

**Minutes of the 766th meeting of Toft Parish Council  
Meeting held on Monday 6 January 2020 in The People's Hall, Toft at 7.00 pm**

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

In attendance: 3 members of the public and Mrs Gail Stoehr (Clerk).

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

A resident enquired about drainage works beginning this week in High Street and asked whether these would include Pinfold Lane and School Lane. The drainage ditch on the left of School Lane leading into the pond was blocked or silted up and this now flowed into Stoney Lane, increasing the volume of water along High Street. There was no water in the pond and the surface water manhole was blocked. Cllr Tall undertook to check the maintenance responsibilities.

Residents expressed concerns about planning application S/4198/19/FL for the installation of a portacabin at Old Farm Business Centre. The background to the past development was described including the previously given undertaking that no further development would take place. Concerns were expressed about the proximity to the property and its height, which would block out light, the loss of car parking and the projected number of 150 staff. The permitted hours of working were often exceeded. Residents had raised the matter with Planning Enforcement. The response to their complaints had been that they had to meet the needs of their clients. The residents considered that the Portacabin could be sited elsewhere on the site. Further information on fire precautions and noise nuisance arrangements was awaited.

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

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

Apologies were received from Cllr Borrell (out of parish) and from District Cllr Grenville Chamberlain (unwell).

**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 2 December 2019**

RESOLVED that the minutes of the meeting on 2 December be approved and signed by the Chairman, after an amendment to item 7.2 to read "Cllr Tall reported that the post of the gate at Lot Meadow had rotted and snapped in two and dropped. RESOLVED that as this is a matter of Health and Safety, to order a new post, and that Cllr Tall awaits a response from Peter Gaskin and if he will not replace the post the Council will. (Prop PEE, 2nd AT, unanimous)

On a proposition by the Chairman, the order of business was varied to take item 6.1.2 next.

**6.1.2 S/4198/19/FL – Old Farm Business Centre, Church Road – Installation of a portacabin modular building to be used as office and laboratory space for a temporary period of 2 years**

The Chairman reported that he had visited and emailed the applicant and read their response.

RESOLVED to object to the application due to the overbearing nature of the portacabin and the impact that it will have on adjacent residential properties. (Prop MY, 2nd AT, unanimous)

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

**3.1 (3.1) Climate Change - update**

To be taken under item 4.2.

- 3.2 (3.4) BT kiosk – to consider quotation if received  
RESOLVED to defer this item as a quotation was still awaited.
- 3.3 (3.4) To consider any suggestions received on the future use of the kiosk  
RESOLVED that the kiosk should be an information point as a short term project under the Toft 2020 initiative and that Cllr Yeadon should arrange this.
- 3.4 (4.3) Operation London Bridge – to consider information from CCC if received  
RESOLVED to set up a working group with membership being Cllrs Miles (Convenor), Wrycroft and Ellis-Evans.
- 3.5 (7.1) Gate at Lot Meadow – update and to consider quotations if received  
RESOLVED to note that a temporary gate had been provided as the gate had fallen down.
- 3.6 (7.5) Defibrillator – to consider a training course at a cost of £175.00  
RESOLVED to approve the cost of the training which is to be held annually until further notice. (Prop MY, 2nd PEE, unanimous)
- 4. Consideration of correspondence**
- 4.1 Comberton Village College – invitation to attend Community Governors’ meeting on 11 February  
RESOLVED that a member will attend. (Prop MY, 2nd EM, unanimous)
- 4.2 CCC draft Climate Change and Environmet Strategy consultation  
RESOLVED to set up a working group, the membership being Cllrs Popat (Convenor), Ellis-Evans, Yeadon and Miles, to complete the survey. The working group is to encourage others to join and put together a draft strategy for further consideration at a future Parish Council meeting. (Prop MY, 2nd KP, unanimous)
- 4.3 Toft People’s Hall – Assets of Community Value  
RESOLVED to note the People’s Hall had been successfully listed by the District Council as an asset of community value.
- 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, with the exception of the payment of £54.00 to the Community Heartbeat Trust for consumables, as they have been paid in advance, having been given the Lottery money. (Prop PE, 2nd MY, unanimous)

Salaries		£115.88
Toft People’s Hall	Room Hire	£15.00
LGS Services	Admin support	£443.91
LGS Services	Admin support	£444.91
LGS Services	Admin support	£428.99

Credits, including allotment rents and a VAT reclaim, were noted.

- 5.2 Play inspection reports  
Nothing to report.
- 5.3 To consider any matter which is urgent because of risk or health and safety  
A bollard outside 20 High Street has been reported to CCC by Cllr Tall.  
Residents are to be encouraged to report youths riding mopeds on pavements to the Police.  
The gap on the bridge has been repaired by CCC.
- 5.4 To review the budget FY2020 and consider arrangements for any outstanding projects and earmarked reserves  
RESOLVED to
- Move £360 allocated to advertising in receipts to grass cutting
  - RESOLVED that a review of S106 funds should be an agenda item for the next meeting.

- Funds earmarked for a transport consultation are to be put towards the LHI 2021/2022 application.
- The SPEP reserve is to be transferred to climate response.
- The Transport consultant reserve is to be transferred to LHI 21/22

RESOLVED to check the amount of any solicitors' fees had been taken from the Worboys Charity

RESOLVED that Cllr Ellis-Evans should look at the money given to the Community Heartbeat Trust for the defibrillator and check what remains unused.

#### 5.5 To consider and approve the budget for FY2021

RESOLVED in addition to the draft figures presented by the RFO to

- Include £235 for advertising including website; £1000 for village/ assets maintenance; £1000 for verges agency services; £2000 for an LHI bid; £200 Trees; £300 S145 entertainment (such as fireworks and street party etc); £200 S137; Special projects - £200 Toft 2020; £150 Climate Response; £200 defibrillator training; £150 Welcome packs;
- Use S106 money for Grasscutting and maintenance of assets on the Public Open Space
- Earmark at year end underspend in LHI (2020/2021 cycle path runway lights); mobile phone and internet provision and for the Parish Plan
- The People's Hall is to be asked for projects for indoor community facilities under S106 money. RESOLVED to ask SCDC whether these funds may be spent on the kiosk.

The budget for FY2020 was considered and approved. (Prop MY, 2nd PEE, unanimous)

#### 5.6 To set and demand the precept for FY2021

RESOLVED to keep the precept the same as last year, at £15,000.00, and to release the balance from reserves. (Prop MY, 2nd PEE, unanimous)

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

#### 6.1 Planning Applications

##### 6.1.1 S/4098/19/VC – 55 School Lane – Variation of condition 2 (Approved plans) pursuant to planning permission S/2190/19/FL

Taken at the last meeting.

##### 6.1.2 S/4198/19/FL – Old Farm Business Centre, Church Road – Installation of a portacabin modular building to be used as office and laboratory space for a temporary period of 2 years

Taken earlier.

#### 6.2 SCDC decisions to note

##### 6.2.1 S/1459/19/DC – Bennell Farm, West Street – Discharge of conditions 12 (Foul drainage) and 16 (Scheme for the provision of infrastructure to increase the capacity of the foul water drainage network) pursuant to outline planning permission S/1812/17/OL – Permission granted

#### 6.3 Tree works applications

None.

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

#### 7.1 Village Maintenance

RESOLVED that Cllr Tall should report leaves on the pavement by Brookside to SCDC.

#### 7.2 Highways

Cllr Tall reported that the drain works were due to start this week. All other reports in December were still outstanding. Cllr Tall is to check whether School Lane is to be included in the drainage works.

RESOLVED that Cllr Tall should report a blocked gully in Powell Close.

RESOLVED to check the insurance position regarding the speed camera which is now in High Street.

Cllr Wrycroft left the meeting at 9.35 pm.

Cllr Tall is attending a presentation on the LHI scheme next week.

7.3 Toft People's Hall  
Nothing to report.

7.4 Footpaths  
It was reported that the post on another gate at the other end of Lot Meadow had rotted. RESOLVED that the Council should write to the landowner. The landowner should contact Cllr Miles if they have any questions.

7.5 Defibrillator report  
Cllr Ellis-Evans reported that new pads had been installed.

7.6 Village Plan review report including

7.6.1 To agree update  
RESOLVED to note that the representative for oil bulk buying was now Jeremy Cole of Agricole, and to update the website and place a note in the Calendar.

7.6.2 To receive an update on the mobile phone signal  
RESOLVED to note Cllr Borrell's report and to defer this item to the next meeting.

7.6.3 To receive an update on fibre to home broadband  
Deferred to the next meeting. It was hoped Toft can piggy back off Comberton as there is already fibre to a cabinet and to a business near Toft.

7.0.7 Fews Lane Consortium – proposed changes to planning decision procedures at South Cambridgeshire District Council  
RESOLVED to object to SCDC's proposed policy and the change to the delegation to the joint Director for Planning and Economic Development, rather than to an elected councillor.

8. Closure of meeting  
There was no further business and the meeting closed at 9.50 pm.

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

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