

Toft Parish Council

I hereby give notice that the 774th meeting of Toft Parish Council will be held remotely due to the current pandemic on Monday 5 October 2020 at 7.00 pm

To join the Zoom Meeting <https://zoom.us/j/99695761463>

Meeting ID: 996 9576 1463

Or dial (charges apply)

0330 088 5830

0131 460 1196

The Public and Press and County and District Councillors are invited to be present and Members of the Parish are welcome to attend and may speak under the Open Public Session item and make representation to the Council on items on the agenda during this section of the meeting

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

29/09/20

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) East West Rail – to consider responses and raising awareness of proposals with residents ^(MY)
 - 3.1.1 To consider correspondence from Barton Parish Council re the EWR lobby Group Cambridge Approaches
 - 3.2 (3.2) To consider report from the Play Inspection Company if received
 - 3.3 (4.2) Community Gritting volunteers update
 - 3.4 (6.3.1.1) To consider SCDC's response to the tree works applications
4. To consider correspondence received since the last meeting requiring the Council's attention
 - 4.1 Age UK Community Warden Schemes – request for a meeting
 - 4.2 MAGPAS – request for financial support
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 and undertake a quarterly check of the bank statement
 - 5.2 To receive play inspection reports and consider any work required
 - 5.3 To consider any matter which is urgent because of risk or health and safety
 - 5.4 To consider quotations for street lights electricity
6. To consider any Planning or Tree works applications or related items received
 - 6.1 Planning applications
 - 6.1.1 20/03864/FUL – Land adj to 6 Hardwick Road – Erection of a detached dwelling and associated works following demolition of existing industrial buildings
 - 6.1.2 20/03757/FUL – Land adj to 6 Hardwick Road – Erection of a detached dwelling house and associated works
 - 6.2 SCDC decisions for information
 - 6.3 Tree works applications
 - 6.3.1 20/1922/TTCA – The Gig House, Old Horse Yard, Comberton Road
 - 6.4 SCDC Planning Committee and notifications of applications
7. Members items and reports for information only unless otherwise stated
 - 7.1 Village Maintenance ^(AT)
 - 7.2 Highways ^(AT)

- 7.3 Toft People's Hall ^(LB)
- 7.4 Footpaths ^(EM)
- 7.5 Defibrillator report ^(PEE)
- 7.6 Climate Change Working Group report ^(KP)
- 7.7 Operation London Bridge Working Group report to consider if any further action is required or if this matter can now be closed ^(PEE, JW, EM)
- 7.8 Lott Meadow ^(PE)

8. Closure of meeting

Clerk report to Toft Parish Council meeting on 5 October 2020

Public session

1. To approve written apologies and reasons for absence – any received will be reported to the meeting.
2. To approve the minutes of the last meeting on 7 September – attached
3. To consider any matters arising from the last or a previous meeting
 - 3.1 (3.1) East West Rail – to consider responses and raising awareness of proposals with residents

Responses from the Mayor and the MP are attached.

Sebastian Kindersley, Chairman of CambsBedsRailRoad has replied “CBRR is currently in discussion with Cambridge Approaches and hopes to be able to work towards a mutually beneficial set of aims which both promote the CBRR Northern Routing and the 'least worst' alignment for Route E and I hope to be able to update you shortly.”
 - 3.1.1 To consider correspondence from Barton Parish Council re the EWR lobby Group Cambridge Approaches

“Ian Minto, Parish Clerk in Barton here and apologies for an unsolicited email.

I am writing following a number of conversations with various personnel in both Barton's and local villages PC's on the North side of the A603 and close to the A428 and regarding the EWR lobby group Cambridge Approaches.

It would appear that there is a view and some momentum for a group to be initiated which joins forces, co-ordinates and facilitates discussion based on the views of our neighbouring villages regarding the potential impact of the proposed EWR routes from Cambourne and to give balanced views.

I am happy to co-ordinate this from barton and arrange any zoom meetings etc.

Would appreciate if you are not the correct contact if you could forward to the relevant person on your Council.

If possible can you reply asap and if support is there, I'll begin co-ordinating.”
 - 3.2 (3.2) To consider report from the Play Inspection Company if received

The Play Inspection Company have apologised that they have a backlog of inspections due to Covid-19 and last advised at the beginning of September that it would take a couple of weeks. They have been chased. The report will be circulated if received.
 - 3.3 (4.2) Community Gritting volunteers update

The Chairman has confirmed that Mr Betson is willing to continue as the Community Gritting Volunteer for Toft.
 - 3.4 (6.3.1.1) To consider SCDC's response to problems with the tree works applications

Miriam Hill has written “The process has not changed but the notification letter which is sent out is slightly different to the one sent before Feb 2020. The District Council are not required to consult on tree work applications / notifications. The letter which is sent through to you is a notification so the parish is aware of any case. If the application/notification is only minor tree works or works to dangerous trees etc the case will be determined without delay. More complex cases with more significant impact will naturally take longer to process and determine. We are pleased to accept responses, via the website, on any undetermined case. There are guidelines for responses on page two of the tree works notification sent to the parish.”

Given this does the Parish Council still want all tree works applications on its agenda or how will it handle them?

4. Correspondence

4.1 Age UK Community Warden Schemes – request for a meeting

“Following from my previous email to you I am very pleased to advise that we were successful in our application to South Cambs District Council for the tender of the implementation of new community warden schemes. One of the identified schemes is for Hardwick and this scheme will also support those living in Papworth, Toft, Bourn, Caldecote, Comberton and Wimpole.

To support the implementation of these new schemes, we included recruiting to a full time Team Leader and this post is currently being advertised with the interviews due to take place on the 17th September.

We are very keen to arrange a time for us to meet with all the Parishes mentioned above and look at how we can work together to ensure the community warden schemes are a success and can reach as many older people as possible. With the current times, I propose that this meeting takes place virtually if that suits everyone. I think it makes sense that we look to have this meeting once the Team Leader is on board and can play their part. Please can I ask if you have any suitable dates for October when the meeting can take place? I will be making contact with the other parishes too. I look forward to hearing from you and working together in the future.”

4.2 MAGPAS – request for financial support

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 emailed to the signatories.

5.2 Play inspection reports – to be reported to the meeting.

Madingley Mulch still are unable to fulfil the contract for the second bag of play bark as they haven't had a delivery.

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 consider quotations for street light electricity

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.

The planning portal for new applications can now be found at <https://applications.greatercambridgeplanning.org/>

The Parish Council's options are
SUPPORTS or OBJECTS or HAS NO RECOMMENDATIONS
Comments:

The Parish Council *does/does not** request that the application be referred to the District Council Planning Committee *(please delete)
Planning reasons:

Guidance:

What are Material Considerations - A material consideration is a matter that should be taken into account in deciding a planning application or appeal against a planning decision.

Examples of material considerations can include (but are not limited to).

- Overlooking / loss of privacy
- Loss of light/overshadowing
- Highway Safety
- Traffic
- Parking
- Noise
- Layout and density
- Design, appearance and materials
- Effect on listed Building and Conservation Areas
- Nature Conservation and or impact on protected trees or the landscape.
- Disabled Person's access
- Government Policy
- Compliance with the Local Plan.

The following are **not normally** issues that can be taken into account:

- Loss of property value
- Issues of market competition
- Loss of a view
- The applicant's motive, character or personal circumstances
- Matters covered by other legislation including restrictive covenants
- Issues relating to landownership/property boundaries.
- Moral or religious Issue

6.1.1 20/03864/FUL – Land adj to 6 Hardwick Road – Erection of a detached dwelling and associated works following demolition of existing industrial buildings

6.1.2 20/03757/FUL – Land adj to 6 Hardwick Road – Erection of a detached dwelling house and associated works

6.2 SCDC decision notices

6.2.1 20/02919/HFUL – 58 School Lane – Partial removal of roof construction to front elevation and addition of first floor extension over the ground floor – Permission refused

6.2.2 20/02444/HFUL – 37 and 39 High Street – Installation of dropped kerb and path crossover – Permission granted

6.3 Tree works

6.3.1 20/1922/TTCA – The Gig House, Old Horse Yard, Comberton Road

6.4 SCDC Planning Committee and notifications of applications

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

7.1 Village Maintenance ^(AT)

7.2 Highways ^(AT)

7.3 Toft People's Hall ^(LB)

7.4 Footpaths ^(EM)

7.5 Defibrillator report ^(PE)

7.6 Climate Change Working Group report ^(KP)

7.7 Operation London Bridge Working Group report to consider if any further action is required or if this can now be closed

7.8 Lott Meadow ^(PE)

8. Closure of meeting

Date: 29 September 2020



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

Contact:
Telephone: 01353 667721
E Mail: James.Palmer@cambridgeshirepeterborough-ca.gov.uk

Toft Parish Council
30 West Drive
Highfields Caldecote
Cambridge
CB23 7NY

The Mayor's Office
72 Market Street
Ely
CB7 4LS

Dear Toft Parish Council,

RE: Proposed East-West Rail Route

Thank you for your letter and bringing to my attention the concerns of the Parish Council.

While I appreciate that the current route corridor is concerning for the village of Toft, the route is yet to be finalised and a formal public consultation will still go ahead, which I am sure you will respond to once it opens. However, I do not believe a new route north of Cambridge is likely, as the Government are keen on additional development south of Cambridge.

You mention the siting of the station at Cambourne; rest assured that local councillors, the MP and myself are all campaigning for a site north of Cambourne. I am also in regular contact with East West Rail and the A428 Redevelopment team, and we are all keen to ensure our projects link-up, both for interconnectivity and to minimise disruption. I hope as the plans develop this will become more apparent.

If you have any further queries, please do not hesitate to get in touch.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'J.P. Palmer', with a long horizontal flourish extending to the right.

James Palmer
Mayor of Cambridgeshire and Peterborough

The Mayor's Office,
72 Market Street,
Ely, CB7 4LS

Anthony Browne MP



HOUSE OF COMMONS

LONDON SW1A 0AA

Ms Caroline Newton
30 West Drive
Highfields
Caldecote
Cambridge
CB2 8QE

Our Ref: AN2434

18th September 2020

Dear Ms Newton,

Re: East-West Rail

Thank you for taking the time to contact me regarding the preferred route for East West Rail (EWR). EWR will bring much needed improvements to public transport in South Cambridgeshire and beyond. Overall, I am very supportive of the scheme, but I recognise that there are huge sensitivities around the precise alignment of the route and I am very sympathetic to your concerns about the potential impact upon our local villages and natural environment.

Option E allows for the creation of a new station in Cambourne, after which, heading east, the new line will join the existing railway line into Cambridge from the south via the new Cambridge South station at Addenbrooke's. As you may know, I campaigned for EWR to take a northern route via Cambourne, which desperately needs better public transport links, rather than a southern route via Bassingbourn which is already well served by Royston station. Whilst I am glad to see the needs of Cambourne are being addressed by option E, I would prefer the new station to be located north of Cambourne, close to the A428, where there will be less impact upon the nearby villages and the local nature reserve south of Cambourne.

I have already met with the Transport Secretary and written to him to make the case for a station north of Cambourne and have been encouraged by his willingness to engage with me and local communities on this matter. I have also spoken to officials at Number 10 and the Treasury as I understand the northern location for the station at Cambourne is not currently preferred due to higher costs.

The decision on the exact route alignment will be subject to further consultation, engineering studies and environmental impact assessments in the coming months. I am currently meeting with local groups to discuss concerns about the route proposals and I will continue to work

closely with all parties to ensure that local views are made known to government ministers and officials before a final decision is taken.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Anthony Browne". The signature is written in a cursive style with a horizontal line underneath the name.

Anthony Browne MP

TOFT PARISH COUNCIL

Small Grant Scheme Application Form

DETAILS OF GRANT APPLIED FOR :	
1	<p>What do you want to use the grant for?</p> <p>Pharmaceuticals. In order to treat critically ill and injured patients Magpas Air Ambulance medics have access to a broad spectrum of drugs and equipment – many only usually found in hospital A&E departments. Some of the most commonly used drugs are:</p> <p>Levobupivacaine: A local anaesthetic which can be used to perform a nerve block where inserting a cannula into a vein is problematic. In the event of a serious leg injury the drug can be injected into the groin to block the nerve and stop it working, relieving the patient of severe pain following a fall or break.</p> <p>Tenecteplase – this breaks up clots in the lungs or heart, for example in cardiac arrests. It can be used in a patient who is awake. It works by activating the body's natural mechanism for breaking down clots in the event of a heart attack or pulmonary embolism.</p> <p>Tranexamic acid – this drug is a pro-clotting agent which helps blood clot where a patient may have concealed internal bleeding. It is used in nearly all trauma patients.</p> <p>Fentanyl – a strong painkiller used regularly for patients with broken bones and chest injuries. Often patients can be very agitated when in pain and this drug is up to 100 times stronger than morphine. It is only carried by doctors and not carried by land ambulance crews. Fentanyl is very fast acting and has less side effects than morphine.</p> <p>Ketamine – also not used by land ambulance crews and is incredibly versatile. Given in low doses it is a strong painkiller. A medium dose would be used to sedate a patient – especially useful if a patient has a fracture or break and the bone requires manipulation. In high doses ketamine can be used to anaesthetise a patient. It doesn't affect blood pressure and is easy to calculate using body weight.</p> <p>Magpas Air Ambulance doctors and paramedics receive specialist training in how to use these powerful drugs and are regularly required to anaesthetise and sedate patients who are in distress and suffering from life-threatening injuries.</p> <p>Maintaining a sufficient stock of pharmaceuticals is essential in ensuring we can relieve patients discomfort and pain and save lives.</p>
2	<p>Who will benefit from the work or activity?</p> <p>The lifesaving service of Magpas Air Ambulance may be required by any resident of Toft from the very young to the elderly. Those who may have suffered a medical emergency, a cardiac arrest, been involved in a road traffic collision, fallen from height or been a victim of assault or personal injury. They may be in their own home, on Church Road, in the middle of an isolated field, in school or travelling to work. Whoever they are, wherever they are in Cambridgeshire and beyond, we provide the lifesaving care which improves their chances of returning to a good quality of life within the Toft community.</p>
3	<p>How much is required to pay for this?</p> <p>Our annual projection of the cost of pharmaceuticals is £18,000</p>

4	How much would you like the Council to provide?	£100
5	How will you raise any difference?	Magpas Air Ambulance relies on generous donations from the public, grants, trusts and applications to Foundations, Parish & Town Councils and our own in-house lottery and raffles.
DETAILS OF GROUP OR ORGANISATION :		
6	Name of organisation or group applying	Magpas Air Ambulance
7	Are you a new group in the process of being formed?	No
8	If No - when were you established?	1971
9	If No – are you a Registered Charity?	Yes
10	If Yes – what is your registration number?	1119279
11	Do you have a bank account?	Yes <i>If yes please supply a copy of your latest statement</i>
12	Do you have accounts?	Yes <i>If yes please supply a copy of your latest accounts</i>
13	Do you have a constitution? Yes or No	Yes <i>If yes please supply a copy of your constitution</i>
14	What are the objectives of the group or organisation?	Our mission: To save lives and limit disability by taking enhanced emergency medical care to patients in their moment of need. Our vision: To deliver by land or air the best 24/7 pre-hospital emergency medical care to our patients. To use our expertise to promote excellence in the provision, delivery and development of pre-hospital emergency medical care across the United Kingdom. Our values: We are caring, pioneering, dedicated and proud.

This grant aid application should be signed by two members of your Organisation's Committee, one of whom must be the Chairman, Secretary or Treasurer.

We confirm that the information given in this application is accurate and that the Organisation undertakes to inform Council of any changes in the Organisation's circumstances that would affect this application. We also confirm that any grant awarded by the Council will be spent only on the purpose for which it was given.

Signed..... *D. Brown*

Position..... *CEO*

Date..... *14-8-2020*

Signed..... *H.P. Parry*

Position..... *Trustee Treasurer*

Date..... *18.8.20*

The signing and submission of this form constitutes acceptance of the terms and conditions overleaf

Terms and conditions of the grant

1. Grants **can be awarded to** voluntary groups, societies, clubs, not-for-profit organisations or charities operating in the Parish area where the benefit will be predominately for the residents of the Parish area.
2. Grants **will not be awarded to** individuals. (minimum 2 or more unrelated individuals)
3. Grants to regional or national charities **will only be considered** where a specific project will deliver obvious benefits to residents in the Parish area.
4. The amount of any grant award will be at the discretion of the Council
5. All applications will be considered on their merits, but in general grants can be awarded for:
 - o Capital Projects such as purchase of equipment, works to buildings, improvements to premises, improvement to the local environment
 - o Revenue Projects such as a Community Event, Festivals or other Special Events where grants towards running costs, salaries, consumables, insurance or training may be considered
6. The purpose for which any grant is made must be in the interest of the Parish area or any part of it or all or some of the inhabitants of the Parish area which is defined by the boundaries of the Parish Council.
7. The amount of expenditure must be commensurate with the benefit to the inhabitants of the area.
8. Groups from outside the Parish who can demonstrate direct benefit to the area are eligible to apply for a grant.
9. The Council may take into account any previous grant made to an organisation or group when considering a new application
10. No grant will be awarded to or for any commercial venture for private gain.
11. Retrospective applications will not be funded where the expenditure had been made, the project has been carried out or the event has taken place.
12. All grants will be conditional upon submission of a Small Grant Application Form.
13. All grant recipients are required to provide the Council with a brief report, including photographs where appropriate, of how the grant has been utilised, how it has assisted the organisation or group and what it has achieved. This must be submitted within 3 months of the purchase of the capital equipment or completion of the project.
14. If the grant is put to purposes other than those for which it was awarded without the prior approval of the Council, the recipient organisation or group will be required to repay the grant to the Council.
15. The organisation or group should supply such information as the Council may request regarding the impact of the project on the Council's area.
16. Recognition of the grant from the Council must be made in any publicity issued by the receiving body.

How will a grant application be assessed?

- o Does the Council have the powers to provide a grant for the project outlined?
- o How well does the grant meet the needs of the community in providing positive benefit to residents?
- o How effectively will the group use the grant?
- o Is the cost of the project appropriate?
- o Are the expected outcomes realistic?
- o What level of contributions has been, or will be, raised locally?
- o Can the organisation or group reasonably be expected to obtain sufficient funding from another, perhaps more appropriate, sources?
- o How is the organisation or group managed and does it have a constitution?

The grant application form should be returned to the Parish Clerk

FOR COUNCIL USE ONLY

<i>Application Number</i>	
<i>Date Received</i>	
<i>Delete as appropriate</i>	<i>Approved or Declined</i>
<i>Date</i>	
<i>Amount Approved</i>	
<i>Date Funds Issued to Group</i>	
<i>Transaction Reference</i>	

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Oct-20

Summary of previous month

Balance brought forward	<u>74,020.08</u>
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Adjustments**Expenditure approved at previous / between meetings**

HASLINGFIELD PC	CAMBRIDGE APPROACHES	-10.00
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Credits

PLOT 1B	ALLOTMENT RENT	10.00
PLOT 4B 6A & 6B	ALLOTMENT RENT	30.00

<i>Total Adjustments</i>	<i>30.00</i>
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Balance revised after adjustments	<u>£74,050.08</u>
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Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Unity Trust Bank	23,319.91	25009.34	-1689.43
Current Account	14,288.59	14288.59	
Nationwide BS	36,441.58	36441.58	
Total	<u>74,050.08</u>	<u>75,739.51</u>	<u>-1,689.43</u>

Expenditure for approval

£

SALARIES		115.88
LGS SERVICES	ADMIN SUPPORT JUNE	450.18
LGS SERVICES	ADMIN SUPPORT JULY	457.21
LGS SERVICES	ADMIN SUPPORT AUGUST	417.89
LGS SERVICES	ADMIN SUPPORT SEPTEMBER	442.86
RH LANDSCAPES	GRASSCUTTING	675.00
PARISH ONLINE	ONLINE MAPPING	45.00

2604.02

Balance C/F	<u>71446.06</u>
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Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting



GREATER CAMBRIDGE
SHARED PLANNING

SENT BY EMAIL

To All Parish Councils

23 09 2020

Service Area: : Planning

Contact: Stephen Kelly

Email:

Stephen.Kelly@greatercambridgeplanning.org

Mobile: 07711 918993

Dear Clerk,

PLANNING COMMITTEE NOTIFICATIONS

You may be aware that from a recent planning committee meeting, there is an issue with our software which means that notifying Parish Councils individually, of specific items on planning committee meetings in SCDC results in the online planning pages being updated to suggest, incorrectly, that the consultation period for that application remains “open.” Having investigated the reasons why this process changes the website dates and considered options for resolving this issue, I am therefore writing to you to advise of our need to have to change the mechanism for notifying Parish Councils of forthcoming Committee items.

Earlier this year, as you may know, SCDC moved from its former software provider to a new “Idox enterprise” solution. Idox are the largest provider to Councils of planning solutions in the Country and had already been providing the City Council planning service with its ICT solution for a number of years. The Idox software that we have introduced has a range of new capabilities, some of which you may have been able to see in the training sessions with Parish Councils earlier this year. These include a user configurable search capability that can provide updates on progress with applications, as well as the ability to hold searches and send out emails to the user when circumstances change within those search parameters.

The issues that emerged from the recent committee relate however to the way in which the system treats Parish Councils as “consultees.” This requires a manual “overwrite” to be performed for each letter to remove the “default” response date from the system when it generates the notification to you. Otherwise, the system views what was a notification of committee meeting as a consultation letter – which it is not. We have explored whether this process can be re-designed within the current system capabilities and have been advised that this is not possible. As a result, and in the interests of avoiding a repeat of the recent need to defer items, the service must now implement a new process.

Therefore, from next month, instead of a specific notification letter for each application, each Parish Council will receive an emailed list of all applications appearing on the agenda for the Committee meeting, alongside details of how to register your interests to speak. The notification will be generated automatically upon conclusion of the publication of the agenda. The report will be sent to all Parish Councils automatically. In due course, I hope to be able to review the report generation process to see whether we can manage to focus reports to be sent solely to the specific Parish wherein the application lies. The change in the notification process, will not affect the ability of the Parish to “appear at the Planning Committee meeting where requested, to comment upon an application being heard.

Alongside the move to automated emails of committee items, the service will also be introducing a Parish Specific report, that can be sent on a weekly basis identifying new applications submitted and material changes to the status of “live” applications. The report will also detail all decisions issued the previous week, with a link to view the application and documents on our online system Public Access. In providing this information in this format we will be stopping the case by case emailing of Decision Notices. The new report format will, we hope, assist Parish Clerks in sharing with Parish Councillors, the latest position on applications in their area and we hope, will be easier for Parish Councils and clerks in the task of keeping up to date with live proposals and applications.

Finally, as we seek to support the ongoing aspiration for more information and following feedback from Parishes on the use of the “public access” facilities in IDOX, alongside work to capture some of your feedback so far, we intend to re-run training sessions for Parish’s (and put more material online) to assist you in using the online capabilities now available. Cat Quy and her colleagues will therefore be sending out invitations to further online training events targeted at helping Clerks to register with and fully utilise the capabilities of the public access suite.

We do recognise that, at this time particularly, making changes to patterns of working can be more disruptive. The changes that we propose to make to the Parish Council Committee notification process more assured, nevertheless seek to address a recognised weakness in the current system that has created uncertainty for Parish Councils and applicants alike. We are basing these changes on the SCDC Parish Contact List held at <https://www.scams.gov.uk/your-council-and-democracy/parish-councils/parish-council-guidance-and-information/> for Parishes so please also let us know if this database is out of date.

I hope that these new measures for notification, alongside the new weekly “notifications” report and further support for use of the public access software will nevertheless help you to conveniently access our information on planning matters. Please however let me and my team know if you have any other suggestions as to how we can assist you and your Councillors further – or if you have any comments on the communications that we will begin sending to you from 28th September.

Yours Sincerely

Stephen Kelly



Joint Director of Planning and Economic Development