

Toft Parish Council

Notice of the 767th meeting of Toft Parish Council on Monday 3 February 2020 at 7.00 pm in The People's Hall, Toft (upstairs room)

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)
28/01/20

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) BT kiosk – to consider quotation if received
 - 3.2 (3.5 and 7.4) Gates at Lot Meadow - update
 - 3.3 (5.4) Review of S106 funds
 - 3.4 (7.0.7) Proposed changes to planning decision procedures at South Cambridgeshire District Council - response from SCDC
4. To consider correspondence received since the last meeting requiring the Council's attention
 - 4.1 SCDC – offer of three free trees
 - 4.2 Cambridgeshire Police – Cambridgeshire Constabulary Service Change consultation
 - 4.3 Greater Cambridge Partnership Local Plan Issues and Options consultation
 - 4.4 Hardwick Parish Council offer to sell speedwatch equipment
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/0179/20/FL – Land rear of 6 Hardwick Road – Residential development of 3 dwelling houses and change of use of land from Class B8 (skipyard) to Class C3 use
 - 6.2 SCDC decisions for information
 - 6.3 Tree works applications
 - 6.3.1 S/4553/19/TC – 3 Hardwick Road
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 including ^(EM)
 - 7.6.1 To receive an update on the mobile phone signal ^(LB)
 - 7.6.2 To receive an update on fibre to home broadband ^(KP)
 - 7.7 Climate Change Working Group report and recommendations ^(KP)
 - 7.8 Operation London Bridge Working Group report and recommendation ^(EM)
 - 7.9 CCC TTRO for High Street to consider if the Parish Council should advertise this ^(MY)
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 3 February 2020

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

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 6 January 2020 – attached
3. To consider any matters arising from the last or a previous meeting
 - 3.1 (3.2) BT kiosk – to consider quotation if received
Quotations will be brought to the meeting if received.
 - 3.2 (3.5 and 7.4) Gates at Lot Meadow - update
 - 3.3 (5.4) Review of S106 funds
Proposed at the last meeting. Correspondence from James Fisher, SCDC S106 Officer, with regards to spending it on the kiosk is attached.
 - 3.4 (7.0.7) Proposed changes to planning decision procedures at South Cambridgeshire District Council – response from SCDC
The following has been received from the Leader of South Cambridgeshire District Council:

“Dear Parish Clerk/Parish Meeting Chairman,

We’ve been contacted by a number of people expressing concerns about possible changes to how we decide which applications are referred to planning committee following a request from a parish council.

What I would like to stress to parish councils is that, in practice, the process for determining which applications go before planning committee would remain the same as they are now. At the moment the Chairman and Vice Chairman of Planning Committee meet with a planning manager every week and consider requests for referral to planning committee.

I have spoken to the Chairman of the committee and he has reassured me that since taking on the role in May 2018 there has not been a situation where agreement has not been reached.

Once the Chairman and officer jointly conclude their deliberations a record is signed by the Chairman and officer confirming the outcome.

As you may be aware, we are looking to change the wording of our constitution in this area. We think this is really important as we were recently challenged on how it could be interpreted.

I understand your concerns and the need for reassurance that elected members will continue to play a similar role as they do now.

To try and give you some reassurance, I am going to recommend that in the unlikely event there is a disagreement between the Chairman of Planning Committee and the Joint Director of Planning and Economic Development on any application, it is automatically referred to Planning Committee for it to be considered and determined.

I am sorry that you did not hear about these proposed changes from us directly and I hope my letter reassures you.

The constitution review task and finish group will consider this matter in February and subject to their views, I would anticipate it will be referred to planning committee shortly after to make the change.

If you still have any questions or concerns please talk to your District Councillor so they can feed this into the review, or contact me directly.

Finally, just to reassure you that the practice of this Council will remain unchanged.”

Cllr Bridget Smith, The Leader, South Cambridgeshire District Council

Other for info only

The MVAS equipment was added to the Council's insurance in 2019.

4. Correspondence

4.1 SCDC – offer of three free trees

"To encourage the planting of trees and to promote the many benefits, the Council is offering every Parish in the district a voucher for £60 to cover the cost of three small trees, in exchange for an undertaking to plant the trees on parish council land.

If you would like to find out more and apply for your voucher, please visit our webpage:

<https://www.scambs.gov.uk/three-free-trees>

Please note the deadline for applying for your voucher is 14th March 2020 and the garden centres will only accept the vouchers until 31st March 2020."

4.2 Cambridgeshire Police – Cambridgeshire Constabulary Service Charge consultation

"I am writing to let you know that, in February, Cambridgeshire Constabulary will be consulting the public on proposals to enhance our service for the south of Cambridgeshire. This will take place from Saturday 1st February to Saturday 29th February 2020. Posters and information leaflets will be distributed to libraries and police stations across the county this week.

As you will know, the nature of policing and crime in Cambridgeshire is changing. Our population is growing, and many of you will be aware that our current police facilities at Parkside in Cambridge city centre do not provide our officers and staff with the tools they need to fully respond to today's demands.

New facilities are needed to improve our response and service to the public – without them, tackling crime will become more difficult. We are therefore consulting on the principle of proposals to replace the outdated facilities at Parkside with both a new city centre police station and a police hub on the outskirts of Cambridge to meet the area's growth and to respond to the challenges of modern-day policing.

It is important we secure as much feedback from the public and wider stakeholders as possible. For your information and should you receive any enquiries, I have outlined below the ways in which people can get involved in the consultation:

- **Website:** We have launched a consultation website today (Monday 20th January) – www.cambspoliceconsultation.co.uk – which includes a video, FAQs and more information about why we're making this proposal. An electronic version of the questionnaire will be made available for comments to be submitted via the website from 1st February 2020 to 29th February 2020.
- **Public drop-in events:** We will be holding four public drop-in events to let people know what we are proposing and to ask questions. We have chosen public places in order to be able to catch passing members of the public who might not otherwise choose to engage with the consultation process. We will be handing out flyers, taking feedback, and providing hard copies of the questionnaire at the events.

Dates, times and locations of the drop-ins are as follows:

Date and time	Location
Saturday 1 st February 2020 – 10am to 2pm	The Grafton Centre, Cambridge
Thursday 6 th February 2020 – 2pm to 5pm	Waitrose Ely, Brays Lane
Wednesday 12 th February 2020 – 4pm to 7pm	Sainsbury's Superstore, Huntingdon
Saturday 22 nd February 2020 – 10am to 2pm	The Lion Yard Shopping Centre, Cambridge

- **Hard copy questionnaire:** Hard copies of the questionnaire will be available in Parkside, Histon, Sawston, St Neots, Cambourne and Ely police stations from Saturday 1st February until Saturday 29th February, during opening hours. They will also be available at our drop-in events.
- **Telephone and email:** Members of the public will be able to call our consultation team on 01223 827 124 or email info@cambspoliceconsultation.co.uk.
- **Leaflets:** Leaflets and posters will be displayed in all libraries across Cambridgeshire from this week. Copies are attached, which contains all details of how to respond to the consultation.
- **Local media:** We will be sending press releases out to the local press to announce the consultation.
- **Social media:** We will be publishing information and details about our consultation, and how the public can find out more, via our social media accounts. Feel free to share any of these details via your own channels if you would like. These can be found at:
 - Facebook: www.facebook.com/cambscops
 - Twitter: [@CambsCops](https://twitter.com/CambsCops)
 - Instagram: [@CambsCops](https://www.instagram.com/CambsCops)

If you have any questions or comments on our consultation, please contact the consultation team via info@cambspoliceconsultation.co.uk for more information.”

James Sutherland

Superintendent, Cambridgeshire Constabulary

4.3 Greater Cambridge Partnership Local Plan Issues and Options consultation

“It is a very exciting time for Cambridge City and South Cambridgeshire District Councils, as we are preparing a new joint Local Plan which will affect the future of Greater Cambridge over the next 20 years.

The Councils are carrying out a public consultation called: Greater Cambridge Local Plan – The First Conversation: Issues and Options 2020. This consultation is the start of the conversation about the kind of place we want Greater Cambridge to be in the future. It explores the ‘big themes’ – including climate change, biodiversity and social inclusion – that will influence how homes, jobs and infrastructure are planned, and where growth might go.

You have received this email because you are a Parish Council.

Our consultation runs between 9am on 13 January and 5pm on 24 February 2020. Details of where you can view the consultation documents and how to submit comments can be found in the enclosed public notice.

You can explore all the consultation material and give us your comments on our website: www.greatercambridgeplanning.org

During the consultation period, we will be taking a ‘roadshow’ to places around the area including shopping centres, schools, and community centres. A complete list of events can be found on our website and is included at the end of this email for convenience.

We will also be holding a ‘Big Debate’ on the evening of 18 February

If you would like further information or have any questions please contact us by emailing localplan@greatercambridgeplanning.org or calling 01954 713183.

Yours faithfully
Stephen Kelly

Joint Director for Planning and Economic Development for Cambridge and South Cambridgeshire”

4.3 Hardwick Parish Council offer to sell speedwatch equipment

A letter has been received from Hardwick Parish Council which has recently bought new speedwatch equipment and are thinking of selling their old camera which Toft uses for £300. Hardwick Parish Council would like to know if Toft Parish Council would be interested in buying this to be able to solely use the equipment for the village.

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

All invoices will be brought to the meeting. The Chairman to update the meeting on problems with banking.

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/0179/20/FL – Land rear of 6 Hardwick Road – Residential development of 3 dwelling houses and change of use of land from Class B8 (skipyard) to Class C3 use

6.2 SCDC Decision Notices

6.2.1 S/4198/19/FL – Old Farm Business Centre, Church Lane – Installation of a portakabin modular building to be used as office and laboratory space for a temporary period of 2 years – Withdrawn.

6.2.2 S/4098/19/VC – 55 School Lane – Variation of Condition 2 (Approved plans) pursuant to planning permission S/2190/19/FL – 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/4553/19/TC – 3 Hardwick Road

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 ^(EM)
- 7.6.1 To receive an update on the mobile phone signal
Deferred at the last meeting. Cllr Borrell to report.
- 7.6.2 To receive an update on fibre to home broadband
Deferred at the last meeting. Cllr Popat to report.
- 7.7 Climate Change Working Group report
Cllr Popat to report.
- 7.8 Operation London Bridge Working Group report and recommendations
Cllr Miles to report.
- 7.9 CCC TTRO for High Street to consider if the Parish Council should advertise this^(MY)
- 8. Closure of meeting

District Councillor Report to Parish Council January 2020

Cambourne to Cambridge Transport Corridor

The Greater Cambridge Partnership's decision on the route for a transport system from Cambourne to Cambridge is imminent with the Local Liaison Forum taking place on Monday 27th January at Cambourne Village College commencing at 6.30pm. This will be followed by a meeting of the GCP Joint Assembly on Thursday 30th January at South Cambridgeshire District Council commencing at 10.30am.

The final decision is expected to be taken by the GCP Executive Board which will meet at 2.00pm on Wednesday 19th February at Shire Hall, Cambridge. All meetings are open to the public and you are welcome to attend.

I will report the substance of these meetings at your forthcoming Parish Council meeting.

New acting Police and Crime Commissioner appointed

Following the resignation of Police and Crime Commissioner Jason Ablewhite, members of the Police and Crime panel have appointed Mr Ray Bisby into an Acting role which will see him in post until the PCC election is held in May 2020. Mr Bisby said of the role "I see my role over the next five months as one of good stewardship, continuing to be the voice of the public and progressing the aims of the Police and Crime Plan. It is an honour to take on the role and I look forward to continuing to work with Cambridgeshire Constabulary and partners to make our communities as safe as possible".

Countrywide Scams Partnership

Members of the Cambridgeshire and Peterborough Against Scams Partnership (CAPASP) met in Huntingdon in December to mark their first anniversary. CAPASP is made up of around 20 local partners comprising of Citizens Advice, Age UK, Cambridgeshire County Council, the Police and Crime Commissioner and many more. All the groups and organisations involved pool resources, activities, initiatives and ideas to help prevent people becoming a victim of fraud and give support to those that have been a victim of fraud. It was estimated that Cambridgeshire lost over £15 million to cyber-crime so this crime will have no doubt affected local people. Scammers are often organised and predatory operating not only out of the UK but globally often targeting the most vulnerable in society. CAPASP has delivered workshops to more than 40 businesses advising on how to protect against crime such as ransomware, invoice fraud and data theft, it is also been out in the community across Cambridgeshire raising awareness, providing advice and signposting to prevent people becoming a victim of crime.

If parish councillors want to signpost residents to more information please go to www.cambridgeshire.gov.uk/against-scams. I have copied the section of useful steps from the website that parish councillors could do to help protect other residents locally and provided you with a statement from the Acting Police and Crime Commissioner.

Will you take 5 simple steps to protect residents from the financial and emotional harm caused by scams?

- 1. Print and display scams awareness posters on local noticeboards and in key locations such as your village or town hall, schools, churches, pubs and post office.*
- 2. Become a 'Friend Against Scams' by completing the 20 minute 'express' online training at www.friendsagainstscams.org.uk/elearning/Cambridgeshire*
- 3. Promote the easy online Friends Against Scams training across your community. You could include the link on your community Facebook page, in your local newsletters and on slips of paper handed out at coffee mornings!*
- 4. Identify a local SCAM champion or champions to spread the word on how to spot a scam. This could include having a display of information, running a Friends Against Scams training session, holding a drop-in advice session or anything else that you can think of.*
- 5. Distribute scams awareness materials to the most vulnerable members of your community and those who cannot access the internet. Perhaps your group members could hand deliver leaflets, hand out information at coffee mornings or give it to the organisers of other local community groups and local churches to share with their members.*

Acting Police and Crime Commissioner, Ray Bisby, said:

"Anyone regardless of age, gender, education or economic background can find themselves a victim of a scam. I am delighted to be working with CAPASP to stamp this scourge out of our county and am pleased to see the progress made in the first year.

"The partnership has been providing awareness training to scam awareness supporters in neighbourhoods across our county who in turn can support their local residents. Since it was launched last year, CAPASP have increased the number of organisations participating, demonstrating we have strength in numbers when it comes to stopping scams in Cambridgeshire."

Cambridge South Consultation

There will be a public consultation early in 2020 on proposals for a new railway station for Cambridge South. The new station is proposed to be built near the growing biomedical campus to improve links for residents neighbouring the biomedical campus, staff commuting to the site, patients and their visitors. The biomedical campus is a growing site with huge global potential and it now has the Royal Papworth Hospital up and running on site.

Summit to bring together mobile phone coverage

The Mayor James Palmer recently held a summit bringing together mobile UK, EE, O2, Three and Vodafone with business leaders and local councillors to find ways to improve mobile connectivity in some of the areas worst rural and town centre notspots. The Combined Authority of which SCDC is a part of will be pushing the issue of poor coverage and doing everything it can to address this problem. Local Councils, officers and planners discussed

how they would better work together to find solutions to get better coverage. Tackling poor mobile coverage is part of the Digital Connectivity Strategy which is delivered through the Connecting Cambridgeshire Program. Following local surveys and the latest Ofcom data a list of the top 20 notspots and poor coverage locations has been identified.

Clearly there are huge benefits to business with improved mobile coverage. Below I have listed the top 20 priority locations where improvements in Cambridgeshire and Peterborough area need to be made. You will see a number of them are in South Cambridgeshire.

1. Whittlesey
2. Waresley & Gamlingay
3. St Ives Town Centre
4. Soham Town Centre
5. Ramsey & roads incl. B1093 to Upton
6. Parsons Drove & surrounding roads.
7. Old Weston & surrounding roads
8. March - Station
9. Manea & roads near B1093
10. Littleport Town Centre & Station
11. Kirtling & surrounding roads
12. Hinxton - Wellcome Genome Campus
13. Hardwick & roads near Madingley, Dry Drayton & Girton
14. Ely Cathedral & City Centre
15. Chatteris
16. Cambridge Station
17. Bartlow - roads and area near Bartlow, Horseheath, West Wickham, Balsham
18. Barnack - roads and surrounding area
19. Babraham – roads and villages near A11/ A505
20. Alconbury Weald – new homes and Enterprise Zone

Emerging Local Plan update

Councillors have been to a number of consultation events to discuss the emerging Local Plan. This has been done in conjunction with City Councillors as the new Local Plan will be a joint plan between the two authorities. The stakeholder workshops covered a whole range of issues including:

- Climate change
- Biodiversity and green spaces
- Wellbeing
- Infrastructure
- Homes / new settlement design
- Jobs

The first conversation and wider consultation was due to start in November but because of the General Election and the festive period the consultation was delayed until 13th January and will run for a six-week period. As I have reported on previously, the Council has gone out to a call for sites so that sites will come forward for new housing development across the district and the city and the administration will need to consider

which of these sites may or may not be appropriate for the emerging Local Plan. The information surrounding which sites have come forward is commercially sensitive but often land owners will make public their intent.

It is estimated that the emerging Local Plan will take around four years to complete with the following timetable:

2019 = call for sites, stakeholder workshops, gathering evidence base
Early 2020 = issues and options public consultation
Late 2020 = draft plan starts
Mid 2021 = pre-submission consultation of that draft plan
2022 = submission for public examination
2023 = public examination
2023/24 = examination complete thus plan adopted

The current Local Plans which were given final approval in 2018 set out already how the two areas will be developed until 2031. This plan already includes 33,500 new homes planned for and around 44,000 new jobs to be created. The new emerging Local Plan will be looking beyond 2031 into the 2040's.

Given the importance of this process a new website is being created to help people to get involved with the Local Plan process more easily but currently information can be found on the SCDC website by searching Greater Cambridge Plan.

Combined authority approves independent commission on climate change

The Mayor James Palmer has received full backing from the Combined Authority board to set up an independent commission on climate change. The aim of this new commission will be to make expert recommendations on how to mitigate climate change and de-carbonise within the context of the ambition to see rising prosperity shared across the Combined Authority area. The commission will provide authoritative and joined up recommendations on options and solutions available for this area. The commission will need to report within 12 months and identify threats and opportunities coming up with suggested actions and solutions. The commission will aim to link up central government, regulatory bodies, multi-national businesses, local decision makers and residents who can help the area meet its zero-carbon ambition. A chairman and members have been appointed for this commission and a budget of £125,000 to support its work. The commission will focus on the following:

- taking stock of the area's carbon footprint and progress towards reducing it;
- recommending specific targets, where possible based on the science;
- recommending micro level actions and ways of empowering individuals and firms to carry them out;
- recommending macro level actions;
- making recommendations about agriculture;
- assessing and making recommendations about the risks and opportunities of climate change for the Fens;
- examining the potential of the hydrogen economy;
- assessing the implications of climate change for natural capital.

Greater Cambridge Shared Waste boss will be president of industry body

Trevor Nicoll (Head of Greater Cambridgeshire Shared Waste service) was made the 104th President of the Chartered Institute of Waste Management (CIWM) at Downing College in Cambridge on the 12th November. The CIWM's mission is to influence, inform and inspire the sustainable management of resources and waste. The body has more than 5,500 members who work within the waste management sector and is highly respected. I have copied and pasted below a statement from Trevor Nicholls for your information.

Trevor said: "More and more people want to do what they can to reduce, reuse and recycle and this is a unique opportunity to work towards this aim, which is shared by people in Greater Cambridge and across the country. I'm particularly keen on helping residents to cut down on the amount of waste they create – even before they think about recycling what's left. We need to be thinking about this even before we reach the checkouts. Whether it's choosing a product without packaging or making sure we only buy the food we need, we can all do our bit to look after the environment wherever we are. I'm proud to be taking on this prestigious role and am looking forward to sharing my experiences from Greater Cambridge to colleagues nationally and to learn from them. Environmental issues are never far from the news and we all need to take advantage of this increased public awareness to take better care of our planet, whether it's producing less waste, preventing fly-tipping or improving recycling systems.

"The resources and waste sector currently employs a direct workforce of over 150,000, and by 2030 this could have grown to over 600,000 jobs in wider circular economy. This means we need to attract and retain people with a wide range of skills from engineering to product design and from behaviour change to logistics and transport. As part of my inauguration I am delighted to release a new careers toolkit developed in partnership with Global Action Plan to equip and inspire students in secondary schools and colleges to consider and explore careers in the resources and waste management sector."

Grenville Chamberlain OBE
District Councillor
Hardwick and Toft Ward

27th January 2020



GREATER CAMBRIDGE
SHARED PLANNING

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

James.fisher@greatercambridgeplanning.org

01954 713217

Mrs LG Stoehr
Toft Parish Council
30 West Drive
Highfields Caldecote
Cambridge
CB23 7NY

15 January 2020

Use of S106 funds

Dear Gail

I am writing in relation to the letter of Toft Parish Council dated 8 January which I received by e-mail on 13 January.

In summary Toft Parish Council have requested confirmation from the District Council that the Parish Council may appropriate section 106 funds; from 46 High Street and Meridian Court, towards a telephone kiosk which in the view of Toft Parish Council is 'broadly' an indoor facility which will be used as an information point.

Planning permission for the erection for a dwelling at 46 High Street was granted on 22 May 2012 pursuant to a section 106 agreement dated 11 May 2012. The section 106 agreement secured a number of contributions including a sum of £703.84 towards "community and any associated facilities required as a result of the Development or otherwise arising from the Development". The index linked sum of £737.88 was received by the owner in February 2014 and transferred to Toft Parish Council in April 2014.

Planning permission for the erection of 3 dwellings and conversion of barn to bin store, following demolition of existing buildings at Meridian Court was granted on 18 October 2013 pursuant to a section 106 agreement dated 23 September 2013. The section 106 agreement secured a number of contributions including a sum of £1,729.92 towards "new or improvement to indoor community facilities in Toft necessitated by the Development". The index linked sum of £2,069.99 was received by the owner in August 2016 and transferred to Toft Parish Council in September 2016.

Whilst the section 106 agreements defines this contribution as being for "community and any associated facilities" and "...improvement to indoor community facilities" both contributions were secured under Development Control Policy DP/4 Infrastructure and new developments which advised that contribution may be secured in respect of "Other community facilities (e.g. community centres, youth facilities, library services social care, and the provision of emergency services)".

The level of contribution(s) was determined having regard to a Planning and New Communities Portfolio Holder Decision on 5 November 2009 which was itself informed by a Community Facilities Assessment undertaken in 2009 to understand the size and condition of village halls, community halls, church halls and other publicly accessible facilities across the District.

The origins of the contribution are therefore clearly relatable to indoor meeting space and as such the contribution should be used towards a village hall or some other form of publicly accessible meeting space within the vicinity of the development.

Notwithstanding the fact that no information has been provided explaining how the telephone kiosk might be used as an information point, in my view this use of the contribution would not be in accordance with the intention of the section 106 agreement, meaning Toft Parish Council could be required to repay the money to the Council if this was challenged by the owner at a later date.

I hope that this is a helpful explanation as to how I have reached my own view. Please do let me know if you have any further questions.

Yours sincerely

A handwritten signature in black ink, appearing to read 'James Fisher', written in a cursive style.

James Fisher
Section 106 Officer

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Feb-20

Summary of previous month

Balance brought forward	<u>73,650.63</u>
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Adjustments

COMMUNITY HEARBEAT	CANCELLED	54.00
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Expenditure approved at previous / between meetings**Credits**

PLOT 2A & 2B	ALLOTMENT RENT	20.00
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<i>Total Adjustments</i>	<i>74.00</i>
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Balance revised after adjustments	<u>£73,724.63</u>
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Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	37,519.04	39,193.81	-1674.77
Nationwide BS	36,205.59	36,205.59	
Total	<u>73,724.63</u>	<u>75,399.40</u>	<u>-1,674.77</u>

Expenditure for approval

£

SALARIES		115.88
TOFT PEOPLES HALL	ROOM HIRE	15.00
TOFT PCC	CALENDAR	120.45

251.33

Balance C/F	<u>73473.30</u>
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Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

THE ACCOUNT OPENING FORMS AND CHEQUE HAVE BEEN SENT TO UNITY TRUST

ALL ALLOTMENT RENT FOR 2019/2020 HAS BEEN RECEIVED