

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 4TH JANUARY 2024 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
21st December 2023

AGENDA

- 01.2024** Apologies
Absence without apology
- 02.2024** 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
- 03.2024** Minutes of the previous meeting:
PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 7th December 2023
- 04.2024** UK Power Networks & Rangeford: Haverhill Road utilities work: update
Joint Working Group with UK Power Networks and Rangeford
- 05.2024** Public Participation Section:
a) Members of the public are able to comment on items on the agenda or raise issues for future agendas
b) To allow any members or the public or Councillors declaring an interest to address the meeting in relation to the business to be transacted at the meeting. Each person has 3 minutes to express their views unless there are a group of people attending on one item, when it is expected that there will be one person acting as spokesperson.
c) At the close of this item, members of the public will not longer be able to address the Council unless invited to do so by the Chairman.
This item will take a maximum time of 15 minutes
- 06.2024** Neighbourhood Plan: update: Mrs Jenny Flynn (Chair)
PROPOSAL: That Stapleford Parish Council herewith agrees that the land in the ownership of Stapleford Parish Council be included in The Stapleford and Great Shelford Improved Landscape Area as part of the Stapleford and Great Shelford Neighbourhood Plan Regulation 14 consultation
- 07.2024** Parish Council resignation and vacancies:
a) Co-option: no applications received
- 08.2024** SCDC & CCC Councillors reports
- 09.2024** 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
- e) Caretaker
- 10.2024** Planning applications:
23/04398/HFUL: 78 Haverhill Road, Stapleford
Single storey front, side and rear extensions to house
- 11.2024** Finance

A. Bank Reconciliation at 31/12/2023
(per Cash Book)

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

B. Payments for December:

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 update

PROPOSAL: That Stapleford Parish Council herewith agrees that Cllr Michele Green is agreed as a signatory to the Parish Council accounts

D. Budget & Precept 2024/25:

PROPOSAL: *That Stapleford Parish Council herewith adopts the budget and sets the precept for 2024 2025 at £95,00 (nine five thousand pounds)*

- 12.2024** Sports Facilities & Agreements:
 - a) Tennis Club: Agreement: Progress report
 - b) MUGA: maintenance:
- 13.2024** Grounds Maintenance and Trees:
Meeting with contractor: not achieved
Removal of litter bins
Slaughterhouse Garden: Orchard: trees on order
Recreation Ground: perimeter hedge: update
Grounds Maintenance Contract:
- 14.2024** Communications:
 - a) Facebook posts
 - b) email system issues
- 15.2024** Highways: Cllrs Disley-Stevens
Rangeford/UKPN
- 16.2024** Pavilion Management: Cllr Pett
 - a) Pavilion Management Sub-Committee: report:
 - b) Pavilion renovations:

- c) BT/Openreach: Broadband issue: 8m gap between poles and building
- d) British Gas Lite: smart meter not working since June 2023 – formal complaint submitted
- e) Pavilion maintenance:
- f) Rise & fall bollards: update
- 17.2024** Playground
- 18.2024** CSET & East West Rail: Cllr H Kettel:
CSET Update
The Combined Authority Local Transport and Connectivity Plan
- 19.2024** Section 106 Reports
Art fund: Cllr G Pett:
- 20.2024** Cemetery:
Pressure testing headstones
- 21.2024** Slaughterhouse:
Slaughterhouse: Cllr H Kettel approach to estate agent for most financially viable renovation
- 22.2024** Village Asset Management:
London Road telephone kiosk: defibrillator
Speed indicator devices: replace/repair:
PROPOSAL: That Stapleford Parish Council herewith agrees to appoint TWM to install the new speed indicator device at Haverhill Road, and repair the speed indicator device in London Road in the sum of £1,020 (one thousand and twenty pounds)
- 23.2024** Village Weekend: proposed website
- 24.2024** Correspondence :
- 25.2024** Dates of Meetings: 2024
1st February; 7th March; 4th April; 2nd May (Annual Parish Council Meeting); 7th June; 4th July; 5th September; 3rd October; 7th November; 5th December
Annual Parish Meeting: 11th April