated signage update
- 177.2023**      Cemetery:  
 Water butts: contaminated
- 178.2023**      Slaughterhouse:  
 Future of Slaughterhouse: Recommendation by SCDC  
 Recommendations by the architect  
 Future actions: discussion
- 179.2023**      Village Asset Management:  
 London Road telephone kiosk: repurpose: library/defibrillator/other  
 Notice boards: repair/replace  
 Bus shelter: repairs  
 Speed indicator devices: replace/repair update
- 180.2023**      Clerk's updates  
 Gt Shelford PC: caretaker service update  
 Legal: Adverse possession: solicitor advice received: SPC has not taken any  
 action to make application for adverse possession.  
 Environment Act 2021: Parish Council duty to comply:  
<https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>
- 181.2023**      Correspondence :  
 Mrs Warth: Complaint: Ragwort growing in verge near horse paddock  
 Mrs Warth: Complaint: verge mowing  
 Mr Ayres: footway vegetation impeding access
- 182.2023**      Dates of Meetings: 2023: Change to meeting dates:  
 12<sup>th</sup> October; 2<sup>nd</sup> November; 7<sup>th</sup> December