

## **MINUTES OF A MEETING OF FOXTON PARISH COUNCIL**

**HELD ON MONDAY, 2<sup>nd</sup> APRIL 2007, AT 7.45 p.m.**

### **PRESENT**

Mr Hockley, Mr Barnes, Dr Brooksbank, Mr Chilton,  
Dr Grindley, Mr Kennedy, Miss Thake  
District Councillor Deborah Roberts

### **IN ATTENDANCE**

6 members of the public

### **APOLOGIES**

County Councillor David McCraith, Mr Pusey, Dr  
McKeown

The Vice-Chairman, Brian Hockley, chaired the meeting in Mr Pusey's absence due to illness. He welcomed all to the meeting.

### **DECLARATION OF INTEREST**

Both Mr Kennedy and Dr Brooksbank declared a non-prejudicial interest in the Broadbent planning application, and Dr Brooksbank a non-prejudicial interest in the Coleridge planning application, both to be discussed under "Planning".

### **MINUTES OF THE PREVIOUS MEETING AND**

#### **MINUTES OF THE MEETING HELD ON 6 NOVEMBER 2006**

- (i) The clerk said that, in the Minutes of the previous meeting, two figures in the finance report (page 100) should be amended. The balance in the Deposit Account should have been £16,771.07 (*not £16,776.01*), and that the balance in the Current Account should have been £56.23 (*not £51.23*).
- (ii) The clerk also said that in the Minutes of the meeting on 6<sup>th</sup> November 2006 (Finance report page 65), one of the cheques for approval had been omitted and should be inserted. This was the payment of £90 to D Salmons Fencing Services - this would not affect the other figures in the report, which were correct.

Dr Brooksbank proposed that, with the amendments (i), the Minutes of the previous Meeting, held on Monday, 5<sup>th</sup> March 2007, should be signed as a true record and that the insertion (ii) should be made to the Minutes of the Meeting held on Monday 6<sup>th</sup> November 2006 and signed. Mr Barnes seconded the proposals and all were agreed.

### **MATTERS ARISING FROM THE MINUTES**

#### **Former Q8 Garage**

Mrs Roberts said that the planning application for this site was due to be submitted by the end of this month and that she would remind the SCDC officer concerned of the

agreement with the owner. It was noted that the cars on display were now displayed down the side of the site rather in the forecourt.

*Planning – Retrospective planning application for Car-wash Facility*

Mrs Roberts said that planning officers were awaiting the comments of the CCC Highways Department. She said that, strangely enough, Network Rail had no objections to the application. Mr Barnes noted that the station had no video-link with Cambridge.

*RGT Report – Water supply to the allotments*

Dr Brooksbank said that it should be fairly easy to find a suitable lock for the housing for the water supply.

**REPORTS FROM THE COMMITTEES**

**RECREATION AND AMENITIES**

Mr Chilton said that not much had happened in the past month and that the grass-cutting season had begun.

The clerk said that Mr Howard had telephoned her about the litterbin in Hardman Road. This had been found to be full to overflowing with inserts that should have been delivered with the Royston Crow. The Royston Crow had been informed and was looking into the matter. It was not clear who was responsible for emptying this bin, and the matter was referred to the Recreation and Amenities Committee.

A letter had been received from Vic Phillips about installing the seat bought from the proceeds of the David Mead appeal, which he suggested could be located near the bench in front of the cricket pavilion. The clerk was asked to write saying that the location could not be decided upon until decisions relating to the Recreation Ground extension had been made.

Quotations for various works on the Recreation ground were being sought. The clerk had written to three suppliers of relevant services.

**FINANCE**

Mr Hockley reported as follows:

**1. External audit**

The external audit pack had arrived and the papers would now be prepared for the internal audit. As part of this preparation, the income/expenditure ledger would need to be signed by the Chairman of the meeting and the clerk. Mr Kennedy proposed that the ledger be signed, Mr Barnes seconded the proposal and all were agreed. Mr Hockley and the clerk duly signed the ledger.

**2. Earnings Increase 2007/08**

Mr Hockley recommended that the increases in pay rates for inflation for the clerk and Mr Mead be adjusted from 1<sup>st</sup> April 2007 according to the appropriate CALC figures, once these have been published. Mr Barnes proposed that the CALC increases be applied to date from 1<sup>st</sup> April 2007, once the figures were available. Mr Kennedy seconded the proposal and all were agreed.

### 3 Carlton West Payment

Payment of a proportion of Carlton West's final bill had been withheld to cover any costs arising from the repair of the plaque, which had been damaged during building works. The clerk was asked to contact Skillington workshops re the repair so that, once effected, it could be determined what, if any, monies were due to Carlton West.

### 4. Bank signatories

As two of the present signatories were retiring from the council, Mr Hockley said he would obtain a change-of –signatories pack from Barclays so that new signatories could be appointed once the new council is in being after the May elections.

Mr Hockley then gave details of the bank accounts as follows:

Deposit Account (This included interest for the period 4/12/06-4/3/07 of £46.36 and VAT rebate of £3004.99)	£19,076.42
Current Account	£127.73
Cambridge Building Society	£13,775.16

Mr Hockley proposed the following cheques for payment:

CALC (subscription 2007/8)	£309.04
Foxton Village Hall Trust (hire of Meeting Room 5 & 20 Feb. & 5 & 20 March)	£69.00
H M Revenue & Customs (tax on JEB/VWM earnings to 5/4/07)	£186.30

Mr Chilton seconded the proposal and all were agreed that these payments, totalling £594.08, should be made, and that £590 be transferred from the Deposit Account to the Current Account.

Finally, Mr Barnes asked what the planning fee for the FPC planning application would be. It was thought that this would be £132.50. (*payment agreed at the previous meeting*)

### **PLANNING**

Mr Barnes reported as follows:

#### **Applications considered at the meeting:**

Mr and Mrs Coleridge	Application No. S/0378/07/F for a conservatory at 43 Station Road Approved
Mr and Mrs Broadbent	Application No. S/0454/07/F for a replacement bungalow at 31 Shepreth Road Approved
Dr K Beardsall	Application No. S/0439/07/F for an extension at 36 High Street

There were concerns about this application. The plans submitted with the application were out of date and did not show neighbouring properties built since the plans had been drawn. It was thought the extension might lead to a loss of amenity to these properties. There was doubt as to whether these residents had been carded about the application. The council's response to this application was deferred until Mr Barnes had been able to obtain clarification from SCDC.

#### Gypsy/Traveller Site Provision Meeting

Mr Barnes had attended a consultation meeting on 27<sup>th</sup> March organised by SCDC with representatives of both the travelling and settled communities on gypsy/traveller site provision. He had intended to go to an SCDC meeting on the role of the Trees and Landscape Department on the same day, but the other meeting seemed more important.

Officers from the SCDC Inspectorate, EERA representatives, representatives of CDM Planning and a Mr Richardson from the Rural Policing Team were present. Although there was a lengthy agenda, the meeting never got past the first item.

Some of the salient points were:

- There would have to be a trade-off between site provision and affordable housing provision
- Preference would be given to sites purchased privately by the travellers themselves rather than sites funded by SCDC
- Cambridgeshire needed 1220 net additional plots by 2011 with the majority in Fenland and 120 in South Cambridgeshire

The travellers were concerned about immediate problems rather than future strategy. The meeting proved unsatisfactory with no conclusions about identifying sites. EERA would hold a public engagement meeting on 21<sup>st</sup> May and the next SCDC sponsored meeting would be held in October.

Dr Brooksbank said that if the desire was for privately owned sites, the planning criteria should be the same as for the settled community.

#### **POLICE LIAISON REPORT**

Miss Thake had nothing to report.

#### **RECREATION GROUND TRUST**

A meeting would be held on 3<sup>rd</sup> April to progress the leases. The clerk was asked to check that the Lounge had been booked.

#### Recreation Ground Extension

Dr Brooksbank reported as follows:

- Foxton Gardens Association (FGA) had approved the terms of the Management Agreement and that all the allotments had been taken up. FGA was undertaking a fund-raising drive
- A response was awaited from Foxton Preschool.

- The Cricket club was not willing to accept the break clauses in its lease
- Water had not yet been supplied to the allotments

### **COMMUNITY BUILDING**

Dr Grindley reported that he had met Mr John Middleton of Middleton Hardware, the firm that supplied the locks for the pavilion. Mr Middleton gave a verbal undertaking to have all the locks replaced and fitted. Dr Grindley gave him a copy of Dr McKeown's report and said the council would not like the same locks as replacements.

Dr Grindley said he had received no response from a local plumber and would now seek a quotation from Melbourn Plastics.

### **DOVECOTE**

It had already been agreed that the clerk would chase up repairs to the plaque. Mr Hockley reported that Mr Pusey had obtained two waymark posts for the footpath, which he would arrange to be installed and source direction signs to cap the posts. Discussions on the proposal to store Foxton artefacts in the Dovecote were ongoing. Cleanaway had donated a load of wood bark gratis for the footpath, which had now been spread. The clerk said she would telephone Mr Hood (Cleanaway), who had made the offer of the woodlark, to thank him.

### **CORRESPONDENCE**

The clerk summarised the correspondence received in the past month, which is given in full below:

- 1) Letter dated 7<sup>th</sup> March from the SCDC Housing Strategy Manager re the housing survey of 500 households in the district on local residents' housing needs to be undertaken by a market research organisation (MRUK).
- 2) Invitation from SCDC to councillors to attend a consultation with the travelling and settled communities on gypsy/traveller site provision to be held on 27<sup>th</sup> March.
- 3) Letter dated 7<sup>th</sup> March from CCC South Highways Division with schedule of grass cutting costs from 2000 to 2007.
- 4) Letter dated 8<sup>th</sup> March re memorial safety in burial grounds. (*Replied 1 April 2007*)
- 5) Letter dated 8 March re changes to bus timetables, April 2007.
- 6) Copy of Andrew Lansley's response (9/3/07) to the Public Consultation on proposed changes to the East of England Plan sent by his constituency office on 13<sup>th</sup> March.
- 7) Letter from the SCDC Environment Operations manager enclosing the Trade Refuse Duty of Care document 2007-08 for completion. (*Clerk to seek clarification*)

- 8) Letter dated 19<sup>th</sup> March from the CCC Civil Protection Officer on emergency planning for pandemic flu (burials) requesting information on burial sites. *(passed to GB) Mrs Roberts said the situation needed to be looked at.*
- 9) Copies (sent 22/3/07) of a letter from Phil Woolas MP to Andrew Lansley re South Cambridgeshire's Housing Revenue Account and Andrew Lansley's response asking that he look at bringing the Housing Revenue Account subsidy, and the Housing Capital receipts support for new housing, together.
- 10) Letter dated 22<sup>nd</sup> March from the SCDC Housing Asset and Investment manager re the SCDC grounds maintenance contract. Some areas, previously cut by SCDC, but not its responsibility, have been excluded and CCC, as Highways Authority, informed.
- 11) Letter dated 28<sup>th</sup> March from the SCDC Trees and Landscapes officer re Deemed Consent (35 High Street, Foxton) for the removal of a dead elm tree.
- 12) Letter dated 28<sup>th</sup> March from the CCC Customer Relations Officer enclosing list of changes to local bus services.
- 13) Information from Cambridgeshire ACRE including:
  - Letter enclosing Cambridgeshire ACRE Service user survey and enclosing questionnaire *(Clerk's draft response scrutinised and approved)*
  - Leaflet on Wildlife Training Workshops 2007
  - "Community Action" magazine, spring 2007
- 14) COPE Newsletter, April 2007 enclosing exercise and physical fitness questionnaire and Mission Statement leaflets.
- 15) Schedule of dates and venues for forthcoming Cambridgeshire Local Access Forum meetings.
- 16) Disability Sports Focus group newsletter, March 2007.

### **VISITORS' QUESTIONS**

Mr Howard said that a plank on the picnic table in the Play Area was loose and needed to be fixed.

*Mr Chilton said he would ask Vic Mead to do this.*

Mr Howard also reported trouble at the level crossing caused by traffic turning right into the car-wash site causing vehicles to be stationary on the level crossing.

*Mr Hockley said this point had been made to the SCDC Planning Department in the council's response to the planning application. Mrs Roberts said that SCDC was waiting for the CCC Highways Department response.*

*Dr Brooksbank asked whether operations at the site could be suspended while the application was under consideration. Mrs Roberts said this would not be possible.*

*It was agreed the clerk would write Network Rail with the letter copied to the British Transport Police*

Mr Challis said that Foxton Churchyard had more burial plots available than anywhere for miles around and that the council should be eternally grateful that they do not have the responsibility for it, and that there should be no question of grudging the contribution the council makes to its maintenance.

Mr Challis also said that although he knew there was nothing the council could do about the situation, he would like it to be minuted that the exit from Caxton Lane onto the High Street was very dangerous to execute because of the high hedge at No. 8 High Street: vehicles had to go  $\frac{3}{4}$  of the way across the road before drivers had a satisfactory view. A further problem was that the Caxton Lane was not a formally adopted road.

### **ANY OTHER BUSINESS**

Mr Barnes asked Mrs Roberts to advise the SCDC Planning Officers that a large shed/summerhouse had been erected at the house on the corner of Hillfield (Fowlmere side). As a result, vehicles were being parked in Hillfield with two wheels on the footway, both obstructing the footway and the road itself. Mrs Roberts said she would look into this matter.

### **DATE AND TIME OF NEXT MEETING**

It was confirmed that the **Annual Parish Meeting** would be held on **Monday, 30<sup>th</sup> April 2007**, at **7.45pm** in the **Meeting room** of the **Village Hall**.

As there might be a delay in getting the bank signatories changed, Mr Hockley proposed that a **short council meeting** should follow the Annual Parish Meeting so that any payments invoiced in the period between now and the 30<sup>th</sup> could be approved and cheques signed, together with any urgent business. Mr Barnes seconded the proposal and all were agreed.

It was confirmed that the next full meeting of the Parish Council would be the **Annual General Meeting** to be held on **Monday, 14<sup>th</sup> May 2007**, at **7.45pm** in the **Meeting Room** of the **Village Hall**.

There being no further business, the meeting closed at 9.20pm.