

**CAXTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held in the Village Hall  
on Thursday 12 September 2019 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, County Cllr Mandy Smith and Mrs C Newton (Minutes Secretary, LGS Services).

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

1.1 To receive written apologies for absence and reasons

Apologies for anticipated lateness were received from County Cllr Mandy Smith.

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**

None at this point.

**2. To approve the minutes of the previous meetings on 8 July and 12 August**

RESOLVED that the minutes of the meetings on 8 July and 12 August 2019 be approved and signed by the Chairman at the end of the meeting. (Prop SB, 2nd HB)

**3. Matters arising from the minutes**

3.1 (3.0.1) Defibrillator grant outcome and to consider the next steps with regard to community involvement

RESOLVED to involve the village and that the Village Hall Committee be asked to contact people to approach for support, including hirers of the hall; to place an article in the village newsletter; and to consider setting up a working group to discuss means of fundraising such as proceeds from the Village Hall quiz, donation requests or Parish Council grants, to demonstrate the Council's efforts to raise funds.

3.2 (3.0.4) Highways England A428 Black Cat to Caxton Gibbet consultation – to consider responses from SCDC regarding the Gibbet and mound and whether to pursue a listing with Historic England

RESOLVED to write to South Cambridge District Council to ask them to place this on their Local Heritage list of sites for early consideration when they are established.

3.3 (4.1) Village Hall roof – update

RESOLVED to note that Coulsons had repaired a loose fixing bolt on the Perspex dome which they considered to be the cause of the problem, free of charge, and their comment that “The roof covering is all sound and clear of debris but some moss has built up in the lead valley between the two tiled roofs but not to an extent to cause a problem.”

3.4 (6.3 and 14.3 of May meeting) RoSPA report – to consider itemised quotation for highlighted works and manufacturer's response on basket swing

RESOLVED having considered the quotation that Cllrs Howard and Kelly should look at carrying out the repairs themselves. (Prop LK, 2nd AH, unanimous)

County Cllr Mandy Smith arrived at 8.07 pm.

3.5 (6.4) Street lighting electricity – update

It was noted that having obtained a minimum of two quotes each for one year, two years and continuous supply, that the Clerk and Chairman using delegated powers chose the supplier Opus as the cheapest on a one year tariff taking into account the District Council upgrading its LEDs a cost of £249.00.

3.6 (6.5) Pond maintenance – to consider any responses from residents and whether to limit the contract

On a proposition by the Chairman, the meeting was briefly suspended at 8.11 pm to enable a resident to speak and outline his views on pond and verge maintenance. The resident indicated that he believed that the contractors had added a chemical to the pond a couple of years ago as there were no fish or herons, and asked that chemicals were not used. The Parish Council reassured the resident that the spray used was safe. The Council would continue to look into this and could not undertake not to use chemicals, but would take advice on the matter.

At 8.26 pm the meeting was reopened to the public.

RESOLVED with regard to the verges, to continue with the current programme of cuts and ensure that the contractor follows the schedule, and to review the situation again next year. (Prop KH, 2nd RM, unanimous)

RESOLVED with regard to the pond, to consider at the next meeting how much the Council wishes to have the area pruned back, and also look at the reeds. (Prop RM, 2nd KH, unanimous)

County Cllr Mandy Smith was invited to report, as follows:

- The LHI applications would be considered on two dates in January. A petition of support might be helpful.
- The speed sign was now working.
- The gate was on the list for repair but no date had been set – Cllr Barbour stated that the gate had been removed at this time. Cllr Smith to look into.
- CCC has been cutting the paths.

Cllr Smith was asked about surface dressing. This was in progress. The Parish Council raised the condition of the drains. There was a leak near Tasker's Field/Ermine Street. The water was flowing but not going down the drains as they were blocked. Cllr Smith undertook to ask for this to be added to the list of works.

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

4.1 Reports on local matters for information only

None.

**5. Planning and Tree Works**

5.1 Applications received since the last meeting

5.1.1 S/2836/19/DC – Land west of Cambourne – Discharge of condition 7 (S106 trigger) pursuant to planning permission S/2903/14/OL

Noted.

5.1.2 S/2894/19/DC – Land west of Cambourne – Discharge of condition 35 (Air quality mitigation strategy) of planning application S/2903/14/OL - Development of up to 2,350 residential units including affordable housing; retail, use classes A1-A5 (up to 1.04 ha); offices/light industry, use class B1 (up to 6.25ha); community and leisure facilities, use class D1 and D2 (up to 0.92 ha); Two primary schools and one secondary school (up to 11 ha), use class D1; three vehicular access points including the extension and modification of Sheepfold Lane, a four arm roundabout provided on A1198/Caxton Bypass and an access point off the A1198, south of the Caxton Gibbet to serve the proposed employment uses; a network of segregated pedestrian and cycle routes;

sustainable drainage system and other infrastructure; together with associated earth works, parking, open space, including equipped play, playing fields and landscaping  
Noted.

## 5.2 SCDC Decision notices

- 5.2.1 S/2418/19/PN – Firs Farm, St Peter’s Street – Prior notification (Demolition) – Permission granted.
- 5.2.2 S/2319/19/DC – South of A45 Caxton, Bourn – Discharge of conditions pursuant to planning permission S/1371/92/O – Approved
- 5.2.3 S/1423/19/FL – Land on the NE side of 21 Brockholt Road – Erection of a 1.5 storey dwelling following outline planning permission S/3012/17/OL – Permission granted.
- 5.2.4 S/2526/19/PA – Barn SE of Firs Farm, St Peter’s Street – Prior approval of change of use from agricultural to a dwelling house – Permission refused.
- 5.2.5 S/1777/19/FL – Brook Cottage, 11 Ermine Street – Two storey side and rear extension – Permission granted.
- 5.2.6 S/1816/19/PA – Firs Farm, St Peter’s Street – Prior approval for a proposed change of use of an agricultural building to a dwellinghouse (Class C3) and for associated operational development – Permission refused.

## 5.3 Tree works applications – to consider any received

- 5.3.1 S/2854/19/TC – 53 Ermine Street  
Noted that this had already been approved.

## 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, plus Buchans (Grass cutting) £447.96. (Prop SB, 2nd HB, unanimous)

Salaries	£270.02
LGS Services (Admin support)	£605.36
LGS Services (Admin support)	£559.67

### 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 receive the play equipment report.

### 6.4 To consider insurance quotations

RESOLVED to accept the quotation from Inspire for a three year contract at a cost of £646.81. (Prop KH, 2nd AH, unanimous)

## 7. To consider matters arising out of correspondence received including

### 7.1 SCDC – LED upgrade to South Cambridgeshire footway lights

Noted.

### 7.2 Pegasus Group – Cambourne High Street consultation

Noted.

### 7.3 CCC Winter Gritting volunteer scheme

RESOLVED to write and thank Michael Hope for carrying this out.

### 7.4 SCDC Draft Greater Cambridge Sustainable Design and Construction Supplementary Planning Document - consultation

Noted.

### 7.5 NALC – New Model Financial Regulations 2019 update

RESOLVED to accept the Clerks advice that the Council to consider adopting using the same levels, delegations and provisions as at present .

7.6 The Public Sector Bodies (Websites and Mobile Applications) (No2) Accessibility Regulations 2018

Noted. Cllr Howard is to announce website in the newsletter.

**8. Closure of meeting**

There was no further business and the meeting closed at 9.16 pm.

Signed .....Chairman .....date.

APPROVED