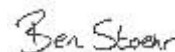


Toft Parish Council

I hereby give notice that the 810th meeting of Toft Parish Council will be held on Monday 8 January 2024 in the People's Hall, Toft, at 7.00 pm

The Public and Press are invited to be present. Members of the Public are welcome to attend and may speak under the Open Public Session only

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



Mr Ben Stoehr
Clerk, 03/01/24

AGENDA

Comments and observations from members of the public on items on this agenda only and reports from the District and County Councillors

- 1. Apologies for absence and declaration of interests**
 - 1.1 To receive 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 (3.2) Proposal to purchase owl/bat boxes – update and to consider any quotations ^(ED)
 - 3.2 Play area upgrade – to review the status of the project and ensure all necessary decisions have been taken ^(MY)
 - 3.2.1 (3.4) Proposal for new climbing frame – to consider any quotations received ^(CW)
 - 3.2.2 (3.5) Refurbishment of play equipment – to note costs
 - 3.3 (3.8) LHI bid for 2024-2025 (deadline 12 January) – to approve draft submission ^(ED)
 - 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. ^(MY)
 - 3.5 (7.7) Wildlife survey – printing and distribution ^(EM)
 - 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 ^(MY)
- 4. To consider correspondence received 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
- 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
 - 5.3 To consider any matter which is urgent because of risk or health and safety
 - 5.4 To set the date for the Annual Parish Meeting
- 6. To consider any Planning or Tree works applications or related items received**
 - 6.1 Planning applications
 - 6.2 SCDC planning decision notices 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)
 - 7.3 Toft People's Hall ^(CW)
 - 7.4 Footpaths including Horse riding on footpaths from Toft to Caldecote ^(EM)
 - 7.5 Defibrillator report ^(CW)
 - 7.6 Birdlings liaison ^(SC)
 - 7.7 Community Governance Review ^(MY)
 - 7.8 Litter and rubbish in Toft car park and ditch outside Comberton Village College ^(EM)
- 8. Closure of meeting**

Clerk report to Toft Parish Council meeting on 8 January 2024

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
2. To approve the minutes of the last meeting on 4 December – attached
3. To consider any matters arising from the last or a previous meeting including
 - 3.2 Play area upgrade – to review the status of the project and ensure all necessary decisions have been taken ^(MY)
 - 3.2.1 (3.4) Proposal for new climbing frame – to consider any quotations received ^(CW)
At the time of writing no further quotations/information has been received.
 - 3.2.2 (3.5) Refurbishment of play equipment – to note costs
Confirmation of the hourly rate has been received from the contractor, as follows:
“My hourly rates are £45.00 for the first hour then £30 per hour after that”
Does the Parish Council wish to proceed with the refurbishment of the climbing frame?
 - 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 "Marys" tree at £220 and to note that I've ordered a free Cherry tree to replace it. ^(MY)
Any quotations received will be brought to the meeting.
 - 3.5 (7.7) Wildlife survey – printing and distribution ^(EM)
 - 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 ^(MY)
Clerk’s note: The orders were placed with Jakk Country Furniture Designs in November and Dean Missen has been contracted to carry out the installation.
4. **Correspondence**
 - 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
“For your consideration, proposed installation of double yellow lines on both sides of Burdeley’s Way, Comberton; from its junction with West Street, northwards for approx. 99m.

The area is currently private, but the landowner has requested the installation of double yellow lines ahead of the adoption process. The lining has been proposed to address obstructive parking tendencies, which are causing safety concerns as well as impacting access for larger vehicles.”
Consultation letter, plan and statement of reasons attached.
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
 - 5.4 To set the date for the Annual Parish Meeting
Due to the Bank Holiday on 6 May 2024, it has been agreed that the Parish Council AGM and the William Eversden’s Charity AGM and ordinary meeting will all be held on Monday 13 May. Does the Parish Council wish to hold the Annual Parish Meeting on the same date or during April?
- 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 may choose its own wording to show whether it agrees with an application or not and can now both support/approve or object/ refuse etc parts of the same application

The Parish Council should include material planning reasons why the Council take this stance via its comments.

The Parish Council *does/does not** request that the application be referred to the District Council Planning Committee *(please delete)

Material planning reasons:

Planning reasons:

6.1 Planning applications

None at the time of writing.

6.2 SCDC decision notices

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

None at the time of writing.

7. Members' items

7.4 Footpaths including Horse riding on footpaths from Toft to Caldecote ^(EM)

7.7 Community Governance review ^(MY)

"This is the process by which a Parish Council Boundary can be changed. At this stage I'm just asking whether we should consider it. I'm not looking for a decision at this meeting but asking Councilors to consider it for our next meeting."

7.8 Litter and rubbish in Toft car park and ditch outside Comberton Village College ^(EM)

8. Closure of meeting.

My ref: PR0997
Your ref:
Date: 4th December 2023
Contact: Stephen Marshall
Telephone: 0345 045 5212
E Mail: policyandregulation@cambridgeshire.gov.uk



Frank Jordan
Executive Director
Place and Sustainability
Transport Strategy &
Network Management

Policy & Regulation
Box No. D8E
Huntingdon Highway Depot
Staton Way
Huntingdon
PE29 6PY

Dear Recipient,

Notice is hereby given that Cambridgeshire County Council proposes to make the above-named Order under the powers contained in the Road Traffic Regulation Act 1984 (as amended) and the Traffic Management Act 2004 (as amended).

The effect of this Order will be to prohibit waiting at any time (install double yellow lines) on both sides of Burdeley's Way, Comberton; from its junction with West Street, northwards for approx. 99m.

A plan showing the locations and extents of the proposals has been enclosed for your information whilst the draft Order, along with a statement of the Council's reasons for proposing to make the Order, can be found on the Council's website, at the following address <http://bit.ly/cambridgeshiretro> - following the link for 'Permanent Traffic Regulation Orders' see reference PR0997.

Objections to the proposal, together with the grounds on which they are made, or any supportive representations must be submitted through the online consultation portal (see above link to the Council's website for more information) or sent in writing to the undersigned or by email to policyandregulation@cambridgeshire.gov.uk by the 10th of January 2024 quoting reference PR0997. Comments will be used as part of our consultation process and may be published, anonymised, in reports to committees.

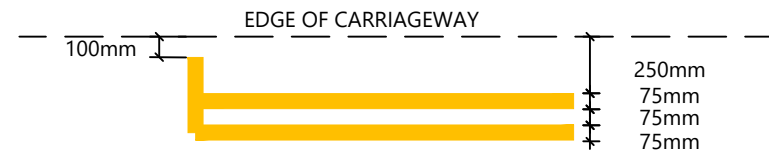
Yours faithfully,

Stephen Marshall
Policy & Regulation Engineer
Transport Strategy & Network Management
Cambridgeshire County Council

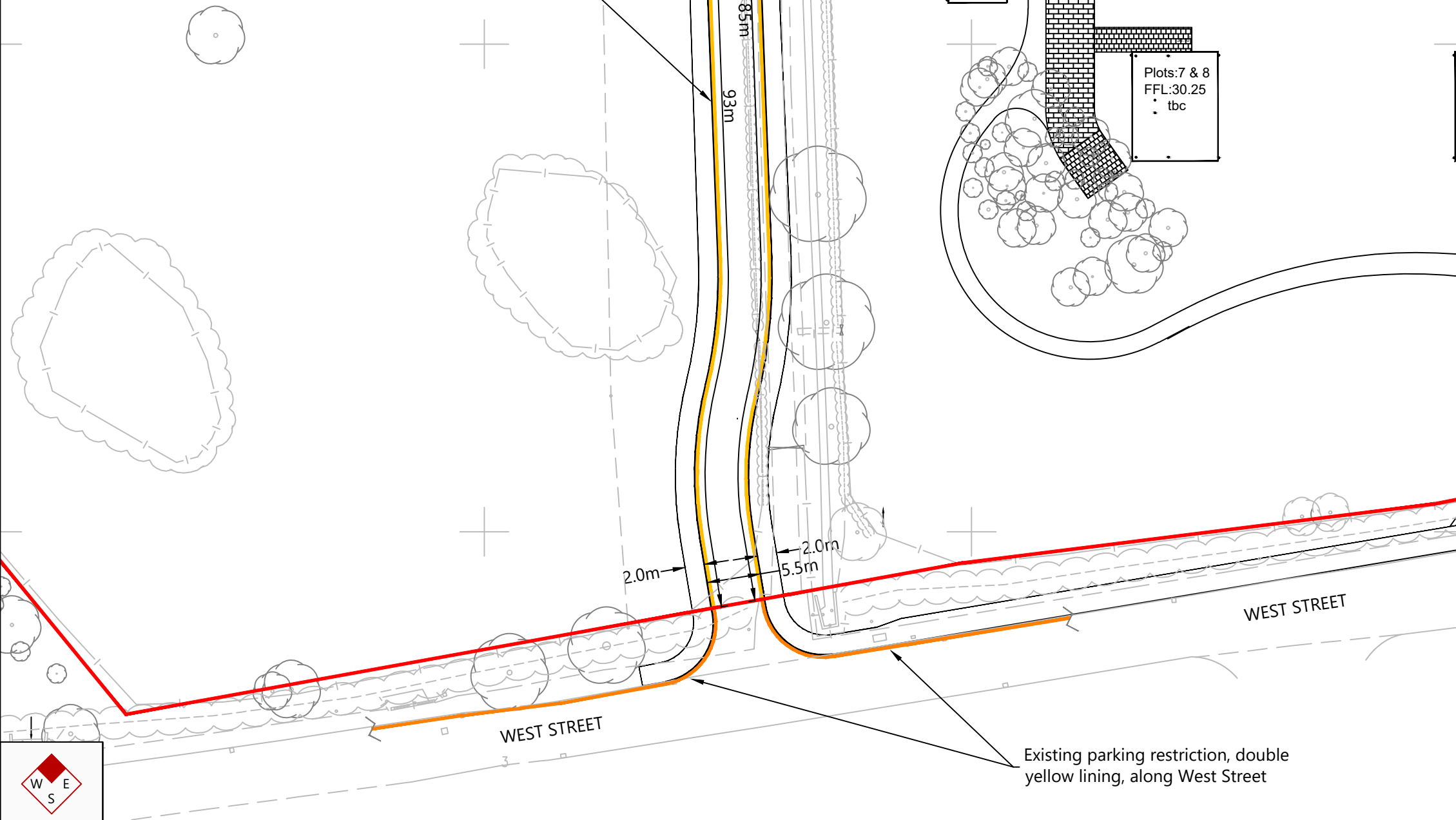
A3

ORIGINAL PLOT SIZE

DOUBLE YELLOW LINE MEASUREMENT
SCALE: [NTS]



Proposed parking restriction, double yellow lining, along access road



Existing parking restriction, double yellow lining, along West Street

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- NOTES:
1. ALL DIMENSIONS SHOWN ARE IN METRES UNLESS OTHERWISE STATED
 2. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE PROJECT PRE-CONSTRUCTION INFORMATION AND ALL OTHER RELEVANT DOCUMENTS
 3. ANY QUANTITIES PROVIDED WITHIN DESIGN DRAWINGS ARE TO BE USED AS AN ESTIMATE ONLY AND TO BE RE-CALCULATED BY THE CONTRACTOR
 4. ANY ISSUES OR DISCREPANCIES TO BE RAISED WITH THE PROJECT ENGINEERS AS SOON AS THEY OCCUR ARE TO BE IDENTIFIED
 5. ALL ROAD MARKINGS ARE TO CONFIRM TO THE TRAFFIC SIGNS REGULATIONS & GENERAL DIRECTIONS 2016 (TSRGD) & ANY SUBSEQUENT AMENDMENTS
 6. ALL ROAD MARKINGS SHALL BE SCREED APPLIED THERMOPLASTIC MATERIALS WITH SOLID BEADS COMPLYING WITH BS 3262 PT.3, BS EN 1423 & BS EN 1424

- KEY:
- PROPOSED VEHICULAR RESTRICTION (DOUBLE YELLOW LINING)
 - EXISTING VEHICULAR RESTRICTION (DOUBLE YELLOW LINING) TO REMAIN

Rev	Date	Details	Drawn by	Checked by	Approved by

PI
FR
tb

Bristol
Cambridge
London
Oxford
Welwyn Garden City

The Stables
7 Chesterton Mill
French's Road
Cambridge
CB4 3NP
01223 455 385
www.tpa.uk.com

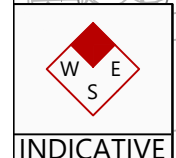
CLIENT:
BEECHWOOD ESTATES AND DEVELOPMENT

PROJECT:
The Birdlings
TRO Application
Comberton

TITLE:
Proposed Parking Restriction

STATUS:
FOR INFORMATION

SCALE: 1:500	DATE: 23.10.23	DRAWN: RC	CHECKED: JC	APPROVED: JC
JOB NO: 2310-060		DRAWING NO: SK01		REVISION: -



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Statement of Reasons

Road Traffic Regulation Act 1984

The Local Authorities' Traffic Orders (Procedure)
(England and Wales) Regulations 1996

Name of Order:-

The District of South Cambridgeshire (Civil Enforcement Area) (Waiting Restrictions and Street Parking Places) Order 2023 (Amendment No.3) Order 20--

The Authority's reasons for proposing to make the above named Order(s) are as follows:-

- For avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising.
- For facilitating the passage on the road or any other road of any class of traffic (including pedestrians).

Explanatory Note:-

The double yellow lines have been proposed where obstructive parking is impeding traffic on Burdeley's Way, along with presenting safety concerns at its junction with West Street.

Specifically, parking close to the junction itself is resulting in vehicular conflicts between those turning into Burdeley's Way from West Street and those having to pass the parked vehicles, which is causing congestion.

With this being an active development, the current parking tendencies also presents an accessibility concern for plant vehicles entering and exiting said development, which in turn presents a safety concern if reversing manoeuvres need to be carried out.

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Jan-23

Summary of previous month

Balance brought forward	<u>128,213.98</u>
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Adjustments

Expenditure approved at previous / between meetings

OPUS ENERGY	STREETLIGHT ENERGY	-219.19
CAMBS ACRE	ANNUAL MEMBERSHIP	-60.00
SLCC	ANNUAL MEMBERSHIP	-55.50

Credits

<i>Total Adjustments</i>	<i>-334.69</i>
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Balance revised after adjustments	<u>127,879.29</u>
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Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Unity Trust Bank	90,900.05	91,197.25	-297.20
Natwest Current Account	289.32	289.32	
Nationwide BS	36,689.92	36,689.92	
Total	127,879.29	128,176.49	-297.20

Expenditure for approval

		£
SALARIES		169.93
TOFT PEOPLES HALL	ROOM HIRE	15.00
TOFT PEOPLES HALL	ROOM HIRE	30.00
BUCHANS	GRASSCUTTING DEC	1,009.20
BUCHANS	GRASSCUTTING DEC	448.53

<i>1,672.66</i>

Balance C/F	<u>126,206.63</u>
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Ben Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

* Clerk Salary (Nov 23) & HMRC (Dec 23) outstanding at bank - to be reuploaded to bank.

**Buchans - payment of £0.07 to be made to correct underpayment on invoice 3453