

STAPLEFORD PARISH COUNCIL

MINUTES OF THE MEETING OF STAPLEFORD PARISH COUNCIL held on THURSDAY 3rd OCTOBER 2024 at 7.00pm In the Jubilee Pavilion, Gog Magog Way, Stapleford

PRESENT: Cllr Gillian Pett (Chair), Cllr Anna Disley-Stevens, Cllr Matthew French, Cllr James Northmore.

Stapleford Parish Council Clerk: Belinda Irons – Minutes

Cambridgeshire County Council: Cllr Brian Milnes

South Cambs District Council: Cllr Peter Fane

SSYI: John Greaves, Zac

Shelford & Stapleford Neighbourhood Plan: Chair: Jenny Flynn

MEMBERS OF THE PUBLIC: There were no member of the public present.

216.2024 Apologies: Cllr Gatward, Cllr Green, Cllr B Kettel, Cllr H Kettel,
Absence without apology: Cllr Davies

217.2024 Declaration of Members Interest:
Cllr French: Finance: reimbursement

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
PROPOSED: Cllr Pett, seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

219.2024 Parish Council vacancies: Co-option: No vacancies received

220.2024 Power Networks & Rangeford: Haverhill Road utilities work: update
Joint Working Group with UK Power Networks and Rangeford: Issues:
It has been reported to the Parish Council that vehicles are on site and moving in advance of the 8am commencement of work. This is to be raised at the monthly Teams meeting.
The promised donation from Rangeford and Quinns has not, as yet, been forthcoming.

221.2024 Public Participation Section: no comments received.

222.2024 SSYI: presentation: SSYI showed a film of the young people attending sessions who commented on the high levels of enjoyment they get. The hot food was an obvious favourite. However, Councillors recognised some said that this was the only hot meal they had in a day, which highlighted the fact that whilst this area is generally considered to be affluent, not all households are in that demographic. SSYI run sessions every day of the week plus holiday clubs. It supports some 300 young people, with 3% coming from Stapleford. SSYI has a minibus and football cage for hire subject to conditions. Running costs are in the order of £140,000 per annum. SSYI aims to undertake visits to its supporters annually. Cllr Pett suggested applications for funding be submitted to the FEOFFEES charity. Those present thanked SSYI for their ongoing hard work.

Chairman's signature..... 7th November 2024

- 223.2024** Neighbourhood Plan: Mrs Jenny Flynn (Chair)
Regulation 14 consultation update: Mrs Flynn provided an emailed update in advance of the meeting to enable all Councillors to have full information in advance of considering the resolution. Mrs Flynn explained that the Housing policies are very complex, and have to align with Government policies.
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.* PROPOSED: Cllr Pett, seconded Cllr Disley-Stevens.
AGREED AND RESOLVED UNANIMOUSLY
- 224.2024** SCDC & CCC Councillors reports reports received from SCDC and CCC Cllrs by email and loaded to the SPC website.
Discussion at the meeting:
Planning: Cllr Fane commented that Central Government is understood to continue with the Cambridge 2050 scheme the details of which have not been disclosed. The ‘red line’ boundary has not been made public. Development within the red line will be managed by a Development Corporation, which has powers of compulsory purchase. This should enable cross-funding of required infrastructure as land costs will be significantly lower than if sold at market price. Profits will thus be higher, and these profits should be fed into the infrastructure. Cllr Disley-Stevens questioned the impact locally appointed representatives have given Central Government directives. Cllrs Fane and Milnes defended Local Governance strongly, but accepted they are working with significant constraints imposed by Central Government. Protection with District Council had brought in regarding water supply have been thrown out by the Planning Inspector when the appeal at Darwin Green was approved. Central Government stance is that ‘water credits’ will mean there is sufficient water for such development. However, there is no detail about how this is going to work. There isn’t sufficient energy to power all the electrical infrastructure which is needed. The current Government has stated it will allow building on the Green Belt. The purpose of Green Belt – to prevent coalescence of developments – does not appear to be understood by Government. Long views will no longer be protected.
- Cllr Milnes advised that the GCP has been granted £7.2m to take the CSET project to the TWAO. The GCP still needs £160m to complete the proposed scheme. The TWAO will require public inquiry.
- 225.2024** Gt Shelford & Stapleford Joint Issues:
Assessment of Cambridge Biomedical Campus’ Vision 2050 prepared by the Parish Council and Trumpington Residents’ Association.
Cambridge Biomedical Campus planning update: 23.10.2024 18.00-19.30, Dame Mary Archer Way
- 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).

Noted

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: *Noted*

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: *Noted*

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: *Noted*

24/03095: 78 London Road, Stapleford
Roof extension with front former and rear roof lights: *No objection*

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:** not available at this 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* PROPOSED: Cllr Pett, Seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY.

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

Except for the matters reported on below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year's AGAR.: • Information received from the smaller authority indicates that assets purchased during the prior

and current year have not been included in Section 2, Box 9. The figures should read £791,016 and £797,506 respectively.

Other matters not affecting our opinion which we draw to the attention of the authority: The AGAR was not accurately completed before submission for review. The AGAR has been amended.

RESOLUTION: That Stapleford Parish Council herewith accepts the findings of the external auditor, PKF Littlejohn, and agrees to make any recommended changes PROPOSED: Cllr Pett, Seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

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. PROPOSED: Cllr Pett, Seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

Christmas Lights: Bar Lane Tree wrap:

This item was discussed at length. The Chairman and Clerk impressed on those present the level of unbudgeted expenditure either carried out or pending, and that expenditure will need to be scrutinised and adjustments made to ensure expenditure can be afforded. The cost of the Christmas Tree and the Bar Lane Tree Wrap equated to 6% of the precept. Cllr Pett advised that those she had spoken to were in favour of the Spar Christmas Tree but not the Bar Lane Tree Wrap. Cllr Disley-Stevens commented that those she had spoken with held the opposite view, and further commented that many people were upset and depressed about the level of disruption the village had received and it was important to raise spirits at Christmas. Much of what the Parish Council undertakes is virtually invisible to parishioners and this is an opportunity to bring joy to the village. Cllr French explained that the Bar Lane tree wrap is the first of what he hopes are a number of permanent installations. Cllr French confirmed that the owner of the Spar had agreed to fund the electricity for the Christmas Tree. A resident had emailed and supported the Spar Christmas Tree, but not the Bar Lane tree wrap, and commented that another Christmas Tree could be housed inside the Pavilion.

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)

PROPOSED: Cllr French, seconded Cllr Northmore. Support: Cllr Disley-Stevens. Objection: Cllr Pett. **MOTION CARRIED BY MAJORITY.**

2025 – 2026 Discussion: Councillors were strongly urged to consider finances and spending in relation to precept setting for 2025/2026 budget which will be considered at the November meeting. Some items for consideration:

Pavilion renovation: including automated door entry/ AV system/ roof: grant funding/ public works loan?

Recreation Ground car park: hard surface to be installed on grass area to increase capacity

Basil's Piece renovation: in poor condition. Recommendation for S106 Art Fund plus landscaping, plus plaque explaining what it is.

Village Weekend: increase in budget: many social media comments on what aspects villagers liked particularly the evening of football and Glastonbury, socialising with friends and neighbours.

Grounds maintenance contract including Villedomer Garden & MUGA maintenance contract: MUGA to be priced separately.

Sports Club agreements: to be considered during the budget setting process

229.2024

Pavilion Management: Cllr Pett

a) Community Building Security: discussion/ action: automated entry to be included in the renovation

b) Pavilion Working Group: report:

c) Pavilion renovations: Automated door entry/ structural engineer report & recommendations: the roof has been surveyed. Whilst it is reported that it has up to five years life, it has spongy areas where damp has penetrated the platform, and there are 'bubbles' in the felt which need to be attended to – an indication that the felt is separating from the base layer.

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: The Clerk will write a formal letter of complaint. Communication is only via a 'chat' facility which takes at least an hour every time the Clerk attempts to make contact. The meter has not worked since at least April, and despite meter readings being submitted showing the meter is not working, no engineer has been sent to the site. Videos and photographs have been submitted.

ACTION: CLERK

(ii) New electricity contract: CAPALC and Clear Energy have an agreement where the standing charge is waived.

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* PROPOSED: Cllr Pett, Seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

(iii) Shed: new external plug socket:

Acucert: £410.00

Cal Electrical Services: £510.90

RESOLUTION: *That Stapleford Parish Council herewith appoints Acucert to install new internal and external electrical plugs to the Sports*

Shed PROPOSED: Cllr Pett, Seconded Cllr Northmore. AGREED AND RESOLVED UNANIMOUSLY

- f) Audio Visual System: Three companies have been approached. Only one has responded with a very high cost system. On hold following the roof inspection.
- g) Acoustic improvements: Suspended ceiling with new integrated lights: update: on hold following the roof inspection.

230.2024 Sports Facilities & Agreements: Cllrs Disley-Stevens & Green

- a) Tennis Club: Agreement: update: Further changes to be made.
- b) Sweeping machine: training: completed.

231.2024 Community:

232.2024 Highways:

- a) CCC emergency 20mph submission proposed Haverhill Road 20mph on safety grounds: application submitted. Cllr Disley-Stevens advised that the application had been rejected. She was advised that other 'more deserving' schemes had been agreed. Stapleford came 81st in a long list of applicants for two funded schemes.
- 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:

Cllr Pett raised the following points:

Are City fibre planning underground or overhead works?

These plans affect Stapleford much more than Shelford. Parishioners have had to put up with multiple building works, road closures because of Rangeford retirement village, UKPN etc. It would be helpful to have a proper and not rushed meeting to ensure we can give the right information to Stapleford residents. City fibre may be in a rush but it is disappointing that there is no proper opportunity for Stapleford PC to discuss these plans. The road under discussion is a through road for the village and any work is going to cause a big impact. Presumably there will be more road closures, traffic lights etc while the work is going on. When is it planned to start?

If you ride a bike frequently you know that humps in the road are uncomfortable and disruptive to a smooth ride. Why does the ramp have to extend the whole width of the road and why so many?

GCP Response:

In short, as we are placing cyclists on the road, we need to provide speed mitigation, as we do not have the room in Mingle Lane and Church Street to take cyclists off of the carriageway. The humps that are being proposed are sinusoidal which means that the hump should be much smoother than a conventional speed hump used in the past. The humps should be approx. 25cm high. A gap between the road hump and pavement does not serve cyclists well, especially those with cargo bikes, and adds to an unpleasant section for cyclists to use as puddling and detritus collects in these areas, as well as causing an area to destabilise cyclists. They also render the speed

hump useless as motorists use these areas to allow one wheel to remain off the hump, meaning that they do not have to reduce their speed.

To update on the meeting with Great Shelford, we have agreed to put the scheme plans to their Parish Council Meeting on 16th October. We will also propose to conduct an online engagement event with residents. I stress that this is engagement and not consultation, as we have already been through consultation and the plans that we have are a result of that.

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: Parts awaited. Sand on order.

234.2024

CSET & East West Rail:

The current budget has £30,000 (thirty thousand pounds) allocated for CSET. Councillors present commented that the leaders of Better Ways 4 Busways anticipate that at least £250,000 (two hundred and fifty thousand pounds) will be needed to appoint a solicitor and Barrister to make a strong case against CSET going ahead. This would have to be on financial and highway suitability basis. It is important to appoint a Barrister who specialises in transport. Whilst it is believed that the majority of the community objects to CSET, it is known that some are ambivalent about it, and others support it. However, Councillors felt that those in support did not fully appreciate what the actuality of the scheme would mean for residents. Residents of the Rangeford development were considered to be at significant disadvantage, given they will see a bus travelling at 30mph every 5 minutes right behind their properties.

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

Total expenditure to date

£5,355.56

Recreation Field hedge planting update; planned expenditure:

Hedging behind pavilion

£1,180.00

Raised bed

£980.00

Raised bed planting (estimate)

£500.00

£8,015.56

Basil's Piece renovation: update: S106 Art Fund: Cllr Pett: a blacksmith has been approached to produce a piece of art work which reflects Basil Beavis, long term farmer and community focused resident. Councillors fully supported the design. Cost is in the order of £750 plus installation.

b) Stapleford Tree Project Committee: update: meeting to take place 15.10.2024. Project with Stapleford School planned for Collier Field.

c) Orchard: David Pepperell Community Orchard plaque: Cllr Gatward

d) improvements to Car Park area: under consideration

e) hedging – update: Councillors present agreed that Wild Privet is to be planted.

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: Cllr Pett will check.

b) Numbering: securing numbering system eg wooden post or metal post: decision: Cllrs Pett and Gatward are considering which will be most suitable.

c) Artificial tree:

237.2024

Slaughterhouse: Cllr H Kettel: all proposals on hold.

238.2024

Village Asset Management:

London Road telephone kiosk defibrillator: on order

Johnson Hall/ church: defibrillator: Church to receive it: currently installed at Rangeford development.

239.2024

Village Weekend: Cllrs Pett, Gatward, French: update: awaiting donation from Rangeford and Quinns.

240.2024

Correspondence :

Hedges encroaching across the footways in Church Street, Mingle Lane etc
Christmas lights: support Christmas tree outside Spar; not support Bar Lane tree wrap

City Fibre: erection of telegraph poles in Bar Lane without liaison with neighbours.

241.2024

Staffing Review:

Report of HR committee re roles, responsibilities and remuneration

Staffing Appointments:

a) Part-time Clerk: to be re-advertised: new advertisement to be clearer with regard to demonstrable project management, community engagement, and social media.

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. PROPOSED: Cllr Pett, Seconded Cllr Northmore.
AGREED AND RESOLVED UNANIMOUSLY

242.2024

Dates of Meetings: 2024
7th November; 5th December
Meeting closed at 10pm