

Toft Parish Council

I hereby give notice that the 791st meeting of Toft Parish Council will be held on Monday 7 February 2022 at 7.00 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
01/02/2022

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 (5.4) To consider tenders for Grass Cutting and Village Maintenance contract 2022-2024 and to appoint a contractor
4. To consider correspondence received since the last meeting requiring the Council's attention
 - 4.1 East West Rail – invitation to join the Local Representatives Group for South Cambridgeshire West – one representative to be appointed
 - 4.2 SCDC Community Champions and request for communications and alerts to be published on the Parish Council's website
 - 4.3 Cam Valley Forum -membership
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 Notification of a Planning Appeal APP/W0530/W/21/3282482 for 20/03339/FUL – Land west of 80 West Street – Erection of a convenience food retail store with associated car parking – representations to be received by 22.2.22
 - 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 ^(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)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 7 February 2022

1. To approve written apologies and reasons for absence – any received will be reported to the meeting.
- 1.2 To receive declarations of interests from councillors on items on the agenda
The Clerk advises the Code of Conduct requires any Councillor who has an interest in a matter under discussion to declare an interest and the type of interest held. They are also required to declare if their spouse or someone they live with has an interest. With land or licences to occupy land that interest is pecuniary. Under the Localism Act 2011 a member with a pecuniary interest must withdraw from the meeting unless they have been granted a dispensation.
2. To approve the minutes of the last meeting on 10 January – attached
3. To consider any matters arising from the last or a previous meeting
- 3.1 (5.4) To consider tenders for Grass Cutting and Village Maintenance contract 2022-2024 and to appoint a contractor
Tenders have been sent to the Cllrs Ellis-Evans and Yeadon to make a recommendation to the meeting.
Tenders for the preferred verges specification and the full width of all verges were sought pending clarification from CCC on whether the preferred specification was acceptable to CCC.

Other

(3.1) Proposal for additional dog waste bin – consider SCDC response and if the Parish Council agrees to pay £414.00 for supply and installation of a Topsy bin and £3 per empty charge CCC has confirmed that there will be no charge to empty the three bins as they are replacement bins and are already being emptied by SCDC. Thus saving the Parish Council £468pa.

4. Correspondence

4.1 East West Rail – invitation to join the Local Representatives Group for South Cambridgeshire West

“I am writing to invite your Parish Council to become a key member of the new Group the East West Railway Company (EWR Co) is setting up for Parishes and Councillors for South Cambridgeshire West: one of a series of Groups being established for communities across the full route of East West Rail (EWR).

The Groups are an opportunity to have frank, open discussions with each other at regular intervals outside of formal consultation periods.

The team here is passionate about creating a green, reliable, and inexpensive way to travel across the region in a way which best supports the community in and around South Cambridgeshire West. We look forward to hearing from you and working with you in the future.

The Group

The Group will be an open forum for discussions. It will meet around four times a year to talk, listen, share information, and discuss any concerns you might have. It will look at any issues related to the planning, construction, and operation of the railway, as well as the impact on local communities in South Cambridgeshire West. You will be able to share your views of what the project will mean for your local community and all opinions will be closely listened to and carefully considered.

During the meetings, we will also answer questions, bring any supporting information that will help the conversation, as well as give major updates and details of all relevant local issues. We will always try to provide as much information as possible at every

stage of the project – and be completely transparent when we do not have an update, or specific details, to share.

The South Cambridgeshire West Group will bring together all the Parishes and Councillors from the area centred around the EWR alignments east of the proposed locations for Cambourne Station on their way to approaching Cambridge. You can see maps of the Group using the button below. On the page you can also find a FULL ROUTE MAP with this and all the other Groups.

<<https://eastwestrail.us5.list-manage.com/track/click?u=a7df28afb2743d1b4ccc8dd4e&id=1ea0cd2319&e=4fc1b1c1bf>

View your Group's maps and all others

We'll also be keeping the following people informed about the Group and sending them the agenda and other collateral:

- * the local MP Anthony Browne MP (South Cambridgeshire);
- * Councillor Bridget Smith, Leader South Cambridgeshire District Council and Liz Watts, CEO South Cambridgeshire District Council;
- * Councillor Lucy Nethsingha, Leader Cambridgeshire County Council and Amanda Askham, CEO Cambridgeshire County Council; and
- * Dr Nik Johnson, Mayor of Cambridgeshire and Peterborough Combined Authority.

First meeting – 14 February 2022

The South Cambridgeshire West Group will hold its first meeting on 14 February 2022 at 7pm virtually via Zoom due to the Covid pandemic recommendations. The meeting will be held in the evening to allow wide participation and will last for no longer than two hours.

In this first meeting, the Group will be introduced, you will be able to meet the EWR Co team, and the Terms of Reference will be discussed, so we can shape them together. We will also provide an update on the project and we will be keen to learn what topics and local areas of interest you would like the Group to cover in the future.

Please note, we are still reviewing all the feedback received during the 2021 consultation and carefully going through every single comment. So, we will not be able to provide any new information or comment on the outcome of the consultation during this meeting. Further details about this first meeting will be shared closer to the time.

Next steps

We are inviting one representative of your Parish to join this meeting and become the voice of the Council. If your Parish is interested in joining the Local Representatives Group for South Cambridgeshire West, we would be grateful if you could supply their details by clicking on the link below.

<https://eastwestrail.us5.list-manage.com/track/click?u=a7df28afb2743d1b4ccc8dd4e&id=4d79f80dda&e=4fc1b1c1bf>

Register now: join the Group

We will email your nominated representative with further information in due course, including the instructions on how to join the first virtual meeting, the proposed Terms of Reference, and the agenda.

If your Parish is unable to send a representative, or the Council has any other questions about the Group, please let us know by emailing:

<<mailto:localrepresentativesgroups@eastwestrail.co.uk>>

localrepresentativesgroups@eastwestrail.co.uk

For any further information about us or the East West Rail project please visit
<<https://eastwestrail.us5.list-manage.com/track/click?u=a7df28afb2743d1b4ccc8dd4e&id=a9f1f9cf63&e=4fc1b1cfbf>>
eastwestrail.co.uk

We look forward to welcoming your representative to the South Cambridgeshire West Group.

Simon Blanchflower CBE
Chief Executive, East West Railway Company

4.2 SCDC Community Champions and request for communications and alerts to be published on the Parish Council's website

"South Cambs Council is keen to improve our ability to communicate urgent, local messages in our communities, by creating a directory of community and village contacts and regularly-used platforms to help spread appropriate local messages as part of a bank of 'Digital Champions'. This would not be for regular promotion of information but to access in times such as flooding, village-wide missed bin collections, or other urgent and time-sensitive communications targeted to a small area within the District.

Would we be able to add you to our Digital Champions list and send you these occasional updates for inclusion on the news section of the website? Also, do you know of any other important digital news outlets regularly used by residents where we could also post these urgent messages, such as a village Facebook page?

We would send the updates to you via email. Please be reassured that we would not ask you to share contact details of people in your community and that we wouldn't be flooding you with lots of messages on a daily basis."

The Clerk advises that the Parish Council consider, given the Clerk only works a couple of hours per week, that the information received might not be disseminated by her in a timely manner and the Council therefore might like to appoint someone to take on this role and to be the point of contact.

4.3 Cam Valley Forum -membership

"We have been very grateful for the support of the Toft Parish Council over the years and hope that they would like to renew their £10 subscription for 2022. Our work has been going from strength to strength recently, as shown in our recent newsletter.

With kind regards,

David Brooks

(Membership Secretary)"

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 ^(MY) – to be reported to the meeting so that any necessary works may be arranged.

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 NEUTRAL
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 Notification of a Planning Appeal APP/W0530/W/21/3282482 for 20/03339/FUL – Land west of 80 West Street – Erection of a convenience food retail store with associated car parking – representations to be received by 22.2.22

The Parish Council submitted the following objection to the application in 2020

"Toft Parish Council **OBJECTS** to the application.

The Planning application makes a case for an additional food store in the area via a Retail Impact Test. The Parish Council challenges this test. Using figures from the report it states that for a store to be sustainable it needs a local customer base of c1500 people. The combined population of Toft and Comberton is c3000 people which should be able to sustain two stores. Furthermore Toft only has a population of c500 people and so Toft shop is extremely vulnerable if there is any loss of business and this would certainly be the case with a new store opening. Comberton is designated as a Minor Rural Centre and Toft as an Infill Village by the District Council. As such both the existing stores in these villages are eligible to receive a very significant business rate reduction. The loss of that, for at least Toft Shop, would render it unviable as a business and it

would have to close permanently given Toft's small population, reliance on passing trade and the presence of the new Co-op store. The new store will, therefore, significantly impact the Toft shop contrary to what the application states.

Toft Shop is very important to Toft. It is a hub that enhances the quality of life to everyone living in the village. Not only is it a food store and post office but it is also the place where prescriptions are delivered from local surgeries for residents who cannot easily collect them; it is the place where people on pay-as-you-go electricity meters can top up their payments; it does whatever it can to serve local residents. This has been particularly relevant during the many months of the Coronavirus outbreak when it has gone the extra mile to serve the community and help protect its vulnerable residents. It would be a disaster if the village was to lose the shop and its Post Office.

The Parish Council is also concerned about safety issues associated with the proposed location of the new store. Its entrance is opposite the main entrance to the Comberton Village College. There is already a lot of congestion when the school opens and closes from parents' vehicles and the many school buses that serve the school. This will be further increased when the new Bennell Farm development becomes fully occupied. The new store would probably be at its busiest at these same times and it would add to the congestion. This congestion increases safety concerns for pedestrians and cyclists, including pupils of the college. The road is fairly narrow at this location and there are no safe crossing places and, contrary to the information in the application, there is parking on the main road opposite the proposed location of the store which adds to the congestion problems. This will be further compounded by at least 15 large lorries and 13 smaller transit vans each week as well as various further ad hoc transit van deliveries. These will be attempting to enter and leave these premises onto a narrow road, close to a T junction and with parked vehicles opposite.

For these reasons the Parish Council objects to the application and urges the District Council to refuse permission."

- 6.2 SCDC decision notices
None at the time of writing.
- 6.3 Tree works
None at the time of writing.
- 7. Members' items and reports for information only unless otherwise stated
- 7.1 Village Maintenance ^(AT)
- 7.2 Highways
Cllr Tall to report.
- 7.3 Toft People's Hall ^(LB)
- 7.4 Footpaths ^(EM)
- 7.5 Defibrillator report ^(PE)
- 7.6 Climate Change Working Group report ^(KP)
- .8 Closure of meeting

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Feb-22

Summary of previous month

Balance brought forward 73,710.89

Adjustments

Expenditure approved at previous / between meetings

| | | |
|--------------|------------------------------|---------|
| J WRYCROFT | NOTICE BOARD MATERIALS | -220.22 |
| LGS SERVICES | ADMIN SUPPORT - WILLIAM EVEF | -149.76 |

Credits

Total Adjustments -369.98
Balance revised after adjustments £73,340.91

Bank Reconciliation to latest statement

| Account | Funds | Statement | Outstanding |
|-------------------------|-------------------------|-------------------------|----------------------|
| Unity Trust Bank | 19,125.92 | 19183.88 | -57.96 |
| Natwest Current Account | 17,750.30 | 17750.30 | |
| Nationwide BS | 36,464.69 | 36464.69 | |
| Total | <u><u>73,340.91</u></u> | <u><u>73,398.87</u></u> | <u><u>-57.96</u></u> |

Expenditure for approval

| | | |
|--------------|-------------------|----------|
| SALARIES | | £ 115.88 |
| LGS SERVICES | ADMIN SUPPORT JAN | 502.37 |

618.25

Balance C/F 72722.66

Gail Stoehr
 Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting