

**MINUTES OF THE 639th PARISH COUNCIL MEETING HELD IN TOFT PEOPLES' HALL
ON MONDAY 12th APRIL 2010**

PRESENT: Councillors S Roberts (Chairman); D Bilisland (Vice Chairman in the Chair); J Betson; P Hercus; C Sinclair; & L Jayne. District Councillor Robin Martlew, County Councillor Fiona Whelan and four members of the public in attendance.

Item	Content	Action
1.	<p>APOLOGIES</p> <ul style="list-style-type: none"> • Apologies for lateness were received from Cllr Roberts. 	
2.	<p>MINUTES OF LAST MEETING AND ACTIONS OUTSTANDING</p> <ul style="list-style-type: none"> • Copies of the minutes of the meeting held on March 8th 2010 had been circulated prior to the meeting. It was RESOLVED that these were a correct record and they were duly signed by the Chairman. 	
3.	<p>OPEN SESSION</p> <ul style="list-style-type: none"> • The Chairman proposed that the meeting adjourn to hear representations from members of the public and it was RESOLVED to adjourn • Mr Sparkes mentioned that some hedgerows bordering footpaths required maintenance and that these were at the bus shelter and on the High Street between a new entrance and the stile before the recreation ground. • Cllr Roberts joined the meeting at 7.12pm. • Mr Sparkes went on to recommend that the ground at 39 High Street would benefit from raking down and seeding. County Councillor Whelan said that she would arrange for the footpath at the Chinese Take Away to be repaired, at the request of Mr Sparkes. Finally, Mr Sparkes expressed the view that repairs to the pothole on the footpath in School Lane were taking an unacceptably long time to complete. Mrs Coppin then reported that the 30mph sign in Comberton Road was obscured by hedge. A repair was required at the bus shelter. Finally Mrs Coppin asked for news about the provision of a guard for the small tree on the green. Then a gentleman who was a resident of Comberton referred to the previous meeting minutes of the Council made in connection with proposals for parking facilities development opposite the Comberton Village College, at Bennells Farm. As a resident of Kentings, Comberton, the gentleman advised that there was a severe shortage of parking in the area and that the appearance of the facility should not be a concern of Toft Councillors, who he suggested had the luxury of residing over three quarters of a mile away from the site. The members of the public were thanked for their comments and it was RESOLVED to reconvene. 	
4.	<p>FEED BACK FROM CIRCULATION & CIRCULATION</p> <ul style="list-style-type: none"> • Councillor Betson expressed an interest in training on offer for local footpaths representatives and it was proposed that the Clerk arrange the administration and RESOLVED so to do. • In response to a proposal to donate to the Ramblers Association it was RESOLVED that a continued subscription was the limit of the Council's support for this organisation. 	KAC

	<ul style="list-style-type: none"> A Member asked about the status of the Maintenance Contract for verges and the Clerk advised that since there had been no alternative tenders received from contractors approached, the contract with CGM Services had been renewed and it was <p>RESOLVED to note this with thanks,</p>	
5.	<p>COUNTY & DISTRICT COUNCILLORS' REPORTS</p> <ul style="list-style-type: none"> The District Councillor announced that he was retiring at the next election. He then referred to recent news about Marshalls and the prospect of an additional 14,000 houses being built, which was twice as many as proposed for a new town at Oakington. Increased pressure on Cambourne was considered a risk. A Member's question about Madingley was answered by the District Councillor, who introduced a candidate who was standing for the next election. The Chairman proposed a vote of thanks to the District Councillor for his report and for his attendance at Toft Parish Council meetings during the time of his office and said that the Council would welcome the District Councillor's successor for the ward of Toft, Caldecote & Kingston after the election. It was therefore <p>RESOLVED so to do, with thanks to the District Councillor.</p> <ul style="list-style-type: none"> County Councillor Whelan reported about pressure being applied by her for a secondary school at Cambourne. She welcomed comments from the Council on proposals for development of new housing at Bennells Farm, which would include a donation of land by the owner affording parking facilities near the Comberton Village College. These would be fed to a meeting of a Sub Committee concerned with Affordable Housing and Transport in Comberton later that evening and to a meeting of Comberton Parish Council later in the week. The need for both affordable housing and parking facilities were acknowledged. She advised that the County Council do not have a facility for reporting to www.fixmystreet.com. She then covered some highways matters before advising the Council about her intentions after her successful election in May. It was therefore <p>RESOLVED to thank the County Councillor for her report.</p>	
6.	<p>PLANNING</p> <ul style="list-style-type: none"> Members had before them copies of amended proposals for development, reference S/0091/10/F, Change of use to B1 Offices (to extend the time limit for implementation), land to the west of Bennell Court, West Street, Toft, Cambridgeshire, CB23 7EN, by Mr Michael Tebbit. It was <p>RESOLVED to note these with thanks.</p> <ul style="list-style-type: none"> Members were advised about grant of permission for change of use from school site bungalow to office at Comberton Village College, 79 West Street, Toft, reference S/0046/10/F, by Comberton Village College and it was <p>RESOLVED to note this with thanks</p> <ul style="list-style-type: none"> Members considered plans for development of affordable housing at Bennells Farm, Comberton, with associated parking for Comberton Village College and private housing development. Councillor Whelan spoke on the matter and Members heard about planning guidance on affordable housing densities in new developments. Members considered that the proposals looked good in principle. It 	

	<p>was suggested that the both the parking area intended for school use and for residents should be designated specifically and exclusively for that purpose.</p> <p>It was proposed that Cllr Hercus would attend a meeting of Comberton Parish Council on 14th April as the Council's representative to discuss the matter and</p> <p>RESOLVED to await feedback from Cllr Hercus on the discussion at the next meeting.</p> <ul style="list-style-type: none"> Members considered comments for the Parish Plan Steering Group on the draft Parish Plan. Cllr Roberts suggested that reference should be made in the plan to lottery funding and work carried out to the Hall in 2000. Reference to the local charitable funds required amending to clarify the conditions of award. Finally it was suggested that the Village Action Plan should be reviewed at the end of 2012 and not 2010 as stated. The spelling of Margaret Harrison's name and of "Inclosure" was also queried. Members considered that the Plan would be greatly improved with the addition of images and that in general, the plan was of a very good standard. It was therefore <p>RESOLVED that the Council's comments on the plan would be conveyed to the Parish Plan Steering Group by the Clerk.</p> <ul style="list-style-type: none"> In response to the Consultation for review of Supplementary Planning Documents in connection with Waste Management, it was <p>RESOLVED to make no comment.</p>	<p>PH</p> <p>KAC</p>
7.	<p>FOOTPATHS</p> <ul style="list-style-type: none"> Cllr Sinclair reported that there had been no response from the landowner in connection with the Council's request that rabbits should be prevented from undermining the footpath between Toft & Caldecote. Estimates for work to the footpaths agreed two meeting's prior had also still to be obtained. It was therefore <p>RESOLVED to look forward to consideration of these matters outstanding at a future meeting.</p>	<p>KAC</p>
8.	<p>HIGHWAYS</p> <ul style="list-style-type: none"> For report to the Highways Supervisor, Members discussed repair to the School Lane footpath and Cllr Betson agreed to report to www.fixmystreet.com the need for repairs to potholes in Church Road. It was therefore <p>RESOLVED to note this with thanks.</p> <ul style="list-style-type: none"> Comments received from Comberton Parish Council in connection with the condition of the Toft – Comberton Cyclepath were considered by the Council. In response, Members said that the Council's continued correspondence with landowners on the need for hedgerow maintenance should be highlighted to Councillors in Comberton, together with the shortage of Highways funds at County Council. It was further suggested that the Council could contact the landowners once again to request some maintenance and to seek the support of the Highways Officer in ensuring that this was carried out. It was therefore <p>RESOLVED to await any further reports with interest.</p>	<p>KAC</p>
9.	<p>VILLAGE MAINTENANCE</p> <ul style="list-style-type: none"> In response to Mr Sparkes comments about hedgerow maintenance in the open session, it was proposed that respective property owners were contacted by the Clerk and 	

	<p>RESOLVED so to do.</p> <ul style="list-style-type: none"> In response to Mrs Coppin's comments in the open session about repairs required at the bus shelter, it was proposed that the Clerk arrange for these to be carried out and <p>RESOLVED so to do</p> <ul style="list-style-type: none"> As an additional item, the Clerk presented to the meeting written proposals in a letter from a local resident, seeking permission for the installation of a plaque on the bench overlooking the Meadows on Church Road/Brookside. The plaque was a memorial for Iain Stewart, who had tragically passed away recently. It was therefore <p>RESOLVED to confirm the Council's agreement.</p>	KAC KAC KAC																								
10.	<p>TOFT PEOPLE'S HALL</p> <ul style="list-style-type: none"> The Chairman reported that the Toft People's Hall Management Committee had a good level of funds and that there were plans to re-varnish the floor. The Committee was also looking to recruit a Minute Secretary. Members <p>RESOLVED to note this with thanks</p>																									
11.	<p>FINANCE The Clerk presented the following cheques for signature:</p> <table border="1"> <thead> <tr> <th>Cheque No</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1708</td> <td>AON Ltd – Insurance Premium</td> <td>£928.09</td> </tr> <tr> <td>1709</td> <td>CPALC – Annual Membership Subscription</td> <td>£170.62</td> </tr> <tr> <td>1710</td> <td>Toft People's Hall – Rent</td> <td>£40.00</td> </tr> <tr> <td>1711</td> <td>K Cameron – Expenses</td> <td>£54.99</td> </tr> <tr> <td>1712</td> <td>Staples – Stationery</td> <td>£10.68</td> </tr> <tr> <td>1713</td> <td>Hardwick Parish Council – Speed Monitoring</td> <td>£500.00</td> </tr> <tr> <td>1714</td> <td>Clive Blower - Maintenance</td> <td>£361.34</td> </tr> </tbody> </table> <ul style="list-style-type: none"> There was no financial report. Members were advised that the External Auditor had stated 30th June 2010 as the statutory deadline for the approval of the annual return for the financial year ended 31st March 2010 and it was <p>RESOLVED to note this with thanks and to arrange for another internal financial controls check prior to Internal Audit.</p>	Cheque No	Details	Amount	1708	AON Ltd – Insurance Premium	£928.09	1709	CPALC – Annual Membership Subscription	£170.62	1710	Toft People's Hall – Rent	£40.00	1711	K Cameron – Expenses	£54.99	1712	Staples – Stationery	£10.68	1713	Hardwick Parish Council – Speed Monitoring	£500.00	1714	Clive Blower - Maintenance	£361.34	PH/KC
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12.	<p>STANDING ORDERS & OTHER ADMINISTRATION</p> <ul style="list-style-type: none"> The date of the Council's Annual Meeting and the Annual Parish Meeting were advised as scheduled for May 10th 2010. It was proposed that a representative of the Parish Plan Steering Group should be asked to address the meeting and that arrangements should be made for election of Trustees to the Toft Charities for the next four years. It was further proposed that the Clerk should invite the representatives of groups traditionally asked to address the meeting; ie the local Schools, Charities, Toft People's Hall Management Committee, the Police, District & County Councillors and <p>RESOLVED so to do.</p> <ul style="list-style-type: none"> Members discussed further arrangements for the dispatch of information to any new Members of the Council elected and it was <p>RESOLVED that this could be done immediately on confirmation of election received from the District Council.</p>	KAC KAC																								

13.	DATE AND AGENDA OF NEXT MEETING <ul style="list-style-type: none"><li data-bbox="235 136 1258 212">• The next meeting of the Council was noted as scheduled for Monday May 10th at 7.00pm at Toft People's Hall.	
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