

**Minutes of the 708th meeting of Toft Parish Council  
Meeting held on Monday 1 December 2014 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), J McCarten, G Pugh, P Gouldstone, P Ellis-Evans, and A Tall.

In attendance: 1 member of the public and Mrs A Griffiths (Minutes Secretary, LGS Services)

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

A resident reported that two bollards had been knocked over on the green, a blocked drain in Comberton Road just past Cannons Close. The resident also expressed concerns at the lack of street lighting outside the shop and the cordoning off of the post box, causing inconvenience to residents.

**1. Apologies for absence and declaration of interests**

**1.1 To approve written apologies and reasons for absence**

Apologies were received from Cllr Dolman (Concert) and District Cllr T Hawkins.

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

None.

**1.3 To receive written requests for dispensations (if any) and to grant any dispensation as appropriate**

None.

**2. To approve the minutes of the last meeting on 3 November 2014**

RESOLVED that the minutes of the meeting on 3 November be approved as a true record and signed by the Chairman. (Prop JM, 2nd PG)

**3. Matters Arising**

**3.1 (Open) Wisser Recycling – electrical waste collection**

The representative of Wisser Recycling had not attended – deferred to the next meeting.

**3.2 (4.5) Allotments transfer update**

RESOLVED that as Cllr Dolman was not present, to defer this item to the next meeting.

**3.3 (4.6) Trees survey on all the Parish Council's trees – to consider quotation received**

RESOLVED unanimously to accept the quotation from Peter Oakes for the sum of £300 to carry out a risk assessment of the trees on the Recreation Ground and the Community Land and draw up a schedule of works required in the short, medium and long term. (Prop TEE, 2nd MY)

**3.4 (7.5) Community Land water connection**

RESOLVED to receive Cllr Ellis-Evans' report that the water connection to serve the Community Land, which was to have led from the water main near the resident's garage to the meter under his driveway, had not been constructed, as laid out in the agreement, and the driveway had since been paved over. The resident had kindly offered the Parish Council access to the tap in his garden when required but this had since been fenced off. Concerns were expressed that the Parish Council might in the future be unable to access the water supply.

RESOLVED to write Mr Willis at 48 High Street thanking him for his goodwill and kind offer to obtain a water supply from his existing tap, The Parish Council agree to this but reserves the right to ensure that a water supply is laid at a future date in accordance with the agreement. (Prop MY, 2nd TEE)

**3.5 (8.4) Footpath map holders – to consider a quotation for the lettering**

RESOLVED that the quotation, when received from Algar Signs be accepted up to a maximum of £100. (Prop JM, 2nd PG)

**4. Consideration of Correspondence**

**4.1 People's Hall Committee – filing cabinets**

RESOLVED to note that extra storage had been put in upstairs and to check with the Clerk whether the three filing cabinets currently used by the Parish Council were still required, or whether they could be disposed of.

4.2 Letter of thanks for Fireworks donation

The letter of thanks from the Toft Fireworks Committee was noted. The event had been very successful.

RESOLVED to consider an additional communication from a resident at this point in the meeting.

RESOLVED in consideration of the complaint from a dog walker that the presence of horses in meadows off Brookside was a deterrent to using the footpath as the animals were getting very close and head butting or rearing at dogs which were on leads and under control, to write to the owner of the horses asking whether he would consider dividing the meadow with tape to keep the horses away from the footpath.

**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 AC Timber (Wood for pump lid) £132.00, and Smart Floors (People's Hall) £882.50, be approved for payment.  
(Prop MY, 2nd JM).

Clive Blower	Village maintenance	£65.00
Oracle Hedging and Fencing	Tree works	£120.00
Buchans	Grass cutting	£230.40
	Salary	£101.30
HMRC	PAYE/NIC	£76.00
MSS Carpentry	People's Hall	£420.00

Credits including the WREN grant for the People's Hall and Community Foundation grant for the Spring Feast, were noted.

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

None.

**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 Coach House, Church Road

RESOLVED that the Parish Council had no objections. (Prop MY, 2nd JM)

The Chairman re-joined the meeting.

6.3.2 The Old Rectory, 9 Comberton Road

RESOLVED that the Parish Council had no objections. (Prop MY, 2nd PG)

**7 Members items and reports**

7.1 Community Land and grass cutting updates

RESOLVED to receive the verbal report from Cllr Ellis-Evans that two trees had been pollarded and would have shoots next summer. The bushes would be lower allowing more light to the trees behind. Bluebells had been planted and fruit trees ordered. The suppliers had agreed to supply trees in pots at the same price due to non-availability of bare rooted trees. A tree planting working party will take place shortly. It was reported that the bridge over the Brook leading down the side of the Community Land to the fields was very wet and slippery. A second bridge over the Brook connecting with the footpath

to Kingston is similarly slippery. Clive Blower is to be asked to take a look with a view to covering them with chicken wire to provide grip.

7.2 Toft People's Hall update report

RESOLVED to receive the verbal report from Cllr Pugh that the last stage of improvements, to wiring and lighting and a baby changing unit, would be in place by the end of December.

7.3 Highways

RESOLVED to receive the verbal report from Cllr Tall had reported the potholes in Eversden Close to CCC. He undertook to report again drains in High Street outside Nos 23 and 36, and to report the blocked drain in Comberton Road. The outcome will be followed up.

7.4 Village maintenance

It was noted that the graffiti had not yet been removed. This is to be pursued.  
RESOLVED to ask Clive Blower to reinstate the bollards on the Green. (Prop MY, 2nd JM)

7.5 BT kiosk in the High Street – to consider adoption or change of use

The broken glass had been replaced. The suggestion of adopting the box was raised. Cllr Tall will check whether the Parish Council would be informed before any removal, as the Council would like to retain the box but would like to defer a decision on adoption. The Chairman undertook to write an item for the Calendar seeking the views of residents about preferences for future use.

7.6 Complaints about dog fouling

Correspondence from a resident was considered. A piece is to be put in Calendar asking residents to clean up after their dogs.

7.7 Complaint about lack of lighting by the Shop

RESOLVED in response to the complaint from a resident that the street lights outside the shop had been out of action for a number of weeks, access to the post box was restricted, and a resident had fallen off the edge of the pavement in the dark. A concrete bollard near the shop was not visible in the dark and presented a hazard to write to Balfour Beatty seeking a response. Residents are to be encouraged to log issues on the CCC website.

7.8 Christmas greeting in the Calendar – to approve the cost

RESOLVED that the Parish Council will cover the cost of a Christmas Greeting in the Calendar, amounting to £15.00. (Prop MY, 2nd JM)  
One member of the public left the meeting.

7.9 Report on Neighbourhood Panel Meeting

RESOLVED to receive Cllr McCarten report in the meeting; notes of which had previously been circulated regarding a change in the speeding policy and the speed team which had been set up. It had been observed that Highways Improvement bids where parishes could raise their own funds tended to be favoured. The repairs to Millers Road were regarded as low priority.  
RESOLVED that an item is to be placed in the Calendar providing guidance to residents on reporting issues on the website

7.10 Report on Sustainable Parish Energy Partnership meeting – to consider initiatives

RESOLVED to receive the verbal report from Cllr Pugh reported on the meeting she had attended and the aims and initiatives promoted by the group.  
RESOLVED to join the SPEP (Prop GP, 2nd PG) and that Cllr Pugh should be the named contact. (Prop PG, 2nd JM) Cllr Pugh will circulate the introductory information and consider options and bring them to a future meeting. The Parish Council will then consider whether it would like a representative to attend a meeting. This will be an agenda item for the next meeting.

8. Closure of meeting

Play inspection reports are to be a standing item on future agendas.

The condition of Pinfold Well Lane which was very muddy and churned up by horses was raised. The footpath from School Lane to the pond is similarly muddy. It will be checked whether horses are allowed to go down a footpath or a byway. This will be an agenda item for the next meeting.

Concerns were expressed about tankers travelling down Brookside and Church Road to access the pumping station causing damage to the verge and making the area very messy and dangerous to pedestrians and cyclists. A letter is to be sent to Anglian Water expressing concerns about the severe damage to the roadside verge, and asking them to review their procedure and liaise with Highways with a view to considering widening the road, as it is too narrow to accommodate the large vehicles.

It was reported that the playground sign, had been removed from the street light column and left lying on the ground. The car park sign and People’s Hall sign had also been removed. It was agreed to ask Balfour Beatty what their plans were for the reinstatement of the signs.

It was understood that refurbishment work on the village sign was about to take place.

It was reported that the incident officer from Highways was to examine the concrete kerb outside Firs Farm as this could be a safety issue.

There was no further business and the meeting closed at 8.40 pm.

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

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