

**MINUTES OF THE ANNUAL GENERAL MEETING OF FOXTON PARISH
COUNCIL**

HELD ON MONDAY, 8th MAY 2006, AT 7.30 p.m.

PRESENT

Mr Hockley, Mr Barnes, Mr Brooksbank, Mr Chilton,
Mr Kennedy, Miss Thake

IN ATTENDANCE

2 members of the public

APOLOGIES

Apologies were received from County Councillor,
David McCraith, District Councillor Deborah Roberts
and Councillors Dudley Pusey (Chairman), Dr Colin
Grindley and Dr David McKeown

ELECTION OF CHAIRMAN

The Clerk called for nominations for the position of Chairman of the Council. Mr Chilton proposed that Mr Pusey should remain as Chairman. Mr Brooksbank seconded the proposal, and all were agreed.

ELECTION OF VICE-CHAIRMAN

Mr Hockley agreed to continue as Vice-Chairman.

ELECTION OF THE COMMITTEES

Mr Hockley proposed that the committees be re-elected en bloc for the time being, and that any changes be made at a later meeting, as not all councillors were present. All were agreed.

Membership of the committees was as follows:

Recreation and Amenities

Mr Chilton, Mr Barnes, Dr Grindley, Dr McKeown and Miss Thake.

Finance

Mr Hockley, Mr Kennedy and Dr Grindley.

Planning

Mr Barnes, Mr Brooksbank, Mr Chilton and Mr Hockley.

Recreation Ground Extension Committee (REGEC)

It was agreed that the FPC membership of the Recreation Extension Ground Committee (REGEC) should remain the same, namely, Mr Brooksbank (Chairman), Dr Grindley (FPC/Cricket Nets) and Dr McKeown (FPC/Skateboard BMX Park).

OTHER POSITIONS

Transport

Mr Hockley agreed to continue as the council's representative for transport with help from Dr McKeown who had expressed an interest in this.

Village Hall Management Committee

Mr Pusey and Mr Kennedy would continue to represent the council.

Cemex (formerly Rugby Cement) representative

Mr Brooksbank agreed to continue to represent the council.

Footpath Development

It was agreed that Mr Brooksbank and Dr McKeown would be lead members with this.

Police Liaison

Miss Thake agreed to continue in this role.

Dovecote/Meadow Project

Mr Kennedy and Mr Pusey agreed to continue as lead members on this project.

Skateboard/Mountain Bike Project

Dr McKeown had agreed to continue as a lead member on this project.

Correspondent for the Recreation Ground Trust

Mr Pusey would continue in this role.

Mr Hockley welcomed all to the meeting.

MINUTES OF THE TWO PREVIOUS MEETINGS

1. Meeting held on Monday, 3rd April 2006 at 7.45 pm

Mr Brooksbank proposed that the Minutes of the Meeting held on Monday, 3rd April 2006 be signed as a true record. Mr Kennedy seconded the proposal and all were agreed.

2. Meeting held on Monday, 24th April 2006 at 9.30 pm

Mr Chilton proposed that the Minutes of the Meeting held on Monday, 24th April 2006 be signed as a true record. Mr Brooksbank seconded the proposal and all were agreed.

MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 3rd APRIL

Defective Lights

Mr Hockley said that Mr Pusey had spoken to Chris Sproston (CCC) about the defective streetlamp near the sports pavilion – one of the streetlamps that the County Council had agreed to repair when needed. Mr Sproston had been confused between these lights and the external lights on the Community Building, which was why the defective streetlamp had not been repaired. The clerk would be writing to Mr Sproston to seek his assurance that the streetlamps illuminating the Community Building parking area were now included in CCC's schedule for maintenance.

Care needs for the Elderly

Mrs Sanderson (in the visitors' seats) gave the Foxton Helpgroup Report that she had not been able to give at the Annual Parish Meeting on 24th April.

Mrs Sanderson said that, as usual, it had been a busy year for the Foxton Helpgroup. The group's remit included social and care functions for the Over-60's in Foxton.

She said the social scene for this age group consisted of afternoon teas (such as the Springtime afternoon tea and the Christmas one), where members attending have some entertainment, but are largely given the opportunity to chat with friends. The team of helpers (to whom she expressed thanks) now all worked like clockwork, serving tea, coffee and plates of food: the team also provided all the homemade cakes which were much appreciated. She said the Over 60's enjoyed seeing the schoolchildren, who sing carols for them at Christmas. Costs of the functions were met by holding a raffle and there was no entrance charge.

The Over-60's would meet the children from the primary school again, if they took up the offer of school lunches, which were held regularly. This seemed to be an opportunity that suited everyone concerned.

A Christmas lunch was again arranged for the Over-60's at the Cambridge Motel, at a very reasonable cost. Everyone was seated together, as the participants liked. Over 80 people attended last Christmas, an increase on the previous year.

Finally, on the social front, the Helpgroup organised coach trips to various venues. There were two trips last year, one to Spalding and the flower gardens, and one to Bury St Edmunds and Oxburgh Hall. On a trip to London, some people went to the theatre to see "The Woman in White" (before the show closed), while some went along to London for shopping.

The Care function of the Helpgroup consisted primarily of the car scheme, which had been running for many years. Mrs Sanderson said that, under this scheme, volunteers run customers to local appointments at the doctor, dentist, hospital etc, and are then reimbursed with a nominal mileage allowance by the County Council. Heather Neil, as Helpgroup chairman, ran the scheme, and Geoff Houghton was treasurer. In 2005, approximately 14 drivers (the numbers varied from month to month), did 158 journeys covering 1668 miles. The County Council reimbursed a total of £249.87. Mrs Sanderson expressed her thanks to all helper drivers.

Another very new, but necessary, Care function of the Helpgroup was to facilitate the acquisition of personalised alarm systems, and the establishment of a Community Warden scheme in the village. The need for both was identified in a Care Survey run by the Helpgroup at the end of 2005. The Parish Council was able to grant the Helpgroup £500 towards these care needs, but this amount would not allow for money to be used for personal alarms.

The Helpgroup was currently researching the personal alarm schemes, including the Lifeline service run by South Cambridgeshire District Council, and a scheme run by Fowlmere village for many years using the 'Help the Aged' charity. The Helpgroup would disseminate this information to those interested, but could not, at this stage, help with costs.

The Helpgroup might initially join the Community Warden scheme already operating in Harston and surrounding villages. This would allow for a limited number of new customers to join an existing scheme quickly, and the funds granted by the Parish Council should cover this, as several villages were involved.

In the future, as the idea of a Community Warden became more recognised and popular in the village, it was likely that Foxton would set up a separate scheme, possibly in conjunction with Fowlmere: the Helpgroup committee was currently in talks to establish this idea for the future. Mrs Sanderson said that it should be stressed that the Helpgroup committee was acting as a steering group in this respect. Because a warden scheme employs a warden, it was likely to be a registered charity and to be an employer. For these reasons a management committee for the scheme would be required, and the Helpgroup would be looking for new members to be a part of a new committee.

Mr Hockley thanked Mrs Sanderson for her report and said that, as a driver for the group he knew it was all very well worthwhile. He said the council had budgeted £500 this financial year towards the costs of the Help Group and said it would be very helpful if the group would provide the council with a “shopping list” of its needs in December of this year in time for the estimates that would be needed for setting the following year’s precept in January.

Mrs Sanderson said that the Harston scheme would be able to absorb four Foxton residents but no more. If more than this number wished to be in a scheme, then Foxton would need to combine with Fowlmere’s scheme. She said there was a problem with SCDC funding.

Adoption of Hardman Road/Edis Way

Nothing further had been heard. Mr Kennedy said that Meldire had been forced to appoint someone to deal with the matter: he said he would chase up Meldire as this seemed a more promising approach than chasing up the County Council.

Recreation and Amenities Committee – clearance on the Recreation Ground

The clerk said she had written to Mr Howard about the unauthorised clearance. Mr Kennedy said he had received an apology from Mr Howard.

MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24th APRIL

Change of Signatories to the Bank Accounts

Mr Hockley said that the council was still in the process of getting the signatories approved. He expected the signatories to be cleared by the end of the week. The rise in pay, due to inflation, for the clerk and Mr Mead, had also been dealt with.

REPORTS FROM THE COMMITTEES

RECREATION AND AMENITIES

Mr Chilton reported as follows:

1. New Seats

Two new seats were now in place. A third seat, for which funds had been raised by Mr Vic Phillips, to replace the previously vandalised David Mead memorial seat, had now arrived and would shortly be installed. Mr Chilton said that Mr Mead would fit the plaque from the old seat. The council had paid for the seat in the first instance and the cheque to reimburse the council was passed to the clerk to pay into the council's bank account.

2. Vandalism

Mr Chilton said there had been trouble on the Recreation Ground recently with slats removed from picnic tables and bins uprooted. He had also received a complaint from Mr Salmons about 10/12 beer bottles that had been smashed on the hard standing on Friday night. Unfortunately, there was little the council could do about such incidents

Mr Kennedy reported the presence of cowslips in the Play Area and hoped the grass-cutting contractors would try to avoid them.

The clerk said she had received a complaint about grass cutting in Mortimers Lane. She had telephoned the contractors, who said they would cut the grass there a week earlier than scheduled.

Mr Kennedy asked whether weed-killer would be applied to the Recreation Ground. Mr Chilton said that by the time he had got quotations for this work last year, it was too late to apply weedkiller. He had a quotation from Herald Contract Services, and was awaiting another one from Mr Cambridge's nephew.

The clerk said she had telephoned Eastern Counties Pumps and had been told that a quotation would be sent for the repair of the pump on The Green.

FINANCE

Mr Hockley reported on the accounts for the year ending 31st March 2006. The balance brought forward at the beginning of the year was £21,640. The precept received was £11,900 and the total other receipts for the year were £24,063, including £17,575 in grants and donations to the Dovecote Fund.. Staff costs for the year were £4,534 and other expenditure totalled £12,297 including £3,871 expenditure on the dovecote. At 31st March 2005 the balance brought forward was £40,773 and the valuation of fixed assets was £58,366 including £10,000 for the unrestored dovecote.

The general fund stood at about one and a third times the precept.

Mr Hockley proposed that the accounts be accepted and that the Statement of Accounts and the Statement of Assurance for the Annual Return to the Auditors be approved by the council. Miss Thake seconded the proposal and all were agreed. The Statement of Assurance and the Statement of Accounts were then signed.

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

Current Account	£50.47
Deposit Account	£32,281.52

In the period between the meeting on 3rd April and this meeting, a payment of £186.56 had been made to the Inland Revenue (this was approved at the extra meeting of the parish council on 24th April) and the first instalment (£6,750) of the 2006/07 precept had been received. The balance of £6,563 had been transferred from the Current Account to the Deposit Account.

Cambridge Building Society	£13,401.13
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Mr Hockley proposed that the following cheques be approved:

Foxton VHT (hire of meeting room 6/3 and Lounge on 2 & 28/3)	£31.50
Glasdon Manufacturing Ltd (2 Phoenix seats and ground-fix)	£881.86
D Salmons Fencing Services (labour and materials for work on goal posts and benches)	£574.00
Town and Country Tree Surgery Company (work on Ash tree)	£540.50
BTCV Enterprises (tools and equipment for Dovecote/meadow project)	£501.34
Playsafety Ltd (annual playground inspection 2006)	£95.18
Serviceteam (tree work on Recreation Ground and in the village)	£834.25
SCDC (emptying dog-bins 1/4/06-30/6/06)	£93.12
Allianz Cornhill plc (annual insurance premium 2006/07)	£1,143.12
J E Burns (salary April/May)	£566.95
J E Burns (expenses March/April)	£33.59
V W Mead (refuse collection and ground maintenance, April)	£35.82

Mr Kennedy seconded the proposal and all were agreed that these payments, totalling £5,331.23, be made and that £5,331 be transferred from the Deposit Account to the Current Account.

PLANNING

Mr Barnes reported as follows:

Planning permission granted:

Mr and Mrs S Tongish	Application No. S/0409/06/F for a single storey extension at 1 Hardman Road. Several conditions.
Mr S C Frewin	Application No. S/0387/06/LB for internal and external alterations; linking dwelling to garage; and conversion of garage to annexe. 6 conditions.

Planning permission refused:

Mr and Ms J Gray	Application No S/0239/06/F for alterations to barn to form additional living accommodation including link to dwelling, erection of carport, fences and gates. The proposed conversion would alter the character of the 19 th century curtilage listed barn both internally and externally to its detriment. Three other reasons
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Planning Applications considered at the meeting:

Mr and Ms J Gray	Application No. S/0764/06LB for alterations and extension for kitchen, bathroom and bedroom with link following demolition of barn and outbuildings.
Mr and Mrs Gray	Application No. S0717/06/LB for internal and external alterations at 1, High Street

These applications were discussed and the general feeling was that neither application was acceptable. Mr Barnes had received a long letter from Mr Reeve (3, High Street) objecting to the first application above (S/0764/06/LB) and pointing out that work had already commenced.

The clerk was asked to tick the “refuse” box on both the consultation sheets and refer the SCDC Development Services Department to its reasons for refusing the previous application for this property (see above). She was also asked to express the council’s concern that work had started in respect of the second application listed. In addition, the clerk was asked to telephone both the SCDC Conservation Officer, Barbara Clark, and District Councillor Deborah Roberts to express concern that work had already started on a Listed Building.

Tree Application:

E J Carpenter	Application ref. C/11/40/30 for removal of a lower branch and trimming of other branches on an Ash tree at 11 Caxton Lane No comment
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Finally, Mr Barnes referred to problems at 68 and 70 Station Road. A lot of extension work had been carried out at No. 68. In the meantime, No.70 had been repossessed and sold to the owners of No.68. Work was now being undertaken at No. 70 that had not been approved by the planning authorities. The clerk was asked to speak to both Mrs Roberts and the SCDC enforcement officer.

RECREATION GROUND TRUST REPORT

Recreation Ground Extension

Mr Brooksbank said that WREN had been unable to approve some components of the application to WREN for various infrastructure funding. The groups not eligible were the Allotments group, the Preschool group and the Cricket Nets group. Mr Brooksbank said he had written to WREN to withdraw the application. It was intended to submit a fresh application from the Parish Council based on the Skateboard/BMX Park, the Picnic Area and the path. Mr Brooksbank said he would organise a questionnaire for the village on the overall project in order to gather support, as this was something that WREN liked to see. Mr Hockley said this seemed to be the right way forward. Mr Brooksbank concluded by saying that another grant would be sought from the Lottery Fund.

General Report

Mr Kennedy reported that, at the last meeting of the RGT, he had been asked to obtain quotations for removal of graffiti from, and external redecoration of, the Community Building. He said he had been advised that where the surface was very dry, it needed to be stripped back and recoated. Of the three quotations received, and to be considered at the next RGT meeting, the one for £895 was the cheapest. It was agreed that the next RGT meeting should be deferred until Mr Pusey had returned for holiday and a reply had been received from the Charity Commissioners, and be held on or after the 22nd May.

Mr Brooksbank said that Mr Pusey had written to the Charity Commissioners to make sure that it would be acceptable to have the allotments under a management agreement, and the Cricket nets under a management and rental agreement.

FOXTON COMMUNITY PROJECT

There was no report.

DOVECOTE/MEADOW PROJECT

Mr Hockley reported that the three tenders for building work on the Dovecote had been opened after the 1st May deadline by the clerk, in the presence of himself and Mr Pusey. The three quotations were:

Carlton E West Building Services Ltd	£26,950 plus VAT
The Organic Building Company	£34,295 plus VAT
Offord and Camp	£41,188

Mr Hockley said that the SCDC conservation people were happy with all three quotations. He proposed that the Carlton West tender be accepted. Mr Brooksbank seconded the proposal and all were agreed.

Mr Hockley proposed that, as the Carlton West tender was £3,000 below budget, and this was therefore affordable, the council retain Simon Ward's services as project manager during the building work. Mr Kennedy seconded the proposal and all were agreed. The clerk was asked to write to Mr Ward to ask him to accept Carlton West's

tender and to accept the role of project manager under the terms that had already been outlined between him and Mr Pusey.

Mr Hockley had received an e-mail from the firm (Skillworks) who would restore the plaque saying that work could commence during the week beginning 22nd May. Mr Hockley would agree a start-date with the firm.

CORRESPONDENCE

The Clerk summarised the correspondence received since the meeting on 3rd April, which is given in full below:

- 1) Letter dated 29th March from CCC Environment and Community Services Department enclosing copies of a Park and Ride questionnaire. (*Given to Post Office*)
- 2) Letter dated 3rd April from Royal Mail re proposed changes to CB1-5 postcode addresses, reminding that consultation period ends on 15th May 2006.
- 3) RoSPA Play Area safety inspection report for FPC dated 6th April 2006. (*Passed to DC*)
- 4) Letter dated 10th April from Cemex advising that a special meeting of the Barrington Liaison Group to be held on 27th April.
- 5) Letter dated 12th April from the Office of the Deputy Prime Minister enclosing a discussion paper entitled "Local Authority Byelaws in England".
- 6) Letter dated 26th April from Cambridgeshire ACRE re Rural, Social and Community programme – Parish Plans: enclosing questionnaire. (*Passed to BH*)
- 7) Letter dated 28th April from CCC/Peterborough City Council re the Cambridgeshire and Peterborough Supplementary Planning Document (SPD) – "The Location and Design of Major Waste Management Facilities": enclosing copy of the SPD Adoption Statement.
- 8) Letter dated 30th April from South Cambridgeshire Strategic Partnership with follow-up to the recent roadside verge management questionnaire.
- 9) Letter dated April 2006 from CCC Chief Executive's Department enclosing 2 copies of the CCC Corporate Plan for 2006-2009.
- 10) Letter dated 4th May from Andrew Lansley enclosing copies of correspondence between himself and the Deputy Prime Minister regarding the issue of concessionary travel in South Cambridgeshire post 1st April 2006.
- 11) Publications from South Cambridgeshire District Council including:
 - "Supporting Sport", Directory 2006
 - Disability Sport Focus group newsletter April-September 2006
 - Poster for Disability Sports Festival 14th May 2006 at Sawston Sports Centre
- 12) Information from CALC including:
 - Memo advising new post at CALC of Capacity Building Officer: interviews on 16th May

- Memo re possible grant funding towards the cost of footway lighting from South Cambs Crime and Disorder Reduction Partnership (*Passed to MK*)
 - Notice of CALC meeting on 31st May at Cambourne: enclosing agenda, draft charter re working together with the district council and copy letter about this from SCDC to CALC
 - Details of workshops including one for councillors that will include a short presentation from Colin Tucker (SCDC Monitoring Officer)
- 13) Letter from Cambridgeshire Fire and Rescue Service enclosing an article for publication in parish magazines/newsletters. (*Passed to G Smith*)
 - 14) CPRE memo giving details of a one-day workshop on “Local Development Frameworks – Getting the best for your community” to be held at Huntingdon on 5th October 2006, with programme and booking form.
 - 15) “Clerks and Councils Direct” magazine, May 2006.
 - 16) Local Council Review, May 2006.
 - 17) Publicity material from Glasdon and Miracle (playground equipment).

VISITORS' QUESTIONS

There were no visitors' questions.

ANY OTHER BUSINESS

Mr Brooksbank said he had attended a meeting of the Liaison group at Cemex (Barrington) on 27th April and reported as follows:

Cemex reiterated that its stance that the cost of CO2 emissions in the UK made it non-viable to build a large cement works in this country. The firm was close to submitting an application for a milling/grinding facility at an undisclosed UK location in the UK, but not at Barrington.

Turning to the future of the Barrington plant, the Cemex representative said that the life expectancy of the Barrington plant would be “eked out” as long as possible, but refused to be drawn out on figures. However, life expectancy for the plant was unlikely to be less than four years or more than twenty years.

Cemex said that there would be no significant change in output or business at Barrington; no new road to the A603; and that Cemex would reinstate quarried land, except where the exposed surface constituted a site of special scientific interest.

Cemex had obtained approval from the Environment Agency in May 2005 to burn Climafuel (a refuse-derived fuel, which is largely shredded packaging waste) at Barrington. The necessary equipment to burn this fuel would be installed in July 2006 and in August of the same year Cemex would commence the trial burning of Climafuel. The trial would include 39% secondary liquid fuel (SLF) and this would be burnt in the baselining period of 6-8 weeks that should start in the second week of May. The Cemex permit allowed for a maximum 40% SLF, 30% Climafuel, (70% total substitute for the standard fuel, which is petroleum coke “petcoke”) to be burned. When the trial started in August there would be a gradual increase to 30% Climafuel

and emissions would then be monitored for 6-8 weeks. Overall, therefore, the trial would last 3-4 months.

Cemex was seeking to identify a supplier that could provide quality-assured Climafuel and the transport of Climafuel would need 4 vehicles per day.

The Cemex representative also said that Cemex might seek an extension to the existing quarry. Boreholes were being sunk on the east and west sides of the quarry and samples would be analysed to see if the reserves had suitable chemistry for 10 years of operation. If these reserves were not adequate, further boreholes would be sunk on the Cemex site to see if any other areas had "better chemistry" to blend with the consented reserves.

Cemex would know whether currently consented reserves were sufficient by the end of June. If the reserves were not sufficient, Cemex might seek to extend the quarry beyond the currently consented reserves. It was very unlikely that the quarry would be extended beyond the "Whole Way".

DATE AND TIME OF NEXT MEETING

It was confirmed that this would be held on **Monday, 5th June 2006 at 7.45pm, in the Village Hall Meeting Room.**

Mr Hockley gave his apologies in advance for the June meeting.

There being no further business, the meeting closed at 9.29 pm.