

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

**HELD ON MONDAY, 6<sup>th</sup> APRIL 2009, AT 7.45 p.m.**

### **PRESENT**

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

County Councillor David McCraith

District Councillor Mrs Roberts

### **IN ATTENDANCE**

2 members of the public

### **APOLOGIES**

Mr Allars

Dr Oakley welcomed all to the meeting.

### **DECLARATION OF INTEREST**

There were no declarations.

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

One amendment was needed:

On page 94 under the Finance Report, after the details of the bank accounts, Mr Sutton was incorrectly referred to as Dr Sutton.

Dr Oakley proposed that, with this amendment, the Minutes of the previous Meeting, held on Monday, 2<sup>nd</sup> March 2009, should be signed as a true record. Dr McKeown seconded the proposal and all were agreed.

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

#### *Foxton Station*

Dr Oakley had received an e-mail from First Capital Connect (FCC) that said the company had no plans for a car park at Foxton and that cycle provision was being rolled out gradually. FCC said that the land previously used as a car park was now utilised by Network Rail. Mr Barnes queried whether Network Rail had planning permission for its activities on this land. Mrs Roberts said she had not yet checked this out, but would do so.

#### *Planning Committee Report (January meeting) – Housing Survey*

The clerk said that, as requested, she had contacted Circle Anglia about the Housing Survey and had been told that Mr Sugden was no longer with the company and that the matter was being delayed until the question of adequate access to the site had been resolved. The clerk said that in view of this, she had been surprised when copies of the Housing Survey Questionnaire had been sent to Foxton residents and had

telephoned Cambridgeshire ACRE to remind them that Foxton would not be funding the exercise. Mrs Roberts said that it would be useful for Foxton to have a survey.

#### Lighting for Path from Illingworth Way to the Recreation Ground

Mr Bentinck said that this matter would be discussed further by the Recreation and Amenities Working Party.

#### Correspondence – Letter from Mr Phillips

A letter had been received from Mr Phillips shortly before the last FPC meeting and had been circulated between councillors. The letter referred to Mr Phillips' recent fly poster campaign and Mr Phillips had been invited to attend a meeting of a small council sub-group to discuss the matter and have council policy explained. Mr Phillips had further written declining to attend the meeting but confirming that he would not be pursuing his campaign. As the council was satisfied with this outcome, a suggestion from Mr Barnes that he could mention aspects of this campaign at a Police Liaison meeting later this month was deemed unnecessary. It was felt that the best policy for the present was to keep a watching brief on the situation.

### **PARISH PLAN UPDATE**

Mr Bentinck had received an e-mail from Mr Allars giving details of the responses to the Parish Plan questionnaire regarding policing and law and order. Although 50% thought police coverage in Foxton was reasonable, 45% thought it was poor. Mr Allars suggested that this finding might be relayed to the next Police Liaison meeting.

Parishioners' main areas of concern were litter, graffiti and vandalism. As far as safety within the village was concerned, the worst area was the Recreation Ground at night. Another concern was the lack of illumination for the Illingworth Way footpath and Mr Allars expressed the view that solar powered lighting might not be sufficient.

### **YOUTH SHELTER**

Mr Bentinck said that the solar lights had been delivered and that Mr Salmons had been given one to work out how to install in such a way that it could not easily be removed. Dr McKeown had researched polycarbonate panels and had found a local supplier who could provide two 5mm thick panels for £221 plus VAT. It was agreed to go ahead with the purchase of the panels.

### **REPORTS FROM THE WORKING PARTIES**

#### **RECREATION AND AMENITIES**

Mr Bentinck reported that various works had been identified for which Mr Salmons had quoted as follows:

Strim and spray Dovecote Meadow twice	£190.00
Instal bollard between Pavilion and Recreation Ground	£40.00
Move dog litter bin from car park to Recreation Ground	£45.00
Refix litter bin by Illingworth Way	£20.00
Move litterbin from Bowls Club to Shelter	£30.00
Make security brackets for light and solar panels on Shelter	£150.00
Strim and spray off compound adjacent to bike park	£210.00

Mr Bentinck proposed that the council approve this expenditure. Dr McKeown seconded the proposal and all were agreed.

There were still wires hanging down from a post standing on District council land by the Press cottages and Mr Bentinck said he would check the post to try to identify it.

The signs for the Recreation Ground and the Community Building car park had been made and were displayed at the meeting

There was a short discussion about the proposed light for the Illingworth Way footpath and it was agreed to talk to those residents who might be affected before proceeding further.

The clerk had received a form from the SCDC asking whether the council approved the Cricket Club's application for a grant towards the cost of mobile pitch covers and two mobile cricket nets. The council approved the application and the clerk was asked to complete and return the form accordingly.

### **FINANCE**

Mr Sutton said that the clerk had completed the 2008/09 income and expenditure accounts for 2008/09 in the red ledger. Mr Sutton distributed copies of Accounts for 2008/09 and said he had also completed the first section of the Annual Return for the External Auditor comparing the council's 2008/09 expenditure and income with that of the previous financial year. Mr Sutton proposed that the accounts in the red ledger and the first part of the Annual Return be signed at the present meeting. Dr Oakley seconded the proposal and all were agreed. The Chairman and clerk then signed the red ledger and Mr Sutton (as Responsible Finance Officer) and the Chairman signed Part 1 of the Annual Return.

Mr Sutton proposed that the council increase its contribution to the maintenance of the churchyard from £525 to £550 as costs had risen the previous year. Mr Bentinck seconded the proposal and all were agreed.

Mr Sutton then gave details of the Bank Accounts as follows:

Deposit Account	£17,857.04
Current Account	£60.75
Cambridge Building Society	£14,793.02

Mr Sutton proposed the following cheques for payment:

CPALC (Annual subscription)	£343.63
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#### **Foxton VHT**

Hire of Meeting Room 2/2 & 2/3	£27.00	
Main Hall 24/2	£17.25	
Lounge 13/2, 16/2, 17/3, 19/3 24/3 & 30/3	<u>£58.25</u>	£102.50
Foxton PCC (contribution to Churchyard maintenance)		£550.00
Telopea Garden Design (hedging)		£52.50
Eastern Tree Surgery (tree works on Hall Close Oak tree)		£1,023.50
Schoolscapes Ltd (4 No. solar powered lights)		£138.00

D Salmons Fencing Services (Village Warden duties Jan/Feb/March)	£481.50
G B Hockley (reimbursement for printing and stapling 50 Business Questionnaires)	£22.50
C Cairns (reimbursement for pegs & matting for Dovecote meadow)	£12.10
HMRC (tax on clerk's salary for 3 months to 5/4/09)	£162.40

Mr Bentinck seconded the proposal and all were agreed that these payments, totalling £2,888.63, should be made and that £2,880 should be transferred from the Deposit Account to the Current Account.

Mr Sutton then pointed out that the Cambridge Building Society was paying a mere 0.25% interest on the council's deposit. At present the signatories to the Account were Dr Oakley, Dr Grindley and ex-councillor Mr Kennedy. As the latter signatory was no longer a member of the council Mr Sutton proposed that his name replace Dr Kennedy's and that, once the signatories were in order, he look for a better rate of interest for the funds currently with the Cambridge Building Society. Dr Oakley seconded these proposals and all were agreed.

Finally, Mr Sutton said that the clerk's photocopier/printer was not functioning very well and it appeared it needed a repair to the take-up roller. The part itself was not expensive, but Digital Copier Systems had quoted a £95 call out charge that included the first hour's labour. It was thought a more local firm might do the repair more cheaply and the clerk said she would seek alternative suppliers. All were agreed that the printer/copier should be repaired.

## **PLANNING COMMITTEE REPORT**

Mr Barnes reported as follows:

The Planning committee had met On 17<sup>th</sup> March and had considered the following application:

Mr K Mills	Application No.S/0177/09/F for the installation of 8 roof lights at 81A High Street Refused due to insufficient information.
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The committee had also considered an SCDC consultation letter on Local Development Framework (LDF) Supplementary Planning Documents relating to Biodiversity and Listed Buildings. The committee agreed that a letter should be sent in support of the proposals.

### **Matters before the present meeting**

Two documents had been received:

- 1) A consultation letter on further additional Mineral and Waste Development proposals relating to Cambridgeshire and Peterborough Minerals and Waste Development Plan. As there was nothing relevant to Foxton in these proposals, the committee had decided not to respond.
- 2) A joint additional consultation letter from SCDC and Cambridge City Council on the Inspectors' larger Site Option for the North West Cambridge Area Action Plan.

The Committee proposed to look at this and respond if necessary before the deadline of 20<sup>th</sup> April.

### Trees

Mrs Macintyre said that the SCDC trees officer had visited Villiers Park and given deemed consent to various tree works being carried out.

### **Tree application:**

Mr Stobbart

Application No. C/11/17/030/04 for work on 2 Beech trees in front garden and Cherry tree at rear

Recommended that a tree surgeon be appointed to advise on reshaping

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### Former Q8 garage

The SCDC officer overseeing this matter had sent an e-mail saying that as “harm” from the present use of the garage could not be demonstrated, it would not be possible to proceed with the enforcement previously contemplated in view of the owner’s failure to submit a planning application for his activities. Mrs Roberts said she was very disappointed with how this matter had been allowed to drag on. It appeared there were two options available to the council: either to let the matter drop or to send a formal letter of complaint to the SCD Complaints Officer. The general feeling of the meeting was that a complaint should be made

### **POLICE LIAISON REPORT**

Mr Barnes had nothing to report at the present meeting except that the next Police Liaison meeting would be held on 20<sup>th</sup> April.

### **RECREATION GROUND TRUST (RGT) REPORT AND COMMUNITY BUILDING ISSUES**

Dr McKeown reported that the RGT had met on 10<sup>th</sup> March when the following matters were considered:

Dr Grindley reported that the pavilion had been decorated and was in a fit state to be transferred to the Village Hall Trust for management. Dr Oakley undertook to set up a meeting to discuss detail. *This was held on 31<sup>st</sup> March and had resulted in the need for a further RGT meeting to finalise financial settlements.*

The Facilities Manager submitted a report explaining that he was producing a statement of condition on which to base maintenance. He had overseen some minor repairs and was negotiating with contractors for significant alterations to the floors in the shower areas.

A meeting had been held between Dr Oakley and Dr McKeown, representing the RGT, and members of the Cricket and Football Club Management to discuss the proposed use of the area adjacent to the school playground as a Groundsman’s Compound. Agreement was reached on all issues except the siting of the large tractor-towed roller, which the clubs wanted to remain on the main Recreation

Ground. Following a discussion at subsequent RGT meeting the Trustees agreed to this although the exact location had yet to be decided.

When the shelter was discussed the meeting was joined by two of the younger villagers who had an interest in the facility. It was established that the lights and solar panel had been removed without apparent vandalism. The RGT assured the guests that the lighting would be restored and that efforts would be made to make them secure. Dr McKeown had obtained a further estimate for the cost of polycarbonate window panels (£221+VAT) and it was anticipated that these would be discussed at the April Parish Council meeting.

Dr Grindley reported that the planners required further details on the training lights project and he undertook to provide them.

The accounts for the Allotments were received and (by e-mail after the meeting) the Trustees agreed to consider the £242.86 surplus of income over expenditure as the sum to be retained by the Gardens Association as a Management Charge.

Mr Sutton sought agreement to the closing of the Skipton Building Society account, and the opening of a savings account with Standard Life, in order to maximise the interest on the RGT investments. This proposal was passed unanimously.

Mr Sutton had also prepared statements of the amounts budgeted for forthcoming years for maintenance and the replacement of ageing assets. It was decided to await the finalisation of the Facilities Manager's report before discussion of any variation to the budget.

Dr Oakley reminded the Trustees that an opening ceremony for the extension was tentatively planned for the summer. Dr McKeown reported that Rob Brooksbank had agreed that the Recreation Ground Extension Committee would arrange this.

The committee would need to consider further the provision of new benches at its next meeting.

### **DOVECOTE/MEADOW PROJECT**

Mrs Macintyre reported that a working party on 7<sup>th</sup> March had filled in the gaps in the hedge bordering the school playing field and a further effort would be made to lay black matting. A pile of bark chippings from the work on the Hall close oak tree had been delivered to the dovecote meadow and would be used to improve the path across the field. It was confirmed that Peter Howell and Dudley Pusey had repainted the Dovecote door. Mr Pusey had noted that damp problems had reappeared. Mrs Macintyre proposed the council approve the expenditure to treat the damp and for skip hire in May and September for the removal of grass cuttings. Dr Grindley seconded the proposal and all were agreed.

### **CORRESPONDENCE**

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

- 1) Letter dated 3<sup>rd</sup> March from SCDC enclosing a copy of the formal offer document re Housing Futures and covering letter to be sent to all council tenants and a copy of the March 2009 Housing Futures newsletter

- 2) Letter dated 10<sup>th</sup> March from SCDC enclosing a Housing Futures DVD explaining why the council believes transfer is in the best interests of tenants.
- 3) Letter dated 18<sup>th</sup> March from Cambridgeshire CC re a “Weather the Storm” website produced by Cambridgeshire Together (a group of the county’s most influential organisations working in partnership: enclosing leaflets and posters.
- 4) Letter dated 19<sup>th</sup> March from Cambridgeshire ACRE enclosing leaflet and entry form for Calor Village of the Year competition 2009. *The council decided not to enter this year.*
- 5) Letter dated 24<sup>th</sup> March from CCC Passenger Transport detailing changes to Stagecoach and Whippet services.
- 6) Letter received 30<sup>th</sup> March from Mr Phillips declining to attend a meeting to discuss his recent anti-graffiti campaign.
- 7) Letter dated 1<sup>st</sup> April from SCDC enclosing a copy of its draft Community Engagement Strategy and Action Plan and seeking views (consultation closes 23 June 2009).
- 8) Letter received 3<sup>rd</sup> April from the Information Commissioner’s Office enclosing a DVD giving advice on the way public authorities are required to handle requests for information.
- 9) Information from CPALC including:
  - Copy of letter from Came and Company confirming that the firm will guarantee any member of CPALC a 15% discount on the premium paid to their current insurers in 2008 (subject to conditions): leaflet enclosed
  - Request for a donation from East Anglian Children’s Hospices
  - Allotments questionnaire
- 10) Information from Cambridgeshire ACRE including:
  - “Community Action” magazine, Spring 2009
- 11) South Cambs magazine, Spring 2009.
- 12) Letter from the Dogs Trust enclosing poster and leaflet re its free Canine Care Card Scheme.
- 13) Leaflet and questionnaire on priorities for NHS Cambridgeshire.
- 14) Cambridge Concert Calendar for Lent Term 2009.
- 15) Publicity material from Barcham Trees, ASM (play surfaces), Online Playgrounds, Queensbury shelters, Glasdon.

### **VISITORS’ QUESTIONS**

Mr Challis said how impressed he was by the display of daffodils in the Shepreth Road verges – it made a very pleasant vista when entering the village from the A10. Referring to the Housing Survey mentioned earlier in the meeting, Mr Challis said that his view was that Housing Associations had a particular interest in carrying out these surveys.

Mrs Howell asked where the sign for the Community Building car park (mentioned in the report of the Recreation and Amenities Working Party) would be placed and said

that a sign requesting drivers not to park their vehicles on the block paving would be welcome.

*The sign was to be placed at the entrance to the car park. Mrs Howell's suggestion about a further sign re parking on the block paving was met with general approval.*

### **ANY OTHER BUSINESS**

Mrs Macintyre said that thanks were due to Tony Shelford for cutting back the growth on the trees at Foxton Bottom. Tony Shelford and Richard Barnes had also given their labour in the picnic area of the Recreation Ground. It was agreed that the clerk should write letters of thanks to both Mr Shelford and Mr Barnes.

Mr Bentinck had attended the event at Melbourne Village College on 31<sup>st</sup> March to preview the college's 50<sup>th</sup> Anniversary window and create a glass tile for the parish. Mr Bentinck had produced a glass tile depicting a fox.

The clerk said that she had received a telephone call from Mrs Page of 58A Fowlmere Road who was concerned about obstructive parking in Fowlmere Road. Mr Barnes said the police had followed this matter up. The clerk was asked to telephone Mrs Page to let her know of the police involvement.

Mr Barnes also said that EDF would be laying underground cabling opposite his house.

Mrs Macintyre said that there would be a sponsored Bikathon in aid of the Stroke Association on Sunday, 14<sup>th</sup> June followed by an event on the Recreation Ground. The council had no objections.

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

It was confirmed that the next meeting would be **The Annual Parish Meeting** to be held on **Monday, 27<sup>th</sup> April 2009** at **7.45pm** in the **Meeting Room** of the **Village Hall**. The **Annual General Meeting** would be held on **18<sup>th</sup> May 2009**.

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