

**Minutes of the 788th meeting of Toft Parish Council  
Held on Monday 1 November 2021 at 7.00 pm in The People's Hall, Toft**

Present: Councillors: M Yeadon (Chairman), P Ellis-Evans, A Tall and E Miles

In attendance: 4 members of the public, District Councillor Grenville Chamberlain and Mrs Gail Stoehr (Clerk).

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

A resident reported that visibility into Brookside from Bourn was obstructed. Cllr Tall will report this to CCC.

A resident enquired about the small tree on the Green. The Chairman explained that the Council would look at it again in the spring.

District Councillor Chamberlain reported:

- The Local Plan consultation had opened today.
- An SCDC extra-ordinary meeting was required as the audited accounts for 2018-2019 to date had not been completed.
- The Executive Combined Authority agenda contained a proposal for the winding up of One Cam Ltd, which might mean the end of the Guided Busway.

**1. Apologies for absence, declaration of interests and application for co-option**

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

Apologies were received from Cllrs Borrell (work commitment) and Popat (out of parish).

**1.2 To receive declarations of interest from councillors on items on the agenda**

None.

**1.3 To receive written requests for dispensations and to grant any dispensations**

None.

**2. To approve the minutes of the last meeting on 4 October**

RESOLVED that the minutes of 4 October 2021 be approved as a true record and signed by the Chairman after amending the spelling of "Cllrs" in item 3.1 and "costing" in 7.2, and replacing "Cambridge Road" with "School Lane in item 7.2." (Prop AT, 2nd MY, unanimous)

**3. To consider application to fill casual vacancy – James Howells, 55 School Lane**

RESOLVED to co-opt James Howells as a member of the Parish Council. (Prop MY, 2nd PEE, unanimous)

Cllr Howells signed the declaration of acceptance of office before taking his seat. He was passed the declaration of members' interests to complete and return to the Clerk within 28 days.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 8.2 next.

**8.2 Highways including proposal that the Council considers how to proceed regarding the verge by the Church**

The Chairman adjourned the meeting to enable John Quenby on behalf of the Parochial Church Council to speak. He offered to meet half of the £500 application fee, and indicated the Church's willingness to assist with the project costs if the project proceeded; the amount.

RESOLVED to contribute £250 towards the PHFI application with the PCC funding the balance of the £500 cost. The Council taking the funding from contingency or general reserves (Prop AT, 2nd MY, unanimous)

RESOLVED to make a joint PHFI application with the PCC for works to the verge by the Church as it is of benefit to all residents who use the lane.

RESOLVED to appoint Cllr Tall to submit the application on the Council's behalf.

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

4.1 (3.1) Assets Walk – to consider report and recommendation regarding the notice board  
RESOLVED to defer this item to the next meeting, and that Cllrs Howells, Popat and Tall should bring a recommendation to the next meeting and that the Clerk should check on the fixings for the Hardwick notice board.

The Chairman had cleared the grit box.

4.2 (7.4) Proposal for additional dog waste bin at Toft Wood entrance

RESOLVED to ask the District Councillor to follow up with SCDC regarding a larger dog bin, as the present ones are too small. Cllr Miles is to forward the email to Cllr Chamberlain.

**5. To consider correspondence received since the last meeting requiring the Council's attention**

5.1 Greater Cambridge Shared Planning – Greater Cambridge Local Plan First Proposals response form and consultation

RESOLVED to defer this item to the next meeting.

5.2 Queen's Platinum Jubilee Beacons – guide to taking part

RESOLVED to register that the Parish Council will take part. The Chairman has asked Martin Sebborn, who usually lights the beacon.

Arrangements for the Platinum Jubilee are to be an agenda item for the next meeting.

**6. Finance, Procedure and risk assessment and use of delegated powers**

(3.4) The Clerk and Chairman using delegated powers agreed to the Council's grant being used towards the list of items received for the Community Café.

6.1 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 payments were approved, plus ACRE (Affiliation fee) £57.00. (Prop MY, 2nd PE, unanimous)

Salaries		£115.88
RH Landscapes	Grass cutting	£96.00
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LGS Services	Admin support Sept	£446.29
LGS Services	Admin support Oct	£445.02
Toft People's Hall	Room Hire	£15.00

Credits, including allotment rent and receipt of the precept, were noted.

6.2 To receive play inspection reports and consider any work required

The Chairman reported that he had cleared the playground and no additional works were required.

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

RESOLVED that Cllr Miles should report a tree at the bottom of Millers Road at the entrance to the wood is lying across the brook to CCC.

RESOLVED to note a tree down in Toft Wood had been reported by Cllr Miles to the Wildlife Trust.

6.4 Local Government Finance Act 1922 – Parish Precepts consultation 2022-2023

RESOLVED to note the consultation and to check whether the number of new homes includes Bennell Farm.

**7. To consider any Planning or Tree works applications or related items received**

7.1 Planning applications

On a proposition by the Chairman, items 7.1.1 and 7.1.2 were taken together

7.1.1 21/04401/HFUL – The Coach House, Church Road – Single storey front extension

7.1.2 21/04402/LBC – The Coach House, Church Road – Single storey front extension – Listed Building application

RESOLVED that the Parish Council is neutral. (Prop MY, 2nd AT, carried with 4 in favour and 1 against)

7.2 SCDC decisions for information

7.2.1 21/03745/HFUL – Greenwich Court, 72 Comberton Road – Single storey rear extension – Permission granted.

7.3 Tree works applications

7.3.1 21/1270/TTCA – Priory Cottage, Church Road – to note response made between meetings using Clerk’s delegated powers - The Parish Council made no response  
Noted.

7.3.2 21/1411/TTCA – 3 Hardwick Road

RESOLVED that the Parish Council has no objections and to make no comments. (Prop PE, 2nd EM, unanimous)

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

8.1 Village Maintenance

Nothing to report.

RESOLVED given that John Betson was resigning as a gritting volunteer, to place an article in the newsletter seeking volunteers. Mr Betson will hold on to the gritter until a replacement is found.

8.2 Highways

RESOLVED to note Cllr Tall’s verbal report that the overgrown hedge on the High Street had been reported to CCC. There are three open reports from residents on the CCC website.

The Speedwatch equipment is now in the ownership and responsibility of Toft Speedwatch.

8.3 Toft People’s Hall

Nothing further to report.

8.4 Footpaths

A rotten gatepost at the junction of T1 and T19 has been reported to CCC. Cllr Tall is to tape the post off on the grounds of Health and Safety.

8.5 Defibrillator report

RESOLVED to defer to the next meeting consideration of the frequency of checks.

8.6 Climate Change Working Group report

Nothing to report.

8.7 Proposal that the Council considers appointing the Parish Council’s representative for the Comberton Village College Governors’ meeting

Cllr Yeadon had attended a recent meeting.

RESOLVED to defer this item to the next meeting.

**8. Closure of meeting**

There was no further business and the meeting closed at 8.15 pm.

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