

**MINUTES OF THE 631st PARISH COUNCIL MEETING HELD IN TOFT PEOPLES' HALL
ON MONDAY 6th JULY 2009**

PRESENT: Councillors S Roberts(Chairman); Derek Bilsland; Paul Hercus; John Betson; & Clive Sinclair. District Councillor Robin Martlew and County Councillor Fiona Whelan. There were seven members of the public in attendance.

Item	Content	Action
1.	<p>APOLOGIES</p> <ul style="list-style-type: none"> • Apologies for absence were received from Councillors L Jayne & G Norgett. 	
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 1st June 2009 (M630) had been circulated. It was proposed, seconded and 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"> • Members of the public having indicated that they wished to address the meeting, the Chairman proposed that the meeting adjourn and it was RESOLVED so to do. • A resident referred to a meeting, referred to in the June minutes, which took place at the Comberton Village College and asked whether the Comberton Parish Council had been represented at the meeting. County Councillor Whelan confirmed that an invitation had been extended to Comberton. He went on to comment that the width of the cyclepath was reduced to as little as 1.4m on Comberton Road, near its junction with Hardwick Road. A lack of hedgerow maintenance by landowners York Construction meant that it was as narrow as 1m in places. He hoped that the design of the planned path linking Hardwick and Toft would be improved. Mr Harney responded that he would bring this to the attention of the landowner. • The meeting then heard from Mr Paul Harney, in connection with proposals for the development of 15 affordable housing units at Comberton Road/Hardwick Road. He emphasised the well established need for affordable housing locally and the importance of the site as the only available one suited to locate this. He gave assurance that all appropriate standards would be met in development location and design and stressed that a suitable noise survey would be conducted, the results of which would be for Officers at South Cambs District Council to assess and determine. Mr Harney answered some questions about future ownership of the site. District Councillor Martlew encouraged caution in respect of reliance on the planning authority to assess noise pollution. • Mrs Coppin reported a dip in the pavement near the Chinese Restaurant as being hazardous and added to comments about the cyclepath hedgerow on Comberton Road that the 30mph sign was obscured. She expressed concern that the point of access for the affordable housing site was located in a dark hollow and voiced support for the development of the meadow at the village green as more of a village amenity. She suggested that the Church might consider the Council's rental in return for peppercorn. In response, Mr Harney confirmed that access to the site would be in strict 	

	<p>conformance with highways safety standards and added that proposed development of affordable housing in Comberton was required to meet demand in addition to that proposed in Toft.</p> <ul style="list-style-type: none"> Mr J Sparkes said that the hedgerow at 50 Comberton Road required cutting back, since footpath users could only pass if they walked on the kerb. He commented that despite it having been reported eighteen months before, there had been no improvement to drainage problems at Hardwick Road/Comberton Road. Similarly, at Brookside, a repair to a drain had been carried out, although several others also in need of attention had apparently been overlooked. Grass cutting had been carried out up the sandpath, but not in Toft Wood, according to Mr Sparkes. He disputed the fact the footpaths in the Toft Wood had been maintained this year. Finally, he mentioned that there were rabbit holes on the footpath adjoining Toft and Caldecote leaving Toft at Mrs Mitchell's house. <p>The members of the public were thanked for their comments and it was RESOLVED to reconvene.</p>	
4.	<p>COUNTY & DISTRICT COUNCILLORS' REPORTS</p> <ul style="list-style-type: none"> The County Councillor, Fiona Whelan, updated the meeting on the development of the Comberton Village College, where the number of children attending from Cambourne was now 400, where in turn a third and fourth primary school was planned, but funding for a secondary school was not yet forthcoming by means of developer contribution. Various concerns about the development of a Sixth Form College at Comberton had been raised with Deputy Principal, Mr Evans, who it was suggested Toft Parish Councillors might consider inviting to a meeting at the start of the new academic year to discuss the plans. She updated Members on plans for a cyclepath between Toft and Hardwick, spoke about bus services and referred to a meeting scheduled for 13th July being held in Comberton to discuss affordable housing. District Councillor Robin Martlew reported the results of a recent consultation on council housing, which had been to defeat proposals for Council Housing ownership to be transferred from the District Council to a Housing Authority. He added to the discussion about Sixth Form development at the Village College that increased parking by sixth formers was a real issue with which the planning authority should be concerning itself. It was therefore <p>RESOLVED to note the reports with thanks.</p>	
5.	<p>FEED BACK FROM CIRCULATION & CIRCULATION ARISING</p> <ul style="list-style-type: none"> The Chairman referred to items in information circulated to Councillors about changes to the Whippet Bus Service and from the Rural Community Network. Members asked for recirculation of an e-mail detailing training opportunities offered by CPALC. A Member commented that the Best Practice Guides circulated were too large. 	
6.	<p>PLANNING</p> <ul style="list-style-type: none"> Members were asked to consider proposals for 15 units of affordable housing in Toft located at Comberton Road. The Chairman told the meeting that she had visited the neighbouring Warton and Clark site together with three other Councillors. Having experienced the dust and noise caused by the daytime operations at the site, it was 	

	<p>considered that potential residents would complain and might put the future of the local employer in jeopardy. Whilst there was a recognized need for affordable housing in Toft, this particular site was considered inappropriate. Reference was made to a planning application, refused by the District Council, for the local garage to be demolished and housing built in its place. The reason for the refusal had been that the development would lead to a reduction in local employment opportunities, which was considered a risk in this case. It was therefore proposed that the Council should object to the proposals for the reasons stated and</p> <p>RESOLVED to object to the proposals for the reasons mentioned in the minutes.</p> <ul style="list-style-type: none"> The Council considered a recommendation in respect of an application to undertake work on trees in a conservation area, land adjacent to 46 High Street, Toft, by Mrs Eckstein of 115 High Street, Chesterton, Cambridge, involving removal of three Sycamore, 1 Hawthorne and trimming of a hedge to improve vehicle sight lines. It was therefore <p>RESOLVED to recommend Approval.</p>	KAC																		
7.	<p>FOOTPATHS</p> <ul style="list-style-type: none"> Cllr Sinclair proposed that he contact the Footpaths Officer at the County Council to discuss the rabbit holes on footpaths mentioned in the open session. And further that he might contact the land owner to discuss maintenance of the hedge on footpath No 1, between Caldecote Church and Toft, at the Toft/Caldecote boundary. It was therefore <p>RESOLVED to support this proposal and await reports from Cllr Sinclair.</p>	CS																		
8.	<p>VILLAGE MAINTENANCE</p> <ul style="list-style-type: none"> The Chairman reported on the success of the Annual Litter Pick, which had been carried out with the help of the Toft Brownies. It was therefore <p>RESOLVED to note this with thanks.</p> <ul style="list-style-type: none"> In response to complaints about birds emptying the litter bins at the Village Green in Toft, it was <p>RESOLVED to contact the District Council and request replacement of the open-topped litter bin with one with a lid.</p>	KAC																		
9.	<p>FINANCE</p> <ul style="list-style-type: none"> The Clerk presented the following cheques for signature and confirmed that sufficient funds were available in the Council's current account: <table border="1" data-bbox="175 1570 1287 1837"> <thead> <tr> <th data-bbox="175 1570 332 1648">Cheque No</th> <th data-bbox="332 1570 1101 1648">Details</th> <th data-bbox="1101 1570 1287 1648">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="175 1648 332 1686">1631</td> <td data-bbox="332 1648 1101 1686">K Cameron – Clerks Salary</td> <td data-bbox="1101 1648 1287 1686">£113.40</td> </tr> <tr> <td data-bbox="175 1686 332 1724">n/a</td> <td data-bbox="332 1686 1101 1724">HM Revenue & Customs – Clerks Tax</td> <td data-bbox="1101 1686 1287 1724">£75.60</td> </tr> <tr> <td data-bbox="175 1724 332 1761">1632</td> <td data-bbox="332 1724 1101 1761">Toft People's Hall – Rent</td> <td data-bbox="1101 1724 1287 1761">£20.00</td> </tr> <tr> <td data-bbox="175 1761 332 1799">1633</td> <td data-bbox="332 1761 1101 1799">K James – Editing Services</td> <td data-bbox="1101 1761 1287 1799">£120.00</td> </tr> <tr> <td data-bbox="175 1799 332 1837">1634</td> <td data-bbox="332 1799 1101 1837">Staples – Stationery</td> <td data-bbox="1101 1799 1287 1837">£63.54</td> </tr> </tbody> </table>	Cheque No	Details	Amount	1631	K Cameron – Clerks Salary	£113.40	n/a	HM Revenue & Customs – Clerks Tax	£75.60	1632	Toft People's Hall – Rent	£20.00	1633	K James – Editing Services	£120.00	1634	Staples – Stationery	£63.54	
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	<ul style="list-style-type: none"> • A report before Members provided information about expenditure and income since 1st April 2009, showing a balance available to the Council in the amount of £25,800.16 and expenditure at £4140.68 as of 6th July 2009. It was therefore <p>RESOLVED to note the report with thanks</p> <ul style="list-style-type: none"> • Members considered a request for donation received from the East Anglian Children’s Hospice and <p>RESOLVED to donate £50 under the provisions of Section 137 of the Local Government Act 1972, it being in the Council’s opinion that such an award was made in the interest of the area and/or its inhabitants and that the level of grant was commensurate with the levels of benefit derived therefrom.</p> <ul style="list-style-type: none"> • Members were asked to review effectiveness of the actions to be implemented identified by the Council’s Internal Audit and were referred to resolutions of the Council made at the June meeting in response to the Internal Auditor’s comments. Following discussion and confirmation that quarterly checks were due in September, it was <p>RESOLVED to approve the Council’s response to the Internal Audit Report as adequate.</p>	KAC
10.	<p>STANDING ORDERS & OTHER ADMINISTRATION</p> <ul style="list-style-type: none"> • Members had before them amended Financial Regulations. Clause 4.1.8 was revised to allow the transfer of funds between accounts and to HM Revenue & Customs by the Clerk’s instruction. Clause 4.6 was amended to state that all contractors would be asked to provide evidence of public liability insurance. It was therefore <p>RESOLVED to approve and adopt the financial regulations as amended.</p> <ul style="list-style-type: none"> • In the absence of information circulated previously to members it was <p>RESOLVED to defer consideration of the Council’s compliance with Public Sector Quality Duties to the next meeting.</p>	KAC
11.	<p>DATE AND AGENDA OF NEXT MEETING</p> <p>7th September, 7.00pm at Toft People’s Hall. The meeting will be preceded by the annual inspection.</p>	