

# STAPLEFORD PARISH COUNCIL

**MINUTES OF THE MEETING OF STAPLEFORD PARISH COUNCIL held on MONDAY 22<sup>nd</sup> JULY 2024 at 7.00pm In the Jubilee Pavilion, Gog Magog Way, Stapleford**

**PRESENT:** Cllr Gillian Pett (Chair), Cllr Mick Davies, Cllr Matthew French, Cllr Michael Gatward, Cllr Barbara Kettel, Cllr Howard Kettel, Cllr James Northmore.

Stapleford Parish Council Clerk: Belinda Irons – Minutes

**Cambridgeshire County Council:** Cllr Brian Milnes

**South Cambs District Council:** Cllr Peter Fane.

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

**161.2024** Apologies: Cllr Green, Cllr Disley-Stevens

Absence without apology: none

**162.2024** Declaration of Members Interest:

Item 172.2024: Finance:

Cllr French: reimbursement: disclosable pecuniary

Cllr Gatward: Payment to family member for work completed for Parish Council: disclosable pecuniary

Cllr Pett: reimbursement: disclosable pecuniary

**163.2024** Minutes of the previous meeting:

**RESOLUTION: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 13<sup>th</sup> June 2024**

**PROPOSED:** Cllr Gatward, seconded Cllr Northmore. **AGREED AND RESOLVED UNANIMOUSLY**

**164.2024** Parish Council vacancies: Co-option: there are two vacancies. No applications received.

**165.2024** Power Networks & Rangeford: Haverhill Road utilities work: update  
Night Working: Stapleford Parish Council was assured that noise and disruption would be kept to a minimum. This has not proven to be the case. However, there has only been two direct verbal complaints made to the Parish Council, one via SCDC. Facebook has received extensive negative traffic on this issue.

Noise pollution into the early hours was evident at least half a mile from the site, from generators and vehicles.

Light pollution disrupted those local to the site, with properties on Haverhill Road and Gog Magog Way most impacted.

HGVs were travelling through the village to get to the site.

This type of disruption impacts people's health and is unacceptable.

Work was scheduled to finish today, but the road is still signed as closed.

Rangeford advised that work had been compressed to reduce impact on the community, but this has not proven to be the case.

Cllr Milnes commented that Street Works balance this type of working against the disruption over a longer time period and ordinarily it creates little disturbance.

- 166.2024** Joint Working Group with UK Power Networks and Rangeford: Issues:  
Public Participation Section:  
The Tree Public House: the risk of falling water-soaked chipboard hoarding is a danger to the public and needs urgent attention  
Village Weekend a vote of thanks was extended to the Parish Council as the Village Weekend was a huge success  
Wildflowers & Orchard: a vote of thanks was extended to the Parish Council: the wild flowers have been lovely, and the orchard is very good.  
Cemetery: are artificial plants allowed under the regulations?
- 167.2024** Neighbourhood Plan: Mrs Jenny Flynn (Chair)  
 Regulation 14 consultation update
- 168.2024** SCDC & CCC Councillors reports  
 Cllr Fane report:

As I wrote in our last report in June, “whichever party is elected as the new government, there are likely to be significant changes to the planning regime and other matters dealt with by the District Council.” We took the opportunity to highlight some of the policies of Labour (and also the other parties) concerning local government.

The **King’s Speech** was delivered on 17<sup>th</sup> July. A Bill was announced which will include greater devolution powers to local communities<sup>1</sup>, giving mayors and some councils authority over skills, energy, planning and transport.

The incoming Labour government has already renamed the Department dealing with planning and local government, now led by Angela Rayner as Secretary of State<sup>2</sup>. New Minister for Housing and Planning Matthew Pennycook was shadow minister throughout the terms of 16 Conservative ministers<sup>3</sup>, suggesting that there may be a period of greater consistency. Jim McMahon is the new minister for local government.

Angela Rayner is expected to make an announcement shortly on a number of **New Towns**, expected to be taken forward by some form of development corporation. It is not yet clear whether there will be a “new town” to the South of Cambridge rather than merely a larger extension of Cambridge City than proposed in the First Draft of the emerging Local Plan.

**Mandatory housing targets** for local authorities are to be restored. As Pat McFadden puts it, some local MPs, including his own, would object to specific developments, but local authorities would have power over only where housing was built, not if it was built at all. Keir Starmer pledged at Labour conference 2023 “A Labour government would build 1.5 million homes across the county (over a five-year period) and would establish new development corporations<sup>4</sup>.

---

<sup>1</sup> King’s Speech: “My Government believes that greater devolution of decision making is at the heart of a modern dynamic economy and is a key driver of economic growth and my Ministers will introduce an English Devolution Bill. Legislation will be introduced to give new powers to metro mayors and combined authorities.

<sup>2</sup> DLUHC has reverted to being the Ministry of Housing, Communities and Local Government (MHCLG).

<sup>3</sup> Or 15 Conservative ministers if you allow for the fact that Lee Rowley MP was Planning minister twice, including while Liz Truss was Prime Minister.

<sup>4</sup> The Planner magazine, October ’23:

<https://www.theplanner.co.uk/2023/10/10/starmer-commits-building-next-generation-labour-new-towns>

Labour seems to be as keen on **Development Corporations** as the Conservatives <sup>5</sup>, although this was not mentioned in the “kickstarting the economy” section in the manifesto which deals with planning. Some changes to the NPPF – the rules for determining planning consent – have already been made and implemented, particularly on the rules for onshore wind energy, even before the new Parliament first sat.

It is as yet unclear what form any development corporation will take for Cambridge. While Peter Freeman is likely to remain in place as Chair of the growth company, will it then take the form of a “locally-led urban development corporation” as provided for in the Levelling up and Regeneration Act (LURA23)<sup>6</sup>, in which case Cllr Mike Davey, Leader of Cambridge City Council, and perhaps Bridget Smith as Leader of South Cambs would be on the main Board rather than an “advisory council”.

In its manifesto, the Labour party says “The current planning regime acts as a major brake on economic growth” and commits to make the changes needed “to forge ahead with new roads, railways, reservoirs, and other nationally significant infrastructure”. Labour would make major projects faster and cheaper by slashing red tape, and build support for developments by ensuring communities directly benefit.

Although there was no specific mention of Cambridge in the manifesto, Labour said they would also “update national planning policy to ensure the planning system meets the needs of a modern economy, making it easier to build laboratories, digital infrastructure, and gigafactories”. The Planning & Infrastructure Bill promises to increase local authority planning capacity, but “other aspects are likely to cause concern”, in particular, a pledge to modernise planning committees <sup>7</sup> has the makings of an almighty row”, as LGC News puts it.

Rachel Reeves on 9<sup>th</sup> July highlighted Northstowe in South Cambridgeshire as one of four areas where she wanted to “accelerate stalled housing sites”. Northstowe has about 3,000 residents but there are plans to increase this to 25,000 over the next two decades, and the changes may speed up the process of bringing more facilities, such as a shop and GP surgery.

### **South Cambridgeshire Planning committees:**

**The South Cambs Planning committee on 10<sup>th</sup> July had an update from the developer, Homes England, on the proposed design code Northstowe phase 3 (South). Peter Fane sought clarification on the provision of community facilities.**

The **Joint Development Control Committee (JDCC)** next meets on 17th June to discuss the West Anglia mainline development at CBC. On the day the Government pledged to speed up development

---

<sup>5</sup> Shadow Minister for Housing and Planning Matthew Pennycook said in an interview with Penny Cook that Labour will be seeking to build large-scale new communities including on green belt land. In an interview with Vicki Spratt he said Labour will reform CPO compensation so that when development takes place, the market price of land paid by public bodies like development corporations to CP land for housing and related development will be “fair”.

There is no mention of development corporations in the King’s Speech, suggesting that Labour may use the model already in the LURA23 (see note 6 below), for which legislation is not needed.

<sup>6</sup> LURA23 <https://www.legislation.gov.uk/ukpga/2023/55/2024-05-07>

<sup>7</sup> [Legislation to 'modernise' planning committees | Local Government Chronicle \(LGC\) \(lgcplus.com\)](https://www.localgovernmentchronicle.com/news/legislation-to-modernise-planning-committees)

Chairman’s signature..... 12<sup>th</sup> September 2024

of major national infrastructure projects, the Joint committee voted to slow it down slightly by rejecting the plans for lighting of the bicycle path across Hobson’s Park!

**Full Council:**

SCDC Council met on 18<sup>th</sup> July. The Council noted an update on research by Salford and Cambridge Universities on the four day week trial<sup>8</sup> as well as the usual questions and motions from councillors and others. The four-day week trial has shown net savings of £253,000 pa to SCDC, mainly in reduced cost of agencies resulting from improved recruitment to key roles.

**Cllr Milnes General Election results in the County**

The General Election was a huge change in national representation and the new Labour Government is in place. Its King’s speech will enable us to understand its priorities.

In Cambridgeshire there was also a big shift, with Labour and the Liberal Democrats making significant gains. Locally, South Cambridgeshire, St Neots, and East Cambs all succumbed to the allure of watery stunts and persistent leafletting and returned Lib Dem MPs in all three seats. ([Lib Dems celebrate triple win in Cambridgeshire - BBC News](#)) Shelford’s new MP, Pippa Heylings, is in the process of sorting out local office space and has already been on the patch attending the Feast.

We already are expecting more devolution, as per early meeting with the Metro Mayors (including our Nik Johnson) introductory letter to Council Leaders from Angela Rayner, and who has also spoken of more “Council Houses and Social Housing” as her priority.

How the new Central Government will deal with the lack of finances, and come up with a feasible fair funding settlement for Local Government, goodness only knows.

As reported previously Cambridgeshire County Council has managed to develop and approve a balanced budget for the year. But it is increasingly difficult to manage, and many Councils around the country are struggling to keep their finances in good order.

**“Case for Cambridge”**

We have seen the last of Michael Gove in his role as Levelling Up Minister, and his former department has been rapidly renamed to its previous incarnation of Ministry of Housing, Communities and Local Government (MHCLG).

Everyone is waiting to see what the new Government is going to do with his “plan”. They continue to stress how important house building is and have already stated their intention to reform the planning process so that developers don’t have to wait interminably for challenges to applications.

Rachel Reeves, the incoming Chancellor, has specifically mentioned accelerating Northstowe, where the build-out rate has been very sluggish.

---

<sup>8</sup> <https://www.scambs.gov.uk/independent-report-analyses-council-s-four-day-week-trial/> . See para 101 re savings.

But the Ministers have said precious little, so far, about the constraints that accompany large developments and how they would tackle them. Water, Transport, Infrastructure still loom large over ambitious housing numbers of 300,000+ per annum.

One of Gove's last actions was to create a Growth Company (as a subsidiary of Homes England) as a pre-cursor to some form of Development Corporation, with possibly no elected representation on it. Both it and the Cambridge Development Group have an uncertain future (if any at all).

Whatever the specific outcome of those deliberations, the Government has declared that it is chasing high levels of economic growth. The Treasury's reliance on its "Golden Triangle" (Oxford-Cambridge-London) to provide a large portion of that growth will continue.

### **Cambridgeshire County Council meeting**

The Council met on 16<sup>th</sup> July, and received reports on Treasury Management, Constitution & Ethics and Health Scrutiny. Three motions were moved:

- Motion from Councillor Alan Sharp  
Core purpose: To allocate £250,000 from the Bridge Maintenance Fund to fund an options appraisal study so that Mill Lane remains passable during flooding. (Sent to Highways Committee for full cost analysis)
- Motion from Councillor Sam Hoy  
Remembrance Sunday is an important part of the annual calendar, remembering veterans who have made the ultimate sacrifice as well as those currently serving. Parades require road closures which cost approximately £2000. (Sent to Communities, Social Mobility and Inclusion Committee with a view to avoid either Town/Parish councils or the Royal British Legion from the full burden.)
- Motion from Councillor Ros Hathorn  
In acknowledging that the provision of play and recreational spaces is primarily a district council function, the Council asks officers to:
  - compile evidence of the benefits of play for children and young people in relation to positive mental health and physical well-being.
  - share and promote the evidence with partners across Cambridgeshire, including Town and Parish Councils, for local use and to support funding bids or planning conversations and bring a paper to the Communities, Social Mobility and Inclusion Committee with this evidence.

### **Parliament**

The current session of Parliament has been extended to the end of July, and will recess for the month of August. There are likely to be a large number of Bills in this 2024/25 session, so Parliament is going to be very busy!

**169.2024**     Gt Shelford & Stapleford Joint Issues:

Chairman's signature..... 12<sup>th</sup> September 2024

Cambridge 2025

Potholes

170.2024

Planning applications:

The SCDC planning portal was down today and extensions of time to respond will be submitted as necessary.

**24/02373/S73** 33 Bar Lane

S73 to vary condition 2 (drawings) of ref: S/4426/17/FL (Demolition of existing house and erection of one replacement dwelling and two new dwellings).

Note: permission granted 2018. S73: is an amendment to an existing condition and there needs to be a clear reason for the variation to take place, otherwise a full application should be submitted. The Clerk will respond.

**ACTION: CLERK**

**24/01808/S73** 62 London Road, Stapleford

S73 to vary wording of condition 4 (Occupation) of planning permission

S/1790/17/FL (Conversion and extension to garage to form annexe for

parents) Objection: Highway impact/ loss of amenity space to host dwelling

**ACTION: CLERK**

Other planning issues:

**Enforcement:** EN/00078/24: 2 Gog Magog Way, Stapleford: removal of hedge in the Conservation Area

**The Tree Public House:** hoarding falling down/ building in disrepair: With SCDC planning for resolution: a temporary refix has been made and Heras fencing will be erected. There are extenuating circumstances and it is hoped that respect will be shown to the family involved. An SCDC officer has been instrumental in liaising with the family. A vote of thanks was extended to the officer. Cllr Northmore commented that a gated access is being used in the car park.

**Tree Preservation Orders:** trees for consideration: ongoing.

**Cambridge 2050 & The Cambridge Delivery Group:** Cllr H Kettel will meet with Peter Freeman of Homes UK on Thursday, with Gt Shelford PC Chairman Malcolm Watson and CCC Cllr Brian Milnes to discuss local issues including protection of village character without concreting over our important agricultural fields. Cllr H Kettel further commented that it was important that a full exploration of all the pressures on this area be undertaken to ensure that infrastructure and the most appropriate areas for development are carefully assessed without bowing to undue pressure from biotech and other business interests, which have not supplied evidence for current assertions. Cllr H Kettel has produced a plan of the villages as a discussion point. Chatham House rules apply.

171.2024

Resolutions:

a) **CCTV:** maintenance contract: Cllr French

Option 1: Site visit/ remote support within 3 working days: £450.00

Option 2: as above but with 24 hour support: £900.00

Cllr French advised the Parish Council on the scope of works.

**RESOLUTION: That Stapleford Parish Council herewith agrees to appoint IO AV Ltd to complete annual CCTV maintenance in the sum of £450 per annum plus VAT** PROPOSED: Cllr B Kettel, seconded Cllr Pett.

AGREED AND RESOLVED UNANIMOUSLY

Chairman's signature..... 12<sup>th</sup> September 2024

b) Slaughterhouse Orchard, and recreation field hedging: Mulch: Cllr French  
**RESOLUTION: That Stapleford Parish Council herewith agrees to purchase mulch to be applied around the hedging around the recreation field in the sum of £73.33 plus VAT** PROPOSED: Cllr Pett, seconded Cllr Gatward. AGREED AND RESOLVED UNANIMOUSLY

172.2024

Finance

**A. Bank Reconciliation at 30/06/2024**

Cash in Hand 01/04/2024	275,084.15
ADD Receipts 01/04/2024 - 30/06/2024	72,105.74
	347,189.89
SUBTRACT Payments 01/04/2024 - 30/06/2024	50,286.48
A Cash in Hand 30/06/2024	<b>296,903.41</b> (per Cash Book)

Cash in hand per Bank Statements	
Petty Cash 30/06/2024	0.00
Unity Bank 30/06/2024	212,763.74
Current 25/06/2024	10,592.99
BS Hallmark 30/06/2024	57,401.00
BS Sapphire 30/06/2024	15,943.84
Long Term Stocks & Bonds 30/06/2024	0.00
2 Account 30/06/2024	285.80
	296,987.37
B Less unrepresented payments	83.96
Plus unrepresented receipts	
Adjusted Bank Balance	<b>296,903.41</b>

**RESOLUTION: That Stapleford Parish Council herewith agrees the June bank reconciliation calculated through the Scribe accounting system against the bank statements emailed to all Councillors in advance of the meeting.** PROPOSED: Cllr Pett, seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

**B. Payments:**

Payments to 30<sup>th</sup> June 2024

Description	Supplier		VAT Type	Net	
Salary	Belinda Irons	Z	1,017.81	1,017.81	
Salary	Kerry Byrne	Z	140.50	140.50	
Salary	HMRC	Z	398.45	398.45	
Pavilion cleaning	SF Cleaning Services Ltd	Z	400.00	400.00	
Travel	Kerry Byrne	Z	12.60	12.60	
TV Licence	TV Licencing A/C 3668177654	Z	169.50	169.50	
CCTV	Morgan Landscapes	Z	3,080.00	3,080.00	
Administration	James Todd & Co Ltd	S	31.25	6.25	37.50
Administration	Scribe Accounting Systems	S	777.60	155.52	933.12

Chairman's signature..... 12<sup>th</sup> September 2024

Play inspection	Playsafety Ltd	S	254.00	50.80	304.80
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	90.00	18.00	108.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	90.00	18.00	108.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	80.00	16.00	96.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	20.00	4.00	24.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	30.00	6.00	36.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	30.00	6.00	36.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	341.67	68.33	410.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	380.00	76.00	456.00
Village Weekend	The Raptor Foundation	Z	190.00		190.00
Village Weekend	MHC Events Ltd	S	453.00	90.60	543.60
MUGA maintenance	Acucert Ltd	S	495.00	99.00	594.00
Clerk Pension	NEST Pension	Z	56.05		56.05
Grounds Maintenance	Matthew French	Z	1,042.56		1,042.56
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	90.00	18.00	108.00
Street Light Electricity	Total Energies G & P	L	6.60	0.33	6.93
Village Weekend	New Print Ltd	S	908.50	181.70	1,090.20
Tree Project	New Print Ltd	Z	149.99		149.99
Neighbourhood Plan	Great Shelford Parish Council	Z	5,000.00		5,000.00
Pavilion maintenance	Cambridge Security Services Ltd	S	160.00	32.00	192.00
Village Weekend	Kids Karts	Z	480.00		480.00
Slaughterhouse Electricity	British Gas Trading	L	14.05	0.70	14.75
Administration	Three t/a H3G Collections	S	10.44	2.09	12.53
Pavilion deposit reimbursement	Canet A	Z	200.00		200.00
Village Weekend	Marquees of Wisbech Ltd t/a Royal Marquees	Z	3,274.00		3,274.00
Village Weekend	Mick's Deckchairs	Z	400.00		400.00
Administration	BT Group plc	S	38.81	7.76	46.57
Village Weekend	Trigg R	Z	83.96		83.96
Administration	Unity Bank	Z	18.00		18.00
<b>Total</b>			<b>20,414.34</b>	<b>857.08</b>	<b>21,271.42</b>

### Payments to 12<sup>th</sup> July 2024

Description	Supplier		VAT Type		Net
Administration	James Todd & Co Ltd	S	31.25	6.25	37.50
Play inspection	Broadmead Leisure Ltd	S	120.00	24.00	144.00
Village Weekend	Day One Training	S	225.00	45.00	270.00
Village Weekend	Executive UK Group Ltd	S	624.00	124.80	748.80
Village Weekend	Royston Town Band	Z	300.00		300.00
Village Weekend	Lamos Tsakardanos Ocean Free Fish & Chips	Z	1,180.00		1,180.00
MUGA maintenance	ETC Sports Surfaces	S	412.50	82.50	495.00
Courses & Training	City of Ely Council	S	265.00	53.00	318.00
Salary	Belinda Irons	Z	1,017.61		1,017.61
Salary	Kerry Byrne	Z	129.60		129.60
PAYE & NICs	HMRC	Z	396.05		396.05

Chairman's signature..... 12<sup>th</sup> September 2024

Travel	Belinda Irons	Z	19.80		19.80
Travel	Belinda Irons	Z	29.70		29.70
Travel	Belinda Irons	Z	19.80		19.80
Travel	Kerry Byrne	Z	6.30		6.30
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	90.00	18.00	108.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	90.00	18.00	108.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	20.00	4.00	24.00
Cemetery Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	341.67	68.33	410.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	280.00	56.00	336.00
Village Weekend	Open Air Film & Chill Ltd	S	96.00	19.20	115.20
Village Weekend	Belinda Irons	Z	21.00		21.00
Pavilion cleaning	SF Cleaning Services Ltd	Z	400.00		400.00
Grounds Maintenance	Shelford Tree Services Ltd	S	925.00	185.00	1,110.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	70.00	14.00	84.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	90.00	18.00	108.00
Grounds Maintenance	Herts & Cambs Grounds Maintenance Ltd	S	30.00	6.00	36.00
Street Light Electricity	Total Energies G & P	L	6.82	0.34	7.16
Pavilion deposit reimbursement	Strange SJ	Z	200.00		200.00
CCTV	IO Audio Visual Ltd	S	4,171.76	834.35	5,006.11
CCTV	RJH Carpentry & Joinery	Z	450.00		450.00
<b>Total</b>			<b>12,058.86</b>	<b>1,576.77</b>	<b>13,635.63</b>

**RESOLUTION: *That Stapleford Parish Council herewith agrees the payments presented on the schedule provided to Councillors by email in advance of the meeting*** PROPOSED: Cllr Pett, seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

C. **Audit:** Documents submitted to PKF Littlejohn

D. Signatories update: Cllrs Pett, H Kettel, M Gatward, M Green, J Northmore. Information required to open new accounts.

E. Saffron Building Society

Unity Trust Bank: instant access savings account: **RESOLUTION: *That Stapleford Parish Council herewith agrees to open a Unity Trust Bank Instant Access Savings Account to enable better interest rates to be achieved on the current account.*** PROPOSED: Cllr H Kettel, seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

F.

**173.2024** Pavilion Management: Cllr Pett

a) Pavilion Working Group: report: toilets/ car park / History: request for storage

b) Pavilion renovations: Scoping Document: further documents awaited.

Chairman's signature..... 12<sup>th</sup> September 2024

- c) BT/Openreach: Broadband issue: additional complaint against Openreach: cabling installed into a tree. Cllr French update: In the latest email BT has advised that it refuses to deal with this issue. It was agreed that the Parish Council write a formal letter of complaint to the Chief Executives of BT and Openreach. **ACTION: CLERK**  
WIFI now operating
- d) Car Park : New car park area to be installed on existing grassed area: Clerk to complete grant funding application **ACTION: CLERK**
- e) Toilets: new flooring: update: Cllr Pett advised that no complaints have been received, and it would be a waste of money to buy flooring which may not match the renovation. No further action at this time.
- f) CCTV: installation complete.  
Warning signs installed. CCTV policy updated  
ANPR operating: data available to support grant application for car park improvements: this system is working well and data is being compiled.
- g) Audio Visual System: update: three schemes are being discussed.
- h) WIFI: installation completion
- i) Acoustic improvements: Suspended ceiling with new integrated lights: update: Councillors agreed to appoint Wilby & Burnett surveyors to provide a specification and three quotes. **ACTION: CLERK**

174.2024

Sports Facilities & Agreements: Cllrs Disley-Stevens & Green

a) Tennis Club: Agreement: update: Cllr H Kettel advised that he has reviewed the amendments proposed by the Tennis Club and was in broad agreement with those amendments except that the Memorandum of Understanding does not form part of the Licence, and in the event of conflict, the Licence will prevail, and that the MUGA will be managed by the Tennis Club.

**RESOLUTION: *That Stapleford Parish Council herewith agrees the amended Tennis Club Licence.*** PROPOSED: Cllr H Kettel, seconded Cllr B Kettel. AGREED AND RESOLVED UNANIMOUSLY. The Clerk was instructed to ensure that the Licence was suitably amended and sent as a priority. **ACTION: CLERK**

b) MUGA: maintenance: ETC surface treatment due June 2024 : completed.

c) Notice board: unable to renew documents as locks damaged by persons unknown: new barrels needed: **ACTION: M GATWARD**

d) Sports Shed: roller door damaged: update: Clerk to resend document to Cllr Gatward. **ACTION: CLERK/ M GATWARD**

e) Stapleford Cricket Club & Stapleford Phoenix Cricket Club licence agreement: The Clerk sought clarification on additional match charges. The Parish Council had agreed that additional matches would be recharged at the cost of a booked match. **ACTION: CLERK**

f) Cricket Club request to affix an electronic score board to the pavilion wall The Cricket Club is required to assess whether such an installation would exceed the electrical capacity of the system. The score board cannot be affixed to the Pavilion.

g) Fuel storage

175.2024

Community:

a. CCC Consultation: Community Energy Plan: open to 16<sup>th</sup> September 2024

b. R Bailey MP: Bill: Support requested for independent safety testing lithium batteries for e-bikes and e-scooters, regulation for safe disposal of lithium batteries and address fire risk related to disposal of lithium batteries  
<https://consultcambs.uk.engagementhq.com/community-energy-project>

Councillors agreed that this was a very important action. **ACTION: CLERK**

c. Festive street lighting (Christmas): Cllr French:

- i. Gog Magog Way/Bar Lane Triangle: land ownership not clarified
- ii. Electrical connection: suggested to nearby lighting column:
- iii. Lights: recommendation: commercial outdoor design LED
- iv. Spar Shop: recommendation for Christmas Tree to be sponsored by SPC
- v. Trees around the Pavilion and recreation ground

vi) Quote

vii) Discussion/ Decision: extensive discussion took place regarding costs, potential vandalism, liability, benefits. Cllr French has assessed the cost and it equates to some £0.50p per month per household. It was recommended that a local developer be requested to sponsor the lights.

**RESOLUTION: That Stapleford Parish Council herewith agrees to formally approach Rangeford Retirement Villages to sponsor purchase and installation of Christmas lights as per the schedule provided by Cllr French except icicle lights for the Pavilion.** PROPOSED: Cllr H Kettel, seconded Cllr Northmore. OBJECT: Cllr B Kettel. AGREED AND RESOLVED BY MAJORITY

**176.2024** Highways: Cllrs Disley-Stevens

a) CCC emergency 20mph submission proposed Haverhill Road 20mph on safety grounds: application submitted.

b) CCC permanent 20mph application for Bury Road and Haverhill Road: application to be submitted

c) CCC: application to extend current speed limit on Haverhill Road beyond new entrance to Strawberry Fields development. Issue for CCC

d) Sawston Greenway:

e) TTRO: Church Street: road closure to lay cables 03/06/2024 – 14/06/2024

f) TTRO: Babraham Road: Crack sealing Carriageway Works. 10 Nights 8pm to 5am . Between Hinxtion Roundabout and Wandlebury Park: Dates to be advised

g) Haverhill Road closure

h) London Road/Cambridge Road footway/ cycleway: vegetation management: responsibility of CCC: lack of CCC routine maintenance on this important cycle route is unacceptable. The Clerk was instructed to formally write to CCC. **ACTION: CLERK**

**177.2024** Playground

Works scheduled: time delay to June: The contractor has a number of projects which have been delayed due to adverse weather conditions.

The Clerk will ask for an updated timeframe **ACTION: CLERK**

Cllr Pett undertook the RoSPA playground inspection course and is awaiting a certificate.

**178.2024** CSET & East West Rail: Cllr H Kettel:

CSET: it is anticipated that the GCP Board will meet in September and application for a Transport and Works Act Order to progress. It is anticipated a public inquiry will take place late 2024/ early 2025. Fundraising is a priority. East West Rail: The Government appears to be more closely aligned with this scheme with a clearly project emerging. However, there are many technical problems to overcome.

179.2024

Grounds Maintenance, Environment and Trees:

a) UK Power Networks: restitution payment:	
Spend to date on environmental improvements in Stapleford:	
Supply Hornbeam & Privet: Slaughterhouse Garden & Haverhill Road	£1,042.56
Wild Flower Meadow: various locations:	£2,840.00
Barrier netting for above:	£109.00
Slaughterhouse Garden Orchard:	£439.00
Tree surgery including TPO Beech Tree	£925.00
<u>Total expenditure to date</u>	<u>£5,355.56</u>

Additional hedging around the recreation field is to be purchased in the autumn and installed by the Parish Council contractor, and Basil's Piece is in need of a complete makeover. Quotes are to be achieved.

**ACTION: M FRENCH**

- b) Stapleford Tree Project Committee: update: The Tree Project undertook to replace a young tree on the corner of Cox's Close and Church Street. It is now supported with a stake, and the area around it edged with stone.
- c) Orchard: David Pepperell Community Orchard plaque
- d) Verge mowing: frequency to be agreed: monthly.
- e) CCC: commencing highways chemical weed treatment
- f) Ragwort: Parish Council decision on management.
- g) Trees:
  - i) Beech tree on Haverhill Road: some work completed. Remaining work to be completed once TPO agreed. Vote of thanks to Cllr Milnes
  - ii) Recreation Ground tree work completed in advance of Village Weekend.
- h) Hedge planting: decision:
  - i. Area behind Pavilion: mixed native
  - ii. Area behind Pavilion is overgrown: suggestion to spray off
  - iii. Hedge planting on Haverhill Road completed by the Stapleford Tree Project for compliance with Planning conditions related to MUGA: Hedge planting not recommended around MUGA due to root invasion to surface

180.2024

Cemetery:

- a) Rubbish and vegetation heap next to a grave: removal update: the grounds maintenance contractor will again be asked to move it. **ACTION: CLERK**
- b) Application for a bench: This was agreed subject to a recycled plastic bench being installed.
- c) Numbering: securing numbering system eg wooden post or metal post: decision: Cllr Pett will review. **ACTION: G PETT**
- d) Artificial flowers: Cllr Pett has raised this with the Assistant Clerk. Artificial tree does not conform to the Cemetery policy.

181.2024

Slaughterhouse: Cllr H Kettel:

Business plans covering all options are awaited. No decision will be taken until all options are discussed and then presented to the public at consultation.

182.2024

Village Asset Management:

London Road telephone kiosk: defibrillator & cabinet swapped with Rangeford unit; Cllr Gatward will collect the defib from Rangefords.

**ACTION: M GATWARD**

The Clerk will investigate installation into the telephone kiosk.

**ACTION: CLERK**

183.2024

Village Weekend: Cllrs Pett, Gatward, French: update: additional invoices are awaiting payment, and cash funds are to be paid into the PC account.

The Village Weekend Committee are in the process of organising a Christmas Quiz, where it is hoped the Christmas lights can be formally opened by our new MP, Pippa Heyling.

**ACTION: CLERK**

184.2024

Handyperson/ Caretaker position: workload to be reviewed and advertised accordingly: Cllr Green has volunteered to review. **ACTION: M GREEN**

185.2024

Correspondence :

Residents: The Tree PH: hoarding danger: reported to SCDC: in probate: SCDC cannot, by law, take action.

186.2024

Motion to exclude public & press

**RESOLUTION: Under the Public Bodes (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted**  
PROPOSED: Cllr Pett, seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY. Member of the public left the meeting.

187.2024

Councillors fully discussed the resolutions shown on the agenda, and decided that they were premature. It was agreed that an HR Committee comprising Cllrs Green, B Kettel, H Kettel and Pett meet to discuss options for the clerking role, staffing requirements and remuneration. An evaluation of the clerk and assistant clerk roles was carried out in 2020 and this will be the basis of the discussion.

**a. Clerk resignation**

**i. RESOLUTION: That Stapleford Parish Council herewith agrees to separate the Clerk role from the Responsible Financial Officer role and advertise the two separate roles**

**ii. RESOLUTION: That Stapleford Parish Council herewith agrees the Clerk vacancy be advertised on the NALC LC2 salary scale (£15.21 to £20.90) with the salary point to be agreed depending on the qualifications and/or experience of the applicant. Hours of work to be set at 15 hours per week plus overtime if necessary.**

**iii. RESOLUTION: That Stapleford Parish Council herewith agrees that the RFO vacancy be advertised on the NALC LC2 salary scale (£15.21 to**

£20.90) with the salary point to be agreed depending on the qualifications and/or experience of the applicant. Hours of work agreed to be flexible depending on the amount of work required across the financial year. To include managing bookings for the Jubilee Pavilion.

iv. **RESOLUTION:** That Stapleford Parish Council agrees to retain Mrs K Byrne to manage the cemetery and complete associated works on the current arrangement.

v. **RESOLUTION:** That Stapleford Parish Council agrees to continue to use the services of James Todd and Company to calculate the payroll.

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

**b. Incident at Village Weekend:** Rangeford staff were verbally abused.

**188.2024** Motion to readmit: **RESOLUTION: that the confidential business having been concluded, the press and public be re-admitted to the meeting.**

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

**189.2024** Dates of Meetings: 2024 Date changes

12<sup>th</sup> September; 3<sup>rd</sup> October; 7<sup>th</sup> November; 5<sup>th</sup> December

*Meeting closed at 10.10pm*