

CAXTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held in the Village Hall
on Thursday 10 November 2016 at 7.45 pm

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

In attendance: 1 member of the public and Mrs C Newton (Minutes Secretary, LGS Services).

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

Cllr Barbour declared an interest in items 3.1 and 3.2 as Village Hall Treasurer.

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

None.

2. To approve the minutes of the previous meeting on 8 September 2016

RESOLVED that the minutes of the meeting on 8 September be approved and signed by the Chairman, after an amendment under item 4 to read “had not been able to secure a grant.” (Prop HB, 2nd SB, unanimous)

3. Matters arising from the minutes

3.0.1 RESOLVED to note Roger Driver Partnership’s valuation of the Village Hall at £300,000 for insurance purposes.
Cllr Bushby arrived at 7.50 pm.

3.0.2 (4.3) Ermine Street railings

RESOLVED to note the reply received from CCC that they were happy to remove the railings if the Parish Council so wished and to respond thanking CCC for their co-operation and asking that they remove the railings.

3.0.3 (3.1) Staggered junction Ermine Street/Gransden Road/Bourn Road

RESOLVED, given that the Parish Council did not know who was the landowner of the land on the south-eastern corner of the junction, to appoint Cllr Molloy to report the overgrown trees on the CCC website.

3.0.4 (3.6) The Chairman reported that the walk of Bourn Brook had taken place and the banks were in good condition. However, it had not been possible to complete the part from the ford to Gransden Road due to a fallen tree lying across the brook, three to four feet above the water level.

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

A resident reported as the representative of Neighbourhood Watch that there had been five burglaries in 12 months. An email had been sent to PCSO Jackson in August to seek his views and whilst unfortunately no reply had been received, he had changed roles and PCSO Kennedy had replaced him. The resident will bring the matter up directly at the next Cambourne Police Panel meeting. He was thanked for all the work he undertook and asked to place an item in the magazine warning residents of the burglaries and urging them to take precautions.

3.1 (3.4) Hub at Village Hall

RESOLVED that Cllr Blair should obtain quotations for the connection and installation for the next meeting, and maintained at no cost (subject to receipt of money direct from

Agricole). Written documentation to this effect is required from the Village Hall committee.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 3.3 next.

3.3 (7.5) Highway Improvement Scheme invitation to bid

The deadline is 30 November.

RESOLVED that Cllr Blair should submit a bid on the Parish Council's behalf for reduced speed signs and traffic warning signs at a cost of £400.00 and for the road marking at the junction to be done clearly, subject to a contribution of 10% from the Parish Council, to be taken from the Highways Improvement Reserve Fund.

A proposal by Cllr Molloy, that parking restrictions such as double yellow lines or passing spaces be introduced in Ermine Street, as the road from 77 Ermine Street to Pear Tree Cottage was reduced to one lane when the car park was full, will be an agenda item for the next meeting.

3.2 (4.1) Village Hall refurbishment – to consider request that the Council submits the grant applications

RESOLVED to ask the Village Hall Committee to transfer sufficient funds to the Parish Council to cover of CPC contribution for the third party funding.

Cllr Molloy left the meeting at 8.30 pm.

RESOLVED to set up a Working Group to work with the Village Hall Committee to submit the grant application, and to take up Chris Rundell's kind offer of help with compiling and managing the bid.

RESOLVED that a Working Group be set up with membership to be Cllrs Post (Convenor), Cllr Bushby and Cllr Molloy, to draw up an application to the Amey Community Fund and to bring the proposals to a future meeting for approval by the Parish Council. ^(Prop KH, 2nd EB)

Cllr Molloy re-joined the meeting at 8.36 pm.

3.3 (7.5) Highway Improvement Scheme invitation to bid

Taken earlier.

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

4.1 Future projects/requirements

RESOLVED that consideration of the needs of the village for the next 12 months, and in the longer term from 2-5 years, is to be an agenda item for the next meeting.

RESOLVED that members should contact the Clerk with suggestions of projects of any size prior to the next meeting. Once agreed by the Parish Council these are to be minuted for future S106 purposes.

A notice is to be placed in the magazine.

RESOLVED that consideration will be given to making provision for the grass cutting of open spaces in the budget when setting the precept.

4.2 Thatched bus shelter – to consider its repair

RESOLVED to note that Cambourne Parish Council had been asked to make the shelter safe until the Council could consider its repair.

RESOLVED that the thatched bus shelter should be retained and to seek quotations to re-erect it using the existing roof structure. ^(Prop SB, 2nd EB)

5. Planning and Tree Works

5.1 Applications received since the last meeting

None.

5.2 SCDC notifications - to note any received

- 5.2.1 S/2113/16/LB – Pear Tree Cottage – Replace external rendering as old rendering was crumbling and became a health and safety issue – Permission granted.
- 5.2.2 S/0774/16/FL – 1 Bourn Road – Recladding and reroofing of existing detached barn and single storey extension to barn – Permission granted.
- 5.2.3 S/07753/16/LB – 1 Bourn Road – As above, listed building application – Permission granted.
- 5.2.4 S/0863/16/FL – 11 Tasker’s Field – Two storey extension to the rear of dwelling and additional ensuite window to front elevation – Permission granted.

5.3 Tree works applications – to consider any received

5.3.1 65 Ermine Street

RESOLVED that the Parish Council had no comments. (Prop JM, 2nd HB, unanimous)

- 5.0.1 RESOLVED to respond that the Parish Council would like to attend, and to publicise the meeting on the notice board and in the newsletter stating “Date to be announced.”

RESOLVED, having considered correspondence from the Principal Planning Officer regarding the Cambourne West development and noted that the application is to go to the Planning Committee at the end of December. with regard to the request for an extraordinary meeting to be held at Caxton, that the Chairman will explain that due to the logistics of arranging its own meeting, and as this was just a presentation, the Parish Council is unable to arrange a meeting, but will attend the next meeting at Cambourne, which expected to take place on 6 December or 20 December.

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 be approved for payment, plus Bourn Primary School Fund (Grand piano appeal) £500.00, and Roger Driver Partnership (Village Hall valuation) £360.00. (Prop EB, 2nd HB, unanimous)

Buchans (Grass cutting)	£400.80
Buchans (Grass cutting)	£400.80
PKF Littlejohn (Audit)	£120.00
Guilden Morden Parish Council (Dog fouling Training)	£25.00
RPM (Play equipment repair)	£708.00
Salary	£1.22
Salary	£1.02
Salary	£25.00
NEST (Pension) (DD)	£110.52
LGS Services (Admin support)	£536.85
LGS Services (Admin support)	£507.13

Receipt of the precept was noted.

RESOLVED that the Chairman will look into the bank charge of £18.00.

RESOLVED that the sum of £10.000 should be transferred to the account with Cambridge and Counties Bank subject to their paying interest on the money. A cheque will be released at the next meeting.

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

None.

6.3 PKF Littlejohn – annual audit completion

RESOLVED to note the completion of the annual audit and the comment that the Council had not provided a bank statement at 31st March for the Cambridge and Counties Bank.

7. To consider matters arising out of correspondence received including

7.1 Resident – Village crime and incidents

Taken earlier under the public session.

7.2 CCC Flood questionnaire

RESOLVED to submit the questionnaire with the responses discussed, the Chairman to be the contact and that more information is to be sought on the Flood Action Group.

7.3 CCC Winter gritting routes

Noted.

7.4 CCC Minerals and Waste consultation

Noted.

7.5 SCDC review of polling districts consultation

Noted.

8. Closure of meeting

RESOLVED, given the necessity for members to undertake training, to look into the cost of an in-house training session in Caxton.

RESOLVED to note Agricole had planted bulbs in the village and had also sent in a cheque for the contribution towards oil sales.

There was no further business and the meeting closed at 9.35 pm.

SignedChairmandate.

APPROVED