

CAXTON PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall
on Thursday 10 July 2014 at approximately 8.30 pm following the Annual Parish Meeting**

Present: Councillors: K Howard (Chairman), E Blair and R Millard.

In attendance: District Cllr A Elcox, District Cllr D Morgan, Claude Abi-Gerges and Daniel Fry (McDonalds, Caxton Gibbet) and Mrs A Griffiths (Minutes Secretary. LGS Services)

1. Apologies for absence and declarations of interest

Apologies had been received from Cllr Human.

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

Cllr Millard declared an interest in Item 8.6 as the farmer of the land

1.2 To receive written requests for dispensations for disclosable pecuniary interests

Consideration of Cllr Howard's request for a dispensation to speak and vote on any matter regarding Ermine Street, as a resident of Ermine Street, was carried forward to the next meeting, as his abstention would render the meeting inquorate for this item.

1.3 To grant any requests for dispensation as appropriate

None.

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

Nothing further to report.

2. To approve the minutes of the previous meeting on 29 May 2014

RESOLVED that the minutes of 29 May be approved and signed by the Chairman ^(Prop RM, 2nd EB), after amendments to delete the words "following the Annual Parish meeting" from the heading, and under item 1.4, to delete "and Sharon Piper at" in order to read "to meet John Clark of Cambridgeshire County Council".

3. Matters arising from the last meeting

3.1 (1.5) To consider co-option to fill vacancies due to insufficient candidates at election

No applications received.

3.2 (1.6) Terms of reference for member responsibilities

RESOLVED unanimously to adopt the Terms of Reference for member responsibilities as follows: ^(Prop KH, 2nd RM)

Terms of Reference

The members as appointed:

- *are asked to review and monitor their area of responsibility and to report regularly to the Parish Council.*
- *should make clear recommendation for action to the Parish Council as and when appropriate*
- *inform the Clerk in advance of the meeting when a Council decision is required so that the item can be added to the agenda supplying a written report and any background or supporting papers as necessary.*
- *do not have any delegated authority to make any decisions on the Council's behalf.*
- *must have due regard for the Parish Council's Standing Orders, Financial Regulations and other Policies at all times.*
- *may seek advice or information from the District or County Councils and/or other body to enable it to understand or carry out their role more effectively.*

3.3 (1.4) Members had met with John Clark of CCC on 6 June and had walked along St Neots Road observing the traffic, parking and the parking of heavy lorries. The Chairman outlined complaints from residents regarding lorries going down the road and turning adjacent to residents' properties. Possible strategies could be to install double yellow lines at the junction, and erect signs at the start of the residential area indicating "Private property – no heavy vehicles beyond this point" A suitable form of words is awaited.

The Chairman welcomed Claude Abi-Gerges (owner) and Daniel Fry (manager) of the McDonalds franchise at Caxton Gibbet. The County Council had suggested that employees be asked to park within the premises area rather than on the road. Mr Abi-Gerges explained that he had been in discussions with the developer regarding other solutions. Much effort had been expended on clearing the road of litter. It was acknowledged that cars parking on the road might not belong to McDonalds' employees, and that residents mainly complained about lorries parking, but there were fewer lorries now. It was hazardous to stand on the visibility splays. It was suggested that double yellow lines were installed 10-15 yards down the road.

Mr Abi-Gerges said that he had been discussing the possibility of using another plot of land for parking with the developer, and was awaiting a response. Cllr Morgan suggested that he record the registration numbers of his employees to see whether the cars parked on the road belonged to them. With regard to litter, the Chairman complimented and thanked the McDonalds representatives for the good work carried out by their litter pickers and thanked them for attending.

Cllr Elcox suggested that Demand Responsive Transport could be considered to reduce the number of car journeys made and leaflets describing the scheme were handed to Mr Abi-Gerges for his employees. A local minibus was also suggested.

The Parish Council asked the District Councillors to look into the possibility of improvements to the footpath with the safety of pedestrians, particularly youngsters, in mind.

Mr Abi-Gerges and Mr Fry were thanked for attending and they left the meeting.

4. To consider any resolutions from the Annual Parish Meeting

None.

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

5.1 Village Hall Committee problems and Village Hall internal refurbishment

RESOLVED to note the problems resulting from committee member resignations and that the Council representatives were trying to arrange an annual meeting new member appointments. With regards to the internal refurbishment, it was felt that the building should first be given a chance to dry out, but if the damp remained, a proper survey of the building should be considered.

RESOLVED that the Chairman, Vice-Chairman and Clerk should meet to discuss the way forward and check whether the Village Hall was a member of ACRE. If not the Parish Council will pay for their membership to give the organisation some support.

5.2 Parking on the pavements

RESOLVED that Cllr Blair should draft an article for the newsletter and contact the Editor to check it has been received. The Chairman will keep trying to contact the Editor to ascertain the next publication date.

RESOLVED to accept the kind offer from Cllr Morgan to contact the Police to put notes on cars parked on verges and pavements. The area involved extends from the top of the hill running southwards.

RESOLVED to report to CCC that vegetation is overhanging the footpath on the right hand side of the road going northwards from the 30 mph limit up to the bypass northern roundabout, causing pedestrians to have to walk in the road to avoid it.

6. Planning and Tree Works

6.1 Applications received since the last meeting

6.1.1 S/1259/14/FL – 31 Bourn Road – Two storey rear extension, re-roofing of porch and utility room and rendering of all masonry external walls (part retrospective)

RESOLVED to recommend approval. ^(Prop EB, 2nd RM)

6.2 SCDC notifications - to note any received

6.2.1 S/0917/14/SD – Unit 4, Caxton Gibbet Park – Two part internally illuminated signs comprising one fascia advertisement and one totem advertisement – Permission granted by SCDC – Noted.

6.2.2 S/0914/14/DC – The Cross Keys, 77 Ermine Street – Discharge of condition 3 of planning reference S/0152/13/FL – Permission granted – Noted.

6.2.3 S/0716/14/NM – The Cross Keys, 77 Ermine Street – Non-material amendment for planning consent S/0152/13/FL – Permission granted – Noted.

6.2.4 S/0053/12/FL – Land at Caxton Gibbet – erection of wind turbine – Permission granted – Noted.

6.3 Tree works applications – to consider any received

None.

Cllr Elcox raised the possibility that the sewage smell noticed recently might be due to the discharge of sewage into the Brook. The Parish Council explained that the location of the smell was not near the Brook. A query was raised about the water in Crowdene. Cllr Morgan outlined the previous system of diverting water from storm drains into the sewage system at Cambourne. New pumps had now been installed but if the diversion was not removed as the village grew the pumps could have difficulty in coping with the extra volume.

Cllrs Elcox and Morgan were thanked for attending and left the meeting at 9.21 pm.

7. Finance and procedure

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

RESOLVED to receive the financial report, and that the invoices and bank statements be checked at the end of the meeting, before the cheques are signed. The payments as listed, plus LGS Services (Admin support) £436.74, be approved for payment ^(Prop EB, 2nd RM).

Salaries	£240.34
Buchans (Grass cutting)	£373.20
HMRC (PAYE)	£92.60
Buchans (Grass cutting)	£384.00
Buchans (Grass cutting)	£384.00
LGS Services (Admin support)	£445.19
CCC (Street lighting)	£76.20
SCDC (Election costs)	£105.00

An adjustment of £54.00 to cheque no 680 was noted.

7.2 To consider any quotes for urgent works required because of risk

None.

7.3 Play equipment and the RoSPA report – to consider any work required

RESOLVED to receive and accept Cllr Human's written report and to accept the recommended wording for the safety warning sign and arrange for it to be erected at the goal wall; and to obtain a replacement seat for the toddler swing. ^(Prop EB, 2nd RM)

8. To consider matters arising out of correspondence received including

8.1 Gawn Associates response to the Parish Council's complaint

RESOLVED to submit a reply to the professional bodies. The response is to cover the points that the Parish Council, along with witnesses, were misled as to the potential cost, which it was given to understand would be £7000; had the Council known that the costs would exceed £20,000 it would not have proceeded to contract Gawn Associates; the second tender was only sent out after pursuing Mr Gawn to do so, and the Council has no knowledge of how this was followed up; the Council received no response to emails or telephone calls from Mr Gawn after that point; and commenting that the Clerk, a non-professional in this field, had succeeded in obtaining tenders returned the project within budget and had negotiated an extended guarantee with the successful supplier. (Prop KHo, 2nd EB)

8.2 CCC request for contribution towards works to the watercourse

RESOLVED in view of the email from Sass Pledger to delegate to the Chairman the ability to negotiate payment of up to half of the remaining cost of £1750 quoted. The preferred contribution breakdown would be £1000 from CCC and £750 from the Parish Council.

A suggestion was also made that the riparian owner be asked to make a contribution to the cost. Cllr Millard declared an interest as the tenant of the land in which the watercourse lies. A decision on this aspect could not be taken as Cllr Millard's abstention would make the Council inquorate for this item.

8.3 Cllr Steve Jones, Bourn Parish Council – Proposal for coalition of Parish Councils to oppose the Local Plan

RESOLVED that the Parish Council agrees to joining a coalition of parish councils to be led by Bourn Parish Council, and signs the prepared coalition statement.

RESOLVED also to delegate to Bourn Parish Council the authority to purchase a combined Traffic Impact Study for Bourn Airfield and West Cambourne and agree to provide £1000 towards the cost, using the powers provided in S101 of the Local Government Act, as long as Caxton Parish Council has access to the report in full. This report is essential to Caxton Parish Council as it will cover the transport impact within Caxton and will enable it to oppose the development on parish land. (Prop KHo, 2nd EB)

8.4 CCC Local Minor Highways Improvements – invitation to bid

A letter had been received from a parishioner requesting traffic calming. RESOLVED that the Chairman would draft a response that the Parish Council had been trying for many years to improve the traffic calming in the village.

RESOLVED that Cllr Blair should contact the Police to enlist their support with a bid for a 20 mph limit, and also whether they would support double yellow lines of approximately three car lengths/10-15 metres on Swansley Wood Road. Cllr Blair is to report the outcome of his enquiries to the Parish Council as soon as possible to enable the bid to be drafted in time for the deadline on 12 September.

8.5 CCC Transport Strategy in Cambridgeshire consultation

RESOLVED to respond that the Parish Council supports addressing the A14 improvements and addressing improvements to the A428, particularly the Caxton Gibbet to St Neots stretch, which is currently a bottleneck.

8.6 Barford & Co – application for pre-application planning advice – proposed rural exception site Firs Farm, St Peter's Street

Cllr Millard had previously declared an interest in this item.
Noted.

8.7 SCDC S106 agreement – land rear of The Cross Keys, 77 Ermine Street

RESOLVED that the S106 agreement indemnity be signed by Cllrs Blair and Millard.
(Prop KHo, 2nd EB)

9. Closure of meeting

There was no further business and the meeting closed at 9.57 pm.

SignedChairmandate.

APPROVED