

STAPLEFORD PARISH COUNCIL

MINUTES OF THE MEETING OF STAPLEFORD PARISH COUNCIL held on THURSDAY
2nd November 2023 at 7.00pm In the Jubilee Pavilion, Gog Magog Way, Stapleford

PRESENT: Cllr Gillian Pett (Chair), Cllr Michael Gatward, Cllr Michelle Green, Cllr Barbara Kettel, Cllr Howard Kettel,.

Stapleford Parish Council Clerk: Belinda Irons – Minutes

Cambridgeshire County Council: Cllr Brian Milnes

SCDC: Cllr Peter Fane

MEMBERS OF THE PUBLIC: There were 3 members of the public present.

209.2023 Apologies Cllr Anna Disley-Stevens, Cllr James Northmore
Absence without apology

210.2023 Declaration of Members Interest: none.

211.2023 Minutes of the previous meeting:

**PROPOSAL: That Stapleford Parish Council herewith agree the minutes
of the Parish Council meeting held on the 12th October 2023**

PROPOSED: Cllr Pett, seconded Cllr Barbara Kettel. AGREED AND
RESOLVED UNANIMOUSLY.

212.2023 UK Power Networks & Kier Utilities: Haverhill Road utilities work: update
The Parish Council is in the process of arranging meetings with UKPN and
Rangeford to try to achieve a more cohesive delivery plan which alleviates the
impact on residents as far as possible.
Councillors discussed options and possibilities, with input from Cllrs Fane and
Milnes which was most appreciated.

The Clerk has received comments from residents by telephone, with reports
that Rangeford and UKPN are sharing contractors and the work compound,
that work is commencing at 7.30am at the Rangeford site, continuing late into
the evening, and work is being undertaken on Saturdays which is not part of
the planning permission.

Further complaints are that the work continues to be extremely noisy, HGVs
are speeding through the village and mounting the footways to navigate
around parked cars particularly in Bury Road, vibration from heavy plant is
still affecting local households, and that contractors are not behaving in
accord with the Good Contractor scheme.

Some residents have still not received communication from UKPN.

Both contractors have shown scant regard for residents or the community.

Rangeford issues: work is commencing at 7.30am, and working late into the
evenings and at weekends, in contravention of the granted permission.

Chairman's signature..... 7th December 2023

Rangeford has admitted it has removed more hedgerow than was granted. The Parish Council may consider making presentation once it has considered the potential breach of the Hedgerow Act 1997, Biodiversity Net Gain, Section 278 Highways Act.

The Parish Council may seek additional hedgerow planting to the west and south side of the recreation field as part mitigation for the substantial removal of native hedging.

The impact on nearby residents of the development is inestimable. The noise, vibration from heavy plant, and blatant disregard of the granted permission clearly shows disregard and disrespect for the community of Stapleford.

Stapleford Parish Council will seek restitution for the community. The pavilion needs a new kitchen which would enable more residents to utilise the improved facility. Rangeford will be asked to contribute to the costs.

UK Power Networks: Reparation: speed issues have plagued Haverhill Road, and UKPN will be asked if it can increase safety through liaison with Cambs County Council.

It is important that any potential speed reduction scheme is considered in conjunction with an extension of speed reduction across the Rangeford site north of the Stapleford 30mph limit, as this will impact the length of visibility splays and depth of angles. Speed restriction measures may require street lighting and associated drainage systems.

213.2023 Public Participation Section: A member of the public was present to hear updates on UKPN and Rangeford

214.2023 Parish Council resignation and vacancies: Options

a) Co-option: no further applications have been received. Cllr Miranda Harper resigned immediately before this meeting for personal reasons

b) Grouping with Gt Shelford Parish Council:

Councillors undertook extensive discussion on this item. Comments received are shown:

- Stapleford may be better protected if merged. Gt Shelford has high level meetings which Stapleford is not invited to or included in. Stapleford is not privy to development plans and potential impacts on Stapleford Parish. Stapleford PC does not feel it is being heard.
- The PC needs to build on the current team by inviting those who are interested, and invite them onto committees. We need to work together to sustain the village's identity.
- Advice on a Governance Review achieved via Cllr Peter Fane suggested it would be unlikely that a Governance Review would be accepted.
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- First step in the process should be to test how Stapleford and Gt Shelford is able to work together, and how working together achieves benefit for both parties.
- All Councillors present supported the counter-proposal shown below.

(i) **RESOLUTION:** to apply to South Cambridgeshire District Council to undertake a Community Governance Review with the view to grouping Great Shelford Parish Council with Stapleford Parish Council for administration and governance purposes. NOT CARRIED

(ii) **RESOLUTION:** that the number of parish councillors for a grouped parish council of Great Shelford and Stapleford Parish Council be set at 17 councillors. NOT CARRIED.

(iii) **COUNTER-RESOLUTION:** Cllr B Kettel: That Gt Shelford and Stapleford Parish Councils herewith agree to work together on an informal basis for the forthcoming year on areas of mutual interest and compatibility which may include planning, highways and transport, administration, and asset management or any other area which is pertinent to both Parishes, to support the betterment of the physical environment and increase community cohesion, whilst retaining the individual identities of both Parishes. **PROPOSED: Cllr B Kettel, seconded Cllr Pett. AGREED AND RESOLVED UNANIMOUSLY.**

215.2023 SCDC & CCC Councillors reports

District Councillor Report: received by email:

District council meetings:

Full council meeting was held on 5th October. The main focus of discussion was on the four-day week trial, extended to Spring 2024. Although the decision on its extension was for Cabinet not for full Council, a vote would be needed in full Council at the end of the trial if four-day week is to be adopted as part of the Council's policy framework.

Planning and development control committees:

South Cambs Planning Committee met on 11th October. The decision on the application by the South Cambs Investment Partnership for 256 new homes (102 affordable) on land to the south of Cambourne Business Park was deferred to a future meeting. Consent was granted to TWI (The Welding Institute) for three new buildings and an extension to the existing engineering hall covering 31,500 m² at the TWI Campus, Granta Park, Abington was granted despite opposition from Great and Little Abingdon parish councils and both local members.

The next meeting on 8th November will consider the application for change of use of a new barn and just under 1ha of agricultural land to a drive thru phlebotomy (blood) testing unit. This is controversial because the barn was built under agricultural permitted development rights.

Statement of community involvement consultation:

South Cambridgeshire residents are being encouraged to have their say on a document that outlines how they can become involved in the planning process. Greater Cambridge Shared Planning (GCSP) is consulting on a new 'Statement of Community Involvement' from 18 October to 29 November 2023¹.

¹ <https://www.greatercambridgeplanning.org/about-us/statement-of-community-involvement/>

The Statement of Community Involvement sets out how the councils will involve communities in the range of planning related activities. It seeks to ensure that as many people as possible can participate in and share their views on our emerging joint Local Plan as well as how development proposals are prepared, assessed, and determined. Bringing forward new homes that are genuinely affordable to live in and being green to our core are key priorities for the Council.

Staffing and Employment committee:

Both Will Jackson-Wood and Peter Fane attended the committee meeting on 15th September, which considered the staff health and well-being survey and the recruitment and retention surveys, including the initial impact of the 4-day week which seems positive in both surveys.

Grants

Cabinet has approved £100,000 for a one-year '24/25 extension in funding for Mobile and Community Warden Schemes, to include a contingency fund for any new schemes expressing an interest in setting up in the period). Agreement was reached in principle on a three-year grant scheme from April 2025 to March 2028, subject to a review and further development work on the sustainability of the schemes.

Pink bins for electrical waste:

Bright pink bins for electrical waste have been introduced by Greater Cambridge Shared Waste Service, in a bid to reduce the hundreds of tonnes of electrical items that end up in black bins. Nearly 50 tonnes of small electrical appliances, from toasters to telephones, have been collected since the new banks were put in place last year. These items are full of materials like copper and lithium. A worldwide lithium shortage including for EV batteries is predicted for 2025 ².

Electrical items cannot be put into kerbside recycling bins, and with Cambridgeshire households throwing an average of 4kg of electrical items away in their black bins each year, this adds up to around 500 tonnes per year in Greater Cambridge. The unwanted small appliances are sorted for re-use and recycling by specialist company Wiser Recycling in Thetford. Items that are unsuitable for re-use are dismantled into component parts.

CLlr Henry Batchelor, lead councillor for Waste in South Cambridgeshire, is promoting the community Repair Cafés, such as those run by the local Green Group, 2G3S, next in Sawston on 18th November ³.

The councils are supporting the national [Take Charge](#) campaign, which aims to tackle the problem of recycling and waste fires caused by carelessly discarded “zombie batteries”.

The campaign urges people to Recycle Batteries responsibly by using specialist battery and electrical device recycling services, which will help reduce the growing number of serious fires started by carelessly discarded batteries.

² <https://www.ft.com/content/154c53aa-5a9a-4004-abf9-2e6e5396dca4>

³ <https://cambridgecarbonfootprint.org/events/sawston-repair-cafe-2/>

When they are thrown away with the general rubbish, or mixed with other recycling, hidden “zombie batteries” can cause serious fires once collected – particularly higher-powered lithium-ion batteries which are now common in household devices like phones and laptops, power tools, children’s toys, e-bikes and scooters, and even vape devices.

Cost of Living support to residents:

South Cambs District Council declared a cost of living crisis at its September 2022 meeting. An initial support package of nearly £400,000 was agreed by Cabinet in November, and a grant of £211,000 was secured from the Integrated Care Board (ICB).

The Council has appointed Cambridgeshire ACRE to support Community Hubs across the district for a further two years, thanks to nearly £200,000 of funding from NHS Cambridgeshire & Peterborough, part of the local Integrated Care System. The funding will be used to support the development of existing hubs and to allow new Community Hubs to open their doors.

Cambs County Councillor Report:

Cllr Milnes commented that it was very disappointing that the SCDC 4 day working week trial has been misrepresented. Agency workers are still employed by SCDC but for projects financially supported by Central Government.

New roads are not ‘sustainable’. Central Government has funding issues which impact highway maintenance and it is inevitable that some form of road use charging will be implemented. The GCP is trying to solve problems which residents are experiencing now – long queues of traffic trying to get into Cambridge City are impacting the wider environment. More businesses want access to Cambridge. The Genome Campus will double in size. Whilst some of those employed will reside in the tied accommodation, others will need to commute.

Cllr H Kettel commented that the political battle was very concerning. If a facility was in high demand users should pay, and it was disappointing that the Lib Dems backed off. Building more car parks is not the answer.

Cllr B Kettel commented that traffic management needs controls. Work place levies do not achieve this.

Cambridgeshire County Council report received by email post meeting:

County Councillor Monthly Report - November 2023

Congratulations to Harston Village Hall on its 100th Birthday Huge thank you and congratulations to all involved in organising the Harston Village Hall centenary celebrations. We have both attended the live broadcast of BBC Radio 4 ‘Any Questions’ on 3rd November which was an interesting and enjoyable experience. All other planned celebrations were an equally huge success.

Chairman’s signature..... 7th December 2023

LHI Scheme window open

The LHI application window has now reopened. The window will remain open until Friday 12th January at 5pm.

More information can be found on our website at the following:

- * Application form and associated guidance – Applying for a Local Highway Improvement (LHI) - Cambridgeshire County Council
- * Measures and indicative costs – Local Highway Improvement funding - Cambridgeshire County Council As well as this you can find further information on those schemes currently in our LHI delivery programme here: Local Highway Improvement Delivery Programme - Cambridgeshire County Council

Flooding

Storm Babet and Storm Cieran hit Cambridgeshire on 20 October, leaving some households with external or even internal flooding to their homes, or without flushing toilets, as well as seeing a number of roads closed. County Council highways officers have been working through the various incidents logged, and the Flood & Water team is pulling together an overall picture of events. If you were affected by flooding, and have not yet reported it to the County Council, please do so, as it is really important to build up a full picture of what happened.

- * You can report flood issues affecting your home or property at cambridgeshire-self.achieveservice.com/service/Flood_reporting (This is not the place to report flooding in an emergency.)
- * You can report highways-related flooding (blocked road drains, sewers, gullies, for example) at highwaysreporting.cambridgeshire.gov.uk

East West Rail

The National Audit Office has agreed to Cambridge Approaches' and local MPs' requests to review the EWR business case – such as it is. This investigation will examine:

- * how the context for the East West Rail project has changed over time
- * the Department for Transport's assessments of the economic and strategic case for the East West Rail project
- * the cross-government working to plan and deliver the intended outcomes

The investigation is scheduled for Winter 2023/2024, so we are unlikely to receive any results before March 2024 the earliest.

Supermarket vouchers continue

Chairman's signature..... 7th December 2023

The supermarket voucher scheme will continue to operate for all eligible families in Cambridgeshire with Cambridgeshire County Council running the scheme until the February 2024 half term using the Household Support Fund from the Department for Work & Pensions and additional funding provided by the Council. Eligible families get a £15 voucher via email or text to be used at a choice of ten supermarkets. The voucher scheme has been a huge success since it was introduced and appreciated keenly by families struggling in the current financial climate. A survey revealed that over seventy per cent of families said the vouchers had helped them cope with the rising cost of living.

Care quality initiative

A new initiative to improve the quality of care and support for Cambridgeshire residents has been approved by the council's Adults and Health Committee and is to be launched by the County Council. The new initiative for the adult social care workforce, supported by investment of over £1M, seeks to address problems of recruitment and retention in the sector, support skills development, and drive up the quality of services.

The County Council already requires care providers with whom it contracts to pay the Real Living Wage. The Council will now also seek to embed the new approach to build skills in the workforce into future contracts with care providers. A high-quality Care Certificate will be offered by the Council at low cost to care providers and to care workers themselves.

Next stage approval for Children's Hospital

Cambridge Children's Hospital, which will be the first specialist children's hospital for the East of England, has been given the green light to proceed to the final stage of its business case development. The hospital, which was awarded planning permission in March 2022, is being built on the Biomedical Campus, and will care for children and young people across the whole of Norfolk, Suffolk, Essex, Hertfordshire, Bedfordshire and Cambridgeshire. It will be the first hospital designed to truly provide mental and physical health care together, delivered by staff who are trained in both. While the hospital will be built in Cambridge it will act as a central hub, working with services all over the East of England to provide care and support for children who may never visit the hospital itself.

Healthwatch Primary Care access survey – please share

Healthwatch Cambridgeshire and Peterborough is launching a survey on 1st November 2023 to gather people's experiences of accessing Primary Care services, such as GP services. This survey, which will remain open until 17th December 2023, is being conducted independently by Healthwatch Cambridgeshire and Peterborough with the support of NHS Cambridgeshire & Peterborough.

NHS Cambridgeshire & Peterborough understand how important local access to health services are, such as your GP Practice, and are keen to hear your experiences, feedback and thoughts on ways in which you currently access local GP services and how these could be improved.
<https://www.healthwatchcambridgeshire.co.uk/form/primary-care-access-survey>

Climate scorecard

Campaigning organisation Climate Emergency UK once again published a 'scorecard' for each council to measure how it was responding to climate change. As the methodology changes every year it is

Chairman's signature..... 7th December 2023

not possible to compare present against past scores. Cambridgeshire was ranked fifth out of all county councils on this year's scorecard, with a gold star for our work on decarbonising buildings and heating. We scored lower than average on biodiversity, and on waste reduction and food. This is unsurprising, given that Cambridgeshire is the most biodiversity-deprived county in the country, and that the Waterbeach waste facility is out of action while the council and its contractor Thalia seek to resolve compliance issues. <https://councilclimatescorecards.uk/scoring/county/>

County Council budget gap

Cambridgeshire County Council's estimated budget gap for 2024/25 has increased from a predicted £16M to more than £23M—largely due to increases in demand for services and inflationary pressure. Without action being taken this gap will grow, and is predicted to be more than £20M in the following year, and a further £19M and more the year after that. Cambridgeshire is not alone.

The Local Government Association currently reports that councils across the country face an 'inflationary storm' with a predicted £4Bn funding gap over the next two years. A report from the Council's Chief Executive says: "In 2023-24, pressures on our budget have arisen principally due to several very high-cost children's social care placements and a delay in receiving income from a newly constructed solar farm (which requires connection to the electricity grid). In addition, we are seeing that demand for bed-based care for older people is also rising, following a period of reduction in demand and then stability stretching back for some time, to the beginning of the pandemic."

The report also points to wider national and international issues which have an impact on the council's pressures—such as interest rates which the Bank of England has said are likely to remain above five per cent until 2026. This will affect all goods and services the council buys, the cost of borrowing, and pay award costs for council workers as well as for a large externally commissioned workforce which includes staff working in residential care for vulnerable adults and children.

The report highlights how all services in the council have been the subject of a comprehensive exercise to find efficiencies, alongside a number of specific reviews into particularly high cost areas such as home to school transport, children's social care placements, and high levels of historic adult social care debt. Proposals to set the Council's 2024/5 budget will be discussed by councillors in December before a period of scrutiny during January, including an opportunity for residents to comment on the plans.

216.2023 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

217.2023 Planning applications:

23/03711/FUL Land adj 154 Hinton Way, Gt Shelford

Change of use from arable land to dog walking paddock on Hinton Way

No objection

23/02823/FUL: Magog Court, Hinton Way, Gt Shelford: Change of use of Barn 4 to drive thru phlebotomy (blood) testing unit, remodelled access,

vehicle circulation space, parking, footpath link, dropped kerbs, landscaping and associated infrastructure at Magog Court.

PROPOSAL: *that Stapleford Parish Council herewith agrees that Cllr Barbara Kettel will speak on its behalf against planning application 23/02823 Magog Court using the Stapleford Parish Council letter of objection as a basis for objection.* PROPOSED: Cllr Pett, seconded Cllr Gatward. AGREED AND RESOLVED UNANIMOUSLY.

Rangeford development:

22/04303/CONDB: Condition 9 (paving materials) reserved matters re
22/04303/REM

22/04303/CONDD: Condition 3 (plant noise)

22/04303/CONDA : Condition 3 (central green details), 4 (planting plans) & 8 (street furniture)

The Parish Council was astonished to find that work had commenced with decisions outstanding on significant conditions and specifically those relating to working times and site access.

218.2023

Finance

A. **Bank Reconciliation at 31/10/2023** (per Cash Book)

Cash in Hand 01/04/2023	227,562.39
ADD	
Receipts 01/04/2023 – 31/10/2023	133,158.34
	360,720.73
SUBTRACT	
Payments 01/04/2023 – 31/10/2023	60,095.75
A Cash in Hand 31/10/2023	300,624.98
 Cash in hand per Bank Statements	
Petty Cash 30/09/2023	0.00
2 Account 10/07/2023	283.08
Long Term Stocks & Bonds 30/09/2023	0.00
Sapphire 02/08/2023	15,502.30
Hallmark 06/07/2023	55,315.83
Current 25/09/2023	11,070.51
Unity 31/10/2023	218,453.26
	300,624.98
B	
Less unrepresented payments	
Plus unrepresented receipts	
Adjusted Bank Balance	300,624.98

PROPOSAL: *That Stapleford Parish Council herewith agrees the October bank reconciliation calculated through the Scribe accounting system, against the bank statements emailed to all Councillors in advance of the meeting.* PROPOSED: Cllr H Kettel, seconded Cllr Green. AGREED AND RESOLVED UNANIMOUSLY.

Chairman's signature..... 7th December 2023

B. Payments for November:

PROPOSAL: *That Stapleford Parish Council herewith agrees the payments presented on the schedule provided to Councillors by email in advance of the meeting* PROPOSED: Cllr Green, seconded Cllr Pett.

AGREED AND RESOLVED UNANIMOUSLY.

- C. Internal Audit: **PROPOSAL:** *That Stapleford Parish Council herewith appoints LGS Services to conduct the internal audit for the financial year 2023/2024* PROPOSED: Cllr Green, seconded Cllr Pett. AGREED AND RESOLVED UNANIMOUSLY.

- D. Signatories update: ongoing

E. Budget review: Cllr H Kettel will meet with the Clerk to review the current financial position and create the budget for the forthcoming financial year.

219.2023 Neighbourhood Plan: update: draft submission to be submitted to SCDC for its consideration imminently

220.2023 Sports Facilities & Agreements:

Tennis Club: Agreement: level of service relating to keeping the surface free of debris to be discussed: Cllr Disley-Stevens is liaising with the Tennis Club to achieve an agreement.

Part 1 report received by email.

Stapleford Tennis Club have asked that any other potential operating arrangements be discussed with them alongside our discussions. They have requested some time to consider any alternative options to the current Licence Agreement arrangements before any decisions are made by Stapleford Parish Council.

Cllr Disley-Stevens has provided five comparison Parish Council arrangements for consideration.

The Clerk provided expenditure but didn't send income at same time.

MUGA: maintenance: ETC instructed to carry out moss and weed removal and carry out surface maintenance. Cllr Disley-Stevens is liaising with ETC to complete the works

221.2023 Grounds Maintenance and Trees:

Meeting with contractor update: ongoing

Removal of litter bins: ongoing

Verge maintenance for wild flowers: update: the wildflower areas have been installed. A Facebook post about the project has received more than 70 likes. A vote of thanks was extended to Mr M French and Cllr Gatward for working to achieve completion of the project.

Slaughterhouse Garden: Orchard: update: trees are ordered. Delivery is expected in early 2024.

Recreation Ground: perimeter hedge: update: Rangeford to be approached to supply and install.

ACTION: CLERK

222.2023 Communications: See item 221.2023

223.2023 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

224.2023

Pavilion Management: Cllr Pett

a) Pavilion Management Sub-Committee: report: Thanks to Cllrs Green and Northmore for putting out the bins for the pavilion and the cemetery which Cllr Pett would ordinarily do.

b) Pavilion renovations: automatic projector screen/ CCTV/ PV system
Brian Scalley of Blue Ink Architects presented revised drawings for the Parish Council's consideration which comprised an enlarged kitchen area, relocation of the assessable toilet, and conversion of the away changing room to a multiuse room which would mainly be used for small meetings. The existing toilets will be retained and refurbished, part funded from the insurance claim following the significant mains water leak. The home changing room shower will be refitted with a toilet, and a dedicated external door.

PROPOSAL: *That Stapleford Parish Council herewith agrees the revised pavilion plans and instructs Blue Ink Architects to proceed to the next phase of the proposed development to develop a specification and achieve an estimate of the potential costs.* PROPOSED: Cllr Pett, seconded Cllr H Kettel. AGREED AND RESOLVED UNANIMOUSLY.

c) BT/Openreach: Broadband issue: BT advised the Clerk it was unable to provide the service purchased, so it cancelled it. Documents on the BT system detail that it was supposed to advise the PC, and to action an alternative system, which it failed to do. Another complaint has been lodged with BT. Cllr Green commented that BT may have breached the contract and the Parish Council may be entitled to a full refund.

d) Pavilion maintenance: lights/ curtain rails : an electrician is due to undertake a review of the lighting as there seems to be an issue with the switching.

e) Rise & fall bollards: update: ongoing

225.2023

Playground

Monthly contract terminated by contractor: decision whether to enter into a new contract

PROPOSAL: *That Stapleford Parish Council herewith agrees to appoint Broadmead Leisure Ltd to inspect the play areas on a monthly basis at a cost of £60 plus VAT.* PROPOSED: Cllr Pett, seconded Cllr Gatward.

AGREED AND RESOLVED UNANIMOUSLY

226.2023

CSET & East West Rail: Cllr H Kettel: no further updates at this time.

CSET Update

227.2023

Section 106 Reports

Art fund: Cllr G Pett:

Jubilee Pavilion & Recreation Ground entrance illuminated signage has been installed. A battery is required to increase illumination.

228.2023

Cemetery:

Pressure testing headstones

PROPOSAL: That Stapleford Parish Council herewith agrees to appoint CDS Group to pressure test and report on the condition of memorials and headstones in Stapleford Cemetery in the sum of £1,388 plus warning signs at £4.00 each for failed memorials or headstones

PROPOSED: Cllr Pett, seconded Cllr B Kettel. AGREED AND RESOLVED UNANIMOUSLY.

Common Wealth War Graves:

PROPOSAL: That Stapleford Parish Council herewith agrees to commission a sign to advise that War Graves are located in the Stapleford Cemetery. PROPOSED: Cllr B Kettel, seconded Cllr H Kettel. AGREED AND RESOLVED UNANIMOUSLY.

229.2023

Slaughterhouse:

Future of Slaughterhouse: Recommendations by the architect Brian Scalley of Blue Ink Architects provided two options for the Parish Council to consider – residential and commercial uses which would both require an extension to facilitate kitchen and bathroom facilities, with a lounge included in the residential option. The residential option would also require a garden area.

Both schemes require careful conservation work to be completed to the main building, including lifting the York stone floor to install insulation, and ensuring that any product allowed the building to ‘breathe’. Both schemes require water and foul sewer installation.

The most important considerations are the impact on the main listed building, and the requirements of the Conservation Officer to retain existing external and some internal flint walling and original architecture. The height of the main building precludes the installation of a second floor.

Cllr H Kettel agreed to approach a reputable agent for an assessment of the financial viability of both schemes.

ACTION: HK

Management of the scheme which was most financially viable would require very careful consideration.

Future actions: discussion

Dr Bike : request for another year of use; village sign; double door repair request

230.2023

Village Asset Management:

London Road telephone kiosk: Cllr Pett has applied for a grant to purchase a defibrillator.

Notice boards: complete

Bus shelter: repairs: complete

Speed indicator devices: replace/repair: Clerk to contact provider to carry out repairs.

ACTION: CLERK

231.2023

Clerk’s updates

Gt Shelford PC: caretaker service update: Gt Shelford PC has appointed a new caretaker who commences employment on the 4th December 2023.

232.2023

Correspondence :

Complaints: Haverhill Road road closure/ compound

Complaints: Rangeford development

Mr & Mrs Trower: planting on Gog Magog Way: The Parish Council recommended the applicants seek advice from Cambridgeshire County Council regarding boundaries and responsibilities.

233.2023

Dates of Meetings: 2023: Change to meeting dates:

7th December

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

Meeting closed at 9.40pm