

MINUTES OF A MEETING OF FOXTON PARISH COUNCIL

HELD ON MONDAY, 7th JUNE 2010, AT 7.45 p.m.

PRESENT

Dr Oakley, Dr Grindley, Mr Allars, Mr Barnes, Mr Bentinck, Mrs Macintyre, Dr McKeown, Mr Sutton
County Councillor Susan van de Ven

IN ATTENDANCE

3 members of the public

APOLOGIES

District Councillor Deborah Roberts

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 other declarations of interest.

MINUTES OF THE PREVIOUS MEETING

As no amendments were needed, Dr Oakley proposed that the Minutes of the previous Meeting (the AGM) held on Monday, 10th May 2010 be signed as a true record. Dr McKeown seconded the proposal and all were agreed.

MATTERS ARISING FROM THE MINUTES

Annual General Meeting Elections

Dr Oakley said that, following the elections made at the Annual General meeting, members of the two Working parties and the Planning Committee had voted to keep the chairs of each group as before, namely, Mr Bentinck as chairman of the Recreation and Amenities working party, Mr Sutton as chairman of the Finance working party and Mr Barnes as chairman of the Planning Committee.

COUNTY COUNCILLOR'S REPORT

1. Rail issues

Dr van de Ven said she had had an excellent meeting with Richard Marchant, the Station Services Manager for the "Fen Line" (King's Lynn-Royston), covering rail issues under the Meldreth, Shepreth and Foxton Rail User Group agenda. Notes of the meeting had been circulated to the parish council.

Points relevant to Foxton were:

- i) The objective must be to balance the pursuit of improvements to the rail service with the protection of Foxton Station itself.
- ii) Foxton Station was tied for highest ranking in terms of vandalism to ticket machines, platform gates and waiting room. The provision of cycle racks at the station was being chased up.
- iii) The Rail User Group would progress the detail of the local wish-list for rail services.

2. Parking near local stations

A meeting with Richard Preston (CCC Highways Department), Police Sargeant Rebecca Williams, and representatives of Meldreth, Shepreth and Foxton Parish Councils had taken place earlier in the day to discuss possible means of tackling parking around stations. The next step would be a site visit with Mr Preston and parish council chairmen to identify particular issues. Progress would then be reported to the parish council.

3. Compost availability at Thriplow Recycling Centre

Dr van de Ven said she had chased this matter up, as the expectation was that free compost was to have become available at this and all Cambridgeshire Recycling Centres from February, after the building works at Thriplow had been completed. The project had apparently been trialled during Compost Awareness Week and various complications had arisen. The County Council was chasing Donarbon on this matter and was aware that there had been a public expectation for the new arrangements and that this had not been met.

Dr Van de Ven left the meeting shortly after giving her report.

DISTRICT COUNCILLOR'S REPORT

Mrs Roberts had sent in several comments that would be included in the Planning Committee report.

PARISH PLAN

Mr Allars said that Dr Grindley had provided photographs for the Parish Plan. A date was needed for a meeting of the heads of the Working Parties and the Planning Committee to formulate a short to medium term plan for the village. *A short discussion followed during which it was decided to hold the meeting on 13th July at 8pm. The clerk was asked to book the Village Hall Lounge for the meeting.*

REPORTS FROM THE WORKING PARTIES

RECREATION AND AMENITIES

Mr Bentinck reported as follows:

1. Grass cutting

CGM was due to cut the grass in the village this week. Mike Cooper (CCC Highways Department) had stated that the verges around the village had been cut in May and would therefore not be cut again until July. This would unfortunately hamper the efforts of the Litter Pick volunteers this weekend.

2. Village Warden

David Salmons invoice for his work in May had been received. Mr Bentinck said that 16 hours at £11 per hour still represented very good value for money in the group's opinion: (6 hours were for bins and litter, 6 for removing the Hawthorn on The Green and 4 for hedge maintenance at 1 St Laurence Rd. David had given an approximate figure of £50 for repairing the Village Pump at Mortimer's Lane with a rubber seal and also intended to make try to put it in working order.

3. Trees

As mentioned above, Mrs Macintyre had arranged with David Salmons to remove the Hawthorn tree on The Green. It was intended to replace the tree in early winter. The group was waiting for the sports container to be moved before further progress could be made with planting a tree for Mrs Pat Richardson in memory of her late husband. It had been suggested that a Hornbeam go into the corner vacated by the container when it is moved to the Sports Compound. It was hoped that the container would be moved in the near future depending on when convenient for Welch's who had kindly offered to do this for the council when possible for them. The group would be getting a quotation for pollarding the Horse Chestnuts on Vicarage Bend, which would be incorporated in the Budget for 2011/12.

4. Play Area

There was nothing to report about the improvement of the Play Area. *Mr Allars said a questionnaire had been distributed to likely users of the play area asking for views on what equipment etc would be welcomed.*

5. Youth Shelter

A window in the shelter had apparently been vandalised by an aerosol spray, leaving 2 large 'crazed' areas of about 6 inches in circumference and this could affect the safety of the window to the point where it might shatter if hit by a ball: consideration would therefore need to be given to the case for its removal. *It was agreed to seek Andrew Cambridge's opinion, as it was his firm that had supplied the windows.* The graffiti defacing the shelter had now reached an unacceptable point now and the issues of covering the graffiti and dealing with the perpetrators would need to be addressed. Mr Bentinck said there was also talk of youths causing trouble in the Village Hall car park at night and entering the school play areas.

6. Other Matters

Plans continued for the Litter Pick at the coming weekend (also the Open Gardens event). The event had been advertised in "The Laurentian", and over 100 e-mails had gone out to villagers through established mailing lists for various clubs. The number of positive responses however, had been very low so any help with spreading the news or guaranteeing assistance would be

greatly appreciated. A Risk Assessment had been carried-out, tabards, bin bags, litter-picking devices and even badges and stickers had been obtained. Mr Bentinck said he would be speaking at the school assembly on Friday to encourage the pupils to take part. Contributions of £100 from John Lewis and £200 from the Townlands Trust had been received. These funds would be used to provide prizes as a “thank-you” to the best workers, and also drinks and food at the end of the event.

The clerk said that she had received RoSPA’s report following its April inspection of play sites on the Recreation Ground, and she had passed this to Mr Bentinck at the present meeting. Mr Bentinck said he would report on the contents of the report after he had been able to study it.

Dr Grindley said he needed the council’s approval for a request to the Football Association (FA) for a grant towards the installation of three 6-metre high lighting masts on the Recreation Ground. He had prepared a booklet setting out details of the project consultation, estimated costs, funding available and total grant aid (£12,639) to be sought. There was a difficulty in obtaining help from the Football Association in that grants are normally given towards lighting on hard-standing areas. Dr Grindley said he would explore the position with the FA. Another problem was that, although SCDC had a budget for such projects, he had been advised that decisions on allocation of funds would be deferred until September when all sports applications would be considered. All council members agreed to Dr Grindley’s proposals.

FINANCE

Mr Sutton gave details of the Bank Accounts as follows:

Deposit Account	£24,802.68
Current Account	£52.93
Standard Life Bank	£15,000.00

Mr Sutton proposed the following cheques for payment:

AON Limited (insurance policy renewal)	£1,609.79
SCDC (Annual charge for emptying dog bins 1.4/10-31/3/11)	£431.00
CGM Cambridge Ltd (grass cutting, May)	£329.00
D Allars (reimbursement for folders & printer cartridge re Emergency Plan)	£31.83
N Oakley (1 st half Chairman’s Honorarium)	£80.00
D Salmons Fencing Services (Village Warden duties, May)	£176.00
Playsafety Ltd (annual inspection of play sites)	£165.68

Dr Grindley seconded the proposal and all were agreed that these payments, totalling £2,823.30 should be made and that £2,823 be transferred from the Deposit Account to the Current Account.

Referring to the £24 thousand plus in the Deposit Account, Mr Sutton proposed that £15,000 be transferred to the Standard Life 10-day Notice Account, where it would earn a better rate of interest and that he be given authority to withdraw funds from this account if necessary. Dr Oakley seconded the proposal and all were agreed.

The council had received a request from Dr van de Ven for the council to bear the cost of hiring a room in the Village Hall for a meeting of the Rail Users Group to be held on 16th June and for further such meetings if required. All were agreed that the council would bear this cost.

Mr Allars mentioned at this point that the Village Hall accounts were still not ready for submission.

PLANNING COMMITTEE REPORT

Mr Barnes reported as follows:

The committee had met on 18th May when the following application had been considered:

Amber Homes Ltd	Application No S/0610/10/F for erection of dwelling (amended design) and carport with ancillary accommodation above and the omission of house on plot5 (as approved under ref. S/1806/07/F at land North of 3 Mortimers Lane Refused
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The committee had recommended refusal on the following grounds:

The footprint of the dwelling and proposed new accommodation block on plot 7 had been increased by some 70% over the previously approved plan. This increase was considered to be detrimental to the environment of the adjacent listed building at no.3 Mortimers Lane.

The supporting “Planning, design and access” statement inferred that the property would remain largely as approved and the layout unchanged. However, this was clearly not the case. The committee (on behalf of the council) therefore recommended refusal.

D H Barford and Co (planning consultants for Amber Homes) wrote to the council requesting that it reconsider its response to the application. The clerk had been asked to reply saying that the council intended to stand by its objections to the application.

The committee had met again on 26th May when the following application had been considered:

Foxton Primary School	Application No. S/0664/F for erection of Ecospace classroom at Foxton Primary School, 11 Hardman Road Refused
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The committee (on behalf of the council) had recommended refusal of the application on the following grounds:

The existing school was designed to permit extensions to facilities. The accommodation now required should readily be addressed by an extension in permanent construction to match the existing school building. Also the siting, materials and construction proposed were deemed inappropriate in this setting.

Goreway Holdings Ltd Application No. S/0757/10/F: variation of condition 4 of planning permission S/0861/87/F to allow use of the access onto High Street (retrospective) at Burlington Press, 1 Station Road

Goreway Holdings Ltd Application No. S/0757/10/F: variation of condition 5 of planning permission S/1913/79/F to allow use of the access onto High Street (retrospective) at Burlington Press, 1 Station Road

A short discussion followed about the use of the new entrance to the Burlington Press site from the High Street to which the above two applications referred.

POLICE LIAISON REPORT

Mr Barnes said that the police would be carrying out a test with bollards as part of the attempt to solve parking problems in Foxton. He also reported that there had been a minor break-in and a further attempted break-in at a house in Barrington Road.

EMERGENCY PLANNING

Mr Allars reported as follows:

A meeting was held on 25th May to discuss the draft emergency plan he had drawn up. Present were Lawrence Green, the SCDC Emergency Planning Officer, a representative from CCC and various members from the Foxton Emergency Team call-out list included in the draft plan. In the event of an emergency situation, the initial point of contact would be either himself as Emergency Co-ordinator or the parish clerk. Other members of the team would then be contacted on a cascade basis. If the team were acting at the request of the District Council, its members would be covered by SCDC's insurance policy. Similarly, the District Council would reimburse FPC for provision of tea, biscuits or other requisite purchases. The Village Hall had been identified as a suitable rest centre, and it was recommended that a basic package of necessities, including a First Aid kit, be stored there. The county council had a list of items recommended for such a package. Mr Green had praised the draft plan and said that, when completed, it would serve as model for other parish councils.

Mr Allars said he planned to run a test drill in the near future in order to check how well the plan worked. Dr Oakley congratulated Mr Allars on drafting the plan so quickly.

It was noted that Villiers Park administrators had not responded to attempts to interest them in allowing its facilities to be used in the event of an emergency.

Mr Barnes said he would check whether there was an upper limit of 70 years for the District Council's insurance cover for emergency team members.

RECREATION GROUND TRUST REPORT

Dr McKeown reported as follows:

The Trustees had met on 1st June and had received a comprehensive status review from the Village Hall Facilities Manager on repairs and alterations necessary for the Village Hall and the pavilion.

Building works would be necessary to correct drainage from the showers in the pavilion giving the opportunity to modify internal walls at the same time to create more changing space. Quotations were being sought for the necessary work.

Works already completed included boiler repairs and two RPZ valve replacements with the cost covered by the long-term maintenance provision fund.

Alterations to the electrical circuit would be necessary to avoid loss of all lighting when a trip occurred and the Trustees had authorised this work.

It was planned to procure and fit a slate sign for the pavilion to match the existing one for the Village Hall.

The Trustees had agreed a resolution to recompense the school for an overcharge for electricity use during the period February 2002 to February 2007, which had been due to malfunctioning meters.

The accounts of the Allotments Group were noted and accepted.

Projects for re-establishing training lights and for moving containers to the sport compound continued, slowly but satisfactorily.

The report from the Hon Treasurer showed that the Trust's funds were in good shape. However, there was some concern, with interest rates being so low, about future income. Land ownership as a source of more stable income was to be investigated.

The Trustees noted that they had not received accounts from the Village Hall and had asked that these be made available as soon as possible.

DOVECOTE/MEADOW PROJECT

Mrs Macintyre said that the grass in the meadow had not yet been cut: Jon Cairns was having difficulty hiring a suitable mower. She said that a quadrat survey would be carried out at the weekend.

CORRESPONDENCE

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

- 1) Letter dated 14th May from the Governor Services Administrator of Cambridge University Hospital NHS Foundation Trust asking whether the council would be interested in a Governor attending a Parish Council meeting to talk about their role in the community and to discuss local issues: enclosing newsletter and invitation to a lecture on Anorexia Nervosa.
- 2) Letter dated 17th May from the CCC Area Maintenance Manager (South and City) requesting details of preferred locations for the two salt bins requested by FPC so that they can be delivered.

- 3) Letter dated 21st May from SCDC Partnerships Manager, Gemma Barron, re South Cambridgeshire Community Pride and Village Hero Awards, inviting FPC to enter the Community Pride award and the nomination of a local resident for the Local Hero award: enclosing application forms for both awards. Also enclosed: Standards Committee newsletter and booklet entitled “Connected councillors – a guide to using social media to support local leadership”.
- 4) Letter dated 24th May from First Capital Connect in response to the council’s letter about shortcomings at Foxton Station.
- 5) Letter dated 25th May from Development Services Department in response to the council’s letter expressing concern that SCDC was not proposing to continue with enforcement at the former Q8 Garage unless it could be demonstrated that “harm” was resulting from the lack of a planning application for the activities being carried out on the site: enclosing copy correspondence.
- 6) Letter dated 2nd June from CCC Network Management Communications Assistant enclosing updated “Frequently Asked Questions “ leaflets on traffic and highways matters.
- 7) Letter dated 3rd June from CCC Transport Department re extended consultation (to 30th July 2010) on Cambridgeshire’s Third Local Transport Plan: online questionnaire available at www.cambridgeshire.gov.uk/tp.
- 8) COPE newsletter for June 2010 and response form for Care Quality Commission.
- 9) Information from Cambridgeshire ACRE including:
 - New Products and Services Guide
- 10) Publicity material from Sutcliffe Play and Barcham Trees.

VISITORS’ QUESTIONS

Mr Challis asked for details of the damage to the youth shelter and whether it was considered that the shelter was serving its purpose.

Mr Bentinck said that there was graffiti everywhere. As to whether the shelter was serving its purpose, he said that it was keeping the local youths away from the Village Hall precincts. It was likely that younger people had replaced the original group of youths using the shelter. It was agreed that better community policing was needed.

ANY OTHER BUSINESS

Dr McKeown said that at the recent Police Liaison meeting, parking problems in Station Road had overshadowed the issue of speeding in the village. Dr Oakley said that Richard Preston (CCC) had said that the Highways Department would try to deal with both issues at the same time. Mr Barnes said that the police were carrying out speed checks in local villages on a random basis.

Dr Grindley said that Welch’s had been in touch with him: the man who would deal with the sports container was currently on holiday, but that the operation remained “on-track”.

Dr Oakley mentioned a leaflet available from SCDC regarding Declarations of Interest that he had found useful. He had forwarded this by e-mail to councillors and provided a hard copy for Mr Barnes at the meeting.

The clerk asked whether she had the council's permission to get rid of the very large set of maps for the Thames Gateway project as these took up an inordinate amount of room. It was suggested that she consult Mr Sharman who might know of a suitable home for them.

The clerk also reported that the hedge at No.36 High Street was very overgrown and impeding the use of the pavement. The clerk was asked to write to the owners requesting them to cut the hedge back.

DATE AND TIME OF NEXT MEETING

It was confirmed that the next meeting would be held on **Monday, 5th July 2010** at **7.45pm** in the **Meeting Room** of the **Village Hall**.

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