

MINUTES OF A MEETING OF FOXTON PARISH COUNCIL

HELD ON MONDAY, 2nd FEBRUARY 2004, AT 7.30 p.m.

PRESENT

Mr Pusey, Mr Barnes, Mr Blakesley, Mr Broadley,
Mr Chilton, Mr Grindley, Mr Hockley, Mr Kennedy,

County Councillor Professor Milton

District Councillor Mrs Roberts

IN ATTENDANCE

7 members of the public

APOLOGIES

Apologies were received from Mrs Thake

Mr Pusey welcomed all to the meeting and introduced Marion Bailey, a representative of Care Networks, who had come to the meeting to talk about how such schemes work in communities.

Ms Bailey said that each scheme is community led and relies on volunteers as well as the mobile warden. The services provided to elderly people are similar to those that would be provided by a good neighbour. The Care Network organisation provides support through advice, when needed, to the individual schemes, and also publishes a newsletter. Mobile wardens make contact with clients (who are known as members) on weekdays through a combination of telephone calls and visits. Volunteers make contact at weekends. Ms Bailey said that such schemes give considerable reassurance to members and their families and to neighbours who may also help, but would be glad to know that they can go away without worrying. Schemes may have from 5 to 50 members, and are funded from a variety of sources. The members themselves pay a weekly fee of between £2 and £2.50, which amounts to about one fifth of the running costs of a scheme. Ms Bailey suggested that for a scheme with 15 members, the annual cost might be between £5500 and £6000. Besides the contribution made by members, funds may be derived from the Parish, District and County Councils. The responsibility for running the scheme would lie with the Parish Council.

Ms Bailey then invited questions.

Mr Blakesley said that although the possibility of a mobile warden scheme for Foxton had been publicised twice, once in "The Laurentian" and once in the Foxton PC newsletter, there had been no response to these articles whatever, and asked how other villages had made their assessments. Mrs Bailey said that this differed from one community to another. Linton had simply decided to have a scheme, whereas in Harston 15 users of its car scheme had expressed interest, but once the Care Network scheme had started, the numbers dropped to 5 – although now the scheme is established the number of users has risen. Ms Bailey stressed that there must be a need for the service before embarking on setting one up. She said that Care Networks is producing a video to show how the schemes operate.

Mrs Roberts invited Mrs Dorothy Woods, Chairman of Fowlmere PC (in the visitors' seats) to comment on the scheme used in Fowlmere, where vulnerable residents have buzzers. Mrs Woods said that the scheme worked well. Mrs Roberts stressed the need to talk to elderly residents – she said they would never respond to a printed article. Mr Pusey agreed to contact Mrs Woods about the Fowlmere scheme.

Mr Challis, as one of Foxton's older residents, said that the need for a care scheme did not seem to be there in Foxton, which was a very caring community.

Ms Bailey suggested that Foxton and Fowlmere might like to send representatives to the next quarterly meeting of the Care Network organisation to be held in Melbourn at 10 am on 31st March. She also left some informational literature.

Mr Pusey thanked Ms Bailey for coming to the meeting.

Professor Milton arrived shortly after this. Mr Pusey introduced Mr Alan Davison (CCC), who had been invited to the meeting as there had been some alarm when the old school site had been visited two weeks ago with a view to assessing its suitability for the education needs of a group of students from the Lady Adrian School rumoured to have behavioural problems. As the possibility of the site being used in such a way was at variance with the aims of the Parish Council and the District Council to establish low-cost housing there, it had been thought wise to ask Mr Davison to the meeting to clarify matters.

Mr Davison said that the County Council was still trying to unravel the legal situation regarding the ownership of the site. Suitable Counsel needed to be found with expertise in the field of Charity Law. So far they had not been able to retain the services of suitable Counsel. Mr Davison said that the difficulty was compounded by the County Council's own solicitors' lack of expertise in this field. Mr Davison also said that the County Council had received conflicting signals from the Charity Commission. He said that not only was advice needed from Counsel on the question of ownership, but also on the steps that the County Council would need to take to proceed.

Mr Davison said the visit to the site of the old school had been made had been made as a result of the imminent closure of the Lady Adrian School. Some rebuilding was taking place at the Lady Adrian School and temporary accommodation was needed for a group of students. The visit took place because of the need to look at all available space. Internal discussion would take place as to whether the site could meet the needs of the group. However, Mr Davison said that his colleagues were by no means sure it was a realistic option. Whether the Foxton site would be seriously considered was a matter that could neither be ruled in or out. If the site does become an option, he said that officials from the Education Department would talk first to the Parish Council.

Mr Pusey asked for a description of the numbers, ages and capacity of the pupils for whom the site was being assessed. Mr Davison said this was a group of 15-16 year-olds with serious behavioural difficulties and that use by these pupils would be on a daytime basis with a high staff to pupil ratio.

Mr Pusey invited Mrs Roberts to express her views on the matter. Mrs Roberts said she found it difficult to understand the existence of this group of children with serious behaviour problems when the Lady Adrian School was a school for children with

learning difficulties. She questioned where this group of children were coming from. She pointed out that the school doors could not be locked while the pupils were in attendance and that this age group might cause serious problems for residents.

Mr Davison said that specific questions would need to be answered by an Educational official once the option of the Foxton site had moved to a more serious level.

Mr Pusey asked Professor Milton if he had anything to add. Professor Milton said he had no information on the visit, but would look into it.

Mr Grindley said his concern was with the lack of action and the time it was taking to deal with the legal aspects. Mr Davison said that he had stopped the sale of the site on the open market in May 2003 until the issues regarding the proceeds of sale had been resolved.

Mr Barnes said that physically the school could be brought into use again without much trouble. Mr Davison confirmed that this would avoid any problems arising from the original covenant that stipulated the site be used for educational purposes. However, he said he did not think this would happen as it had already been decided that, for educational use, the site was surplus to requirements.

Mr Bore (in the visitors' seats) said that County Councillor Milton needed to take the lead in supplying the parish council with factual information. He also expressed surprise that suitable counsel had not been found and offered to supply the name of someone suitable. Mr Davison said it was wished to resolve this question and he would welcome any suggestion. He added that he had been fully briefed for the meeting, but that there had not been much to brief him about.

Mr Pusey thanked Mr Davison for attending the meeting.

The normal agenda was then resumed.

MINUTES OF THE PREVIOUS MEETING

One amendment was necessary:

On page 84, under "Apologies", Mr Blakesley's name should have been included, as he had given his apologies in advance of the meeting on 5th January.

With this amendment, Mr Broadley proposed that the Minutes of the previous meeting, held on 5th January 2004 should be signed as a true record. Mr Chilton seconded the proposal and all were agreed.

MATTERS ARISING FROM THE MINUTES

Old School Site

This matter had already been covered earlier in the meeting.

Road Surface, Hardman Road

A site meeting with Mr Hodgson had been arranged but had been cancelled due to the snowfall concealing the problems. The meeting would now be held on Wednesday.

Wheelie Bins

Mrs Roberts said that the wheelie bins for the sports pavilion had been ordered and would be delivered in one week's time.

Village Hall Signs

Professor Milton said that he had pressed the County Council about this matter, but officials had not been at all enthusiastic.

Planning Committee Report (December Minutes) – shed at “Bartholomews”, Shepreth Road

Mrs Roberts confirmed that Mr Kohler would need planning permission to erect a shed in his front garden.

Correspondence (December Minutes)

Item 5 – SCDC letter re Members’ Allowances for Parish Councils

Now that time had been allowed to study the letter, all were agreed to adopt the national scheme.

Item 14 – Parking restrictions in Station Road

The Clerk had received a letter from CCC Environment and Transport Department on the proposed Prohibition of Waiting Order for Station Road. She had passed a copy to Mr Hockley. Mr Hockley said the County Council had not responded to FPC’s letter asking for the parking restrictions to be extended further up Station Road. Apparently the County Council’s view was that the proposed restrictions would be sufficient to satisfy its aim of keeping the junction clear of parked vehicles.

Regarding the problems caused in Fowlmere Road by cars parked outside No. 21, an article had appeared in “The Laurentian”.

Any Other Business (December Minutes) - CCTV Cameras Grant

Mr Barnes said that he was in the final stages of preparation of the claim for a grant.

Recreation and Amenities Report – Councillors’ Training Day

Seven councillors had attended a Training Day on 21st January. Subsequently Mr Pusey had asked the Clerk to obtain copies of “Standing Orders and Chairmanship” from CALC. Copies were distributed to the councillors present and it was agreed that there should be an agenda item for discussion of these at the next meeting.

Finance Report

Mr Pusey confirmed that the Recreation Ground Trust would assist with the cost of litterbins.

Correspondence

Item 5 – letter from Highways Division re minor road improvements under the Jointly Funded Highway improvement scheme

Mr Hockley asked Mrs Roberts to whom he should speak about the possibility of alternative funding for minor road improvements as Jointly Funded Highway Improvement Scheme funds would not be available this year. Mrs Roberts said he should speak to Phil Sharp at South Highways.

Item 7 – letter from CCC Records Office

Mr Pusey said that no response was necessary, as Foxton had no relevant land to register.

At this point, Mrs Roberts, referring back to a previous query (not included in the January Minutes) said that the owner of the petrol station on the A10 by the level crossing did need planning permission in order to sell cars on the site. She said there would be a report from an SCDC enforcement officer.

REPORTS FROM THE COMMITTEES

RECREATION AND AMENITIES

Mr Chilton reported as follows:

Mr Bullard had at last provided a quotation for cutting the extra areas of grass. - this would add an extra £12 plus VAT per cut, which he proposed to accept. *All were agreed and the clerk was asked to write to Stewart Bullard to accept the quotation.*

Mr Chilton reminded the meeting that Stewart Bullard's contract would be ending this year and that tenders would need to be put out for the next contract. *The clerk said that she had not had a response to her request to the County Council for its contribution to grass cutting for the last season, and said she would chase the matter up.*

Mr Chilton said that although hedging had been allocated for the Recreation Ground, planting would have to wait until there was an improvement in the weather.

Mr Chilton said that he hoped to obtain an official car park sign for the gravel car park adjoining the Recreation Ground.

Mr Barnes raised the matter of a damaged streetlamp. Mr Pusey said a maintenance contract was needed for all the streetlamps in the precincts of the Community Building.

Skateboard/BMX Park

Mr Broadley reported as follows:

£304.45 had been received from the Cambridgeshire Constabulary Community Safety Unit and would be added to the skateboarder's donations to make a total of just over £2000. Mr Broadly had a meeting with Francesca Morris, the South Cambridgeshire Community Safety & Partnership Officer, who offered to present the council's case to the South Cambridgeshire Community Safety Partnership. This body is currently working through the bids for next year and has had very few applications for capital funding. Although it is past the bids deadline, Francesca thought that the partnership would accept an additional bid if it were for capital expenditure (ie the Foxton Skateboard/BMX Park). The council has until 20th February (when the final meeting takes place) to complete a grant application. Mr Broadley said he understood that funding could be up to about £2000 but needed to confirm this, and he said he would be submitting an application. Mr Broadley also said that he understood that Richard Baker, the council's ex-chairman, would pay his honorarium (£60, paid in September) to the fund. Colin Grindley had, meanwhile, received a favourable reply from RoSPA, which indicates that they require another gate to the park and this had now been incorporated into the plan.

FINANCE

Mr Hockley gave details of the bank accounts as follows:

Current Account (This included a contribution to the Skateboard park project from Cambridgeshire Constabulary of £304.45)	£354.90
Deposit Account (This included a VAT repayment of £729.72 for the period 1/1/03-31/10/03)	£4171.33
Cambridge Building Society (This included net interest for December 2003 of £48.57)	£5832.84

Mr Hockley proposed that the following cheques be approved:

Foxton Village Hall Trust (annual refuse charge of £130, hire of Meeting Room 1/12/03, 5&22/1/04 and the Lounge 30/12/03 and 12/1/04) (Mr Hockley said he would look into the period covered by the refuse charge)	£182.50
CALC (in-house training for 7 councillors @ £99.96 and 2 copies of “Standing Orders and Chairmanship” @ £13.00)	£112.96
SCDC (emptying dog-bins 1/1/04-31/3/04)	£86.13
Cambridge Building Society (transfer of Cambridgeshire Constabulary’s contribution To the Skateboard Park)	£304.45
V W Mead (refuse collection, January)	£21.12

Mr Chilton seconded the proposal and all were agreed that these payments, totalling £706.16 should be made, and that £402 be transferred from the Deposit Account to the Current Account.

Mr Hockley then went on to summarise the recommendations of the Finance Committee, decided at its meeting last month, for the 2004/05 precept.

Financial Year 2003/04

Mr Hockley said that the precept for the current year, 2003/04 was £12,500 and, with support from the Recreation Ground Trust, the committee expected to see a surplus of £726.

Two significant areas of expenditure, included in the 2003/04 projection but not yet incurred, were £1500 for tree and hedge work and £700 for legal and valuation fees relating to the Dovecote and Meadow projects. Funds for any of this expenditure not incurred in 2003/04 would be carried forward to 2004/05.

Financial Year 2004/05

Mr Hockley said that that major additional expenditure in 2004/05 would be £1150 on trees and hedges. A further £650 had been allocated for the renovation of old litterbins and the provision of new ones. £500 had been allocated to each of the skateboard and footpath projects, and a further £500 to the Dovecot project.

The Recreation Ground Trust was being asked for a contribution to the maintenance of its land of up to £4000, representing about 25% of the Trust’s income in 2004/05.

Mr Hockley said that, allowing for the additional expenditure noted above, and for the council's contributions earmarked for the Dovecote and skateboard funds, the accounts are expected to show a small surplus (£60) at the level of precept proposed, which was £11,900. The proposed precept was a 4.8% reduction on the 2003/04 precept of £12,500.

Mr Pusey asked whether there were any comments on the figures produced by the Finance Committee. Mrs Roberts thought the proposed precept was too low as it only allocated £500 for the skateboard project: this might result in the council receiving less grant from the District Council for the project. Mr Pusey thought that, taking all the financial data into consideration, funding from the council for the skateboard project would be sufficient.

Mr Bore and Mr Challis (in the visitor's seats) said they applauded the council's efforts to keep its share of the Council Tax down and were surprised to hear Mrs Roberts recommending an increase in precept.

Mr Hockley proposed acceptance of a 2004/05 precept of £11,900. Mr Blakesley seconded the proposal, and all were agreed.

The Clerk said that the existing signatories for the Cambridge Building Society Account were all councillors who were no longer serving and new signatories therefore needed to be arranged. It was agreed that these should be the same signatories as for the bank accounts and that, before taking further action, the Clerk would get the signatures of the previous signatories to the Cambridge Building Society Account to sign the necessary form.

PLANNING

Mr Blakesley reported as follows:

Planning Applications considered at the meeting:

Mr and Mrs Lodge	Application No.S/0002/04/F for an extension (revised design) at 68 Station Road. Approved.
Mr and Mrs Lanzrein	Application No.S/0071/04/F for an extension and porch at 40 Station Road Approved.
Mrs Graves	Application No.S/0105/04/F for an extension at 33 Hillfield. No recommendation.

A letter had been received from the SCDC Trees and Landscape Officer re beech trees at The Spinney, Station Road, with a copy of the letter sent to Mrs L Pesci concerning the trees. Formal consent was not needed to fell the beech tree at the front of the property as this appeared to be in poor condition. However, before undertaking work on the Beech tree at the rear of the property, a formal application would need to be made.

Additional Planning application considered at the meeting:

Mr and Mrs Reeve

Application No.S/2495/03/F for an extension at
3 High Street.

No recommendation.

A letter had also been received from Mr Hellingsworth, SCDC Trees and Landscape officer, enclosing a copy of his letter to Mr Shelford re Tree Preservation Order No.2/74 – Area A2 – Dead, Dying and Dangerous Trees. A site meeting had been held at which the tree belt adjacent to the A10, and included in the order, was inspected. Recommendations were made by Mr Hellingsworth for replanting.

RECREATION GROUND TRUST REPORT

Mr Pusey said there had been a meeting the previous week when the main item discussed was the issues outstanding on the Heads of Terms regarding the extension to the Recreation Ground. Firstly, it now appeared that the County Council was reverting to its original plan to sell the land rather than lease it. Professor Milton would help in this matter. Secondly, Mr Pusey said that he had suggested a closely planted windbreak outside the school fence. *Mr Barnes warned that he understood the school intended to plant a hedge there.*

Mr Pusey also reported that some progress had been made on outstanding issues re the Community Building, including action on light pollution from the exterior lighting where the County's consultant was recommending that some fittings would be changed.

Mr Pusey said he would write to the Trust's solicitors so that the registration of Trust land could move ahead. The allotment land would be registered separately.

DOVECOTE/HORSES' FIELD

Mr Pusey said that a response had been received to the draft Heads of Terms. Two issues needed to be resolved: public access to the field and the internal fencing for the dovecote that the County Council wanted.

A meeting of the Friends of the Dovecote would take place on Friday, 6th February.

CORRESPONDENCE

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

- 1) Letter dated 4th December from Go-East on renewable energy and the planning system; enclosing copy of report; pre-feasibility questionnaire for community renewable energy projects and leaflet for the Countryside Agency on the Community Renewables Initiative.
- 2) Letter Dated 7th January from SCDC Development Services Department re notice to adopt South Cambridgeshire Local Plan No.2.
- 3) Letter dated 9th January fro SCDC Finances and Resources Department on maintenance of open spaces in South Cambridgeshire villages and requesting information about specific issues. *Passed to DC.*
- 4) Agenda for the Rugby Cement Liaison meeting on 14th January at 7.30 pm.

- 5) Letter dated 16th January from Cambridgeshire Police Authority re the next meeting of Sawston Sector Local Consultation Group on 12th February together with notes of the previous meeting.
- 6) Letter dated January from Cambridgeshire Police Authority re Cambridgeshire Police Authority Budget Consultation for 2004/5 and enclosing a background letter to the Home secretary from the Chairman of the Association of Police Authorities. Questionnaire on funding levels included. *Passed to DP.*
- 7) Letter dated 16th January from CCC Environment and Transport Department on proposed Prohibition of Waiting Order for Station Road: objections to be received by 12th February.
- 8) Letter dated 21st January from the Ramblers' Association (Cambridge Group) with an offer to carry out work on the parish footpath network. *Passed to DP. It was agreed that DP and BH would check out the Foxton footpaths before responding.*
- 9) Copy of the SCDC "Directory 2004 – Opportunities for older adults or those returning to a more active lifestyle in South Cambridgeshire".
- 10) Letter received 26th January from Cambridgeshire Fire and Rescue Service requesting publication of an item on maintaining smoke alarms. *Passed to G Smith.*
- 11) Letter received 26th January from Cambridgeshire and Peterborough Fire and Rescue Service re its proposed precept for 2004/5 (*Passed before the meeting to DP who said that the organisation would not be able to increase its precept by the amount it wished.*)
- 12) Letter from CCC Education, Libraries and Heritage Department re "Camlearn", an online database of courses and learning events in Cambridgeshire.
- 13) Letter dated 27th January from SCDC Development Services Department enclosing the results for Foxton of the South Cambridgeshire Recreation Audit and Needs Study, including the results of the survey of outdoor sports facilities carried out by Tim Wall: comments invited.
- 14) Letter dated 28th January from East Anglian Air Ambulance requesting a grant and enclosing a newsletter.
- 15) Letter dated 2 February from the Community Safety Partnership enclosing a Quarterly Update Newsletter and a copy of the South Cambridgeshire Community Partnership 2002/03 annual review.
- 16) Information from CALC including:
 - Bulletin January 2004 (including note on disposal of land for less than best consideration.
 - NALC Memos on changing the basis of accounting due to threshold change; employment tribunal procedures; legal note on Chairman of Local Council as candidate for the Chair; policy update on the use of mechanically propelled vehicles on Rights of Way
 - Minutes of the meeting of South Cambridgeshire District Association held on 27th November 2003

- Table of Parochial fees
 - Spring training schedule and details of various training courses seminars and workshops
- 17) Information from Cambridgeshire ACRE including:
 - “Harvest” magazine, January/February
 - Memo on Patient and Public Involvement (PPI) Forums
 - Leaflet on Wildlife Training Workshops 2004
 - 18) Guided Bus Newsletter 2.
 - 19) RoSPA leaflet on Children’s Playgrounds Annual Inspections 2004 (including new services)
 - 20) SCDC “The Event” leaflet February/March 2004.
 - 21) Sawston Newsletter, January 2004.
 - 22) Clerks and Councils Direct magazine, January 2004 together with suppliers guide and yearbook
 - 23) Publicity material from Glasdon; Marmax (recycled plastic products); Sports Drainage Solutions; Winslow (Education packs) and SMP Playgrounds.

Professor Milton offered some clarification on the Guided Bus project (*see item 18*). It was hoped to run a guided bus along the route of the disused railway line running from Histon to Cambridge. Other interests would like to see the railway restored. However, he said that the funding to be offered by the government for the project made it a foregone conclusion that the Guided Bus project would go ahead.

VISITORS’ QUESTIONS

Mr Apps complained that parked cars in Fowlmere Road were making it very dangerous to drive there, particularly in the morning. Another member of the public, Dr Maitland, said that because of the presence of both a telegraph pole and a streetlamp, it would be difficult to lower the curb to improve access to No. 20, thereby allowing more cars to be parked off-road.

Mr Pusey said the matter should be raised with PC John Sutton. Professor Milton agreed to talk to South Highways about the problem. Ian Apps agreed to talk to PC Sutton.

Mr Challis asked what was happening about Hardman Road.

Mr Pusey said that there would be a site meeting with the County Council this week. However, Professor Milton said that no one would be able to enforce completion of the road surface. Mr Pusey said that as the County Council still held retention funds on the development, these could be used for finishing the road and pavement surfaces.

ANY OTHER BUSINESS

Mrs Roberts said she would ask if any funds were available to provide a parking bay in Fowlmere Road to alleviate the problem of parked cars.

The Clerk asked that councillors pass the circulating correspondence on more quickly as it was not getting to all councillors in the period between meetings.

DATE AND TIME OF NEXT MEETING

It was confirmed that this would be held on **Monday, 1st March 2004, at 7.45 pm, in the Meeting Room.**

The following dates were also agreed:

Annual Parish Meeting 26th April 2004 at 7.45 pm in the Meeting Room

Annual General Meeting 17th May at 7.45 pm in the Meeting Room

Professor Milton gave his apologies in advance for the March meeting.

There being no further business, the meeting closed at 10.30 pm.