

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 7TH DECEMBER 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
29th November 2023

AGENDA

- 234.2023** Apologies
Absence without apology
- 235.2023** 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
- 236.2023** Minutes of the previous meeting:
PROPOSAL: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 2nd November 2023
- 237.2023** UK Power Networks & Rangeford: Haverhill Road utilities work: update
Joint Working Group with UK Power Networks and Rangeford
- 238.2023** 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
- 239.2023** Parish Council resignation and vacancies:
a) Co-option: no applications received
- 240.2023** SCDC & CCC Councillors reports
- 241.2023** 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
e) Caretaker
- 242.2023** Planning applications:
23/04452/HFUL: 7 Vine Close, Stapleford

Single storey rear extension and internal alterations

23/1429/TTPO: 2 Bury Road, Stapleford
5 day notice T9: Beech tree in dangerous condition

23/04175/HFUL: 23 Vine Close, Stapleford
Single storey rear extension. Part single, part 2storey front extension. Internal reconfiguration, replacement of all existing windows and doors.

23/03929/TELNOT: Land off Haverhill road, Stapleford
Installation of 5 x wooden telegraph poles and associated equipment: granted

22/04303/CONDD: Land between Haverhill Road and Hinton Way, Stapleford
Reserved matters: 22/04303/REM: Condition 3 (plant noise): discharged in full

22/04303/CONDF: Land between Haverhill Road and Hinton Way, Stapleford
Reserved matters: 22/04303/REM: Condition 7 (Biodiverse Roof)

22/04303/CONDE: Land between Haverhill Road and Hinton Way, Stapleford
Reserved matters: 22/04303/REM: Condition 3 (Central Green) and Condition 8 (Street Furniture)

243.2023

Finance

A. **Bank Reconciliation at 30/11/2023** (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

D. Budget & Precept 2024/25:

E. Clerk Salary: NALC agreed annual increase:

PROPOSAL: *That Stapleford Parish Council herewith agrees to implement the NALC nationally agreed pay increase to be backdated to April 2023 at Salary Scale point 28, with immediate effect.*

244.2023

Neighbourhood Plan: update

245.2023

Sports Facilities & Agreements:

a) Tennis Club: Agreement: Progress report

- 246.2023** **b) MUGA: maintenance:**
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:
PROPOSAL: *that Stapleford Parish Council herewith agrees to put the Grounds Maintenance Contract out to tender, with a commencement date of 1st April 2024, which includes mowing, hedge cutting, MUGA regular sweeping, and wild flower area maintenance*
- 247.2023** Communications:
a) Facebook posts
b) email system issues
- 248.2023** 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
- 249.2023** Pavilion Management: Cllr Pett
a) Pavilion Management Sub-Committee: report:
b) Pavilion renovations:
PROPOSAL: *That Stapleford Parish Council herewith agrees to submit a grant funding bid to Cambridgeshire County Council in the sum of £40,000 (forty thousand pounds) to assist with renovation costs to the Jubilee Pavilion.*
c) BT/Openreach: Broadband issue: A new agreement has been entered into with BT.
d) Pavilion maintenance:
e) Rise & fall bollards: update
- 250.2023** Playground
- 251.2023** CSET & East West Rail: Cllr H Kettel:
CSET Update
- 252.2023** Section 106 Reports
Art fund: Cllr G Pett:
- 253.2023** Cemetery:
Pressure testing headstones
Common Wealth War Graves:
- 254.2023** Slaughterhouse:
Slaughterhouse: Cllr H Kettel approach to estate agent for most financially viable renovation
Dr Bike : request for another year of use; village sign; double door repair request
- 255.2023** Village Asset Management:
London Road telephone kiosk: defibrillator
Speed indicator devices: replace/repair: email sent to TWM
- 256.2023** Village Weekend: proposed website

257.2023

Correspondence :

258.2023

Dates of Meetings: 2024

4th January (Precept & Budget); 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