

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

**HELD ON MONDAY, 7<sup>th</sup> SEPTEMBER 2011 AT 7.45 p.m.**

### **PRESENT**

Dr Oakley, Dr Grindley, Mr Bore, Mr Barnes, Mr Elliott, Mr McCreery, Mrs Macintyre, Mrs McFadzean and Mr Sutton

County Councillor Susan van de Ven

District Councillor Deborah Roberts

### **IN ATTENDANCE**

3 members of the public

### **APOLOGIES**

There were no apologies

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. *(A letter from SCDC had been received confirming this dispensation for the term of the present council.)*

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

Two amendments were needed:

- i) On page 28, under the Finance Report, the text should read “Mr McCreery *(not Dr McCreery)* proposed the following cheques for payment”.
- ii) On page 30, under the heading “Dovecote/Meadow Report”, the paragraph should read “---the annual plant survey had shown no change in 4 years so would not be carried out next *(not this)* year etc”.

With these amendments, Dr Oakley proposed that the Minutes of the previous meeting, held on Monday, 4<sup>th</sup> July 2011 should be signed as a true record. Mrs Macintyre seconded the proposal and all were agreed.

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

#### **County Councillor’s Report – Heavy Commercial Vehicles**

Dr Oakley said he had been informed that Foxton had been selected as a site for HCV strategy trials.

### Recreation and Amenities Report – Village Warden

As the new contract drawn up for David Salmons had included an increase in his hourly rate from £11 to £15 per hour without this increase having been approved by council, members were asked to give retrospective approval. All were agreed.

The clerk reminded all councillors that such matters should always be referred to council for approval, as the working parties could make recommendations to the council, but could not make decisions, particularly financial ones, without council's approval.

### Any Other Business –Telephone kiosk in Fowlmere Road

Residents' opinions had been sought via "The Laurentian". Two responses had been received, one suggesting that the kiosk be used as a book exchange, and the other that the box be renovated. Dr Grindley also suggested it could be moved to a location nearer the centre of the village.

## **COUNTY COUNCILLORS' REPORT**

Dr van de Ven reported as follows:

### **1. New youth club at Melbourn**

Two volunteers had come forward from Foxton to help with the needed role of escorts for the volunteer drivers - the final missing piece in the transport of youth club members from outlying villages. Dr van de Ven thanked them for coming forward to help.

### **2. Local Highways issue**

Mike Cooper had tended to repairs outside 12 High Street and was planning to raise the kerb as necessary, during his team's next "general repairs" visit.

He also reported that there was no record of wooden posts ever being erected in Station Road near the A10 and that there was also no evidence of damage to the verge caused by parked vehicles.

### **3. 50mph speed limit on the A10**

Dr van de Ven reported that the long-promised 50mph speed limit was apparently coming into force this month.

### **4. Guided Bus**

There had been some compliments, especially from pensioners using Concessionary Bus passes, on the Guided Bus, and usage had been far greater than anticipated resulting in Stagecoach laying on extra buses. Others were not impressed, as there was no Park and Ride link for the Addenbrookes No. 26 run.

### **5. Local Sustainable Transport Fund**

The Cambridgeshire County Council £5 million bid for government funds, which sought to develop small localized transport schemes and included a component for a Community Rail Partnership at Foxton, Shepreth and Meldreth, failed because the government didn't want to "pick up the pieces" following the county's decision to remove 100% of bus subsidies.

## **6. Bus Subsidy cuts**

The county council had announced that it would consult the public before implementing any further bus subsidy cuts: this action in itself had caused the application for judicial review to be withdrawn. The consultation would take place between mid-September and early December.

## **7. Cambridgeshire Future Transport**

Dr van de Ven said that she had reported at the last meeting that the project had just been announced. The project was about pooling all the money CCC spends on statutory and discretionary transport – education, adult social care – and looking for ways of compensating for gaps left by removing bus subsidies. Meetings were being held in closed session and most councillors had been excluded. A project manager had been hired and two pilot projects, one in Huntingdonshire and one in Fenland, were being pursued.

## **8. New level crossing pedestrian gates at Foxton**

Dr van de Ven reported that these had failed on at least three occasions this summer, and that she was told by Network Rail that they had been vandalised and that spare parts were difficult to obtain. The previous assurance of a human escort across the level crossing when the gates were out of use did not materialise and she had been chasing up this matter fairly continuously.

## **9. The Rail User Group**

The Rail User Group's next meeting would be held at Foxton on 21<sup>st</sup> September. Dr van de Ven had invited County Cllr Ian Bates, the portfolio holder for transport issues.

## **DISTRICT COUNCILLOR'S REPORT**

Mrs Roberts said that two Foxton planning applications had been refused – a single dwelling to the rear of 2 Hall Close and a single dwelling on a plot adjacent to the Press Cottages in Station Road.

Endurance Estates were putting forward a proposal for a development outside the village envelope, but as this was not solely for affordable houses, it did not comply with present planning policy. Mrs Roberts said that she had attended a very productive meeting with SCDC officer, Keith Miles and Dr Grindley on 24<sup>th</sup> August re the draft Localism Bill and neighbourhood plans.

No planning application had yet been submitted from the Power garage on the A10 and she recommended that the clerk write to SCDC officer, Val Barrett to ask for an update. Mrs Roberts said she would also contact the Housing Department about replacement trees for the two Horse Chestnut trees felled in Station Road.

Mrs Roberts distributed several leaflets about Community Transport in South Cambridgeshire.

## **REPORTS FROM THE WORKING PARTIES**

### **RECREATION AND AMENITIES**

Mr McCreery reported as follows:

#### **1. Recreation Ground**

The broken gatepost had been replaced and the Emergency Access signs had been fixed to the gate and to the post at the St. Laurence Road entrance.

Work on removing dead trees, suckers and dangerous branches on the south side of the Recreation Ground would start tomorrow.

#### **Play Area**

Action had been taken on the RoSPA (Royal Society for the Prevention of Accidents) report.

The Rocker Platforms had been left for the present, as they did not form part of the long-term plans for the area.

The surfacing under the swings had been repaired and the junior swings had been re-positioned.

- The broken wobble board had been removed.
- The 5-a-side goalposts had been re-positioned and concreted in with new inserts.

The Play Area Improvement Group had started applying for grants.

#### **2. Grass Cutting**

In principle the group had agreed to consider taking on the District Council's responsibilities for grass cutting in Hillfield and Rowlands Close.

#### **3. Sports Club Meetings**

Following on from the last FPC meeting, the first of the bi-annual meetings with the football clubs and the cricket club would be held later this week.

#### **4. Queen Elizabeth II Fields Challenge**

Mr McCreery said that the QEII Challenge was a programme to mark the Queen's Diamond Jubilee led by its patron the Duke of Cambridge. It was a landmark project to create a permanent, tangible and relevant legacy from the two major events of 2012 the Diamond Jubilee and the Olympics. The challenge would permanently protect a network of 2012 outdoor recreational spaces across the UK.

The council had submitted an application to Fields in Trust via Cambridge ACRE to cover the Recreation Ground, Allotments and Village Hall sites.

As well as protecting these sites, QEII accreditation would assist with grant applications in the future.

#### **5. General**

A bench-style seat had now been ordered for the bus shelter in Station Road.

The hedge at the foot of St Laurence Road was cut in July, as was the path to the school through the Dovecote Meadow. In August Vicarage Corner had been tidied up and the Dovecote Hedge and the meadow had been cut.

It was intended to put non-slip matting at the entrance to the Dovecote Meadow and Mr McCreery proposed the council approve the purchase of a new green litterbin to be sited at the entrance to the Dovecote meadow beside the seat. *Dr Oakley seconded the proposal and all were agreed.*

The Parish Council had been requested to support the Football Club's application for a grant for moveable goalposts. *Support was agreed and the clerk signed the application on behalf of the council.*

Mr McCreery proposed that the council join the CCC Parish Paths Partnership Scheme. *Mr Barnes endorsed this and all were agreed.*

*Dr van de Ven left the meeting before the Finance Report*

### **FINANCE**

Mr Sutton gave details of the Bank Accounts as follows:

Deposit Account	£9,566.86
(This included a contribution to the training lights from RGT to FPC of £4,910 and from SCDC of £512, plus a VAT refund of £1,106.86)	
Current Account	£50.65
Standard Life Bank	£30,344.92

Mr Sutton proposed retrospective approval for the following payments made in the period between the July meeting and the present meeting and covered by appropriate bank transfers:

Foxton Cricket Club (1 <sup>st</sup> instalment of FPC's contribution to the club for grass cutting)	£300.00
CGM (Cambridge Ltd) (grass cutting June and application of herbicide)	£780.00
D Salmons (Village Warden duties, July)	£270.00

Mr Sutton also proposed the following further cheques for payment:

SCDC (costs incurred re uncontested parish election)	£135.00
Algar Signcraft Services Cambridge Ltd (2 No. Aluminium signs)	£79.20
CGM (Cambridge) Ltd (grass cutting, July and Broadleaf weedkill)	£444.00
Foxton Village Hall (hire of Meeting Room 4/7 and Lounge 21/7)	£22.75
Shelterstore LLP (bench seat for bus shelter)	£432.12
J E Burns (salary August & September)	£625.56
J E Burns (expenses July and August)	£51.26
D Salmons (Village warden duties, August)	£531.00

The payments totalled £2,322.09 and would require a transfer of £2,322 from the Deposit Account to the Current Account.

The clerk had asked for a date stamp from Amazon and Mr Sutton proposed that she purchase one at a cost of £4.99 plus postage to be reimbursed at the next meeting.

Dr Grindley seconded all three proposals and all were agreed.

### **PLANNING COMMITTEE REPORT**

Dr Grindley reported as follows:

There had been a succession of Planning Committee and other meetings in the period since the last council meeting in July.

#### Planning Committee Meeting on 21<sup>st</sup> July

Goreway Holdings Application No. S/1284/11 for a dwelling on land adjacent to 7 Station Road.

The committee noted that the present lay-by currently used for visitors' parking had been incorporated into the plot of the proposed dwelling, and also identified possible conflict between domestic and business access, and a need to protect the root system of the nearby trees from damage due to the development. The committee recommended that it would be preferable if the ridge height of the proposed dwelling were to be the same as that of the adjacent Press Cottages.

#### Planning Committee Meeting on 9<sup>th</sup> August

Goreway Holdings Amended application S/1284/11 for a dwelling on land adjacent to 7 Station Road. (revised parking)

The committee recommended approval to the amendment subject to:

- Parking on the new plot being shown on the drawings
- All surface water to be contained within the site
- No construction traffic to park on Station Road
- The usual restriction to working hours
- The root system of the existing trees being protected from damage by the development work proposed.

#### Meeting of 24th August with SCDC Planning Officers and CCC Highways Officer re the new access to Burlington Press

The Highways officer acknowledged that a mistake had been made in the Highways Authority recommendation but that the access formed was not considered hazardous. The Highways Authority would write to the clerk in answer to a query raised.

The SCDC Planning Officer undertook to review the Council's request for the legal issues to be referred to Counsel for an opinion.

A letter dated 1<sup>st</sup> September had been received from SCDC that restated the officer opinion that this was permitted development under the General Permitted Development Order 1995.

*The committee recommended that the clerk send a suitably worded response setting out the council's views and the inconsistencies in SCDC's position in order to justify the reasons for the request for counsel's opinion in the light of the response received. All were agreed.*

Meeting of 24<sup>th</sup> August with Keith Miles of SCDC and Deborah Roberts re the proposed Localism Bill and Neighbourhood Plans

Mr Miles provided a current assessment of the progress of the proposed legislation and advised that once the Parish Plan had been completed and adopted by the Parish Council, it would be advisable for the Parish to produce a Neighbourhood Plan for Foxton to deal with the needs and issues raised in the parish plan. When prepared, this should be presented to the village and a referendum held of all electors in the parish. If 50% of the electors approve the Neighbourhood Plan it should be submitted to SCDC for incorporation in the SCDC Local Plan.

*The committee recommended that the council should proceed on this basis. All were agreed.*

Planning Committee Meeting on 25<sup>th</sup> August with Darren Blake of Circle Anglia to be briefed on the collapse of the organisation's Affordable Housing proposal for a site off Station Road

Mr Blake reported that although Mr Ridgeon had approved the scheme, which was viable and at an advanced stage, Mr Ridgeon had withdrawn his agreement to the scheme and was now promoting a larger commercial development with Endurance Estates.

Circle Anglia would be interested in carrying out a genuine affordable housing scheme in the village.

Meeting on 25<sup>th</sup> August with the Parish Plan working group

The group was now liaising with SCDC and preparing an amendment to the proposed action plan.

Three planning committee members would meet with CCC officers on Monday 12<sup>th</sup> September to explore options on various matters relating to actions envisaged as a follow-up to the Parish Plan. *Dr Grindley and Mr Sutton said that thanks were due to Linda Brown for her input. (Dr Oakley said he would send an e-mail)*

**Planning Applications refused:**

Goreway Holdings	Application No.S/1284/11 for a dwelling on land adjacent to 7 Station Road Refused on the grounds of concerns re lack of privacy and loss of open green space
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Mr B Cooper	Application No. S/0931/11 for a dwelling to the rear of 2 Hall Close
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Refused on the grounds that the proposed access to the A10 is contrary to policy DP/3 of the LDF development control policies and that "The scale of the dwelling proposed is contrary to policy DP/2 of the LDF DCP 2007, and the dwelling would be located close to a group of trees covered by a TPO and could cause harm to the root system of these trees, contrary to Policy NE/6 of the LDF DCP 2007".

**Planning Applications approved:**

Miss Eleanor Byford	Application No. S/1060/11 for a first floor rear extension to dwelling at 35 Fowlmere Road Various conditions.
Cambridgeshire County Council	Application No. S/01080/10/CW for importation by rail of suitable restoration material over a 5-year period to partially fill an existing quarry void and provide for the restoration of the W & NW areas of Barrington Quarry Approved with 62 conditions

The clerk was asked to photocopy the latter decision notice for the Planning Committee. She was also asked to write to the SCDC Trees Officer requesting that the stumps of the felled Horse Chestnut trees be ground out and replacement trees of a good size be planted in their place (*after consultation on replacement trees with Mrs Macintyre*).

### **POLICE LIAISON REPORT**

Mr Barnes reported that there had been 19 offences in the Foxton/Fowlmere Ward in the 3-month period to July 2011 compared to 9 offences in the previous period and 18 offences in the same period last year. Three of the 19 offences had been resolved so far.

There were 5 anti-social behaviour incidents in this period compared to 11 incidents in the previous period and 18 incidents in the same period last year.

According to the police computer crime report for July there had been:

- A burglary in Station Road
- An anti-social behaviour incident in Cambridge Road
- An anti-social behaviour incident and another offence in Hillfield

There had been several incidents where BT copper cabling had been cut and pulled out from underground ducts.

Speed checks had been carried out in Fowlmere Road and the High Street and some people had been stopped and given warnings about their speed.

Frequent patrols had been conducted in Station Road to address issues of illegal and inconsiderate parking. Following the police liaison meeting in July, Hall Close would be included in these patrols as there had been reports of people parking on the pavements and grass verges.

The public had been requested to report anything suspicious particularly relating to the theft of BT telephone cabling

### **RECREATION GROUND TRUST (RGT) REPORT**

Mrs McFazdean reported that the modification of the showers was underway. A roof inspection had been made and repairs carried out.

Protective film had been ordered for the roof lights in the pavilion to protect photographs from ultra-violet light.



Trustees had agreed that there was a pressing need for office space for FPC and the RGT for both secure storage and a working/meeting area with an Information Technology facility. This would be best achieved by the return of the originally designated Parish Council office to the council. The office could also be used by Tony Garrick (the Facilities Manager) and Tessa Howell, if appropriate. It was agreed that Mr Bore would approach the Village Hall Trust to request the return of the original pParish Council office when alternative storage was found for the equipment currently being stored there.

January's had been asked to carry out a revaluation of RGT assets.

Discussions would take place about possible sites for Affordable Housing in Foxton.

### **DOVECOTE/MEADOW PROJECT**

Mrs Macintyre reported that Richard Barnes had cut the grass and Jon Cairns had piled up half the cuttings at an estimated cost of £150. The hedge had been cut on the street side but needed to be cut on the inside.

### **CORRESPONDENCE**

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

- 1) Letter dated 13<sup>th</sup> July from the SCDC Housing Operational Services Manager exploring the level of interest in transferring responsibility for maintenance of SCDC land in the parish with the award of a proportion of money: enclosing map. (*Original passed to RMcC*)
- 2) Letter dated 18<sup>th</sup> July CCC Traffic Manager's Team re HCV Strategy trials and inviting Foxton to be a trial site.
- 3) Letter dated 22<sup>nd</sup> July from Circle Anglia apologising for lack of communication in respect of the proposed affordable housing scheme in Station Road and raising the possibility of an alternative access to the site.
- 4) Letter dated 25<sup>th</sup> July from Endurance Estates re its planning proposals for land to the west of Station Road.
- 5) Letter dated 29<sup>th</sup> July from the SCDC Democratic Services Officer agreeing to grant dispensations until May 2015 to Foxton Parish Councillors in respect of issues concerning Foxton Recreation Ground.
- 6) Letter dated 3<sup>rd</sup> August from the SCDC Trees Officer re the felling of two Horse Chestnut trees in Station Road.
- 7) Letter dated 3<sup>rd</sup> August from Mr Goodwin re a branch of a tree on the Recreation Ground that is overhanging his property in Illingworth Way.
- 8) Letter dated 5<sup>th</sup> August from the Royal Horticultural Society urging the council to take part in the "Britain in Bloom" environmental campaign.
- 9) Letter received 8<sup>th</sup> August from Balfour Beatty re the Cambridgeshire Parish Council Street Lighting Annual Maintenance Contract enclosing documents for signature.

- 10) Letter dated 10<sup>th</sup> August from the CCC Area Manager for Cambridge Projects re funding for traffic improvement schemes.
- 11) COPE newsletter, August 2011
- 12) “Clerks and Councils Direct” magazine, September 2011.
- 13) Poster re SCDC Council Open Day.
- 14) Publicity material from Peter J Townsend Associates (design consultancy), Hayden’s Arboricultural Consultants, IOG Saltex (turf care and open space management, SMP and Sovereign (playground equipment), Pippins Surestart Children’s Centres and Glasdon.

An e-mail dated 1<sup>st</sup> September from the CCC Area Manager (Traffic), Mr Stinton, had also been received, which raised the possibility that, although FPC had already agreed to fund in full the extension of double yellow lines in Station Road, the council could be included in a priority assessment of minor highway schemes, which might result in some funding from the County Council towards the cost. The matter was discussed and the clerk was asked to send a reply to Mr Stinton asking to be included in the list of schemes being assessed.

### **VISITORS’ QUESTIONS**

Mr Challis asked for clarification about the No. 26 bus service that ran between the Park and Ride site at Trumpington to Addenbrookes Hospital now that the guided bus is in service.

*There was some discussion about this and it was thought that the bus service had been discontinued and that the connection to the hospital from the Park and Ride site would now be via the guided bus*

Mr Challis also said that, if the council were to purchase the telephone kiosk, it would need to be refurbished and fitted with a lock.

*Dr Oakley said that the council would decide whether or not to purchase the kiosk at the October FPC meeting.*

Mrs Ward said that the parking sign outside The Bury was being obscured by a builder’s board. It was also pointed out that the sign for the pavilion had the wrong spelling.

*Dr Oakley said that he would e-mail Dr van de Ven to request a new sign.*

Mr Howard reported a lot of rubbish, including bottles and beer cans, having been left in the Play Area.

*Mr McCreery said he would ask Mr Salmons to clear the rubbish.*

### **ANY OTHER BUSINESS**

Dr Grindley said that the new training lights came on when he switched them on, although they were supposed to be on pre-set timings, and he might need to request the contractor to make a further visit to the site.

Mr Barnes reported that Endurance Estates had written to the school about its proposals and the number of school places available.

Mrs McFadzean said that trees at Foxton Bottom were obscuring the view along the A10. She also said the cycle path along the A10 needed attention.

As the grass-cutting contract was due to be put out for tender Mr McCreery asked whether there was satisfaction with the present contractor, CGM.

Mrs Macintyre said that a tree had fallen into the footpath leading into Shepreth Woods from the garden of No. 3 Cambridge Road.

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

It was confirmed that the next meeting would be held on **Monday, 3<sup>rd</sup> October 2011** at **7.45pm** in the **Meeting Room** of the **Village Hall**.

There being no further business, the meeting closed at 9.35pm.