

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

**HELD ON MONDAY, 10<sup>th</sup> MAY 2010, AT 7.45 p.m.**

**PRESENT** Dr Oakley, Dr Grindley, Mr Allars, Mr Barnes, Mr Bentinck, Mrs Macintyre and Mr Sutton

**IN ATTENDANCE** 6 members of the public

**APOLOGIES** County Councillor Susan van de Ven, District Councillor Deborah Roberts and Dr McKeown

**ELECTION OF CHAIRMAN**

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

**ELECTION OF VICE-CHAIRMAN**

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

**ELECTION OF THE WORKING PARTIES, PLANNING COMMITTEE AND OTHER POSITIONS**

Soundings had been taken prior to the meeting and membership of the working parties and the planning committee had been agreed as follows:

**RECREATION AND AMENITIES WORKING PARTY**

Mr Bentinck, Mr Allars, Mrs Macintyre and Dr McKeown

**FINANCE WORKING PARTY**

Mr Sutton, Dr Grindley, Mr Allars and Dr McKeown

**PLANNING COMMITTEE**

Mr Barnes, Dr Grindley, Mrs Macintyre and Mr Sutton

The working parties and the Planning Committee would each elect their own Chair

**OTHER POSITIONS**

- (i) Transport Representative
- (ii) Correspondent for Recreation Ground Trust

Dr Oakley would take on the role of Transport Representative.

Dr McKeown had indicated that he would be willing to continue in the role of Correspondent for the Recreation Ground Trust.

## **DECLARATIONS OF INTEREST**

All Parish Councillors have received a dispensation from the SCDC Standards Committee to permit them to discuss, without prejudice, matters concerning Foxton Recreation Ground Trust of which they are all trustees and thus have a personal interest.

There were no other declarations.

## **MINUTES OF THE PREVIOUS MEETING**

As no amendments were needed Dr Oakley proposed that the Minutes of the previous Meeting held on Monday, 6<sup>th</sup> April 2010 be signed as a true record. Dr Grindley seconded the proposal and all were agreed.

## **MATTERS ARISING FROM THE MINUTES**

### *County Councillor's Report – parking problems in Foxton*

Dr Oakley said there would be a meeting on 7<sup>th</sup> June with representatives of First Capital Connect, Cambridgeshire County Council, South Cambridgeshire District council and the police over parking problems in the village.

### *Recreation and Amenities Report – Cricket Club*

Dr Grindley said he had written to both the Welch Group and Richard Barnes asking them to prepare the ground in the sports compound to receive the cricket container.

## **COUNTY COUNCILLOR'S REPORT**

There was no report.

## **DISTRICT COUNCILLOR'S REPORT**

There was no report.

## **PARISH PLAN UPDATE**

Dr Grindley had reprocessed photographs for the plan to make them smaller. Mr Allars said that the plan would be produced in A4 size and that as most people in the village would like a hard copy, investigations would be made about producing the plan at a cheaper price. Mr Allars said that a meeting would be necessary with representatives of the Recreation and Amenities and Finance working parties and the Planning Committee in order to formulate a five-year plan for the village to be included in the plan.

## **REPORTS FROM THE WORKING PARTIES**

### **RECREATION AND AMENITIES**

Mr Bentinck reported as follows:

- Letters had been sent to the Cricket Club about stage payments for grass cutting and to the occupants of 1 St Laurence Road about hedge cutting. (*Mr Bentinck said the hedge needed cutting again*)
- The village signs had been cleaned but needed new backings

- The village grass cutting under the new contract was going very well.
- The village litter-pick event would be held on the 12<sup>th</sup> and 13<sup>th</sup> June and efforts were being made to source the necessary tools and snacks for volunteers. There would be an item on the event in the forthcoming “Laurentian”.

Mr Barnes pointed out that cleaning the bus shelter was the council's responsibility.

The clerk was asked to contact Mr Cooper of the CCC Highways Department about the potholes at Foxton Bottom.

### **FINANCE**

Before outlining the current financial position, Mr Sutton said the Annual Governance Statement had to be agreed in order to complete the Annual Return for the external auditors, Moore Stevens. Dr Oakley read out all the items in the Statement and all were agreed that the responses were correct.

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

Deposit Account	£25,647.68
(This included the 1 <sup>st</sup> half of the 20010/11 precept of £8,125.00)	
Current Account	£52.39
Standard Life Bank (Premium 10-day Notice Account)	£15,000.00
(Mr Sutton said that the Notice Account had succeed the 1-year Bond held with Standard Life earlier in the year and would need one other signatory)	

Dr Sutton proposed the following cheques for payment:

NALC (subscription renewal)	£13.50
Foxton Village Hall Trust (hire of Lounge on 12/4 and Meeting Room on 26/4)	£25.50
D Salmons Fencing Services (Village Warden duties April)	£126.50
J E Burns (salary April and May)	£618.95
J E Burns (expenses March/April)	£60.01
CPALC (2010/11 membership fee)	£378.85

Dr Grindley seconded the proposal and all were agreed that these payments, totalling £844.46, should be made and that £845 be transferred from the Deposit Account to the Current Account.

Mr Sutton concluded by saying that he would continue to send one-monthly financial statements to Dr Oakley and to Dr Grindley, and three-monthly statements to all councillors, in advance of council meetings: all were agreed that these statements were very helpful.

### **PLANNING COMMITTEE REPORT**

Mr Barnes reported as follows:

The committee had met on Tuesday, 26<sup>th</sup> April when the following application was considered:

Mr and Mrs Karl Mills

Application No. S/0458/10/F for extensions at 5,  
Hall Close

This application was approved with the following comments:

“The proposed extension is in keeping with the dwelling and local development.”

Dr Oakley had received an e-mail from Mrs Roberts giving an update on following outstanding planning issues:

1. New entrance at the Burlington Press site

No modified planning application had been received by SCDC suggesting that the new High Street entrance is made entry only.

2. Former Q8 Garage

The SCDC Planning Sub Committee that had recommended enforcement action was now saying that, unless the parish council was able to demonstrate what “harm” was being done at this site as a result of the owner operating without submitting a planning application for the activities there, enforcement would not now be carried out.

*(In both the above cases, Mrs Roberts suggested writing to SCDC.)*

3. Tree with Tree Preservation Order (TPO)

The company that had felled the tree with a TPO at the Burlington Press site was being taken to court.

4. Fence at “The Spinney”

The owners had removed the trellis, and painted the fence, giving an improved appearance. However, the County Council was investigating the possibility that they had encroached on CCC land.

## **POLICE LIAISON REPORT**

Mr Barnes said that the last meeting of the Police Liaison Panel, held at Foxton, had been very well attended by residents from Station Road and parking problems in the village were put forward as a high priority. There had been a number of daytime break-ins in the village. The police and the SCDC Anti-social Behaviour Officer were aware of the antisocial behaviour problems being experienced in the village, particularly in the Community Building car park. The Registration Numbers of two vehicles parked in the Community Building car park over the May Bank Holiday had been recorded: a large amount of broken glass had been found in the car park after the holiday and the school had made a report to the police.

Mr Barnes said that the man caught following a break-in at a house in the High Street was a 23-year old Columbian who would serve nine months of an eighteen month prison sentence before being deported.

In an attempt to deal with the problem of drivers “jumping” the level crossing gates, the police were talking to people in the early morning and carrying out speed checks.

Finally, it was noted that a skip (without lights) had appeared outside the shop again in connection with the building works at the next-door house, although the driveway to the house remained clear. Mr Barnes agreed to contact the police about this matter.

## **RECREATION GROUND TRUST (RGT) REPORT**

Dr McKeown had sent a message to say that he had nothing to report this month.

Mr Sutton questioned an invoice received for payment by the RGT. After a short discussion, it was concluded that the amount payable was correctly invoiced.

Mr Bentinck said that the Playground Improvement Group was well forward with plans for the area and that an event was planned for 12<sup>th</sup> September.

## **DOVECOTE/MEADOW PROJECT**

Mrs Macintyre reported that there were lots of wild flowers in bloom in the meadow and that Jon Cairns would be cutting the grass some time in the next few weeks. She said that someone had chalked graffiti on the Dovecote door.

## **CORRESPONDENCE**

The clerk summarised the correspondence received since the last meeting, which is given in full below:

- 1) Letter dated 15<sup>th</sup> April from the SCDC Planning Policy manager re south Cambridgeshire and Cambridge City Council Strategic Flood Risk Assessment (SFRA) requesting information on flooding and past flood events: enclosing questionnaire and SAE. *Passed to SB*
- 2) Letter dated 23<sup>rd</sup> April from the CCC Rights of Way and Access Manager giving an update on the department's activities and organisation: enclosing details of training courses including one to be held on 19<sup>th</sup> May entitled "Introduction to Public Rights of Way Legislation and Responsibilities".
- 3) Letter received in May from Cambridgeshire Horizons re its consultation on its Green Infrastructure Strategy Review 2010: enclosing questionnaire.
- 4) Letter dated 13<sup>th</sup> April from CGM re new management appointment and details of services available.
- 5) COPE newsletter for May 2010 and leaflet.
- 6) "Clerks and Councils Direct" magazine for May.
- 7) CCC Cambridgeshire Older People's newsletter April-June 2010.
- 8) Publicity material from Kompani, Record RSS, and SMP (playground equipment), Green Thumb (lawn treatment), Littlethorpe (hardwood shelters), Prolite (energy services) and Barcham Trees.

## **VISITORS' QUESTIONS**

Mr Challis warned that although most plastic bags put through residents' letter-boxes were for legitimate causes, some belonged to companies who only gave a portion of the proceeds of sale of goods put out in the bags to charity. There was also the problem, of which the police were aware, of bags hanging out of letterboxes. If these were not removed fairly promptly, it gave thieves an indication of unoccupied houses.

Mrs Howell mentioned litter problems at the entrance to the Dovecote Meadow.

A member of the public complained about the lack of a dog litterbin in Station Road.

*Both these problems were referred to the Recreation and Amenities working party.*

### **ANY OTHER BUSINESS**

Dr Oakley said that Mr Bentinck had opened up a Google e-mail account for limited use by residents to contact the Parish Council that he would operate although this would not be regarded as the official channel for communication.

Mr Allars said that the meeting about Emergency Planning had been arranged for 25<sup>th</sup> May in the Village Hall and that the SCDC Emergency Planning Co-ordinator, Laurence Green would attend. He said that 15-16 people would be involved in emergency planning for the village. Dr Oakley thanked Mr Allars for his efforts in organising this project. It was agreed that a report of the meeting would be an agenda item for the next FPC meeting.

Mrs Macintyre mentioned the untidy state of the car wash facility at the level crossing. She also reported that the mountain bike track needed strimming and that the Cricket Club roller had been moved to a location near Mrs Meese's house. Following Mr Fawcett's comments about the Horse Chestnut trees at Vicarage Corner, Mrs Macintyre said she had investigated and thought they did need cutting back; she suggested that the this work could be included in the tree budget in the next financial year.

The clerk said she had been told that the tarmac path at the top of Mortimers Lane was very muddy. This was due to the leaking water pump. The problems of the leak and the muddy path would be resolved when, as it was hoped, the water table settled down following the changes resulting from the closure of Barrington Cement Works.

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

It was confirmed that the next meeting would be held on **Monday, 7<sup>th</sup> June 2010 at 7.45pm in the Meeting Room of the Village Hall.**

There being no further business, the meeting closed at 9.00pm.