

**CAXTON PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held in the Village Hall**  
**on Thursday 8 January 2015 at 7.45 pm**

Present: Councillors: K Howard (Chairman), K Human, E Blair, R Millard, L Post, H Barbour and J Molloy.

In attendance: Mr Bryant (Team Work Karting), Mr Brian Robins (Cambridgeshire Police Speedwatch Co-ordinator), District Cllr A Elcox and Mrs Gail Stoehr (Clerk).

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

1.1 To receive written apologies for absence and reasons

None.

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

None.

1.3 To receive written requests for dispensations including requests and to grant any requests for dispensation as appropriate

None.

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

Mr Bryant was welcomed to the meeting. The Chairman outlined the procedure relating to planning applications, as the Parish Council had already made a decision. Mr Bryant outlined the background to the site and his objections to the Kartsport application. Representations had been submitted to SCDC. He requested that the Parish Council take another look at the application and the opportunities that existed on the site, with the aim of preventing increased development on the site and preventing the noise that would result from the application. Cllr Elcox explained SCDC's view. A response from Highways was awaited.

The Chairman reiterated that if any three members wished propose a motion for an extraordinary meeting to rescind a previous decision, they could do so.

Mr Brian Robins, Cambridgeshire Police Speedwatch Co-ordinator, explained the scheme, its limitations and benefits. All costs and training would be provided by Cambridgeshire Constabulary.

On a proposition by the Chairman, it was agreed to vary the order of business to take Items 4.1, 3.2, and 3.1 at this point.

4.1 Speedwatch – proposal that the Parish Council considers joining

RESOLVED that the Parish Council should join the Speedwatch scheme and that Cllr Blair is to be the Co-ordinator.

RESOLVED to raise awareness through the village magazine and posters on the notice boards. Replies are to be made to the Clerk.

Six members were willing to be trained.

3.2 (4.3) Eltisley Parish Council request for shared speed equipment

RESOLVED as no further information had been provided. to remove the item from the agenda until it is received.

3.1 (4.2) To consider quotes for clearing pond at Tates Field

RESOLVED to consider quotations both for the original specification and also the revised specification.

RESOLVED to accept the original quotation from CGM for £790 plus VAT to cut the reeds down and £185 plus VAT per occasion to apply weed killer afterwards. <sup>(Prop KHo, 2nd LP)</sup>

Cllr Millard left the meeting for part of this item while the Clerk advised the Parish Council on the S106 funds.

**2. To approve the minutes of the previous meeting on 13 November 2014**

RESOLVED that the minutes of 13 November be approved and signed by the Chairman at the end of the meeting, after the following amendments: under Item 7.3, to delete the wording “a metre (not exceeding a metre) with a flail mower” and amend to read “cut one flail width, not to exceed one metre” and under Item 7.2, to delete the word “she.”

(Prop EB, 2nd KHu)

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

3.1 (4.2) To consider quotes for clearing pond at Tates Field

Taken earlier.

3.2 (4.3) Eltisley Parish Council request for shared speed equipment

Taken earlier.

3.3 (7.3) Grass cutting and village maintenance – to consider tenders received

RESOLVED to open the tenders and to compare them.

RESOLVED to accept the lowest quotation from Buchans for £3212 and to assume as no terms had been quoted that the price would be fixed for three years. (Prop KHu, 2nd KH)

3.4 Social media training arrangements

RESOLVED to note the offer of training from CAPALC at £300 but to ask SCDC if it can provide social media training as this also might be of interest to other councils.

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

4.1 Speedwatch – proposal that the Parish Council considers joining

Taken earlier.

4.2 Gransden Road play area and proposal that the Parish Council buys a swing seat

RESOLVED to consider this within the 2016 budget (Prop KHu, 2nd KHo)

4.3 Brockholt Road play area

A reply is awaited from Rospa about the play equipment sign. Deferred to a future meeting. RESOLVED that Cllrs Blair and Howard will re-hang the gate that has dropped and will submit a written risk assessment to the Clerk before work is undertaken.

A gap in the perimeter fencing was deferred to a future meeting to allow members time to take a look.

RESOLVED that A3 laminated “No dog fouling” sign for Brockholt Road and Gransden Road and A4 signs for the notice boards are to be made and displayed.

4.4 SCDC Planning Liaison meeting report

The Chairman reported on a meeting he had attended and handouts received at the meeting are to be emailed to all members.

4.5 Proposal to erect another Notice Board at the entrance to Crowdene Footpath

A Neighbourhood Watch scheme had been set up in the village.

RESOLVED to erect a new notice board and to apply to SCDC for a grant for an estimated £350 and the cost of installation. (Prop EB, 2nd KHu)

If not successful NHW could either apply to SCDC or to the Parish Council for a grant.. Cllr Blair is to obtain a letter of support from Neighbourhood Watch.

**5. Planning and Tree Works**

5.1 Applications received since the last meeting

5.1.1 S/2360/14/FL – 24A Brockholt Road – new dwelling

RESOLVED to recommend approval. <sup>(Prop RM, 2nd EB)</sup> It was noted that there would be no overlooking since the dwelling would be lower than adjacent properties. The southern elevation windows should be frosted.

5.1.2 Application for land to the west of Cambourne 2350 dwellings

RESOLVED to await an application and when received consider an extra-ordinary meeting.

5.2 SCDC notifications - to note any received

5.2.1 S/2135/14/FL – Land adjacent to 94 Ermine Street – new dwelling  
Permission refused by SCDC. Noted.

5.3 Tree works applications – to consider any received

5.3.1 104 Ermine Street – to note the Parish Council’s “no comment”.

The response submitted by the Clerk between meetings, using her delegated powers, that the Parish Council made no comment, was noted.

5.3.2 The Old Vicarage, Gransden Road

The Parish Council made no comment. <sup>(Prop RM, 2nd EB)</sup>

**6. Finance and procedure**

6.1 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.

RESOLVED that the payments as listed, plus Buchans (ditch clearance) £96.00, and St Peter’s Church (Village Hall lease) £1.00, be approved for payment. <sup>(Prop KHu, 2nd RM)</sup>

|                                       |         |
|---------------------------------------|---------|
| LGS Services (Admin support)          | £466.91 |
| HMRC (PAYE)                           | £82.80  |
| Salary                                | £109.30 |
| Salary                                | £21.77  |
| Salary                                | £109.20 |
| ICO (DPA)                             | £35.00  |
| Cambridgeshire ACRE (Affiliation fee) | £54.00  |
| Buchans (Grass cutting)               | £540.00 |
| LGS Services (Admin support)          | £397.67 |
| LGS Services (Admin support)          | £422.12 |

Credits were noted.

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

None.

6.3 To review the budget for FY2015

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

RESOLVED:

- To earmark funds for the planting of daffodils.
- To earmark funds for the Minor Highways Scheme.
- To pay the S106 money of £516.31 to Caxton Village Hall.
- To earmark funds for the planting of daffodils.
- To earmark funds for the Minor Highways Scheme.
- To earmark the sum of £200 for trees.
- To pay the S106 money of £516.31 to Caxton Village Hall.
- The value of the Village Hall filing cabinet was written off.
- To insure the new play equipment. The cost of insurance estimated to be £4.50 per £1000 of cover.

6.4 To consider and approve a budget for FY2016

RESOLVED to write to the bus shelter cleaner thanking her for all her hard work and efforts.

At 10.30 pm, the Clerk left the meeting while the Admin Support contract was discussed, and returned shortly afterwards.

RESOLVED to seek a grant from CCC for the VJ Day celebration.

RESOLVED that the budget for FY2016 be approved. <sup>(Prop EB, 2nd KHo)</sup>

6.5 To set and demand the precept for FY2016

RESOLVED to set and seek from SCDC a precept of £15,000 for FY2016, this being the sum the Parish Council requires to balance its budget.

6.6 Banking update

Problems had been experienced with the closure of the Santander account.

RESOLVED that Unity Trust is to be asked to arrange the transfer of the funds from the savings account.

7. To consider matters arising out of correspondence received including

7.1 SCDC invitation to attend planning training – to appoint two members to attend

RESOLVED that Cllrs Howard and Post should attend the training sessions; the second being held at Swavesey as the other date clashes with the Parish Council's meeting..

8. Closure of meeting

There was no further business and the meeting closed at 11.20 pm.

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