

Toft Parish Council

Clerk to the Council, Mrs Gail Stoehr, 30 West Drive, Highfields Caldecote, CB23 7NY
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Notice of the 729th meeting of Toft Parish Council on Monday 3 October 2016 at 7.00pm in The People's Hall, Toft

The Public and Press are cordially invited to be present and Members of the Parish are welcome to attend and may speak under the Public Participation item

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



LG Stoehr (Clerk) 27/09/16

AGENDA

Open public session including reports from the County and District Councillors

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 (if any) and to grant any dispensation as appropriate
2. To approve the minutes of the meeting on 5 September 2016
3. To consider any matters arising from the last or a previous meeting including
 - 3.1 (3.1) Toft Recreational Strategy/ Toft Capital Plan – to consider report on options ^(MY)
 - 3.2 (3.2) Yellow lines consultation – update ^(AT)
 - 3.3 (4.3) Tackling peak-time congestion in Cambridge
 - 3.4 (4.6) Highway Improvement Scheme invitation to bid – to consider report and recommendations and if the Council submits a bid what its contribution will be ^(AT)
 - 3.5 (7.4) Boardwalk along Pinfold Well Lane – to consider quotations if received
 - 3.6 (7.4) Mitchell's Field and ditch at Millers Road – to consider report and recommendations ^(EM)
 - 3.7 (11.4 of 9.5.16) To consider condition of footpath to Kingston
4. To consider any correspondence received since the last meeting requiring the Parish Council's attention
 - 4.1 CCC - Consolidated Definitive Map and Statement of Public Rights of Way in Cambridgeshire
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 Play inspection reports ^(PG)
 - 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 decisions to note
 - 6.3 Tree works applications
7. Members items and reports for information only unless otherwise stated
 - 7.1 Village Maintenance ^(AT)
 - 7.2 Highways ^(AT)
 - 7.2.1 To consider Comberton Parish Council's request for support for proposed speed reductions in Comberton ^(AT)
 - 7.2.2 To consider Comberton Parish Council's contribution towards the reduction in speed limit between Toft and Comberton ^(AT)
 - 7.3 Toft People's Hall ^(GP)
 - 7.4 Footpaths ^(EM)
 - 7.5 Proposal for defibrillator ^(PE)
 - 7.6 SPEP ^(GP)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 10 October 2016

1. To approve written apologies and reasons for absence – none at the time of writing.
2. To approve the minutes of the meeting on 5 September 2016 - attached
3. To consider any matters arising from the last or a previous meeting
- 3.1 (3.1) Toft Recreational Strategy – to consider response from SCDC and additional land needs for Toft
Attached a discussion document.
- 3.2 (3.4) Yellow lines consultation – update
Cllr Tall to report.
- 3.3 (4.3) Tackling peak-time congestion in Cambridge
Deferred at the last meeting. Information was circulated to members with the last meeting papers.
- 3.4 (4.6) Highway Improvement Scheme invitation to bid – to consider report and recommendations
Cllr Tall to report.
- 3.5 (7.4) Boardwalk along Pinfold Well Lane – to consider quotations if received
Quotations will be brought to the meeting if received.
- 3.6 (7.4) Mitchell's Field and ditch at Millers Road – to consider report and recommendations
Cllr Miles to report.
- 3.7 (11.4 of 9.5.16) To consider condition of footpath to Kingston
In April 2016 the Clerk wrote to Kingston and Eversden Parish Councils as follows:
"Toft Parish Council would like to draw our resident's concerns to your Parish Council's attention as it believes the problem to be within your parish. Toft Parish Council would be grateful if you could investigate and take any action you consider necessary. Thank you.

PRoW, footpath-140/6 , Parish: Kingston

The footpath leads onto the B1046 and crosses a field in which horses are kept. The owner of the horses drives onto this field from the B1046 to deliver food for the horses and this has churned up the verge and access to the footpath making it hazardous to walk on."

Eversden Parish Council has confirmed that the area is not in their parish.

Kingston Parish Council received the following reply from CCC:

"This is a short note to let you know that I inspected the Public Footpath this morning. There is a deep wheeling on the bridge parapet side of the track to gate and this is in the soft verge. Sufficient width that is firm and level is available for the public to use along the track. Around the area of the kissing gate does not have any major problems such as poaching by horses.

In this instance there is no further action required as the public's right to use the Public Footpath has not been unfettered by the rut in the verge. Thus, we will close this particular report.

Thank you again for reporting the problem."

In May the Parish Council decided to review the issue relating to the horses later in the year.

4. Correspondence
- 4.1 CCC - Consolidated Definitive Map and Statement of Public Rights of Way in Cambridgeshire
"The County Council has produced a new Definitive Map and Statement of Public Rights of Way for Cambridgeshire and has set a provisional publication date of 15th September

2016. Hard copies of the documents will be held on deposit for public viewing at all District Council Offices in the county as well as in the County Council Offices at Shire Hall, Cambridge. An electronic copy of the relevant section of the Map and Statement is being provided to every Parish and Town Council and I have attached the relevant extract for your parish. “

The publication of the new Definitive Map and Statement, which shows all changes made to Public Rights of Way up to 11th May 2016 will be advertised via a public notice in all local newspapers as well as through a press release. Communications are also being sent to all local user group representatives. The public notice is attached for your information, please feel free to display this on notice boards locally and to forward it on to any other persons who you think may be interested

Other for info

Boundary Commission – outcome of Electoral Review of Cambridgeshire

“The Commission has now completed its review of Cambridgeshire County Council. A full copy of the report is available on our website, www.lgbce.org.uk. An interactive map of final recommendations is available at www.consultation.lgbce.org.uk

The changes proposed for Cambridgeshire County Council must now be implemented by order subject to Parliamentary scrutiny. A draft Order – the legal document which brings into force the recommendations – will be laid in Parliament. The draft Order will provide for new electoral arrangements for Cambridgeshire County Council to be implemented at the local elections in 2017.

We would also like to invite you to participate in our online opinion survey. This survey seeks feedback on the review processes and procedures, in order to identify improvements that can be made. We would be grateful if you could spare some time to visit our website, at <http://www.lgbce.org.uk/about-us/lgbce-opinion-survey> to complete the survey.

If you require a paper copy of the opinion survey, please contact us on 0330 500 1525 or email us on reviews@lgbce.org.uk.”

Alex Hinds

Review Officer

reviews@lgbce.org.uk

0330 500 1525

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. Late invoices will be brought to the meeting.
- 5.2 Play inspection reports
- 5.3 To consider any matter which is urgent because of risk or health and safety
None at the time of writing.
6. Planning
 - * 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. For more information see the current planning application consultations on <http://plan.scams.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 6.1 Planning Applications received
None at the time of writing.
- 6.2 SCDC Decision Notices
- 6.2.1 S/1538/16/FL – 14 High Street – Demolition and replacement of existing side extension and fenestrations and alterations internally and externally – Permission granted.

6.2.2 S/1538/16/LB – As above, listed building consent – Permission granted.

6.3 Tree works
None at the time of writing.

7. Members' items and reports

7.2.1 To consider Comberton Parish Council's request for support for proposed speed reductions in Comberton and

7.2.2 To consider Comberton Parish Council's contribution towards the reduction in speed limit between Toft and Comberton

Cllr Anna Barford of Comberton Parish Council has written to Cllr Tall as follows:

"I wanted to ask how your speed reduction plans are going, and if you know how much you need from us?"

We have £1250 earmarked to contribute towards the section of road from Toft to Comberton becoming 40 mph. Budget code: 160714/17 TWG

It would be great if you could let me know whether you need the full amount, just so I can work out our budgets going forward.

Also, we have now finalised a proposal for speed reductions in Comberton. Is there any chance that you might be able to present it to your Parish Council please? I've attached a map showing our proposal. If the Toft PC were able to support this, it would be wonderful to receive a letter of support to help with our own LHI bid. I can provide additional information if that would help."

Toft Capital Investment Plan

The following table lists the potential projects that would provide improved facilities within the village.

The PC only has limited land and additional land would be needed to achieve some of the proposals, in particular the Tennis Court and New Cemetery Site. The following village map shows potential locations for this projects. It is important to note that in putting together the map of locations no thought has been given to land ownership, land availability, or any planning issues.

Capital Investment Plan		
Description of Need	Est Cost	Investment schedule
Refurbishment of Bus Shelter	£2k	5yrs
New Bus Shelter – South Comb road	£8k	5 yrs
New Cemetery Site	£30k	10 yrs
Tennis Court	£30k	5 yrs
Replacement of infant play equipment	£20k	5yrs
Signage for Lot Meadow	£1k	1yr
Storage Shed for Village equipment	£3k	3yrs
Improvements to People's Hall	£8k	6yrs
Sports Day Equipment	£1k	2yrs
Outdoor Table Tennis Table	£1k	5yrs
Marquee	£2k	2yrs
Installation of water supply to allotments	£2k	3yrs
Footpath improvements for disabled access	£3k	4yrs

Defibrillator Equipment for Toft

During the summer we visited two villages where the Parish Councils had recently installed defibrillators.

1. The Community Heartbeat Trust (CHT)

We met with the Parish Clerk and the Chairman of the Parish Council at Little Paxton. They have 3 defibrillators in locked cabinets as the village is quite large (approx. population 3,000). These were installed earlier this year and they used CHT to assist them in the process. CHT were very helpful every step of the way. After installation they provided one training session per defibrillator free of charge which is led by a CHT representative. The PC funded their purchase through the Lottery. They have offered us some spaces to attend their next training session on 15th October as well as assistance in completing the Lottery funding application.

2. British Heart Foundation (BHF)

In Guilden Morden we met with the Parish Councillor tasked with their defibrillator project. Guilden Morden is a much smaller village than Little Paxton but larger than Toft. They have recently installed a defibrillator outside their village hall. The cabinet and defibrillator were provided free through a government funding scheme. Due to high demand this funding scheme has now been closed and will only open again if the government decide to give it more money. The Guilden Morden cabinet is not locked. Insurance is provided via the Parish Council insurance policy. The BHF provide training via DVDs which explain the use of the defibrillator, resuscitation and CPR. They also provide dummies to practice on.

Costs for a CHT supplied Defibrillator

Defibrillator & cabinet - £1,800 - £2,000 + VAT

Electrical Installation - £150 + VAT

Electricity cost per annum - £10

Membership which includes replacement pads (see note below) & batteries - £126 per annum + VAT

OR

Pads (required after use or every 2 yrs) - £30 + VAT + carriage

Batteries (replaced every 4 yrs) - £220 + VAT + carriage

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Oct-16

Summary of previous month

Balance brought forward 45,118.03

Adjustments

Expenditure approved at previous / between meetings

PARISH ON LINE	ONLINE MAPPING	-57.60
J MCCARTEN	REIMBURSEMENT	-96.35

Credits

SCDC	S106 MERIDIAN COURT	14595.38
SCDC	S106 69 HIGH STREET	2660.39
<i>Total Adjustments</i>		<u>17101.82</u>

Balance revised after adjustments £62,219.85

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	61,566.12	46,337.47	15228.65
CBS Account	653.73	653.73	
Total	<u>62,219.85</u>	<u>46,991.20</u>	<u>15,228.65</u>

Expenditure for approval

BUCHANS	GRASSCUTTING	£ 304.70
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Sub-Total 304.70

Balance C/F 61915.15

Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting