

**Minutes of the (810th) meeting of Toft Parish Council
Held on Monday 8 January 2024 in The People's Hall, Toft
At 7.10 pm following the William Eversden's Charity (Allotments) meeting**

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

In attendance: 1 member of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

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 two of the fence posts in the car park had been knocked down and the fence was in need of repair. This will be reported to the District Council.

They also reported that a hedge in The Snicket was very overgrown at the High Street end. This has already been reported to CCC who have written to the resident.

1. Apologies for absence and declaration of interests

1.1 To approve written apologies and reasons for absence

None. Cllr Collinson was not present.

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

None.

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

None.

2. To approve the minutes of the last meeting on 4 December 2023

RESOLVED that the minutes of 4 December 2023 be approved as a true record and signed by the Chairman, after an amendment under item 7.3, line 2, to change "improved" to "improvement." (Prop MY, 2nd ED, unanimous)

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

3.1 (3.2) Proposal to purchase owl/bat boxes – update and to consider any quotations

Cllr Darbyshire reported that an article has been sent to the Calendar encouraging residents to put up nesting boxes in their gardens for the nesting season. The Men's Shed group has confirmed they are happy to make some bird boxes and install them. It was suggested that these could be made available via a stall at the café or via the Calendar in due course. Boxes for owls and swifts were also feasible, although a box for swifts at the Church would require formal agreement.

3.2 Play area upgrade – to review the status of the project and ensure all necessary decisions have been taken

RESOLVED to note that the percussion equipment was ordered in early December and Dean Missen had been contracted to install it. Cllr Watson will take delivery, with help from Cllr Yeadon.

3.2.1 (3.4) Proposal for new climbing frame – to consider any quotations received

Cllr Watson reported that quotations for the wet pour surfacing had not been received and that the Parish Council might have to dismantle and dispose of the existing climbing frame as well as removing the rubber matting.

RESOLVED that Cllr Watson should check with the manufacturers whether the quotation includes dismantling and disposal, and ask Dean Missen for a quotation for dismantling and disposing of the climbing frame as well as the rubber matting, if he is willing.

RESOLVED that Cllr Harris should look into the suggestion from a resident that the rubber matting could be laid in the gateway at Lot Meadow where it is very muddy, and report back to the next meeting.

3.2.2 (3.5) Refurbishment of play equipment – to note costs

RESOLVED having received confirmation of the hourly rate, to accept the quotation from the Handyman Contractor, to repaint and refurbish the benches, goal posts and wooden

equipment including the ladybird rocker and spinning seat, but not the climbing frame as the Parish Council intends to replace this. (Prop MY, 2dn CW, unanimous)

Cllr Watson reported overgrown shrubs and trees and low thorns at the play area.

RESOLVED that Cllr Yeadon will take a look and do some pruning.

3.3 (3.8) LHI bid for 2024-2025 (deadline 12 January) – to approve draft submission

Cllr Darbyshire reported that evidence of support from the village, such as survey data and a newsletter article, would be required for the LHI application, and in view of the short timescale, recommended that the Parish Council prioritise the village-wide 20 mph limit application which has a March deadline, instead.

RESOLVED not to proceed with an LHI application this year. (Prop Ed, 2nd CW, (unanimous))

RESOLVED that Cllr Darbyshire should draw up a village survey with a return date of 31 January, for distribution door to door and publication online; write an article for the Calendar; gather data from the speed equipment; speak to other villages; and report back to the next meeting.

RESOLVED that the survey should be delivered at the same time as the Wildlife survey.

3.4 (3.9) Queen's Platinum Jubilee area – proposal that the Parish Council proceeds with the tree removal plans at £350, gain agreement to progress some fencing, and agreement for removal of "Mary's" tree at £220 and to note that a free Cherry tree has been ordered to replace it

RESOLVED to accept the quotation from Foxcotte Fencing for £350.00 plus VAT to remove the tree stumps and hawthorn limbs from the boundary line of the area.

RESOLVED to accept the quotation from Foxcotte Fencing for £220.00 plus VAT to remove the cherry tree and grind out the stump.

RESOLVED to note that Cllr Yeadon has ordered a replacement cherry tree from the SCDC free trees offer, and will obtain a quote to plant the new tree.

RESOLVED that Cllr Yeadon will obtain a quotation for the fencing at the rear of the area.

3.5 (7.7) Wildlife survey – printing and distribution

RESOLVED to approve the draft wildlife survey circulated by Cllr Miles after adding "compost heap/bin" and a return date of 31 January.

RESOLVED to approve the printing of the survey at 10p per sheet.

RESOLVED that the survey should be distributed at the same time as the 20 mph limit survey.

3.6 (7.6 of 6.11.23) To review the status of the notice board purchase and installation to ensure all necessary decisions have been taken

RESOLVED to note that the notice boards had been ordered in November and that Dean Missen had been contracted to install them.

RESOLVED to check with the manufacturers when the boards are due to be delivered.

4. To consider correspondence received since the last meeting requiring the Council's attention

4.1 CCC – Consultation on proposed installation of double yellow lines on both sides of Burdeley's Way, Comberton, from its junction with West Street, northwards for approximately 99 metres

RESOLVED that the Parish Council has no comments.

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 receive the financial report and check the invoices and bank statements before the payments were approved, plus LGS Services (Admin support) £448.53. (Prop MY, 2nd ED, unanimous)

Salaries		£169.93
Toft People's Hall	Room Hire	£15.00
Toft People's Hall	Room Hire	£30.00
Buchans	(Grass cutting Dec)	£1009.20

- 5.2 To receive play inspection reports and consider any work required
Taken earlier.
- 5.3 To consider any matter which is urgent because of risk or health and safety and relates to Council property
Cllr Yeadon reported that he had removed a broken glass pane from the bus shelter and would replace it with a Perspex pane.
- 5.4 To set the date for the Annual Parish Meeting
RESOLVED that the Annual Parish Meeting should take place on Monday 13 May at 7.00 pm, followed by the William Eversden's Charity (Allotments) meeting and the Parish Council Annual Meeting.
- 6. To consider any Planning or Tree works applications or related items received**
- 6.1 Planning applications
None.
- 6.2 SCDC decisions for information
- 6.2.1 20/03339/CONDD – Land west of 80 West Street – Submission of details required by condition 10 (Zebra crossing) of planning permission 20/03339/FUL – Condition discharged in full.
- 6.2.2 20/01992/CONDA – Bennell Farm, West Street – Submission of details required by conditions 3 (Future management and maintenance of streets), 8 (Traffic management plan), 17 (Surface water drainage), 18 (Surface water run-off), 20 (Foul water drainage), 21 (Construction ecological management plan) and 24 (Construction environmental management plan) of planning permission 20/01992/FUL – 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
Nothing further to report.
- 7.2 Highways
RESOLVED that Cllr Darbyshire should contact CCC regarding overgrown greenery on Church Lane.
- 7.3 Toft People's Hall
Nothing to report.
- 7.4 Footpaths
RESOLVED having received Cllr Miles' verbal report about horses riding on the footpath from Millers Road to Caldecote to replace the sign and send a letter reminding riders that they cannot ride horses on public footpaths. (Prop EM, 2nd MY, unanimous)

Cllr Miles reported that she had reported two fallen trees on Armshold Lane and a deer carcass between the footpath and the brook, both in Kingston Parish, to CCC.
- 7.5 Defibrillator report
Cllr Watson reported that the pads would need to be replaced in October.
- 7.6 Birdlings liaison
Nothing to report.
- 7.7 Community Governance Review
The Chairman asked members to consider whether a review of the parish boundary should take place. The implications of any changes were briefly discussed. This will be an agenda item for the next meeting.
- 7.8 Litter and rubbish in Toft car park and ditch outside Comberton Village College
RESOLVED, given concerns about the condition of the car park in School Lane, to write to SCDC reporting that the concrete fence posts had been blown over and that other parts of the fence are in a poor state of repair and in addition, the car park has become a

dumping ground for rubbish. RESOLVED to ask the District Council to look at the state of the car park, repair the fence and improve the overall amenity of the car park.

Cllr Miles reported that she had been in contact with Peter Gaskin of CCC regarding damaged gates on footpaths and will ask him whether there is any way the Parish Council can assist in repairing the gates.

Cllr Miles reported that the ditch outside Comberton Village College was full of rubbish. RESOLVED to await the completion of the road works before considering whether any action is necessary.

7.0.9 Comberton Village College Community Governors' meeting

Cllr Darbyshire reported that these meetings were now being held during the day, making it difficult for her to attend. Cllr Yeadon offered to attend in her place if she is unable to do so.

7.0.10 Cllr Darbyshire will put links to a question and answer session at CCC regarding the LHI and 20 mph limit schemes on the website.

7.0.11 Cllr Darbyshire had asked the Clerk to order the Hedgehog Highways gateways as previously agreed.

8. **Closure of meeting**

There was no further business and the meeting closed at 9.07 pm.

SignedChairmandate.

