

CAXTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held in the Village Hall
on Thursday 9 January 2014 at 7.45 pm

Present: Councillors: K Howard (Chairman), R Millard, M Harrison, R Steel, E Blair and K Human.

In attendance: Mr Ed Durrant, Principal Planning Officer, South Cambridgeshire District Council; District Cllr Alison Elcox and Mrs Gail Stoehr (Clerk)

1. Apologies for absence and declarations of interest

None.

1.1 To receive declarations of interests from councillors on items on the agenda
 Cllr Millard declared a pecuniary interest in Item 7.2 as it concerned his land.

1.2 To receive written requests for dispensations for disclosable pecuniary interests
 None.

1.3 To grant any requests for dispensation as appropriate
 None.

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

Mr Ed Durrant explained the requirement for an environmental impact statement/scoping report.. The District Council has to highlight any omissions or other information that would be required for a potential planning application of this size and nature.

Under the Local Development Plan SCDC is proposing 1200 houses. The developers MCA had submitted an application for a larger site, a development of 2200 houses with access via Sheepfold Lane and another via the bypass, as part of the Call for Sites, but SCDC did not agree with such an extensive site.

The Parish Council reported that there was an airfield on the land in the past and sought clarification on ecology requirements. Mr Durrant thanked the Parish Council and explained that the Ecology Officer would look into this aspect and at drainage and soil contamination. It was observed that the link to the application on the planning portal was broken. Mr Durrant will follow up on this.

The Local Development Plan will go first to the Planning Portfolio Holders meeting in February and then to Cabinet in March and then, if Cabinet approves its plan it will then be subject of public inspection.

The proposal by Martin Grant Homes for the proposed new village of Harbourne was not supported by SCDC.

The Parish Council reiterated its opposition to the proposal for further development in Caxton on land known in the Local Development Plan (LDP) as West Cambourne.

District Cllr Alison Elcox reported that she would not be able to vote as she had been so involved with the Stop BAD campaign as it would be deemed predetermination but was encouraging other elected members to do so. Information was awaited from SCDC regarding Demand Responsive Transport. When received Cllr Elcox will report to all members via the Clerk. It was noted that the Parish Council's representative, Geraldine Heath, had been attending meetings but had not heard anything for a while.

2. To approve the minutes of the previous meeting on 14 November 2013

RESOLVED that the minutes of 14 November be approved and signed by the Chairman, after an amendment under item 3.3, second paragraph, to read "there are still difficulties". (Prop RM, 2nd RS)

3. Matters arising from the last meeting

3.1 (3.2) To consider quotations for new notice board

RESOLVED to purchase two Classic 58 notice boards, both measuring 58 mm deep, and one having legs, from www.noticeboards.co.uk for the sum of £279.00 each, plus £159.50 for the legs and delivery.

RESOLVED to apply for a Community Chest grant to cover the cost.

RESOLVED to move the Brockholt Road notice board and to site it on land opposite Manor Farm subject to Mr Pearson's permission.

3.2 (3.4) Play equipment project update and applications for funding

Three quotes were considered together with picture boards from the company. A consultation conducted today with the children opted for the equipment from Fenland Leisure Projects. Thanks were extended to Cambourne Parish Council for fitting the goals.

RESOLVED that an application be submitted to the Cambridge Community Fund for an AmeyCespa grant of £20,040.21 with SCDC acting as the third party funder and subject to the grant being received to place an order with Fenland Leisure Products for the play equipment totalling £22269.01 this being met by grant from AmeyCespa and SCDC and the remainder from the Parish Council's play equipment fund.

RESOLVED to adopt the Equal Opportunities and Access Statement policies. (KHo, EB)

3.3 (4.3) Caxton Gibbet development update

County and District Cllr Loynes arrived and he reported on a meeting with McDonald's on the day of opening and litter issues which have been addressed by them. Free coffee is to be offered to the Police to help deter youth issues and crime. Flags issues have been addressed. The franchisee will be invited to attend the next meeting.

Cllr Loynes reported on his work on the Local Development Plan for West Cambourne, the change of the Cross Keys pub to a Travellers' Rest, and concerns held by Cambourne at the lack of a footpath to McDonald's.

3.4 (4.5) Flooding risks update

The Chairman is arranging a meeting with all the key parties. Cllr Loynes pass contact to the Council details of the person at Anglian Water who was to move the silt.

3.5 (3.7) Village Hall re its contribution towards the village hall roofing works

RESOLVED to accept the letter from the Village Hall Committee enclosing a cheque for £6,000 and to let them know about the Community Chest fund.

It was noted that members and the Parish Council representatives now received copies of the Village Hall papers.

3.6 (4.6) S106 agreements and Caxton's requirements

RESOLVED that Members are to put forward ideas for the Community Infrastructure Levy and S106 agreements e.g. more equipment on the Brockholt Road site so that a consultation with residents may take place in the Spring. Members are to email their suggestions to the Chairman.

3.7 (7.1) Minor Highways Improvement Scheme update

The Chairman will attend a meeting on 20 January at Whittlesford.

3.8 (6.3) Grass cutting contract

RESOLVED to note that Buchans had accepted the new one year grass cutting contract and also to accept their price for cutting additional areas of verge in St Peters Street and Gransden Road at £33 per cut for each area.

3.9 (3.3) Banking arrangements

RESOLVED to note that a bank account would be opened with HSSB as previously agreed as Lloyds had still not opened the account.

3.10 (7.3) Newsletter Editor – suggestion for changes to the production of the village magazine
RESOLVED to accept the recommendation of the Newsletter Editor and change the arrangements for the publication and printing of the Newsletter to Anglian Print and Publishing to produce bi-monthly Caxton Newsletter using editorial & advertisement content in conjunction with the newsletter editor, and in accordance with their rate card dated December 2013, at no cost to the Council. This arrangement will be kept under review.

4. Local matters and members items for info only unless stated

4.1 Footpaths report

A new bridge had been installed on FP21. This is not the Parish Council's responsibility.

4.2 Winter gritting report

Salt bins have been installed and filled. Cllr Howard has been trained and is covered under CCC's insurance.

RESOLVED to purchase a new grit bin from CCC, to be sited between 19 and 22 Brockholt Road, volunteers to be covered under the CCC's insurance. An article is to be placed in the newsletter inviting volunteers. It was noted that a pothole in the middle of the road outside 3 Brockholt Road was growing larger and becoming dangerous. Cllr Loynes was asked to follow up why CCC have not attended to it. The fault reporting reference number is to be provided to Cllr Loynes.

5. Planning and Tree Works

5.1 Applications received since the last meeting

5.1.1 S/2505/13/E2 – Development of land West of Cambourne 2200 houses

RESOLVED to comment that local knowledge would indicated there is a requirement to do some ground works because there was an airfield there some time ago.

5.1.2 S/2335/13/AD – Subway signs – to note recommendation for approval made between meetings

Noted.

5.1.3 S/2457/13/FL – Former Yim Wah McDonald's entrance

RESOLVED to recommend approval ^(Prop KH, 2nd EB, carried with 4 in favour and 2 against)

5.2 SCDC notifications - to note any received

None.

5.3 Tree works applications – to consider any received

None.

5.4 SCDC proposed policy change for affordable housing

The Parish Council was concerned at the potential loss of affordable housing on exception sites. There appeared to be no provision for any houses lost on exception sites for village needs. Exception sites should remain affordable housing in perpetuity.

6. Finance and procedure

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

RESOLVED to receive the financial report, the invoices and bank statements be checked, at the end of the meeting, before the cheques are signed and the payments as listed, plus CCC (Grit bins) £228.00, be approved for payment ^(Prop RS, 2nd EB).

Guilden Morden Parish Council (Training)	£70.00
Cambourne Parish Council (Goal installation)	£144.00
HMRC (PAYE/NI)	£84.60
Salaries	£234.74
ICO (DPA)	£35.00
Buchans (Grass cutting)	£648.00

Noel Hart (Bus shelter repair)	£110.00
Cambs ACRE (Affiliation fee)	£48.00
LGS Services (Admin support)	£846.68

Credits including the receipt of £6,000 from the Village Hall Committee (contribution towards roof repairs), advertising income and bank interest, were noted. The transfer of all funds from the deposit account to the current account, and the transfer of £10,000 to Cambridge and Counties Bank, was noted.

6.2 To consider any quotes for urgent works required because of risk
None.

6.3 To review budget FY2014

The receipts and payments to date against the Parish Council's approved budget were considered.

6.4 To consider and approve a budget for FY2015

RESOLVED to exclude the public and the Clerk temporarily from the meeting while the Clerk's contract was discussed. The Clerk and Cllrs Loynes and Elcox left the meeting.

RESOLVED to contract LGS Services to provide admin support (plus an additional one hour per week) from 1st April for one year at a cost of £4433 (plus office fee and disbursements) and to decide after the Council elections if this should be extended to three years.

The Clerk and public rejoined the meeting.

The budget was considered line by line and budgets for each agreed and noted by the Clerk.

An article is to be placed in the newsletter regarding S137 grants and the Council's Policy.

RESOLVED to amend the baseline budget and to –

- include special projects £250 for the planting of daffodil bulbs the length of Ermine Street, £200 for trees, and £500 for the Minor Improvements Scheme contribution.
- include £2000 towards future village hall repairs and maintenance
- Increase Agency Services grass cutting by £100 to £1300
- Reduce election costs to £750
- Increase admin support as agreed earlier
- Include £1200 S137 budget
- Release £430 from the general reserves to balance the budget
- Put the underspend from the Village Hall budget to an earmarked fund at the financial year end.

RESOLVED that the budget for FY2015 be approved

6.5 To set the precept for FY2015

RESOLVED to set and seek from SCDC a precept of £15,000 for FY2015, this being the sum the Parish Council requires to balance its budget.

7. To consider matters arising out of correspondence received including

7.1 South Cambridgeshire District Council Community Pride and Village Hero Awards 2013/2014

RESOLVED to nominate Margaret Harrison as Village Hero, for her work in collecting prescriptions for 28 years, running the Drop in Club since 1989, supporting the older population and the most vulnerable in Caxton, taking people to the hospital and to the doctors. Cllr Howard is to complete and submit the nomination form ^(Prop RM, 2nd KH)

7.2 DH Barford proposed development at Firs Farm request for pre-application meeting

Cllr Millard, having previously declared an interest in this item, left the meeting at 10.15 pm. The planning history of the site was considered. RESOLVED to reply that the Parish Council recently held a public meeting for a site in the village and rejected it, and to ask if it is still intended to go ahead with a pre-application, in which case the Parish Council will hold a public meeting. Cllr Millard re-joined the meeting at 10.30pm.

7.3 Curtin and Co introduction and Local Development Plan

RESOLVED that the Chairman should attend the joint parishes meeting at Madingley but not express a view.

7.4 Martin Grant Homes proposed Harbourne new village

The Parish Council did not wish the developers to attend a meeting.

8. Closure of meeting

There was no further business and the meeting closed at 10.43 pm.

SignedChairmandate.

DRAFT