

Toft Parish Council

I hereby give notice that the 799th meeting of Toft Parish Council will be held on Monday 9 January 2023 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, 03/01/2023

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 (3.3) Climate Change and Green Issues – update on discussions with SCDC ^(SC)
 - 3.3 (3.4) Proposed notice board at the Birdlings – to consider report and recommendation ^(SC)
 - 3.4 (3.6) CCC LHI scheme 2023-24 – to consider report on options and update on bid ^(ED, EM)
 - 3.5 (4.1) SCDC – Six free trees offer – update ^(MY, SC)
 - 3.6 (7.5) Defibrillator training session – to consider the cost and potential arrangements ^(CW)
 - 3.7 (November meeting) Proposed multiplay equipment – to consider recommendation and proposed location ^(CW)
4. To consider correspondence received since the last meeting requiring the Council's attention
 - 4.1 SCDC – Joint Planning Compliance Policy consultation (deadline 20 January)
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 and relates to Council property
 - 5.4 To review the budget FY2023 and consider arrangements for any outstanding projects or spending and also the earmarked reserves
 - 5.5 To consider and approve the budget for FY2024
 - 5.6 To set and demand the precept for FY2024
6. To consider any Planning or Tree works applications or related items received
 - 6.1 Planning applications
 - 6.1.1 20/03339/CONDB – Land west of 80 West Street – Submission of details required by condition 3 (CEMP), 4 (Foul and surface water drainage), 5 (Materials), and 6 (Landscaping scheme) of planning permission 20/03339/FUL
 - 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 ^(SC)
 - 7.7 Proposal that the Parish Council considers Operation Golden Orb and the Parish Council's involvement ^(EM)
 - 7.8 Proposal that the Parish Council considers a bid to the Community Chest Fund for new play equipment ^(CW, EM)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 9 January 2023

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 December – 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
4. Correspondence
- 4.1 SCDC – Joint Planning Compliance Policy consultation (deadline 20 January)
“Planning plays a vital role in managing development, but it can only achieve these objectives if it operates an effective planning compliance service. As part of our commitment to delivering an efficient and effective planning compliance regime, GSCP has drafted the Joint Planning Compliance Policy.
We are now consulting on this policy for a period of 6 weeks, and this will close on 20 January 2022.
You can comment on the policy here:
<https://oc2.greatercambridgeplanning.org/document/1292>
Please email compliance@greatercambridgeplanning.org if you have any questions.
Thank you.”
Simon Leher | Communications and Engagement Lead
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 ^(CW) – 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 and relates to Council property
None at the time of writing.
Reports relating to other authorities property or responsibilities should be reported to the relevant authority using their inline reporting systems
Cambridgeshire County Council
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>
South Cambridgeshire District Council
<https://www.scambs.gov.uk/report/>
- 5.4 To review the budget FY2023 and consider arrangements for any outstanding projects and earmarked reserves
- 5.5 To consider and approve the budget for FY2024
Attached.
- 5.6 To set and demand the precept for FY2024

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:

6.1 Planning applications

None at the time of writing.

- 6.1.1 20/03339/CONDB – Land west of 80 West Street – Submission of details required by condition 3 (CEMP), 4 (Foul and surface water drainage), 5 (Materials), and 6 (Landscaping scheme) of planning permission 20/03339/FUL

6.2 SCDC decision notices

- 6.2.1 22/04614/HFUL – 1 Glebe Close – Single storey side and rear extension along with minor internal alterations and amendments to entrance – Permission granted by SCDC.
6.2.2 21/01919/CONDA – Land rear of 6 Hardwick Road – Submission of details required by condition 7A (Environmental desk study) of planning permission 21/01919/FUL – Condition discharged in part.
6.2.3 20/03757/CONDA – Land adjacent to 6 Hardwick Road – Submission of details required by condition 3A (Environmental desk study) of planning permission 20/03757/FUL – Condition discharged in part
6.2.4 22/04143/HFUL – 72 West Street – Extension to garage to form home office – Permission granted by SCDC.

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 ^(MY)

- 7.2 Highways ^(ED)

- 7.3 Toft People's Hall

- 7.4 Footpaths ^(EM)

- 7.5 Defibrillator report ^(CW)

- 7.6 Birdlings liaison ^(SC)

- 7.7 Proposal that the Parish Council considers Operation Golden Orb and the Parish Council's involvement ^(EM)

- 7.8 Proposal that the Parish Council considers a bid to the Community Chest Fund for the new play equipment ^(CW & EM)

8. Closure of meeting

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Jan-23

Summary of previous month

Balance brought forward		<u>128,510.42</u>
Adjustments		
BUCHANS	ADJUSTMENT	-1.00
Expenditure approved at previous / between meetings		
MORELOCK	MVAS MOUNTING KIT	-216.00
UNITY TRUST BANK	SERVICE CHARGE	-18.00
Credits		
PLOT 1A 2A 2B	ALLOTMENT RENT	44.00
<i>Total Adjustments</i>		<i>-191.00</i>
Balance revised after adjustments		<u>128,319.42</u>

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Unity Trust Bank	64,248.66	64,509.48	-260.82
Natwest Current Account	27,587.84	27,587.84	
Nationwide BS	36,482.92	36,482.92	
Total	128,319.42	128,580.24	-260.82

Expenditure for approval		£
SALARIES		249.63
COMMUNITY HEARTBEAT	VETS	120.00
LGS SERVICES	ADMIN SUPPORT DECEMBER	443.50
M YEADON	CALENDAR - XMAS	15.00
CAMBS ACRE	AFFILIATION FEE	57.00
		<i>885.13</i>
	Balance C/F	<u>127,434.29</u>

Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

Toft PC

	Approved budget FY2022/23	Actual to JAN 2021	%	DRAFT budget FY2023/24
Payments				
Advertising (Calendar & Website)	355.00	0.00	0.00	
Salaries	2,415.00	2,628.80	1.09	2,716.00
Admin Support	3,640.00	3,033.30	0.83	3,640.00
Insurance	800.00	300.00	0.38	
Audit Fee	120.00	122.26	1.02	
Post/tel/station/gen exp/bank fees etc	1,200.00	1,024.22	0.85	
Affiliation fees (CAPALC, DPA, SLCC etc)	395.00	335.28	0.85	
Elections	1,000.00	105.00		
Training	150.00			
People's Hall, Room hire	180.00	45.00	0.25	
General Admin TOTAL	9,900.00	7,593.86	0.77	6,356.00
Village/assets Maintenance	1,000.00	2,405.00	2.41	
Street lighting - energy	2,000.00	258.09	0.13	
Grasscutting & Agency Services Verges	600.00	3,171.00	5.29	
Parish Paths Maintenance				
Playground maintenance				
Allotments (facilitating)				
Trees		400.00		
Maintenance TOTAL	3,600.00	6,234.09	1.73	0.00
Special Projects incl LHI	4,000.00			
Speed reduction measures				
Sports Day				
Phone Kiosk				
Climate Response				
Defibrillator (inc training and other costs)	200.00	0.00	0.00	
Welcome Packs	0.00			
Parish Plan				
Special Projects TOTAL	4,200.00	0.00		0.00
S137 grant payments	4,000.00	85.00	0.02	
S145 (entertainment) incl. fireworks & street party etc	250.00			
Grant payments	4,250.00	85.00	0.02	0.00
Contingency		0.00		
General Reserves increase				
TOTAL	22,305.00	13,912.95	0.62	6,356.00

Receipts	Budget	Actual	%	Budget
Precept	21,679.00	21,679.00	1.00	
Agency Services	626.06	626.06	1.00	
Interest		0.00		
Allotment rents				
General Admin & Misc		0.00		
General Reserves Release				
TOTAL	22,305.06	22,305.06	1.00	0.00

Reserves	B/F	Rec	Pay	C/F
General Reserves	23,510.15			31,113.35
P3	591.44			790.64
S106 West Street (14/6/13) offsite provision and future maintenance of POS infrastructure	3,040.99		243.33	2,797.66
S106 46 High Street (Lot Meadow) (2/5/14) Indoor community facilities provision	737.88			737.88
S106 70 School Lane (30/10/14) offsite provision and future maintenance of POS	3,531.14			3,531.14
S106 2 Hardwick Road (30/3/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	4,495.51			4,495.51
S106 2 Hardwick Road (30/3/16) offsite provision of community facility space	742.94			742.94
S106 Meridian Court (20/9/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	12,525.39			12,525.39
S106 Meridian Court (20/9/16) indoor community facilities provision	2,069.99			2,069.99
S106 69 High Street (5/9/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	2,283.08			2,283.08
S106 69 High Street (5/9/16) offsite provision of community facility space	377.31			377.31
S106 Old Horse Yard (1/7/19) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	3,847.51			3,847.51
S106 Old Horse Yard (1/7/19) offsite provision of community facility space	635.85			635.85
S106 Old Horse Yard (1/7/19) offsite provision of community facility space	6,005.38			6,005.38
S106 - BENNELL FARM	0.00	50,898.20		50,898.20
Climate Response	200.00			200.00
Training	150.00			150.00
Ex-Worboys Charity	876.37			876.37
Eversden Charity Fund (Allotments)	269.62	143.00	123.30	289.32
Allotments FY21	665.43			665.43
Trees FY21	200.00		200.00	0.00
Defibrillator FY21	142.80		99.20	43.60
S145 Entertainment	500.00		326.53	173.47
S145 Sports Day FY21	200.00			200.00
Phone Kiosk FY22	200.00			200.00
Defibrillator FY22	100.00		100.00	0.00
Welcome Packs FY22	300.00			300.00
Streetlight Electricity FY22	1,400.00		0.00	1,400.00
Contra-payments	0.00	96.60	96.60	0.00
Community Fund (Cultural Event)	84.27			84.27
TOTAL	69,683.05	51,137.80	1,188.96	127,434.29

TOTAL RECEIPTS
TOTAL PAYMENTS

73,442.86
15,101.91