# Minutes of the 666th meeting of Toft Parish Council at 7pm on

# Tuesday 8th November 2011 in The People’s Hall, Toft

Present: Cllr Paul Hercus (Chair); Cllr Pat Gouldstone, Cllr John Betson, Cllr Jeanne McCarten,

Cllr Rebecca Howling, and Cllr Elizabeth Dolman.

Cllr Tumi Hawkins (SCDC); and 3 members of the public.

|  |  |
| --- | --- |
| No. | Item |
| 11/142 | Welcome  Cllr Hercus welcomed everyone to the meeting. |
| 11/143 | Apologies  - Cllr Yeadon, and Cllr Whelan. |
| 11/144 | Declarations of interest relating to items on the agenda  None. |
| 11/145 | **Public Participation on Agenda items & matters of mutual interest** County Councillor Whelan’s report (*circulated after the meeting)* included items on Cambridgeshire CC’sMinor Highways Improvements Projects; school crossing issues in Comberton; the Friends of Comberton Library; the Friday night bus; and Cambridgeshire County Councillor allowances.    District Councillor Hawkins reported on rural rate relief; financing the debt of  the Housing Revenue Account; housing and rough sleepers; the shelving of  plans to install solar panels on up to half of the 5000+ homes owned by SCDC;  the national deal on home insulation; and bus service cuts to No 18.  Peter Johnson and Steve Pugh, who is acting as architect for the proposed  extension to the People’s Hall, made representations on behalf of the  Management Committee requesting that the parish council pay the planning fee.  A local resident praised Toft’s fireworks; referred to the coppicing of her hazel  trees; and raised the possibility of appealing for help to David Whitely of “Inside  Out” to restore the school bus to Toft children. |
| 11/146 | **To confirm minutes of the meeting of 3rd October 2011**  Confirmed by the Council, and signed and dated by the Chairman. |
| 11/147 | **Matters arising from previous meetings**   |  |  | | --- | --- | | 11/110 Winter maintenance training | Cllr Betson to provide latest update. | | 11/129/vi Tree & hedge works at recreation ground | Now completed. | | 11/136/iv Transfer of the recreation ground to Toft PC. | Still outstanding. | | 11/139 Balfour Beattie invoice | Still outstanding pending policy decision on lighting by SCDC. | |
| 11/148 | **Consideration of correspondence**  |  |  | | --- | --- | | Dr Parker & Partners, Comberton | Have agreed to set up a prescription collection & medicine delivery in the village using Toft Shop. | | Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Plan | The Inspector’s report does not directly affect Toft. | | People given a choice over local highway improvements by Cambridgeshire County Council | Bids invited up to a maximum of £10,000 per bid with minimum contribution of 10%. Action: Clerk to seek extension of November deadline. | | SLCC Roles and Responsibility and Localism Training Event at Ely on 14th November 2011 | Clerk hopes to attend this interactive training workshop. Councillors could attend at a cost of £40. | | Archives of Cambs CC on receipt of records of Toft PC | Queries raised about account books and missing minute book - 1951 to 1968. Action: Clerk | | Cambridgeshire CC map footpath seminars | 22nd November or 8th December 2011 Cllr McCarten & Clerk to attend? | |
| 11/149 | Finance |
|  | 1. To approve Council payments to 8th November 2011   Resolved to approve the following payments:   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Cheque | Payment details | Detail | £ gross | £net | £vat | | 1813 | Buchan Landscapes and Grounds Maintenance  7th invoice\* | Grass cutting of verges, village green & rec ground in Sept.  7th invoice | 292.80 | 244.00 | 48.80 | | 1814 | Clerk | Net salary | 289.55 | 289.55 | - | | 1815 | HMRC | PAYE – Clerk | 72.40 | 72.40 | - | | 1816 | Clerk’s expenses  £56.89 | - Mobile phone  - Litter stick  - Litter gloves  - Computer & broadband allowance for November 2011 | 16.45  8.99  1.45  30.00 | 13.71  7.49  1.21  30.00 | 2.74  1.50  0.24  - | | 1817 | Clive Blower | Erection & installation of new parish seat | 83.97 | 83.97 | - | | 1818 | Peter C S Oakes | Tree & hedge works at Toft recreation ground | 540.00 | 450.00 | 90.00 | | 1819 | JezO’s Magic | Balance for Children’s Xmas Party | 120.00 | 120.00 | - | | 1820 | Toft Lions | S137 Grant | 500.00 | 500.00 | - | |  | **Total** |  | **1,955.61** | **1812.33** | **143.28** |  1. To note the latest balance sheet *(Circulated.)*   It was noted that the current account stood at £9,546.69 on 24th October 2011.   1. Sponsorship & insurance of the 2012 Celebrations   Cllr Dolman advised that the Jubilee Committee was meeting on the 9th November. The Council would receive a report for its meeting of 5th December.    The Chairman raised the possibility of a “loyal address” to The Queen to congratulate her on reaching her Diamond Jubilee.  Action: Clerk for agenda.     1. To consider the request from the Management Committee for Toft Parish Council to submit a Planning Application for the People’s Hall to halve planning fees.   The Council noted that applications made by local authorities attracted a 50% rebate. As custodial trustees of the hall, and recognising community benefit,  it resolved to pay the SCDC’s signage fee of £47.50, and the fee for the building extension of £85.00 making a total payment of £132.50. |
| 11/150      11/151  11/152 | Business item(s) requiring a decision or consideration by the Council   * 1. **Action Priorities**: * Safety on roads   Cllr Yeadon’s latest proposals, as detailed immediately below, were noted in his absence.  - Village welcome signs and 30mph signs on a yellow background; some fencing (*probably on the left hand side* *due to* *width restrictions*); - Possible “mock” narrowing of the road (*may be subject* *to width restriction*). – A slightly raised surface of mock cobbles or similar, and/or a red surface with superimposed speed limit.  Cambridgeshire CC’s costings to be made available for  discussion on 5th December. Action: Clerk to chase.     * Support for the Youth   To approve the budget for the Children’s Party of  11th December 2011, including entertainer & food and party bags.  Cllr Howling tabled costings of £165 for the party. The Council resolved to approve this supplementary budget in addition to the entertainer costs of £170.  Cllr Howling advised that the Council would receive a report of the results of the Playground questionnaire on 5th December. Approximately 36 had been completed and returned to date.  . Action: Clerk for agenda   * Support for the elderly in the Village   Cllr Dolman raised the possibility of sponsoring  the Friendship Club’s £300 coach to Sandringham  and Kings Lynn in 2012, and asked for this to be  discussed in December. Action: Clerk for agenda.    2. **Issues relating to new community land**   * + 1. Consideration of S106 Agreement   This was discussed at some length. Not only were the latest proposed biodiversity provisions felt to be unduly onerous but the clauses covering the timing of the transfer of the land were also a matter of concern. As drafted this would not occur until “commencement of development”. However, it was originally understood this would follow SCDC’s approving planning permission for the new building plot on the frontage of High Street adjacent to No. 46.  It was also noted that some residents had expressed disquiet about the land acquisition.  Actions: Clerk to raise these concerns with SCDC’s solicitor, and discuss the possibility of a local public meeting to provide residents with an opportunity to raise their concerns.   * + 1. First maintenance steps, and related offer of assistance by Firs Farm, following the transfer of land – *Deferred until December 2011*     2. Establishment of a working group. – *Deferred until December 2011*     3. Consideration of an initial budget *( circulated) - Deferred until December 2011*     4. Issues and ideas arising from public consultation on 10th October 2011 – *Discussion deferred until December 2011.*     5. Stages in the development of a management plan. – *Discussion deferred until December 2011.*   *.*  3**. Current Business**   1. Consultation on application by Mr McGill of The Beren, Comberton Rd to carry out tree works   Resolved to recommend approval to South Cambs DC.  Action: Clerk     1. To consider appointing a tree warden(s)     Two residents were proposed subject to their  confirmation that they were happy to be appointed.  Action: Clerk   1. Updating residents on information received from outside the parish.   The Clerk explained he had set up a Wordpress site for  to receive information forwarded to his email address for  Toft residents from outside the parish.    *Clerk – go to:* <https://wordpress.com/>  User name: T0ft  Password: toftparishcouncil  Wordpress could also be used to hold reference  documents for councillors e.g. policies, standing orders,  financial regulations and spreadsheets.    .   1. Consideration of draft Internal Audit Plan, and division of audit between in year and end year.   Discussion deferred. Circulated plan did not open.  Action: Clerk to revisit proposed model.  To receive reports and consider any issues arising:   1. Cambridgeshire CC’s consultation on bus subsidy cuts.   Cllr Dolman said she had obtained 200 questionnaires for the village and delivered them with a note requesting they be completed and returned to Cambridgeshire CC. Councillors applauded her efforts on behalf of Toft.   1. Replacement of the seat outside St Andrew’s Church; and repair to bench on church Lane.   Cllr Gouldstone reported that Toft Parish Council’s new bench had been installed outside the church, and that the horizontal slats in the broken seat in Church Lane had been repaired by a local resident.   1. Cambs CC’s Footpaths Meeting of 1st November 11   Cllr McCarten said the note of the meeting had been circulated. Two points arose. The Council should aim to install the new kissing gates by the end of March 2011; and advice had been received that this was very newsworthy. A Press Release should be drafted to publicise this story.  Action: Clerk to clear installation of the gates and their future maintenance with the local landowner(s).  Matters raised by Councillors  Cllr Gouldstone raised her concern about the hedge that was overgrowing the pavement by the new community land. Action: Clerk to raise with Highways.  The meeting ended at 9.30pm.  *Robert Stone*  Clerk to Toft Parish Council |