

**Minutes of the 693rd meeting of Toft Parish Council**  
**Meeting held on Monday 2 September 2013 in The People's Hall, Toft at 7.00 pm**

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

In attendance: 3 members of the public, County Cllr S Frost, District Cllr T Hawkins and Mrs A Griffiths (Minutes Secretary, LGS Services)

**Open public session including reports from the County and District Councillors**

Mr Martin Sebborn requested a donation of £100 towards this year's fireworks display to ensure that the costs of this year's events were covered. Other fundraising activities were also being considered. It was unanimously agreed <sup>(Prop MY, 2nd PG)</sup> to make a donation of £100 for the fireworks event.

Thanks were expressed to the Chairman for opening the fete at Home Meadow.

It was reported that bare brick was visible at the bottom of the bus shelter. It was agreed that Clive Blower should be asked to take a look.

In response to a question from a parishioner it was reported that the future of the village shop was not on the agenda.

Cllr Frost reported on;

- A forthcoming meeting with Highways on a range of issues, including funding for the improvement of roads and signage; village entrance features; and Millers Road.
- The Guided Busway settlement.
- The proposed Bourn Airfield development and population growth in South Cambridgeshire.
- The successful conviction of rogue traders.
- Night time closures for resurfacing on the M11 junctions 11-14, between 26 September and 1 October.

District Cllr Hawkins reported on:

- Support was requested for a Food Bank collection point at South Cambridgeshire Hall.
- Details of South Cambridgeshire's own housing occupation policy and its operation.
- The LDF consultation deadline has been extended to 14 October due to a discrepancy in the density figure.
- The County Council and Joint Transport strategy consultation. No additional road capacity is planned, as the focus is on buses, cycling and walking. The modelling data does not anticipate any additional car traffic for the forthcoming 10 – 15 years. Proposals include a dedicated bus lane from Madingley Rise to Queens Road and a possible Park and Ride site on the A428.
- A Local Plan exhibition is to be held at Bourn Church on 6 September. The Stop BAD group had asked as many people as possible to attend.

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

Apologies were received from PCSO Alex Giltinane. District Cllr Hawkins apologised for having to leave early.

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

Cllr McCarten declared a personal and pecuniary 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 1 July 2013**

The minutes of the meeting on 1 July were approved as a true record and signed by the Chairman. <sup>(Prop MY, 2nd PG)</sup>

**3. Matters Arising**

**3.1 Clerks report**

The Clerk's report was noted.

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

Cllr Ellis-Evans had met Rob Mungovan, CCC Ecology Officer to look at the area. No orchids had been found. Mr Mungovan asked to be kept informed. Discussions had taken place with the owner of the adjacent property regarding the blocked access so that the grass cutters could enter the site. The contractors had undertaken to quote for the clearance of the ditch at that time. It was hoped that cutting could take place in the autumn. It was noted that Cllr Dolman had agreed to take delivery of the benches as there is no room on the site at present. Clarification was sought on the reason for the invoice from the suppliers, as the benches are being donated.

**3.3 (3.3) Recreation Ground update**

It was agreed to check when Kompan would visit to attend to the outstanding issues, including flooding arising from the unevenness of the ground. The playground inspection had highlighted the need for a larger safety surface area under the new (north) tower. Replacement bolt covers for the older tower had been received.

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

It was agreed <sup>(Prop PG, 2nd JMcC)</sup> to accept the quotation from Harry Stebbings in the sum of £780 plus VAT. He is to be asked when work is to commence, and Cllrs Yeadon and Betson will make arrangements to take the sign down.

**3.5 (3.8) Clearance of ditch – to consider any quotations received**

Taken earlier under 3.2.

**3.6 (7.4) To consider reports on Jubilee Oak Tree if received**

No report had been received but in accordance with advice from the Woodland Trust, the tree had been watered. It was agreed to take no action at present.

**3.7 No item 3.7**

**3.8 (7.6) Proposal that the Council reviews its grass cutting regime**

It was observed that there had been too much cutting on the Drift but the Recreation Ground needed cutting twice a month during the season. It was agreed to check whether the contractor cut the verges on behalf of the County Council, who were responsible for cutting the Drift. Peter Gaskin of CCC had undertaken to look into the cutting of the Drift. Clarification will be sought as to when would be the best time to review the contract. With regard to the footpath by the Orchard, which is not being cut, it was agreed to wait until the cutting of the Community Land was resolved.

**4. Consideration of Correspondence**

**4.1 Caldecote Parish Council – joint parishes letter opposing development at Bourn Airfield**

On a proposition by the Chairman, it was agreed to consider this with Item 6.1.1.

**4.2 CCC – consultation on draft transport strategy for Cambridge and South Cambridgeshire**

Concerns were expressed at the lack of provision for villages on the routes between the developments and the lack of infrastructure. No account had been taken of existing villages on the western side of Cambridge. Concerns were also voiced as to where the space was for the proposed dedicated bus lane. It was agreed that the Parish Council should respond that it has grave concerns regarding the lack of consideration for future transport demands and their impact on the village of Toft.

District Cllr Hawkins left the meeting at 8.10 pm.

**4.3 CCC – gritting routes consultation**

It was agreed that the road between Toft and Hardwick should be gritted as this was a major route, well used by many children travelling to school and should be included in the gritting schedule. It was noted that as a North-South route this was worse affected in the mornings during freezing weather.

It was noted that gritting volunteers covered the shop, High Street, School Lane and by the pub up to Eversden Close. Cllr Betson will monitor the salt levels.

County Cllr Frost left the meeting at 8.14 pm. He gave his apologies for the next meeting (out of County).

- 4.4 Cambridge Past Present and Future – invitation to meeting on River Cam strategy  
No one was able to attend.

- 4.5 SCDC invitation to Parish Council liaison meeting on 1 October  
No one was able to attend.

## 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, plus LGS Services (admin support) £341.15. <sup>(Prop PG, 2nd JB).</sup>

Salaries		£243.70
Toft People's Hall	Meeting Room	£12.00
Lattenbury Services Ltd	Stiles and Kissing Gates	£840.00
Buchans	Grass cutting	£296.40
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Play Inspection Company	High Street Play Area	£101.94
Came and Company	Insurance	£456.45
LGS Services	Admin Support	£313.68

An invoice from Reformation Ltd for £448.65 for two benches was not approved for payment.

Credits including a VAT reclaim, Section 106 money for West Street, the verges grant from CCC and the project contribution for Toft People's Hall, were noted.

- 5.2 Risk assessment matters

On a proposition by the Chairman, this item was deferred until later in the meeting.

- 5.3 Play inspection annual report – to consider the report and any recommendation

Cllr Betson has tightened bolts and repaired stakes in the bench, and carried out repairs to the gate. The Parish Council thanked Cllr Betson for his work. Other items identified in the report -

1) A sign giving emergency contact details for incidents should include the co-ordinates for the recreation ground for the emergency services. The post code is CB23 2RL. It was agreed to obtain a small sign giving the playground address for emergency use, and to ensure that the correct size clasp for the post was sent.

2) Additional bark mulch for the Kompan equipment. Kompan is to be asked to meet Cllr Gouldstone to discuss the few problems that had arisen

3) The Rotor Play was considered to be low risk and the Parish Council agreed to leave this for the time being.

Clive Blower is to be asked to trim back the very thick brambles around the new play equipment and also round the notice board at the front of the playground and to raise the base of the bus shelter at the same time.

Consideration was briefly given to a resident's complaint that there had been no notice regarding a private party on the recreation ground. It was agreed that if the Parish Council allowed a bouncy castle at the playground for a private party others using the playground could only use the equipment but not the bouncy castle. An item will be placed in Calendar to this effect.

#### 5.4 Closure of William Eversden Charity

Cllr Dolman reported that this charity had officially closed and the funds had been paid to the Parish Council. It was agreed that the land should be registered as the Parish Council's plot. There were no records of ownership or warning of registration at the Land Registry. It was agreed that the Clerk should register the land with the co-ordinates and scale shown on the map. It was agreed <sup>(Prop ED, 2nd PG)</sup> that the land should be registered as a protected village amenity and Cllr Dolman will arrange a meeting with the allotment holders in the autumn to consider the use of the money, after registration has taken place.

It was noted that the Warboys Charity was still open and anybody in need of support should be reported.

#### 5.5 People's Hall insurance

Details of the People's Hall Committee's insurance had been ascertained. It was confirmed that the Parish Council did not insure the Hall as that was the Committee's responsibility under the trust deed.

### **6. To consider any Planning or Tree works applications received**

#### 6.1 Planning Applications

##### 6.1.1 SCDC proposed submission South Cambridgeshire Local Plan consultation

It was agreed to consider the following aspects in reverse order to the consultation:

Community Infrastructure Levy - It was agreed <sup>(Prop JM, 2nd JB)</sup> that members should respond individually on this.

Toft - There were no issues to consider within Toft.

Bennell Farm - It was noted that Comberton was being classified as a Minor Rural Centre, with a upper guideline limit for development of 30 dwellings. However the development was inconsistent with this limit as set out on P33, paragraph 2.56 of the plan, indicating that "development would not be permitted on sites capable of accommodating scheme sizes significantly larger than 30 dwellings in minor rural centres." It was also uncertain how the density had been calculated. Concerns were expressed about the cost implications of the football pitch and whether Toft would become liable for it.

It was agreed to respond commenting on the density, the number of houses and the infrastructure, stating that whilst the Parish Council agreed with the policy of expanding Minor Rural Centres, this development falls outside the policy. Furthermore, Toft had not agreed that the village required a football facility of this nature and scale, as there was a distinction between a pitch for children to play on and a pitch suitable for visiting teams, with changing rooms, etc. The proposal for a football pitch for Toft had never been formally expressed or requested by the Parish Council.

Bourn Airfield - There was no support for the proposal. Despite the reference to buses, cars would be used, particularly sixth formers traffic. It was agreed <sup>(Prop MY, 2nd PG)</sup> that the Chairman should sign the joint parishes letter opposing the development at Bourn Airfield.

##### 6.1.2 S/1496/13 – 11 Mill Lane – Two storey and single storey rear extension to building

Cllr McCarten, having previously declared an pecuniary interest as owner of the property, left the room. It was agreed <sup>(MY, PG)</sup> to recommend approval, as the extension would not be visible from other properties. Cllr McCarten re-joined the meeting.

##### 6.1.3 S/1731/13/FL – Hurst Surveys Ltd, Meridian Court – Advertisement – Change of use from B1a offices to a destination/retail store

Recommended to SCDC for approval.

##### 6.1.4 S/1347/13/LB – 28 High Street – Removal of existing conservatory and replacement with a garden room and chimney flue, provision of wet room – to note response made between meetings - the Parish Council had recommended approval.

- 6.1.5 S/1346/13/FL – 28 High Street – Removal of existing conservatory and replacement with a garden room – to note response made between meetings – the Clerk had responded with the Parish Council recommendation for approval.
- 6.1.6 S/1643/13/DC – Grain Barn, Old Farm – Erection of new building for office, lab and workshop and proposed waste store – discharge of Condition 6  
Noted.
- 6.1.7 S/1792/13/DC – Grain Store, Old Farm – Wall Cladding – discharge of Condition 5  
Noted.
- 6.2 SCDC decisions to note
- 6.2.1 S/1300/13FL – 69 High Street – Demolish existing bungalow and replace with a new 1.5 storey dwelling – application withdrawn.
- 6.2.2 S/1301/13/CA – 69 High Street – Demolish existing bungalow – permission granted.
- 6.2.3 S/1325/13/FL – 65 High Street – Front and side extensions – permission granted. Noted.
- 6.2.4 S/1327/13/LB – 65 High Street – Front and side extensions and internal alterations – permission granted.
- 6.2.5 S/1302/13/PJ – The Black Barn, Meridian Court – Change of use of office to dwelling – application as to whether the prior approval of the local planning authority is required  
SCDC had determined that the prior approval of the local planning authority is required as to the contamination risks on the site.
- 6.3 Tree works applications
- 6.3.1 17 Comberton Road – to note response made between meetings  
The Parish Council had no objections.  
Noted.
- 7. Members items and reports**
- 7.1 Highways and Village maintenance report  
Cllr Betson's report included;
- A road sign in School Lane had been knocked over and Cllr Betson will contact Highways.
  - A hole in Millers Road had been filled with chippings.
  - It was reported that a street light at the bottom of School Lane was obscured by vegetation.
  - The footpath in the car park was overgrown again. A scheme for clearing this is required.
- CCC/Dennis Vacher is to be asked to progress the following -
- The regular overgrowth of footpaths opposite the People's Hall in School Lane, and from School Lane to the High Street to the North car park
  - The School Lane sign at the southern end at the bottom of the road
  - The drain in High Street where water comes up.
- 7.2 Proposal that the Council consider overhanging hedges in the village and take appropriate action  
Cllr Gouldstone reported on overhanging hedges:
- The path to the playground on the right hand side from High Street adjacent to the new building is overgrown and difficult to walk. Cllr Ellis-Evans will ask the owner to cut it back.
  - The Playground notice board and the village notice board are affected by overhanging brambles and branches.
  - The cycle path from Toft to Comberton at the Toft end is narrowed by an overgrown hedge. The hedge by the bus shelter and the village notice board are overgrown. These are also to be added to the list of queries with CCC, as in the past Dennis Vacher has made arrangements to cut them.
- 7.3 Community painting of play equipment  
Cllr Gouldstone reported on a donation of surplus paint by Hardwick Parish Council. It was agreed to write to them to thank them for the donation. A notice has been placed on

the notice board seeking volunteers to help as a community initiative. Travis Perkins had kindly donated paint kettles. A small budget was agreed to purchase refreshments. The purchase of fungicide spray for the old play equipment was agreed. Cllr Betson will spray and rinse this off before painting commences. Cllr Dolman will provide refreshments and toilet facilities. The playground will be cordoned off while work is in progress. Cllr Gouldstone will contact Mears to request sight of the risk assessment.

7.4 **Dog Fouling**

Given the dog fouling in the meadow from School Lane to Church End it was agreed that a notice should be erected at each end to remind dog owners of their responsibility to pick up after their dogs. Cllr Gouldstone will arrange for signs to be put up. Cllr McCarten agreed to look into the position regarding meadows.

8. **Closure of meeting**

The Chairman will attend the Golf Club hearing on 10 September.  
An exhibition open day will take place on 14 September. The Chairman offered to make a display covering Parish Council matters, including footpaths, the recreation ground, etc. Cllr McCarten offered to set this up. Cllr Betson will be on hand to represent the Council.

There was no further business and the meeting closed at 9.45 pm.

Signed .....Chairman .....date.

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