



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 13th AUGUST 2003

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IMPORTANT INFORMATION FOR COUNCILLORS



COMMITTEE MEETINGS

FROM 18th AUGUST – 22nd AUGUST 2003



NO MEETINGS

Corrections to the Diary Inserts

Please note the following corrections to the diary inserts that have been recently distributed:

Section 2: Committee Membership

Cllr JP Chatfield's home telephone number has been incorrectly recorded.
It is: 01223 520132

Cllr DJ Regan's home telephone number is 01223 560443. Only his work number had been printed.

Cllr Mrs CAED Murfitt's details have been omitted, they are:

Cllr Mrs CAED Murfitt *Independent*

14 Silver Street, Guilden Morden, Royston, Herts SG8 0JT

Tel: 01763 852526

E-Mail: CAED@murfitt80.fsnet.co.uk

Parishes Represented: Abington Pigotts, Guilden Morden, Shingay-cum-Wendy, Steeple Morden

Year of Retirement: 2004

Section 4: Parish Clerks and Chairman

The Chairman of Great Shelford Parish Council is Cllr Charles Nightingale

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL PLANNING APPEAL STATISTICS

From 1st April 2003 to 30th June 2003

Total number of appeals received

Total number of appeals received	37
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Appeals against planning decisions and non-determination	Written Representations	10
	Informal Hearings	21
	Local Inquiries	2
Appeals against Enforcement Notices	Written Representations	0
	Informal Hearings	4
	Local Inquiries	0

Total number of decisions received	31
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Appeals against planning decisions and non-determination	Written Representations	20
	Informal Hearings	9
	Local Inquiries	0
Appeals against Enforcement Notices	Written Representations	1
	Informal Hearings	1
	Local Inquiries	0

Percentage of decisions received dismissed	84%
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Appeals against planning decisions and non-determination	Written Representations	75%
	Informal Hearings	100%
	Local Inquiries	-
Appeals against Enforcement Notices	Written Representations	100%
	Informal Hearings	100%
	Local Inquiries	-

Percentage of decisions received allowed	16%
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Appeals against planning decisions and non-determination	Written Representations	25%
	Informal Hearings	0%
	Local Inquiries	-
Appeals against Enforcement Notices	Written Representations	0%
	Informal Hearings	0%
	Local Inquiries	-

Total number of appeals withdrawn	7
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Public Payphone, Coploe Road, Ickleton

Ickleton Parish Council have instructed BT to remove the public telephone kiosk on Coploe Road, Ickleton in view of the vandalism that the kiosk has attracted. In accordance with OFTEL Guidelines BT have given the Council until Thursday 18th September 2003 to raise any objections to this action.

Any comments on the removal of this kiosk can be made to the Committee Section on (01223) 443408 who will pass them onto to BT. Alternatively direct contact can be made to Mr Ian Turner, Siting Officer of BT Payphones on 01507 443821.

Call-In Arrangements

The Chairman of the Scrutiny Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The Committee Manager must be notified of any call in by **Wednesday 20th August 2003 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 21st August 2003**.

Any member considering calling in a decision made by Cabinet is requested to contact the Committee Section to determine whether any relevant amendments have been incorporated.

The call in procedure is set out in full in Part 4 of the Council's Constitution, 'Scrutiny Committee Procedure Rules', paragraph 12.

CONSERVATION ADVISORY GROUP

At a meeting of the Committee
held on 16th July 2003 at 2.00pm

PRESENT: Councillor SJ Agnew - Chairman
Councillor NN Cathcart – Vice-Chairman

Councillor Mrs MP Course Councillor JA Quinlan
Councillor Dr JA Heap Councillor RJ Turner
Councillor Dr JPR Orme Councillor AW Wyatt

Councillors RF Bryant, RF Collinson, Mrs CAED Murfitt, CR Nightingale, Mrs DP Roberts and Mrs DSK Spink (Portfolio Holder for Conservation) attended the meeting by invitation.

Councillors Mrs JM Healey (Chairman, Development and Conservation Control Committee), RGR Smith (Advisory Group Member), JH Stewart (Vice-Chairman, Development and Conservation Control Committee) and Mrs LM Sutherland sent their apologies for absence.

1. CONSTITUTION OF THE CONSERVATION ADVISORY GROUP

Further to the meeting held on 28th May 2003 (Minute no. 3 refers), the Chairman welcomed Councillors JA Quinlan and RJ Turner as additional Members of the Conservation Advisory Group.

2. DECLARATIONS OF INTEREST

In connection with Minute no. 6 (Denny Abbey and the Farmland Museum):

- Councillors NN Cathcart and AW Wyatt declared prejudicial interests as Trustees of the Farmland Museum and withdrew from the Committee Room.
- Councillor Mrs MP Course declared a personal interest as the Council's representative on the Farmland Museum's Board of Trustees, but remained in the Committee Room and contributed to the debate.

In connection with Minute no. 7 (Refocusing the linear sites project):

- Councillor SJ Agnew declared a personal interest as Chairman of The Friends of Roman Road and Fleam Dyke.

Councillor JA Quinlan stated that, given his profession as a Chartered Town Planner, there could be a number of instances in which he would have to declare an interest during the course of the year.

3. MINUTES

The Group authorised the Chairman to sign, as a correct record, the Minutes of the meeting held on 28th May 2003.

With regard to Minute 6 (Preserving and Enhancing our Heritage Resources), the Conservation Manager stated that the Strategy was in the process of being designed and printed.

With regard to Minute 7 (Developing effective biodiversity policies), the Ecology Officer stated that he was awaiting responses from the Council's Planning Department.

With regard to Minute 9 (Histon Pond), it was reported that discussions with Histon Parish Council had been concluded satisfactorily, and that the Parish Council would be submitting its proposals in respect of Phase I of the project in due course.

With regard to Minute 10 (St Denis Church, East Hatley), the Conservation Manager updated Members about the proposed “holding repairs”, and reported that an application to English Heritage for grant aid towards a new roof could take up to six months to determine, due to that organisation’s review of its grant aid procedures. It was noted that English Heritage was sympathetic to the idea of finding a small-scale commercial or community use for the building, but the Chairman expressed reservations about the potential financial implications for the Council.

4. GREAT SHELFORD VILLAGE DESIGN STATEMENT

The Advisory Group considered the draft Great Shelford Village Design Statement, and received a slide presentation from David Elsom and Colin Lumley, members of the group responsible for producing it.

The Portfolio Holder for Conservation welcomed the emphasis placed on Village Green Spaces.

The following points were made:

- experience in Cottenham, which already had a Village Design Statement adopted by the District Council as Supplementary Planning Guidance, indicated the benefits of such a statement in terms of planning and design.
- Great Shelford Parish Council was already using the Design Statement as guidance, even though it had yet, formally, to be adopted.
- There would be public consultation prior to Cabinet being asked to adopt the Design Statement as Supplementary Planning Guidance.
- There was some pressure to start printing the final version of the document soon, by virtue of the Conditions attached to the grant the Parish Council had received for that purpose.
- Financial implications, and the need to limit the number of Village Design Statements that, realistically, could be dealt with each year by the District Council.

The Conservation Advisory Group endorsed the Great Shelford Village Design Statement, in principle, and RECOMMENDED that the Portfolio Holder for Conservation:

- (1) authorises its release for further wide and open consultation, and requests that a report on the results of that exercise be presented to the Conservation Advisory Group prior to the Cabinet considering, in due course, whether or not to adopt the Great Shelford Village Design Statement as Supplementary Planning Guidance;
- (2) supports the idea of meeting the costs of the said consultation exercise from the appropriate District Council budget.

5. DEVELOPMENT OF A “VILLAGE GREEN SPACES” PILOT PROJECT

The Advisory Group considered a proposal to establish a pilot project with the aim of helping parishes to establish Village Green Spaces.

The Conservation Manager outlined the proposals, Intended to create “havens of tranquillity” reflecting a rural setting, in Orwell and Elsworth on land no longer

allocated in the Local Plan for housing. He listed the criteria for Village Green Spaces as including:

- ownership by the Parish Council
- local management and maintenance
- community consensus
- accessibility and appropriateness
- well-understood characteristics
- a resource of expertise

Councillor RF Bryant (local Member for Orwell) welcomed the proposal in that village, citing its ideal location in relation to other key facilities. However, he expressed some concern at the implications for affordable housing in Orwell, and at future maintenance of the Village Green Space.

The Vice-Chairman welcomed the proposal but said that schemes should not be too manicured, but should be developed on the basis of minimal maintenance, with the objective of protecting the countryside character of the villages.

Councillor RF Collinson, speaking as Portfolio Holder for Sustainability and Community Planning, said that the following considerations were of key importance, namely:

- a sense of community
- the question of future maintenance without the use of pesticides
- sustainability
- biodiversity

Noting the criteria laid down by the Conservation Manager, Members stated that, while the District Council might offer some assistance in the short term, under no circumstances must it take on any long-term financial or maintenance liability. The onus must be on local volunteers.

Having considered the implications of developing a *Village Green Space* initiative within the District, the Conservation Advisory Group RECOMMENDED that the Portfolio Holder for Conservation:

- (1) authorise the establishment and funding of pilot schemes at Orwell and Elsworth in 2003-2004, to a maximum of £5,000 per village from the Heritage Initiative Fund; and
- (2) request that the results of the pilot scheme be reported back to the Advisory Group early in 2004 to enable it to consider the viability of a district-wide *Village Green Space* initiative in 2004-2005.

6. "CHURCH AND FARMHOUSE" – THE DEVELOPMENT OF A NEW INTERPRETATION INITIATIVE FOR DENNY ABBEY AND THE FARMLAND MUSEUM

The Advisory Group considered a report exploring the potential for the District Council developing partnership-working initiatives with Denny Abbey and the Farmland Museum, with specific reference to funding and enhanced interpretation work.

Councillor Mrs DP Roberts (as Portfolio Holder for Community Development) stated:

- that there were serious doubts as to the sustainability of the Farmland Museum
- that its commitment in its present form appeared less than total
- that its relatively small size made it difficult to attract visitors (and especially return visitors) in the numbers required to make it financially viable
- that there were relatively few exhibits on display
- that Denny Abbey and the Farmland Museum faced a number of difficulties, therefore, in competing with other nearby attractions, such as Wimpole Hall

However, Councillor Mrs Roberts supported the proposal in the short-term as a way of trying to address the above issues and boost the fortunes of this facility as a visitor attraction.

Members recognised the extent of public expectations, and agreed that the Council should endeavour to encourage the Farmland Museum to enhance its attractions, improve its visitor facilities, and be more creative in order to develop its undoubted potential. Publicity could be given to the Abbey and Museum via the *South Cambs Magazine*.

Expressing its support for the development of the interpretation enhancement initiative at the Farmland Museum and Denny Abbey, outlined in the Conservation Manager's report, the Advisory Group RECOMMENDED that the Portfolio Holder for Conservation and the Portfolio Holder for Community Development present a joint report to Cabinet with a view to allocating up to £10,000 a year from the Museums Grant Budget for 2004-2005 and 2005-2006, such a sum to be in addition to the annual revenue allocation, and supporting, in particular, the development of a partnership funding package for the interpretation and enhancement of visitor facilities at the museum.

7. REFOCUSING THE LINEAR SITES PROJECT INTO A FLEAM DYKE ENHANCEMENT INITIATIVE

Councillor NN Cathcart took the Chair for this item.

The Advisory Group considered a proposal to refocus the allocation of funding for the Linear Sites Project to facilitate both enhancement of access to, and interpretation of, the Fleam Dyke and linkages to other important countryside and archaeological sites.

The Conservation Advisory Group RECOMMENDED that the Portfolio Holder for Conservation:

- (1) ask the Conservation Manager to invite representatives of the Friends of the Roman Road and Fleam Dyke to a future meeting at which they would have an opportunity to outline and justify to Members of the Advisory Group their phased proposals, prior to any commitment by the District Council of specific funding; and
- (2) subject to the presentation referred to in (1) above, authorise officers to refocus funding of the Linear Sites Project and initiate development of a dedicated Fleam Dyke Enhancement Initiative in partnership with the landowners, Fleam Dyke Steering Group and the Friends of the Roman Road and Fleam Dyke.

8. HERITAGE PROTECTION REVIEW

Publication of the background information had been delayed and, with the consent of the Chairman, the Conservation Manager WITHDREW this item from the agenda.

9. BBC COVERAGE OF RESTORATION

The Advisory Group NOTED that the BBC was launching a nationwide campaign highlighting a number of issues surrounding Britain's heritage.

The meeting closed at 4.50pm

NOTES OF ENVIRONMENTAL HEALTH PORTFOLIO HOLDER MEETING 30 JULY 2003

Present: Councillor CC Barker, Councillors Mrs DSK Spink, Dale Robinson, Geoff Keerie (item 5) and Susan Walford (items 8 and 10).

Apologies: None.

Item 1 – Notes of previous meeting – Agreed.

Item 2 – Matters arising – None.

Item 3 – Four Monthly Programme – The items currently included on the above programme were highlighted and briefly discussed. No additional items were requested or noted at this time.

Item 4 – Environmental Health – 2002.03 Performance Against Indicators and Targets

The Chief Environmental Health Officer briefed the Members on each indicator/target in turn, offering further explanation where necessary. The Portfolio Holder and Leader both commented that the performance, although down on previous years, was not a cause for concern particularly given the staffing shortages experienced in the year and the fact that a number of targets had not been met by a small margin. The PFH added he would have asked more questions if the pass rate had been close to 100%. The meeting discussed the Licensing Section's performance in 2002/03 in more detail and was satisfied that matters were in hand to improve the service.

The PFH NOTED the performance against targets in 2002/03.

Item 5 – Hampshire Matrix

The Chief EHO explained that this was the second measure of three used by the Department to gauge its overall performance, the other two being the targets/indicators and customer satisfaction survey results. These matrices looked more at qualitative issues and allowed services to be bench-marked across the country. It was a helpful tool in measuring ongoing continual improvement and, as such, a steady increase in the scores was looked for. The PFH and Leader were fully briefed on the details of the scoring mechanism, including levels versus score.

The PFH NOTED the good level of improvements obtained over the years and RESOLVED to look at the tables in more detail and advise the Chief EHO of any areas where he would like improvements to be concentrated.

Item 6 – Awarded Watercourses Performance Maintenance Report – 2002/03

The PFH commented that he was pleased at the overall level of maintenance being achieved, particularly the manual cleaning works.

The PFH NOTED the report.

Item 7 – Environmental Health Department and Pest Control Services Customer Satisfaction Survey – May 2003

Both the PFH and Leader felt the results of the survey were very encouraging and positive. The Leader felt that the three performance strands would assist the Council in its CPA review process. It was NOTED that this survey would set the benchmark and the survey was to be repeated on a regular basis.

The PFH and Leader congratulated the staff on achieving such high levels of satisfaction.

Item 8 – Local Air Quality in South Cambridgeshire – An Updating and Screening Assessment 2003

Susan Walford presented this item, highlighting a number of important issues within the report. The Members discussed the criteria for the monitoring areas chosen and the effect of traffic on air quality in the district. It was noted that it was now a requirement to carry out this process annually and that the Department works closely with the County Council on air quality with the results feeding into the Local Transport Plan. Members NOTED that the assessment indicated we would meet the objectives, provided they were not tightened to levels required in Scotland. If so PM₁₀s may be a problem.

Susan Walford explained that DEFRA had accepted our findings and levels of sulphur dioxide around Barrington had fallen since the Company had introduced SLF instead of burning coal.

The PFH NOTED the contents of the report and RESOLVED:

- i) not to move to a detailed assessment; and
- ii) not to declare any Air Quality Management Areas.

Item 9 – Waste Electronic & Electrical Equipment Directive

The PFH and Leader were briefed on the proposals and possible implications for SCDC. It was noted that it was unlikely this would involve the Council in setting up separate recycling collections for these items but that the Council should not discount the opportunities that may be presented from the producers/retailers.

The Directive employs the principle of producer responsibility and will require new legislation in the UK. It was AGREED that this was a suitable subject for a future South Cambs Magazine article once more details are known.

Item 10 IPPC Application – Barrington Cement Works Landfill Sites for Rugby Cement Limited

Susan Walford gave the background for the report. Noise and dust were perhaps the most important issues for the Council to consider in this case but it was confirmed that no past complaints had been received. The PFH and Leader then asked what replies had been received from local Members in response to the Department's request. Mrs Walford had received only one reply from Councillor Bryant, who had nothing to report.

The PFH felt it was important to continue to control the hours of operation to that allowed at present. Mrs Walford briefed the Members of her draft comments.

The PFH AGREED to the draft comments as presented being sent to the Environment Agency.

Item 11 – Integrated Refuse & Recycling Service – The Chief EHO briefed the PFH and Leader on the latest position regarding the above project implementation.

Item 12 – Delegated Powers in Relation to Food Safety

The PFH and Leader NOTED the contents of the report and the PFH RESOLVED that the Chief EHO be authorised to:

- i) appoint suitably qualified Officers to undertake the duties under the legislation listed in the reports; and

ii) to institute legal proceedings under the legislation listed.

Item 13 – Drinking Water Inspectorate Annual Report 2002 – The report was noted.

Item 14 – Any Other Business – None.

Item 15 – Date and time of next meeting – to be advised in September 2003.

DECISIONS MADE BY PORTFOLIO HOLDERS

Decision Made By Planning and Economic Development Portfolio Holder

Subject	Decision	Conditions
Car Park Budget	Transfer the car parks budget from the Planning Department to the Housing Department, under the control of David Ellis, Director of Housing and Community Services.	Moving the control of the car parks budget to the Housing Department control will prevent delays to the authorisation process.

Subject	Decision	Reason
The temporary and permanent proposals for the St Andrews Street area.	Support Option 1 for the relocation of the disabled persons' parking bay. Support the prohibition of loading and unloading between 10am and 4pm in the St Andrews Street area, similar to the Historic Centre Pedestrian Zone.	This will cause the minimum of disruption to pedestrians in the area. The proposals will remove unnecessary through traffic from an area well utilised by pedestrians and cyclists. This will help to create a much more pleasant and safer environment when pedestrian activity is at its greatest. Removal of vehicles from loading bays in Hobson Street during this period will improve conditions for cyclists who use this route to avoid cycling restrictions in the Historic Centre.

Decision Made By Community Development Portfolio Holder

Decision	Reason
To award a Village Facility Grants of £18,000 to Newton Community Primary School.	This is a correction to previous decision awarding £8,000 to upgrade the specification for the new hall at Newton Primary School to allow full community access.

Decisions Made By Housing Portfolio Holder

Subject	Decision
Vehicular Access Chapel Close, Litlington	That, subject to valuation, vehicular access be granted to the front of Chapel Close, to include a covenant to pay on demand a fair proportion of the cost of maintenance of the car parking area.

Subject	Decision	Reason
Access to New Dwelling at High Street, Cottenahm	Resolved not to approve the granting of vehicular access from Franklin Gardens to proposed new dwellings at 220 High Street, Cottenham.	<ul style="list-style-type: none"> • The lay-by would be lost and on this narrow road that was unacceptable. • Increased vehicular movements could cause noise and disturbance to the Sheltered Housing residents in the area. • The welfare of the Sheltered Housing residents was paramount.

Subject	Decision
Vehicular Access at Meadowcroft Way, Orwell	Resolved to approve, subject to valuation, the granting of vehicular access to 14 Meadowcroft Way, to include covenants to pay on demand a fair proportion of the cost of maintenance of the grass verge and to ensure that no parking takes place on the driveway itself. The owners of 14 Meadowcroft Way to be responsible for re-landscaping and securing the new boundary with no. 16.

Subject	Decision
Purchase Of Land At 3 Cranes Lane, Kingston	Resolved to retain the land in Council ownership and offer an annual lease to the applicant to use the land for horse grazing purposes only, allowing the Council to give 6 months' notice and with the conditions that a suitable fence is erected on the boundaries and that no buildings nor equipment associated with equestrian activities are erected.

DECISIONS TAKEN AND REPORTED FOR INFORMATION

Grants Agreed by Community Development Partnerships Manager

Applicant	Decision	Reason
Music and Arts at St Andrews, Histon	To award a £300 Guarantee Against Loss Grant (AP05) Organ Recital by Director of Music at St John's College, David Hill. The concert will be on 10 th October	To offer the local community a chance to see the best musicians in a local setting

Decisions Taken By Conservation Manager

Subject	Decision	Reason
Habitat Management Work at Litlington Chalk Pit.	To pay costs of up to £100 for the use of Cambridge Conservation Volunteers at the Litlington Chalk Pit to undertake habitat management work.	<p>Undertaking habitat management at the site will progress Biodiversity Action Plan targets.</p> <p>Using local people at the site will foster a degree of local pride.</p> <p>The District Council are part owners of the pit, primarily the area that will be worked upon.</p>

Subject	Decision	Reason
Riverside Walk Adjacent to River Cam at the Wale Recreation Ground in Little Shelford	<p>The awarding of £2,250 to the Little Shelford Parish Council to enable them to undertake the creation of a riverside walk and habitat enhancements adjacent to the River Cam at the Wale Recreation Ground.</p> <p>The Grant will be awarded from the Wildlife Enhancement Scheme and represents a contribution in the order of 25% to the total project cost.</p>	<p>The provision of enhanced access of wildlife value is inline with local plan policy EN14.</p> <p>It will facilitate the achievement of Biodiversity targets.</p> <p>The Parish Council have raised their own funds and secured grants from the Awards For All Scheme and the Environment Agency.</p> <p>There are two phases to the project. Phase 1 deals with the restoration of a former ice pond, board walk and riverside viewing area. A management plan will be developed with the Ecology Officer's input for the whole area.</p> <p>The total cost of the project is £8,475.</p>