

**Minutes of the 680th meeting of Toft Parish Council  
Meeting held on Monday 3 September 2012 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), J McCarten, J Betson, P Gouldstone, E Dolman and R Howling.

In attendance: 10 members of the public, and Mrs K Baptie (Minutes Secretary, LGS Services).

**12/107 Apologies and reasons for absence**

Apologies were received from District Cllr Tumi Hawkins and County Cllr Fiona Whelan.

**12/108 Declarations of interest relating to items on the agenda**

- a) To receive declarations of interests from councillors on items on the agenda  
Cllr Dolman declared an interest in item 12/114 c) as a neighbour,
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)  
None received.
- c) To grant any requests for dispensation as appropriate  
Cllr Betson declared an interest in item 12/111 f) as Parish Council representative and was granted a dispensation.

**12/109 Public Participation on Agenda items and matters of mutual interest**

A representative from the Peoples Hall Project Group gave an update on the progress and confirmed that tenders had been issued and a contractor has been selected. Grant applications to SCDC and Amey Cespa have been completed and were about to be submitted. Many fund raising events had taken place. There would also be an Auction of Promises at which people can buy a brick. There was still likely to be a shortfall of approximately £1,000 after the grants have been received. The planning application had been submitted in the name of the Parish Council. There was an issue with cash flow, i.e. bills needing to be paid before the grant monies had been received. The Project Group had hoped the Parish Council would be able to take out a loan as it did in 1999. VAT implications would need to be looked at carefully and this would be possible with the Council placing the orders and paying for the work as custodian trustee. Amey Cespa would only pay once receipts were produced. The contractor had agreed to stage payments however it was estimated that approximately £25,000 was required to ease the cash flow problem.

Cllr Howling asked who should sign the contract and who does the liability fall to. It was confirmed that this would be the Parish Council.

Keith Hutchinson, Land Agent for John Hesp introduced himself and spoke of Mr Hesp's application to build a dwelling on the edge of the village. The plot was immediately past Bennells Farm. Mr Hesp has been a resident of Comberton all his life and has owned the land for a number of years. He had previously applied for planning permission 40yrs ago and was refused. The application would be to build a single property for a member of his family. He had also presented his plans to Comberton Parish Council where they were well received.

District and County Cllrs reports were taken as read.

**12/110 To approve the minutes of the meetings of 2 July and 6 August 2012**

The minutes of 2 July and 6 August were approved as a true record and signed by the Chairman.

The order of business was varied to take items 12/114, 12/111b and 12/111d here.

**12/111 (12/93b) Hutchinson's Planning and Development Control Consultants – Land at West Street**

This wasn't a formal planning application. The Parish Council viewed it positively as there was little development taking place in the village and it would not have an affect on neighbours. It was agreed however that the Council would liaise with Comberton before a formal response to the actual application.

**12/111 f) (12/10a) People's Hall project and funding**

The Parish Council agreed to responses on the SCDC grant application form. The form was then signed by the Chairman and passed to Nick from the Project Group for submission.

The information regarding reclaiming VAT provided by the Clerk and the ability of the Council to reclaim VAT on this project was reviewed and it was noted that as the Custodian Trustee and People's Hall owner the Council should be able to undertake the project and reclaim VAT. It was agreed that Cllrs Yeadon and Betson would meet with the Clerk and representatives from the Project Group to discuss further.

The matter of a loan to assist with cash flow problems was discussed. It was agreed that if the amount required was a lower sum e.g. up to £5,000 that the Parish Council could possibly assist in the short term, however it would appear the amount required is more in the region of £25,000. It was agreed that the Council would work with the Project Group to resolve the VAT issue and then understand what figures are required by the next meeting, to be in a position to move ahead. (Prop MY, 2nd JB)

Several members of the public left the meeting at this stage.

**12/111 d) (12/97a) New play equipment WREN application update and to consider placing the order**

Cllrs Howling and Gouldstone were congratulated for the work they had done in securing the grant from WREN. It was asked if the Parish Council had received S106 money from the building in West Street, however Cllr Howling responded that the trigger point for payment is the occupation of the houses and therefore this money has not been included in the funding. It was agreed that the Parish Council accepts the terms and conditions of the WREN contract and also agreed to purchase some smaller goals for 5 a side football.

The Clerk will progress this by checking details of the contract including dates/deadline and also sign any necessary contracts with Kompan and Lappset. Any problems are to be referred back to Cllr Howling.

**12/111 Matters Arising**

- a (12/93a) Co-option to fill casual vacancy – to consider any applications received  
None received.
- c (12/93g) Dog fouling response from SCDC and consideration of laminated sign campaign  
The response from SCDC that a replacement dog litter bin will be installed on the footpath signpost was noted.
- d (12/94b) SCDC LDF Issues and Options consultation  
The Parish Council's responses were agreed for submission as its response on this consultation as follows;

Question 14, Scale of Housing Development in villages – propose to remain with 2 dwellings

Question 15, Village Frameworks

Propose that the village envelope is changed to include the three sites marked on the plan. These are

- The offices and barns near the golf club.
- The barn with planning approval for CDP
- The approved house adjacent to 46 High Street.

Propose to include the planning application agreed earlier in the meeting.

Question 16, Consider Development Options – The Parish Council is opposed to the size of the development at Bourn Airfield due to its size and lack of infrastructure.

Question 37, Protected Village Amenity Areas – Answer A, the Parish Council wish to retain.

Question 38, Local Green Space – The Council wishes to include Home Meadow, the Recreation Ground and land adjacent to 6 High Street.

Question 49, Affordable Housing on Exception Sites – Propose to answer 1, less market housing. The Council also supports B.

Question 54, Re-use of buildings in the countryside – the Council supports no 2.

Question 72, Retention of employment sites – The Council proposes B, maximum flexibility.

e (12/98) Assets review walk – to arrange a date

It was agreed to meet on Saturday 15<sup>th</sup> September at 10.30am at the People's Hall. The Clerk is to be invited and a reminder note should be sent out nearer the time.

**12/112 Consideration of Correspondence**

a SCDC Gambling Act consultation

No comment.

b NALC Aspects of Localism

No comment.

c Land at 46 High Street – to consider request to transfer and to appoint a solicitor

It was agreed that Cllr Yeadon would look at the Section106 agreement in detail to better understand it and table for the next meeting. It was agreed that a project leader should be appointed to take on the role of moving this forward. It was confirmed that the Parish Council's solicitor is Magnus McManus from Kester Cunningham John.

d SCDC Grants funding review consultation

No comment.

**12/113 Finance and risk assessment**

a To consider the finance report and approve the payment of any bills

The financial report was received and considered and invoices and bank statements were checked before the cheques were signed. The payments as listed in the finance report were unanimously approved for payment <sup>(Prop MY, 2nd JB)</sup>, plus Toft People's Hall £24.00 (room hire). Credits and bank interest received since the last meeting were noted.

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|---|---------|
| Toft People's Hall (room hire)                      | £24.00  |
| Moore Stephens ( audit)                             | £162.00 |
| Peter Oakes ( tree works)                           | £600.00 |
| Play Inspection Co ( play inspection)               | £132.00 |
| Buchans (Grass cutting)                             | £296.40 |
| FCCC Recycling (WREN 3 <sup>rd</sup> party funding) | £987.91 |
| LGS Services (admin support)                        | £325.90 |
| LG Stoehr ( salary M4)                              | £97.45  |
| LG Stoehr ( salary M5)                              | £97.45  |
| HMRC (PAYE)   | £48.40  |

- b Risk assessment matters  
None.
- c To consider Play Inspection Company report and quotation for the repairs  
The quotation from RPM was considered to be quite high and so it was agreed to ask Clive Blower to quote for all items apart from the football goals and the Lappset equipment.  
The RoSPA report is to be brought to the next meeting to check whether these items are high risk level. Also check the report as it is believed there is matting underneath the grass which the inspector doesn't seem to have picked up on.
- d Moore Stephens audit conclusion  
The report of the External Auditors that "On the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met" was noted.

#### **12/104 Planning**

- a S/1473/12/FL – 5 High Street – Proposed dwelling  
It was agreed to recommend approval, however the neighbour has pointed out that he has a tree in his garden which he has agreed to let some of the branches be cut, but the plans say remove.
- b S/1605/12/FL – 57 High Street – New side single storey kitchen extension  
Agreed to recommend approval, however the Parish Council is concerned that not all close neighbours have been notified, particularly those in Bedlams Close.
- c S/1681/12/FL – 4 Powell Close – Extensions  
It was agreed to recommend approval.
- d SCDC decisions to note  
S/1500/12/NM – Grain Barn, Old Farm, Church Road – Non-material amendment to plans approved under S/0356/11/F – Permission granted by SCDC.  
S/1369/12/FL – Old Horse Yard, 62 Comberton Road – Change of use and alterations – Permission refused by SCDC.  
S/0941/12/FL – 41 School Lane – Extensions and alterations – Permission granted by SCDC.  
S/0824/12/FL – Land adj, Meridian Court, Comberton Road – Erection of 3 dwellings and conversion of barn to bin store following demolition of existing buildings. – Permission refused by SCDC.

#### **12/115 Members items and reports**

- a Parish Plan  
The steering group are waiting for Linda Brown (SCDC) to get in touch so the plan can be finalised and then get quotes for printing, or ask SCDC if they will print it. The steering group will ask her if it needs to be approved by the Parish Council.
- b Footpaths  
Work on the Kissing Gate is due to start soon.
- c Roadworks  
Toft was unsuccessful in the Minor Improvement Scheme.
- d Community Orchard  
Already dealt with.
- e Village Maintenance  
Resurfacing of the bus lay by (on Dennis Vacher's list) has not yet been done.  
Stoney Lane pathway near the corner of High Street has become quite narrow and it is very wet.

The footpath around the car park of the houses opposite The People's Hall is very uneven. It was agreed to write to Mr Vacher thanking him for the progress he has made so far and ask him to look at the other two matters above.

f August Neighbourhood panel meeting

Cllr McCarten reported that speeding was still an issue and that she had asked for officers to carry out speed checks in the village. Other incidents reported were youngsters smoking pot in a van and a burglary in the village in August.

There is to be a consultation on bus services at Cambourne. Cllrs Dolman and Gouldstone will try to attend.

The Manor Farm, Comberton Rd - it was noted that the stones/gravel were spilling out of the driveway onto the path and road, causing a hazard to bikes and pushchairs. It was agreed to write to them asking them to sweep it back onto their drive and keep the path and road outside clear.

**12/116 Closure of meeting**

There was no further business and the meeting closed at 10.00 pm.

Signed .....Chairman .....date.