

**Minutes of the 763rd meeting of Toft Parish Council
Meeting held on Monday 7 October 2019 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), P Ellis-Evans, E Miles, L Borrell, A Tall, K Popat and J Wrycroft.

In attendance: 4 members of the public, District Cllr Grenville Chamberlain and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

Cllr Wrycroft arrived at 7.01 pm.

Residents expressed disappointment at the Council's handling of item 5.4 at the previous meeting regarding Warton and Clark. In brief that it had not been made clear that the public would have no further opportunity to comment when the item was being discussed and that the discussion was one sided. The document which was the basis of the item had not been published.

The Clerk advised the Chairman that if the resident wished to make a complaint it should be made in writing.

The Chairman clarified that the letter had been circulated before the meeting to all Councillors. The Clerk advised that only decisions rather than details of the discussion in the public session were recorded as the minutes were primarily to record the decisions of the Council. She undertook to check the background to the document however there may be reasons it could not be published such as if it related to a legal dispute.

A resident raised visibility from Brookside to School Lane and reported that Stoney Lane was covered with water. Concerns were expressed that the surface of the pavement between Connors Close and Manor Farmhouse was difficult for the disabled to negotiate. Comments were made about a tree on the Green.

District Cllr Grenville Chamberlain reported that the Bourn Airfield supplementary planning document included no direct access onto the A428.

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 Tall declared an interest in item 6.1.3 as a 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 2 September 2019

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

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

3.1 (4.1) Toft website and emails – to consider costed proposal if received

RESOLVED, given that the Council had not received the costed proposal, to defer this item to the next meeting.

3.2 (8.6) Resident's enquiry about arrangements for VE Day

RESOLVED to respond that many events were already planned by various groups and organisations for the May Bank Holiday and there was no Parish Council organised event

3.3 Financial Regulations -Trust funds

RESOLVED, that the clause should be amended to indicate that where the Parish Council is also Sole Trustee, Trust Funds will be held in a separate fund within the Council's accounts.

RESOLVED, having first considered the Clerk's advice, that the references to PINs and passwords would remain in the Financial Regulations so that the Council could consider and adopt internet online banking in future should it choose to do so. (Prop MY, 2nd PEE, unanimous)

3.0.4 Complaint received

RESOLVED to note that the complaint had been closed as there had been no response to the Clerk's reply.

3.0.5 Bennell Farm street names

The Chairman updated the Council that SCDC had explained to him that the names had been put forward by Comberton Parish Council.

3.0.6 Application for designation as Asset of Community Value – Toft People's Hall

RESOLVED that the Chairman should put information together as supporting evidence for the application.

4. Consideration of correspondence

4.1 SCDC Greater Cambridge Housing Trajectory and 5 year housing land supply consultation

RESOLVED, having noted the consultation, to make no response. (Prop MY, 2nd EM, unanimous)

4.2 Toft Fireworks arrangements for this year's event and request for financial support

RESOLVED, having noted the risk assessment provided to grant permission for the event and to support the event with a donation of £150.00. (Prop MY, 2nd EM, unanimous)

4.3 Climate change and Cambridgeshire Climate Emergency

RESOLVED to appoint Cllr Popat to liaise with the organisation. (Prop MY, 2nd PEE, unanimous)

RESOLVED that members should consider possible projects for the next meeting, when this will be an agenda item.

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, plus RH Landscapes (Grass cutting) £276.00 and Toft Fireworks (Donation) £150.00. RESOLVED to note that the payment to LGS Services should be for £454.42, not £453.72 as shown in the finance report. (Prop MY, 2nd EM, unanimous)

Salary		£115.88
Clive Blower - Handyman	Posts and notice board	£20.00
LGS Services	Admin support	£454.42

Receipt of the precept was noted.

On a proposition by the Chairman, the order of business was varied.

5.5 Financial Regulations – quarterly check of accounts

RESOLVED that the accounts be checked and signed by Cllr Tall.
The current bank account were checked by Cllr Tall

5.2 Play inspection reports

Cllr Yeadon reported that all was in order.

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

RESOLVED to follow up with the Diocese of Ely as the hedge had not been done.
The path along Comberton Road opposite Home Meadow had been reported twice.
The Chairman had effected a repair to a post on High Street. Cllr Tall is to report this to CCC.

5.4 To consider banking arrangements

RESOLVED to explore internet banking and charges.

- 5.5 Financial Regulations – quarterly check of accounts
Taken earlier.
- 6. To consider any Planning or Tree works applications received**
- 6.1 Planning Applications
- 6.1.1 S/3124/19/FL – The Old Farm House, Comberton Road – Retrospective new external storage container and associated screening
RESOLVED to make no recommendation. (Prop MY, 2nd PEE, unanimous)
- 6.1.2 S/3125/19/LB – The Old Farm House, Comberton Road – Retention of new external storage container and associated screening – Listed Building application
RESOLVED to make no recommendation. (Prop MY, 2nd PEE, unanimous)
- 6.1.3 S/3259/19/FL – 41 School Lane – New single garage and fitness room
Cllr Tall, having previously declared an interest in this item, left the meeting at 8.02 pm.
RESOLVED, given that this would be a fairly significant building in an open area, further forward than the building line of adjacent dwellings, that the Parish Council objects to the application. (Prop MY, 2nd EM, unanimous)
RESOLVED, to comment that if the District Council is minded to approve the application, it should be subject to a condition that it could not be turned into a dwelling at a later date, and that if the Planning Officer is minded to approve the application, the Parish Council asks that it should be referred to the Planning Committee. (Prop MY, 2nd PEE, unanimous)
Cllr Tall re-joined the meeting.
- 6.1.4 S/3070/19/DC – Orchard Gate, Comberton Road – Discharge of condition 3 (Sectional drawings at a scale of 1:20 of the rooflights) pursuant to planning permission S/1948/18/FL
Noted.
- 6.2 SCDC decisions to note
- 6.2.1 S/2190/19/FL – 55 School Lane – Demolition of existing garage and conservatory, single storey side extension, 1st storey rear dormer window, new windows and doors, erection of a 1.5 storey detached 3 bedroom dwelling and new access onto the highway – Permission granted.
- 6.2.2 S/2530/19/FL – Orchard Farmhouse, 56 Comberton Road – Demolition of existing ground floor extensions to be replaced with 2 storey side extensions (Resubmission of S/4733/18/FL – Permission granted.
- 6.2.3 S/2767/19/NM – 6 Powell Close – Non-material amendment of planning permission S/4338/18/FL - Permission granted.
- 6.3 Tree works applications
- 6.3.1 S/3022/19/TC – 33 School Lane
RESOLVED that the Parish Council has no objections.
- 6.3.2 S/3102/19/TC – Priory Cottage, Church Road
RESOLVED that the Parish Council has no objections.
- 7. Members items and reports for information only unless otherwise stated**
- 7.1 Village Maintenance
Cllr Tall confirmed that flooding and a sunken manhole on High Street had been reported. Cllr Tall is to report overhanging vegetation on Church Drift to CCC.
- 7.2 Highways
Cllr Tall reported that there had been no contact regarding the LHI application as yet. Comments had been made that the speed camera was not working but this was testing efficacy and whether people take more notice of it.
- 7.3 Toft People's Hall
Nothing to report. The AGM will be on 11 November.
- 7.4 Footpaths

Nothing to report. CCC grass cutting outside the village envelope and its effects on biodiversity were raised. RESOLVED to ask County Cllr Lina Joseph whether CCC is reviewing its cutting regime in the light of Highways England’s advice. Cllr Ellis-Evans will provide this to the Clerk.

7.5 Defibrillator report

Cllr Ellis-Evans reported that the defibrillator pads should be checked after two years and replaced if necessary. There will be training in the New Year.

7.6 Village Plan review report

RESOLVED to set up a working party to update the Village Plan, including all members except Cllr Popat, and that Cllr Miles should co-ordinate the members of the group to update the Plan. This is to be an agenda item for the next meeting.

8. Closure of meeting

RESOLVED to hold a meeting of the Allotments Charity after the next meeting.

There was no further business and the meeting closed at 8.30 pm.

SignedChairmandate.

DRAFT