

Minutes of the 672nd meeting of Toft Parish Council at 7pm on Monday 5th March 2012 in The People's Hall, Toft

Present: Cllr Paul Hercus (Chairman), Cllr John Betson, Cllr Martin Yeadon, Cllr Jeanne McCarten, Cllr Pat Gouldstone, and Cllr Rebecca Howling. Cllr Tumi Hawkins (South Cambridgeshire DC). Three members of the public, and Stephen Reid (Senior Planning Lawyer, SCDC)

In attendance: Robert Stone (Clerk & RFO).

No. Items

12/34 **Welcome**

Cllr Hercus welcomed everyone to the meeting.

12/35 **Apologies**

Cllr Elizabeth Dolman, and Cllr Fiona Whelan (Cambridgeshire CC).

12/36 **Declarations of interest relating to items on the agenda**

Cllrs McCarten, Yeadon, Betson & Gouldstone declared a personal interest in Item 12/42/2(ii) in view of their involvement with the 2012 Jubilee Celebrations.

12/37 **Public Participation on Agenda items & matters of mutual interest**

County Councillor Fiona Whelan's report was presented by Cllr Hawkins. This focused on the County Council's removal of bus subsidies. The schedule of the first tranche of cuts has been published and can be found online at:

<http://www.cambridgeshire.gov.uk/CMSWebsite/Apps/Committees/Meeting.aspx?meetingID=395>

Service 18/18A was on the list of services at risk. This will be discussed by Cambridgeshire's CC's Cabinet later this year. A county wide petition against the cuts was available. This will run until April 2013, and is available to sign on line at:

http://epetition.cambridgeshire.public-i.tv/epetition_core/view/Buses

District Councillor Tumi Hawkins reported on SCDC's: Community Chest grants; Member Development Charter status; 2012 budget; Corporate values, and Long Term Vision; Northstowe developments & events; and the decision to regard faster broadband as a priority issue.

Members of the public raised concerns about the bumps in the tarmac in the footpath adjacent to village car park; the grass growing across the Stoney Lane footpath; and the leaning post(s) around the village green. The cutting of the hedge at Brookside was welcomed. Concern was expressed that planning permission for the proposed extension to the People's Hall was still outstanding even though this had been chased by the architect on several occasions. This may affect applications for funding.

Stephen Reid described the changes to the final draft of S106 agreement for the transfer of the proposed open space land off High Street. These included an additional £2000 to contribute to the costs of initial works to ensure the site was safe for public access. He also outlined changes to the maintenance of boundaries. Whilst direct access for those who were disabled had not been secured, access was permitted for the vehicles of contractors maintaining the site. Contributions towards the cost of maintaining the access strip would be determined in relation to the use of the strip. An ecology plan would be required. This needed to be shared with the parish. Limitations on the use of the land would be in accordance with its status as public open space land. No SCDC legal costs would fall to the parish.

The next stage was to finalise the agreement with a view to an early exchange with the owner of the land. Planning permission for the new house adjacent to 46 High Street would follow shortly thereafter.

- 12/38 **To confirm minutes of the meetings of 6th and 28th February 2011**
Resolved to confirm minutes of both meetings. These were signed and dated by Cllr Hercus on behalf of the Council.

12/39 **Matters arising from previous meetings**

Transfer of recreation ground	Completion will follow payment of legal fees. (Item 12/41)
Community hub meeting.	Meeting postponed until 24 th April 2012.
SCDC invitation to apply for Community Chest 2011/12 grant	Outstanding pending advice on grant application for community bus route.
Supplementary P3 £300 grant awaited	Action: Clerk to chase.
South Cambridgeshire District Council Open Spaces Study	Outstanding. To be completed by 23 rd March 2012. Action: Clerk
Sponsorship of Jubilee Celebrations in June 2012.	S145 of Local Government Act 1972 identified by Cllrs as correct provision.
Contract for 2012 grass cutting	Stuart Buchan has confirmed.

12/40 **Consideration of correspondence**

Letter from resident in School Lane concerning works by <i>AN OTHER</i> on his front hedge	Email response sent from Clerk following consultation with Councillors
South Cambridgeshire Housing Market Partnership - Keeping You Informed	SCDC paper setting out site viability of the Strategic Housing Land Availability Assessment (SHLAA) sites.
Keith Miles, SCDC's Planning Policy Manager, regarding SHLAA housing proposal for Bennell Farm.	Clerk has confirmed Toft PC's awareness of the scheme for private & social housing, CVC car parking and recreational facilities.
SCDC Local Plan Workshop on 29 th March 2012	Cllr Hercus said he would attend. Action: Clerk
Cambridgeshire CC P3 footpath application for 2012/13.	Clerk to draft on liaison with Cllr McCarten. Action: Clerk

12/41 **Finance**

i) **To approve Council payments to 5th March 2012**

Cheque	Payment details	Detail	£ gross	£net	£vat
1840	Clerk	Net salary	289.55	289.55	-
1841	HMRC	PAYE – Clerk	72.40	72.40	-
1842	Clerk's expenses £60.97	- Mobile phone - PC & broadband allowance for Jan 2012 Jubilee Oak tree planting expenses	12.38 30.00 18.59	10.32 30.00 18.59	2.06 - -
1843	Solicitor fee	To complete transfer of play area to Toft PC from SCDC	1537.08	1217.08	320
1844	SLCC	Stamford Conference fee - Clerk	36.00	30.00	6.00
1845	Cambridgeshire ACRE	Annual membership	<u>40.00</u>	<u>40.00</u>	<u>0.00</u>
Totals			£2036.00	£1707.94	328.06

- ii) The Council noted the current account balance of **£3,327.84** at 24th February 2012. (*Balance sheet circulated by email*).

12/42 Business item(s) requiring a decision or consideration by the Council

1. Action Priorities:

Safety on roads: To receive an update on the progress of the application to Cambridgeshire County Council's minor highways improvements scheme.

Cllr Yeadon said that more applications had been made than the available monies would cover. A three minute presentation to a panel of three county councillors was required in March to enable funding decisions to be made. The Clerk had confirmed that Toft PC was content to make a presentation. A report would be made to parish council in April. **Action:** Clerk for the next agenda.

Support for Youth: To receive the latest report on the improvement scheme for the play area, including the final consultation event on 25th March 2012.

Cllr Howling was pleased to report that Toft PC had received the support of Cllr Tumi Hawkins in its bid to SCDC for grant funding. The outcome should be known on 14th March 2012. The next step would be to apply to hold a final consultation event for young people between 2 & 4pm on Sunday 25th March to vote for their choice of swing, slide and climber. Then a bid would be made to WREN under their small grants scheme to cover any funding shortfall for the new play equipment. As WREN require applicants to raise a small percentage (e.g. £200) of any grant payment it was intended to get together with other parents and their children to organise one or more local fund raising events.

Action: Cllr Howling

Support for the elderly in the Village: To receive a report (if applicable).
Deferred in Cllr Dolman's absence

2. Current Business

- i) To receive the latest update on the installation of the kissing gates on footpath 2.

Two landowners had yet to agree to the replacement of stiles with kissing gates. The first had indicated he would be content subject to gaining agreement on the terms of the transfer of the new community land. Cllr Jeanne McCarten was liaising with a Rights of Way Officer at Cambridgeshire CC about a meeting with the second landowner in order to resolve outstanding issues.

- ii) To discuss (a) the quotations for insurance cover for the 2012 celebrations, and (b) dialogue with the organising committee.

The Clerk reported that two insurance quotations had been received and a third requested. It was agreed he would liaise with Cllr McCarten with a view to tabling all three quotations for a Council decision at the April meeting. There was a need to ensure the events were accurately described and that the insurer's questions were answered consistently and as accurately as possible in relation to number of organisers, volunteers, attendees etc. **Action:** Clerk & Cllr McCarten

The Clerk reported the Chairman of the community organising committee had identified several areas of assistance to help make the celebrations a success.

- (a) VAT - It was agreed that the Council might pay for the marquee from the £2000 grant and recover the VAT to permit additional expenditure

on the 2012 events *if the original booking could be cancelled, and immediately rebooked by the Council*. Similarly the Council would pay for toilets from the approved S145 contribution with a view to recovering VAT. **Action:** Clerk & Cllr McCarten

- (b) Payments to “Toft Jubilee Festival & Spring Feast” - It was agreed that the Council would make an initial payment of £500 to provide the new Toft Community bank account with funds to pay expenses.
 - (c) Increase in funding - It was agreed that the Council would in principle act as guarantor of last resort up to a maximum amount to be determined at the Council’s April meeting. **Action:** Clerk for agenda.
 - (d) Insurance – It was agreed that the Council would fund the cost of this in addition to the original £2000 contribution.
- iii) To receive an update from SCDC on the latest draft S106 agreement for new open space land in Toft.

Stephen Reid’s update is recorded in the public session at Item 137.

iv) SCDC consultation on tree works by Dr N Rink at The Coach House in Church Road, Toft

The Council resolved to recommend approval of the felling of two ash trees following advice from one of Toft’s tree wardens. **Action:** Clerk to notify SCDC.

- iv) To agree a budget, wording and opening ceremony for a plaque to celebrate the planting of the Jubilee Oak Tree.

A formal vote of thanks was made to all who had planted the Jubilee oak tree in Toft Wood. Cllr Gouldstone reported that John McGill was happy to design a suitable plaque subject to recovering the cost of his raw materials. It was agreed that the plaque should be funded by the parish council, and that the wording should reflect that the tree was planted in 2012 to mark the Queen’s Diamond Jubilee. Thanks should be given to SCDC for donating the tree. It would be unveiled by the Parish Chairman, and young & old representatives of the community as part of the June programme of events.

- v) To review the latest position on the Parish Plan. *Deferred in Cllr Dolman’s absence*

12/43 **Matters raised by Councillors**

Cllr Gouldstone suggested it would be a good idea to replant cherry trees in School Lane to replace those that had died. **Action:** Clerk to seek permission from Cambridgeshire Highways.

Cllr Betson reminded the Council of its budget commitment to provide £1500 for the People’s Hall new extension. **Action:** Clerk for April agenda

The meeting ended at 9.10pm.

Robert Stone, Parish Clerk