

**Minutes of the 751st meeting of Toft Parish Council**  
**Meeting held on Monday 3 September 2018 in The People's Hall, Toft at 7.00 pm**

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

In attendance: 3 members of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

A resident observed that a tree on the small green was not flourishing. The Parish Council is keeping an eye on it.

It was reported that the banks of a bridge are being worn away when dogs go into the water. This has been reported to CCC and will be followed up.

Another resident reported that all three pathways between School Lane and the High Street were looking untidy with rubbish accumulating and soil and moss encroaching onto the path. It was thought that the soil could be moved aside to the edge of the tarmac. Cllrs Miles and Ellis-Evans will take a look and report back to the next meeting. The resident also reported that the footpath in the High Street in front of Firs Farm had become overgrown and halved in width.

Martin Sebborn raised the request made by the Toft Bell Ringers to light the Beacon and ring the bells on 11 November at 7 pm. A risk assessment will be submitted. This is to be an agenda item for the next meeting. The insurance position is to be checked. Cllr Tall will ask CCC to cut back the overgrowth on the footpath to the Beacon.

Financial assistance was requested towards the insurance cover for the Fireworks event on 3 November. There will not be a bonfire this year. A proposal that the Parish Council donates £150 towards the organisation of the event will be an agenda item for the next meeting.

Martin Sebborn informed the Council that he had had set up a website TPC.org.uk and had transferred content to it. Dedicated email addresses for members and the Clerk had also been set up. The operation of the new arrangements was outlined.

**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 Yeadon declared an interest in item 7.1.2 as a member of the Squash Club.

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 2 July 2018**

RESOLVED that the minutes of the meeting on 2 July be approved and signed by the Chairman. (Prop MY, 2nd JM, unanimous)

**3. Appointment of Acting Clerk**

The Chairman reported that he had used his delegated powers to appoint Mr Ben Stoehr as Acting Clerk until the Clerk's return from sick leave. (Prop MY, 2nd EM, unanimous)

The Parish Council expressed its best wishes for the Clerk's speedy recovery and its thanks to Mr Stoehr.

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

4.1 (3.1) Assets review – to consider the map of benches and whether any action is necessary

Cllr McNiven was thanked for marking up the map, which will be updated with an amendment. RESOLVED to note that no action was necessary at this time.

4.2 (4.2) CCC LHI 2019-20 scheme invitation to bid – to consider proposals

Cllr Tall reported on the LHI submission for improvements to the crossing outside Home Meadow, involving the installation of two dropped kerbs on to the bus stop hardstanding,

and possibly resurfacing of the hardstanding, to provide a safer crossing point at this location. Evaluation and costings would be provided by CCC in September or October and the Parish Council would then decide on its contribution, for final approval by CCC in January or February 2019.

4.3 (4.1) Toft Historical Society Interpretation Board – to consider quotation if received  
Cllr Ellis-Evans reported that the Society was submitting an application to SCDC's Community Chest scheme and carrying out further research. The outcome was awaited and an update will be brought to the next meeting.

4.4 (7.7) Gate at Lot Meadow – update and to consider what, if any, action is necessary  
Cllr Tall reported that the CCC officer will come out and inspect the gate, which had been made safe by the Handyman. RESOLVED that Cllr Ellis-Evans will follow up on the quotation request and Cllr Yeadon will inform the neighbour.

## 5. **Consideration of correspondence**

5.1 NALC – 2018-19 payscales and allowances and changes to the payscales from 1 August 2019  
RESOLVED to adopt the payscales. (Prop MY, 2nd AT, unanimous)

5.2 Resident – building works on the High Street in Toft  
RESOLVED to note that the matter has been referred to the SCDC Enforcement Officer and that the Parish Council is aware that when applications in the High Street are being considered, a condition could be imposed to prevent turning in Beldams Close.

5.3 SCDC Consultation – Gambling (2005 Act) Policy  
Noted. Cllr McNiven will raise this at a People's Hall meeting.

## 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. (Prop MY, 2nd AT, unanimous)

Toft People's Hall	Room Hire	£15.00
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Hamill Landscaping	Grass cutting	£276.00
Madingley Mulch	Play bark	£165.70
C Blower	Handyman	£35.00
LGS Services	Admin support	£443.30
Salary		£57.92
Salary		£57.92
Salary		£113.24
HMRC	PAYE	£115.20
NEST	Pension (DD)	£57.96

Receipt of the CCC verges grant was noted.

6.2 Play inspection reports  
RESOLVED to note that no action was currently required.

6.3 To consider any matter which is urgent because of risk or health and safety  
None.

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

7.1 Planning Applications

7.1.1 S/2470/18/FL – 65 West Street – Internal alterations, raising or rear flat roof  
RESOLVED to note that this application had already been approved by SCDC and was not in Toft parish.

7.1.2 S/2114/18/FL – Comberton Squash Club, West Street – Alterations to fenestration  
RESOLVED to note that the application had already been approved.

7.2 SCDC decisions to note

- 7.2.1 S/1370/18/FL – 72 School Lane – Replace 3m velux rooflights to rear of house with 3no. Dormer windows to match – Permission granted.  
Noted.
- 7.2.2 S/1948/18/FL – Orchard Gate, 50 Comberton Road – Conversion of the garage roofspace and one of the ground floor parking bays into a home office – Permission granted.  
Noted.
- 7.2.3 S/2142/18/FL – 11 Brookside – Conservatory – Permission granted.  
Noted.
- 7.2.4 S/2143/18/LB – 11 Brookside – As above, listed building consent – Permission granted.  
Noted.

- 7.3 Tree works applications  
None.

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

### 8.1 Allotments

Cllr Mc Niven reported that he was looking into the costs of possible water storage methods.

### 8.2 Village maintenance

Cllr Tall reported that there were eight outstanding issues, including overgrown hedges and verges on the cycle path, flooding reports in School Lane, an overgrown hedge in Mill Lane, a blocked drain in High Street, and the gate at Lot Meadow. The cycle path sign had been repaired. An uneven pavement on the corner of Hardwick and Comberton Roads is to be reported. Drains in School Lane have been reported on the CCC website.

### 8.3 Highways

Cllr Tall reported that he had met an engineer to discuss the equipment and possible sites for the mobile vehicle speed signs. Details of the operation were outlined, whereby the equipment can record speeds and produce data on the average speeds of traffic and the number of times the limit is exceeded. RESOLVED that Cllr Tall should speak to the Speedwatch co-ordinator so that they are aware of the facility, and arrange training in its use.

### 8.4 Toft People's Hall

Nothing to report.

### 8.5 Footpaths

Concerns were expressed about overflowing dog bins outside Toft Wood and on the School Lane side of the sheep field. RESOLVED that Cllr Miles should purchase 10 signs reading "Please clear up after your dog" at a cost of £1.38 per sign, to put around the village. (Prop MY, 2nd EM, unanimous)

- 8.0.1 Cllr Miles raised the need for updated welcome packs for new residents. RESOLVED that Cllr Miles should purchase 10 presentation folders for £10.99 and labels for the folders. (Prop EM, 2nd PEE, unanimous)

### 8.6 Defibrillator report

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

## **9. Closure of meeting**

RESOLVED to note the Acting Clerk's advice regarding "Any other business," namely that the legislation requires that the agenda must clearly state the business to be transacted.

Review of S106 monies is to be an agenda item for the next meeting. The Acting Clerk is to be asked to provide a list of the monies due and the approximate dates, together with the purposes for which the money may be used.

A report on Toft Sports day and approval of the costs is to be an agenda item for the next meeting.

There was no further business and the meeting closed at 8.24 pm.

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

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