

**Minutes of the 720th meeting of Toft Parish Council
Meeting held on Monday 4 January 2016 in The People's Hall, Toft at 7.00 pm**

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

In attendance: 3 members of the public, including District Cllr T Hawkins and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

A resident reported that a cherry tree on the small village green was looking an odd shape. Flooding – it was observed that when flooding occurred a few years ago nothing had been done. A ditch by the Chinese restaurant had been filled in.

District Cllr Hawkins reported on:

- SCDC were promoting Neighbourhood Plans and encouraging Parish Councils to draw them up.
- Cllr Hawkins undertook to follow up the traffic monitoring enquiries and results.
- There had been some improvement with the car park issues. Cllr Hawkins will follow this up.

The Parish Council expressed disappointment at County Cllr Frost's non-attendance, and that he had not submitted a report. A letter is to be sent to him.

1. Apologies for absence and declaration of interests

1.1 To approve written apologies and reasons for absence

None.

1.2 To receive declarations of interest from councillors on items on the agenda

All members declared an interest in Item 6.5 (setting the precept), and the existence of their dispensations allowing them to speak and vote on this matter.

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 meeting of 7 December 2015

RESOLVED that the minutes of the meeting on 7 December be approved as a true record and signed by the Chairman. (Prop MY, 2nd JM unanimous)

3. Co-option to fill casual vacancy

RESOLVED to place an article in The Calendar to encourage parishioners to stand for co-option.

4. To consider any matters arising from the last or a previous meeting including

4.1 (Open) Local Government Boundary Review consultation

RESOLVED to respond expressing concerns at the reduction in the number of wards and the potential for reduction in political diversity and representation, in view of the estimated population growth. (Prop JM, 2nd GP, unanimous)

4.2 (4.3) To consider the arrangements for the annual collection of allotment rents

RESOLVED to look at the allotment agreements for two other villages alongside each other, and to send a letter to the allotment tenants to confirm the rent due, when it was last paid, and to invoice for outstanding rent.

4.3 (4.4) Pensions automatic enrolment and quotes for independent financial advice – report on CAPALC meeting and any action required (confidential)

On a proposition by the Chairman, given the confidential nature of this item, RESOLVED to defer this matter to the end of the meeting.

4.4 (5.2) SCDC – Proposed Modifications Consultation Local Plan 2014

RESOLVED to make no response. (Prop MY, 2nd JM, unanimous)

4.5 (5.4) Resident – trees on Pinfold Well Lane – report on site visit and to consider the next steps

The trees had been reported on the CCC website. The resident had been informed by Cllr McCarten.

4.6 (9) Mobile network coverage in the village

RESOLVED having considered Cllr Yeadon's written report that Cllr Yeadon should pursue obtaining better coverage with the providers, and report to a future meeting when this will be an agenda item.

4.7 Speedwatch

RESOLVED, given that Martin Sebborn was standing down as Co-ordinator for Speedwatch, that Cllr McCarten should place an article in the Calendar. The Clerk is to arrange training when volunteers come forward.

RESOLVED to write to thank Mr Sebborn for his efforts.

5. Consideration of correspondence

None.

6. Finance and risk assessment

6.1 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. Cllr Gouldstone declared an interest as a member of the Parochial Church Council. Cllr Yeadon declared an interest in his expenses payment.

RESOLVED that the payments as listed in the finance report be approved for payment, plus Toft PCC (Calendar Monthly page) £78.39. (Prop MY, 2nd PE, unanimous).

M Yeadon	Expenses	£15.00
Salary		£106.55
LGS Services	Admin support	£386.06

6.2 Play inspection reports

RESOLVED, given reports of brambles on the path into the play area, which was also slippery, and the need for moss removal from the base of the chute, to obtain a quotation from Buchans and to delegate to the Clerk and Chairman to put the works in hand.

Work at Lot's meadow is to be an agenda item for the next meeting.

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

None.

6.4 To review the budget for FY2016 and approve a budget for FY2017

The budget report prepared by the RFO detailing receipts and payments against the agreed budget for the current financial year was reviewed.

RESOLVED (Prop MY, 2nd JM unanimous)

- to find out the cost of pensions administration
- To earmark budget for training and village maintenance if unspent at FY end.
- The litter bin outside the shop is to be an agenda item for the next meeting.
- To make provision of £300.00 for trees in the FY2017 budget.
- As a matter of principle to ask CCC to pay for Parish Paths Partnership (P3) works in the first instance.
- To ask Roland Fletcher to make a site visit to look at the recently installed gate.
- To make provision of £100.00 in the FY2017 budget for P3 and earmark any under-spend at the year end.
- To note that painting of the play tower and clearance of the moss at a cost of £250.00 was still outstanding.
- To earmark at year end Allotments, SPEP expenditure, speed reduction measures and the Toft Sports Day.
- To move £50.00 for the music sessions to the Community Fund as this is in the wrong column.
- To separate the budget provision under S145 and S137 and make provision as follows: - Fireworks S145 £150.00, Entertainment S145 (other) £150.00, S137

£300.00. Cllr McCarten declared an interest in the Spring Festival as her partner was involved with the event.

- To advertise in October that the Parish Council has a small pot of money. and that the Clerk should draw up an application form to assist the Council when deliberating applications. Applicants should also submit a copy of their accounts so that the Council can assess financial need.
- To give consideration at the next meeting whether the Parish Council wishes to commemorate the Queen's 90th birthday using the Community Fund.
- To make provision of £3499.00 for Contingency/Special Projects.

RESOLVED that the budget for the FY ended 31 March 2017 be approved. (Prop MY, 2nd JM unanimous)

6.5 To set and demand a precept for FY2017

RESOLVED to demand a precept of £15000 from South Cambridgeshire District Council, being the sum required to balance the budget, for the Financial Year ending 31 March 2017. (Prop MY, 2nd PG, unanimous)

7. To consider any Planning or Tree works applications received

7.1 Planning Applications

7.1.1 S/0384/15/FL – 7,15,17,21,23,25,29 and 37 High Street – Installation of external wall insulation to front, rear and gable end walls

RESOLVED to recommend approval, given that this will provide significant benefit to the occupants and the environment. As these are examples of the earliest council houses, if this can be achieved without prejudice to the existing Cambridge brick work, it would be a far better solution. (Prop MY, 2nd PG, unanimous)

7.2 SCDC decisions to note

None.

7.3 Tree works applications

None.

8. Members items and reports

8.1 Village Maintenance

Cllr Tall is to take a look at the cherry tree.

8.2 Highways

Nothing to report.

8.3 Toft People's Hall update

Nothing to report.

8.4 Footpaths

Nothing to report.

At 9.35 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 in view of the confidential nature of the business to be transacted, that is, pension matters, the public were temporarily excluded from the meeting and were instructed to withdraw. Members of the public left the meeting and did not return. The Clerk left the meeting at 9.35 pm.

The meeting was re-opened to the public at 9.53 pm. The Clerk rejoined the meeting.

9. Closure of meeting

There was no further business and the meeting closed at 9.53 pm.

SignedChairmandate.