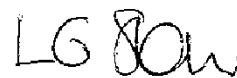


Toft Parish Council

Notice of the 766th meeting of Toft Parish Council on Monday 6 January 2020 at 7.00 pm in The People's Hall, Toft (upstairs room)

The Public and Press are invited to be present and Members of the Parish are welcome to attend and any may speak under the Open Public Session item and make representation to the Council on items on the agenda

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder



Mrs Gail Stoehr (Clerk)
11/12/19

AGENDA

Open public session including reports from the County and District Councillors

1. Apologies for absence and declaration of interests
 - 1.1 To approve written apologies and reasons for absence
 - 1.2 To receive declarations of interests from councillors on items on the agenda
 - 1.3 To receive written requests for dispensations and to grant any dispensations
2. To approve the minutes of the last meeting
3. To consider any matters arising from the last or a previous meeting including
 - 3.1 (3.1) Climate Change - update ^(KP)
 - 3.2 (3.4) BT kiosk – to consider quotation if received
 - 3.3 (3.4) To consider any suggestions received on the future use of the kiosk
 - 3.4 (4.3) Operation London Bridge – to consider information from CCC if received
 - 3.5 (7.1) Gate at Lot Meadow – update and to consider quotations if received
 - 3.6 (7.5) Defibrillator – to consider a training course at a cost of £175.00
4. To consider correspondence received since the last meeting requiring the Council's attention
 - 4.1 Comberton Village College – invitation to attend Community Governors' meeting on 11 February
 - 4.2 CCC draft Climate Change and Environment Strategy consultation
5. Finance, Procedure and risk assessment and use of delegated powers
 - 5.1 To consider the finance report and approve the payment of any bills
 - 5.2 Play inspection reports
 - 5.3 To consider any matter which is urgent because of risk or health and safety
 - 5.4 To review the budget FY2020 and consider arrangements for any outstanding projects and earmarked reserves
 - 5.5 To consider and approve the budget for FY2021
 - 5.6 To set and demand the precept for FY2021
6. To consider any Planning or Tree works applications or related items 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
 - 6.2 SCDC decisions for information
 - 6.3 Tree works applications
7. Members items and reports for information only unless otherwise stated
 - 7.1 Village Maintenance ^(AT)
 - 7.2 Highways including update on LHI application ^(AT)
 - 7.3 Toft People's Hall ^(LB)
 - 7.4 Footpaths ^(EM)
 - 7.5 Defibrillator report ^(PEE)
 - 7.6 Village Plan review report including ^(EM)
 - 7.6.1 To agree update
 - 7.6.1 To receive an update on the mobile phone signal ^(LB)
 - 7.6.2 To receive an update on fibre to home broadband ^(KP)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 6 January 2020

The meeting will take place in the upstairs room as the main hall is booked.
All actions arising from the last meeting have been carried out.

1. To approve written apologies and reasons for absence – any received will be reported to the meeting.
2. To approve the minutes of the meeting on 2 December 2019 – attached
3. To consider any matters arising from the last or a previous meeting
 - 3.1 (3.1) Climate Change - update
Cllr Papat to report.
 - 3.2 (3.4) BT kiosk – to consider quotation if received
Quotations will be brought to the meeting if received.
 - 3.3 (3.4) To consider any suggestions received on the future use of the kiosk
Cllr Miles to report.
 - 3.4 (4.3) Operation London Bridge – to consider information from CCC if received
 - 3.5 (7.1) Gate at Lot Meadow – update and to consider quotations if received
Cllr Ellis-Evans to report.
 - 3.6 (7.5) Defibrillator – to consider a training course at a cost of £175.00
Proposed at the last meeting.
4. Correspondence
 - 4.1 Comberton Village College – invitation to attend Community Governors' meeting on 11 February

"I am writing to ask whether any of your councillors might be interested in joining our governors at the next Community Governors' Meeting at 6pm on Tuesday 11th February. It would be very a helpful meeting for us as we value their perspective as representatives of our local community. Might this be of interest to anyone do you think?"
Lisa Brent
PA to Peter Law, Principal and Clerk to CVC Governors
 - 4.2 CCC draft Climate Change and Environment Strategy consultation

"Cambridgeshire County Council will be running a public consultation on our draft *Climate Change and Environment Strategy* from 20 December 2019 to 31 January 2020. We are keen to hear the views of our Parish Council's on the Strategy, and to understand where you may be able to support us in our vision for a Net Zero Cambridgeshire.
Please find attached a letter with further details."

Letter attached.
5. Finance, Procedure and risk assessment and use of delegated powers
 - 5.1 To consider the finance report and approve the payment of any bills
All invoices will be brought to the meeting.
 - 5.2 Play inspection reports – to be reported to the meeting.
 - 5.3 To consider any matter which is urgent because of risk or health and safety
None at the time of writing.
 - 5.4 To review the budget FY2020 and consider arrangements for any outstanding projects and earmarked reserves

5.5 To consider and approve the budget for FY2021

The sum of £800 is to be included for the allotments.

5.6 To set and demand the precept for FY2021

6.1 Planning Applications received

* NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on:

<http://plan.scams.gov.uk/swiftlg/apas/run/wchvarylogin.display>

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

6.2 SCDC Decision Notices

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

Tree works applications are now available to view on the SCDC portal.

The Parish Council now only needs to respond to tree works applications if the Council objects. SCDC writes:

“If there are no objections you do not need to let us know. We have to process each response and this is more than a click of the mouse! Since we have asked Parishes not to send in the no objections we have loosened up some time to do more interesting things like the Tree Wardens Network. Far more fun and hopefully will build to a greater positive impact for all the communities in the District.

The aide-memoire of what can be commented on in relation to tree works applications/notifications is on the reverse of the ‘Parish Notification of Tree Works’ under ‘Comment Advice to Parish Councils’, or the Tree Wardens training handout or go to the central governments website <https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas>.

The planning website also has a fancy 'comment on this application' button. Just look up the application and it is at the bottom of the Application Details box.”

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

7.1 Village Maintenance ^(AT)

7.2 Highways including update on LHI application ^(AT)

7.3 Toft People’s Hall ^(LB)

7.4 Footpaths ^(EM)

7.5 Defibrillator report ^(PE)

7.6 Village Plan review report including update of the Action Plan Chart ^(EM)

7.6.1 To agree update

Cllr Miles to report.

7.6.2 To receive an update on the mobile phone signal

Cllr Borrell to report.

7.6.3 To receive an update on fibre to home broadband

Cllr Popat to report.

8. Closure of meeting

My ref: CCES 2019/20 – Parish Councils

Date: 22/11/2019

Contact: Sheryl French

Telephone: 01223 728552

E Mail: sheryl.french@cambridgeshire.gov.uk



Place and Economy
Environment and Commercial
Box No SH1315
Shire Hall
Castle Hill
Cambridge
CB3 0AP

Dear Parish Clerk,

Cambridgeshire County Council declared a Climate and Environment Emergency in May 2019. As part of this declaration the Council is developing a *Climate Change and Environment Strategy and Action Plan*. The *Strategy* outlines how we will: reduce the carbon footprint of the Council and the County; help our communities adapt to the change already happening; and enhance nature and the benefits it provides.

As part of the *Strategy* development, the County Council is keen to understand what our Parish Councils and their communities think of the targets and actions we have set ourselves and how you can work with us to bring forward some of the changes that are needed to the way we live and work. We will shortly be launching a consultation on the draft *Strategy and Action Plan*, and we would like to invite you to review it and provide feedback. You as a Council may also have declared a Climate Emergency and we would be interested to hear what actions you have taken since then and how we as a body could aid you.

The consultation will be available online from 20 December 2019 to 31 January 2020, where you will find a copy of the *Strategy* documents and our questionnaire, through which you can provide feedback. The consultation will be hosted on ConsultCambs website:

<https://consultcambs.uk.engagementhq.com/climate-strategy>

You may wish to add this matter onto the agenda for discussion at your January meeting, in order to ensure that you are able to respond within the consultation timeframe. Should you wish for a member of the Climate Change and Environment Strategy project team to attend your meeting, please let me know as soon as possible, so that this can be arranged.

Your responses will be highly valuable to us and will ensure that the *Strategy* meets the needs of our communities as well as the Council. If you have any questions, please do not hesitate to get in touch.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Gillian Beasley'.

Sheryl French, Project Director, Mobilising Local Energy Investment

Toft PC

	Approved budget FY2019/20	Actual to Dec 19	%	Draft budget FY2020/21
Payments				
Advertising (Calendar)		375.00		
Salaries	1938.00	1303.92	67.28%	1938.00
Admin Support	3432.00	2002.00	58.33%	3640.00
Insurance	500.00	513.20	102.64%	520.00
Audit Fee	180.00	162.43	90.24%	180.00
Post/tel/station/gen exp/bank fees etc	1200.00	738.45	61.54%	1200.00
Affiliation fees (CAPALC, DPA, SLCC etc)	395.00	297.73	75.37%	395.00
Elections	0.00			
Training				
People's Hall, Room hire	180	105.00	58.33%	180
General Admin TOTAL	7825	5122.73	65.47%	8053
Bus Shelter Cleaning				
Village/assets Maintenance	0			
Street lighting - energy	1100	2562.29	232.94%	1388
Grass Cutting	2030	1263.50	62.24%	2030
Parish Paths Maintenance				
Playground maintenance				
Allotments	0.00			800.00
Trees		0		
Maintenace TOTAL	3130.00	3825.79	122.23%	4218.00
LHI	2000.00			
Speed reduction measures				
Sports Day	£200.00		0.00%	
Phone Kiosk		1.00		
Parish Plan				
Special Projects TOTAL	2200.00	1.00		0.00
S137 grant payments				
Bikability	£200.00			
S145 (entertainment) incl. fireworks				
Grant payments	200.00	0.00	0.00%	0.00
Contingency	2311.06	514.17		
General Reserves increase				
TOTAL	15666.06	9838.69	62.80%	12271.00

	Budget	Actual	%	Budget
Receipts				
Precept	15000.00	15000.00	100.00%	
Agency Services	626.06	626.06	100.00%	
Interest		0.00		200.00
Allotment rents	40.00			
General Admin & Misc		16.68		
General Reserves Release				
TOTAL	£15,666.06	£15,642.74	99.85%	£200.00

Reserves	B/F	Rec	Pay	C/F
General Reserves	£28,022.00	919.36		£33,437.55
P3	£193.04			£193.04
Ramblers bench	£199.20			£199.20
S106 West Street (14/6/13) offsite provision and future maintenance of POS infrastructure	£4,202.57			£4,202.57
S106 46 High Street (Lot Meadow) (13/07/12)	£0.00			£0.00
S106 46 High Street (Lot Meadow) (2/5/14) Indoor community facilities provision	£737.88			£737.88
S106 70 School Lane (30/10/14) offsite provision and future maintenance of POS	£3,531.14			£3,531.14
S106 2 Hardwick Road (30/3/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£4,495.51			£4,495.51
S106 2 Hardwick Road (30/3/16) offsite provision of community facility space	£742.94			£742.94
S106 Meridian Court (20/9/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£12,525.39			£12,525.39
S106 Meridian Court (20/9/16) indoor community facilities provision	£2,069.99			£2,069.99
S106 69 High Street (5/9/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£2,283.08			£2,283.08
s106 69 High Street (5/9/16) offsite provision of community facility space	£377.31			£377.31
S106 Old Horse Yard (1/7/19) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£0.00	3847.51		£3,847.51
S106 Old Horse Yard (1/7/19) offsite provision of community facility space	£0.00	635.85		£635.85
Transport consultant	£377.31			£377.31
SPEP	£50.00			£50.00
LHI Speed reduction scheme	£3,000.00	1371.93	2743.86	£1,628.07
Training	£150.00			£150.00
Ex-Worboys Charity	£876.37			£876.37
PC Allotment fund	£0.00			£0.00
Eversden Charity Fund (Allotments)	£258.62	70.00	0.00	£328.62
Awards for All defibrillator	£42.80			£42.80
Contingency reserve	£1,965.63		1965.63	£0.00
Contingency reserve LHI 2016/17	£400.00		480.00	£0.00
S145 Entertainment	£350.00		150.00	£200.00
Community Fund (Cultural Event)	£343.29			£343.29
TOTAL	£67,194.07	£6,844.65	£5,339.49	£73,275.42

TOTAL RECEIPTS
TOTAL PAYMENTS

22,487.39

15,178.18