

CAXTON PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall
on Thursday 12 January 2023 starting at at 8.10 pm**

Present: Councillors: A Halket (Chairman), L Kelly, I Duncombe and Anne Esposito.

In attendance: 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 had been received from Cllr Halpin (work commitment) and Cllr Bates (out of parish).

The Clerk advised on the implications of Councillors missing six months of meetings without formal approval of those reasons by the Parish Council.

RESOLVED to approve Cllr Bates's reasons for absence and that the Chairman should speak to him. (Prop AH, 2nd ID, unanimous)

RESOLVED to approve Cllr Halpin's reasons for absence and that Cllr Kelly should speak to her. (Prop AE, 2nd ID, unanimous)

Apologies for anticipated lateness had been received from District Cllr Sandford.

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

None.

The Clerk advised on the Code of Conduct.

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 Mark Howell reported on:

- The SCDC Jubilee Halls grant and the EV charging grant.
- Planning concerns over the impact of water pressures with future development, and consequent impact on health services..
- Congestion charging will come to CCC after the consultation.

2. To approve the minutes of the November meeting

RESOLVED that the minutes of the meeting on 10 November 2022 be approved and signed by the Chairman. (Prop LK, 2nd ID, unanimous)

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

RESOLVED, that the grant application should be submitted to CCC by the Chairman.

RESOLVED that the Parish Council did not wish to fund as it does not wish to take on responsibility for the culvert.

3.2 (4.3) RoSPA training course – to consider the cost of an exam for Cllr Kelly for the playground operational course

RESOLVED to defer this item until the budget is discussed.

3.3 (4.4) LHI scheme 2023-2024 – to consider whether any changes are required to the draft submission

RESOLVED, having given consideration to Cllr Esposito's verbal report on her research on traffic calming measures, to defer this until the budget item and look at whether funds of £1,500 can be found as the Parish Council's contribution towards the scheme.

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

4.1 Reports on local matters for information only

None.

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

Duplicate item – taken earlier.

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)

RESOLVED to support the application on the grounds that it would be good for the environment.

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

RESOLVED to support the application on the grounds that it would be good for the environment.

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

RESOLVED to support the application on the grounds that it would be good for the environment.

5.2 SCDC Decision notices

5.1.1 22/00850/CONDA – 30 Bourn Road – Submission of details required by condition 2 (Materials) of planning permission 22/00850/S73 – Condition discharged in full.

5.1.2 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.

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 payments as listed be approved for payment. (Prop LK, 2nd AH, unanimous)

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|----------------------------------|---------|
| Salaries | £337.49 |
| LGS Services (Admin support Nov) | £689.76 |
| LGS Services (Admin support Dec) | £640.80 |

RESOLVED that the Chairman and Vice-Chairman should introduce themselves to the bus shelter cleaner.

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

None.

6.3 To consider play equipment checks reports

RESOLVED to note the receipt Cllr Kelly had Niggelfix's insurance policy and that he would meet with the contractor tomorrow..

6.4 To review the budget FY2023 and consider arrangements for any outstanding projects and earmarked reserves

The budget, receipts and payments to date were reviewed.

At 8.58 pm on a proposition by the Chairman the meeting was briefly adjourned whilst Cllr Esposito left the meeting.

RESOLVED:

- That Cllr Esposito be appointed as member with responsibility for Public Rights of Way/P3.
(Prop AH, 2nd ID, unanimous)
- That Cllrs Esposito and Kelly should look at the water fountain and bring a recommendation to the next meeting.
- To make provision for the LHI application £1500. the recently agreed play equipment repairs and Cllr Kelly's training from the under-spent budget headings such as elections, flood risk. Lending Library shelving, S137 fund and the MVAS fund and to earmark this money if not spent by the financial year end
- To allocate the S106 Bourn Road fund towards the recently approved play equipment maintenance.
- To circulate the land titles and grass cutting contract to members.
- SCDC's Six free trees scheme – to note that one tree has been ordered and is to be planted by Keith Howard at the north end of Ermine Street.
- To seek quotations for a tree survey for consideration at the May meeting.
- Details of the number of street lights is to be included in the next Clerk report.
- To make provision of £100 for defibrillator training.
- To circulate the assets list to all members.
- To earmark at year end the defibrillator fund.
- That having considered the reserves no change was required to the Council's policy for the level of general reserves..

6.5 To consider and approve the budget for FY2024

RESOLVED having considered the draft baseline budget prepared by the RFO based on known costs and existing contracts

RESOLVED that the budget as discussed be approved by the Parish Council. (Prop LK, 2nd AH, unanimous)

6.6 To set a precept to meet the Council's needs

RESOLVED to set and demand the precept at £22,984.00 thus being the amount needed by Caxton Parish Council to balance its budget for FY 2024. (Prop AH, 2nd LK, unanimous)

7. To consider matters arising out of correspondence received including

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

Noted.

8. Closure of meeting

There was no further business and the meeting closed at 21.50 pm.

SignedChairmandate.