

## CAXTON PARISH COUNCIL

I hereby give notice that, as previously arranged, the Meeting of the Parish Council will be held on Thursday 12 January 2023 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

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 04/01/23

### 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 November meeting**

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

- 3.1 (4.2) Proposal that the Council considers a request for culvert dredging of Bourn Brook under two bridges and application to CCC for grant funding
- 3.2 (4.3) RoSPA training course – to consider the cost of an exam for Cllr Kelly for the playground operational course
- 3.3 (4.4) LHI scheme 2023-2024 – to consider whether any changes are required to the draft submission (LK)

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

- 4.1 Reports on local matters for information only
- 4.2 Proposal that the Council considers a request for culvert dredging of Bourn Brook under two bridges and application to CCC for grant funding <sup>(AH)</sup>

**5. Planning and tree works**

- 5.1 Applications received since the last meeting\*
  - 5.1.1 22/05539/REM – Firs Farm, St Peter's Street – Reserved matters application for access, appearance, landscaping, layout and scale for the erection of 1 no. new 5 bedroom dwelling and garage following outline planning permission S/2294/16/OL (Re-submission of 22/04321/REM)
  - 5.1.2 22/05401/HFUL – Caxton Court, Ermine Street – Retrospective addition of solar panels to the roof of a detached garage. Air source heat pump units to side.
  - 5.1.3 22/04853/LBC – Caxton Court, Ermine Street – Addition of solar panels to the roof of a detached garage, air source heat pump units on the north elevation and replacement of a number of single glazed windows with similar double glazed units. Refurbishment of existing conservatory.
- 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
- 6.4 To review the budget FY2023 and consider arrangements for any outstanding projects and earmarked reserves
- 6.5 To consider and approve the budget for FY2024
- 6.6 To set a precept to meet the Council's needs

**7. To consider any correspondence received**

- 7.1 SCDC – Joint Planning Compliance Policy consultation (deadline 20 January)

**8. Closure of meeting**

**CAXTON PARISH COUNCIL**  
**Report to Caxton Parish Council meeting on Thursday 12 January 2023**

1. Apologies for absence and declarations of interest – will be reported to the meeting.

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

2. To approve the minutes of the November meeting – attached.
3. **To consider matters arising from the minutes**
  - 3.1 **(4.2) Proposal that the Council considers a request for culvert dredging of Bourn Brook under two bridges and application to CCC for grant funding**

The Chairman to report.

Cllr Halket has met with the CCC officer who has confirmed that the request for funding has to come from the Parish Council. The resident is checking that the quotations received still stand. The Council to consider what if any contribution it will offer towards the works.
  - 3.2 **(4.3) RoSPA training course – to consider the cost of an exam for Cllr Kelly for the playground operational course**

Cllr Kelly is booked on the Huntingdon 28/29 March 2 day course (cost £530 plus VAT as member). The exam cost is £220 (no VAT).
  - 3.3 **(4.4) LHI scheme 2023-2024 – to consider whether any changes are required to the draft submission**

CCC required a draft application to be submitted before the deadline of 6 January, subject to retrospective amendment, or withdrawal if the Parish Council wishes.

Submission to be circulated. The Council has to contribute a minimum of 10%. The Parish Council to consider if it proceeds with the application if it wishes to contribute any more.
4. **Local matters and members items for info only unless stated**
  - 4.1 Reports on local matters for information only
5. **To consider any Planning and Tree Works applications received since the last meeting**
  - 5.1 **Planning applications received**
    - 5.1.1 22/05539/REM – Firs Farm, St Peter’s Street – Reserved matters application for access, appearance, landscaping, layout and scale for the erection of 1 no. new 5 bedroom dwelling and garage following outline planning permission S/2294/16/OL (Re-submission of 22/04321/REM)
    - 5.1.2 22/05401/HFUL – Caxton Court, Ermine Street – Retrospective addition of solar panels to the roof of a detached garage. Air source heat pump units to side.
    - 5.1.3 22/04853/LBC – Caxton Court, Ermine Street – Addition of solar panels to the roof of a detached garage, air source heat pump units on the north elevation and replacement of a number of single glazed windows with similar double glazed units. Refurbishment of existing conservatory.
  - 5.2 SCDC notifications - to note any received
    - 5.2.1 22/00850/CONDA – 30 Bourn Road – Submission of details required by condition 2 (Materials) of planning permission 22/00850/S73 – Condition discharged in full.
    - 5.2.2 S/04321/REM – Firs Farm, St Peter’s Street – Reserved matters application for access, appearance, landscaping, layout and scale for the erection of 1 no. new 5 bedroom dwelling and garage following outline planning permission S/2294/16/OL – Withdrawn.
  - 5.3 **Tree works applications – to consider any received**

None at the time of writing.
6. **Finance, procedure & risk assessment**
  - 6.1 **To receive the finance report and to approve the payment of bills – attached.**

- 6.2 To consider any urgent works required because of risk or health and safety and the Clerk’s use of delegated powers
- 6.3 To consider play equipment checks reports
- 6.4 To review the budget FY2023 and consider arrangements for any outstanding projects and earmarked reserves  
The Council to consider if it wishes to continue with the water fountain refurbishment.
- 6.5 To consider and approve the budget for FY2024  
Draft baseline budget to be considered and additional projects to be added..
- 6.6 To set a precept to meet the Council’s needs

**7. To consider any correspondence received**

7.1 SCDC – Joint Planning Compliance Policy consultation (deadline 20 January)

“Planning plays a vital role in managing development, but it can only achieve these objectives if it operates an effective planning compliance service. As part of our commitment to delivering an efficient and effective planning compliance regime, GSCP has drafted the Joint Planning Compliance Policy.

We are now consulting on this policy for a period of 6 weeks, and this will close on 20 January 2022.

You can comment on the policy here:

<https://oc2.greatercambridgeplanning.org/document/1292>

Please email [compliance@greatercambridgeplanning.org](mailto:compliance@greatercambridgeplanning.org) if you have any questions. Thank you.”

Simon Leher | Communications and Engagement Lead

**8. Closure of meeting**