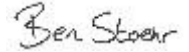


# Toft Parish Council

I hereby give notice that the 812<sup>nd</sup> meeting of Toft Parish Council will be held  
on Monday 4 March 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, 28/03/24

## 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) Application for village-wide 20 mph zone – update <sup>(ED)</sup>
  - 3.2 (3.4) Wildlife survey – update <sup>(EM)</sup>
  - 3.3 (3.6) Community Governance Review <sup>(MY)</sup>
  - 3.4 (5.4) To consider arrangements for the Assets Walk
  - 3.5 (3.1) Proposal for new climbing frame – to consider updated quote <sup>(CW)</sup>
- 4. To consider correspondence received requiring the Council's attention**
- 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
- 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
    - 6.3.1 24/0243/TTCA – 6 Glebe Close
- 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
- 8. Closure of meeting**

## Clerk report to Toft Parish Council meeting on 4 March 2024

- 1.1 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
- 1.3 To receive written requests for dispensations and to grant any dispensations
2. To approve the minutes of the last meeting on 5 February – attached
3. To consider any matters arising from the last or a previous meeting including  
3.1 (3.2) Application for village-wide 20 mph zone – update <sup>(ED)</sup>  
At the last meeting the Council wanted information on the FOI Implications of the survey information.  
The Council is reminded that all information held in a recordable format, whether physically or digitally, is subject to the FOI.  
There are exemptions in the FOI which allow the Council to withhold or redact sections of that information. Details of the exemptions can be found on the ICO website.  
Data Protection legislation would prevent the Council from releasing personal information including (but not limited to) names, addresses, contact numbers, email addresses and personal views (where the individual can be identified by those views).  
Data Protection legislation also prevents processing or publication of personal data in ways where it does not have a lawful basis to do so (e.g. the parish council has to process it under legislation or there is written consent from the data subject).
- 3.5 (3.1) Proposal for new climbing frame – to consider any quotations received <sup>(CW)</sup>  
Email received:  
Reference the attached order, there has been some crucial groundworks unfortunately missed from the original quotation... When installing wet pour onto a grass surface, groundworks must be installed beforehand to ensure the surface has a hardstanding base to work with.

We have a few solutions to resolve this issue if you can please choose a preference...

### **Option 1 –**

Keep with the wet pour on the quotation, and add groundworks to the quote at a cost of £3150 ex VAT

### **Option 2 –**

Swap the wet pour for rubber mulch, this is a really similar surface however this eliminates the requirement for groundworks when installed into a grass surface. This would mean removing the wet pour from the order, and swapping this for rubber mulch at £3975 ex VAT.

Can you please let me know how you wish to proceed so we can plan the installation in accordingly?

Other to note:

(4.1) SCDC – Letter regarding Parish Council engagement

SCDC have replied:

“Please thank Councillors for taking the trouble to reply. I am always very happy to attend one of your meetings if members would like to discuss any concerns they have about any of our services.”

(7.8 of January meeting) Toft car park and fence  
SCDC have replied as follows:

“Thank you for bringing this matter to our attention on behalf of Toft Parish Council.

I have asked colleagues to take a look at the current condition of the car park whilst noting the matters raised in your correspondence.

Once I receive some feedback and we have an idea of what remedial works we want to take forward I’ll come back to you.

If you have and further question please do get in touch.”

#### 4. **Correspondence**

None at the time of writing.

#### 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 consider arrangements for the annual Assets Walk

##### 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

None at the time of writing.

##### 6.3 Tree works

###### 6.3.1 24/0243/TTCA – 6 Glebe Close

#### 7. Members’ items

#### 8. Closure of meeting.

## TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Mar-23

## Summary of previous month

<b>Balance brought forward</b>	<b><u>117,695.59</u></b>
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## Adjustments

## Expenditure approved at previous / between meetings

OPUS ENERGY	STREETLIGHT ENERGY	-235.48
TOFT PCC	CALENDAR PAYMENT	-192.43

## Credits

<i>Total Adjustments</i>	<i>-427.91</i>
<b>Balance revised after adjustments</b>	<b><u>117,267.68</u></b>

## Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Unity Trust Bank	80,288.44	80,288.44	0.00
Natwest Current Account	289.32	289.32	
Nationwide BS	36,689.92	36,689.92	
<b>Total</b>	<b><u>117,267.68</u></b>	<b><u>117,267.68</u></b>	<b><u>0.00</u></b>

## Expenditure for approval

	£
SALARIES	297.13
TOFT PEOPLES HALL	ROOM HIRE
	15.00
LGS SERVICES	ADMIN SUPPORT FEB
	491.81
TOFT PEOPLES HALL	ROOM HIRE
	15.00
TOFT PEOPLES HALL	ROOM HIRE
	45.00
	863.94
Balance C/F	<b><u>116,403.74</u></b>

Ben Stoehr  
Responsible Financial Officer

## Notes:

*Late invoices will be brought to the meeting*