

**Minutes of the 700th meeting of Toft Parish Council  
Meeting held on Monday 7 April 2014 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), J Betson, E Dolman, P Ellis-Evans and P Gouldstone.

In attendance: 2 members of the public, District Cllr T Hawkins, County Cllr S Frost and Mrs Gail Stoehr (Clerk)

**Open public session including reports from the County and District Councillors**

A resident reported a problem with Japanese Knotweed and passed a newspaper article on the subject to the Parish Council.

District Cllr Hawkins spoke to her written report, which covered:

- An update on the Local Development Plan. This has been sent to the Planning Inspector for examination following a close vote in favour of submission. It was anticipated that StopBAD would write to the Parish Councils for financial assistance to engage a barrister.
- The SCDC budget and Council Tax
- The green bin collection is to be monthly in winter.
- The Green Deal which was not as expected. £500M funding will be received in tranches.
- The activities of SCDC Ltd in property rental, and Cllr Hawkins's role on the monitoring/advisory group.
- Cllr Hawkins was asked about the size of homes to be built and a preference for 1 and 2 bedroomed homes was expressed. The size had not yet been decided but Cllr Hawkins will make the preference known to SCDC.
- Small Business support workshops
- A14 improvement proposals. There is no cost effective route for Cambourne to the M11.
- Demand responsive transport. This is not servicing Toft so as to give the Stagecoach Service 18 the best chance of success. The parish councils' working group's preference is for a trial set up, with trial capacity for people to use the service on request.
- The forthcoming elections.

**1. To approve apologies and reasons for absence and declarations of interest**

Apologies were received from Cllr McCarten (out of parish).

**1.1 To receive declarations of interests from councillors on items on the agenda**

None.

**1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)**

None.

**1.3 To grant any requests for dispensation as appropriate**

None.

**2. To approve the minutes of the last meeting on 3 March 2014**

RESOLVED <sup>(Prop PG, 2nd JB)</sup> that the minutes of the meeting on 3 March be approved as a true record and signed by the Chairman.

**3. Matters Arising**

**3.1 Clerk's report - Noted.**

**3.2 (3.2) Community Land update including recommendation from working group as to work required**

Clearance work has been carried out. A voluntary group will be required to finish this off. Permission for a bonfire on the site was granted to Buchans. A working group meeting will take place later this month.

On a proposition by the Chairman, it was agreed to vary the order of business.

**3.5 (4.4) The Ramblers' request for an update on the bench installation**

The bench is to be installed later this month.

- 4.1 SCDC – Development of 46 High Street, S106 Indemnity Agreement  
RESOLVED that the S106 agreement be signed by the Chairman and Cllr Ellis-Evans and the money when received be put in an earmarked fund.
- 3.3 (3.4) People’s Hall internal improvements project update, cash flow analysis and to agree any next steps  
The WREN grant had been deferred and remained outstanding. The Arts Council funding application was unsuccessful.. Cllr Yeadon is to meet with Kingston Parish Council in response to their request to discuss VAT on village halls. The Clerk had replied pointing them towards HMRC, CAPALC and Cambridgeshire ACRE.
- 3.4 (3.6) Registration of allotments land – to consider an update report and any further action that might be required  
A valuation and identification of parties were in hand. Mark Catley will undertake the valuation and Paul Hollow, a barrister, has kindly agreed to witness the identification forms free of charge.
- 3.6 (8) To review and set new dates for the First and Annual Meeting and the Annual Parish Meeting  
The First and Annual meeting will take place on 2 June, and the Annual Parish Meeting on 10 June. Reports are to be sought from the Historical Society, Police, Schools, Toft People’s Hall Committee, religious leaders, Social Club, Brownies, Worboys Poor Charity, William Eversden Charity, Fireworks (Martin Sebborn), Website (Martin Sebborn), to provide a snapshot of life in Toft and the groups, organisations and charities in the village.

County Cllr Frost spoke to his written report regarding the Cambridge City Deal.

#### **4. Consideration of Correspondence**

- 4.1 SCDC – Development of 46 High Street, S106 Indemnity Agreement  
Taken earlier.

#### **5. Finance and risk assessment**

- 5.1 To consider the finance report and approve the payment of any bills  
RESOLVED to receive the financial report and check the invoices and bank statements before the cheques were signed. The payments as listed in the finance report plus P Oakes £288.00 (Rec tree and hedge work), Toft People’s Hall £12.00 (Room hire), Buchans £751.20 (Grass cutting and clearance of vegetation and ditch) and Clive Blower £95.87 (posts), were unanimously approved for payment. <sup>(Prop PG, 2nd JB).</sup>

The payment to Buchans is on hold until Cllr Ellis-Evans can speak to Mr Buchan.

Bus shelter cleaning – the Parish Council is waiting for K Martlew to contact the Clerk.

LGS Services	Admin Support	£390.67
Salaries		£101.50
LGS Services	Admin Support	£396.14

- 5.2 To consider any matter which is urgent because of risk or health and safety  
None.
- 5.3 Play inspection report – to consider the report and any recommendations  
Drainage works have commenced. The bark needs to be raked over. Cllr Yeadon undertook to carry this out.  
RESOLVED to delegate to the Chairman and Clerk together to seek a quote for repairs to the safety surfacing and to put the works in hand.  
RESOLVED to accept the quotation of £59.95 plus VAT for an unaccompanied inspection from the Play Inspection Company.

#### **6. To consider any Planning or Tree works applications received**

- 6.1 Planning Applications  
6.1.1 S/0502/14/FL – Land adjacent to 46 High Street – Erection of double carport

RESOLVED to recommend approval with the comment that the proposed structure was reasonably attractive and not visible from the road, subject to the Ecology Officer not having any problems with its location and issues with the newts. The Parish Council also noted that one of the garages had been changed to a ground floor bedroom and wished to enquire whether this required planning permission.

6.2 SCDC decisions to note  
None

6.3 Tree works applications  
None

**7. Members items and reports**

7.1 Highways and Village maintenance report

The response of the Highways Supervisor regarding the outstanding works was noted. Orders had been placed for jetting in the High Street and the replacement of a missing road sign on the bend in the High Street. The potholes in Church Road are to be re-inspected and jetting has been ordered. Orders have been placed for repairs to potholes in Millers Road and grips to be dug by the culvert. Arrangements are in hand for siding out from Cannors Close towards the junction with Hardwick Road. Repainting of the yellow lines will be deferred until the nearby building work is complete.

Collection of the village sign is awaited in approximately four weeks.

It was reported that cars were parking by the dropped kerb at 8 School Lane. A letter is to be sent to the Highways Supervisor to see what action can be taken. The sweeping of Church Road remains outstanding.

7.2 Footpaths – proposal that Mr Blower protects the post on the gate between the Community land and Mr Harris’s meadow from horse damage

Cllr Betson reported he had made a stainless steel top for the post and will fit it in due course.

7.3 StopBAD meeting

The StopBAD meeting had been cancelled and rearranged for 9 April. The Parish Council sent its apologies.

**8. Closure of meeting**

Cllr Gouldstone gave her apologies for the May meeting.

There was no further business and the meeting closed at 8.50 pm.

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