

**Minutes of the 747th meeting of Toft Parish Council
Meeting held on Monday 9 April 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: 2 members of the public, District Cllr T Hawkins, and Mrs C Newton (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

A resident reported that the dog bin had arrived at the kissing gate at Home Meadow. Water on Stoney Lane had drained away within a specific time.

Another resident reported that:

- water was pouring down High Street on the right hand side of the road
- a patch on the Green was full of weeds
- a post had been knocked over on the Green
- at the footbridge on the footpath, the ground was wearing away due to dogs going down to the brook. The resident requested fencing so dogs could not go down there.

District Cllr Hawkins reported on:

- The Local Plan had been submitted four years ago.
- Bourn Airfield.
- The Countryside development exhibitions for Bourn Airfield on 9 and 10 March.
- The planning departments for the City and SCDC had merged.
- Cllr Hawkins said that this would be her last report as District Councillor and was thanked for her support.

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
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 meeting on 5 March 2018

RESOLVED that the minutes of the meeting on 5 March be approved and signed by the Chairman.

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

3.1 (4.2) Statutory guidance on Local Government investments

Guidance received was noted.

RESOLVED not to adopt the policy but that the Clerk could comment if necessary. ^(Prop MY, 2nd PEE, unanimous)

3.2 Allotments registration and management

RESOLVED to note Cllr McCarten's report that following correspondence with the solicitor, the Council affirms that the Parish Council has been managing the allotments site on behalf of the Trustees since January 2014, when monies from the charities were transferred to the Council. These funds have been kept in an earmarked fund, as requested by the Trustees. The solicitor will now proceed to register the land in the name of the official custodian for Charities, draft a constitution for a new charity with the Parish Council as Corporate Trustee and then draft a resolution for the current Trustees to transfer management of the site to the Parish Council.

In September 2017 the Parish Council approved spending up to a total of £655.00 on various items for the allotments including scrub clearance and commissioning a water butt shelter. Some of the items within that budget will be underspent (clearing) but the estimate of £200.00 for building the frame may have been short of what will be required and this is likely to be in the region of £250.00. The overall total will not be exceeded. RESOLVED to approve the amended breakdown of expenditure. (Prop JM, 2nd EM, unanimous)

RESOLVED to appoint Cllr McCarten to submit an application for a Community Chest Grant for funding for the allotments site. (Prop JM, 2nd AT, unanimous)

3.3 (7.0.9) Parking on grass verges

Cllr Yeadon reported that he had visited CDP who had apologised and would try to stop vehicles parking on the verge and use alternative parking. They had offered to repair the verge and have put up posts so no-one can park. CDP might hold an open day in May as they would like to become more involved with the village.

Cllr Yeadon also reported that he had spoken with the Social Services Department about parking and they had changed their meeting dates so not many people were there at one time.

3.4 GDPR Pack 2

RESOLVED to adopt GDPR pack 2 if hadn't already been adopted. Cllr Yeadon had attended training. Insurance cover issues are to be checked. Consideration of a dedicated email address is to be an agenda item for the June meeting.

4. Consideration of correspondence

4.1 Slater & Gordon Personal Injury Claim

RESOLVED to note that Slater & Gordon are pursuing a claim on behalf of their client for alleged injury at the fireworks event in 2015, and are attempting to involve the Parish Council, so the matter has been directed to the Council's insurers who have said that they are satisfied that it is not the Council's event and are assisting the Clerk to respond to Slater & Gordon. The Chairman has approved the Clerk's overtime for this.

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 Toft People's Hall (Room hire) £15.00, P Ellis-Evans (Expenses) £59.63, and Kompan (Springer) £919.08.

Toft People's Hall	Room hire	£15.00
RPM	Rocker installation	£312.00
Salary		£78.02
NEST	Pension (DD)	£78.02
LGS Services	Admin support	£433.73

Credits, including an insurance claim and allotment rent were noted. It was noted that the rent for plot 4A should be £10.00, not £5.00.

5.2 Play inspection reports

RESOLVED to note that the springer had been installed and the tidying up carried out. The mulch had arrived but had been delivered in front of the gates, causing an obstruction to the grass cutters who are coming on Wednesday.

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

None.

5.4 Cllr Ellis-Evans reported that £59.63 had been spent on Lot Meadow using her joint delegated powers with the Clerk.

6. To consider any Planning or Tree works applications received

6.1 Planning Applications

None.

6.2 SCDC decisions to note

- 6.2.1 S/4446/17/FL – 11 Brookside – Proposed conservatory – Withdrawn.
- 6.2.2 S/4448/17/LB – 11 Brookside – Proposed conservatory, listed building consent – Withdrawn.
- 6.2.3 S/0235/18/FL – 32 School Lane – Loft conversions with a pitched roof, single storey rear extension and front porch – Permission granted.
- 6.2.4 S/0467/18/DC – Meridian Court, Comberton Road – Discharge of conditions 3 (Materials), 4 (Traffic management plan), 7 (Hard and soft landscaping), 9 (Arboricultural method statement), 10 (Surface water drainage) and 11 (Surface water drainage) of planning permission S/0496/17/FL – Permission refused.

6.3 Tree works applications

None.

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

7.1 Allotments

Nothing further to report.

7.2 Village maintenance

RESOLVED to ask Clive Blower to reinstate the post on the Green.

Cllr Tall reported that the cycle path had been widened from the People's Hall to the last house on the left by up to 18 inches. Some debris had been left on the path. Cllr Tall will raise that the rest of the path should be widened.

7.3 Highways

Cllr Tall reported that the overflowing manhole on the cycle path will be fixed in the next twelve weeks; the uneven footpath in Hardwick Road will be followed up; the pot hole on the west side of High Street will be done in twelve weeks; the District Council has contacted the landowner regarding an overhanging tree in Brookside and that vegetation will be removed from the Village sign.

RESOLVED to note that the LHI application for signage had been successful and to appoint Cllr Tall to submit the formal acceptance to CCC. (Prop AT, 2nd JM, unanimous) The signs are to be added to the asset list when received.

7.4 Toft People's Hall

There are plans to rearrange the storage and the bucket chairs are being replaced. A new internet connection is being installed. Progress has been made in archiving historic documents for the hall.

7.5 Footpaths

A new dog bin has been installed outside the entrance to Home Meadow on School Lane. It had been suggested that the one in Brookside should be moved to the corner of the junction, ensuring it does not obscure the view. The Toft Wood bin was reported as it had not been emptied. This has now been done.

RESOLVED that Cllr Miles should ask Peter Gaskin of CCC to take a look at the bridge reported in the public session.

7.7 Defibrillator report

Cllr Ellis-Evans reported that everything was in good order.

7.8 Lot Meadow – proposal to approve final proof of the Lot Meadow notice board and to ask Clive Blower to install it for the Spring weekend

RESOLVED having considered the proof copy of the board which was circulated to appoint Cllr Ellis Evans to place the order so that it may be installed for the Spring weekend.

RESOLVED as Clive Blower unable to install the interpretation board alternative arrangements would be with a volunteer.

7.9 To consider arrangements for the Annual Parish Meeting

RESOLVED that the Annual Parish Meeting should take place before the First and Annual Meeting of the Parish Council. Only the County and District Councillors are to be

invited to attend. Mary Coppin kindly offered to arrange the refreshments and this was gratefully accepted.

8. Closure of meeting

The Chairman thanked all members at the end of their terms of office for their support. Thanks were expressed to Cllr Yeadon for chairing the Council so efficiently. Thanks were also expressed to the Clerk and LGS Services. There was no further business and the meeting closed at 8.10 pm.

SignedChairmandate.

DRAFT