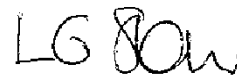


Toft Parish Council

Notice of the 765th meeting of Toft Parish Council on Monday 2 December 2019 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



Mrs Gail Stoehr (Clerk)
25/11/19

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 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) To consider possible projects relating to Climate Change and report on meeting ^(KP)
 - 3.2 (3.3) To consider banking arrangements
 - 3.3 (3.4) BT kiosk adoption – to consider report on electrical check and any suggestions on the future use of the kiosk
4. To consider correspondence received since the last meeting requiring the Council's attention
 - 4.1 William Eversden's Charity – request for financial support
 - 4.2 Beechwood Estates – request for speed limit reduction on B1046
 - 4.3 CCC – Operation London Bridge
 - 4.4 Cambridgeshire & Peterborough Minerals and Waste Local Plan proposed submission plan consultation
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/3769/19/DC – 55 School Lane – Discharge of Condition 5 (Water calculations) and 6 (Carbon emissions renewal statement) pursuant to planning permission S/2190/19/FL
 - 6.1.2 S/3881/19/NM – Bennell Farm, West Street – Non-material amendment of planning permission S/0351/VC to amend approved materials schedule and plan
 - 6.2 SCDC decisions for information
 - 6.3 Tree works applications
 - 6.3.1 S/3908/19/TC – 7 Brookside
7. Members items and reports for information only unless otherwise stated
 - 7.1 Village Maintenance ^(AT)
 - 7.2 Highways including update on LHI application ^(AT)
 - 7.3 Toft People's Hall ^(LB)
 - 7.4 Footpaths ^(EM)
 - 7.5 Defibrillator report ^(PEE)
 - 7.6 Village Plan review report ^(EM)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 2 December 2019

All actions arising from the last meeting have been carried out.

1. To approve written apologies and reasons for absence – apologies received will be reported to the meeting.
2. To approve the minutes of the meeting on 4 November 2019 – attached
3. To consider any matters arising from the last or a previous meeting
- 3.1 (3.2) To consider possible projects relating to Climate Change and report on meeting
Cllr Popat to report.
- 3.2 (3.3) To consider banking arrangements
Deferred at the last meeting.
- 3.3 (3.4) BT kiosk adoptions – to consider report on electrical check and any suggestions on the future use of the kiosk
Cllr Wrycroft to report.
4. Correspondence
- 4.1 William Eversden's Charity – request for financial support
Application form attached. SCDC has advised that "S106 money cannot be used for this project as allotments are not viewed as public open space".
- 4.2 Beechwood Estates – request for speed limit reduction on B1046
Attached.
- 4.3 CCC – Operation London Bridge
"I am writing regarding Operation London Bridge, which is the protocol that will be followed to mark the death of the sovereign.

Cambridgeshire County Council leads on the protocol for Cambridgeshire through the Lord-Lieutenant's office, however we understand that local councils across the county have been developing their own local plans for marking the event. Gillian Beasley, the Chief Executive of Cambridgeshire County Council and Peterborough City Council, held a workshop on Operation London Bridge on Friday 20 September. District and Town Councils attended this event, and Gillian will shortly be writing to you all with more information about the Cambridgeshire protocol, an example of a protocol you can use locally, and more information about coordination across the county.

Some of you may have seen Superintendent Laura Hunt give a presentation on Operation London Bridge at the annual meeting of the Cambridgeshire and Peterborough Association of Parish Councils in June. Superintendent Hunt has let me know that the constabulary would like to understand how planning is progressing across the county, and has asked me to get in touch with you all to find out what your local plans are.

Please can I ask you to let me know the following information:

1. If you have a protocol in place, or are planning to develop one;
2. If you are planning to run any local events, including the reading of a proclamation. If so please can you tell me any details you may have about the venue and number of people anticipated;
3. If you will be running an event, have you considered how you will provide First Aid and/or Stewarding? If so, please can you provide me with any details.

This information will feed into a police meeting which is being held in early November.

I understand that levels of planning are varied across the county, so if this timescale is not possible please can you let me know and this information can be fed into the planning at a later stage.

Thank you for your assistance with . If you have any questions about local planning please can I suggest contacting your local Town or District council in the first instance. If you have any immediate questions about the county protocol please do direct these to me, however Gillian will be in touch in the next few weeks with some detailed information about the protocol and the countywide planning.

Sally Bard
Executive Officer to the Chief Executive and Leader
Chief Executive's Office
Cambridgeshire County Council and Peterborough City Council"

The Clerk advises that a working group is set up to consider the Parish Council's protocol based on what the village perception is likely to be. The Clerk is happy to advise the working group.

4.4 Cambridgeshire & Peterborough Minerals and Waste Local Plan proposed submission plan consultation

"Cambridgeshire County Council and Peterborough City Council (we) are preparing a joint Minerals and Waste Local Plan (MWLP) which will replace the current adopted joint plans.

This new MWLP looks forward to cover the period to 2036, and considers the land use planning policies and allocations that are needed to guide minerals and waste management development over this period in Cambridgeshire and Peterborough. It also considers the provision we need to make in order to ensure that there is a continuity in the supply of mineral to support planned growth; as well as sufficient capacity to manage all types of waste which will be arising from development, and existing and new communities.

We are writing to inform you that we are consulting on the Proposed Submission version of the joint Minerals and Waste Local Plan, and that between the dates set out below you can make representations on this document. This consultation is undertaken under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

The consultation starts 9:00am on 15 November 2019 and closes at 11:59pm on 09 January 2020.

The Proposed Submission Plan, along with a number of supporting documents, including a Sustainability Appraisal and a Proposed Submission Policies Map, are available to view online at cambridgeshire.gov.uk/mwlp or peterborough.gov.uk/mwlp.

Details of how to make representations, including accompanying guidance, can also be found online.

The Proposed Submission Plan and supporting documents are also available to view at the following offices:

Cambridgeshire County Council and, Peterborough City Council

Shire Hall (Reception)

Town Hall (Reception)

Castle Hill
Cambridge
CB3 0AP

Bridge Street
Peterborough
PE1 1HF

You have received this notification because you are either a specific consultation body, a general consultation body, you have made comments on the previous versions of the Local Plan, or you have requested to be kept informed of the progress of the Minerals and Waste Local Plan. Please be advised that your representation(s) will not be kept confidential and will be made available to the public (including being published online). Personal telephone numbers, email addresses, postal addresses and signatures will however be removed.

Please also be aware that the representations received on the Proposed Submission Plan will be submitted in due course, with the Proposed Submission Plan and associated evidence base, to the Secretary of State for the purpose of independent examination. It is anticipated that the hearing sessions of the examination will take place in summer 2020."

Chris Stanek BSc MSc PIEMA
Senior Strategic Planning Officer
Place and Economy
Peterborough City Council

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/3769/19/DC – 55 School Lane – Discharge of Condition 5 (Water calculations) and 6 (Carbon emissions renewal statement) pursuant to planning permission S/2190/19/FL

6.1.2 S/3881/19/NM – Bennell Farm, West Street – Non-material amendment of planning permission S/0351/VC to amend approved materials schedule and plan

6.2 SCDC Decision Notices

6.2.1 S/2184/19/FL – 10 Millers Road – Construction of workshop in front garden including hardstandings – Permission granted.

6.2.2 S/3124/19/FL – The Old Farm House, Comberton Road – Retrospective - new external storage container and associated screening – Permission granted.

6.2.3 S/3125/19/FL – The Old Farm House – Retention of new external storage container and associated screening – listed building consent – Withdrawn.

6.2.4 S/3259/19/FL – 41 School Lane – New single garage and fitness room – Permission granted

6.3 Tree works

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

The Parish Council now only needs to respond to tree works applications if the Council objects. SCDC writes:

“If there are no objections you do not need to let us know. We have to process each response and this is more than a click of the mouse! Since we have asked Parishes not to send in the no objections we have loosened up some time to do more interesting things like the Tree Wardens Network. Far more fun and hopefully will build to a greater positive impact for all the communities in the District.

The aide-memoire of what can be commented on in relation to tree works applications/notifications is on the reverse of the ‘Parish Notification of Tree Works’ under ‘Comment Advice to Parish Councils’, or the Tree Wardens training handout or go to the central governments website <https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas>.

The planning website also has a fancy 'comment on this application' button. Just look up the application and it is at the bottom of the Application Details box.”

6.3.1 S/3908/19/TC – 7 Brookside

7. Members’ items and reports for information only unless otherwise stated

- 7.1 Village Maintenance ^(AT)
- 7.2 Highways including update on LHI application ^(AT)
- 7.3 Toft People’s Hall ^(LB)
- 7.4 Footpaths ^(EM)
- 7.5 Defibrillator report ^(PE)
- 7.6 Village Plan review report

8. Closure of meeting

TOFT PARISH COUNCIL

Small Grant Scheme Application Form

DETAILS OF GRANT APPLIED FOR :	
1	What do you want to use the grant for? To fund the supply and installation of a borehole water pump for the Toft Allotments.
2	Who will benefit from the work or activity? The Allotment holders directly but the community as a whole as it will make the allotments more viable.
3	How much is required to pay for this? Not to exceed £800
4	How much would you like the Council to provide? Not to exceed £800
5	How will you raise any difference?
DETAILS OF GROUP OR ORGANISATION :	
6	Name of organisation or group applying Toft Allotment Trust
7	Are you a new group in the process of being formed? Yes No
8	If No - when were you established? 2019
9	If No - are you a Registered Charity? Yes No
10	If Yes - what is your registration number?
11	Do you have a bank account? Yes No <i>If yes please supply a copy of your latest statement</i>
12	Do you have accounts? Yes No <i>If yes please supply a copy of your latest accounts</i>
13	Do you have a constitution? Yes or No Yes No <i>If yes please supply a copy of your constitution</i>
14	What are the objectives of the group or organisation?

This grant aid application should be signed by two members of your Organisation's Committee, one of whom must be the Chairman, Secretary or Treasurer.

We confirm that the information given in this application is accurate and that the Organisation undertakes to inform Council of any changes in the Organisation's circumstances that would affect this application. We also confirm that any grant awarded by the Council will be spent only on the purpose for which it was given.

Signed.....*L. Yeaton*.....

Signed.....

Position.....*Chair*.....

Position.....

Date.....*17th Nov 2019*.....

Date.....

The signing and submission of this form constitutes acceptance of the terms and conditions overleaf



BENNELL FARM
COMBERTON

Gail Stoehr
Clerk to Parish Council
30 West Street
Highfields
Caldecote
CB23 7NY

6th November 2019

Dear Ms Stoehr,

B1046, West Street, Toft to Comberton CB23 7EN

Beechwood Estates manage the office development known as Bennell Court, West Street, Comberton which comprises 11 offices. The access drive, located off the B1046 close to the Comberton village boundary, also serves 2 residential properties. Approximately 60 cars use the drive twice a day, plus delivery vehicles, so it is in constant use.

We are writing to you regarding the speed at which vehicles enter Comberton from Toft. Vehicles can be legally travelling at 50 mph and are only forced to reduce their speed to 30 mph a short distance before the left hand turn for Bennell Court. Equally beyond Bennell Court Comberton Village College is immediately on the right, which as you will be aware generates significant movement of vehicles, pedestrians, cyclists and school buses.

Traffic that hasn't slowed significantly makes it dangerous for traffic exiting Bennell Court and Comberton Village College. We are therefore writing on behalf of the College and Bennell Court to you to ask whether you would consider approaching the Highways department regarding moving the position of the 30 mph sign further away from Comberton to ensure that traffic has slowed to 30 mph or less **before** it enters Comberton and also reducing the speed limit on the road from Toft to 40 mph.

We feel it is vital for this to happen before any accidents occur along this busy stretch of road, especially at peak rush hour times for the College, when there are significant movements of people. This letter is supported by Comberton Village College, please see the counter signature below, and we hope that you will understand that we feel very strongly that reducing speed slightly earlier when entering Comberton can only be of benefit to all users of this section of West Street.

T 01223 264561 E info@beechwoodestates.co.uk
Bennell Farm, West Street, Comberton, Cambridge CB23 7EN

VAT No. 392172854

We look forward to hearing from you.

Yours sincerely

Handwritten signature of Robert Arnold in black ink.Handwritten signature of Peter Law in blue ink.

Robert Arnold

Director of Beechwood Estates

Peter Law

Principal

Comberton Village College

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Dec-19

Summary of previous month

Balance brought forward	<u>75,168.57</u>
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Adjustments

Expenditure approved at previous / between meetings		
PEOPLES HALL	ROOM HIRE	-15.00

Credits

<i>Total Adjustments</i>	<i>-15.00</i>
Balance revised after adjustments	<u>£75,153.57</u>

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	38,947.98	39,967.70	-1019.72
Nationwide BS	36,205.59	36,205.59	
Total	<u>75,153.57</u>	<u>76,173.29</u>	<u>-1,019.72</u>

Expenditure for approval

£

SALARIES		116.08
RH LANDSCAPES	GRASSCUTTING	336.00
TOFT PEOPLES HALL	ROOM HIRE	15.00

467.08

Balance C/F

74686.49

Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

CHQ 2408 HAS BEEN LOST IN POST AND NEEDS TO BE REISSUED