

# Toft Parish Council

**I hereby give notice that the 797th meeting of Toft Parish Council will be held on Monday 3 October 2022 at 7.30 pm in the People's Hall, Toft following the William Eversden's Charity meeting**

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, 28/9/2022

## 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 (3.1) To consider any applications for co-option or how to fill any vacancies left either by insufficient candidates at election or casual vacancies
  - 3.2 (3.2) Climate Change and Green Issues – to consider Terms of Reference for the working group and any additional membership
  - 3.3 (3.3) Privately Funded Highway Project - Parking outside the Church – to consider update from CCC and any future actions
  - 3.4 (7.6) Update on discussions with Birdlings site management regarding parish notice board (SC)
  - 3.5 (7.6) To consider whether the Parish Council should fund copies of The Calendar needed for The Birdlings at approximately £70 per month (MY)
  - 3.6 (8) Report on EWR consultation meeting (MY)
4. To consider correspondence received since the last meeting requiring the Council's attention
  - 4.1 CCC – Request for Community Gritting Volunteers
  - 4.2 CCC – Transport Strategies 2022 – Public consultation
  - 4.3 SCDC - confirmation of inclusion of Toft Shop on the Assets of Community Value
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 (CW)
  - 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
7. Members items and reports for information only unless otherwise stated
  - 7.1 Village Maintenance (MY)
  - 7.2 Highways (ED, MY)
  - 7.3 Toft People's Hall (CW)
  - 7.4 Footpaths (EM)
  - 7.5 Defibrillator report (CW)
  - 7.6 Birdlings liaison including resident request for information about the plans for the new development such as visitor parking/expected dates for start and end of build/as well as access etc.) (SC)
  - 7.7 Stagecoach No 18 Bus – to consider whether the Parish Council should take any action (ED)
8. Closure of meeting

## Clerk report to Toft Parish Council meeting on 3 October 2022

Please note the meeting will start at 7.30 pm after the William Eversden's Charity AGM. The allotment tenants have been notified of the Charity meeting.

1. To approve written apologies and reasons for absence – any apologies 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 licenses 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 5 September– attached
3. To consider any matters arising from the last or a previous meeting
  - 3.1 (3.1) To consider any applications for co-option  
None received.
  - 3.2 (3.3.3) Climate Change and Green Issues – to consider Terms of Reference for the working group and any additional membership  
Deferred at the last meeting. Cllr Collinson to bring a recommendation as to the terms of reference of this group. All working groups should have approved terms of reference before any work or discussions are undertaken.
  - 3.3 (7.2) Privately Funded Highway Project - Parking outside the Church – to consider update from CCC and any future actions  
Cllr Yeadon to report.  
Deferred at the last meeting.  
CCC have replied to District Cllr Nieto's request as follows:  
"With regards to this particular request from Toft, this isn't something we can provide an accurate costing for at the current time due to the amount of unknowns underground and the existing site constraints. This is outlined in more detail in the report. One of the options could be to lay a plastic grid system similar to what you have identified below, however we would still need to invest upfront as identified to carry out the design work. Whilst the costs are very much a worst case, and the Safety Audit / TTRO wouldn't necessarily be required to progress the design work to a point where we could make a decision on whether the scheme is viable or not, I am afraid the other items identified would need to be covered by the applicant to progress the project to a stage where there is some certainty regarding the proposed construction methodology."
  - 3.4 (7.6) Update on discussions with Birdlings site management regarding parish notice board<sup>(SC)</sup>
  - 3.5 (7.6) To consider whether the Parish Council should fund copies of The Calendar needed for the Birdlings at approximately £70 per month<sup>(MY)</sup>  
If this is agreed the Council to decide from which budget heading.
  - 3.6 (8) Report on EWR consultation meeting<sup>(MY)</sup>
4. Correspondence
  - 4.1 CCC – Request for Community Gritting volunteers  
**"This is a request for winter volunteers for this winter season 2022-2023.**  
We would like to take this opportunity to say a big thank you to all the volunteers that took part in our Community Gritting Scheme last winter.

For those hearing about the Community Gritting Scheme for the first time, this is a scheme where Local volunteers can help to keep their community moving in freezing weather. Under this scheme, the parish or town council decides on specific routes in their area which are important to the local community and agrees them with the county council.

**If you are a parish or town council looking to join the scheme, please send your completed form by 31<sup>st</sup> October 2022.**

I will need a form for each of your volunteers, including those who have volunteered before. The form is required annually ensure our health and safety standards are being met.

**See below for a link to the Community Gritting registration form:**

[http://cambridgeshire-self.achieveservice.com/service/Community\\_gritting\\_registration\\_form](http://cambridgeshire-self.achieveservice.com/service/Community_gritting_registration_form)

For further information please see our web page:

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/gritting-roads-cycleways-and-paths/help-with-gritting-and-clearing-snow/>

If you would prefer a paper form please let me know.

If you spot a grit bin that is empty or running low, please let us know through our [online reporting tool](#).”

Catherine Howes  
Business Support Officer  
Highways and Transport

#### 4.2 CCC – Transport Strategies 2022 – Public consultation

“The Transport Strategy team at Cambridgeshire County Council has developed three draft transport strategies that will set the County Council’s transport policy approach for the districts of Fenland and Huntingdonshire, and for active travel across the whole county. We are now consulting with all stakeholders and the public on the draft strategies to give you the opportunity to input into them before they are finalised and recommended for adoption in Spring 2023. We would welcome your comments on the following strategies, and also ask for your help in spreading the word.

- Draft Fenland Transport Strategy
- Draft Huntingdonshire Transport Strategy
- Draft Cambridgeshire’s Active Travel Strategy

The public consultation survey is now live and can be accessed on our consultation website here <https://consultcambs.uk.engagementhq.com/>. Please select which strategy you would like to find out more, read the draft strategy and provide your views by completing the online survey. The survey will **close on Monday 7<sup>th</sup> November 2022**. We welcome your response for any combination of the three strategies dependent on your interest.

We want to ensure we reach as much of the general public as possible so we also ask that you display/share the promotional materials attached, or the link to the survey to your contacts, or add the information to any newsletters/social media pages you produce. If you would like printed copies to be sent, please get in touch. Alternatively, watch out for the County Council’s social media posts and share as appropriate.

We will be holding a number of events, and paper copies of the strategies are available at selected libraries, all listed in the leaflet attached.

If you have any questions please do get in touch. We thank you in advance of your support in spreading the word, and hope you will take time to respond to the surveys.

Kind regards,

**Transport Strategy Team**

Transport Strategy & Funding

Cambridgeshire County Council

Email: [transport.plan@cambridgeshire.gov.uk](mailto:transport.plan@cambridgeshire.gov.uk)

**4.3 SCDC - confirmation of inclusion of Toft Shop on the Assets of Community Value**

SCDC has confirmed its inclusion on the register.

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

The County Council is trying to locate the owner of the ditch adjacent to the recreation ground. It provides drainage for the highway and will need to be cleared. Whilst none of the Council's records show the Council is responsible it may be that it has joint riparian responsibility.

**5.1 To consider the finance report and approve the payment of any bills**

Attached.

**5.2 Play inspection reports <sup>(CW)</sup> – to be verbally reported to the meeting so that any necessary works may be arranged. Cllr Watson retains the written reports until requested by Council or for the annual audit.**

**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 None at the time of writing.

6.2 SCDC decision notices

6.2.1 22/02436/CONDC – 12 Comberton Road – Submission of details required by Condition 3 (Render details) of Listed Building Consent ref 22/02436/LBC – Condition discharged in full

6.2.2 22/02436/CONDA – 12 Comberton Road – As above, condition 4 (Railings and gates) – Condition discharged in full

6.2.3 22/02436/CONDB – 12 Comberton Road – As above, condition 5 (Roof details) – Condition discharged in full

6.2.4 22/04402/LBC – Coach House, Church Road – Single storey front extension – Withdrawn.

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

7.2 Highways

Cllrs Darbyshire and Yeadon to report.

7.3 Toft People's Hall

7.4 Footpaths <sup>(EM)</sup>

7.5 Defibrillator report <sup>(CW)</sup>

7.6 Birdlings liaison including resident request for information about the plans for the new development such as visitor parking/expected dates for start and end of build/as well as access etc) <sup>(SC)</sup>

7.7 Stagecoach No 18 bus – to consider whether the Parish Council should take any action  
 “Stagecoach bus service Route 18 changes - what can the PC do about them. This follows the very alarming news that the bus Route 18 service is on the list to be scrapped by Stagecoach.”

8. Closure of meeting

**TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

Oct-22

**Summary of previous month**

**Balance brought forward** 64123.02

**Adjustments**

**Expenditure approved at previous / between meetings**

CANALBS INTERNAL AUDIT -118.75

**Credits**

SCDC PRECEPT 1/2 10839.50

PLOT 1B ALLOTMENT RENT 12.00

SCDC PRECEPT 2/2 10839.50

*Total Adjustments* 21572.25

**Balance revised after adjustments** £85,695.27

**Bank Reconciliation to latest statement**

Account	Funds	Statement	Outstanding
Unity Trust Bank	21,302.51	21463.54	-161.03
Natwest Current Account	27,909.84	27909.84	
Nationwide BS	36,482.92	36482.92	
<b>Total</b>	<b>85,695.27</b>	<b>85,856.30</b>	<b>-161.03</b>

**Expenditure for approval**

	£
SALARIES	161.05
LGS SERVICES ADMIN SUPPORT SEPT 22	451.59
GALLAGHER INSURANCE	474.08
BUCHANS GRASSCUTTING	662.10
BUCHANS GRASSCUTTING	662.10
BUCHANS GRASSCUTTING	618.90
E MILES WREATH REIMBURSEMENT	85.00
LGS SERVICES WILLIAM EVERS DEN ADMIN	147.96

3262.78

Balance C/F 82432.49

Gail Stoehr  
Responsible Financial Officer

**Notes:**

*Late invoices will be brought to the meeting*

NATWEST SEPTEMBER BANK STATEMENT OUTSTANDING, PENSION PAYMENTS FOR AUGUST AND SEPTEMBER SHOWING AS OUTSTANDING AT BANK BUT HAVE CLEARED WITH THE PENSION PROVIDER.