

Toft Parish Council

Notice of the 752nd meeting of Toft Parish Council on Monday 1 October 2018 at 7.00 pm in The People's Hall, Toft

The Public and Press are 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

Ben Stoehr

Ben Stoehr (Acting Clerk) 23/09/18

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 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
 - 3.1 (Open) Condition of footpaths between School Lane and High Street – to consider any action necessary ^(EM, PEE)
 - 3.2 (Open) Toft Bell Ringers – request to light Beacon and ring bells & to note insurance position
 - 3.3 (Open) To consider request for financial assistance for the Toft fireworks event and proposal that the Parish Council donates £150.00 ^(MY)
 - 3.4 (Open) Toft website – formal approval that the new website and dedicated emails be set up
 - 3.5 (4.3) Toft Historical Society interpretation board – update and to consider quotation if received
 - 3.6 (4.4) Gate at Lot Meadow – update and to consider quotation if received
 - 3.7 (9) Review of S106 monies
 - 3.8 (9) Toft Sports Day and approval of the costs
4. To consider any correspondence received since the last meeting requiring the Council's attention
 - 4.1 SCDC – Emergency Plans
 - 4.2 CCC and Peterborough City Council Minerals and Waste Local Plan consultation
 - 4.3 Coalition letter to Secretary of State
 - 4.4 Resident's concern regarding dogs off leads on public footpaths ^(MY)
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/2936/18/FL – 10 Millers Road – Two storey side extension and porch extension
 - 6.1.2 S/3253/17/FL - Land West of Cambridge Road - surface water drainage details
 - 6.2 SCDC decisions to note
 - 6.3 Tree works applications
 - 6.3.1 S/3381/18/TC – 59 High Street
 - 6.3.2 S/3535/18/TC – 3 Hardwick Road
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 ^(JM)
 - 7.5 Footpaths ^{(EM) &}
 - 7.6 Defibrillator report ^(PE)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 1 October 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 3 September 2018 – attached
3. To consider any matters arising from the last or a previous meeting
- 3.1 (Open) Condition of footpaths between School Lane and High Street – to consider any action necessary
Cllrs Miles and Ellis-Evans to report.
- 3.2 (Open) Toft Bell Ringers – request to light Beacon and ring bells, and to note the insurance position
Insurance advice awaited from Came and Co.
- 3.3 (Open) To consider request for financial assistance towards the Toft fireworks event and proposal that the parish Council donates £150.00
Cllr Yeadon to report.
Risk assessment attached for information. Copy of insurance cover will be required before event.
- 3.4 (Open) Toft website – formal approval that the new website and dedicated emails be set up
- 3.5 (4.3) Toft Historical Society interpretation board – update and to consider quotation if received
Cllr Ellis-Evans to report.
- 3.6 (4.4) Gate at Lot Meadow – update and to consider quotation if received
Cllr Ellis-Evans to report.
- 3.7 (9) Review of S106 monies
Attached
- 3.8 (9) Toft Sports Day and approval of the costs
4. Correspondence
- 4.1 SCDC – Emergency Plans
“SCDC are in the process of updating our records for Parish Emergency Plans. SCDC strongly recommend that you have a completed plan (please find attached) for your Parish in case of an emergency event.
We would like a completed plan, or an acknowledgement of intention that the plan will be completed by the 28/09/2018.”
Katherine Southwood | Project Officer
Attached
- 4.2 CCC and Peterborough City Council Minerals and Waste Local Plan consultation
“As you may be aware, Cambridgeshire County Council and Peterborough City Council are in the process of writing a new Joint Minerals and Waste Local Plan. This Plan will seek to ensure an adequate supply of minerals and waste management facilities over the period to 2036, including the relevant policies needed by Officers and/or Councillors for determining planning applications for such development.

Over May and June this year, the councils consulted on a very early Preliminary Draft of the new Plan, seeking views on the proposed wording of these policies, and also asking landowners, agents and operators to submit their suggested sites for future mineral and waste management development. We received a number of such suggested sites.

As a Parish Council, your views on these suggested sites are very important to us. We appreciate that you will have particular knowledge of your local area, of the surrounding areas, and of how these sites and their potential after-use, may affect you, should they be allocated in the new Plan. An interactive map of the suggested sites can be viewed via [this link](#). Please zoom to your area and click on a site for more information. To view the full details of a site as it was submitted to us, visit the online consultation portal by clicking here for [minerals sites](#) or here for [waste sites](#), and select 'View Comments' in the top right corner. If you cannot access any link, please contact us and we will assist in providing the information by other means.

We would be grateful if you could send us any comments you have regarding the sites submitted in your area, or indeed any other area, by no later than **Wednesday 31 October 2018**. Please respond either by email (planningpolicy@peterborough.gov.uk) or in writing to the address below.

We would like to stress that *no assessment has been made by the councils of these suggested sites and the councils have not made any predetermination as to their suitability or otherwise*. The sites have been suggested to us, not by us. Your comments will feed into the process of considering each suggested site.

When we have considered your comments, along with those received at the Preliminary Draft stage, we will publish a Further Draft Local Plan for consultation in Spring next year. This Further Draft will include our preferred options for the Plan, and we will seek your comments again at that time.”

Chris Stanek BSc MSc PIEMA
Strategic Planning Officer
% Joint Minerals & Waste Planning Team
Peterborough City Council

- 4.3 Coalition letter to Secretary of State
Attached
- 4.4 Resident's concern regarding dogs off leads on public footpaths
Cllr Yeadon to Report

- 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 – to be reported to the meeting.
- 5.3 To consider any matter which is urgent because of risk or health and safety
None at the time of writing.

- 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/2936/18/FL – 10 Millers Road – Two storey side extension and porch extension
- 6.1.2 S/3253/17/FL - Land West of Cambridge Road - surface water drainage details

- 6.2 SCDC Decision Notices

- 6.2.1 S/1845/18/FL – 5 High Street – Two storey rear extension to house – Permission granted.
- 6.2.2 S/1774/18/FL – Bay Tree Barn, 1 Church Road – Proposed change of use for the keeping of horses and a new stable block – Permission granted.
- 6.2.3 S/2470/18/FL – 65 West Street – Internal alterations raising or rear flat roof – Permission granted.
- 6.3 Tree works
Tree works applications are now available to view on the SCDC portal.
- 6.3.1 S/3381/18/TC – 59 High Street
- 6.3.2 S/3535/18/TC – 3 Hardwick Road
- 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 ^(JM)
 - 7.5 Footpaths ^(EM)
 - 7.6 Defibrillator report ^(PEE)
- 8. Closure of meeting

Rec Mrg 3/9/18

59 High Street
Toft
Cambridge
CB23 2RL

To:
Martin Yeadon
Chairman
Toft Parish Council

3rd September 2018

Dear Martin

I have been asked by the Toft Bell Ringers about lighting the beacon on 11th November 2018, in conjunction with ringing of the bells in order to commemorate the end of the Great War. Details on the event can be found here:

<https://www.brunopeek.co.uk/>

This would need to be a Parish Council organised event, in order to cover costs (minimal) and ensure insurance cover. If it is decided to support the activity, then I will undertake a risk assessment as soon as possible. It would also good to make a decision about an appropriate person to light the beacon.

Best regards



Martin Sebborn

Rec at mtg 3/9/18

Toft Fireworks
c/o 59 High Street
Toft
Cambridge
CB23 2RL

To:
Martin Yeadon
Chairman
Toft Parish Council

3rd September 2018

Dear Martin

Please find enclosed the risk assessment for this year's Firework Display, which will be on 3rd November.

I would also like to apply to the Council for help with funding towards the fireworks insurance, which has cost us £246.00 this year. Any contribution towards this would be very much appreciated.

Many thanks



Martin Sebborn

2018 Toft November Fireworks Display Site Hazard Identification & Risk Assessment

Site Address Toft Playground High Street Toft Cambridge	Display Date 3rd Nov 2018	Firing Time 19.00	Nature of Display Aerial and ground display
	Inspection Date 11-Aug-2018	Estimated Attendance 450	
	Inspected By: Martin Sebborn Brian Roberts		

General Site Details

Nature of Overall Site and Permissions Open flat grassed playing field with public access from eastern gateway. High trees to southern perimeter, high hedge to northern perimeter. Western perimeter open ground with wire mesh 1.5 m fence.
Firing Site From open field (as indicated on plan page 4) to the western end of playing field. Flat grassed area.
Accesses Public Main playing field picket gate on eastern perimeter of playing field leading off High Street. Emergency Services Double vehicle gate on Eastern perimeter of playing field leading off High Street. Other Step-ups on western end and Southern side of playing field will be closed off

Agencies / Authorities / Others to be advised

Police Cambridgeshire Constabulary HQ Hinchingsbrooke Park Huntingdon Cambs. PE29 6NP	Fire Fire Service Headquarters Hinchingsbrooke Cottage Brampton Road Huntingdon, Cambs. PE29 2NA	Local Authority Cambridge
Adjacent Land Owner Mr N. Harris Firs Farm High Street Toft	Adjacent Residents Mr Willis 46 High Street Toft	Other Toft Parish Council

2018 Toft November Fireworks Display Site Hazard Identification & Risk Assessment

Hazards	Recommended Controls and Procedures
Fireworks Location	From field at the western end of playing field (with permission of landowner) At least 50m from crowd.
Fireworks Main Types	Category 3 (Display Fireworks) Candles Rockets Cakes Ground Mines
Fireworks Fallout	Into unoccupied field (with permission of landowner) as indicated on plan (page4)
Fireworks Other	No fireworks or sparklers allowed within the public area Light Ropes: Advice on Safe disposal and use to be included on sales notice
Spectators Stewards	Minimum five with fluorescent tabards
Spectators Barriers	Rope and stakes across complete width of field, as shown on plan
Noise	No known problems
Bonfire (location,/Build/ Ignition)	None
Vehicles	One vehicle to west of chain-link fence for secure storage of fireworks during display
Debris / Clearing Site	All fireworks residue to be removed from site and adjoining field and properly destroyed
Signage	By the entrance gate "No Fireworks or Sparklers allowed on site" All Play equipment to have "No Climb" notices. Climbing frame and low level trip hazard equipment to North side of site will be roped off.
Weather Conditions / Protection	Display will be cancelled if wind direction is severely adverse.

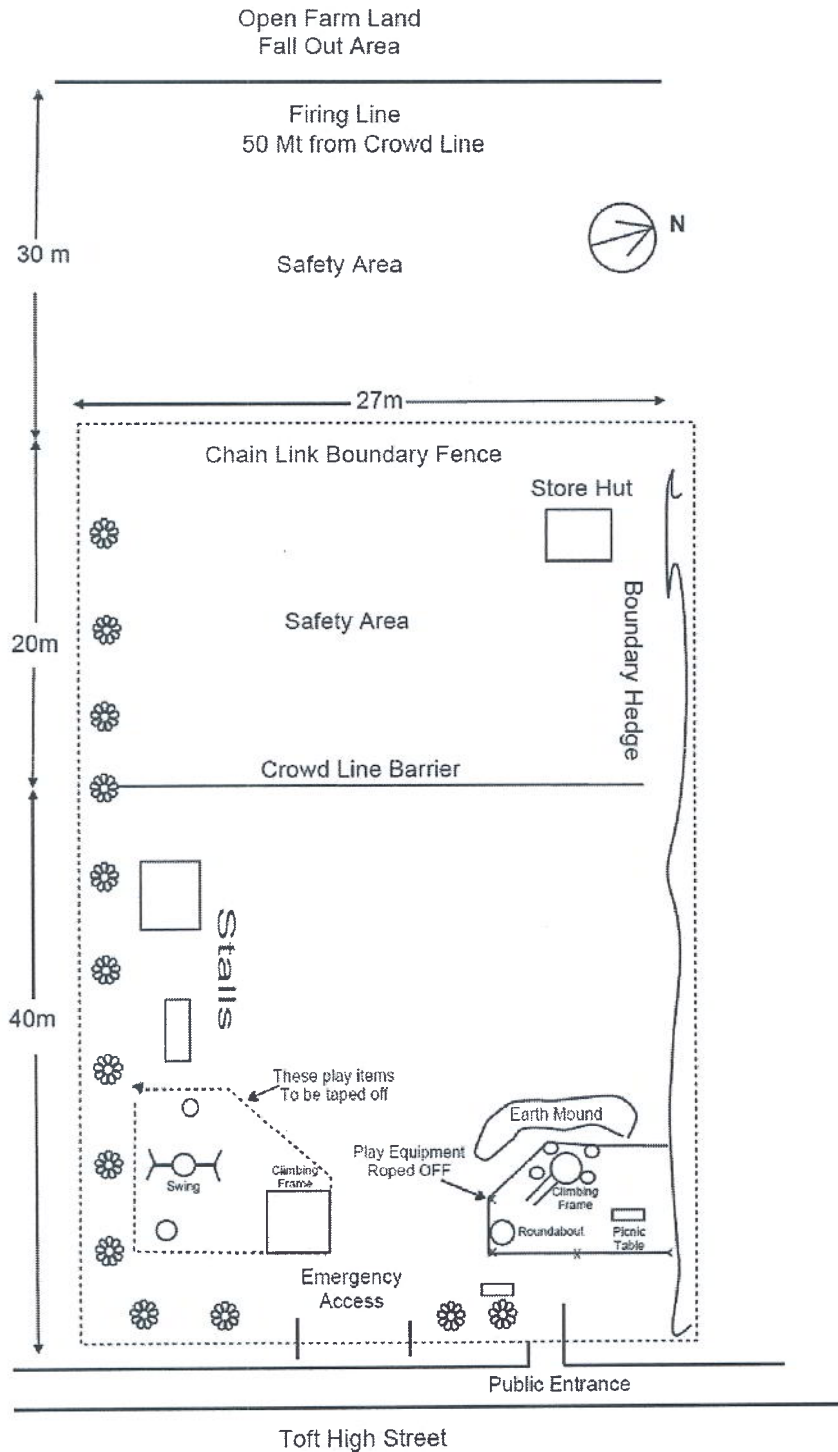
2018 Toft November Fireworks Display Site Hazard Identification & Risk Assessment

General Protection	
The Site	Viewing site will be completely fenced off by existing playing field boundary and crowd fence. Firing site will not be accessible to crowd
Medical	Qualified First Aider in attendance
Fire Protection	Sand Buckets Water Buckets Extinguishers
Communication	Mobile phones and radios with Stewards and Display firing team
Animals	Consultation with owner of Horses in adjacent paddock to ensure their well being on display night
Crowd Area	This area of the site floodlit during the entire event
Display personnel	All display staff will be issued with PPE (personal protection equipment) The following members of the launch team have previously attended and passed the Fireworks International training course for display fireworks: Team Leader: Martin Sebborn Firing team: Brian Roberts David Mitchell Nick Cole
Insurance provision	Insurance cover for the firework display and playground has been obtained from Events Insurance Ltd, policy reference FW00227953.

Inspection Additional Comments

To protect pets and for general safety all households to be informed by leaflet of date and time of display

Sketch Map of Site



Site Location



Signed

Name / Position:

Martin Sebborn / Team Leader

Date

18th August 2018

Toft PC

	APPROVED budget FY2018/19	Actual to 31/03/18	%	Draft budget FY2019/20	
Payments					Notes FY19
Advertising (Calendar)		0.00			
Salaries	2027.00	1290.00	63.64%		Previous year plus anticipated 2% National award. Current contract to March 2020 Assumes no additional meetings or work.
Admin Support	3432.00	1716.00	50.00%		Previous year plus small increase for asset value increases. May be higher if insurance claim pursued
Insurance	460.00		0.00%		External audit fee £10k-£25k = £100, £25k to £50k = £200, £50k to £100k = £300 Internal Audit approx £180
Audit Fee	370.00	151.93	41.06%		Includes office fee and payroll
Post/tel/station/gen exp	1200.00	693.20	57.77%		Includes SLCC shared costs with other Councils. The Council to review if all necessary and beneficial or if other support or affiliations required
Affiliation fees (CAPALC, DPA, SLCC etc)	395.00	226.73	57.40%		
Elections	1000.00	105.00			2018 election year
Training					See reserves. As election year and with new legislation is anything required?
People's Hall, Room hire	180	45.00	25.00%		unless a price increase notified
General Admin TOTAL	9064	4227.86	46.64%	0	
Bus Shelter Cleaning					
Village Maintenance	250	94.63			How much?
Street lighting - energy	800	1095.16	136.90%		invoice due shortly
Grass Cutting	2800	747.50	26.70%		Includes agency services verges which is offset in part by income and £300 addition to allow for extra cuts. Out to tender for 2018-2020 incl.
Parish Paths Maintenance		226.58	#DIV/0!		
Playground maintenance			#DIV/0!		
Playground purchase/upgrade					what work is required? Should this be earmarked? The Council is advised to secure legal support to register its land est £780-£1000 using earmarked allotment fund and unerspend from FY15 towards the costs.
Allotments	400.00				
Trees		350	#DIV/0!		
Maintenance TOTAL	4250.00	2513.87	59.15%	0.00	
SPEP Initiatives					Should unspent be earmarked or how will it be spent?
VH Loan (to 2015/16)					Loan fully repaid
People's Hall LHI	1000.00				
Speed reduction measures					See earmarked reserves
Sports Day	£300.00	101.91	33.97%		How much?
Parish Plan					
Special Projects TOTAL	1300.00	101.91		0.00	
S137 grant payments				#DIV/0!	must be budgeted for, proportionate to benefit, not historic, not to benefit an individual and in response to demonstrable need
S145 (entertainment)				#DIV/0!	
Queens Jubilee					
Fireworks	£150.00				
Grant payments	150.00	0.00	0.00%	0.00	
Contingency					Approx 5%. Any overspend or unforseen can be taken from this.
General Reserves increase	902.00			902.00	
TOTAL	15666.00	6843.64	43.68%	902.00	

Receipts	Budget	Actual	%	Budget
Precept	15000.00	7500.00	50.00%	
Agency Services	626.00	626.06	100.01%	
Interest		0.00		
Allotment rents	40.00	0.00		
General Admin & Misc		20.00		
General Reserves Release				
TOTAL	£15,666.00	£8,146.06	52.00%	£0.00

Reserves	B/F	Rec	Pay	C/F
General Reserves	£25,629.24			£25,544.89
P3	£193.04			£193.04
Ramblers bench	£199.20			£199.20
S106 West Street (14/6/13) offsite provision and future maintenance of POS infrastructure	£4,202.57			£4,202.57
S106 46 High Street (Lot Meadow) (13/07/12)	£371.80		371.8	£0.00
S106 46 High Street (Lot Meadow) (2/5/14) Community facilities provision	£737.88		678.20	£59.68
S106 70 School Lane (30/10/14) offsite provision and future maintenance of POS	£4,435.92			£4,435.92
S106 2 Hardwick Road (30/3/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£4,495.51			£4,495.51
S106 2 Hardwick Road (30/3/16) offsite provision of community facility space	£742.94			£742.94
S106 Meridian Court (20/9/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£12,525.39			£12,525.39
S106 Meridian Court (20/9/16) indoor community facilities provision	£2,069.99			£2,069.99
S106 69 High Street (5/9/16) offsite provision and future maintenance of outdoor sports play space and informal open space infrastructure	£2,283.08			£2,283.08
s106 69 High Street (5/9/16) offsite provision of indoor community facility space	£377.31			£377.31
Allotment fund	£168.62			£168.62
Transport consultant	£256.69			£256.69
SPEP	£50.00			£50.00
MIS Speed reduction scheme LHI 2105/16 & 2016/17	£3,000.00			£3,000.00
Training	£150.00			£150.00
Ex-Worboys Charity	£876.37			£876.37
Awards for All defibrillator	£42.80			£42.80
Contingency reserve	£2,935.26			£2,935.26
Contingency reserve LHI 2016/17	£400.00			£400.00
Insurance Claim - Rocker	£669.09	106.82	1025.90	£0.00
S145 Entertainment	£350.00			£350.00
Sports Day	£165.58			£165.58
Community Fund (Cultural Event)	£343.29			£343.29
TOTAL	£67,671.57	£106.82	£2,075.90	£65,868.13

TOTAL RECEIPTS
TOTAL PAYMENTS

8,252.88

8,919.54



South
Cambridgeshire
District Council

XXXX Parish Emergency Plan

Plan last updated on: **xxxxxx**

**If you are in immediate danger
Please ring 999**

Plan distribution list

Name	Role	Phone number/email address	Issued on

Revisions

Name	Date for next revision	Details of changes made	Changed by
27/02/12	Before 27/02/13	First publication	
06/03/12		Minor corrections	

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Local Risk Assessment

Risks	Impact on community	What can Community Emergency Group do to prepare?
Flooding	Access to houses near the river becomes difficult Damage to property	<ul style="list-style-type: none"> Encourage residents to improve home flood defences Work with local emergency responders to see if can help with distribution of flood warnings and any evacuation and rest centre establishment required Find out what flood defences exist or are planned in the area
Surface water flooding	Could happen anywhere in Damage to property People made temporarily homeless.	Prepare places for people to shelter.
Bad weather forcing people to leave their cars and lorries	Influx of people needing shelter	Establish a contact system so it can be ascertained whether they need any help from the village resources.
Industrial accident within the village or nearby	Possible contamination of water supplies.	
High winds blowing down large numbers of trees causing damage	Possible power disruption, road blockages, people made homeless.	Prepare places to shelter temporary homeless and those who cannot heat their homes. Maintain list of people with chainsaws to help remove blockages.
Major incident on railway line		
Power failures		

Local Skills and Resources Assessment

Skill / resource	Who?	Contact details	Location
Trained First Aider			
Radio Amateur			
Nurse			
Builder/Engineer			
Electrician with Emergency situation experience			
Doctors Surgery Defibrillator Minor surgery			
Doctors Surgery			
Retired Nurse/Midwife			
Pharmacist			
Water/food supplies			
Vet			
Rector			
Industrial machinery (tractors etc)			

Resources

Person	Resources	Contact	Address
	EXAMPLE, 3 medium size tractors A small petrol generator and an outside light for it. A petrol engined water pump.		

Key Locations

Identified with local authority for use as places of safety

Building	Location	Potential usage in an emergency	Contact details
Community Centre & Annexe		Rest Centre/safe place	Centre Manager mob:
Church Hall		Rest Centre/safe place	The Rector

Emergency Contact List

<i>Photo to come</i>	Name:
	Title:
	24hr telephone contact:
	Email:
	Address:
<i>Photo to come</i>	Name:
	Title: Parish Clerk /
	24hr telephone contact:
	Email:
	Address

Telephone Tree

The phone tree works as a pyramid, with the coordinator at the top making the first call to two or more people. In turn, they call an assigned set of people and so on, until the tree is complete. If anyone is not answering, bypass them and carry on down the tree.

List of Community Organisations

That may be helpful in identifying vulnerable people or communities in an emergency.

Neighbourhood Watch – PC Help 01223 xxxxxxxx

Youth Club – xxxxx 01954 xxxxx

Groups that might help

Parish Council -

Scouts –

Radio Cambridgeshire -

Heart 103 Studio Telephone Number 0845 4810022 Station Number 01733 460460

Star FM Star Radio - 20 Mercers Row, Cambridge, CB5 8HY Studio: 01223 321 107
Office: 01223 305 107

Red Cross -

St John Ambulance -

Activation Triggers

A call from the emergency services to the Community Emergency Coordinator will trigger calling a meeting of the Emergency Committee

The community may decide to activate the plan, if the emergency services are unavailable.

Emergency Committee or members or employees of Parish Council, will meet at ????

First Steps in an Emergency

Follow the instructions below when the plan is activated.

	Instructions	Tick
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Call the telephone tree (Community Emergency Group) and meet to discuss the situation	
4	Establish a base at the Parish Office	
5	Put up posters on the notice boards and alert the village via	

Draft Community Emergency Group First Meeting Agenda

Example Community Emergency Group Emergency Meeting Agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

You might want to consider the following:

Location of the emergency. Is it near:

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

Are there any vulnerable people involved?

- Elderly
- Families with children
- Non-English-speaking people.
- What resources do we need?
- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

2. Establishing contact with the emergency services

3. How can we support the emergency services?

4. What actions can safely be taken?

5. Who is going to take the lead for the agreed actions?

6. Any other issues?

Actions Agreed with Local Authority in the Event of an Evacuation

Nothing specific as yet.

Alternative Arrangements for Staying in Contact if Usual Communications Have Been Disrupted

Radio Amateurs Emergency Network (RAYNET) group - 24 hour emergency contact number 0303 0401080

Group Controller Cambridgeshire RAYNET - G1UAF
(M) 07753 561679

Parish Council and other Notice Boards -

Gail Stoehr

From: stevejonessja@aol.com
Sent: 20 September 2018 07:47
To: 'Steve Jones'
Cc: 'sally.walmsley@btinternet.com'; 'bartonpcclerk@btinternet.com'; 'amanda@boxwortheasts.net'; 'parishclerk@caldecote.gov.uk'; 'eversden.clerk@yahoo.co.uk'; 'caxtonpc@lgs-services.co.uk'; 'conningtonclerk@btinternet.com'; 'parishclerk@cotonvillage.co.uk'; 'croxtpc@gmail.com'; 'clerk@drydraytonpc.org.uk'; 'clerk@elsworthvillage.com'; 'clerk@grantchester.org.uk'; 'hardwickpc@lgs-services.co.uk'; 'knapwellclek@gmail.com'; 'madingleyparishclerk@btinternet.com'; 'toftpc@lgs-services.co.uk'; 'longstowepc.clerk@hotmail.com'; 'eltisleypc@btconnect.com'; 'seijo.arnett@btinternet.com'; 'bournpcclerk@gmail.com'
Subject: FW: Coalition of Parish Councils - Girton Interchange
Attachments: Girton Interchange - Open Letter of Consensus.pdf
Categories: TPC IN

Dear fellow parish councils

Coalition of Parish Councils: Girton Interchange – need to make it an all-ways junction

As you know, the Coalition of Parish Councils (CPC) has lobbied for many years for construction of an all-ways interchange at Girton (A14, A428, M11). This would enable traffic from the A428 to turn south on the M11 to reach the Biomedical Campus and other employment centres south of the City of Cambridge, thus reducing rat-running by traffic through our villages.

In early 2017, the members of the CPC agreed to send a letter to the Secretary of State for Transport to press our case. The letter would have been signed by the chairs of all the parish councils, which are members of the CPC. In the event, the General Election intervened and we decided not to send the letter.

The need to lobby actively for an all-ways interchange at Girton was discussed again at the recent CPC meeting held in Bourn on 18th September. We also reviewed a revised draft of the letter, which is attached.

It was decided that I should write to member parish councils requesting them to discuss the letter and, if they agree, to authorise me, as Convenor of the Coalition of Parish Councils, to sign the letter on behalf of all the members of the CPC.

We would like to send the letter to the Secretary of State early in November. In view of this, we would be grateful if you would confirm your participation **by 31st October 2018**.

District councillors from our area, city councillors from west Cambridge and non-government organisations (e.g., Cambridge Connect, Cambridge Smarter Transport, Cambridge Federation of Residents Associations) will also be invited to sign the letter.

I look forward to hearing from you. If you have any questions, please do not hesitate to contact me.

Best wishes

Steve

Steve Jones
Convenor, Coalition of Parish Councils
Councillor, Bourn Parish Council
Tel: 01954-719329 Mob: 078 8785 4940

**LETTER OF COMMUNITY CONSENSUS
FOR CONSIDERATION BY PARISH COUNCILS**

03 September 2018

[minor changes from Draft dated 12 April 2018; Clause 3 added]

**The Rt Hon Chris Grayling MP
Secretary of State for Transport**

cc: The Rt. Hon. **James Brokenshire** MP, Secretary of State for Housing, Communities and Local Government

Heidi Allen MP for South Cambridgeshire
Daniel Zeichner MP for Cambridge
Lucy Fraser MP for East Cambridgeshire
James Palmer, Mayor, Cambridgeshire & Peterborough Combined Authority
Councillor Bridget Smith, Leader of South Cambridgeshire District Council
Councillor Lewis Herbert, Leader of Cambridge City Council
Rachel Stopard, CEO Greater Cambridge Partnership

Dear Secretary of State,

Open Letter of Community Consensus on the need for an all-ways Interchange serving the M11, A428, A14 at Girton, Cambridge.

Purpose of this letter

We are a group of Parish Council Chairs and South Cambridgeshire District Councillors, representing nearly 30,000 people living in communities to the west of Cambridge, and selected community interest groups. Noting the letter from the Greater Cambridge Partnership (GCP) to Highways England (19 Oct 2017) regarding establishment of all-ways connectivity at the Girton Interchange, we welcome the consensus among local and regional government, the Combined Authority, the GCP, MPs and academic and business groups for progressing this scheme, and warmly welcome commitment from Highways England to delivery in due course.

We note, however, that delivery of the improvements by Highways England remains at an unspecified time in the RIS-2 work period between 2020 and 2030, with no clear plan yet articulated.

We write to express our strongest possible support for this development, which is long overdue, and to request that this be given more urgent priority for delivery than has so far been the case.

Requests for urgent action

- 1. We request that work on improvements to the Girton Interchange be accelerated and given urgent priority as part of the strategic transport improvements needed in this region.**
- 2. We request that, where practicable, this work be integrated with on-going work on the A14 to make the most cost-effective use of resources and supporting works already mobilised.**
- 3. We request that present proposals to constrict the capacity of the A428 eastbound near where it joins the A14 at the Girton Interchange from the present two lanes down to one lane be reconsidered in anticipation of future needs.**

- 4. We request that the strategic importance of the Girton Interchange be fully recognised by integration into the configuration of any mass transit scheme taken forward to the west of Cambridge.**
- 5. We request that all stakeholders work together to give this their full commitment, and that the funding and timetable be brought forward with the aim of delivering these improvements by 2023 at the latest.**

Background

On 19 October 2017 an open letter was written from the Greater Cambridge Partnership to Jim O’Sullivan, Chief Executive of Highways England regarding the Roads Investment Strategy 2 (RIS2) – M11 in Cambridgeshire. This letter noted a clear consensus within our region for the improvements to the Girton Interchange, as indicated by the broad representation in the letter of local government, the academic and business communities, and Members of Parliament for Cambridge City and South Cambridgeshire.

Martin Fellows, Regional Director of Operations (East) Highways England, responded on 17 Nov 2017 that the agency is assessing the strategic road network (SRN), including pressures on the M11 and the case for improvements at Girton Interchange, which will feed into RIS2. Following consultation, the Investment Plan for RIS2 will continue to be developed over 2018. In due course the Secretary of State for Transport will decide on priorities for RIS2, to be published in 2019.

The Girton Interchange is a key strategic junction on the regional road network, which is severely hampered by a lack of all-ways connectivity. Enabling connectivity will provide faster and more efficient connections on the road network, help to alleviate some of the long-standing congestion problems in the region, facilitate regional transport links and support economic growth. Moreover, it will improve connections between areas west of Cambridge, such as Cambourne, and the M11 motorway, and support the increasing population. Longer-term, the junction is vital to the planned East-West Expressway between Cambridge, Milton Keynes and Oxford, as recommended by the National Infrastructure Commission.

The letter from the GCP and MPs, and the response from Highways England is encouraging, and we are pleased that support is broad and analysis is under way. However, we would note that the call for these improvements has been made by the community for more than twenty years, with little in the way of practical action to date. Much as we welcome the ongoing work of Highways England, there presently remains no commitment to a clear timetable for completion of the improvements at the Girton Interchange. We believe the time for clear, unambiguous action has arrived, and a plan and timetable for delivery of this essential infrastructure is urgently needed.

In summary, all-ways interconnections at this critical junction are in the local, regional and wider national strategic interest and are in need of urgent action by all relevant parties.

We look forward to hearing from you. If it would be helpful, we would be pleased to meet you or your officials to provide more information on the views of the community on the scheme.

Yours sincerely,

Signed by the Coalition of Parish Councils on behalf of Parish Council Chairs, and by South Cambridgeshire District Councillors

Cambridge Past, Present & Future
Cambridge Connect

A428 / M11 / A14 Girton Interchange – Peak Hour traffic with A1303 gridlock



A: 08:50 01 Feb 2016



B: 08:20 19 Sep 2018

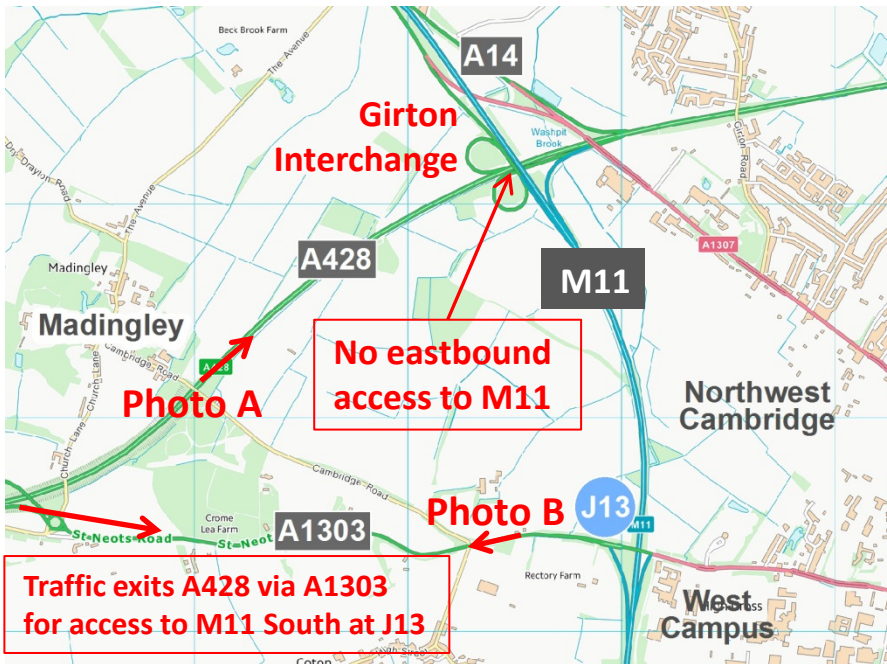


Photo A: 01 Feb 2016, 08:50 am (peak)

- A428 looking east from Madingley bridge over A428
- 4-lane highway, 1800 m to M11
- Typically light traffic, unused capacity
- **No eastbound connection or access to M11**

Photo B: 19 Sep 2018, 08:20 am (peak).

- A1303 looking west up Madingley Rise
- 2-lane road, 900 m to M11 from photo location
- Traffic leaves A428 to queue down A1303 for Cambridge / M11
- Typically queued traffic at standstill, at max capacity
- Single southbound connection to M11 at J13
- Traffic queue constrained at M11 south access
- **Inefficient, wastes time, generates pollution, costly to economy**

© 19 Sep 2018

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Oct-18

Summary of previous month

Balance brought forward 66,678.21

Adjustments

Expenditure approved at previous / between meetings

TOFT PEOPLES HALL ROOM HIRE -15.00 (June 2018)

Credits

Total Adjustments -15.00

Balance revised after adjustments £66,663.21

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	30,663.21	32,696.15	-2032.94
Nationwide BS	36,000.00	36,000.00	
Total	66,663.21	68,696.15	-2,032.94

Expenditure for approval

£

PLAYSAFETY LIMITED	PLAY INSPECTION	88.20
	SALARY	57.92
	SALARY	113.24
LGS SERVICES	ADMIN SUPPORT	419.56
TOFT PEOPLES HALL	ROOM HIRE	15.00
PARISH ONLINE	ONLINE MAPPING	43.20
NEST	PENSION	57.96
	<i>Sub-Total</i>	795.08
	Balance C/F	65868.13

Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting