CAXTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council on Thursday 11 March 2021 at 7.45 pm
Held remotely via Zoom due to the current pandemic

Present: Councillors: K Howard (Chairman), L Kelly, R Millard, A Halket and R Mahmood-Bishop

In attendance: County Cllr Mandy Smith, District Cllr Nick Wright, 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

The casual vacancy arising from the non-attendance of Cllr Helen Barbour for six months was noted.

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

None.

1.3 To receive written requests for dispensations 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 SCDC Council Tax increase of approximately 3% to £155.31 for a Band D property.
- SCDC is looking at other ways to generate income, for example by investment in commercial projects such as Cambourne High Street.
- Parkside Police Station is moving to a new site in the Green Belt at Milton.

District Cllr Mark Howell reported on the SCDC Planning Committee approval for Bourn Airfield. 500 homes will be built at first, reaching 3500 in total with access along the old A428. 40% of the homes will be affordable housing.

County Cllr Mandy Smith reported on:

- Drainage. As the lead flood authority, CCC have to investigate incidents and would like to set up a meeting with the Parish Council, Highways and CCC in the near future.
- The Cultivate Grant funding round starts on 1 May 2021. One to one meetings are to be held on 18 and 21 March. Grants are available from £2000 to £15,000 and Community Groups are eligible. County Cllr Smith gave examples and undertook to email information to the Parish Council.

The Chairman outlined complaints received from two residents regarding drainage problems, which highlighted that CCC had taken eight months to respond and was not keeping to its timetables.

District Cllr Wright and District Cllr Howell left the meeting.

2. To approve the minutes of the January meeting

RESOLVED that the minutes of the meeting on 14 January be approved and signed by the Chairman as soon as practically possible. (Prop RM, 2nd KH, unanimous)

3. Matters arising from the minutes

3.1 (7.4) S106 expenditure

RESOLVED, noting that the S106 funds available, to seek quotes for replacement fencing around the children's play area, of both metal and wooden types. (Prop LK, 2nd RM, unanimous)

3.2 (7.4) Free trees for front gardens
RESOLVED to seek the views of residents via the website and the newsletter. Expressions of interest should be received by the end of August.

3.3 (7.2) Book lending library in the bus shelter review
RESOLVED having noted the forthcoming easing of lockdown and the quantity of 200-300 books only left room for one person to sit on the seat and the weeklies, on fiction, very old books and DVDs and also that the bus shelter was open to the elements and therefore subject to damage. to install two lengths of shelving the width of a standard book, to avoid the risk of injury to users of the shelter.
RESOLVED that volunteers should carry out a cull of the materials and put up notices that any books that do not fit on the shelves will be removed and that and Cllrs Howard, Kelly and Halket along with any other volunteers, should assist with the cull and the reopening the facility.
RESOLVED that the Chairman should measure the length of the shelves (two shelves high) t. (Prop KH, 2nd LK, 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 Chairman reported on his attendance at:

- The MP's meeting on the East West Rail proposals. Correspondence received was based on a misunderstanding of the Parish Council's position, which was split when last discussed, and the Chairman had responded.

Cllr Mahmood-Butler arrived during this item at 8.18 pm.

- A short presentation on 8 February regarding the Parish Council's LHI bid.
- A workshop on 3 March regarding the Travelling Community and the Police Authority's conciliatory approach to sites. The Chairman had attended training.

4.2 Proposal that all members give some consideration to members' responsibilities and attendance at the various other informative meetings being held between meetings before the Annual Meeting in May
The Chairman encouraged members to give thought to this matter, which will be an agenda item at the Annual Meeting.

County Cllr Smith left the meeting.

5. Planning and Tree Works

5.1 Applications received since the last meeting

5.1.1 21/00070/HFUL – 24 Ermine Street – Erection of a 24 x 16 storage shed
RESOLVED that the Parish Council supports the application. (Prop KH, 2nd LK, unanimous)

5.1.2 20/05293/OUT – The Depot, Royston Road – Outline planning for the demolition of existing single storey building to east of site, modular building and small outbuilding. Erection of 700 sq metres single storey trade counter (Class E (a) building, erection of single storey B8 use buildings comprises 1400 sq metres, demolition of existing dwelling house to Royston Road, modification and creation of vehicular access to Royston Road. Creation of parking areas, ecological areas, associated hard and soft landscaping with all matters reserved except for access.
RESOLVED to support the application as it provides opportunities for employment. (Prop KH, 2nd LK, unanimous)

5.2 SCDC Decision notices

5.2.1 20/05188/PRI06A – Pastures Farm, Ermine Street - Erection of an agricultural spray and combine storage buildings – Prior approval not required

5.2.2 20/04835/HFUL – 22 Ermine Street – Replace timber deck with brick paviour path and oak picket fence at the front of the property. New low brick wall with European

wooden doors to an existing bin store. Low level planting and tree removal in the front garden – Permission granted.

5.2.3 S/4832/18/CONDB – Firs Farm, St Peter's Street – Submission of details required by conditions 7 (Contamination and remediation) and 8 (Remediation method statement) of planning permission S/4832/18/OL – Condition discharged in full

5.2.4 S/2235/18/COND3 – Caxton Baptist Church – Discharge of condition 3 (Management plan for the protection of historic features) – Conditions discharged in full.

5.2.5 20/03178/S106A – 6-12 (even) Tate's Field – Modification of planning obligations contained in a Section 106 agreement dated 27 May 1997 made between (1) South Cambridgeshire District Council, (2) Robert John Millard and their mortgagee, and (3) Caxton Parish Council pursuant to planning permission S/0449/94/O, S/0450/94/F, S/0451/94/F and S/0452/94/F – Permission granted.

5.2.6 S/2234/18/COND12 – Caxton Baptist Church – Discharge of condition 12 (Landscaping) – Condition discharged in full.

5.2.7 S/2235/18/COND6 – Caxton Baptist Church – Discharge of condition 6 (Precise details of all new doors, windows and screen – Condition discharged in full.

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 sent to the signatories, before the payments are authorised online.

RESOLVED that the payments as listed be approved for payment, plus Community Heartbeat Trust (Defibrillator) £2760.00, noting that the payment to LGS Services (Admin support February) should be £659.69 and not £550.30 as shown in the finance report, due to the omission of VAT. (Prop KH, 2nd LK, unanimous)

Salaries	£288.51
Caxton Church (Village Hall rent)	£1.00
CAPALC (Affiliation fee)	£336.70
Algar Signcraft (Sign)	£135.60
LGS Services (Admin support Jan)	£570.70
LGS Services (Admin support Feb)	£659.69
Unity Trust Bank (Service charge) (DD)	£18.00

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 had ordered a Cpad View Semi Auto Defibrillator and stainless steel external heated lockable cabinet at a cost of £1895.00; Electrician cabinet fitting £200.00 and carriage at £25.00. The Clerk used delegated powers to approve payment of the £45.00 excess over the budgeted amount.

The Clerk has also used delegated powers to choose a managed option at a cost of £145 pa which means that Community Heart Beat Trust manage the equipment, register it with the Emergency Services and provide all the consumables. The Parish Council is still required to do periodic checks on the equipment to ensure it is working. The Council to appoint someone to this role ready for when it is installed on the wall of the Village Hall.

RESOLVED that Cllr Halket should carry out the weekly checks and that Cllr Mahmood-Bishop should provide cover.

6.3 To consider play equipment checks reports

RESOLVED that records of the checks undertaken should be passed by Cllr Kelly to the Clerk in time for the annual internal audit.

7. To consider matters arising out of correspondence received including

On a proposition by the Chairman, the following three items were taken together.

7.1 Resident request that the Parish Council keeps the village informed about the EWR proposals

7.2 Resident request for a link to Anthony Browne MP's letter to residents regarding EWR and Cambridge Approaches website so that there is a balance of information available

7.6 Cambourne Approaches East West Rail

RESOLVED to note a resident's email that Cambridge Approaches, CamBed RailRoad and a number of local environmental groups will contact the Parish Council this week to seek support to call for a fair evaluation of the alternative northern route by EWR.

RESOLVED that at the present time that as the members of the Council are split as ti their views on the route that the Parish Council remains undecided on the route.

RESOLVED to put up links to Cambridge Approaches EWR and Cambs Beds rail and the MP on the website and to include a disclaimer

7.3 CAMSAR – request for donation

RESOLVED having considered the request for financial support from CAMSAR, to approve a S137 grant of £350.00 to CAMSAR, which in the opinion of the Council is in the interests of the area and its inhabitants. (Prop KH, 2nd AH, unanimous)

7.4 SCDC consultation on new housing policies relating to Build to Rent, Clustering and Distribution of Affordable Housing and Affordable Rent Setting

RESOLVED that members should complete the forms as individuals rather than the Parish Council submitting a response as a Council.

7.5 Papworth Surgery Newsletter for Caxton and Caxton Representative

RESOLVED to thank them but as far as the Parish Council is aware, Caxton residents fall under Bourn Surgery not Papworth.

7.6 Cambourne Approaches East West Rail

Taken earlier.

8. Closure of meeting

RESOLVED that the Annual Parish Meeting should hear the views of the village on East West Rail. The next meeting should take place on 20 or 27 May as the Village Hall will not be open until 17 May, and the Annual Council Meeting is to take place on the same date.

There was no further business and the meeting closed at 9.20 pm.

Signed …….Chairman ……date.

DRAFT