

**Minutes of the 701st meeting of Toft Parish Council
Meeting held on Monday 12 May 2014 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), E Dolman, J Betson and P Ellis-Evans.
In attendance: 2 members of the public, County Cllr S Frost and Mrs Kathleen Baptie (Minutes Secretary, LGS Services)

Open public session including reports from the County and District Councillors

A resident reported a small leaning post on The Green and the work on the bus shelter fascia is still to be done, also the trench (following BT work) on Comberton Rd is sinking badly on one side. The pot holes in Church Rd have still not been repaired.

1. **To approve apologies and reasons for absence and declarations of interest**
Apologies were received from Cllrs McCarten and Gouldstone (both out of parish).
- 1.1 **To receive declarations of interests from councillors on items on the agenda**
None.
- 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 7 April 2014**
RESOLVED ^(Prop MY, 2nd JB) that the minutes of the meeting on 7 April be approved as a true record and signed by the Chairman.
3. **Matters Arising**
 - 3.1 **Clerk's report** - Noted.
 - 3.2 **(3.2) Community Land update and to agree any required**
RESOLVED that Buchans had now completed the work so their bill can be paid.
RESOLVED that a working party will meet on 7th June at 10am to rake and clear away some brambles. An article will be put in Calendar asking for volunteers.
RESOLVED to contract Clive Blower to fill 4 holes with gravel for the legs of the Ramblers bench to sit on, to enable water to drain away at the end of May. Cllrs Dolman and Ellis-Evans will meet with Clive Blower to establish the exact positioning of the bench.
A resident would like to organise a nature trail in time for the Fete. Cllr Ellis-Evans felt she had a lot of good ideas and has invited her to join the Community Land Working Group. It was also reported that there has been a request from the Brownies to plant poppy seeds in memory of WW1, however the idea is for them to be in a place where they can be seen by the passing public and it was thought that the Community land was not suitable.
RESOLVED to write and thank Buchans for mowing the grass on The Green for Maypole dancing.
It was noted that the verges in School Lane have not been cut this year and the Chairman and Cllr Ellis-Evans would like to see the specification for the grass cutting contract.
 - 3.3 **(3.4) People's Hall internal improvements project update and cash flow projection and to consider the next steps**
The WREN grant of £22,000 had been confirmed. The People's Hall Committee are currently obtaining quotes for kitchen, toilets, ceiling, heating, lighting and cupboards. They are also considering applying for another Community Chest grant on the Council's behalf.
 - 3.4 **(3.6) Registration of allotments land – to consider an update report**

Cllrs Dolman and Yeadon had arranged to sign the identification forms with Paul Hollow, a Barrister who will witness them. Mark Catley with Cllr Dolman's help has put together a valuation report, and he confirms a value of £10,000. However, he has identified a strip of land which he feels the Parish Council could also include, using 'Rules of Adverse Possession'. The Parish Council will enquire with Land Registry whether this is possible. The valuation including this additional strip would be £12,500. The Parish Council agreed to write thanking Paul Hollow and Mark Catley

3.5 (7.1) Parking by dropped kerb in School Lane – to consider the response from the Highway Supervisor and if the Parish Council will meet the costs

RESOLVED that the Parish Council fund the cost of the Access Protection Marking and place the order. (Prop MY, 2nd JB, unanimous)

RESOLVED that the width of the marking is appropriate to the size of the footpath leading down to it, i.e. 3 – 4 ft, and not that of a driveway width. (Prop MY, 2nd JB, unanimous)

3.6 The peoples hall fence – to consider quotations

RESOLVED to accept the quotation of £835 from Earith Timber to replace the fence. (Prop MY, 2nd JB)

4. Consideration of Correspondence

4.1 Community Infrastructure (CIL) Draft Charging Schedule

Noted.

Cllr Stephen Frost arrived during the above item.

4.2 CCC – Bus Service update

It was noted that some of the daytime services which had stopped are being reintroduce by Stagecoach in June.

County Cllr Stephen Frost apologised for being late after coming from another meeting and gave his report which included;

- 1st Annual meeting of the County Council with a new leader and new committees replacing the cabinet system. Cllr Frost himself will be on the Highways Committee and the Health Committee.
- A14 2nd consultation strategy.

Cllr Frost and the members of the public left the meeting.

5. Finance and risk assessment

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

RESOLVED to receive the financial report and check the invoices and bank statements before the cheques were signed. The payments as listed in the finance report plus LGS Services £402.98 (Admin support), but excluding RPM £300, were unanimously approved for payment. (Prop MY, 2nd JB).

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|----------------|-----------------|---------|
| RPM | Grass Mats | £300.00 |
| Salaries | | £101.30 |
| CAPALC | Affiliation fee | £208.77 |
| Purse Turfcare | Play area work | £467.00 |

5.2 To consider any matter which is urgent because of risk or health and safety

RESOLVED to note that the Clerk and Chairman had used their delegated powers to contract RPM to fix the safety surfacing at a cost of £250 plus VAT.

RESOLVED that as the work carried out by RPM on the safety surfacing at the playground had not been done to the Council's satisfaction as level is still too deep and needs to be raised to hold back on payment until the work had been completed satisfactorily.

5.3 Play inspection report – to consider the report and any recommendations

Discussed earlier.

5.4 Internal Auditor report to the Council on FY ending 31st March 2014

RESOLVED to note the Internal Auditors comments and seek the Clerk's advice on how the Council should respond.

5.5 Approval of accounting statements and completion of the Annual Governance Statement for FY ending 31st March 2014

RESOLVED that the Accounts for FY 2014 be approved ^(Prop MY, 2nd PE-E), and the Annual Return be signed by the Chairman along with the supporting papers. Questions 1-8 in the Annual Governance Statement be answered "Yes" and Question 9 answered "Not applicable".

6. To consider any Planning or Tree works applications received

6.1 Planning Applications

None.

6.2 SCDC decisions to note

None

6.3 Tree works applications

6.3.1 1 Mill Ln – to remove Ash, Alianthus and Hawthorn.

RESOLVED that the Parish Council had no objections.

6.3.2 28 High St – to reduce height of Cherry tree

RESOLVED that the Parish Council had no objections.

7. Members items and reports

7.1 Highways and Village maintenance report

RESOLVED to note that the Village sign has been collected by Mr Stebbings. Bourn Brook has a lot of tree debris etc. Cllr Betson will contact the Environment Agency to deal with the matter. The jetting of drains along the High St has begun. The culvert has been repaired at the bottom of Millers Rd and the large pot holes have been filled. Sharon Maloney, Highways Supervisor has promised to put some planings down, but the County Council are a bit short on planings at present.

RESOLVED to write and thank Sharon Maloney, Highways Supervisor for the work carried out on Millers Rd and that it looks forward to the contractors completing the drainage works along the High St and pot holes in Church Rd.

Cllr Betson will also check whether the encroaching grass outside Cannors Close has been cut back.

8. Closure of meeting

There was no further business and the meeting closed at 9pm.

SignedChairmandate.