

CAXTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held in the Village Hall
on Thursday 9 January 2020 at 7.45 pm

Present: Councillors: K Howard (Chairman), S Bushby, R Millard, L Kelly, A Halket, H Barbour and R Jack.

In attendance: 1 member of the public, District Cllr Mark Howell and Mrs Gail Stoehr (Clerk).

1. Apologies for absence and declarations of interest

1.1 To receive written apologies for absence and reasons

Apologies for absence were received from District Cllr Nick Wright.

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 Mark Howell reported on:

- The scheme for three free trees from SCDC.
- The mobile warden scheme facilitated by SCDC and Age Concern
- Fly tipping
- The procedure for planning applications going to the Planning Committee has been reviewed at SCDC and delegated to the Chair, Vice-Chair and an officer in future. If they are unable to agree the application will go to the Planning Committee.
- The Chairman referred to concerns that the CCC research group's statistical data regarding Caxton was incorrect particularly as this was used to inform planning and the Local Plan. The concerns have been passed on to County Cllr Mandy Smith.

The applicant for land east of 20 Bourn Road spoke to his application which was smaller than the outline planning application and had been designed as a modern looking building where he was intending to live. The property would be a self build by an experienced builder.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 5.1.3 next.

5.1.3 S/4069/19/DC – Land east of 20 Bourn Road - Erection of a dwelling house with garage

RESOLVED to support the application as it was in keeping in size with others in Bourn Road, and was on the same footprint as the outline application. (Prop KH, 2nd SB, unanimous)

2. To approve the minutes of the previous meeting on 14 November

RESOLVED that the minutes of the meetings on 14 November 2019 be approved and signed by the Chairman at the end of the meeting. (Prop SB, 2nd AH, unanimous)

3. Matters arising from the minutes

3.1 (3.2) Pond area maintenance including shrubs, trees and reeds – to consider quotations for maintenance

RESOLVED that the specification be confirmed subject to the following changes, that all the suckers should be removed and reduce the height of the tree of unknown species by half.

RESOLVED to suspend Financial Regulations to consider one quotation only.

RESOLVED to accept the quotation from Buchans and to let the Tree Warden know so that he can remove some wood. (Prop KH, 2nd RM, unanimous)

- 3.2 (6.1) To review cutting of verges and to consider whether the Parish Council should pay for the two cuts which were not ordered

RESOLVED having reviewed the situation, given that this was a genuine mistake, that the Parish Council is willing to pay for one cut.

- 3.3 (7.1) Resident's complaint regarding unkempt verges

RESOLVED that the verges cutting schedule should revert back to the original schedule of three years ago, namely eight cuts of full width, with the proviso that the daffodils should not be cut down until finished. (Prop KH, 2nd SB, unanimous)

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

- 4.1 Reports on local matters for information only

4.1.1 The LHI bid presentation will take place next Tuesday at CCC. Wings are not required on the gateways so the project costs will be lower.

4.1.2 The defibrillator petition was ongoing.

5. Planning and Tree Works

- 5.1 Applications received since the last meeting

On a proposition by the Chairman, the order of business was varied.

5.1.1 S/4161/19/RM – West Cambourne proposed development site, Sheepfold Lane, Cambourne – Reserved matters for strategic landscaping for Phase 1 following outline planning permission S/2903/14/OL. The outline application was EIA development and an Environmental Statement was submitted

Noted.

5.1.2 S/4061/19/FL – 3 Ermine Street – Change the exterior render paint colour from mustard to white and construct a conservatory to the rear elevation

RESOLVED to support the application. (Prop HB, 2nd KH, unanimous)

5.1.3 S/4069/19/DC – Land east of 20 Bourn Road – Erection of a dwelling house with garage

Taken earlier.

5.1.4 S/3986/19/DC – Land west of Cambourne – Discharge of condition 41 (Construction method statement (CMS) pursuant to outline planning permission S/2903/14/OL

Noted.

- 5.2 SCDC Decision notices

5.2.1 S/3524/19/FL – 23 Brockholt Road – Demolition of existing kitchen and conservatory and single storey side and rear extension – Permission granted.

5.2.2 S/3437/19/PA – Barn SE of Firs Farm, St Peter's Street – Prior approval of change of use from agricultural to a dwelling house (Class C3) and associated operational development – Permission granted.

5.2.3 S/3152/19/DC – 30 Bourn Road – Discharge of condition 6 (Renewable energy) of planning permission S/4023/18/FL – Permission granted.

5.2.4 S/1490/19/NM – Land adj 94 Ermine Street – Non-material amendment to planning permission S/0539/16/FL – Permission granted.

5.2.5 S/0332/19/PO – Chervil Way and Chaffinch Walk, Cambourne – Modification of planning obligations pursuant to S106 agreement dated 24 August 1999 of planning permission S/6023/99/RM – Permission granted.

- 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 payments are authorised online.

RESOLVED that the payments as listed be approved for payment. (Prop SB, 2nd LK, unanimous)

Salaries	£157.84
LGS Services (Admin support)	£588.58
LGS Services (Admin support)	£562.25
CCC (Street lights)	£197.17
CAPALC (Councillor training)	£75.00
LGS Services (Website set up)	£240.00

Credits, including a VAT reclaim, were 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 accept a quotation from Buchans for £66.00 plus VAT to spray the pond at the appropriate time subject to their obtaining the necessary permissions.

The Clerk had written to LCPAS seeking reimbursement for the duplicated payment of £90 for the affiliation fee paid earlier in the year. After they had claimed non-receipt, the Parish Council had sent a replacement cheque, which was then banked along with the original.

6.3 To consider play equipment checks reports

RESOLVED to note that no works were required.

6.4 To review the budget FY2020 and consider arrangements for any outstanding projects and earmarked reserves

The budget for FY2020 was reviewed.

RESOLVED:

- Admin support budget - reviewed and increased by £1000 to cover an increase of 1 hour per week plus flexibility.
- £246 to be taken from the website reserve and released to general reserves.
- Transfer the \$137 budget into the earmarked defibrillator fund if not spent by the year end.
- Transfer the flood risk budget to flood risk reserves if not spent by the year end.
- Transfer the £200 provision for Bikeability to Special Projects for the Village Hall sign.
- Provision for Special Projects. The Christmas tree reserve £100 and Speedwatch reserve £700 are to be transferred to Special Projects.
- The SCDC offer of three free trees is to be accepted with planting to be on the Gransden Road open space.
- The Buchans pond work (trees and spraying) is to be taken from the Cross Key S106 money.
- Play equipment – the underspend on S106 for play equipment is to be transferred to the play equipment/assets maintenance heading.

6.5 To consider and approve the budget for FY2021

RESOLVED that the budget as discussed be approved. (Prop AH, 2nd HB, unanimous)

6.6 To set and demand the precept for FY2021

RESOLVED to set the precept at £19,593.80. (Prop AH, 2nd HB, unanimous)

7. To consider matters arising out of correspondence received including

7.1 CCC Draft Climate Change and Environment Strategy consultation

RESOLVED that members should complete the survey should they so wish.

7.2 Greater Cambridge Local Plan consultation
Noted.

7.3 CAPALC Buckingham Palace Garden Party invitation to nominate
RESOLVED that the Parish Council make no nominations.

8. Closure of meeting

There was no further business and the meeting closed at 9.43 pm.

SignedChairmandate.

DRAFT