

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

**HELD ON MONDAY, 1<sup>st</sup> FEBRUARY 2010, AT 7.45 p.m.**

### **PRESENT**

Dr Oakley, Dr Grindley, Mr Barnes, Mr Bentinck, Dr McKeown, Mrs Macintyre and Mr Sutton

County Councillor Dr van der Ven

District Councillor Mrs Roberts

### **IN ATTENDANCE**

Four members of the public

### **APOLOGIES**

Mr Allars and Mr Barnes

Dr Oakley welcomed all to the meeting.

### **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 individual declarations of interest.

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

As no amendments were needed, Dr Oakley proposed that the Minutes of the previous Meeting, held on Monday, 4<sup>th</sup> January 2010, be signed as a true record. Mr Sutton seconded the proposal and all were agreed.

### **MINUTES OF THE MEETING HELD IN DECEMBER 2009**

It was noted that in the Finance report, giving the details of the bank accounts, the sum of £15,000 in the Standard Life Bank 1-year bond should have been included.

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

#### *County Councillor's report*

Dr Oakley said that he had been asked by First Capital Connect to provide a photograph of the area where the council would like to see cycle racks installed for Foxton Station.

### **COUNTY COUNCILLOR'S REPORT**

1. The Area Joint Traffic Management Committee had agreed to amend their list of reserve cycle paths to include Foxton to Harston. Dr van der Ven thought this had already been approved, as she had discussed the possibility with an

officer outside a meeting, but had noticed that it was not on the Committee's approved list. There was some indication that the reserve list could be in a position to take up any extra funds, and the feeling was that, due to the lack of a station car park at Foxton, and a poor but pre-existing path, this stretch was one of the more attractive on the reserve list.

2. County budget cuts were now being scrutinized in advance of the 16<sup>th</sup> February Council meeting. Examples of budget items to be considered were the Environmental Services budget, which was scheduled for an increase (many repairs to pot-holes would be needed), whilst the Children and Young Peoples' Services Department (schools, children's social care, proactive youth work) was scheduled for a substantial cut. Dr van der Ven said that accessing the detail of the 'Integrated Plan' document, which was supposed to be available for public scrutiny, was more difficult than it should be, given the fact that all cuts would have a very local impact. Dr van der Ven said she would be pleased to hear from anyone who had comments or suggestions on any area of the budget about which they had concerns.
3. Dr van der Ven thanked West Hill Road residents who had been in touch to give comments on proposals to reduce the mobile library service from fortnightly to once a month, and to eliminate the stop near West Hill Road: this would necessitate going to the Village Hall, which would be difficult for anyone in a mobility scooter in adverse weather. Dr van der Ven said she would be feeding this comment back at a meeting with the library service on Thursday.
4. Dr van der Ven said that, reporting as a Shepreth District Councillor, the SCDC Environmental Health Department had agreed to do a litter clean up along the A10 between Shepreth and Foxton. That the clean up had not been done already had been acknowledged as an oversight, as it had been requested a year ago. Fly-posting along the A10 between Foxton and Melbourn by a company putting out plastic notices attached to metal rods, thus causing a significant addition to litter in the area, had also been reported.
5. The Rail-user group for Foxton, Shepreth and Meldreth would have its first meeting on 23<sup>rd</sup> February at 7pm, at the Meldreth Sheltered Housing Communal Room in Elin Way. She said that coming under the umbrella of Railfuture would give the group support and a stronger voice in promoting local issues.

### **DISRICT COUNCILLOR'S REPORT**

Mrs Roberts said that she would make comments at appropriate points in the meeting as the agenda was covered.

### **PARISH PLAN UPDATE**

In Mr Allars' absence, Mr Hockley (in the visitors' seats) gave the council a progress report and schedule for the Plan plus a detailed list of progress by section. He said it was hoped to present the Parish Plan at the forthcoming Annual Parish Meeting. Dr Oakley said he would speak to Mr Barnes about completing the contribution from the Planning Committee.

The clerk said that she had received a request from Cambridgeshire ACRE for an update. It was agreed that the clerk would forward the details given at the present meeting together with a schedule of costs incurred in the current financial year.

Mrs Roberts said that SCDC site-specific development policy documents had been approved.

## **REPORTS FROM THE WORKING PARTIES**

### **RECREATION AND AMENITIES**

Mr Bentinck reported as follows:

1. Grass cutting  
CGM was due to carry out the first cut in March or April.
2. Village Warden  
Mr Salmons had welded and modified the housing for the solar lights in the youth shelter and repaired a broken panel.  
Mr Bentinck said that he, Mrs Macintyre and Mr Salmons had attended a site meeting by the water pump at the top of Mortimers Lane. It was agreed that the leak that had been reported was probably related to the level of the water table and that they would keep an eye on the situation.  
Mr Salmons had examined the hedge at 1 St Laurence Road. It was agreed that he would cut the hedge back and put this job on the general maintenance schedule. *The hedge had now been cut back.*  
*Mr Sutton asked that Mr Salmons be reminded that his invoices should be given to Mr Bentinck prior to being passed to the clerk.*
3. Play Area  
Mr Bentinck had carried out a risk assessment and said that he had found nothing untoward. He said that last year's RoSPA report was with Mr Allars.
4. Access to the Recreation Ground  
Bricks had been removed from the area encroached on the Recreation Ground alongside No. 12 St Laurence Road (*the deadline for removal of all materials from this area was 31<sup>st</sup> January*). It was agreed that Mr Salmons would speak to the owners before undertaking the removal of all unwanted materials from this area and that Mr Salmons be asked to keep a separate record of the time taken for this work, as the original letter to the owners had said that the cost of removal would be charged to the owner in the event of failure to remove the materials from the area of encroachment.  
There was a similar issue at the rear of No.38 Illingworth Way. *It was agreed that this area of land should be tidied up as soon as possible and that the clerk would liase with Mr Bentinck in writing to the occupant about what was required.*
5. Youth shelter  
There had been a lot more graffiti in the form of names and Mr Bentinck suggested that the police be contacted.

Dr McKeown reported that Mr Allars had held an inaugural meeting with the two people who had offered their services in the project for the development of the Play Area.

**FINANCE**

Mr Sutton reported on the Finance group meeting held on 27<sup>th</sup> January as follows:

Present were Dr Oakley, Dr Grindley, Mr Barnes, Mr Bentinck and Mr Sutton: apologies were received from Dr McKeown, Mr Allars, and Mrs Macintyre.

- 1 The draft Budget for the year commencing 1 April 2010, circulated in advance by Mr Sutton, was reviewed, amended in certain minor respects and agreed.
- 2 The Budget for 2010/11 was based on a Precept application of £16,250 representing an increase of 4.8% on the previous year. Assuming acceptance of this precept by SCDC, the budgeted surplus for 2010/11 would be £50.
- 3 It was agreed to reinvest the Standard Life Bond of £15,000, maturing on 12<sup>th</sup> February 2010, in a Standard Life Premier 10-Day Notice Account currently paying interest of 1.65% pa. *Mr Sutton explained that the interest on a new bond was so low that the flexibility allowed by the Notice Account outweighed the very small loss in annual interest between the two accounts.*
- 4 An increase in the Parish Clerk's hourly salary rate for 2010/11 according to the CPALC scale for that year was agreed.
- 5 David Salmons 2009 invoices for November (£77.00) and December (£111.00) and for January 2010 (£285.00) were accepted and approved for payment.
- 6 The acquisition of 2 Salt Bins in preparation for Winter 2010/11 was agreed. *(To be placed in the vicinity of West Hill Road and Illingworth Way)*

Dr Oakley separately proposed the council accept each of these items. Mrs Macintyre seconded each proposal and all were agreed.

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

Deposit Account	£23,655.15
Current Account	£53.65
Standard Life Bank 1-year bond maturing 12/2/10	£15,000.00

Mr Sutton proposed the following cheques for payment:

Foxton VHT		
(street lighting inc.VAT)	57.87	
(annual refuse disposal charge)	106.60	
(Hire of Meeting Room 7/12/10)	<u>13.50</u>	£177.97
Hewitsons (advice re encroachment on the Recreation Ground)		£115.00
S Bentinck (reimbursement for 3 solar lights for youth shelter)		£66.87
D Allars (reimbursement for solar light for Illingworth Way footpath)		£141.48
D Salmons (Village Warden duties and additional work Nov. & Dec.'09 & Jan.'10)		£473.00

Dr Oakley seconded the proposal and all were agreed that these payments, totalling £974.32, should be made and that £975 be transferred from the Deposit Account to the Current Account.

An invoice had been received from John Kaye for carrying out an assessment of an electrical fault at the Village Hall. This was not a matter for the parish council and the clerk was asked to inform John Kaye that the invoice should be sent to the Village Hall Facilities manager, Tony Garrick.

## **PLANNING COMMITTEE REPORT**

Dr Grindley reported as follows:

The Committee had met in the past month to discuss its contribution to the Parish Plan and had also intended to discuss the proposed affordable housing development off Station Road with a representative from Circle Anglia, who, in the event, was unable to attend.

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

After discussion of the following applications, Dr Grindley recommended approval, Dr Oakley seconded the proposal and all were agreed.

Amber Homes Ltd	Application No.S/1941/09/F and S/1942 for erection of two dwellings (amended design) on land to the North of Mortimers Lane Approved as the alterations appear minor and the council felt this would be a satisfactory development
Mr and Mrs Barnes	Application No.S/1943/09/F for extensions and replacement garage at 25 High Street Approved on the grounds that this was definitely an improvement on the previous application

Mrs Roberts reported on a number of matters as follows:

#### Former Q8 Garage

This matter had been referred to the SCDC Enforcement Committee and the landowner attended the meeting. The issue of planning permission for the activities being carried out at the site had been left unresolved since 2004. It was agreed that the owner be given three months to submit an application, after which time SCDC would take enforcement action.

#### New Fence at 1, The Green

Mrs Roberts said that she understood that this retrospective application had been refused. It had been considered by both the SCDC Planning and Conservation Departments and it was considered that the fence was very unsympathetic to the site and that they would like to see it replaced by a green hedge and possibly a post and rail fence. She suggested that Mr Baxter (the owner, present in the visitors' seats) either submit a new application or appeal against the decision. *(Mr Baxter made it clear that he was not happy about the way his application had been handled by SCDC and would be appealing)*

#### Application by Mrs Payne for extension and conversion of garage and workshop to form annexe

A site visit was planned for Wednesday, 3<sup>rd</sup> February. Unfortunately, although the parish council had refused the application in the consultation process, no reason had been given and Mrs Roberts asked that the council get something in writing to the Development Services Department by Wednesday 4<sup>th</sup> February.

Retrospective application (Mr Pesci) for permission for 2 metre high fence to front boundary at 69 Station Road

Mrs Roberts said that the trellis had not yet been removed. *It was noted by the council that the application had not included the high fence forming the boundary of the property along the A10 and that this matter should be addressed.*

New entrance at the Burlington Press

Despite refusal of the retrospective application for this entrance except for emergency vehicles, it was still being used for other purposes. Mrs Roberts said that she would go back to the SCDC officers about this. She would also try to get those attending the site meeting in Fowlmere Road on Wednesday to stop by the new entrance.

**EMERGENCY PLANNING**

Dr Oakley reported that he had attended a meeting in October at the SCDC offices on emergency planning. The district council would like all parish councils to prepare an emergency plan in order to be ready should the need arise for emergency measures. Dr Oakley said that Mr Allars had offered to take the lead on such a project. Dr Grindley said that the CCC used to know the whereabouts of all major contractors. Mrs Roberts said that both the district and county council had relevant information to hand. All were agreed that the council should develop an emergency plan for the village.

**POLICE LIAISON REPORT**

Mr Barnes was not present to give a report, but Dr van der Ven said she had attended the last meeting of the local police liaison panel, where the main news was the closure of Melbourn Police Station. She said that Mr Barnes had spoken about anti-social problems. The chief concerns raised at the meeting were about nuisance/dangerous parking and speeding.

Mrs Roberts mentioned that there had been a vardos and ponies on the verge between Thriplow and Fowlmere. The travellers had left the site in a very tidy condition.

*Dr van der Ven left the meeting at this point.*

**RECREATION GROUND TRUST REPORT (RGT)**

Dr McKeown reported as follows:

There had been no meeting of the RGT since the last report to the December Meeting of the Parish Council.

The policy for Trustee Indemnity Insurance had been renewed in December. After seeking alternative quotations, the Trustees had decided (by email exchange) to remain with the current insurer, Allianz Cornhill plc.

The Foxton Gardens Association had submitted its accounts for the management of the allotments for the year 2009. This report would be discussed at the next RGT Meeting but there was no outstanding balance to be considered as the accounts showed a net loss covered by reserves taken in the previous year of management.

The school had enquired about cost sharing with respect to drain clearance but the Facilities Manager had pointed out that he was making routine inspection and maintenance of the aboveground gutters and drains. This had satisfied the school that no charge to the RGT or the Village Hall would be necessary.

## **DOVECOTE/MEADOW PROEJCT**

Mrs Macintrye said that the path through the field from the school needed some attention and would be improved when possible.

## **CORRESPONDENCE**

Dr Oakley had received an e-mail from Linda Browne, SCDC Community Liaison Support Assistant, asking whether there might be an opportunity for her to visit the village in the spring or summer to publicise SCDC services. It was agreed that the Fun Day event would be a suitable occasion, and Dr Oakley said he would contact Ms Browne.

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

- 1) Letter dated 6<sup>th</sup> January from CCC's Acting Transport Strategy Manager re its consultation on Cambridgeshire's Third Local Transport Plan running until 9<sup>th</sup> April 2010: enclosing leaflet with questionnaire and poster giving schedule of dates and venues for a series of staffed exhibitions.
- 2) Letter dated 7<sup>th</sup> January from Cambridgeshire NHS re important proposals to improve hearing services in Cambridgeshire and giving details of online questionnaire and discussion document.
- 3) Letter dated 8<sup>th</sup> January from the War Memorials Trust advising that the Trust is hosting a half-day conference entitled "Looking after War Memorials" on 4<sup>th</sup> December 2010 (booking form attached: agenda and Bulletin for November 2009 enclosed).
- 4) Letter dated 18<sup>th</sup> January from CCC Passenger Transport re changes to Stagecoach and Norfolk Green bus services.
- 5) Letter (received January) from Cambridgeshire Horizons giving dates and venues for public consultation events re the planned revision to the Green Infrastructure Strategy for Cambridgeshire: details of online address for consultation questionnaire and draft version of the strategy: enclosing posters.
- 6) Letter dated 26<sup>th</sup> January from CCC Environment Services re forthcoming consultation on the submission draft of the Cambridgeshire and Peterborough Minerals and Waste Plan commencing 15<sup>th</sup> February 2010: enclosing posters with details of two consultation events at Trumpington and Great Shelford.
- 7) COPE newsletters, for January and February 2010.
- 8) "Clerks and Councils Direct" magazine for January and Suppliers Guide and Yearbook for 2010.
- 9) Publicity material from Wicksteed, RoSPA and Nottssport (play areas and surfaces), Fitzpatrick Woolmer (signs etc), Richard Pill (sole trader services) and Barcham Trees (*passed to RM*).

## **VISITORS' QUESTIONS**

Mrs Brew reported that the tarmac surface of the footpath at the High Street end of the path to the Station had become covered in mud and leaves, making it very slippery. Mr Bentinck said he would ask Mr Salmons to deal with this.

Mr Baxter had experienced difficulty in locating the published agenda for the present meeting (*displayed on the parish council notice board*).

Mrs Howell said that there would be a meeting on 8<sup>th</sup> February at 8pm of the Management Group for the leasing agreement with Cambridgeshire County Council for the use of the Village Hall, and that the Village Hall Management Committee AGM would be held on Tuesday, 9<sup>th</sup> March at 8pm in the Village Hall.

### **ANY OTHER BUSINESS**

Dr Oakley said he had been contacted by the Methodist Area youth worker, who would be starting a youth group in the old school.

Mr Sutton said that he had spoken to his contact in the group using the youth shelter about the replacement lights and the need to avoid further vandalism. Mr Sutton also offered to do a report of the present meeting for inclusion in "The Laurentian".

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

It was confirmed that the next meeting would be held on **Monday, 1<sup>st</sup> March 2010** at **7.45pm** in the **Meeting Room** of the **Village Hall**.

There being no further business, the meeting closed at 9.45pm.