

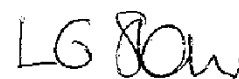
## CAXTON PARISH COUNCIL

**I hereby give notice that, as previously arranged, the Meeting of the Parish Council will be held on Thursday 10 March 2022 at 7.45 pm in the Village Hall**

The Public and Press and County and District Councillors are invited to be present and Members of the Parish are welcome to attend and may speak under the Open Public Session item and make representation to the Council on items on the agenda during this section of the meeting

*Everyone should wear a face covering unless they are exempt and are encouraged to take a lateral flow test prior to attending.*

**All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder**



Mrs Gail Stoehr,  
Clerk 02/03/22

### AGENDA

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

- 1.1 To receive written apologies for absence and reasons
- 1.2 To receive declarations of interests from councillors on items on the agenda
- 1.3 To receive written requests for dispensations and to grant any requests for dispensation as appropriate

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

**2. To approve the minutes of the January meeting**

**3. To consider matters arising from the minutes**

- 3.1 (3.1) Memorial site – to update the Council<sup>(GL)</sup>
- 3.2 (7.2) SCDC Community Champions and request for communications and alerts to be published on the Parish Council's website - to consider report and recommendation<sup>(GL)</sup>

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

- 4.1 Reports on local matters for information only<sup>(KH)</sup>
- 4.2 Report from Flood Working Group<sup>(GL)</sup>

**5. Planning and tree works**

- 5.1 Applications received since the last meeting\*
  - 5.1.1 21/04042/CONDA – Land at Firs Farm, St Peter's Street – Submission of details required by Condition 2 (External materials) of reserved matters application 21/04042/REM
  - 5.1.2 21/01409/CONDB – Caxton Baptist Church, Ermine Street – Submission of details required by Condition 5 (Planting scheme) of listed building consent 21/01409/LBC
  - 5.1.3 22/00080/REM – Plot 1, Firs Farm, St Peter's Street – Reserved matters application for Plot 1 for appearance, landscaping, layout and scale following outline planning approval S/2294/16/OL for custom self-build housing development of 8 properties – to note response made between meetings under Clerk's delegated powers
  - 5.1.4 22/00021/REM – Land at Firs Farm, St Peter's Street – Reserved matters application for Plot 8 for access, appearance, landscaping, layout and scale following outline planning approval S/2294/16/OL for custom self-build housing development of 8 properties – to note response made between meetings under Clerk's delegated powers
- 5.2 SCDC notifications - to note any received
- 5.3 Tree works applications – to consider any received

**6. Finance, procedure & risk assessment**

- 6.1 To receive the financial report and approve the payment of bills
- 6.2 To consider any urgent works required because of risk and the Clerk's use of delegated powers
- 6.3 To consider play equipment checks reports

**7. To consider any correspondence received**

- 7.1 Village Hall request for funding towards Commemorative Mugs
- 7.2 Resident request that the algae at the pond is dealt with and wildlife encouraged
- 7.3 Crowdene Bridleway – to consider correspondence regarding its surface
- 7.4 Bidwells Environmental Initiatives within Cambridgeshire

**8. Closure of meeting**

## Clerk report to Caxton Parish Council 10 March 2022

Where I have background information to support an agenda item this is below.

1. Apologies for absence – will be reported to the meeting.
2. To approve the minutes of the January meeting – attached
3. Matters Arising
  - 3.1 (3.1) Memorial site – to update the Council<sup>(GL)</sup>
  - 3.2 (7.2) SCDC Community Champions and request for communications and alerts to be published on the Parish Council’s website – to consider report and recommendation  
Cllr Lachlan to report.
4. Local Matters and Members’ items
  - 4.1 Reports on local matters for information only  
The Chairman to report.
  - 4.2 Report from Flood Working Group  
Cllr Lachlan to report.

Other to note:

Caxton Gibbet and Mound

The Senior Conservation Officer at SCDC has written:

“Following the Written Ministerial Statement on 23.10.2019 that the Government would be supporting 10 counties to complete their local lists, involving local people nominating buildings and community assets, we have been successful in a Cambridgeshire-wide bid to the Local Heritage List Campaign. As it is a county-wide bid, the project is being hosted by Cambridgeshire County Council, supported by MHCLG. The project is still in early stages, and I am sure that you will hear more before long, though I cannot give you an exact timescale at the moment.”

And subsequently:

“I am pleased to confirm that the Local Heritage List project has launched, and the Parish Council will be on the list to be contacted by Project Officer Jess Johnston in the near future.

Here is the Cambridgeshire County Council press release:

<https://www.cambridgeshire.gov.uk/news/have-your-say-on-protecting-countys-heritage>

And here is a link to the LHLP portal, which contains more information and links to volunteer registration: <https://local-heritage-list.org.uk/cambridgeshire>”

5. Planning and Tree works
  - 5.1 Planning applications\*

\* NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council.

**The planning portal for new applications can now be found at <https://applications.greatercambridgeplanning.org/>**

**The Parish Council’s options are**

## SUPPORTS or OBJECTS or HAS NO RECOMMENDATIONS

### Comments:

**The Parish Council *does/does not*\* request that the application be referred to the District Council Planning Committee \*(please delete)**

### Planning reasons:

#### Guidance:

What are Material Considerations - A material consideration is a matter that should be taken into account in deciding a planning application or appeal against a planning decision.

Examples of material considerations can include (but are not limited to).

- Overlooking / loss of privacy
- Loss of light/overshadowing
- Highway Safety
- Traffic
- Parking
- Noise
- Layout and density
- Design, appearance and materials
- Effect on listed Building and Conservation Areas
- Nature Conservation and or impact on protected trees or the landscape.
- Disabled Person's access
- Government Policy
- Compliance with the Local Plan.

The following are **not normally** issues that can be taken into account:

- Loss of property value
- Issues of market competition
- Loss of a view
- The applicant's motive, character or personal circumstances
- Matters covered by other legislation including restrictive covenants
- Issues relating to landownership/property boundaries.
- Moral or religious Issue

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

- 5.1.1 21/04042/CONDA – Land at Firs Farm, St Peter's Street – Submission of details required by Condition 2 (External materials) of reserved matters application 21/04042/REM
- 5.1.2 21/01409/CONDB – Caxton Baptist Church, Ermine Street – Submission of details required by Condition 5 (Planting scheme) of listed building consent 21/01409/LBC
- 5.1.3 22/00080/REM – Plot 1, Firs Farm, St Peter's Street – Reserved matters application for Plot 1 for appearance, landscaping, layout and scale following outline planning approval S/2294/16/OL for custom self-build housing development of 8 properties – to note response made between meetings under Clerk's delegated powers – Caxton Parish Council recommends approval as these plans are in keeping with the development of other plots on the same site.
- 5.1.4 22/00021/REM – Land at Firs Farm, St Peter's Street – Reserved matters application for Plot 8 for access, appearance, landscaping, layout and scale following outline planning approval S/2294/16/OL for custom self-build housing development of 8 properties – to note response made between meetings under Clerk's delegated powers -

Caxton Parish Council recommends approval as these plans are in keeping with the development of other plots on the same site.

5.2 SCDC Decision notices

*Information on any conditions or reasons for refusal can be viewed on the SCDC Planning Portal.*

5.2.1 20/03306/CONDA – 23 Brockholt Road – Submission of details required by conditions 3 (Foul and surface water drainage), 4 (Energy statement), 5 (Water efficiency details), 9 (Visibility splays), 13 (Contamination) and 14 (Contamination remediation) of planning permission 20/03306/FUL – Condition discharged in full

5.2.2 21/02857/CONDA – 24 Ermine Street – Discharge of condition 3 (Roof) of planning permission – Condition discharged in full.

5.3 Tree works applications

None at the time of writing.

6. Finance, procedure and risk assessment

6.1 To receive the financial report and approve the payment of bills – attached

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

6.3 To consider play equipment check reports

7. Correspondence

7.1 Village Hall request for funding towards Commemorative Mugs

The Village Hall Committee Chair has written:

“Andrew Halket is organising commemorative mugs to be given free to children from the village; funding for these will be most welcome, I imagine Andrew can liaise directly with the PC for this?”

7.2 Resident request that the algae at the pond is dealt with and wildlife encouraged

“I wanted to say thank you for clearing the Gransden Road pond, it does smell much better. Do you have plans to clear the algae from the pond? It's such an eye sore with the thick sludge? I live opposite the pond and I was hoping it would become a feature of the village. It's a shame that there's no wildlife either.

I would be grateful for an update please as such good progress has been made it would be a shame not to finish it.”

The Clerk has responded that the Wildlife Trust has been invited to visit in Spring.

7.3 Crowdene Bridleway – to consider correspondence regarding its surface

Correspondence a from:

1) Secretary of Swavesey & District Bridleways Association and Cycling Representative for Cambridgeshire Local Access Forum

“There are recent threads on Facebook which purport that Caxton Parish Council are investigating changing the existing surface of the public bridleway between Caxton and Cambourne in order to suit the needs of walkers and cyclists better.

I have no more detail than that but as a user of this public right of way, I am contacting you now.

If the above is true, I am concerned as the public bridleway is a rural right of way for horseriders and walkers established circa 1949, with cyclists able to use it since (circa 1968) provided that cyclists always give way to horseriders and walkers.

I use this surface myself, both on foot, cycle and on horseback, and have not

experienced any problems. It is a typical rural right of way - dry in dry weather, and a

need to wear sensible footwear and go at a sensible pace in wet weather as some parts of it can be wet at certain times of year.

The end nearest Caxton is concrete slabs alongside the first part of the drain, it then becomes a very nice green tunnel (hedged/trees to most of both sides) with a surface which is primarily natural and grassed, with some areas of road planings. Nearest to Cambourne there are more roadplanings, and the "tunnel" area underneath the bypass road could do with some roadplanings or other drainage mitigation. I

This route currently provides an all-weather, non-concussive surface, 24/7 usage, 365 days a year and has done so for many decades.

It connects Caxton to the perimeter public bridleway of Cambourne, which in turn connects to the Wimpole Way (west to Wimpole and east to Coton and Cambridge), and from Cambourne it connects public byway and bridleways through Childerley to Lolworth, Boxworth and Conington.

My bike is a drop-handlebarred racing/touring frame type of bike with 23mm tyres and would have no problems with this surface other than the possibility of puddles/mud during wet weather, and that is exactly why mudguards and mudflaps were invented and why I use them.

Most cycling clubs (my own included) specify that club members' bikes used on club outings must be fitted with mudguards and mudflaps during the (wet) winter season as this keeps everyone dry and happy.

Likewise, sensible cyclists wear overshoes in winter and sensible walkers wear walking shoes or wellingtons in winter when using rural unsurfaced countryside trails.

Riding bikes on unsealed-surface offroad rural routes is very and increasingly popular among cyclists. It used to be called off-road cycling but nowadays, it has a name, gravel cycling.

The detail on Facebook is not good so I have no idea if the thread is true, or what type of surfacing is being proposed, or whether there is funding for it, and agreement from all the stakeholders concerned too.

If the aim is for something hard and smooth (I will call it "tarmacky" for now), I will object strongly for the following reasons:

Replacing the existing surface with a "tarmacky" surface will

1. ruin the amenity of and comfort of use of this route for the majority of walkers, runners, dogs and horseriders as well as offroad/"gravel" cyclists because of the loss of concussion-absorption for their joints.

- 2 the loss of 365 24/7 use ("tarmacky" bridleways are not gritted so they become unusable in icy/snowy conditions)

- 3 loss of safety to horseriders and cyclists (many "tarmacky" surfaces such as stone mastic asphalt are lethally slippery to both shod and barefoot horses as well as to bicycle tyres)

- 4 the loss of existing amenity to horseriders (a horse can comfortably trot or canter on a grass bridleway without incurring concussive injury but it cannot do so on a hard surface)

- 5 the loss of safety to all pedestrians, horseriders and dogs from the minority of cyclists who, finding a smooth "tarmacky" surface, will fly down it as fast a speed as they can.

- 6 Many such surfaced routes find their way onto the cyclists' online facility called Strava, where cyclists then pit themselves against each other in a type of private, unofficial, time trial, to see who can record the fastest end to end time of that route, and then to repeat that effort time and time again on each outing to see if they can better it.

This puts everyone else using the route in danger.

I have included Peter Gaskin and Lynda Warth in this email as both are very experienced in identifying solutions to problems, including any with surfacing, on shared use non-motorised user surfaces county-wide.

Peter is amazing at using very little funding (Cambridgeshire County Council's Rights of Way Maintenance budget is very small) to achieve great improvements which find well with all user groups concerned.

It may be that this route is suffering from a lack of surface drainage in one or more points which merely need sympathetic attenuation rather than wholesale replacement of the existing surface.

County Access and Bridleways Officer – Cambridgeshire, British Horse Society and Cambridgeshire Local Access Forum member representing equestrians

I fully support [the above] comments and endorse her call for more information on what is proposed.

I would add that the bridleway network is the only safe off road access available to equestrians unlike cyclists and pedestrians who also have access to the cycling network and in the case of pedestrians, also to the footpath network. I would strongly object to any proposals to change the surface of the path which would reduce the amenity for soft surface users i.e. pedestrians, dog walkers, runners, off road cyclists and horse riders, who do not wish to access the countryside on urban tarmac paths.

Old grass path such as this, provide important carbon sequestration services which must be protected.

I very much hope that there are no plans to damage the surface of this clearly, much loved, well used bridleway and you can reassure all concerned that there has been a misunderstanding.

3) A resident of Cambourne.

“I have been made aware of people writing letters to the council to request that the bridleway between Caxton and Cambourne should be gravelled.

I realise in winter that track can get quite muddy and horses hooves make it much worse. However as a walker, cyclist and horse rider please can you bear in mind if you do look to change the surface, please respect the multi-use aspect.

Whilst walkers and cyclists may prefer a hard surface, cyclists and horses find small loose stones extremely uncomfortable.

Small or sharp stones often wedge themselves in horses hooves causing bruising, foot abscesses with high pain, lameness - often requiring a to be seen by a (expensive) vet as a consequence.

I live in Cambourne and my horse is stabled in Gransden, and I often use the track from Caxton around the Cambourne perimeter as a local hacking route for exercise.

I also use that track to walk and cycle (to the Thai pub!) and with appropriate equipment am happy to navigate the mud. I would rather use my mountain bike through the mud than get the car out.

I would like to see the track remain as is, or if upgraded then it should be to a surface applicable for multi-use.

The rubber horse walks/pavements in Newmarket are delightful to ride on, but I'm not sure that would be in keeping!”

Peter Gaskin, CCC Rights of Way Officer, has written:

“I recall a telephone conversation about a possible change to the surface of Cambourne Public Bridleway 2 arising from street lamps being installed as the section was being used to access the new school. The type of surface was to be the same as other Public Bridleways that have the Cambourne Specification. Where this all got to I do not know.

In the meantime I have copied James Stringer into this message as he was the initial point of contact and may have more information.

NB. Last week I have passed a report about the surface condition of the Public Bridleway and Footpath to a Highways Planning Inspector as the surface has been damaged due to the installation of a water main. The Inspector was due to raise the problem with the developer.”

The Clerk has responded to correspondents (1) and (2) as follows:

“I have spoken to the Chairman and I understand that the thread on social media was started by someone who had fallen on Crowdene Bridleway.

Please be aware that the Parish Council is not, nor has it initiated nor investigated, a change to the existing surface but the Chairman, seeing the social media thread invited people to write to the Parish Council and County Council with their views on the topic. Caxton Parish Council will consider all correspondence on this topic at its meeting on Thursday 10<sup>th</sup> March..”

#### 7.4 Bidwells Environmental Initiatives within Cambridgeshire Attached.

Following discussion with the Chairman the Clerk responded

Caxton Parish Council does not meet until 11<sup>th</sup> March so will be unable to fully respond on this until that meeting has taken place..

However, I am aware that the Parish Council is presently looking at flood alleviation measures which might include measures in the village and your initiative may be suitable and meet your criteria.

Cllr Guy Lachlan is the Parish Councillor who is taking the lead with this and I have copied him into this email so he may liaise with you further.

The Chairman has asked if a local landowner may apply for funding through this scheme? The landowner is particularly interested in such conservation matters.

To which Bidwells responded

“I am following up on the attached correspondence regarding the work we are conducting on behalf of National Highways to identify opportunities to deliver environmental enhancement within Cambridgeshire.

Unfortunately this scoping exercise has a short timeframe which has meant that we are conducting stakeholder consultation in February and we appreciate that this will not align with everyone’s schedule. Nevertheless, I have noted that the Parish Council is looking for flood alleviation measures which we be taken into consideration.

Regarding your query about proposing an environmental initiative that a local landowner would deliver, this would be considered where the land has significant potential for biodiversity uplift (i.e. existing habitat has a low biodiversity baseline value), where the land would be dedicated to habitat creation/enhancement and managed for at least 30 years, and that the delivery of the initiative would be cost-effective (quantified by cost/biodiversity unit).

Please let me know if you have any further questions.

Kind regards,  
Lisa”

8. Closure of meeting



**CAXTON PARISH COUNCIL MONTHLY FINANCIAL STATEMENT  
MEETING Mar-22**

**Summary of previous month** £  
**Balance brought forward** £50,229.70  
**Adjusts/transfers/inc during period**

**Expenditure approved at last/between meetings**

SALARIES	FEB 2022	-135.16
UNITY TRUST	SERVICE CHARGE	-18.00
OPUS ENERGY	STREETLIGHT ENERGY	-8.07
ICO	DPA	-35.00
LGS SERVICES	ADMIN SUPPORT - BACKD.	-1944.80
OPUS ENERGY	STREETLIGHT ENERGY	-9.04

**Misc credits**

CAME AND CO	INSURANCE REFUND	36.58
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*Total Adjustments* align="right">-2113.49  
Balance revised after adjustments align="right">£48,116.21

**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Unity Trust Current Acc	26,557.83	26,693.99	-136.16
Cambs & County Bank	21,554.55	21,554.55	
Santander Savings Acc	3.83	3.83	
<b>Total</b>	<u><u>48,116.21</u></u>	<u><u>48,252.37</u></u>	<u><u>-136.16</u></u>

**Expenditure for approval** £

SALARIES		280.11
CAXTON PCC	VH RENT	1.00
LGS SERVICES	ADMIN SUPPORT JAN	684.07
LGS SERVICES	ADMIN SUPPORT FEB	665.22
SCDC	2 NEW BINS	828.00

*Total expenditure* align="right">2458.40  
Balance c/f align="right">£45,657.81

Gail Stoehr  
Responsible Financial Officer

**Notes:**  
*Late invoices will be reported to the meeting*



Ref: JB65290  
DD: Lisa Bulmer  
E: Lisa.Bulmer@bidwells.co.uk  
M: 07469 549581  
Date: 3<sup>rd</sup> February 2022

FAO Gail Stoehr  
Caxton Parish Council  
30 West Drive  
Highfields  
Caldecote  
Cambridge, CB23 7NY

Dear Gail

## **ENVIRONMENTAL INITIATIVES WITHIN CAMBRIDGESHIRE**

We have been appointed by National Highways to explore opportunities to deliver strategic environmental enhancement in the vicinity of the proposed A428 Black Cat to Caxton Gibbet road upgrade scheme. We are aware that you were previously consulted by National Highways regarding the scheme during the development of the Environmental Impact Assessment and your engagement is greatly valued. The scheme is currently being assessed by the Planning Inspectorate as part of a planning process called Development Consent Order and is set to deliver net gains for biodiversity within the scheme design and boundary.

While no changes to the main scheme design can be made, National Highways are keen to further increase the environmental outcomes through supporting the delivery of off-site biodiversity net gain. This provides a significant opportunity to provide habitat enhancement in strategic locations that can connect to Nature Recovery Networks and link to other local environmental initiatives.

As you are likely aware, a section of the scheme lies between Cambridgeshire and we are interested in identifying existing and potential environmental initiatives (e.g. tree planting, wildflower meadows for pollinators, community orchards) within this area that can be supported through capital funding, while the land can remain in the same private ownership. Similarly, we would like to consult local environmental community groups to identify any environmental projects they are conducting. Collaborating with local environmental initiatives and community groups provides opportunities to increase environmental outcomes through working towards mutual goals, ultimately contributing to improved ecosystem services and sustainability of the region.

If you are aware of any environmental initiatives and community groups in the local area I would be grateful for you to complete the information requested in the attached tables. Please provide this information by email to Vanessa at [Vanessa.Stagg@bidwells.co.uk](mailto:Vanessa.Stagg@bidwells.co.uk) by 18<sup>th</sup> February 2022.

Bidwell House, Trumpington Road, Cambridge CB2 9LD  
T: 01223 841841 E: [info@bidwells.co.uk](mailto:info@bidwells.co.uk) W: [bidwells.co.uk](http://bidwells.co.uk)

I look forward to hearing from you.

Yours sincerely,



**Lisa Bulmer**  
Senior Environmental Consultant