

**Minutes of the 742nd meeting of Toft Parish Council**  
**Meeting held on Monday 6 November 2017 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), J McCarten, E Miles, P Ellis-Evans and A Tall.

In attendance: 2 members of the public plus Cllr Tumi Hawkins and Mrs Caroline Newton (Minutes secretary).

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

It was reported that the footpath opposite the Chapel (the Snicket) is overgrown with brambles and nettles again.

The Council was asked to make villagers more security conscious following a break in last weekend.

In Bedam's Close there is a blocked drain. Cllr Tall will report this to Highways.

Thanks were expressed to everyone who helped with the fireworks, they were excellent.

Cllr Tumi Hawkins spoke to her written report which included an update on the Draft development Plan; Planning appeals; Proposed Bourn Airfield Development; Greater City Partnership; Broadband and the Western Orbital new cycleway, which is expected go through Comberton and into Toft.

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

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

None. G Pugh not arrived.

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

Cllr Tall declared an interest in item 6.1.1 as the neighbour.

**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 on 3 October 2017**

RESOLVED that the minutes of the meeting on 3 October be approved and signed following inclusion of "3.6 Registration of Allotment land – to consider correspondence received" after item 3.6.

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

**3.1 (3.4) Consideration of interest bearing accounts**

RESOLVED as a 3 month deposit account is not available to open a 31 day notice Account. (MY prop, AT 2nd all in favour)

The signatories and opening amount will be as agreed at the last meeting. The Clerk is to prepare the form for the signatories to complete.

**3.2 (3.6) Registration of Allotment Land – to consider options**

RESOLVED as the trustees should be able to convey the land at a nominal fee to another charity with similar objects i.e. to provide allotments, to set up a charity with the Parish Council as sole trustee.

RESOLVED to note that once the charity had been set up and land conveyed to the Council, separate accounts would have to be kept and 2 meetings a year would have to be held. These could be held on the same night as the Parish Council meeting thus keeping costs down. (MY prop, EM 2nd, All in favour)

**4. Consideration of correspondence**

**4.1 Rural Services Questionnaire.**

RESOLVED that the Parish Council should not complete. (Prop MY unanimous)

## **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 be approved for payment, plus payments to Cllr Ellis-Evans £5.99, Toft Parish Council (transfer to new account) £36,000, LGS Services £454.34, Toft Fireworks £150.00.

NEST	Pension (DD)	£57.95
Salary		£57.93
Buchans	Grasscutting	359.84
Toft People's Hall	Room hire	£15.00
Clive Blower	Handyman	£57.97
Cambs Conservation Volunteer	Allotments	£24.70

7.35pm Cllr Tumi left the meeting.

### 5.2 Play inspection reports

RESOLVED to note that no action is required.

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

RESOLVED to note that the Clerk used her delegated powers to purchase teak oil for Clive Blower to oil the Allotment Bench to get it through the winter.

### 5.4 To note the General Data Protection Regulations Bill 2017 and its requirements

RESOLVED to defer this to the next meeting, having first considered the requirements including slide 25, which referred to Cllrs having a dedicated email address for Council business

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

### 6.1 Planning Applications

#### 6.1.1 S/3790/17/FL – 42A School Lane – Replacement of existing prefabricated garage with construction garage and works

RESOLVED – Approved (MY Prop, All in favour)

#### 6.1.2 S/3578/17/FL – 16 School Lane – Proposed conversion from a hipped roof to a gable roof with a rear dormer loft conversion with 3 roof lights on the front slope

RESOLVED – Approved (JM Prop, AT 2nd, 4 in favour 1 abstention)

### 6.2 SCDC decisions to note

6.2.1 S/3391/17/DC – 32 High Street – Discharge of condition 3 (Materials) of planning permission S/2599/14/FL – Permission granted.

6.2.2 S/2863/17/FL – 32 School Lane – Conversion of existing bungalow to a 2 storey property with rooms in a raised roof space and a 2 storey rear extension. The existing front entrance to have a new single storey porch – Permission refused.

6.2.3 S/0496/17/FL – Meridian Court, Comberton Road – Erection of 2 storey extension to provide 13 no. offices, meeting room break area and ancillary facilities – Permission granted.

### 6.3 Tree works applications

#### 6.3.1 S/3597/17/TC – The Old Rectory, 9 Comberton Road

RESOLVED that the Parish Council has no comments. (Prop EM, 2nd GP, unanimous)

#### 6.3.2 S/3512/17/TC – 1 Church Road

RESOLVED as SCDC had already made a decision on this application to make no comment.

## **7. Members items and reports for information only unless otherwise stated**

### 7.1 Allotments

RESOLVED to note Cllr McCarten's verbal report that an informal working party cleared space for the water butt shelter last Friday.

### 7.2 Village maintenance

RESOLVED to note Cllr Tall's verbal report on the following:

- Blocked drain and tree reported on website.
- Pothole – Done
- Drain – Put forward for works
- Overhanging foliage marked for work
- Firs Farm – resident said will cut back the hedge. CCC has been in touch.
- Brookside bushes under review
- In Mill Lane (the un-adopted part ) trees are leaning onto BT wires

At 7.57pm Cllr G Pugh arrived.

7.3 Highways

RESOLVED to note that the LHI application had been submitted by the deadline.

Cllr Tall requested that the Council review its funding commitment to last year's application as an agenda item at the next meeting as the County Council is indicating the Parish Council's contribution will need to be £3000 and not the £2,600 already agreed.

7.4 Toft People's Hall

Nothing to report. The People's Hall is holding its Annual Meeting next week.

RESOLVED to consider assets of community value at the next meeting and if the People's Hall should be included.

7.5 Footpaths

RESOLVED to note Kingston Parish Council's email correspondence regarding the kissing gate.

RESOLVED to note that at Brookside where steps are near the bridge the foliage is getting heavy and low; west side of Toft Wood used to have a pathway. The Woodland Trust is going to reinstate the path.

7.6 Defibrillator update report

RESOLVED to note that the Defibrillator was installed on 31<sup>st</sup> October and can be used once it's on the East of England Ambulance Service database. On 16<sup>th</sup> January the Community Heartbeat Trust will be running a training session at 7pm in the People's Hall.

8. Closure of meeting

There was no further business and the meeting closed at 8.20 pm.

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