

**Minutes of the 706th meeting of Toft Parish Council**  
**Meeting held on Monday 6 October 2014 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), J McCarten, G Pugh, P Ellis-Evans, and A Tall.  
 In attendance: 3 members of the public, Mr Jason Frost (Bloomhall) District Cllr T Hawkins, and Mrs A Griffiths (Minutes Secretary, LGS Services)

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

A resident reported that an overgrown hedge at the junction of Brookside and High Street was restricting visibility for motorists wishing to turn into Brookside. The resident also suggested that the Parish Council should not adopt the wooden lamp-post half way down School Lane, in view of its age and construction, as this would prove costly.

A comment was made about the poor condition of the footpath surface on the left hand side between the People's Hall and Comberton, which in some places was not wide enough to walk on. It was also observed that the footpath from School Lane to Comberton Village College was in need of resurfacing. The Parish Council was asked who was responsible for the overhanging hedge from Brookside towards Main Road on the left hand side up to the Brook. Concerns were expressed about the drainage on the main road.

The Council's attention was drawn to a blocked drain on High Street.

District Cllr Tumi Hawkins spoke to her written report, which covered:

- the forthcoming Public Examination for the Local Development Plan, at which she has slots to speak;
- strategic partnerships to share services with Huntingdon District Council and Cambridge City Council
- the City Deal and its effect on transport issues
- The A428/A421 alliance of councils with a view to lobbying for route improvements
- Superfast broadband was now available. Cllr Hawkins is seeking a meeting to install another cabinet at the bottom of High Street.
- The SCDC Cabinet and parish councils' liaison meeting on 8 October at 6.30 pm.
- The enforcement officer had visited the car park and found three abandoned vehicles and two trailers. A report has been made to the Environmental Health department and if the vehicles are not roadworthy, the owners will be asked to remove them.

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

Apologies were received from Cllr Dolman (out of parish) and from Pat Gouldstone (resignation).

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 meetings on 1 September 2014**

RESOLVED that the minutes of the meeting on 1 September be approved as a true record and signed by the Chairman, after an amendment under Item 7.4 to read "23 High Street". (Prop MY, 2nd PE-E)

**3. Matters Arising**

3.1 (7.1) To consider a report and proposals for the Community Land

Cllr Ellis-Evans spoke to her written report as circulated. She expressed thanks to the working group members for their hard work.

Quotations for fruit trees and pollarding, and prices for benches were received. One quotation for pollarding was still awaited. Prices for bird boxes from the RSPB will be investigated. The active involvement of the community with the tree planting will be encouraged.

RESOLVED unanimously to receive Cllr Ellis-Evans's report and approve expenditure of up to £1300 for planting ten fruit trees, trimming existing trees, and installing bird boxes; installing picnic benches next summer; and creating a wildflower meadow. <sup>(Prop PE-E, 2nd GP)</sup>  
Cllr Ellis-Evans is to liaise with the Clerk.

3.2 (7.4) To consider wood on the bus shelter

RESOLVED to accept Clive Blowers advice and quotation of approximately £100 including materials for replacing five planks on the front of the bus shelter with new planks to cover the exposed brickwork. <sup>(Prop MY, 2nd AT)</sup>

3.3 (4.4) Balfour Beatty street lighting – to consider if the Council wish to adopt a light in School Lane

RESOLVED unanimously not to adopt the lamp due to its age and eventual replacement costs. <sup>(Prop MY, 2nd PE-E)</sup>

3.4 There was no Item 3.4.

3.5 (9) Concrete outside Firs Farm

RESOLVED that Cllr Tall make enquiries with the Highways Supervisor and bring a report and recommendation to the next meeting.

3.6 (4.1) Land to the rear of 2 Hardwick Road – proposal to promote this land as an exception site to include an element of both private and affordable dwellings

Jason Frost was welcomed to the meeting. The Parish Council was generally supportive of planning applications and had reviewed the options for exception sites, but none had been found suitable. The outcome of the Bennell Farm application for 90 homes including affordable housing, which might satisfy any need for affordable housing, was not yet known. The location of the proposed development was close to an industrial site, and very close to the road. The development would appear very prominent on the approach to the village. The houses were densely situated on the plot and there did not appear to be much garden space. Concerns were expressed that development at both ends of the road from Toft to Comberton would result in the area becoming too built up. The adjoining cycle path was narrow and prone to overhanging hedges; at present this represented a relatively safe route for children walking to the Village College, but the development would reduce safety, particularly as the free bus had now been lost.

Mr Frost left the meeting.

Cllr Hawkins encouraged the Parish Council to contact County Cllr Stephen Frost or herself about any concerns over the safety of the children using the footpath.

3.7 (7.4) Assets review – to consider if any work is required

RESOLVED in view of the recent village walkabout to ask Clive Blower to carry out the following work: <sup>(Prop MY, 2nd JM)</sup>

- To re-install the bench currently stored behind the shed at the Recreation Ground and place it by the existing bench
- To rub down and re-treat the woodwork on the three village footpath maps at Brookside, the Village Green and Toft wood entrance. When this is completed restoration of the lettering will be considered further.
- The benches at the Church, by the Village Sign, and on the centre of the Green, are to be re-treated, and Mr Blower is to be asked to look at another bench at Mill Drift.
- Low hanging branches are to be trimmed from the tree above the bench on the Village Green.
- A hedge overhanging the pavement on Church Road is to be cut back.
- In addition, Mr Blower is to be asked whether he would be willing to take a look at the basket of the beacon which is very rusty. It is necessary to inspect the fixings and re-paint them, to check whether the pole is properly sited in the ground and

to inspect holes in the top of the pole. Mr Blower is to be asked for his opinion regarding this work and to contact Cllrs Yeadon or McCarten for further information if required.

District Cllr Hawkins left the meeting.

- 3.7 Quotation for risk assessment for trees on the Recreation Ground and Community Land  
RESOLVED to forward Peter Oakes quotation to Cllr Ellis-Evans for consideration with the other quotations.

#### **4. Consideration of Correspondence**

- 4.1 Wiser Recycling Ltd – electrical waste recycling

RESOLVED to invite Wiser Recycling to a future meeting to give a presentation, and to advertise this in Calendar.

- 4.2 Littlejohn external auditor – conclusion of annual audit

RESOLVED to note the comments of the auditors that “On the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission’s requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

#### **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.

RESOLVED that the payments as listed in the finance report, plus MJ Abbs (People’s Hall works) £9078.00, including additional items £170.00 (new part for boiler) and £45.00 (50% cost broken mirror) be approved for payment. <sup>(Prop MY, 2nd JM)</sup>

Littlejohn	Audit	£240.00
Buchans	Grass cutting	£424.80
MSS Carpentry	People’s Hall	£4985.00
Salaries		£101.50
Canalbs	Internal audit	£131.68
LGS Services	Admin support	£388.29

- 5.2 To consider any matter which is urgent because of risk or health and safety  
None.

- 5.3 S106 agreement 79 School Lane

RESOLVED that Cllrs Yeadon and Pugh sign the S106 agreement for 79 School Lane.

- 5.4 Fireworks funding

RESOLVED to contribute the sum of £150.00 towards the fireworks event and that the Chairman will ask that the Parish Council contribution be acknowledged on promotional material. <sup>(Prop MY, 2nd JM)</sup>

- 5.5 To consider an earmarked fund for community activities

Deferred to the next meeting.

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

- 6.1 Planning Applications

- 6.1.1 S/2120/14/FL – 2 Hardwick Road – rebuild existing outbuilding and two storey extension  
RESOLVED unanimously to recommend approval. <sup>(Prop MY, 2nd AT)</sup>

- 6.2 SCDC decisions to note

None.

- 6.3 Tree works applications

None.

#### **7. Members items and reports**

- 7.1 Community Land update and to consider any works required

Taken earlier.

7.2 Toft People's Hall update report

An event jointly celebrating the hall's 50<sup>th</sup> anniversary and the opening of the new works is to take place next spring.

7.3 Highways

RESOLVED to find out the status of previously reported issues now marked closed, and how they had been resolved. These related to gravel at the bottom of Miller's Road and the road leading to Quemby's Farm being very worn away at the sides, and the drain at the bottom of Mill Lane being very silted up. Cllr Tall undertook to report potholes between Brookside and Church Road. The poor visibility at the bend at the bottom of High Street, causing a hazard especially for vehicles turning right into Brookside, is to be reported to CCC. The hedgerow overhanging the very narrow path at the Comberton Road end of Church Road needs cutting back and is to be reported to CCC.

7.4 Member training

RESOLVED that Cllr Pugh is to attend the three session Councillor training. An expenses claim for mileage is to be submitted to the Clerk.  
No-one was able to attend the SCDC Parish Council liaison meeting on 8 October.  
RESOLVED that Cllr McCarten attend the Neighbourhood Panel meeting on 14 October. She asked to be informed of any issues or concerns.

7.5 (3.2) Allotments transfer update to consider any actions required to progress the registration of the land

Deferred to the next meeting.

**8. Closure of meeting**

A letter is to be sent to Mr Harris that a number of tree experts had commented on the condition of a willow tree on his land which had bracket fungus and was therefore unsafe, and asking him to look into this.

A meeting is to take place on Saturday regarding the community land.

The reply from Anglian Water, who had investigated the sewage problems near High Street and Brookside and increased the capacity at the pumping station to deal with a bigger flow, was noted.

There was no further business and the meeting closed at 9.15 pm.

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

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