

Toft Parish Council

Notice of the 746th meeting of Toft Parish Council on Monday 5 March 2018 at 7.00 pm 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 any may speak under the Open Public Session item and make representation to the Council on items on the agenda
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) 26/02/18

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 last meeting
3. To consider any matters arising from the last or a previous meeting including
4. To consider any correspondence received since the last meeting requiring the Parish Council's attention
 - 4.1 SCDC consultation on District Councillor engagement with Parish Councils after May 2018
 - 4.2 Statutory Guidance on Local Government Investments
 - 4.3 RoSPA Playsafety - Notification of annual play inspection – to consider quotation and whether a Parish Councillor should attend the inspection at additional cost
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
 - 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
 - 6.1.1 S/3790/17/FL – 42A School Lane – Replacement of existing prefabricated garage with construction garage and works
 - 6.1.2 S/0467/18/DC – Meridian Court, Comberton Road – Discharge of conditions 3 (Materials), 4 (Traffic management plan), 7 (Hard and soft landscaping), 9 (Arboricultural method statement), 10 (Surface water drainage) and 11 (Surface water drainage) of planning permission S/0496/17/FL
 - 6.2 SCDC decisions to note
 - 6.3 Tree works applications
 - 6.3.1 S/0651/18/TC – Parish Council playground opposite 45 High Street
7. Members items and reports for information only unless otherwise stated
 - 7.1 Allotments ^(JM)
 - 7.2 Village Maintenance ^(AT)
 - 7.3 Highways ^(AT)
 - 7.4 Toft People's Hall ^(GP)
 - 7.5 Footpaths ^(EM)
 - 7.7 Defibrillator report ^(PEE)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 5 March 2018

1. To approve written apologies and reasons for absence – any received will be reported to the meeting.
2. To approve the minutes of the meeting on 5 February 2018 - attached
3. To consider any matters arising from the last or a previous meeting
4. Correspondence

4.1 SCDC - Consultation on District Councillor Engagement with Parish Councils after May 2018

“Please find attached a letter addressed to all the parish councils and meetings in South Cambridgeshire, asking for your views on how District Councillors can engage with parish councils, following the elections in May, which will reduce the number of District Councillors from 57 to 45.

Please can you send any responses to [Kathrin John](#), Democratic Services Team Leader.”

Kind Regards

Patrick Adams | Senior Democratic Services Officer

Consultation letter attached.

4.2 Statutory Guidance on Local Government Investments

The Government has released new guidance on investments which will come into force April 18.

It covers loans, bonds and investments and will be relevant to all Parish and Town Councils. Please see below:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/678866/Guidance_on_local_government_investments.pdf

[The Council's savings account would not count as an investment.](#)

4.3 RoSPA Playsafety - Notification of annual play inspection – to consider quotation and whether a Parish Councillor should attend the inspection at additional cost

“Toft Play Area

If you would like to go ahead with the inspection please email us within the next four weeks.

We can still inspect outside of these months but additional charges will apply.

Prices

We have not increased our prices for 2018

Commercial Play Areas - £90.00 + VAT per site
Non Commercial Play Areas - £66.50 + VAT per site
Any additional items over five per site - £3.50 + VAT per additional item
Schools/Commercial Sites

All schools, staffed playgrounds and those sites with restricted access will be contacted by our Inspector to confirm a date. Our Inspectors plan their routes towards the end of the month prior to the month of the inspection.

Automatic Schedule

You can opt to be set up on our system as an ‘Automatic’ client which means we will automatically inspect each year, unless instructed otherwise. Future inspections will be notified in advance so you know that we’re coming, and we will send the report and invoice after the inspection has been done. If you wish to take advantage of this very popular service, please let us know by email.

In order to receive our reminders, please make sure that you keep us up to date with email addresses and other contact information. NOTE: If we do not have your correct email address we will be unable to send reminders to you.

Appointments

If you wish to meet or accompany our inspector during the inspection then there is an additional fee of £42.00 + VAT for an appointment. This fee is not applicable to schools, staffed playgrounds and those sites with restricted access.

Orders are subject to our standard terms and conditions available here <http://www.rospa.com/rospaweb/docs/advice-services/play-safety/terms-and-conditions.pdf>.

We look forward to receiving your instructions.
RoSPA Play Safety Team”

5. Finance, Procedure and risk assessment and use of delegated powers None at the time of writing.

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

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. For more information see the current planning application consultations on <http://plan.scams.gov.uk/swiftlg/apas/run/wchvarylogin.display>

6.1.1 S/3790/17/FL – 42A School Lane – Replacement of existing prefabricated garage with construction garage and works

6.1.2 S/0467/18/DC – Meridian Court, Comberton Road – Discharge of conditions 3 (Materials), 4 (Traffic management plan), 7 (Hard and soft landscaping), 9 (Arboricultural method statement), 10 (Surface water drainage) and 11 (Surface water drainage) of planning permission S/0496/17/FL

6.2 SCDC Decision Notices

6.2.1 S/4595/17/PN – Agricultural land, Bennell Farm, West Street – Application for prior approval for proposed agricultural building for the storage of hay, straw and machinery – Prior approval not required.

6.3 Tree works

Tree works applications are now available to view on the SCDC portal.

6.3.1 S/0651/18/TC – Parish Council playground opposite 45 High Street

7. Members' items and reports for information only

7.1 Allotments ^(JM)

7.2 Village Maintenance ^(AT)

7.3 Highways ^(AT)

7.4 Toft People's Hall ^(GP)

7.5 Footpaths ^(EM)

7.7 Defibrillator report ^(PEE)

8. Closure of meeting

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge,
CB23 6EA
www.scambs.gov.uk
Democratic Services 03450 450 500



**South
Cambridgeshire
District Council**

To: The Chairman and Members of the Parish Council
The Chairman of the Parish Meeting

Our ref:
Your ref:
Date: 31 January 2018

Contact: Kathrin John
Email: kathrin.john@scambs.gov.uk
Direct dial: 01954 713030

Dear Chairman

District Councillor Engagement with Parish Councils

As Parish Councillors will be aware, all South Cambridgeshire District Councillors will be up for election in May 2018 at which point the ward boundaries will be changing. Ultimately this will result in fewer District Councillors post the May 2018 elections. Because of these changes, the District Council has set up a Task and Finish Group to best facilitate this change. As part of this exercise we are consulting with all Parish Councils across South Cambridgeshire to get a better understanding of what Parish Councils expect from their District Councillor. With changing ward boundaries District Councillors will not only cover a wider area but will often have more Parish Councils within their ward.

District Councillors want to remain engaged and connected with Parish Councils in their ward however with some District Councillors having many Parish Councils within their ward it makes it difficult for them to attend all Parish Council meetings. We are looking to Parish Councils to advise us on how best District Councillors can keep connected with them. Parish Councillors may want to comment on some of the following methods (or indeed to suggest other ideas) to ensure that District Councillors can keep in touch with their Parishes:-

- Better access to and contact with officers at South Cambridgeshire District Council.
- Recommendations for website improvements.
- Written reports from District Councillors (more often/less often, are they helpful?)
- District Councillors meeting with representatives from multiple Parish Councils (this is already happening in some wards under current boundaries).

We would very much welcome your views on how best your District Councillors can positively connect with the Parishes in their ward. Please would you forward any comment from your

Parish to Kathrin John, Democratic Services Team Leader, whose contact details are shown above, by 9 March 2018 so that your feedback can be reviewed by the Task and Finish Group.

Yours sincerely,

Graham Cone

Councillor Graham Cone
Chairman of the Task and Finish Group

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Mar-18

Summary of previous month

Balance brought forward	<u>68,787.82</u>
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Adjustments

Expenditure approved at previous / between meetings

OAKES AND WATSON	TREE WORKS	-380.00
LCPAS	AFFILIATION FEE	-75.00
LGS SERVICES	ADMIN SUPPORT	-422.95

Credits

<i>Total Adjustments</i>	<i>-877.95</i>
Balance revised after adjustments	<u>£67,909.87</u>

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	67,909.87	69,893.28	-1983.41
CBS Account	0.00	0.00	
Total	67,909.87	69,893.28	-1,983.41

Expenditure for approval

£

	SALARY	57.93
HMRC	PAYE/NIC	87.00
NEST	PENSION	57.95
LCPAS	TRAINING	40.00
TOFT PEOPLES HALL	ROOM HIRE	30.00
	<i>Sub-Total</i>	<i>272.88</i>
	Balance C/F	<u>67636.99</u>

Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting