

MINUTES OF THE ANNUAL MEETING OF FOXTON PARISH COUNCIL

HELD ON MONDAY, 9th MAY 2011, AT 7.45 p.m.

PRESENT

Dr Oakley, Dr Grindley, Mr Barnes, Mr Sutton, plus newly elected members, Mr McCreery, Mr Elliott and Mrs McFazdean

IN ATTENDANCE

5 members of the public

APOLOGIES

County Councillor, Susan van de Ven, District Councillor Deborah Roberts, Mrs Macintyre and (newly elected) Mr Bore

ELECTION OF CHAIRMAN

Dr Grindley proposed that Dr Oakley be re-elected as chairman of the council. Mr Barnes seconded the proposal and all were agreed. Dr Oakley said he would be pleased to continue in office and then took the chair.

Acceptance of Office and Registration of Member's Interest documents were distributed to councillors, including those newly elected, for later signing. Due to Rulings about Annual Meetings, the newly elected members would not be able to vote at the present meeting.

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 planning committee and the working parties and had been agreed as follows:

RECREATION AND AMENITIES WORKING PARTY

Mr Barnes, Mrs Macintyre, Mr McCreery and Mrs McFazdean

FINANCE WORKING PARTY

Mr Sutton, Dr Grindley, Dr Oakley and Mr Sutton

PLANNING COMMITTEE

Dr Grindley, Mrs Macintyre, Mr Sutton, Mr Bore and Mr Elliott

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

OTHER POSITIONS

Transport Representative: Dr Oakley

Dovecote/Meadow: Mrs Macintyre

Police representative: Mr Barnes

Children and Youth: Mrs McFadzean

Dr Oakley proposed that these roles be formally agreed by the council. Dr Grindley seconded the proposal and all were agreed.

It was agreed that the appointment of a Correspondent for the Recreation Ground Trust be deferred till a later date. A council representative at Village Hall Committee meetings would also need to be agreed.

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. These dispensations were due for renewal and Dr Oakley passed around the relevant forms to be filled in by all councillors so they could be sent to SCDC.

MINUTES OF THE PREVIOUS MEETING

As no amendments were needed, Dr Oakley proposed that the Minutes of the previous Meeting, held on Monday, 4th April 2011, be signed as a true record. Dr Grindley seconded the proposal and all were agreed.

MATTERS ARISING FROM THE MINUTES

There were no matters arising other than those that would be raised during other agenda items.

COUNTY COUNCILLOR'S REPORT

Although, due to family reasons, Dr van de Ven was not present, she had sent in the following report:

“1. Thanks to the relationship we have struck up with Network Rail, a liaison meeting between NWR and County Highways is to take place next week to discuss the interface between level crossings and Highways throughout Cambridgeshire, with a special agenda item devoted to Foxton. As you know, the highway (and other rights of way) passing over level crossings becomes the sole remit of NWR, but the obvious complexities of how the two mandates work in conjunction with each other is critical to providing the safest possible environment for drivers, cyclists and pedestrians. I've met with the officer at CCC to go over detailed concerns at Foxton and will meet him again after the meeting.

2. Melbourn Area Youth Development: Productive meeting on May 4th; next meeting is June 14th. The new youth club, under parish council support model, has started up; first meeting was last week. The steering committee of parish council reps will meet frequently in the early stages to ensure all is running well; suggestion that we convene on Tuesday evenings in order to coincide with the club itself and to allow us to visit the young people and vice versa. It would be very good to ensure that Foxton is represented at the next meeting; realize it is difficult to make all meetings so perhaps a second parish councillor could be asked to act as a substitute when needed?

3. Station birthday and station adoption: Thanks to Rachael Macintyre and Mark Howard from the Foxton Garden Association for coming along to the station to think about first steps on the garden front. Our plan is to start modestly and ensure that whatever we undertake is supported by the community. We've cobbled together some donations including a skip load of compost so will be letting people know, via the Laurentian, as to what's happening and when.
4. New ticket machine screen has been installed at the station and appears to be a huge improvement. I've written to NWR to ask when new pedestrian gates are going in.
5. I've written to CCC to ask when the new 50mph speed limit is to be implemented between Foxton and Shepreth.
6. Melbourn Village College is consulting on prospective Academy Status and joining together with Comberton Village College. This is an important juncture for MVC – please see the college website for full details. Open evening to discuss on May 27.
7. Part of the reason for the hold-up on double yellow lines in Station Road has been the slow progress in other parishes to consult and decide what is wanted; the legal notice has to cover all. I've alerted those parishes.
8. Update on Foxton Learner Centre below:

Cambridgeshire County Council -Establishment of a New Community Special School

Notice (extract from full proposal) is given that Cambridgeshire County Council intends to establish a new community special school under section 10(1) of the Education and Inspections Act 2006. The Secretary of State's consent has been obtained in order to publish this proposal without the need for a competition. It is proposed that the new special school will open on 1 April 2012.

The new school will be formed from an amalgamation of the three current Learner Centres situated in Foxton, Hartford and Fenland. It will occupy all three existing premises and will therefore operate on a split site basis. The amalgamation of the current Learner Centres will guarantee the supply of suitable places for young people with Social, Emotional and Behavioural Difficulties (SEBD) living in Cambridgeshire, in a specialist, inclusive, supportive environment, with direct access to a range of extended services, and advice from specialists.

The school will cater for pupils between the ages of 11 and 18 and provide 105 full-time places for boys and girls with a statement of Special Educational Needs.

Admission to the school will be arranged by agreement with the Local Authority. Priority will be given to educate those young people with a range of social, emotional and behavioural difficulties, who are at risk of exclusion, or who have been excluded, or who are encountering difficulties in their current school (both mainstream and special). Arrangements to transport young people to the new school will be made for those pupils qualifying under the Council's transport policy.

PARISH PLAN UPDATE

There was nothing further to report.

REPORTS FROM THE WORKING PARTIES

RECREATION AND AMENITIES

There was no formal report.

Mr Barnes gave an update on the newly formed youth club at Melbourn. The steering group whose last meeting was on 4th May, and would now be known as Melbourn Area Youth Development (MAYD), was in the process of formulating Terms of Reference and were looking to set up a bank account into which the County Council would transfer about £600 currently being held by CCC on behalf of the youth club. The group would also research the possibility of gaining charitable status. Melbourn PC was awaiting a formal invitation to contribute funds. The group was also trying to make progress on transport issues: The possible use of the Melbourn Village College mini-bus and Royston District Community transport was being investigated.

Eighteen youths had attended the last youth club meeting aged from years 6 to 11. It was hoped to include some youth club members in the steering group. A Facebook page was being developed. The next meeting would be held on Tuesday, 14th June.

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. Mr Sutton read out all the items in the Statement and all were agreed that the responses were correct and could be signed by the chairman and the clerk.

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

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| Deposit Account | £7,925.76 |
| Current Account (This included the 1 st half of the 2011/12 precept) | £10,331.46 |
| Standard Life Bank | £30,344.92 |

Mr Sutton proposed the following cheques for payment:

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| CPALC (affiliation fee 2011/12) | £387.87 |
| CGM (Cambridge) Ltd (grass cutting, March) | £144.00 |
| Post Office Ltd (for SCDC) (annual charge for emptying dog bins 2011/12) | £462.18 |
| D Salmons Fencing Services (Village Warden duties, April) | £82.50 |
| J E Burns (salary April and May) | £622.75 |
| J E Burns (expenses March and April) | £70.15 |
| J E Burns (reimbursement for initial payment to Utility Warehouse) | £10.00 |

Dr Grindley seconded the proposal and all were agreed that these payments, totalling £1,779.45, should be made and that £8,500 be transferred from the Current Account to the Deposit Account.

A further invoice from P & D Specialist Services had been received in the amount of £3,972.65 for completion of the training lights installation, but this needed to be queried.

PLANNING COMMITTEE REPORT

Dr Grindley reported as follows:

The committee had met on 13th April when the following application was considered:

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| Mr Mark Vaughn | Application No. S/0536/11 for extensions and alterations to dwelling at 1 Hoffersbrook Farm, Royston Road, Harston Approved |
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The committee had also met on 28th April when the following applications were considered:

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| Mr Lloyd | Tree application C/11/40/030 to reduce the crown of a Cupressus at the corner of the house at 2 The Green Approved with the added recommendation that two further Cupressus trees in the rear of the garden would benefit from having their crowns reduced. |
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| Mrs Fiona Lough | Application No. S/0407/11 amendment to application for extensions to dwelling at 2A Hall Close |
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Insufficient time had been allowed by SCDC for responding to this application in the 14 days allowed due to the late receipt of the consultation letter and the number of public holidays and weekends included in the period. (An extension had been requested, but had been refused by SCDC's Planning Department) The council remained opposed to the application and this amendment on the same grounds as before. Unfortunately, the council's response to the amendment was not received in time for consideration by SCDC. A letter of complaint had been sent to the Acting Head of the SCDC Planning Department.

A letter had been received from SCDC acknowledging the council's letter regarding the new access to Burlington Press.

Circle Anglia had still not responded to requests for an update on the present position regarding the proposal for affordable houses on a site off Station Road. Dr Grindley proposed that the clerk write to Circle Anglia requesting information on the present state of affairs regarding this proposal. Dr Oakley seconded the proposal and all were agreed.

The clerk was also asked to write to SCDC requesting an update on the situation regarding the Power garage.

A letter had also been received from Cambridgeshire County Council saying that only one hard copy of consultation documents can be provided. Dr Grindley said that when consultation times were short, this made things very difficult for the committee and that the council might need to make some investment in suitable technology to allow copying of documents and plans.

Planning permission granted:

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| Mr A Ranner | Application No.S/0280/11 for a two-storey extension and conservatory at 50 Station Road Usual conditions plus requirement to fit obscured glass in windows on side elevation. |
| Mrs Fiona Lough | Application No. S/0407/11 amendment to application for extensions to dwelling at 2A Hall Close Usual conditions. |

POLICE LIAISON REPORT

Mr Barnes said that Foxton was now covered by the police base at Cambourne. The new sub-station at Melbourn Village College was now complete but not fully operational. Local crime figures were 50% lower than in the previous year. A closer look had been taken at parking problems in Station Road at the recent quarterly police panel meeting. Mr Barnes urged residents living near the school to report noise nuisance to the police. He said that graffiti continued to be a problem on the youth shelter and in the school parking area and that in this very dry weather fires being set in Foxton wood were a real danger. Mr Barnes also reported that there had been 100 convictions at the level crossing for drivers jumping the lights.

RECREATION GROUND TRUST REPORT

There was no report.

DOVECOTE/MEADOW REPORT

There was no report.

CORRESPONDENCE

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

- 1) Letter dated 12th April from Mr Payne (Fowlmere Road) enclosing a copy of the letter sent to the SCDC Neighbourhood Manager re the unacceptable amount of cat faeces being deposited on properties in the vicinity of 48 Fowlmere Road.
- 2) Letter dated 20th April from DLP Planning offering its services in connection with Gypsy and Traveller issues: enclosing briefing note.
- 3) Letter dated 21st April from CCC Environment Services re planned reduction in grass cutting in connection with public rights of way and requesting information about paths that should be maintained in the parish (responses by end of May).
- 4) Letter dated 26th April from CCC Environment Services enclosing a number of cycle maps for the Cambridge to Saffron Walden area.
- 5) Letter dated 3rd May from CCC Minerals and Waste Planning Group re consultation documents – only one hard copy can be supplied.

- 6) Letter dated 6th May from CCC Environment Services re the Parish Paths Scheme in South Cambridgeshire: enclosing feedback form.
- 7) "Clerks and Councils Direct" magazine, May 2011
- 8) COPE newsletter, May 2011.
- 9) Publicity material from Littlethorpe and Queensbury (bus and cycle shelters), Nottssport (synthetic sports pitches) and Wicksteed (play equipment).

VISITORS' QUESTIONS

Mr Challis asked whether the council now accepted the new entrance to the Burlington Press site.

Dr Grindley said that the council did not accept it and were questioning SCDC procedures.

Mrs Ward reported that the bin on Vicarage Corner had now been emptied.

Mr and Mrs Cook reported a litterbin missing from the small green at the top of Station Road. Mrs Cook also said that although it was good to see that the bus shelter in Station Road had been cleaned, the provision of a seat in the bus shelter would be a great improvement.

These matters were referred to the Recreation and Amenities group.

Mr and Mrs Cook also asked why the parish precept had been increased when the council had considerable funds in reserve.

Dr Oakley said that the council now had to pay for things such as street lighting that had formerly been paid for by the higher tiers of Local Government.

Mr and Mrs Cook also complained about the problems arising from vehicles parked in Station Road, in particular that large vehicles sometimes had great difficulty turning into the road from the A10.

It was pointed out that the council was fully aware of the problems and it was doing everything possible to improve the situation in conjunction with County Councillor Dr van de Ven.

Mr and Mrs Cook pointed out the dangerous nature of the footpath from Station Road alongside the grassed area containing the village sign and terminating in the High Street. They suggested away forward would be a barrier at the High Street end of the footpath to prevent accidents. They gave the council a plan to this effect, which the council agreed to investigate.

Mr Matt Gray, responding to a reply sent from the council to an earlier letter from Mr Carpenter, said that the number of local players in the various Foxton cricket teams was higher than the council appeared to think and that the cricket square was only extended for practice and for the Colts.

Dr Oakley said that the best way forward to prevent any further misunderstandings occurring between the Council and the Cricket Club would be for both parties to hold regular meetings. Mr Gray concurred.

ANY OTHER BUSINESS

Mr Barnes said he had an SCDC Community Transport document, and would try to obtain further copies.

Dr Oakley said that at this time of year it would be neighbourly for residents to let people know when they intend to have a bonfire. Dr Oakley also reminded those present that the Village Hall Management Committee AGM would be held the next evening.

The clerk urged all members to pass on the circulating correspondence within three days so that all councillors had an opportunity to see the correspondence before the next FPC meeting.

DATE AND TIME OF NEXT MEETING

It was confirmed that the next meeting would be held on **Monday, 6th June 2011** at **7.45pm** in the **Meeting Room** of the **Village Hall**.

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