

**CAXTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held in the Village Hall  
on Thursday 8 September 2011 at 7.00 pm**

Present: Councillors: Mr W Agg (Chairman), Mrs M Harrison, Mrs K Human, Mr R Millard and Mr R Steel.

In attendance: Cllr Mervyn Loynes (District Councillor), Cllr Miss Mandy Smith (County Councillor), 31 members of the public and Mrs Gail Stoehr (Clerk).

**1. Apologies for absence and declarations of interest**

Apologies had been received from Cllr Pearson, Cllr Bartrum and also District Councillor Clayton Hudson.

Cllr Human arrived.

Cllr Human declared a personal and prejudicial interest in Item 3.1 as adjacent resident to the proposed site and reserved her right Under the Code of Conduct Paragraph 12 (2) to speak under the public session

**Comments & observations from members of the public and reports from District & County Councillors**

The Chairman apologised that neither ACRE nor Stepford Homes were present, due to the officer at ACRE having resigned and Stepford Homes having pulled out. The meeting was told that the landowner was still keen to sell the land for affordable housing and was talking to a new developer but no plans had been provided for this meeting. The background to the Housing Needs Survey was outlined. In 2008 SCDC had asked ACRE to undertake a survey.

A resident complained that the Parish Council had put the village in this position by agreeing to a Housing Needs Survey. It was claimed that the proposed development was irrational and misplaced with Cambourne so close, and that the proposal was contrary to the need identified in the Housing Needs Survey. A member of the public questioned the type of people that would be housed and the potential social problems that would be brought to the village. A resident challenged the local connection and allocation and stressed the need for 3-4 bedroomed houses and bungalows. Another resident stressed that no trouble had arisen with the current social housing.

Cllr Loynes arrived.

The need for mobility within the current social housing was raised and two residents' explained how this could work.

The District Council's Strategic Housing Land Availability Assessment (SHLAA) and its possible implication for Caxton was raised from the floor.

Residents expressed the view that if housing was to be built it should cater for the village.

The Clerk explained briefly the implementation of the housing register and that the data in the 2008 Housing Needs Report could differ from the current data held on the current register.

A Housing Needs Survey was conducted in 2003 and another in 2009 and SCDC would consider development which might meet the identified need.

A resident asked what would happen to the traffic calming adjacent to the access.

The Chairman read from the SCDC pre-application response on the proposed site and an undertaking was given that the village would be notified of any application in the same way as at present.

The Chairman committed to keeping the village informed of any affordable housing or other large scale development arranging a public meeting as necessary.

The Chairman invited views on the proposed secondary school for Cambourne which is actually within the parish of Caxton. An exhibition is to be held on 29 September in The Hub. An extraordinary meeting of the Parish Council will take place on 13 October to consider the application. The Chairman reported on the proposals, after which the majority of the public present left the meeting leaving 6 remaining.

Cllr Loynes was welcomed to the meeting.

Cllr Miss Smith reported that CCC was investing in faster broadband in the county.

1. **Apologies for absence and declarations of interest (continued)**

Cllr Pearson's absence from over six months meetings was noted. As the Parish Council did not receive a proposal to approve his absence this resulted in a casual vacancy occurring.

2. **To approve the minutes of the previous meeting on 14 July 2011**

The minutes of 14 July 2011 were approved <sup>(Prop RS, 2nd KH)</sup> as a true record and signed by the Chairman.

3. **Matters arising from the last meeting**

The Clerk's report containing background information to items on this agenda was noted.

3.1 **(7.9) Cambridgeshire ACRE and Stepford Homes proposed affordable housing development – to consider what, if any, further action is required**

The questions raised earlier in the meeting which could not be answered are to be directed to ACRE for reply when their new officer is in post.

3.2 **(3.1) Bourn Brook site meeting report**

The Chairman spoke to his report on the meeting with Mike Bowdell, Environment Agency, Sass Willis Cambridgeshire County Council (CCC) and Pat Matthews the District Council's (SCDC) Land Drainage Manager. The Environment Agency was concerned at the condition of the banks and the bottom of the brook and confirmed that the riparian owners and Anglian Water had a legal responsibility to maintain it. Sass Willis at CCC is to be asked to take this forward. It was noted that CCC bridges department had cleared their section of the brook under the bridges but the extent of the clearance would be clarified. Cllr Miss Smith agreed to follow this up. It was noted that Mr Bowdell would be preparing a model letter to be sent by the Parish Council to Anglian Water and the riparian owners detailing their obligations.

3.3 **(3.2) Jubilee Tree Planting**

The Tree Warden's suggestions for the Big Tree Plant were considered. The planting of 12 trees located north and south of the village was agreed and the grant application and scheme were supported.

3.4 **(3.4) Play equipment proposal**

Cllr Human spoke to her report. The Chairman briefly adjourned the meeting to allow a resident to express a wish for a skate ramp. The Parish Council agreed that Cllr Human should seek quotes for the equipment identified and liaise with Mrs Beynon of Brockholt Road to consult with the children of the village, and cost the equipment for Brockholt open space.

All residents had left the meeting by the end of this item.

3.5 **(4.1) Cambourne Secondary School and Stakeholders Meetings**

Cllr Human having declared a personal and prejudicial interest as an officer who has involvement with the scheme (effect on livelihood) left the meeting while the matter was discussed.

The meeting notes of the first two stakeholders' meetings were noted. The Chairman reported on today's stakeholders' meeting and the timetable for planning, the public exhibition, and building the access road. Greater crested newts had been found on site so there is a proposal for a temporary access track around Swansley Wood, along the old Swansley Wood Road for twelve weeks. This will form part of the planning application. It was agreed to send a copy of the report of today's meeting to the residents of Swansley Wood.

An extraordinary meeting of the Parish Council will be held on 13 October.

Cllr Human rejoined the meeting.

3.6 (5.4) Cambridge Gliding Centre competition report

Cllr Harrison reported that she had not attended the Gliding Centre but had spoken to Paul Ruskin regarding overflying of the village. It was agreed that a letter be sent to SCDC complaining about overflying and the lack of enforcement.

3.7 (7.1) Village Fete insurance obligations

Consideration was given to insurance cover for the village fete and that the event could not be covered under the Council's current cover but an extension could be purchased. It was agreed that the Parish Council would arrange cover for the event.  
(Prop WA, 2nd RS)

A letter had been received from Mrs Gape regarding the Queen's Jubilee and village celebrations. It was agreed that Cllr Human would be the Parish Council representative for the event.

3.8 (7.6) CCC Speed limit policy – reply re Bourn Road

The reply from Ian Greasley of CCC was considered. It was noted that a reduction to the Bourn Road speed limit would be costly. The response is to be sent to Mrs Rushford in Bourn Road to enquire whether she and the Bourn Road residents wish to set up an action group to go through the process; if so the Parish Council would support it as far as possible.

3.9 (7.7) CCC Draft Charter

The Parish Council will watch developments with interest.

3.10 (7.8) CPALC Standing Orders Part 2 revised

It was agreed <sup>(Prop WA, 2nd RS)</sup> to adopt the amendment to standing order 32b recommended by CPALC, to the effect that any written motion to add to, vary or revoke one or more of the Standing Orders, should be signed by three councillors with a note that there may be occasion that the Parish Council might have to decide at a meeting, with a majority decision to vary this particular standing order to expedite its business.

3.11 Two letters had been received regarding the classification of Ermine Street one saying it was being administered while the other indicated it had been re-classification as C177. Cllr Smith is to look into this.

**4. Local matters and members items**

4.1 The Tree Warden is to check the condition of the Jubilee Tree which is near the water fountain.

4.2 Reids Playground Maintenance is to be asked to examine the play area gate.

4.3 Speedwatch - it was noted that sufficient volunteers were awaited to undertake the training. Given Cllr Human's personal circumstance Cllr Agg took over responsibility for Speedwatch.

The speed signs for the bins had arrived. A quotation for additional signs of a similar design to those in Bourn is to be obtained.

4.4 The Public Right of Way at the top of St Peters St and Caxton Drift had not been cut.

## **5. Planning and Tree Works**

### 5.1 Applications received since the last meeting

#### 5.1.1 S/0963/11 – Caxton Hall, St Peter’s Street – Alterations to existing loggia and installation of internal downlighters

It was agreed to recommend the application for approval with the comment that the stone pillars were considered an improvement and were more in keeping with the area.

It was noted that the Parish Council had not been directly on the Cambourne 950 application as this only related to the design statement.

### 5.2 SCDC notifications to note

None

### 5.3 Tree works

None

## **6. Finance and procedure**

### 6.1 To receive the financial report and approve the payment of bills

The financial report was received and considered and invoices were checked, at the end of the meeting, before the cheques were signed. The Chairman declared a personal and prejudicial interest in the payment to the Village Hall as Chairman of the Village Hall Committee, and the Clerk declared a personal and prejudicial interest in the LGS Services invoice. The payments as listed in the report were approved for payment <sup>(Prop RS2nd MH)</sup> plus Buchans £344.40 and Caxton Village Hall £72.00 (room hire).

LGS Services (Admin support)	£333.32
XXX (Salary)	£183.60
XXX (Salary)	£20.56
LGS Services (Admin support)	£314.48

### 6.2 Financial Regulations review

It was agreed to update the Financial Regulations to reflect current practice where the Chairman checks invoices against the cheques and initials the invoice and bank statements against the finance report.

### 6.3 Quotation for bridleway sign

It was agreed <sup>(Prop WA 2nd KH)</sup> to accept the quotation from Algar Signcraft for a replacement Caxton Drift signs.

## **7. To consider matters arising out of correspondence received including**

### 7.1 Cambridgeshire ACRE Queen Elizabeth II Challenge 2012

Noted.

### 7.2 Cambridgeshire ACRE – Parish Planning

Parish Planning and the implications of the Localism Bill were considered. The old draft questionnaire is to be a starting point for consideration at the next meeting. Members’ comments are to be invited prior to the meeting.

### 7.3 SCDC polling place review

Noted.

## **8. Closure of meeting**

There was no further business and the meeting closed at 10.10pm

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