

# Toft Parish Council

**I hereby give notice that the 801st meeting of Toft Parish Council will be held on Monday 6 March 2023 at approximately 7.15 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, 1/3/23

## 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)**

**CCC Care Together and South Cambridgeshire Resident Survey – Leneva Nwachukwu**

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 (Open) CCC Care Together – to consider any matters arising from the open session
  - 3.3 (3.2) Climate Change and Green Issues – to consider revised draft Policy <sup>(SC)</sup>
  - 3.4 (3.6) To consider updated formal costed proposal for People's Hall works if received
  - 3.5 (5.3) Boulders to protect the Village Green – to consider report and recommendation <sup>(MY)</sup>
  - 3.6 (7.1) Bus shelter repairs – to consider report & recommendation including proposal for daylight sensor/timer <sup>(MY)</sup>
  - 3.7 (7.1) Parish Council notice board repairs – to consider report and recommendation <sup>(MY)</sup>
  - 3.8 (7.4) Proposal for new multi-user footpath linking the Birdlings to the Drift and to consider draft letter to landowner <sup>(EM)</sup>
4. To consider correspondence received since the last meeting requiring the Council's attention
  - 4.1 CCC 20mph process scheme
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 <sup>(CW)</sup>
  - 5.3 To consider any matter which is urgent because of risk or health and safety and relates to Council property
6. To consider any Planning or Tree works applications or related items received
  - 6.1 Planning applications
    - 6.1.1 20/03757/CONDB – Land adjacent to 6 Hardwick Road – Submission of details required by condition 7 (Scheme for disposal of surface water and foul water) of planning permission 20/03757/FUL
    - 6.1.2 21/01919/CONDB – Land rear of 6 Hardwick Road – Submission of details required by condition 10 (Scheme for disposal of surface water and foul water) of planning permission 21/01919/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 <sup>(MY)</sup>
  - 7.2 Highways <sup>(ED)</sup>
  - 7.3 Toft People's Hall <sup>(CW)</sup>
  - 7.4 Footpaths <sup>(EM)</sup>
  - 7.5 Defibrillator report <sup>(CW)</sup>
  - 7.6 Birdlings liaison <sup>(SC)</sup>
8. Closure of meeting

## Clerk report to Toft Parish Council meeting on 6 March 2023

CCC Care Together and South Cambridgeshire Resident Survey – Leneva Nwachukwu will attend to briefly present some information about Care Together?

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. Dispensation requests must be made in writing.*
2. To approve the minutes of the last meeting on 6 February – 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 or how to fill any vacancies left either by insufficient candidates at election or casual vacancies  
One resident has expressed an interest and has been sent an application form which will be circulated if received.

*No information for agenda items 3.2 to 3.5 or 3.7 have been received at the time of writing. The Clerk advises that written reports for agenda items should be sent to the clerk by the Monday of the week preceding the meeting so that they may be published with the agenda and also to give other members and the public an opportunity to consider and the public are able to make representations to the Council before a decision is reached.*

*The Clerk advises that agenda items should not be deferred to the next meeting but to a future meeting when all information required for a decision is available.*

For any decision which incur a cost the Council should minute how it will be funded,

- 3.6 (7.1) Bus shelter repairs – to consider report & recommendation including proposal for daylight sensor/timer  
The Chairman has written:  
“Our bus shelter light is on permanently. As it happens it's wired to the street lights so we are not actually paying for it. However it's not green so I'm proposing we put a daylight sensor or timer in the circuit (both probably). It was wired up by the folks who rewired to street lighting. I'm going to see if I can track them down.”
- 3.8 (7.4) Proposal for new multi-user footpath linking the Birdlings to the Drift and to consider draft letter to landowner.  
Attached.

Other for info only.

(3.4) Birdlings notice board. No information has been received at the time of writing.

(3.5) no information has been received for inclusion on the agenda.

(5.1) Clarification is to be sought regarding an invoice from Morelock for approximately £98 for a new PCB board, which did not appear to have been received. – the RFO is not aware of any proposal or decision in the Council's minutes to purchase a new PCB board nor has she issued an order number so that one can be ordered.

4. Correspondence
- 4.1 CCC 20mph process scheme

“The new 20mph process scheme is open, as of Monday 27<sup>th</sup> February 2023, and accepting applications. You can apply via the link below. The deadline for submitting the applications will be by Sunday 30<sup>th</sup> April 2023 at 17:00PM.

Further information on the process, funding available and application timeline is available on our website at <https://www.cambridgeshire.gov.uk/20mph-funding>”

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.

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

6.1.1 20/03757/CONDB – Land adjacent to 6 Hardwick Road – Submission of details required by condition 7 (Scheme for disposal of surface water and foul water) of planning permission 20/03757/FUL

6.1.2 21/01919/CONDB – Land rear of 6 Hardwick Road – Submission of details required by condition 10 (Scheme for disposal of surface water and foul water of planning permission 21/01919/FUL

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

*The Clerk advises that no decisions should be made under these agenda items unless specifically stated.*

7.1 Village Maintenance <sup>(MY)</sup>

7.2 Highways <sup>(ED)</sup>

7.3 Toft People's Hall <sup>(CW)</sup>

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

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

7.6 Birdlings liaison <sup>(SC)</sup>

8. Closure of meeting

**TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

Mar-23

**Summary of previous month**

**Balance brought forward** 126,423.39

**Adjustments**

LGS SERVICES FR CORRECTION 0.58

**Expenditure approved at previous / between meetings**

OPUS ENERGY STREETLIGHT ENERGY -191.13 DD  
 OPERATION ORB COMMITTEE GRANT -2,000.00

**Credits**

*Total Adjustments* -2,190.55

**Balance revised after adjustments** 124,232.84

**Bank Reconciliation to latest statement**

Account	Funds	Statement	Outstanding
Unity Trust Bank	60,282.47	62,492.15	-2,209.68
Natwest Current Account	27,467.45	27,467.45	
Nationwide BS	36,482.92	36,482.92	
<b>Total</b>	<b>124,232.84</b>	<b>126,442.52</b>	<b>-2,209.68</b>

**Expenditure for approval**

	£
SALARIES	316.93
SIGNWORK <span style="margin-left: 150px;">PLAY AREA SIGN</span>	144.00
BUCHANS <span style="margin-left: 150px;">GRASSCUTTING</span>	856.50
TOFT PEOPLES HALL <span style="margin-left: 150px;">ROOM HIRE</span>	15.00
LGS SERVICES <span style="margin-left: 150px;">ADMIN SUPPORT FEB</span>	459.29
OPUS ENERGY <span style="margin-left: 150px;">STREETLIGHT ENERGY</span>	192.51
UNITY TRUST <span style="margin-left: 150px;">SERVICE CHARGE</span>	18.00

2,002.23

**Balance C/F** 122,230.61

Gail Stoehr  
Responsible Financial Officer

**Notes:**

*Late invoices will be brought to the meeting*