

MINUTES OF A MEETING OF FOXTON PARISH COUNCIL

HELD ON MONDAY, 5th JANUARY 2009, AT 7.45 p.m.

PRESENT

Dr Oakley, Dr Grindley, Mr Allars, Mr Barnes, Mr Bentinck, Mrs Macintyre Mr Sutton

County Councillor David McCraith

IN ATTENDANCE

2 members of the public

APOLOGIES

Dr McKeown

Dr Oakley welcomed all to the meeting.

DECLARATION OF INTEREST

There were no declarations.

ADDRESS BY CIRCLE ANGLIA RE AFFORDABLE HOUSING IN STATION ROAD

Mr Sugden, representing Circle Anglia, said his organisation had originally been asked to look at the possibility of affordable housing at the Burlington Press site. However, development at that site was on hold, and Circle Anglia had then been asked to look at an exception site off Station Road: a sketch of the kind of development envisaged had been included with its letter of 21st November. Mr Sugden said that FPC would have the final say as to whether a scheme of affordable housing could go ahead and Circle Anglia would work closely with SCDC and its affordable housing team. The last Housing Needs survey had been carried out in 2003 and a further survey might be desirable.

Dr Oakley said that he, Mr Barnes and Mrs Macintyre had visited the site with District Councillor, Deborah Roberts. It had been suggested that elderly people living at the top end of the village would like to move to single-storey dwellings in this, more central, site.

Mr Sugden stressed that a development on the site would be restricted to local people.

Mr Barnes said that, when this site had been considered in the past, there had been concerns about the width of access and sight lines.

Dr Grindley thought this would be a good site to develop and that the requirements for rented or shared equity housing should be established. Mr Sugden said that a Housing Needs survey would include this. Dr Oakley thought that a further Housing Needs survey would be needed and the clerk was asked to contact Mrs Roberts in order to set matters in train with the Rural Housing Enabler.

MINUTES OF THE PREVIOUS MEETING

One amendment was needed. On page 65, under the Finance Report, the figure given for the balance in the Deposit Account should have been £21,892.54 (*not* £221,892.54).

Dr Oakley proposed that, with this amendment, the Minutes of the previous Meeting, held on Monday, 1st December 2008, should be signed as a true record. Dr Grindley seconded the proposal and all were agreed.

MATTERS ARISING FROM THE MINUTES

Recreation and Amenities Report re parking provision for cycles at Foxton Station

Dr Oakley said he had replied to Mrs van der Ven's e-mail and would maintain contact with First Capital Connect on this matter.

Correspondence – Mr Phillips' letter re missing photographs

The clerk had written to Mr Phillips to pass on what information the council had managed to glean on this matter.

Visitors' Questions – Extension of Yellow lines at Station Road

The County Council did not have sufficient funds to bear all the cost of extending the double yellow lines in Station Road and would need £1,000 from FPC to carry out this work. It was felt that the council could not afford this sum and would therefore not pursue the matter. It was agreed that the clerk should write to the Cook's (who had raised the matter) and suggest that they put a notice on the windscreens of cars that block their access asking the owners to park elsewhere.

Mr Sutton pointed out that parking outside the village shop, when there are Football matches on the Recreation Ground, had still not improved. There was some discussion of this matter and it was agreed that, when vehicles were parked across the junction of High Street and Station Road, FPC should put a note on the windscreen telling them that this was an infringement. Persistent offenders could be reported to the police. It was agreed that the clerk should liaise with Dr Oakley in suggesting to the Blacks that, for vehicles preventing customer parking at the shop, they put notices on the offending cars asking the owners to park where it would cause less inconvenience.

PARISH PLAN UPDATE

Mr Allars said that there would be a meeting of the steering group on 7th January when the analysis of the questionnaire responses would be considered. Mr Hockley (in the visitors' seats) said the clerk would be sent a copy of the analysis. Mr Watling had contacted the district council asking for advice about forming interest groups such as had been requested in the supplementary questionnaire.

YOUTH SHELTER

Dr Oakley said that the shelter had now been up for several weeks and that thanks were due to Mr Bentinck for his work in bringing this project to a successful conclusion. He said that something that began as a problem (youths congregating outside the village hall) had resulted in an amenity that the majority of residents were

in favour of. Unfortunately, one of the solar panels and lighting fittings had been taken and would need to be replaced – the police had been informed. Mr Sutton suggested that the solar panels could be installed so that they were sunk into the roof structure. Mr Bentinck suggested that a notice might be placed in the shop asking for any information about the theft and it was agreed that this was a good idea.

ADOPTION OF NEW FREEDOM OF INFORMATION MODEL PUBLICATION SCHEME

Dr Oakley proposed adoption of the new scheme, Dr Grindley seconded the proposal and all were agreed. The template document, listing information available from the council under the model publication scheme, had been completed by Dr Oakley and was passed to the clerk to be checked.

REPORTS FROM THE WORKING PARTIES

RECREATION AND AMENITIES

Mr Bentinck reported that the Working Party had met on Monday, 22nd December when the following items were considered:

1. Grass Cutting

The four grass cutting tenders had been reviewed and Herald Contracts was decided as the most suitable contractor. The firm enjoyed a good reputation in the area and its tender was the second cheapest. It was also intended, in order to retain funds within the village, to offer the Cricket Club the sum of £500 as a contribution to an additional 8 cuts to the Recreation Ground (subject to the club's Insurance Liability cover being in order).

2. Village Warden

There was no report from the Village Warden this month.

3. Trees

Mrs Macintyre had succeeded in obtaining documents from the District Council showing the locations of trees with Protection Orders, which she brought to the group's meeting, and passed to Mr Barnes for copies to be made.

Mr Barnes said he had a quotation for £890 plus VAT for remedial work on the Oak tree at the entrance to Hall Close. Unfortunately the SCDC Trees Officer had been on an extended break so he had not been able to move forward on this matter although he had updated the residents whose property adjoins the verge with the Oak tree.

4. Station Road

It was noted that a telegraph pole on the grass bank outside the Press cottages had many loose cables hanging from it from top to bottom. (*The clerk was asked to contact the appropriate body about this.*) There had been a report that a litterbin in Station Road needed attention and the group was looking into this.

5. Street Lights

Cambridgeshire County Council had advised that there would be a 3% increase in the cost of street lighting in this financial year but the increase actually appeared to be 70% from the 2008/09 costing advice. *The clerk said that a further letter had been received that said the costing advice needed clarification. However, the increase still appeared to be more than 3% and the clerk was asked to investigate further.*

6. Youth Shelter

The group was happy with the finished result and agreed to recommend that the Schoolscapes invoice should be cleared for payment at the January FPC meeting.

FINANCE

Dr Oakley said that Barclays had sent the necessary paperwork completion of which would allow Mr Sutton to become a signatory to the accounts. He then gave details of the Bank Accounts as follows:

Deposit Account (This included interest for the period 8/9/08-7/12/08 of £26)	£17,092.54
Current Account (This included a VAT rebate of £3,935.34 for the period 26/3/08-4/11/08)	£3,990.36
Cambridge Building Society	£14,606.19
Dr Oakley proposed the following cheques for payment:	
Cambridgeshire ACRE (membership renewal)	£25.00
Cambridgeshire County Council (annual rent for Dovecote field)	£50.00
Schoolscapes Ltd (youth shelter)	£6,325.00
Foxton VHT (hire of Meeting Room on 36 Nov. & Lounge on 14 and 18 th Nov.)	£44.25
D Salmons (Village Warden duties Nov/Dec)	£132.00
J E Burns (salary December/January)	£594.84
J E Burns (expenses November/December)	£63.37
HMRC (tax on JEB's salary for 3 months to 5/1/09)	£141.20

Mr Barnes seconded the proposal and all agreed that these payments, totalling £7,375.66 should be made and that £3,438 be transferred from the Deposit Account to the Current Account.

PLANNING COMMITTEE REPORT

Mr Barnes reported that he had attended the meeting of the SCDC Scrutiny and Overview Committee held at Foxton Village Hall and that the council now had a contact for planning queries at the SCDC offices. He could also confirm that the planning enforcement processes were ongoing at the former Q8 Garage.

The following planning application had been received (too late for consideration at the present meeting) and would be discussed at a meeting of the Planning Committee in the Village Hall at 7.30pm on 20th January:

Mr S Benham

Application No. S/2097/08/F for extensions at 4
St Laurence Road

POLICE LIAISON REPORT

Mr Barnes had nothing to report but asked Mr Bentinck to report on an incident on the Recreation Ground. Mr Bentinck said he had been called on Saturday, 3rd January at 6.45pm about a bonfire on the Recreation Ground. Apparently the Cricket Club had had a bonfire at the site earlier in the week. It was agreed that fires should not be started on the Recreation Ground and Dr Oakley said that he would arrange for a note to be placed in "The Laurentian" to this effect.

Mr Barnes reported that he had seen a 4x4 vehicle driving about on land adjoining Fowlmere Road.

RECREATION GROUND TRUST (RGT) REPORT

Dr Oakley read Dr McKeown's report as follows

A Meeting was held on 9 December when seven Trustees were present.

It was noted that a contribution had been received from CCC towards the maintenance fund of the Village Hall for the year prior to 2005. The money was with the Village Hall Trust (VHT) and was in the process of being transferred to the RGT.

The Meeting also recorded its satisfaction with the work carried out by the roofing contractor and the compliments received from the school on the liaison established.

The Chairman reported that an informal meeting with the VHT had established the desire to appoint a Facilities Manager for the Hall and Pavilion, a post that had been advertised in *The Laurentian* in December.

The Meeting was disappointed to hear of the Cricket Club's rejection of the plan to develop nets in an area of the Recreation Ground extension but decided to attempt to use the area as a storage compound for sports equipment. A letter was to be drafted to the Cricket, Football and Bowls Clubs to seek their opinions of the plan. *The letter had been sent and the Football Club had replied favourably and made some suggestions for improvements to the plan.*

The final positioning of the shelter had been established by Steve Bentinck in collaboration with the Cricket Club and input from the Bowls Club. The shelter was in the process of completion at the time of the Meeting.

The Meeting decided that Football training lights did require an application to the Planning Department and Colin Grindley agreed to take this forward.

David McKeown reported that the Land Registry had contacted the Trustees about a survey prior to completion of the registration of the parcels of land that had been identified as belonging to the FPC and RGT.

Pavilion defects were to be assessed by a builder the following day. *This contractor rectified a leak immediately and undertook to provide a quotation for other remedial work. This report was expected within two weeks.*

The Meeting resolved to seek better returns for the capital held in Building Societies and to hold a special meeting to discuss budgeting.

DOVECOTE/MEADOW PROJECT

Mrs Macintyre said that it had not been possible to carry out any work recently. However, the resident who had put garden waste in the field had tidied it up and it was decided to simply keep an eye on the situation for the present rather than hold a meeting. More work was planned once the ground had defrosted.

CORRESPONDENCE

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

- 1) Letter dated 26th November (received post last FPC meeting) from the Information Commissioner's Office re its new publication scheme that must be adopted from 1st January 2009: enclosing leaflet and giving website address for scheme, guidance and template for completion.
- 2) Letter dated 7th December from the Treasurer of Melbourn District Villages Association asking the council to consider a donation to the Melbourn Library to help maintain this voluntary service: enclosing a copy of the 2007 Accounts.
- 3) Letter dated 8th December from the Audiology Department of Addenbrooke's Hospital thanking the council for its assistance with the logistics of a function it held at the Village Hall (access across the Recreation Ground) and apologising for the damage done by the band without the knowledge of the organisers.
- 4) Letter dated December 2008 from SCDC re the setting of the parish precept for 2009/10. *Passed to PS*
- 5) Letter dated 16th December from Mike Sugden of Circle Anglia accepting the council's invitation to speak at the FPC meeting on 5th January
- 6) Letter dated 17th December from Ms Clarke, SCDC Conservation Assistant, informing that her letter to English Heritage (copy enclosed) had not been successful in getting the building listed. *The clerk was asked to give Mrs Cairns a copy of this correspondence.*
- 7) Letter dated 17th December from the Communities and Local Government office enclosing a consultation document entitled "Communities in Control: real people, real power – code of recommended practice on local authority publicity".
- 8) Letter dated 27th December from Mr Phillips re the missing photographs and reporting the damage at the new youth shelter.

- 9) E-mail from SCDC's Communications Department outlining the council's proposals for the 2009/10 and its budget proposals: comments to be received by 19th January.
- 10) "Community Action, Winter 2008", Cambridgeshire ACRE magazine.
- 11) Leaflet giving details of the Wildlife Trust's training workshops in 2009.
- 12) NALC "Local Council Review", January: enclosing booking for "Stepping Stones" Regional events.
- 13) CCC leaflet on Winter Gritting and Snow Clearing.
- 14) SCDC "Housing Futures" newsletter, December 2008.
- 15) Publicity material from Glasdon; SMP Playgrounds; CGM and MD Landscapes (both grounds maintenance); Fitzpatrick Woolmer (notice boards etc); Canalbs Ltd (independent internal audit and training services); I C solutions Group Ltd (colour office equipment)

There was a discussion about item 2 (the request for a donation to the Melbourn Library to help maintain this voluntary service). It was noted that some Foxton residents used the computer facilities at the library. Mr Barnes proposed a donation of £100 to the library, Mr Allars seconded the proposal and all were agreed.

VISITORS' QUESTIONS

There were no questions.

ANY OTHER BUSINESS

Mr Allars said that he had received a telephone call from Mr Howard about 3-4 very loud explosive bangs on the Recreation Ground that appeared to be fireworks. This was followed by a letter from Mr Phillips who had found 3 sizeable craters near his house. There was no information about who was responsible: Mr Phillips thought the fireworks were homemade.

Dr Grindley pointed out that an amendment would be needed to the planning consent that had been granted for developments on the extension to the Recreation Ground owing to the Cricket Club's decision not to have cricket nets there.

DATE AND TIME OF NEXT MEETING

It was confirmed that this would be held on **Monday, 2nd February 2009 at 7.45pm** in the **Village Hall Meeting Room**.

There being no further business, the meeting closed at 9.50pm.