

**Minutes of the 692nd meeting of Toft Parish Council
Meeting held on Monday 1 July 2013 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), J McCarten, T Ellis-Evans, P Gouldstone and J Betson.

In attendance: County Cllr S Frost and Mrs Gail Stoehr (Clerk)

Open public session including reports from the County and District Councillors

Cllr Frost report on;

- A14 Upgrade
- Superfast Broadband
- Better and fairer funding for school children
- Changes in the Highway Department. New contact might be Jonathan Clark. The Parish Council expressed its pleasure with Dennis Vacher's service to the village.

The Parish Council enquired whether there had been any further developments regarding the bus service. Cllr Frost replied that there was nothing new at the present time.

The members expressed disappointment that their bid for the Minor Highways Improvement Scheme had not been successful.

District Cllr Hawkins reported as circulated was noted.

1. To approve apologies and reasons for absence and declarations of interest

Apologies were received from Cllr Dolman (another commitment) and District Cllr Tumi Hawkins.

Cllr Frost left the meeting.

1.1 To receive declarations of interests from councillors on items on the agenda

Cllr Ellis-Evans declared a pecuniary interest in item 6.1.1 and Cllr Betson declared a personal interest in item 6.1.2.

1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

None.

1.3 To grant any requests for dispensation as appropriate

None.

2. To approve the minutes of the last meeting on 3 June 2013

The minutes of the meeting on 3 June were approved as a true record. (Prop JM, 2nd PG)

3. Matters Arising

3.1 Clerks report

It was noted that the S106 money as previously allocated, had been set against the new play equipment.

Mears had agreed to assist with repainting the Tower later in the year and Cllr Gouldstone agreed to meet with them on site to discuss. It was noted that community involvement may be required.

3.2 (3.1) Land at 46 High Street/Community Orchard update

Cllr McCarten has spoken to Peter Gaskin to include the paths on CCC's cutting schedule.

There were 3 Great Crested newts on the adjacent site and the owner is putting in the footings and filling pot holes. The Parish Council can't yet access the land as it is waiting for the owner to remove the spoil from its land. Cllr Ellis-Evans will meet with Rob Mungovan (Ecology Officer, CCC) this week to check the land.

3.3 (3.4) Recreation ground update including flooding and replacement gate latch

There has been no recent flooding due to no rain, however Kompan are visiting later this week to look at the problem. The Parish Council appointed Cllr Gouldstone to meet with

them and discuss as with the dry weather there is no evidence of the problem. The monthly inspection checks undertaken by Cllr Gouldstone noted that the end caps were missing and it was agreed these are to be replaced.

It was noted that Mr Harris's hedge was overgrown and obscuring the play sign. It was agreed to write to him and ask for it to be trimmed back.

3.4 (3.6) Village sign refurbishment – to consider any quotations received

The Clerk and Chairman using delegated powers had arranged a site visit from Harry Stebbing in order for a specification to be drawn up and the cost of £75 will be shared with Comberton Parish Council. Cllr Gouldstone will meet with Mr Stebbing on site.

3.5 (3.9) Internal Auditor report - review of Standing Orders in relation to member training

The Clerk advised members on the importance of members training and referred them to the Standing Orders extract.

3.6 Kissing Gate installation – to consider project costs

The scheme and costs were reviewed. The Parish Council is to pay £700 to Chris Wissen when the invoice is received. The balance of £200 in the P3 fund can be used by the Parish Council on other P3 work.

3.7 No item 3.7

3.8 (3.8) Clearance of ditch – to consider the report from Cllr Ellis-Evans and decide what if any further action is required

Cllr Ellis-Evans had met with Jonathan Clark (CCC) who confirmed that there was no longer any funding for ditches such as this. Their responsibility is only for the roadside. It was noted that the piping between the Parish Council's land and the Harris's land was in poor condition. Jonathan Clark offered piping but said the Council would need to install it.

It was agreed to clarify the boundary and seek a quotation from Buchans for clearing the ditch. A letter is to be sent to Nick Harris informing him that the blockage at Bourn Brook has been notified to the Environment Agency and that the Council is progressing with ditch ownership and work and also that it has been offered a section of pipe suitable for the culvert bridge to his field could give him.

The 'Rights and Responsibilities of Riparian Ownership' is to be circulated.

It was noted that a patch for the 'Big Dig' had been cleared.

Cllr Ellis-Evans is to ask Rob Mungovan about the treatment of nettles in the wood.

4. Consideration of Correspondence

4.1 CCC – Minor Highways Scheme notification that the bid has not been successful

Noted.

5. Finance and risk assessment

5.1 To consider the finance report and approve the payment of any bills

The financial report was received and considered and invoices and bank statements were checked before the cheques were signed. The payments as listed in the finance report were unanimously approved for payment ^(Prop MY, 2nd PG)

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| LGS Services | Admin support | £323.61 |
| M Coppin | Expenses | £4.47 |
| Toft People's Hall | Hall hire | £24.00 |
| Buchans | Grass cutting | £408.00 |
| L G Stoehr | Salary | £121.85 |
| Cambs ACRE | Payroll | £28.92 |

Paid between meetings as previously agreed

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| Norwich Sun Blinds | People's Hall Blinds | £774.00 |
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5.2 Risk assessment matters

The gate latch into the park has been fixed by the suppliers and Cllr Betson has fixed on a rubber stopper.

6. To consider any Planning or Tree works applications received

6.1 Planning Applications

6.1.1 S/1325/13/FL & S/1327/13/LB – 65 High Street, Front & side extensions

Cllr Ellis-Evans having declared an interest left the meeting at 8.26pm. It was agreed to recommend approval ^(PG, JM) however the Parish Council is concerned about what might happen to the trees in the conservation area.

Cllr Ellis-Evans rejoined the meeting at 8.28pm.

6.1.2 S/1300/13/FL & S/1301/13/CA – 69 High Street, Demolish existing bungalow

The Parish Council had some concerns at overdevelopment of the plot. It was agreed to recommend approval with no comments. ^(MY, JB)

6.1.4 S/9824/12/FL – Appeal

Taken under 7.5.

6.2 SCDC decisions to note

6.2.1 S/0589/13/DC – 79 School Lane. Discharge of conditions. Permission granted by SCDC. Noted.

6.3 Tree works applications

None.

7. Members items and reports

7.1 Highways and Village maintenance report

Cllr Betson's report as circulated at the meeting included;

- To seek clarification on the procedure for naming small routes in the village.
- Dog barking. Article to be put in Calendar (Cllr Yeadon)
- Millers Way ownership and responsibility. Clerk to follow up with Cllr Frost.
- Bus shelter fascia – Clive Blower will attend to.
- It was noted that the footpath behind School Lane and the Church across Home Meadow had been cut.
- A welcome pack has been delivered to a new resident in Featherstone.

It was noted that a resident had complained that the Village Green doesn't look as tidy as the grass cuttings have not been collected.

7.2 Report on Toft Sports meeting

Cllr McCarten reported on the meeting. A risk assessment is to be completed and passed to the Clerk. The next meeting is on 15 July. The event is to be held on 20 July.

7.3 Proposal that the Council records its thanks to SCDC for the dog bin installation at the Church Rd entrance to Home Meadow

The proposal was put forward by Cllr McCarten and unanimously agreed.

7.4 Jubilee Oak Tree

It was noted that the top of the tree is dead. Photos had been sent to the Woodland Trust and the Tree Warden and responses are awaited.

7.5 Proposal that the Parish Council agrees its response to the Golf Club's planning application appeal

Cllrs Yeadon and Dolman will be attending the planning meeting. The Parish Council's response was based on its comments previously submitted. Cllr Yeadon reported on his response to SCDC on the S106 requirements because of the timescales.

7.6 Proposal that the Council reviews its grass cutting regime

The Playing fields and the Drift require cutting. It was agreed to write to CCC informing them that the Parish Council feels that the Drift is being cut too wide and too often, yet the middle has not been cut at all this time. The Parish Council would like to see the Cow Parsley retained. It was decided to carry forward to the next meeting to look at the length and specification of the contract which Buchans have been asked to provide.

7.7 To consider an email about dog barking
Taken earlier.

7.8 Proposal that the Council considers a resident's report that the footpath between School Lane and the High Street round the car park is getting overgrown and needs attention Cllr Betson will look at this.

7.9 Ramblers Association project
The 100cm high garden bench's cost £295 plus installation costs. It was agreed to seek a quote from Clive Blower for installation and seek a grant from the Ramblers Association to cover the costs. The Ramblers are to be thanked for their kind contribution and asked if they would like a plaque or have any other requirements.

8. **Closure of meeting**
The next meeting will be in September unless there are any urgent planning applications in the meantime which can't be attended to by the Clerk under her delegated powers. There was no further business and the meeting closed at 7.50 pm.

SignedChairmandate.

