

**CAXTON PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held in the Village Hall**  
**on Thursday 14 January 2016 at 7.45 pm**

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

In attendance: Mrs Gail Stoehr (Clerk)

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

1.1 To receive written apologies for absence and reasons

Apologies were received from District Cllrs S Crocker and D O'Brien.

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

Cllr Millard declared an interest in item 7.2 as the owner of Firs Farm.

Cllr Bushby declared an interest in item 7.2 as her partner was employed by Firs Farm.

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

RESOLVED that the requests for dispensations received from Cllrs Blair, Barbour, Post and Molloy as residents and Council Tax payers in respect of setting the precept, be granted enabling them to both speak and also vote. <sup>(Prop KH, 2nd SB, unanimous)</sup>

All members except Cllrs Millard and Bushby declared an interest in item 6.5 and the existence of their dispensations was noted.

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

None.

**2. To approve the minutes of the previous meeting on 12 November**

RESOLVED that the minutes of the meeting on 12 November be approved and signed by the Chairman, after amendments under Item 6.4, line 4, to read "to make enquiries only;" under item 4.1, to change "due" to "drew;" and under public comments, line 2, to insert a full stop after "aims." <sup>(Prop EB, 2nd JM, unanimous)</sup>

**3. Matters arising from the minutes**

3.1 (7.1) Speed limit between Caxton and Great Gransden – reply from CCC

Cllr Blair is to seek the Police's view on the proposed speed limit reduction and bring a report to the next meeting. A copy of the CCC response is to be sent to Church Farm.

3.2 (7.3) Resident proposal for a website

RESOLVED that as the Transparency Code for smaller authorities requires papers only to be "published on a website which is publically accessible free of charge" and as Brian Hayes was willing to allow the Parish Council to access the Parish Council pages to upload the Council's documents free of charge to publish documents required by legislation to be published on Brian Hayes website. A notice is to be placed on the site that the Parish Council pages are the only pages that are the Parish Council's responsibility. <sup>(Prop KH, 2nd EB unanimous)</sup>

RESOLVED to run the SCDC website in parallel until the end of the contract, and to reply to the resident that the Parish Council will not be contributing towards the proposal. <sup>(Prop KH, 2nd EB unanimous)</sup>

Other

3.3 (4.3) RESOLVED that Cllr Howard should liaise with Highways and request seven posts on the CCC website, to be installed by the landowner.

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

4.1 Chairman's report on meeting with SCDC re the boundary between Caxton and Cambourne – to consider any action required

RESOLVED in response to the Chairman's verbal report that he and the Clerk had attended a meeting on boundary changes to Cambourne to make an amendment to the Parish Council's stance as previously recorded in the minutes of 9 July 2015, item 8.2, to change "and" to "or," i.e: Caxton Parish Council supports Cambourne Parish Council in their request for a governance review of the land area in the north of the Caxton parish referred to as "West Cambourne" subject to this review only taking place if and when the Local Development Plan covering this development area is approved by the Government Inspector **or** satisfactory development plans are approved by SCDC (i.e. an application is granted planning permission by SCDC).<sup>(Prop KH, 2nd EB, unanimous)</sup>

RESOLVED to feed this back to Clare Gibbons at SCDC.

4.2 Report on Consortium of Local Councils' meeting and proposal that the Council approve in principle a letter being sent to the Inspector on the LDP

for approval by member Parish Councils was circulated and considered.

RESOLVED in consideration of the draft Coalition of Parish Councils' proposed response that Caxton Parish Council should be a joint signatory to the Coalition's letter which will include the following points –

1. The Modifications to the Local Plan spatial strategy does not align with the Councils' own Sustainable Development Strategy.

The Amended Local Plan locates houses too far from the major employment areas. This will oblige the majority of residents to use private cars to get to work

2. The modifications to the Local Plan fail to address the inspectors' concerns over the fairness and transparency of the sustainability appraisals.

The modifications the Local Plan do not present a clear case for ignoring development on the urban fringe in favour of new settlements some distance from Cambridge. In our view the methodology the Councils used is flawed.

3. The modifications to the Local Plan do not solve the over-reliance on development in new settlements and does not meet the requirement for a balance development strategy.

Serious questions remain about the deliverability of a Development Strategy that relies on building almost half of the required houses in new settlements. SCDC does not have a good track record in this regard.

4. The modifications to the Local Plan do not demonstrate that the challenges of overcoming the delivery of sustainable new settlements will be met.

The proposal for a segregated bus way from Cambourne to Cambridge to make the housing developments on the A428 sustainable is poorly evidenced. Local and national experience clearly demonstrates that improved bus services are unlikely to result in a significant modal shift away from private cars. The proposed busway will do little to improve the sustainability of housing developments like that proposed at Bourn Airfield.

The location of new settlements 10-15 miles away from the main areas of employment plus evidence from Cambourne that 70% of people currently travel to work by car point mean that very significant and unsustainable increases in private car use would result from developments in West Cambourne and Bourn Airfield. This will have a detrimental impact on all our villages through rat-running as drivers seek to reach the rapidly growing employment opportunities south of Cambridge (e.g, the biomedical campus).<sup>(Prop SB, 2nd JM, unanimous)</sup>

**5. Planning and Tree Works**

5.1 Applications received since the last meeting

- 5.1.1 S/2903/14/OL – Cambourne West proposed development of 2350 dwellings amendment  
 RESOLVED to respond as follows:  
 The Parish Council has considered the amended application and it has not addressed the Parish Council's concerns. Caxton Parish Council still recommends refusal of the application.  
 Health care provision still remains a concern as shown in the document "The Primary Care Capacity in Cambridgeshire and discussion regarding the Cambourne West Development and Proposal".  
 While the A14 improvement has been approved the pressure on the existing A428 in the short and medium term will substantially increase vehicle movements.  
 The Parish Council believes that while the A428 dualling from the Gibbet is going ahead and the guided busway planning process has started these have not been satisfactorily progressed for their impact to be known.  
 The infrastructure capacity has still not been established and satisfactory analysis has not been conducted.  
 While there is a change in the local employment area within the proposed development to split into two sites this has not satisfied the Parish Council's concerns with regards to sustainability. (Prop KH, 2nd EB, unanimous)
- 5.1.2 S/2865/15/Fl – The Chaf Barn, St Peters Street – garage conversion – to note response made between meetings  
 The Clerk had used her delegated powers to respond on the Parish Council's behalf to recommend approval with the comment that there were no adverse effects.
- 5.1.3 S/2916/15FL – 3 Ermine Street – Erect single wooden garage  
 RESOLVED to recommend approval on the grounds that the application was in keeping and was not overlooked. (Prop EB, 2nd KH, unanimous)  
 RESOLVED to note a resident's letter advising that she had submitted a planning application for 176 Ermine Street.
- 5.2 SCDC notifications - to note any received  
 None.
- 5.3 Tree works applications – to consider any received  
 None.
- 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.  
 Cllr Barbour, as Treasurer of the Village Hall, left the meeting while the ACRE membership was being discussed.  
 RESOLVED as the membership had been taken out for the Village Hall to refer ACRE to the Village Hall Committee.  
 Cllr Barbour rejoined the meeting.  
 RESOLVED that the payments as listed, but excluding ACRE £54.00, be approved for payment, plus Buchans (grasscutting) £720.00, and Caxton Church (Village Hall lease) £1.00. (Prop LP, 2nd RM, unanimous)
- |                              |         |
|------------------------------|---------|
| ICO (DPA)                    | £35.00  |
| LGS Services (Admin support) | £518.49 |
| Buchans (Grass cutting)      | £328.80 |
| Salary                       | £111.54 |
| LGS Services (Admin support) | £497.66 |

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

6.3 To review the budget FY2016 and consider arrangements for any outstanding projects

The budget was reviewed ad to note -

- To note the donation from Agricole for daffodil bulbs. Planting had already taken place.
- Speedwatch signs remained outstanding
- To move £86.00 from assets maintenance to Tates Field earmarked and £121.54 to streetlights and these were both in the wrong column.
- To earmark at year end any under-spend of the £500 S145 entertainment.
- To change the earmarked fund “daffodils” to “Planting”
- To move any under-spend in the village hall fund to earmarked reserves at year end.

6.4 To consider and approve the budget for FY2017

RESOLVED to consider the draft baseline budget as prepared by the RFO and to make the following arrangements:

- To reduce Advertising to £50.
- To consider the balance at the bank and moving the account to maximise interest each month.
- To extend the LGS Services contract for two further years making the contract from 1<sup>st</sup> April 2015 a three year contract. The Clerk left the room during the discussion of this item.
- To make provision of £1800.00 for S137 donations, £100 for assets maintenance, £250.00 for additional planting, £300.00 for signage, £1,000 for Minor Highways Improvements scheme, £1000.00 for Speedwatch, £500.00 for Flood risk and £2000 Village Hall fund.
- Website compliance is to be considered further when more information is known

RESOLVED to approve the budget for FY2017. (Prop EB, 2nd KH unanimous)

6.5 To set and demand the precept for FY2017

RESOLVED to set and demand a precept of £18,538.00 from South Cambridgeshire District Council, being the amount required by the Parish Council to balance its budget.  
(Prop EB, 2nd KH unanimous)

6.6 Pensions enrolment – to select a pensions provider and consider the next steps

RESOLVED to join the Nest scheme for 1 February 2016 with an option for 3 months’ extension if required and a 3 month probation period. (Prop HB, 2nd EB, unanimous)

RESOLVED that the Clerk complete the statement of compliance and write to the staff about the pension arrangements. (Prop KH, 2nd EB unanimous)

6.7 Pensions enrolment – to consider correspondence from Toft Parish Council suggesting sharing the cost of a pensions’ adviser

RESOLVED to thank Toft Parish Council but to inform them that arrangements have already been put in place. (Prop KH, 2nd EB unanimous)

6.8 Transparency code for smaller authorities – to consider the implications

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

7.1 Request for permission for fish and chip van to use the Village Hall car park

RESOLVED that the Parish Council has no objection to the fish and chip van parking and trading in its car park as this will be good for the village on the following conditions –

- There will be a trial period of six months.
- The area is to be kept tidy during trading and left tidy.
- Mr Blower must contact South Cambridgeshire District Council and obtain any permissions and licences from that Authority. If any are required copies must be sent to the Parish Council.
- The day of trading must be agreed in advance with the Village Hall Committee
- The hours are to be between 4.30 and 8.30 pm. (prop EB 2nd KH unanimous)

7.2 Barford and Co – proposed development of Firs Farm – date for consideration

On a proposition by the Chairman, it was agreed to vary the order of business to take this item at the end of the meeting.

7.3 SCDC Local Plan – Proposed modifications consultation

Taken under item 4.2.

7.4 SCDC Community Heroes nomination

RESOLVED to place a note on the website that the Parish Council considers annually a nomination for Village Hero, and if residents have a nomination, they should let the Clerk know.

7.5 CCC advocacy consultation

Noted.

7.6 Strutt and Parker – Cambourne Village College proposed extension

RESOLVED that there was no need for a meeting.

7.7 Filming in Caxton

RESOLVED that the Parish Council had no objections provided that no organisation benefited from free advertising, and that shots should be focused on the identity and history of the village.

7.2 Barford and Co – proposed development of Firs Farm – date for consideration

Cllrs Millard and Bushby, having previously declared an interest, left the meeting at 10.45 pm.

RESOLVED that a public meeting is to be held on Thursday 28 January at 7.45 pm to which Barford and Co are to be invited to attend. The Parish Council will then consider residents' views at its March meeting. A leaflet drop is to be made to all homes with members to deliver leaflets.

Cllr Millard re-joined the meeting.

8. Closure of meeting

There was no further business and the meeting closed at 10.50 pm.

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