

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

**HELD ON MONDAY, 10<sup>th</sup> JANUARY 2005, AT 7.45 p.m.**

### **PRESENT**

Mr Pusey, Mr Barnes, Mr Hockley, Mr Kennedy, Mrs Thake

County Councillor Professor Milton

District Councillor Mrs Roberts

### **IN ATTENDANCE**

8 members of the public

### **APOLOGIES**

Apologies were received from Mr Broadley and Mr Chilton

Mr Pusey welcomed all to the meeting.

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

No amendments were needed. Mr Barnes proposed that the Minutes of the previous meeting, held on 6<sup>th</sup> December 2004, be signed as true record. Mr Hockley seconded the proposal, and all were agreed.

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

#### *Old School Site*

A meeting had been held with County Councillor, Professor Milton, District Councillor, Mrs Roberts and two SCDC officers present. It was agreed that any housing development on the site would have to be in conjunction with a housing association as partner. Mike Sugden (SCDC Special Projects) would speak to Hereward Housing Association who had already made a success of the Caxton Lane Project. Professor Milton said that the County Council is under pressure over affordable housing. Mrs Roberts added that the District Council's policy now stipulates 50% affordable housing in developments.

#### *Police/Public Liaison*

Mr Pusey thanked Mrs Thake for taking on the role of Parish Council representative for police matters. Mrs Thake reported that there had been problems in the village on Saturday night. Part of the brick boundary walls of properties at the junction of Station Road and the High Street had partially been knocked down. It was thought that two youths from outside the village (friends of a Foxtton girl) were responsible, and the police had investigated. Other antisocial behaviour included mud thrown at houses, a window broken at the shop and fence rails broken on the Recreation Ground. The latter incident had been reported to the police and had been given a crime number. Mrs Thake would be in touch with PC Sutton. In the meantime, those present were urged to contact the police (01223 358966) directly about such incidents,

so that patterns could be established. Mr Kennedy agreed to produce an article for “The Laurentian” on these unwelcome incidents.

#### Large-scale Development

Mr Pusey said that the group of parish councils would call a meeting with Alan Moore (EERA) as part of the consultation process. There would be two Regional meetings, and Mr Pusey said that, with the council’s agreement, he would attend the one to be held on 27<sup>th</sup> January if a place were still available. All were agreed.

#### Traffic issues in Foxton raised by Mr Studd

Professor Milton reported that both matters – visibility at the junction of Caxton Lane and High street, and white-lining – were in hand.

#### Q8 Garage

Mrs Roberts reported that she and Mr Pusey had met Nigel Blazeby (SCDC Planning officer) on the site. It emerged that so far no planning application had been received. Mrs Roberts said she would continue to follow up the matter. Professor Milton had raised the matter of the right turning into the garage from the A10 and would talk to officers again about this.

#### Parking at Hillfield

Mrs Roberts said that she had spoken to the housing department. Officers of the department would need to check further. However, Mrs Roberts said that factors militating against anything being done were that the Housing Department is short of money, only one person had made the complaint about parking and many of the Hillfield houses were privately owned - giving the owners the possibility of creating parking space on their land. She said she would continue to follow this matter up but thought the provision of additional parking space unlikely.

#### Visitors’ Questions

##### *i) Andrew Lansley MP’s surgery 21<sup>st</sup> January*

The clerk was asked to make a request, through Mr Lansley’s constituency office, that the parish Council be informed of any relevant issues. Mrs Roberts said that she would also speak to his office about the advisability of a District Councillor being present.

##### *ii) Pavement flooding*

Mr Hockley said that he had not yet completed the list of sites where flooding was occurring and said he would like to develop digital photographs of the sites.

##### *iii) Plaque for oak tree in memory of Rev. E W Rowlands*

Mr Challis had kindly provided the clerk with suggested wording for the plaque, which she read out to the meeting as follows:

“Planted in memory of Rev. E W Rowlands, Vicar of Foxton 1939-53”

All were agreed that this wording should be adopted to be inscribed on the plaque. Mr Challis (in the visitors’ seats) recommended that when the plaque is fixed on the tree, the wire fence round it be removed, as it could restrict the tree’s growth. The matter was referred to the Recreation and Amenities Committee.

iv) Streetlamps Edis Way

It was confirmed that the road had not been adopted and that legal action might be necessary to get the developers to complete their obligations. Professor Milton was asked to speak to Mike Cooper (CCC South Highways Department) about expediting the adoption process for Edis Way.

## **REPORTS FROM THE COMMITTEES**

### **FINANCE**

*(This report was taken first as Mrs Thake had to leave the room briefly)*

Mr Hockley reported as follows:

Mr Hockley said that the indications were that there would be a surplus of about £1,500 in this financial year. The Finance Committee would be meeting before the next meeting of the Parish Council to set a budget for the next financial year. Although the Finance Committee had yet to make its recommendations, he anticipated that it would be possible to keep the precept at the same level as the present year's precept viz £11,900.

Mr Hockley then proposed that as the internal auditor does such a good job for the council that £30 to £35 be earmarked for a gift to Mr Sutton as a token of thanks for his work. Mr Barnes seconded the proposal and all were agreed.

Mr Hockley secondly proposed that as the clerk had undertaken 17.75 hours additional work in attending the meetings about large-scale development and producing the Minutes of these meetings, she be paid for these extra hours at the normal rate. Mr Barnes seconded the proposal and all were agreed. The group of parishes meeting about large-scale development had agreed to share consultancy fees if these were required. In this event, administrative costs, such as the clerk's extra time might be included.

It was noted that the clerk's hourly rate was due to be increased from £8.82 to £9.08 from 1<sup>st</sup> April, in line with CALC recommendations. Mr Mead's hourly rate should be adjusted pro rata at the same time.

Mr Hockley said that the amount due from the County Council as its contribution to grass cutting in 2004 would be £1059. The clerk said she had written applying for this. There was also a recycling payment due from the District Council before the end of the financial year.

Mr Hockley gave details of the bank accounts as follows:

Current Account	£50.87
(A cheque for £5 from the Tennis Club for rent from December 2003-December 2004 had been received and was due to be paid in)	
Deposit Account	£10,430.23
(This included interest for the period 6/9/04-5/12/04)	
Cambridge Building Society	£7963.78
(Interest for 6 months to December 2004 had still to be added)	

Mr Hockley asked for the following cheques to be approved:

Foxton Village Hall Trust (Hire of meeting Room 1 and 9 November)	£23.00
J E Burns (salary for December 2004 and January 2005 and extra hours for New Town meetings)	£602.81
J E Burns (expenses November/December 2004)	£23.83
V W Mead (refuse collection, ground maintenance and 6-monthly inspection, December 2004)	£33.46
Inland Revenue (tax on JEB/VWM earnings for 3 months to 5 <sup>th</sup> January 2005)	£181.62

Mr Barnes seconded the proposal and all were agreed that these payments should be made, and that £865 be transferred from the Deposit Account to the Current Account.

It was agreed that the next meeting of the Finance Committee be held on 24<sup>th</sup> January, or a date later that week.

### **RECREATION AND AMENITIES**

In Mr Chiltern's absence, Mrs Thake reported as follows:

The Committee had met during the past month and the following items were considered:

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

Progress was being made in the purchase of land to extend the Recreation Ground. A request had been made by the Chairman of FPC to have access to the area so that work could begin on preparing the ground for allotments. *Mr Pusey said that the County officers had referred this to the School Governors. He had spoken to Jenny Jones (headmistress) about this making clear that in his view this was for consultation and not the school's decision. He said that there were a number of issues such as the laying on of a water supply and the provision of storage for tools that would need to be addressed at a later date. He said that selected members of FPC would need to work together with the Gardens Association to manage the development of the project and suggested that one of the School Governors might be invited onto this group. The Clerk was asked to draft a letter to the School Governors.*

#### **2. Skateboard Park and Sports Compound**

In Mr Broadley's absence, there had been no further update on the progress of the project. However, the possibility of changing the location of the skateboard park was discussed at length. It was agreed to consider the feasibility of re-siting the park onto an area of the new extension to the Recreation Ground. It was felt that this would reduce costs, although input from SCDC and RoSPA would be needed. If the skateboard park were to be moved to this site, the sports compound could remain in its present location and the cricket practice nets could move to the same area, thus keeping all the sports facilities together. *Mr Pusey said that care would need to be taken over noise levels near Illingworth Way. Mr Hockley raised the question of the school cricket nets, but this was not thought to be a problem. Mrs Roberts said that FPC should check with the SCDC sports development people over the need for fencing.*

### 3. **Trees on the Recreation Ground**

There was no further information to date. *The clerk said she had asked Mr Chilton to let her know precisely what work was needed on the trees before seeking quotations, but had not heard anything further from Mr Chilton. She said she would follow the matter up.*

### 4. **Damaged Seat on the Recreation Ground**

Quotations were being sought for a replacement for the damaged seat.

### 5. **Streetlamps**

There was no further information on contracts for maintenance. *Mr Pusey said that since the R and A meeting, he had spoken with the relevant CCC officer, who would make an inspection with a view to getting all the streetlamps on one contract.*

### 6. **Grass-cutting Contract**

Tenders had been received and four quotations, showing a wide variation in cost, had been considered. Prices excluding VAT were as follows:

£3175.00

£3020.00

£4280.00

£6179.22

As FPC had no experience of the lowest priced tenderer, it was agreed to clarify a number of points with the company, and, subject to acceptable answers, award it the contract subject to the usual quality clauses.

The performance level of the existing contractor was felt to be below the standard expected and it was accepted that in the event that the lowest price tenderer were unable to satisfy the performance and quality issues, the contract be awarded to the third lowest tenderer.

### 7. **Any Other Business**

Mrs Thake had been asked if the council would consider putting a new dog litterbin at the West Hill Road end of the village, as there is nothing in that part of the village. *Mr Hockley said that he thought there would be enough in the budget to cover this.*

It had been mentioned that the area round the Press, where it borders on Station Road was untidy, with weeds growing through the fence. *It was also mentioned that the brickwork in the wall behind the War Memorial was in poor condition. The clerk was asked to write to the Press to ask the firm to remedy these problems.*

Finally, it was agreed that the boundary fence on the Recreation Ground, which had suffered vandalism, should be repaired. The clerk agreed to ask Mr Mead to undertake this work.

### **PLANNING**

Mr Barnes reported as follows:

#### **Planning permission granted:**

Mr Fraser and Ms Bradshaw                      Application No. S/1965/04/F for an extension at  
50 Station Road.  
Usual conditions.

Mrs Roberts said that she had received an e-mail questioning why an application had been refused, whereas the application for dwellings at Moore's Farm had been granted. Mrs Roberts said that the Moore's Farm application (for outline planning permission for up to 13 houses and 1 bungalow had not yet been approved: it was due to be considered by the Planning Committee. In any case, each application was different and consent depended on the application complying with the District Council's planning policies and the merits of the application.

### **RECREATION GROUND TRUST**

Mr Pusey said there had been no meeting in the past month. The County Council's survey of the Recreation Ground should be carried out by the end of the month. Mr Hockley said an RGT meeting would be needed in the near future. It was agreed to hold a short RGT meeting at the close of the present meeting.

### **COMMUNITY PROJECT**

Mrs Howell (in the visitors' seats) said that several matters were still outstanding including the need for a separate gas-meter for the sports pavilion. The fire door in the main hall was apt to blow open and there was a faulty Velux roof light. It was hoped that when Velux repaired the faulty window the light could be repaired at the same time. Mr Pusey said that slowly but surely the stage was being reached where the responsibility for repairs would be transferred to the Village Hall Trust.

### **DOVECOTE/MEADOW PROJECT**

Mr Pusey asked FPC to authorise him to deal with outstanding details on the draft leases for the Dovecote and meadow at the meeting with the friends tomorrow (FPC's solicitor's e-mail and his draft response had been circulated before the meeting). All were agreed.

Mr Pusey said that the line of the footpath through the meadow was still an issue that FPC is asking the school governors to approve.

Mr Pusey said that a second application to SCDC had been made – this time to the Historic Buildings Fund. A conservation officer had visited the site in December, and a formal response was awaited.

Mr Pusey and Mrs Roberts had been invited to attend a meeting of the SCDC Conservation Committee. The committee was very impressed with the project and a grant of £5000 had been awarded under the Village Green Spaces Scheme.

### **CORRESPONDENCE**

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

- 1) Letter dated December 2004 from the SCDC Finance and Resources Director re Parish Precepts. *Passed to BH*
- 2) Letter dated 8<sup>th</sup> December from CCC South Highways Department acknowledging the council's letter re road hazards in the High Street.
- 3) Letter dated 8<sup>th</sup> December from CCC Education, Libraries and Heritage department enclosing 10 copies of the Family Friendly Guide giving local information on Cambridgeshire.
- 4) Letter dated 15<sup>th</sup> December from CCC Environment and Transport Department re public consultations to be held on the East of England Plan (nearest University Centre, 27<sup>th</sup> January) and enclosing copy of letter from EERA, briefing note and leaflet.
- 5) Letter dated 20<sup>th</sup> December from Cambridgeshire Fire and Rescue Service re the 2005/06 Cambridgeshire and Peterborough Fire Authority precept. (Comments by 28<sup>th</sup> January)
- 6) Letter dated 21<sup>st</sup> December 2004 from CCC Environment and Transport Department re bus service tenders, April 2005.
- 7) Letter dated 21<sup>st</sup> December from the SCDD Housing Services officer enclosing copies of updated village leaflets for Foxton and information leaflets for applicants registering on the Housing Register.
- 8) Letter dated 23<sup>rd</sup> December 2004 from SCDC Development Services Department acknowledging the council's letter re the Foxton Dovecote Restoration Project.
- 9) Letter dated 3<sup>rd</sup> January from CPRE Cambridgeshire re a Local Development Framework (LDF) workshop to be held on Saturday, 5<sup>th</sup> March at Wimblington: booking form enclosed.
- 10) Letter dated 5<sup>th</sup> January from Rugby Cement re the next meeting on the Barrington Liaison Group to be held on 19<sup>th</sup> January at 7.30pm: agenda for the meeting and minutes of the previous meeting enclosed.
- 11) Letter dated 6<sup>th</sup> January from SCDC Finance and Resources Department re "The modern.gov System – a new way to view the democratic process".
- 12) Letter from Cambridgeshire Local Access Forum re meeting on 25<sup>th</sup> January: enclosing poster.
- 13) Letter dated 6<sup>th</sup> December from Victim Support (Cambridge and Ely) requesting a donation.
- 14) Letter dated 14<sup>th</sup> December 2004 from SCDC re "Hotstuff Market Place", an event for organisations and groups that would like to book summer holiday arts activities for children and young people to be held 2<sup>nd</sup> February at Comberton VC: enclosing poster.
- 15) Memo from The Local Channel re Freedom of Information Act.
- 16) Leaflets on the Calor Village of the Year competition and "Paths for People", published by the Ramblers ' Association
- 17) South Cambs magazine and Tenants' Newsletter, winter 2004/05.

- 18) South Cambridgeshire NHS Primary Care Trust Guide to Local Health Services.
- 19) Local Council Review, January 2005.
- 20) "Clerks and Councils Direct" magazine, January 2005, together with free Local Councils Update and Suppliers Guide and Yearbook.
- 21) Publicity material from J W Maintenance (fencing and grounds maintenance contractor) and Fitzpatrick Woolmer (sign systems).

The clerk was asked to respond to the letter from Cambridgeshire Fire and Rescue Service (item 5) saying that the council did not think the Cambridgeshire and Peterborough Fire Authority's precept for 2005/06 should be raised by more than the amount for inflation.

The clerk was also asked to ring Mr Broadley about the Rugby Cement meeting (item 10).

### **VISITORS' QUESTIONS**

Mrs Howell said that a litterbin at the High Street entrance to the dovecote field would be very useful. One similar to that on The Green would be very suitable

*It was agreed that the Recreation and Amenities Committee would consult the friends group on its location.*

Mr Challis asked whether the council had access to the piece of land being acquired as an extension to the Recreation Ground.

*Mr Pusey said the County Council would agree to this, provided the school was in agreement. He said that the Gardens Association would like to put down weed killer in mid- to late April.*

Mr Challis said he agreed that the new site proposed for the skateboard park was better and asked who would be responsible for collecting the rents.

*Mr Pusey said that FPC would not want to be involved in this. An agreement would be needed with the Gardens Association about the management of the allotments and operating conditions would be needed.*

Mr Howard said that a light was needed somewhere along the path from Illingworth Way to the Recreation Ground.

*It was thought that it should be possible to fix a light to the proposed allotments tool store eventually.*

Mr Howard also expressed his concern about the number of cars parking in Illingworth Way and was concerned that cars belonging to allotment-holders could aggravate matters.

*It was thought that many allotment-holders would park in the Recreation Ground gravel car park or near the pavilion.*

Rob Brooksbank said that a tree had come down in Station Road and had been moved onto the verge outside the Press houses.

*Mrs Roberts said she would investigate whether this area still belongs to SCDC.*

### **ANY OTHER BUSINESS**

Mrs Roberts said that the bucket collection for the Tsunami disaster had raised £500. She had also been able to arrange for the District Council offices to be used as a collection and sorting centre for gifts. There had been a magnificent response from councillors and members of the public who had given goods and time unstintingly. She said the District Council was interested in making this cause a charity for future donations.

Mr Pusey said that Rob Brooksbank (in the visitors' seats) was willing to join the council as a co-opted member. The clerk was asked to check with SCDC that no further advertisement of the vacancy was necessary.

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

It was confirmed that this would be held on **Monday, 7<sup>th</sup> February 2005 at 7.45pm.**

There being no further business, the meeting closed at 9.55pm