

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 3rd OCTOBER 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
27th September 2024

AGENDA

- 216.2024** Apologies
Absence without apology
- 217.2024** 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
- 218.2024** Minutes of the previous meeting:
RESOLUTION: That Stapleford Parish Council herewith agree the minutes of the Parish Council meeting held on the 12th September 2024
- 219.2024** Parish Council vacancies: Co-option:
- 220.2024** Power Networks & Rangeford: Haverhill Road utilities work: update
Joint Working Group with UK Power Networks and Rangeford: Issues:
- 221.2024** 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
- 222.2024** SSYI: presentation: 10 minutes maximum
- 223.2024** Neighbourhood Plan: Mrs Jenny Flynn (Chair)
Regulation 14 consultation update
RESOLUTION: That Stapleford Parish Council herewith agrees and ratifies the proposed Regulation 14 consultation document changes to Policy S & GS 1: Housing Mix; Policy S & GS 2: Prioritising local needs in the allocation of affordable housing; Policy S & GS 3: Rural exceptions housing.
- 224.2024** SCDC & CCC Councillors reports
- 225.2024** Gt Shelford & Stapleford Joint Issues:

Assessment of Cambridge Biomedical Campus' Vision 2050 prepared by the Parish Council and Trumpington Residents' Association.

226.2024

Planning applications:

24/02373/S73 33 Bar Lane, Stapleford

S73 to vary Conditions 2 (Approved plans), 3 (Materials), 4 (Landscaping), 7 (Contractor access/storage/parking), 9 (Arboricultural Method Statement), 10 (Drainage), 12 (Contamination assessment), 13 (Biodiversity) and the removal of condition 6 (Balconies) of ref: S/4426/17/FL (Demolition of existing house and erection of one replacement dwelling and two new dwellings).

22/04303/CONDK: Land between Haverhill Road and Hinton Way
Submission of Condition 4 (planting plans & Condition 9 (paving materials) of reserved matters application 22/04303/REM

24/03277/CL2PD: Foxhill, Hinton Way, Gt Shelford

Certificate of lawfulness under S192 for Single storey rear extensions, Single storey side extensions, two storey rear extensions, rear roof dormer extensions and front and side porches: for information only

24/00635/S73: Appeal: 8 Gog Magog Way, Stapleford

S73 to vary condition 2 (Approved plans) of planning permission 22/05203/HFUL (Extensions with loggia, basement and erection of new front gates (Re-submission of 21/05638/HFUL)) to add 2 No. windows to existing recesses on the existing single storey right hand wing

24/03095: 78 London Road, Stapleford

Roof extension with front former and rear roof lights

Other planning issues:

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

Tree Preservation Orders: trees for consideration

Cambridge 2050 & The Cambridge Delivery Group

227.2024

Resolutions:

228.2024

Finance

A. **Bank Reconciliation at 30/09/2024**

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

B. Payments:

Payments to 30th September 2024

RESOLUTION: *That Stapleford Parish Council herewith agrees the payments presented on the schedule provided to Councillors by email in advance of the meeting*

C. **Audit:** PKF Littlejohn return:

RESOLUTION: *That Stapleford Parish Council herewith accepts the findings of the external auditor, PKF Littlejohn, and agrees to make any recommended changes*

D. Signatories update: Cllrs Pett, H Kettel, M Gatward, M Green, J Northmore, Assistant Clerk.

E. Saffron Building Society

F. Unity Trust Bank: instant access savings account;

- G. Budget:
 2024 – 2025: amendment to the current budget
 New computers and printers for Clerks
RESOLUTION: *That Stapleford Parish Council herewith agrees to purchase two new computers and two printer/ scanners to a maximum of £2,500 for the Clerk and the RFO.*
 Christmas Lights: Bar Lane Tree wrap
RESOLUTION: *That Stapleford Parish Council herewith agrees to instruct the Christmas Decorators to install Christmas Light wrap to a tree on Bar Lane in the sum of £3,000 (three thousand pounds)*
 2025 – 2026 Discussion:
 Pavilion renovation: including automated door entry/ AV system: grant funding/ public works loan?
 Recreation Ground car park
 Basil's Piece renovation
 Village Weekend: increase in budget
 Grounds maintenance contract including Villedomer Garden & MUGA maintenance contract
 Sports Club agreements
- 229.2024** Pavilion Management: Cllr Pett
 a) Community Building Security: discussion/ action
 b) Pavilion Working Group: report: History: request for storage
 c) Pavilion renovations: Automated door entry/ structural engineer report & recommendations
 d) BT/Openreach: Broadband issue: additional complaint against Openreach: cabling installed into a tree. Written complaint submitted. BT: case closed.
 e) Electricity:
 (i) British Gas Lite: meter issue: video provided: awaiting engineer attendance
 (ii) New electricity contract: **RESOLUTION: *That Stapleford Parish Council herewith agrees to enter into a two contract with Tomato Energy through Clear Energy Solutions, with price savings achieved by subscription with CAPALC commencing 29th March 2025***
 (iii) Shed: new external plug socket:
 Acucert: £410.00
 Cal Electrical Services: £510.90
RESOLUTION: *That Stapleford Parish Council herewith appoints To install new internal and external electrical plugs to the Sports Shed*
 f) Audio Visual System: update
 g) Acoustic improvements: Suspended ceiling with new integrated lights: update
- 230.2024** Sports Facilities & Agreements: Cllrs Disley-Stevens & Green
 a) Tennis Club: Agreement: update:
 b) Sweeping machine: training update
- 231.2024** Community:
- 232.2024** Highways:
 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: updated plan for comments
- e) London Road/Cambridge Road footway/ cycleway: vegetation management: responsibility of CCC
- f) CCC Consultation: Active Travel Hierarchy: prioritisation of management of local routes (mowing etc) open to 16th September 2024.
<https://consultcambs.uk.engagementhq.com/active-travel-hierarchy>
- g) CCC: consultation: Highways Stakeholder Survey & Streetlighting Stakeholder Survey.

233.2024

Playground

Works scheduled:

234.2024

CSET & East West Rail: Cllr H Kettel:

235.2024

Grounds Maintenance, Biodiversity, 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>
Recreation Field hedge planting update; planned expenditure:	
Hedging behind pavilion	£1,180.00
Raised bed	£980.00
Raised bed planting	£500.00
	<u>£8,015.56</u>

Basil's Piece renovation: update: S106 Art Fund: Cllr Pett

- b) Stapleford Tree Project Committee: update
- c) Orchard: David Pepperell Community Orchard plaque
- d) improvements to Car Park area
- e) hedging – update/quote
- f) Grounds Maintenance Contract: sent to:

Herts Cambs Grounds Maintenance
 Drayton Estates Group Ltd
 John O'Conner Grounds Maintenance
 Brookfield Contracting
 Countrywide Grounds Maintenance
 Bradgate (Grounds Maintenance) Ltd

236.2024

Cemetery:

- a) Rubbish and vegetation heap next to a grave: removal update
- b) Numbering: securing numbering system eg wooden post or metal post: decision:
- c) Artificial tree:

237.2024

Slaughterhouse: Cllr H Kettel:

- 238.2024** Village Asset Management:
London Road telephone kiosk defibrillator: on order
Johnson Hall/ church: defibrillator: Church to receive it
- 239.2024** Village Weekend: Cllrs Pett, Gatward, French: update
- 240.2024** Correspondence :
- 241.2024** Staffing Review:
Report of HR committee re roles, responsibilities and remuneration
Staffing Appointments:
a) Part-time Clerk: to be re-advertised
b) Part-time RFO/Assistant Clerk
RESOLUTION: *That Stapleford Parish Council herewith appoints Mrs Lesley Watts as RFO/Assistant Clerk (10 hours per week) to commence on the 21st October 2024.*
- 242.2024** Dates of Meetings: 2024
7th November; 5th December