

# Toft Parish Council

I hereby give notice that the 776th meeting of Toft Parish Council will be held remotely due to the current pandemic  
on Monday 2 November 2020 at 7.00 pm

To join the Zoom Meeting <https://zoom.us/j/99941627105>

Meeting ID: 999 4162 7105

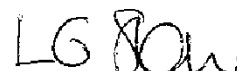
Or dial (charges apply)

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

27/10/20

## 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 on 5 October and the extra-ordinary meeting on 20 October
3. To consider any matters arising from the last or a previous meeting including
  - 3.1 (3.1) East West Rail – update including report on meeting with Barton Parish Council (MY, AT)
  - 3.2 (3.2) To consider report from the Play Inspection Company
  - 3.3 (4.1) Age UK Community Warden Scheme – update on meeting (MY)
  - 3.4 (3 of 20<sup>th</sup> Oct) Tyne Cottage working group – update (MY)
4. To consider correspondence received since the last meeting requiring the Council's attention
  - 4.1 SCDC – reopening high streets offer of -mounted or freestanding hand sanitiser stations
  - 4.2 Resident
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 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
6. To consider any Planning or Tree works applications or related items received
  - 6.1 Planning applications
    - 6.1.1 S/0351/19/NMA2 – Bennell Farm, West Street – Non-material amendment on application S/0351/VC for alteration of lighting plan for public open space
    - 6.1.2 20/04051/FUL – 27 High Street – Installation of external wall insulation to front rear and gable end walls
    - 6.1.3 20/03775/HFUL – 43 High Street – Dropped kerb
    - 6.1.4 20/02664/HFUL – 41 High Street – Amended – Two storey front gable extension and roof conversion including two dormer windows, two rooflights plus a two storey rear extension – to note response made between meetings – The Parish Council was neutral.
  - 6.2 SCDC decisions for information
  - 6.3 Tree works applications
  - 6.4 To consider if policy for dealing with planning applications between meetings should be extended to include trees

- 6.5 To consider how long the Clerk should wait for a response to a request for an extension from the Planning Officer before circulating the application and using delegated powers
- 7. Members items and reports for information only unless otherwise stated
  - 7.1 Village Maintenance <sup>(AT)</sup>
  - 7.2 Highways <sup>(AT)</sup>
  - 7.3 Toft People's Hall <sup>(LB)</sup>
  - 7.4 Footpaths <sup>(EM)</sup>
  - 7.5 Defibrillator report <sup>(PEE)</sup>
  - 7.6 Climate Change Working Group report <sup>(KP)</sup>
  - 7.7 Lot Meadow <sup>(PEE)</sup>
- 8. Closure of meeting

## Clerk report to Toft Parish Council meeting on 2 November 2020

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 5 October and the extra-ordinary meeting on 20 October – attached
3. To consider any matters arising from the last or a previous meeting
- 3.1 (3.1) East West Rail - update including report on meeting with Barton Parish Council  
Cllrs Yeadon and Tall to report.

- 3.2 (3.2) To consider report from the Play Inspection Company  
Background “The recent Inspection Report from ROSPA Playsafety for the Toft play area has highlighted an issue with the Multiplay unit (Junior), and has commented, “Where the curly climber reaches the ground there is the potential for entrapment. At least two incidents are known to have occurred between 2015 and 2019 which required children to be cut free” The report advises the Council to refer to the manufacturer for comment and confirmation of the safety of this item, and Kompan have now responded as follows:

*“Further to receipt of your letter dated 20<sup>th</sup> May 20 we note your comments therein and duly respond as follows.*

*The curly climber that you have on the unit is perfectly safe and fully compliant with BS EN1176 standards.*

*The inspectors comments are correct in that there have been 2 No incidents throughout the whole of the UK where a child has unfortunately trapped their leg or foot, most recent of which occurred in 2019. KOMPAN have sold and installed over 600 of the curly climbers since its launch in the U.K and many thousands worldwide with very few incidents from children playing on them.*

*It seems we have one Inspector who now puts the two incidents down on any inspection they carry out without actually speaking with KOMPAN to discover the history behind each of the incidents – neither of which were deemed to be caused by a) the product itself and its design and b) the installation.*

*Therefore please take this email as confirmation that all aspects of the Multiplay Unit are compliant and safe to use.*

*We trust the above to be in order but should you have any further queries then please do not hesitate to contact the writer of this mail.”*

The Parish Council’s insurers advised the Council to obtain a third opinion and this was sought from the Play Inspection Company who were asked to give its opinion on this matter. They have responded by sending a full inspection report on all the items of equipment. as attached).

- 3.3 (4.1) Age UK Community Warden Scheme – update on meeting  
The Chairman to report.
- 3.4 Tyne Cottage working group – update <sup>(MY)</sup>  
The Chairman to report.

4. Correspondence

- 4.1 SCDC – reopening high streets offer of -mounted or freestanding hand sanitiser stations  
SCDC has some available for shops in the parishes but it expects the Parish Council to liaise with the shop get written permission as to how the free sanitiser is used and for the Parish Council to administer the project and the stock and refills etc.

I am writing with a proposal for the Toft telephone box for next year.

In early summer a 'seed swap' was set up in the redundant telephone box. It was very successful and many residents benefited from the flower and vegetable seeds. It would be great if we could make it a permanent fixture and, with your approval, I would like to start it running again in January 2021.

Many people left seeds but more folk took seeds than gave. I'm afraid that this is going to be the case but perhaps we could redress this balance by having a donations box for those who had no seeds to swap but who could contribute to a charity like, for example, Farm Africa.

There would also be room for gardeners to bring their surplus seedlings, cuttings and plants as well as seeds and an 'info' board for posting tips and news.

It would be a lovely addition to the village, especially as people are spending more time in their gardens and taking an interest in nature and the environment.

Attached is a photo of a Seed Swap from West Sussex and one of our box last June.  
Do please give this your consideration.





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.

Cllr Yeadon has reported that the second bag of bark has now been delivered and that he has spread it.

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

None at the time of writing.

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 S/0351/19/NMA2 – Bennell Farm, West Street – Non-material amendment on application S/0351/VC for alteration of lighting plan for public open space

6.1.2 20/04051/FUL – 27 High Street – Installation of external wall insulation to front rear and gable end walls

6.1.3 20/03775/HFUL – 43 High Street – Dropped kerb

6.1.4 20/02664/HFUL – 41 High Street – Amended – Two storey front gable extension and roof conversion including two dormer windows, two rooflights plus a two storey rear extension – to note response made between meetings – The Parish Council was neutral on the application based on the responses received, with the comment that the Council still believes that the building is too high.

## 6.2 SCDC decision notices

6.2.1 20/03505/HFUL – 1 Warboys Close – Proposed first storey side, single storey rear and double storey front extension – Permission granted.

## 6.3 Tree works

None at the time of writing.

## 6.4 To consider if policy for dealing with planning applications between meetings should be extended to include trees

As SCDC are approving tree applications within a day or so of the notification, or even on the same day, does the Parish Council wish the same policy as for planning applications to apply, ie that tree applications should be circulated for comment on receipt to all members, so that a prompt response can be submitted by the Clerk using delegated powers?

## 6.5 To consider how long the Clerk should wait for a response to a request for an extension from the Planning Officer before circulating the application and using delegated powers

Currently when the deadline for comments falls before the next meeting, a time extension is requested in the first instance, but occasionally the Planning Officer does not reply, and it is then necessary to circulate the application for comment to meet the deadline at very short notice. How long does the Council wish to allow before circulating members and allowing the Clerk to use delegated powers?

- a) when the application has 21 days consultation period
- b) when the application has 14 days consultation period (amendments)

7. Members' items and reports for information only unless otherwise stated
- 7.1 Village Maintenance <sup>(AT)</sup>
- 7.2 Highways <sup>(AT)</sup>
- 7.3 Toft People's Hall <sup>(LB)</sup>
- 7.4 Footpaths <sup>(EM)</sup>
- 7.5 Defibrillator report <sup>(PE)</sup>
- 7.6 Climate Change Working Group report <sup>(KP)</sup>
- 7.7 Lot Meadow <sup>(PE)</sup>
8. Closure of meeting

## TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Nov-20

## Summary of previous month

<b>Balance brought forward</b>	<b><u>71,446.06</u></b>
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**Adjustments**

MADINGLEY MULCH	PLAYBARK ADJUSTMENT	5.00
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**Expenditure approved at previous / between meetings**

OPUS ENERGY	STREETLIGHT ENERGY	-97.85 DD
OPUS ENERGY	STREETLIGHT ENERGY	-99.98 DD
UNITY TRUST BANK	SERVICE CHARGE	-18.00

**Credits**

SCDC	PRECEPT	7500.00
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<i>Total Adjustments</i>	<i>7289.17</i>
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<b>Balance revised after adjustments</b>	<b><u>£78,735.23</u></b>
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**Bank Reconciliation to latest statement**

Account	Funds	Statement	Outstanding
Unity Trust Bank	28,160.87	23790.75	4370.12
Current Account	14,132.78	14132.78	0
Nationwide BS	36,441.58	36441.58	
<b>Total</b>	<b><u>78,735.23</u></b>	<b><u>74,365.11</u></b>	<b><u>4,370.12</u></b>

**Expenditure for approval**

£

SALARIES	115.88	
PLAY INSPECTION COMPANY	PLAY EQUIPMENT INSPECTION	120.00
SHAW AND SONS	CONDOLENCE BOOK	49.14
LGS SERVICES	ADMIN SUPPORT OCTOBER	455.63

740.65

Balance C/F	<b><u>77994.58</u></b>
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Gail Stoehr

Responsible Financial Officer

**Notes:***Late invoices will be brought to the meeting*