

Toft Parish Council

Clerk to the Council, Mrs Gail Stoehr, 30 West Drive, Highfields Caldecote, CB23 7NY
Tel 01954 210241 Email clerk@toft.org.uk or toftpc@lgs-services.co.uk

Notice of the 720th meeting of Toft Parish Council on Monday 1 February 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, 26/01/2016

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 4 January 2016
3. To consider co-option to fill casual vacancy – Elaine Miles, 11 Millers Road, Toft
4. To consider any matters arising from the last or a previous meeting including
 - 4.1 (4.2) To consider draft allotment tenancy agreement and to consider appointing a lead councillor with responsibility for allotments
 - 4.2 (6.2) Work at Lot's Meadow
 - 4.3 (6.4) Litter bin outside the shop
 - 4.4 (6.4) To consider whether the Parish Council wishes to commemorate the Queen's 90th birthday
 - 4.5 To consider Comberton Parish Council's request for 50% contribution to cost of ditch clearance behind the school houses
 - 4.6 (4.4) Pensions automatic enrolment arrangements - to consider any action required (confidential)
 - 4.7 Music session costs
5. To consider any correspondence received since the last meeting requiring the Parish Council's attention
 - 5.1 CCC advocacy consultation
6. Finance, Procedure and risk assessment and use of delegated powers
 - 6.1 To consider the finance report and approve the payment of any bills
 - 6.2 Play inspection reports ^(PG)
 - 6.3 To consider any matter which is urgent because of risk or health and safety
7. To consider any Planning or Tree works applications or related items received
 - 7.1 Planning applications
 - 7.1.1 S/2965/15/FL – Land rear of 1 Hardwick Road – Erection of detached dwelling and associated works
 - 7.2 SCDC decisions to note
 - 7.3 Tree works applications
8. Members items and reports for information only unless otherwise stated
 - 8.1 Village Maintenance ^(AT)
 - 8.2 Highways ^(AT)
 - 8.3 Toft People's Hall ^(GP)
 - 8.4 Footpaths ^(JM)
 - 8.5 Proposal that the Parish council considers the problem of dog fouling ^(PG)
9. Closure of meeting

Clerk report to Toft Parish Council meeting on 1 February 2016

1. To approve written apologies and reasons for absence – Apologies have been received from Cllrs Yeadon and Pugh (both out of parish).
2. To approve the minutes of the meeting on 4 January 2016 (attached)
3. Co-option to fill casual vacancy – to consider any applications received. Application form from Elaine Miles of 11 Millers Road attached.
4. To consider any matters arising from the last or a previous meeting
- 4.1 (4.2) To consider draft allotment tenancy agreement and to consider appointing a lead councillor with responsibility for allotments
Attached with annotations for suggested changes from Cllr McCarten.
Cllr Yeadon has written:
My thinking is that we need a lead Councillor for the allotments and he/she could review the files I have as they include some proposals for a management plan for the wildlife area. Perhaps at the next meeting a lead Councillor could be sought or maybe we should consider it a role we want our new Councillor to take on. Or we can have a shuffle of responsibilities??
In the meantime we can issue the new agreements and gather the rental charges. The current charges are £10 for a full plot and £5 for a half.
Each of the holders owes two years rent ie 2014 and 2015 and this will cover them until Sept 2016.
Can I propose that we agree at the next PC to send out a letter to each of the tenants confirming that the William Everden Charity is now closed and that the PC will be managing the allotments. (Noting that one of the benefits of this change is that we will be able to invest some monies on improving the Allotments and the environs.)
With the letter include the new tenancy agreement and the bill, pointing out that this covers them until Sept. (Anything to try to encourage them to continue with the allotments.)
I think we can also commit to meeting with the tenants in, say, March to discuss to improvements.
- 4.5 To consider 50% contribution to cost of ditch clearance behind the school houses
Comberton Parish Council write that they have arranged for Buchans to clear out the ditch behind the school houses. The total cost is £543.50 plus VAT. Comberton Parish Council asks that Toft Parish Council contribute 50% which is £271.75.
- 4.7 Martin Yeadon writes “I asked for £50 to fund the first two guitar Pulls in the Hall as the cost of the hall was to be £25 a session. As it happens it's only £14 and so the two sessions were only £28 in total. I can return £32 to the PC or use the additional contribution to fund further sessions. It's the PC' call.”
5. Correspondence – any urgent correspondence will be brought to the meeting.
- 5.1 CCC advocacy consultation
Cambridgeshire County Council and Peterborough City Council are consulting with anyone with an interest in the future of advocacy services across Cambridgeshire and Peterborough. This could be existing service users, potential service users, friends or carers of existing or potential service users, professionals or the wider public.

Both Cambridgeshire County Council and Peterborough City Council are fully committed to the principles and benefits of independent advocacy and want the new service to build on the success of current and previous advocacy services. We are seeking feedback on

the draft advocacy service specification. This feedback will be used to inform the final version of the advocacy service specification. This will be published once available.

[Further information and a copy of the draft specification](#) is available on Cambridgeshire County Council's website at:

http://www.cambridgeshire.gov.uk/site/custom_scripts/cons_details.aspx?ref=415

[[Please note this link ends in =415]]

The consultation questions can be downloaded from the link above, or [completed online](#) at: <http://www.smartsurvey.co.uk/s/G2KX0/> [[Please note this link ends in G2KX0/]]

The consultation is running from 23rd November 2015 to 20th February 2016.

This is the second phase of consultation relating to the future of advocacy services. The findings from the first consultation phase in Cambridgeshire are available on Cambridgeshire County Council's website at the link above. Copies of the survey questions, draft specification summary document and findings from the first consultation phase in Cambridgeshire, are also available in different formats such as large print and easy read.

I have attached a short article about the consultation. If the Parish Council produces your village newsletter perhaps you would consider including this in your next issue.

If you have any questions about the survey please contact:

Cambridgeshire County Council

Carol Williams

Email: carol.williams@cambridgeshire.gov.uk

Tel: 01223 706130

Text of article below:

Consultation on advocacy services in Cambridgeshire and Peterborough
Cambridgeshire County Council and Peterborough City Council are consulting with anyone with an interest in the future of advocacy services across Cambridgeshire and Peterborough.

They are seeking feedback on the draft specification for an integrated advocacy service in their areas. Both councils are fully committed to the principles and benefits of independent advocacy and want the new advocacy service to build on the success of current and previous advocacy services. There will be one contract for advocacy services in Cambridgeshire, and one contract for advocacy services in Peterborough.

A three month public consultation opened in November 2015. For more information and to take part visit www.cambridgeshire.gov.uk and search for 'Consultations' to complete the online survey.

If you do not have internet access and require a paper copy of the consultation, or if you need it in an alternative format such as large print or Easy Read please contact:

Cambridgeshire – Carol Williams, tel: 01223 706130 email:

carol.williams@cambridgeshire.gov.uk

Peterborough – Helen Gregg, tel: 01733 863618 email:

helen.gregg@peterborough.gov.uk

The consultation closes on Saturday 20th February 2016.

6. Finance

- 6.1 To consider the finance report and approve the payment of any bills – attached. Late invoices will be brought to the meeting.
- 6.3 To consider any matter which is urgent because of risk or health and safety
None at the time of writing.
- 7. 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.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>
 - 7.1 Planning Applications received
 - 7.1.1 S/2965/15/FL – Land rear of 1 Hardwick Road – Erection of detached dwelling and associated works
 - 7.2 SCDC Decision Notices
 - 7.2.1 S/1394/15/FL – 39 High Street – Two storey and single storey rear extensions – Permission granted
 - 7.3 Tree works – none at the time of writing

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Feb-16

Summary of previous month

Balance brought forward	<u>41,569.32</u>
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Adjustments

Expenditure approved at previous / between meetings		
TOFT PCC	CALENDAR PRINTING	-78.39

Credits

<i>Total Adjustments</i>	<i>-78.39</i>
Balance revised after adjustments	<u>£41,490.93</u>

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	40,843.55	44,127.44	-3283.89
CBS Account	647.38	647.38	
Total	41,490.93	44,774.82	-3,283.89

Expenditure for approval

£

LG STOEHR	SALARY	106.55
TOFT PEOPLES HALL	ROOM HIRE	12.00
TOFT PEOPLES HALL	ROOM HIRE	12.00

<i>Sub-Total</i>	<i>130.55</i>
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Balance C/F	<u>41360.38</u>
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Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting