

**Minutes of the 795th meeting of Toft Parish Council  
Held on Monday 1 August 2022 at 7.00 pm in The People's Hall, Toft**

Present: Councillors: M Yeadon (Chairman), E Miles, C Watson, E Darbyshire and S Collinson.

In attendance: 2 members of the public, 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 a hedge between the kissing gate in School Lane, Home Farm and Pinfold Well Lane, was overgrown, and that the waymarker sign on the highway was hidden. Cllr Darbyshire is to report this to CCC online.

Posts were down on the village green, and a tree on the small green looked dead.

**1. Apologies for absence and declaration of interests**

1.1 To approve written apologies and reasons for absence and to note resignation

Apologies for absence were received from County Cllr Michael Atkins.

The resignation of Annie Wilkinson-Fenn was received with regret.

1.2 To receive declarations of interests from councillors on items on the agenda

Cllr Yeadon declared a pecuniary interest in his expenses claim under item 5.1.

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

None.

**2. To approve the minutes of the last meeting on 27 June 2022**

RESOLVED that the minutes of 27 June 2022 be approved as a true record and signed by the Chairman. (Prop MY, 2nd EM, unanimous)

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

3.1 (5) To co-opt to fill any vacancies resulting from insufficient candidates at election and to make arrangements for any remaining vacancies to be filled

RESOLVED to note that there were two vacancies remaining.

3.2 (8) To consider nominations for lead member(s) for Village Maintenance and Grass Cutting

RESOLVED that Cllr Yeadon should be the lead member for Village Maintenance and Grass Cutting.

3.3 (12) To consider appointments for representation on or work with external bodies and arrangements for reporting back

3.3.1 EWR Consultative meetings and Cambridge Approaches liaison

RESOLVED that Cllr Yeadon be appointed. (Prop MY, 2nd ED, unanimous)

3.3.2 Toft People's Hall

RESOLVED that Cllr Watson be appointed as the Council's representative to the Toft People's Hall.

3.3.3 Climate Change and Green Issues

RESOLVED to appoint Cllr Collinson. Membership and the Terms of Reference are to be agenda items for the next meeting and Cllr Collinson is to make a recommendation.

3.3.4 Birdlings liaison

RESOLVED that this should be a standing agenda item for each meeting for an update report for information only and to appoint Cllr Collinson as the member with responsibility.

3.4 (10) To consider Risk Assessment arrangements

RESOLVED to delete paragraph 5 relating to the Parish Plan Steering Group and to replace it with "The Parish Council revisited this strategy at its August 2022 meeting."

- RESOLVED to make other changes to the document as annotated.
- 3.5 (30.11) RoSPA report – to consider any quotations received including any recommendations on the toddler climbing equipment  
 RESOLVED to note that the Council had checked with its insurance company and a leading play equipment contractor regarding the toddler climbing equipment.  
 RESOLVED that Cllr Watson should speak to RPM and obtain a revised quotation for the Junior Multiplay to include replacing the rotten wood.  
 RESOLVED to delegate to the Clerk to accept RPM's revised quotation to replace the rotten wood, rub down the equipment and paint the equipment within a price not exceeding £1000.  
 RESOLVED If the quotation is below £1000 also to accept the two smaller items on the quotation. (Prop MY, 2nd EM, unanimous)  
 RESOLVED that Cllr Yeadon should carry out the work to the picnic table.  
 RESOLVED that Cllr Watson should clean the play equipment, cut back the brambles and paint the equipment.  
 RESOLVED that the cost should be taken from the S106 reserve fund.
- 3.6 (32.1) To consider any quotations for the assets walk work  
 RESOLVED to suspend financial regulations to enable the quotations received to be considered.  
 RESOLVED having considered the cost of removal, whether the posts were really necessary to remove the posts on the village green. (Prop ED, 2nd CW)  
 RESOLVED that Cllr Yeadon should see if he is able to remove the posts and refill the holes if not then to delegate to the Clerk and Chairman to put a contract in place for their removal at reasonable cost be given to My Handyman at a reasonable cost.  
 RESOLVED to accept the quotation from My Village Handyman for painting the telephone kiosk at a cost of £575.00 plus VAT. (Prop MY, 2nd EM, unanimous)
- 3.7 EWR update  
 Cllr Yeadon reported on his attendance at two liaison meetings, the first focusing on process and proceedings, and the second dealing with processes but nothing regarding progress. The consultation feedback is expected towards the end of this year. The next meeting will be on 9 September.
- Other  
 (14) Toft Village Green  
 RESOLVED to note the update report on the Village Green registration.
4. **To consider correspondence received since the last meeting requiring the Council's attention**
- 4.1 SCDC – Land at Bennell Farm – to appoint two members to sign the Indemnity Agreement  
 RESOLVED that Cllrs Yeadon and Miles be appointed to sign the indemnity agreement.
- 4.2 CCC - LHI Scheme 20mph zone limit – To consider draft plan  
 RESOLVED to make no comments.
- 4.3 Resident – Grass cutting in Lot Meadow  
 RESOLVED, given that the Parish Council is concerned that Lot Meadow has not been cut but has been invoiced for two cuts on recent invoices, to deduct the sum of £86.40 from the total amount of the invoice this paying £637.80
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  
 RESOLVED to pay the sum of £61.37 to Opus, notwithstanding that the Council is in dispute with them regarding payments previously wrongly charged.  
 RESOLVED to receive the financial report and check the invoices and bank statements before the payments were approved, plus M Yeadon (Jubilee expenses) £39.95, M Sebborn £26.70 (Moving the beacon), and P Ellis-Evans (Jubilee party expenses) £239.91. (Prop MY, 2nd EM, unanimous)

- 5.2 To receive play inspection reports and consider any work required  
 Cllr Watson's inspection reports were received.  
 RESOLVED to install a sign stating that children under the age of 14 should be supervised.  
 RESOLVED that the metal gate should be monitored.  
 RESOLVED that Cllr Yeadon should look at the brambles and thistles.  
 RESOLVED that Cllr Watson could paint the play equipment subject to a written risk assessment being sent to the Clerk.  
 RESOLVED that the written play inspection reports need not come to the meetings but instead should be kept by Cllr Watson and that she should report any issues to the Council at the monthly meeting or the Clerk in between meetings if the matter is urgent
- 5.3 To consider any matter which is urgent because of risk or health and safety  
 RESOLVED that a post on the public right of way opposite the Church and footpath T1 should be reported to CCC by Cllr Miles.
- 5.4 To consider the Internal Auditor's report and appointment of Internal Auditor for FY 2023  
 RESOLVED to reappoint Canalbs with the proviso that the audit includes a check on the accuracy of the accounts ensuring that the figures are arithmetically correct on the AGAR and reconcile to the bank statements.
- 6. To consider any Planning or Tree works applications or related items received**
- 6.1 Planning applications
- 6.1.1 22/02958/HFUL – 9 Eversden Close – Single storey side extension  
 RESOLVED to make no comments.
- 6.2 SCDC decisions for information
- 6.2.1 22/02436/LBC – 12 Comberton Road – Change to existing consent 21/05234/LBC (Demolition of a rear single storey lean-to, the construction of a new single storey pitched roof rear extension and linking range to Tyne Cottage. Renovation of the existing timber windows. The construction of a two-bay cart lodge and alteration and conversion of an existing outbuilding. New boundary treatments will be applied to the site) change the angle/orientation of the glass link roof – Permission granted by SCDC.
- 6.2.2 21/05233/NMA1 – 12 Comberton Road – Non-material amendment of planning permission 21/05233/HFUL (Demolition of a rear single storey lean-to, the construction of a new single storey pitched roof rear extension and linking range to Tyne Cottage. Renovation of the existing timber windows. The construction of a two-bay cart lodge and alteration and conversion of an existing outbuilding. New boundary treatments will be applied to the site) change the angle/orientation of the glass link roof – Permission granted by SCDC.
- 6.2.3 21/05233/CONDA – 12 Comberton Road – Submission of details required by Condition 3 (Arboricultural method statement (AMS) and Tree Protection Plan (TPP) of planning permission 21/05233/HFUL – Condition discharged in full
- 6.2.4 21/05234/CONDA – 12 Comberton Road – Submission of details required by Condition 5 (Sample panel) of listed building consent 21/05234/LBC – Condition discharged in full.
- 6.2.5 21/05234/CONDB – 12 Comberton Road – Submission of details required by Condition 3 (Chimney stacks) of listed building consent 21/05234/LBC – Condition discharged in full.
- 6.3 Tree works applications  
 None.
- 7. Members items and reports for information only unless otherwise stated**
- 7.1 Village Maintenance  
 Taken earlier.
- 7.2 Highways  
 Cllr Darbyshire was waiting to speak to Cllr Tall.  
 RESOLVED to note that tarmac is cracking in Eversden Close.  
 RESOLVED to ask Simeon Carroll of CCC to speak with Cllr Darbyshire about the reporting required to CCC.

RESOLVED that parking outside the Church should be an agenda item for the next meeting, for the Parish Council to consider the response from CCC and whether to progress the project.

RESOLVED that Cllr Yeadon should speak to the Church to seek its views on the CCC response before the next meeting.

7.3 Toft People's Hall

RESOLVED that Cllr Watson should raise a parishioner's request as to whether the People's Hall could be open in winter to help people keep warm with the People's Hall.

7.4 Footpaths

Nothing further to report.

7.5 Defibrillator report

Cllr Watson reported:

VETS volunteers are required in addition to those who already carry this out.

Training takes place once a year and the next session will be in January 2023.

The Care Home had been using the defibrillator.

Cllr Watson is now conducting weekly checks.

8. Closure of meeting

There was no further business and the meeting closed at 9.40 pm.

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

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