

**CAXTON PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held in the Village Hall**  
**on Thursday 11 July 2019 at 7.45 pm**

Present: Councillors: K Howard (Chairman), S Bushby, R Millard and L Kelly.

In attendance: District Cllr Nick Wright and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

1.1 To receive written apologies for absence and reasons

Apologies were received from Cllrs Barbour; Cllr Halket (out of parish) and from District Cllr Mark Howell (attending another meeting) and County Cllr Mandy Smith. District Cllr Nick Wright arrived at 7.50 pm.

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**

District Cllr Nick Wright reported on:

- The new CEO for SCDC.
- The A428 consultation. He encouraged the Council to speak to other parishes as all were concerned about rat running through the villages during the construction, the increased traffic flow and the possible use of local roads as haul roads, especially in the early stages of construction. Cllr Wright suggested that the Council oppose the use of local roads being used as haul roads when responding to Highways England. The Chairman explained that the Council had already responded and had made the point about rat running.

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

RESOLVED that the minutes of the meeting on 13 June 2019 be approved and signed by the Chairman at the end of the meeting. (Prop RM, 2nd LK, carried with 1 abstention)

**3. Matters arising from the minutes**

3.01 (10.4) Defibrillator

RESOLVED to note that the Village Hall Committee were happy for the Hall electricity supply to be used.

RESOLVED to respond thanking them for their swift response and that when obtaining a quotation for the defibrillator supply, a quote should also be obtained for an external lockable weatherproof power point near the back door, noting that the Village Hall Committee would meet the cost.

3.02 CCC had undertaken to complete the renewal of the white lines and cushion markings.

3.0.3 (14.2-14.4) RESOLVED to follow up with County Cllr Smith on the outcome of her enquiries about the footpath leading towards Bourn Road.

3.0.4 (14.1) Highways England A428 Black Cat to Caxton Gibbet Improvement Scheme – consultation.

The Chairman distributed copies of the A428 consultation document. A response had already been sent asking them to ensure that Caxton Gibbet was not damaged and that the mound was protected. The Chairman reported that assurances had been received from the Chief Engineer that the works would not be touching it. District Cllr Wright

believed that the mound might be listed as it was on Highways England land and should therefore be protected.

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

##### **4.1 Reports on local matters for information only**

The Chairman reported that a resident had expressed concerns about the cement at the base of the War Memorial, and would place some mortar around it by the autumn.

RESOLVED to ask Coulsons to come out and investigate the roof in the Village Hall kitchen is leaking, and to confirm whether the works are still under guarantee.

#### **5. Planning and Tree Works**

##### **5.1 Applications received since the last meeting**

##### **5.1.1 SCDC Draft Bourn Airfield New Village Supplementary Planning document consultation**

RESOLVED to repeat the Council's desire that there should be a direct access onto the A428 from the new development, and, given that it is not clear from their consultation document how much industrial use is proposed, to comment that it should be sufficient to provide employment for the proposed housing.

##### **5.2 SCDC Decision notices**

##### **5.2.1 S/1775/19/RM – Land to the west of Cambourne – Non-material amendment of planning permission S/2903/14/OL to amend the parameter plans – Permission granted.**

##### **5.2.2 S/2225/19/DC – 30 Bourn Road – Discharge of Conditions 3 (Materials) and 6 (Renewable energy statement) of planning application S/4023/18/FL - Replacement dwelling and garage** Noted.

##### **5.2.3 S/1777/19/FL – Brook Cottage, 11 Ermine Street**

The Chairman reported on copy correspondence received from a resident objecting to the application on the grounds that the boundary site plan was incorrect and incomplete; there was a surface water sewer beneath it flowing into Bourn Brook; and the area being used for parking was a "horse pad" to which the resident had a historic right of access, and represented encroachment as the parking and sewerage in the plans were where they were not meant to be.

##### **5.3 Tree works applications – to consider any received**

##### **5.3.1 S/2124/19/TC – Land adj to 30 Ermine Street**

Already approved by SCDC.

District Cllr Wright asked whether the Parish Council had commented on the West Cambourne application as this had been approved at the previous month's Planning Committee. The Council stated that it had done so. RESOLVED to reiterate the comments previously made.

Cllr Wright left the meeting at 8.22 pm.

#### **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 Buchans (Grass cutting) £587.40. (Prop SB, 2nd LK, unanimous)

Salary	£1.38
Salary	£28.38

LGS Services (Admin support)	£592.33
NEST (Pension) (DD)	£127.88

Receipt of the verges grant was noted.

6.2 To consider any quotes for urgent works required because of risk and Clerk's use of delegated powers

RESOLVED to note that the Clerk used her delegated powers to respond on tree works application S/2085/19/TC – 3 Bourn Road – The Parish Council made no response.

6.3 To consider play equipment checks reports

Clarification is to be sought about the reporting of play equipment checks at each meeting.

RESOLVED to refer to the manufacturer of the basket swing regarding the splits in the top bar identified in the RoSPA report. (Prop RM, 2nd KH, unanimous)

6.4 Street lighting electricity – to consider what arrangements need to be made

RESOLVED, noting that quotations were still awaited, to delegate to the Clerk and the Chairman together to decide on a supplier, having first investigated whether quotations could be combined with other parish councils. (Prop SB, 2nd RM, unanimous)

6.5 Grass cutting and village maintenance contract – to consider correspondence received

RESOLVED to write to the resident informing them that the contractors have a contractual obligation to carry out the work on the pond area and that any criticism or complaint should be taken up with the Parish Council and not the contractor. The contractor always checks for birds and nests before cutting. Information on the contract with the prices redacted is to be provided to the resident and they are to be invited to comment regarding the pond. (Prop LK, 2nd RM, unanimous)

RESOLVED, whilst the cutting of the pond area shrubs is already covered in the contract, to state explicitly that the shrubs around the pond area should be cut. (Prop RM, 2nd KH, unanimous)

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

7.1 Combined Authority – consultation on Cambridge and Peterborough Local Transport Plan

RESOLVED to respond with the following comments: There is no proposed cycle route from Cambourne to Cambridge and the Parish Council thinks that there should be one. The Council reiterates its support for an autonomous metro system and reiterates that the Parish Council does not support the Northern East-West rail project. The footpath by Bourn Airfield is not cut back enough. (Prop KH, 2nd SB, unanimous)

7.2 CCC Local Highways Improvement Scheme 2020/2021 Invitation to bid

The Chairman reported on a meeting with the County Councillor and two officers regarding the speed indicator which is now working.

RESOLVED to submit a bid, subject to this being within the budget, for the erection of up to 5 mounting posts erected to enable the sign to be moved around, at a cost of £200-£300 each plus brackets, and for gates at each entry to the village at a cost of approximately £2000-£3000, in order to complete the safety measures for the village.

RESOLVED to offer a 20% contribution and that Cllr Howard should complete the application after receipt of information about the gates from County Cllr Mandy Smith. The recommended locations for the posts would be on Gransden Road; at the top of the hill on Bourn Road; on Royston Road and St Peter's Street in both directions. (Prop SB, 2nd RM, unanimous)

7.3 SCDC guidance on responses for tree works applications

Noted.

7.4 1<sup>st</sup> Caxton Rainbows request permission to hold fete with bouncy castle on the field adjacent to Caxton Village Hall on 13 July  
RESOLVED to respond that the Parish Council's permission is required for all events and that permission is granted, noting that the event is covered by the Girlguiding UK public liability insurance, a copy of which should be provided along with a written risk assessment. (Pro KH, 2nd LK, unanimous)

**9. Closure of meeting**

RESOLVED that the annual appointment for a Neighbourhood Watch Co-ordinator is no longer required until someone is willing to undertake the role.

There was no further business and the meeting closed at 9.25 pm.

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

DRAFT