

# Toft Parish Council

**I hereby give notice that the 784th meeting of Toft Parish Council will be held on Monday 7 June 2021 at approximately 7.30 pm in the People's Hall, Toft**

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  
01/06/21

## AGENDA

### **Public participation on agenda items and matters of mutual interest (includes reports from County and District Councillors and representation by members of the public)**

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 (7.1) East-West Rail – to consider draft response to the consultation <sup>(MY)</sup>
  - 3.2 (9.4) To consider the RoSPA report and any action necessary
  - 3.3 (12) To consider the Parish Council's requirements for the website
  - 3.4 (3.5 of 12.4.21) Horses on footpaths – Proposal to erect signage by the allotments and write to all horse owners in Toft <sup>(EM)</sup>
4. To consider correspondence received since the last meeting requiring the Council's attention
  - 4.1 CCC – Bennell Farm S106 requests
  - 4.2 Resident – Request that the Parish Council considers changes to the mowing schedule to protect biodiversity
  - 4.3 CCC – 20's Plenty for Cambridgeshire
  - 4.4 CCC – Advance Notification of disposal of property – Former Social Services Office, Comberton Road, Toft, CB23 2RY
  - 4.5 SCDC – Application for Premises Licence – Bathing Under the Sky Ltd, PAUS, Toft Road, Bourn
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
  - 6.2 SCDC decisions for information
  - 6.3 Tree works applications
    - 6.3.1 21/0601/TTCA – 3 High Street
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>
8. Closure of meeting

## Clerk report to Toft Parish Council meeting on 7 June 2021

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 4 May – attached
3. To consider any matters arising from the last or a previous meeting
  - 3.1 (7.1) East-West Rail – to consider draft response to the consultation <sup>(MY)</sup>  
The Chairman to report.
  - 3.2 (9.4) To consider the RoSPA report and any action necessary  
Please see link below to view a copy of your inspection report. Please note this link expires after 60 days, so we recommend you download and save your report.  
<http://playbase.rospaplaysafety.co.uk/Inspections/index.php?ID=846BCC35-B490-BF47-A52D-5572F5F182CE>
  - 3.3 (12) To consider the Parish Council's requirements for the website  
Proposed at the last meeting.  
Clerk report on the Council's website requirements: the website has 2MB limit on documents which she or LGS Services can upload and some months the Council's documents are substantially larger; finance and audit papers can't be uploaded by her and she can't remove or replace any documents such as drafts with approved minutes
  - 3.4 (3.5 of 12.4.21) Horses on footpaths – proposal to erect signage by the allotments and write to all horse owners in Toft  
Cllr Miles to report. She writes:  
"I walked through Toft Wood this morning and discovered a pile of fresh horse manure on the footpath!  
I suggest that we put up a sign by the allotments as we had originally intended. Given that we haven't yet written to all horse owners in Toft, it might also be necessary to write a letter to them which I am happy to draft for the Clerk to send."

Other to note:  
(7.8 of 12.4.21) Refurbishment of notice boards  
Clive Blower has declined to quote regarding the poor condition of the notice boards. The Parish Council to consider who should carry out the work.
4. Correspondence
  - 4.1 CCC – Bennell Farm S106 requests  
Tam Parry of CCC has written:  
"I have requested from the development at Bennell Farm two items that will be of interest to Toft Parish Council.  
Further to a request from the Parish for us to consider the installation of solar stud lighting to the shared footway / cyclepath between Toft and Comberton, I have requested that the applicant installs this lighting.  
I have also requested that the applicant installs two new bus stop shelters outside the site / Comberton Village College. These would become assets to Toft Parish Council. To take account of this I have also requested the sum of £10,000 per shelter (£20,000) in total for the maintenance of the bus stop shelters. I think it is important that we try and install bus stop shelters at this location, and I hope that the Parish Council will agree, and accept the shelters with the maintenance.  
I understand that you will discuss this at your meeting on 7<sup>th</sup> June and have advised the case officer of this. Please do let me know if you need me to clarify anything before the meeting. If the Parish have other proposals I would be happy to consider them, and am keen to work with you to install this infrastructure."  
Tam Parry

Principal Transport Officer  
Transport Assessment Team  
Cambridgeshire County Council

4.2 Resident – Request that the Parish Council considers changes to the mowing schedule to protect biodiversity

“I and several other village residents have been dismayed to see the results of excessive mowing of grass verges in the village during the last few days.

The areas that have suffered particularly damaging and excessive mowing are:

Church Road (from Comberton Road all the way to where it joins Brookside)  
Penfold Well Lane

While I accept that some mowing may be necessary for safety reasons (e.g. on the edge of the main road carriageway), there would seem to be no good reason for scalping minor road verges and footpaths all the way back to the hedgerow in a way that means wild flowers and other attractive wild plants such as cow parsley have little or no chance of survival. At a time when the government and other agencies are encouraging us to restore nature, these actions seem entirely unjustified. Bees, butterflies and other insects depend on a thriving wild plant life.

I wonder if Toft Parish Council would be interested in taking the matter up on behalf of the village? I do not necessarily think the view of one resident (myself) should determine the whole issue, but I have been struck by the number of similarly disappointed comments from people we've met on our walks. A public consultation or a petition, perhaps?

Thanks for your attention. I know you will give this matter balanced and fair consideration.”

4.3 CCC – 20's Plenty for Cambridgeshire  
(Briefing note already circulated to members).

“20's Plenty for Cambridgeshire is calling for default, wide-area signed 20mph limits across Cambridgeshire's urban and village settlements. Making this change would save many lives. Lower-speed (20mph) roads are known to be safer and cleaner than faster-speed (30mph+) roads.

In addition to the proven health and safety benefits they bring, 20mph roads encourage active travel and create nicer places to live. We know there is already a great deal of support across the county for 20mph default limits in the places where people live, work, play, shop and are educated.

We would like to help you to table and vote through the following motion:

“This Parish supports 20's Plenty for Cambridgeshire's aim for wide-area, default signed 20mph limits with public engagement for this Parish and across Cambridgeshire's urban and village settlements.

You'll find lots of information in the attached briefing note. 20's Plenty for Cambridgeshire can also offer you a Zoom presentation on why we need to act now to make our roads safer.”

4.4 CCC – Advance notification of disposal of property – Former Social Services Office, Comberton Road, Toft, CB23 2RY

“I am writing to advise you that the above property, as shown edged red on the attached plan (for identification purposes only), is surplus to the County Council's requirements and is to be offered for sale on the open market.

The County Council has agreed a policy offering local District and Parish Councils the opportunity to purchase all surplus County Council land and property within their electoral areas at market value (as determined by an independent valuer), prior to any formal marketing. The main terms and conditions of a sale to your Council would normally include an undertaking by you to:-

- (a) Reimburse the County Council the costs of the independent valuation of the property and any abortive fees should your Council withdraw from the purchase.
- (b) Confirm agreement to the terms and conditions of the sale within 10 working days unless agreed otherwise.
- (c) Exchange contracts within 2 months of receipt of a draft contract.
- (d) Complete the purchase within 1 month of exchange of contracts.

Should I receive no response to this letter within 10 working days I will assume that your council has no interest in acquiring this property. If you require a longer period to consider this matter to meet Committee or other meeting dates please contact me within the 10 day period to agree this.

I look forward to hearing from you in due course.”

Location plan attached.

4.5 SCDC – Application for Premises Licence – Bathing Under the Sky Ltd, PAUS, Toft Road, Bourn

***Re: Licensing act 2003 - Notification of an application for a new Premises Licence.***

“We are writing to notify you of a Premises Licence application that has been submitted to South Cambridgeshire District Council.

To enable continued and effective community engagement with the licensing process, it is recommended that Licensing Authorities advertise the full details of applications on their website.

It is a legal requirement that Premises Licence applications are required to be advertised by way of a Blue Notice and an advert in the local paper. During the current period it may not be possible for Premises Licence applications to be viewed by members of the public due to restrictions of movement.

***Notification***

Notice has been given that Bathing Under The Sky Limited has on the 12 May 2021 applied to South Cambridgeshire District Council as the Licensing Authority for a Premises Licence.

Name of Premise: PAUS  
Address of Premises: Toft Road, Bourn, Cambridge, Cambridgeshire, CB23 2TT.

The proposed application is to carry out the following activities:

**Activity: Sale of Alcohol**

The sale by retail of alcohol for consumption on and off the premises

Monday – Thursday: 11:00 – 18:00

Friday and Saturday: 11:00 – 22:00

Sunday: 11:00 – 18:00

**Activity: Hours Open to the Public**

Monday – Thursday: 06:45 – 22:00

Friday and Saturday: 06:45 – 23:00  
Sunday: 06:45 – 22:00

### **Representations**

Representations can be made for or against an application. Anyone who wishes to make representations regarding this application must give notice in writing.

A representation form can be downloaded from our website.

<https://www.scams.gov.uk/licensing/licensing-public-notice-licensing-act-2003/>

This must be completed and either emailed to [Licensing@scams.gov.uk](mailto:Licensing@scams.gov.uk)

Or posted to

The Licensing Department  
South Cambridgeshire District Council  
South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
CB23 6EA

### **Guidance**

Please see the below link to our website below for further information and guidance.

<https://www.scams.gov.uk/licensing/licensing-public-notice-licensing-act-2003/>

Appointments can be made with a licensing officer to view the application together with the premises plan.

**Representations must be received no later than 9 June 2021.”**

### **Contact Details**

Email: [licensing@scams.gov.uk](mailto:licensing@scams.gov.uk)

Telephone: 01954 71 3481

**Brooke O’Neill** | Technical Officer | **Licensing**

#### 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

Attached.

##### 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.

#### 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 None at the time of writing.

6.2 SCDC decision notices

6.2.1 21/00555/HFUL – 58 School Lane – Partial removal of roof construction to front elevation and addition of first floor extension over the ground floor – Resubmission of 20/02919/HFUL – Permission granted.

6.3 Tree works

6.3.1 21/0601/TTCA – 3 High Street – no response made.

7. Members' items and reports for information 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>

8. Closure of meeting

## TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Jun-21

## Summary of previous month

<b>Balance brought forward</b>		<b><u>71,363.43</u></b>
<b>Adjustments</b>		
E MILES	ADJUSTENT	-28.94
<b>Expenditure approved at previous / between meetings</b>		
C BLOWER	LOT MEADOW LATCH	-38.92
CAMBRIDGE APPROACHES	S137	-3500.00
<b>Credits</b>		
RESIDENT	TOFT BOOK	365.00
<i>Total Adjustments</i>		<i>-3202.86</i>
<b>Balance revised after adjustments</b>		<b><u>£68,160.57</u></b>

## Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Unity Trust Bank	8,934.08	9050.00	-115.92
Natwest Current Account	22,761.80	22761.8	
Nationwide BS	36,464.69	36464.69	
<b>Total</b>	<b><u>68,160.57</u></b>	<b><u>68,276.49</u></b>	<b><u>-115.92</u></b>

## Expenditure for approval

		£
SALARIES		202.68
LGS SERVICES	ADMIN SUPPORT MAY	461.36
RH LANDSCAPES	GRASSCUTTING	180.00

844.04

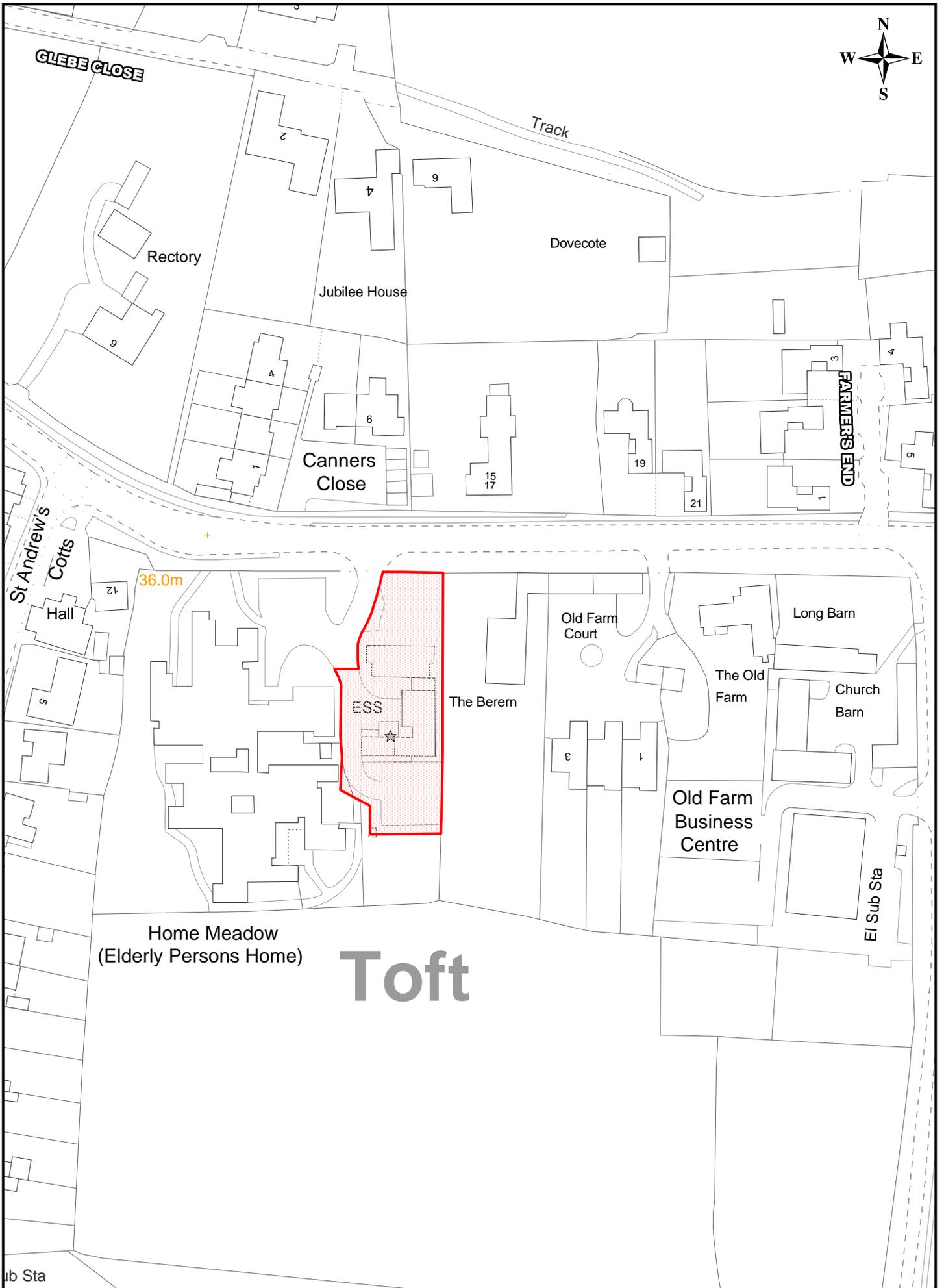
Balance C/F

**67316.53**

Gail Stoehr  
Responsible Financial Officer

**Notes:**

*Late invoices will be brought to the meeting*



Home Meadow  
(Elderly Persons Home)

# Toft