

**Minutes of the 745th meeting of Toft Parish Council
Meeting held on Monday 5 February 2018 in The People's Hall, Toft at 7.00 pm**

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

In attendance: 6 members of the public, District Cllr T Hawkins and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

Two members of the Coton Computer Club, a group which meets weekly to provide peer support with computing at an affordable cost, outlined the work of the group and expanded on the suggestion that a similar group be set up in Toft. Reliable people would be required to set this up. Information was provided about grants available from the Innovate and Cultivate fund, in two rounds; up to £50,000 was available in March and up to £10,000 by 1 May. It was suggested that a joint bid could be made.

A resident complained about hedges from gardens overgrowing the footpath and asked whether a notice could be placed in the Calendar.

Two residents spoke about the application for 32 School Lane. The original application had been refused as being out of context, but following a meeting with the Planners a revised application had been submitted for a modified and reduced design, more in keeping with neighbouring houses.

District Cllr Hawkins spoke to her previously circulated written report, highlighting:

- Planning – the Planning Department is over the threshold for designation as it has lost a lot of appeals.
- The Local Plan – it is not known when the Plan will be adopted.
- Planning Department services are merging with City Council planning.
- The practice of sending out paper copies of planning applications is to cease.
- The consultation on District Councillor engagement after the elections. This is to be an agenda item for the next meeting.
- The SCDC budget is being discussed.
- Community Chest grants are available.

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
Cllr McCarten declared an interest in item 6.1.4 as co-applicant.
Cllr Pugh declared an interest in item 6.1.4 as she was married to the architect.

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 8 January 2018

RESOLVED that the minutes of the meeting on 8 January be approved and signed by the Chairman, after an amendment under item 4.3 to amend “polo” to “pilot”.
On a proposition by the Chairman, it was agreed to vary the order of business to take item 7.8 here.

7.8 Computer Club proposal

RESOLVED to canvass interest in the village and that the group should place an article in the Calendar.

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

- 3.1 (3.1) General Data Protection Regulations Bill 2017 – to consider a draft policy and model templates
RESOLVED that the Council adopt the policies as listed in the LCPAS briefing note, except for the Cemetery Privacy Statement and the Neighbourhood Plan Privacy Statement. (Prop MY, 2nd JM, unanimous)
RESOLVED that Cllr Yeadon should attend the LCPAS training in March.
- 3.2 (3.4) Interest bearing accounts – to consider options and rates available
RESOLVED to open a Nationwide Commercial Instant Access Account with an interest rate of 0.5% per annum. (Prop MY, 2nd JM, unanimous)
- 3.3 (3.6) To consider tenders for grass cutting and village maintenance contract
RESOLVED to accept the tender from Hamill Landscaping and Maintenance Services, subject to satisfactory references which Cllr Ellis-Evans should obtain and check and liaise with the Clerk. (Prop MY, 2nd AT unanimous)
- 3.4 (4.2) SCDC Consultation on main modifications to South Cambridgeshire Local Plan and Cambridge Local Plan
Noted.
- 3.5 (6.1.2) S/4552/17/RM – Bennell Farm, West Street – Application for reserved matters, details of appearance, layout, landscaping and scale for 90 dwellings with associated roads, footpaths, landscaping and open space following outline planning permission S/1812/17/OL
RESOLVED to respond that the Parish Council objects to the proposals on the following grounds: The proposal still has three storey buildings, most of which are adjacent to West Street. The scale, height and bulk of those buildings are not in keeping with a rural area, nor are the proposed materials of construction.
The Parish Council also believes that there is inadequate useable recreational green space for the number of properties on the development.
The Parish Council considers the development has not included any mitigating action to protect vulnerable road users.
If you consider the number of bedrooms in the affordable houses against the market housing, the percentage included drops from 40% to 28% and so more affordable houses should be included. (Prop MY 2nd JM unanimous)
- 4. Consideration of correspondence**
- 4.1 Hardwick Parish Council – Speedwatch camera sharing
Noted. Cllr Tall had met with Cllr Howard of Caxton Parish Council.
- 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 Oakes and Watson (Emergency tree work) £380.00, LCPAS (Subscription) £75.00, and LGS Services (Admin support) £506.81.
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|------------------|-----------------|---------|
| Toft PCC | Calendar | £114.44 |
| Salary | | £57.93 |
| NEST | Pension (DD) | £57.95 |
| Cam Valley Forum | Affiliation fee | £10.00 |
- Credits, including allotment rents and a VAT reclaim, were noted.
- 5.2 Play inspection reports
Nothing to report.
RESOLVED to order two cubic metres of play bark from Madingley Mulch to top up the play area as Mr Blower was unable to order it.
- 5.3 To consider any matter which is urgent because of risk or health and safety
- 5.3.1 Recreation Ground storm damaged tree

RESOLVED to note that the Clerk using her delegated powers had contracted Oakes and Watson to undertake emergency works to a fallen tree on the recreation ground but further works were required.

RESOLVED to accept the quotation from Oakes and Watson for £350.00 for further works to the tree. (Prop MY, 2nd JM, unanimous)

6. To consider any Planning or Tree works applications received

6.1 Planning Applications

6.1.1 S/4595/17/PN – Agricultural land, Bennell Farm, West Street – Application for prior approval for proposed agricultural building for the storage of hay, straw and machinery
RESOLVED to make no comment. (Prop MY, 2nd JM, unanimous)

6.1.2 S/4446/17/FL – 11 Brookside – Proposed conservatory
RESOLVED to support the application. (Prop MY, 2nd GP, unanimous)

6.1.3 S/4448/17/LB – 11 Brookside – As above, listed building consent
RESOLVED to support the application. (Prop MY, 2nd GP, unanimous)

6.1.4 S/0235/18/FL – 32 School Lane – Loft conversion with a pitched roof, single storey rear extension and front porch
Cllrs McCarten and Pugh, having previously declared an interest in this item, left the meeting at 8.43 pm.
RESOLVED to support the application. (Prop MY, 2nd AT, carried with 3 in favour and 1 against)

Cllrs McCarten and Pugh re-joined the meeting at 8.47 pm.

6.2 SCDC decisions to note

6.2.1 S/4132/17/FL – 36 School Lane – To raise the roof by 1m to allow a loft conversion with box dormer to the rear elevation, plus single storey rear extensions – Permission granted.

6.2.2 S/4336/17/FL – 43 High Street – Demolition of existing single garage and proposed erection of a side and rear extension, and a rear dormer – Permission granted.

6.3 Tree works applications
None.

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

7.1 Allotments

Cllr McCarten reported that discussions were taking place with a solicitor and historic documents were being scanned. There are plans from the 1950s and a 1902 map showing the site of the allotments, which helps establish how long people have been paying.

7.2 Village maintenance

Cllr Tall reported that gullies could be swept out after the storms but they were not yet on the list.

7.3 Highways

Nothing to report.

7.4 Toft People's Hall

Nothing to report.

7.5 Footpaths

Cllr Miles reported that there were trees down on the footpath towards Hardwick Wood. These had been reported online but a farmer had very kindly cleared them.

7.7 Defibrillator report

Cllr Ellis-Evans reported that a meeting had taken place, attended by over 50 people, and there were plenty of numbers to call. The equipment is being checked every week.

7.8 Computer Club proposal

Taken earlier.

It was noted that non-emergency crime reporting could now be done online as well as by telephoning 101.

7.9 Proposal that the Council increases its contribution to the LHI 2018/19 scheme by £80.00

RESOLVED that the Parish Council approves the increase of £80.00 to the 10% contribution payable under the scheme, for one activated sign to be moved around. ^(Prop AT, 2nd MY, unanimous)

8. **Closure of meeting**

Assets of Community Value - RESOLVED that Cllr Pugh should complete the application for the People's Hall and that Cllr McCarten should complete the application for Home Meadow.

There was no further business and the meeting closed at 9.00 pm.

SignedChairmandate.

DRAFT