

**MINUTES OF THE ANNUAL GENERAL MEETING OF FOXTON PARISH
COUNCIL**

HELD ON MONDAY, 14th MAY 2007, AT 7.45 p.m.

PRESENT

Dr Oakley, Dr Grindley, Mr Allars, Mr Bentinck, Dr
McKeown, Mr Kennedy,

County Councillor David McCraith

IN ATTENDANCE

4 members of the public

APOLOGIES

Apologies were received from District Councillor
Deborah Roberts and Mr Barnes

SIGNATURES FOR ACCEPTANCE OF OFFICE

Before the meeting could begin both new and existing councillors signed their Acceptance of Office forms, which were duly signed by the clerk as proper officer.

ELECTION OF CHAIRMAN

The Clerk called for nominations for the position of Chairman of the Council. Dr Grindley proposed Dr Oakley as Chairman. Dr McKeown seconded the proposal, and all were agreed.

ELECTION OF VICE-CHAIRMAN

Dr Oakley then proposed Dr Grindley as Vice-Chairman. Mr Kennedy seconded the proposal and all were agreed.

ELECTION OF THE COMMITTEES

Dr Oakley asked for volunteers for the three committees and these were agreed as follows:

Recreation and Amenities

Mr Bentinck, Mr Allars, Mr Barnes (who had previously agreed to serve) Dr Grindley, and Dr McKeown,

Finance

Mr Kennedy, Mr Allars, Mr Bentinck and Dr Grindley.

Planning

Mr Barnes, Dr Grindley and Dr McKeown.

(Dr Oakley, as Chairman, being, ipso facto, a member of all three committees.)

OTHER POSITIONS

Police Liaison

Mr Bentinck volunteered to fulfil this role.

Cemex (formerly Rugby Cement) representative

Mr Kennedy agreed to continue to represent the council.

Transport

The Recreation and Amenities Committee was asked to appoint a member to fulfil this role.

Correspondent for the Recreation Ground Trust

Dr McKeown volunteered to undertake this role.

DECLARATION OF INTEREST

None.

MINUTES OF THE PREVIOUS MEETING

Three amendments were necessary:

- (i) County Councillor David McCraith and District Councillor Deborah Roberts should not have been included in the list of those present.
- (ii) Under “Planning matters” it should have been recorded that Dr Grindley left the room before the planning application for Barons Farmhouse was discussed, and returned after this matter had been dealt with.
- (iii) On page 10, under “Any Other Business” (1st paragraph), the 2nd sentence should read, “The Police had been alerted and had informed that the property had been recovered and that the perpetrator was a youth from outside the village.”

Dr McKeown proposed that, with these amendments, the Minutes of the meeting held on 30th April 2007 be signed as a true record. Mr Kennedy seconded the proposal and all were agreed.

MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 3rd APRIL

Carlton West’s withheld payment

Dr McKeown queried how much this was. The amount withheld of the second and final bill was in the order of £300. The clerk said she would contact Skillington Workshops again to try to get some idea of when the repair to the plaque might be effected.

Former Q8 Garage

As Mrs Roberts was not present to give an update on the situation regarding the former Q8 garage, the clerk was asked to write to SCDC asking to be informed what was happening in regard to the planning application that should have been submitted for this site, and to contact Mrs Roberts as well.

Correspondence –Mr Mead’s resignation

The clerk had advertised the vacancy for a handyman to work for the council on the Council’s notice board and at the shop. She had also sent a copy of the notice to “The Laurentian”, but this would not appear until the June issue of the magazine. There had not been any interest so far. Mr Mead had asked whether the council was happy for him to buy the necessary materials to repair the picnic table in the Play Area. All were agreed.

RECREATION AND AMENITIES

The clerk had not yet written to Mr Salmons accepting his quotation for all works except laying of tarmac on the footpath from St Laurence Road to the Recreation Ground .She had received an e-mail from Mr Pusey who suggested that tree work was necessary at the rear of Mr Mycroft’s house (14 Baron’s Lane) and could be added to Mr Salmons’ contract. The matter was discussed and the clerk was asked to write accepting Mr Salmons’ quotation (except the laying of tarmac) and to ask him to extend the contract to include any necessary tree work at the site to the rear of Mr Mycroft’s house, adding that Mr Bentinck would be willing to meet him on site to discuss the extra work needed. The clerk was also asked to seek quotations for laying tarmac on the path between St Laurence Road and the Recreation Ground.

FINANCE

Dr Oakley passed the Barclays Bank pack for change of signatories to Mr Kennedy and the clerk gave him the Cambridge Building Society passbook as the signatories for this account would need to be changed as well. Dr McKeown also passed him the paperwork for change of signatories to the RGT account.

Mr Kennedy then gave details of the Bank Accounts as follows:

Deposit Account	£22,893.42
Current Account	£54.71
Cambridge Building Society	£13,775.16

Mr Kennedy proposed the following cheques for payment:

Playsafety Ltd (annual inspection of Play Area 2007)	£95.18
Foxton Village Hall Trust (hire of Meeting Room2&30 April & Lounge 6 April)	£34.50

Mr Allars seconded the proposal and all were agreed that these payments, totalling £129.68, be made and that £130 be transferred from the Deposit Account to the Current Account.

Mr Kennedy also sought agreement from the council to approve the clerk putting in an order for stationery including suspension files, folders and copier paper. All were agreed.

The Notice of Audit had been displayed today, and the period during which documents relating to this year’s accounts would be available for inspection would commence on 29th May.

A job description and terms of employment would need to be drawn up for Vic Mead's replacement. *It was thought that Mr Bentinck should consult Vic mead over this.*

PLANNING

Dr Oakley reported as follows:

Planning permission granted:

Mr and Mrs Coleridge	Application No. S/0378/07/F for a conservatory at 43 Station Road. Usual conditions.
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Planning permission refused:

Mr and Ms J Gray	Application No S/0439/07/F for an extension at 36 High Street The proposed extension would appear unduly dominant and overbearing to the rear gardens of Nos. 10 & 12 Edis Way
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Planning Application considered at the meeting:

P Mead	Application No. S/1946/04/O for erection of 13 houses and 1 bungalow at land at Moore's Farm, Fowlmere Road (amendment)
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This application was an amendment to the previous outline planning application for the site. The preceding plan and the amended plan were both passed round for scrutiny and discussion. It was felt that clarification was needed about the precise changes. Dr Grindley offered to telephone the district council and then pass the consultation form back to the clerk to respond on behalf of the council.

RECREATION GROUND TRUST REPORT

Dr McKeown reported that the Trust had met since the last FPC meeting. Although the Management Agreement between Foxton Gardens Association (FGA) and the allotment holders had been agreed, the leases for the Cricket Club and the Preschool garden were still under discussion. The Trust's solicitor had given advice, which needed to be considered.

Dr Grindley said that one proposal for the Recreation Ground extension, to provide a groundsman's compound for the safekeeping of equipment, was still outstanding, and needed to be revisited.

Recreation Ground Extension

Dr McKeown said that the Committee had also met since the last FPC meeting and had discussed the situation regarding the leases. The FGA had pointed out that areas of land still under FPC/RGT control were showing very rapid growth and needed to be either flailed or sprayed.

Dr Grindley said that it was intended that, once the leases were in place, the users should maintain their own plots, leaving just the Bike Park and the picnic area under RGT control.

In the meantime, REGEC recommended that Richard Barnes be asked to flail the land with the cost thought likely to be about £50, or, alternatively, Jon Cairns had a sprayer and had offered to spray the area if reimbursed for the cost of materials (although Dr Grindley pointed out that, due to the proximity of the school, a full licence for spraying would be needed). Mr Allars proposed the second option, Mr Kennedy seconded the proposal and all were agreed.

The clerk was asked to contact Mr Cairns, and, if he had the appropriate licence, to take up his offer and ask him to spray all area on the Recreation Ground extension with the exceptions of the allotments and the Preschool garden.

DOVECOTE/MEADOW PROJECT

The clerk reported that Mr Pusey had brought the waymark post to be stored at her house and suggested that the key should be passed to a member of the council. Mr Pusey would shortly be going on holiday and Mr Kennedy said he would contact him about the key to the dovecote before he left.

CORRESPONDENCE

The Clerk summarised the correspondence received since the meeting on 2nd April, which is given in full below:

- 1) Letter dated April 2007 from EERA inviting councillors to attend one of a series of Regional Gypsy and Traveller events to be held in May and June (most convenient at Robinson College at 7pm on 21st May). Informing that Issues and Options document will be published on 8th May 2007.
- 2) (a) Letter dated 4th April from the Department for Communities and Local Government enclosing a copy of the revised Local Authority (Model Code of Conduct) Order 2007 in effect from 3rd May. (b) Letter dated 1st May from the Standards Board for England about the revised Code. (c) Briefing notes from CALC. (All documents to be read in conjunction with each other)
- 3) Letter dated 4th April from CCC/Peterborough City Council re changes to the timetable for plan preparation of the Cambridgeshire and Peterborough Minerals and Waste Plan: enclosing booklet on Service Improvement Plan 2007/08.
- 4) Letter dated 5th April re revised Parish Planning Pack.
- 5) Letter dated 5th April from SCDC Health and Environmental Services Department re the provision of litter and dog bins.
- 6) RoSPA Play Area Safety Inspection Report dated 12th April, with memo and leaflet re RoSPA's International Play Safety Conference to be held on 14th June. *Passed to SB*
- 7) Letter dated 19th April from SCDC Housing Services Department enclosing a copy of the Housing Consultation Protocol.

- 8) Letter dated 19th April from CCC Cambridge Projects Communications Manager enclosing an information leaflet on minor traffic management issues.
- 9) Letter dated 25th April from SCDC with notes from the Traveller Liaison Forum meeting held on 27th March.
- 10) Letter dated 25th April from CCC Environment and Community Services office enclosing a heavy commercial vehicle newsletter.
- 11) Letter dated 28th April from Mr and Mrs Corley informing that they are having a tree removed from the Hall Close verge adjoining their property on 1st June and pointing out that the oak tree on the same piece of land needs remedial work.
- 12) Letters received 30th April from Mr Phillips expressing an interest in helping with the exhibition proposed for the Dovecote and attaching a letter he wrote some time ago about a time capsule he had buried and with references to the background of the Foxton Community Project.
- 13) Information from Cambridgeshire ACRE including:
 - Agenda for the next CALC meeting to be held at SCDC offices on 30th May at 7.30pm and notes of the meeting held on 1st March
 - Memo re website improvements
 - CILCA training schedule and booking form
 - Details of various training courses including Councillor Professional Development Stage 1, Workshop for chairmen 6th July, and special free events for new councillors to be held at the CALC office, St Ives on Saturday, 2nd June 10am – 1130am and 6th June 7pm-8.30pm
 - Notice of CALC Liaison meeting with SCDC to be held on 7th June at SCDC offices at 7.30pm.
 - Bulletin, April
 - Leaflet on Freedom of Information Act and Environmental Information Regulations 2004
- 14) COPE Newsletter, May 2007.
- 15) SCDC booklet on reporting anti social behaviour.
- 16) Local Council Review, May 2007.
- 17) “Clerks and Councils Direct” magazine, May 2007.
- 18) Leaflet on Cambridgeshire archaeology events 2007.
- 19) Appeal for donation from “Vitalise” a charity for disabled people, their families and carers.
- 20) Publicity material from Huck and Kompani (play equipment) and MHB Services Ltd (street lighting works and maintenance).

The clerk said that item 2 relating to the new Code of Conduct should be studied carefully as the new Code has to be adopted by 1st October.

Copies of the SCDC letter (item 5) re the provision of litter bins and dog litter bins had been passed to councillors at the meeting on 30th April. There was a short period whilst new councillors acquainted themselves with the letter, then Mr Kennedy proposed that the council support Option 2 (that parishes be charged for emptying new bins). Dr McKeown seconded the proposal and all were agreed. The clerk would reply to the letter stating that option 2 was preferred by FPC.

VISITORS' QUESTIONS

Mr Challis welcomed the new members to the council and said that it was good that there were still people willing to do things for the village and expressed his thanks to the existing councillors. He pointed out that a lot of the recent election literature had promised to provide a car park at the railway station and asked whether the council could start a fresh offensive to achieve this. He wondered whether Network Rail was under the misconception that it was being asked to supply a huge space, whereas only a small car park was needed.

Dr McCraith said that he had no further information on the matter but said that Network Rail was under pressure from Government directives such as decreasing the service from smaller stations.

Mr Challis said that some time ago, when he was vice-chairman of the council, and there had been talk of closing Foxton Station, this had been averted and Harston station had been closed instead.

Mr McCraith said it was still worth pushing Network Rail and agreed that mentioning that only a small car park was needed might be helpful. He suggested the council write to Network Rail (with copies to himself and Andrew Lansley) and he would then follow up by writing to Network Rail himself.

Mr Chilton emphasised the importance of any operative having a proper licence for spraying.

Mr Challis, referring to his previous comments at an earlier meeting about the difficulties experienced by drivers exiting from Caxton Lane, said that the situation had been improved somewhat as Mr Callin had cut his hedge back.

ANY OTHER BUSINESS

Mr McCraith said that the Annual Meeting of the County Council would be tomorrow. There were several changes at the County Council with a new Leader, who wanted new committees, and a new Chief Executive Officer.

The clerk said she had received an e-mail from Mr Pusey asking the council whether it would confirm that a "Rock on the Rec" concert similar to last year would be acceptable. All were agreed that the concert could take place and the clerk was asked to pass this message on to the organisers.

The clerk reminded councillors to pass on the envelope of circulating correspondence as quickly as possible

DATE AND TIME OF NEXT MEETING

It was confirmed that this would be held on **Monday, 4th June 2007 at 7.45pm, in the Village Hall Meeting Room.**

There being no further business, the meeting closed at 9.15 pm.