

### **Minutes of the Meeting held on Monday 6<sup>th</sup> August 2018**

**Present** – Simon Buggey, Jane Trevanion, Caroline Ilott, Peter Howell, Louise Lord, Dean Howe, Peter Tye. Geoffrey Barnes and District Councillor Deborah Roberts. There were three members of the public present.

- 1. Apologies for Absence** – Apologies had been received from Andrew Brown and Cllr Peter Topping.
- 2. Members Declarations of Interest for items on the Agenda** – None.
- 3. To approve and sign the minutes of the Meeting of 2<sup>nd</sup> July** – Proposed Peter Howell, seconded Dean Howe. Approved.
- 4. Matters arising from these minutes:**

The Chairman has sent a letter to the Chief Constable at Cambridgeshire Constabulary regarding illegal encampments and has requested his comment.

The Chairman has written to Govia Thameslink, copying in Heidi Allen, regarding the recent rail chaos.

The Parish Clerk is still seeking advice on permitting access to the recreation ground.  
**Action AW**

Peter Tye and Jane Trevanion will be reviewing the signs in the village this week to see which need updating. **Action JT**

The property available to rent in Chalk Hill has been let to a local resident.

There is demand from local parish councils for planning training to be provided by SCDC. Jane Green from SCDC has advised that they are reviewing what can be provided and they will be in contact about this in the Autumn.

The Parish Office door has been fixed.

### **5. Infrastructure Report by Caroline Ilott**

A grant application for moving the 30mph speed sign on Fowlmere Road beyond the Chalk Hill housing development has been resubmitted to County Council Highways. The grant requires a 10% contribution of the overall cost from the Parish Council. If the application is approved the Parish Council will need to consider whether to cover

this cost. The trees approaching the village on Fowlmere Road may need to be cut back to allow better visibility of the village and speed signs. **Action JT**

Caroline Ilott met Mr Vatcher who is the new interim Highways manager on a 6-month posting. The grass verges on Fowlmere Road will be cut between 7<sup>th</sup> to 12<sup>th</sup> September and the grips will be reinstated in the Autumn.

South Staffordshire Water will provide the bulbs to be replanted on Shepreth Road by September.

Catherine Cairns, Caroline Ilott and Louise Lord met with Anna Hicks from Cambridgeshire County Council regarding Foxton Woods which is one of ten woods in the County estate under a new management plan. The working party plan to organise a volunteer management group to undertake work in the wood. S106 money can be used to provide tools and training. The management plan report is awaited. A further meeting is planned for 14<sup>th</sup> August with Phil Clarke from Community Green Spaces and Forest School representatives. **Action LL**

The pothole road repair in Foxton will be done once the weather cools down.

Caroline Ilott had a walk around the village with Mr Flatters, the Hillfield Housing Officer from SCDC. Highways, County Council will mend the potholes and path round the Cherry trees. SCDC will carry out stump grinding and reduce the size of the remaining cherry trees in the Autumn. They will also cut back the shrub overgrowth at the entrance to Hillfield and reinstate a chain link fence.

## **6. CamBedRailRoad Meeting by Caroline Ilott**

Caroline Ilott and Deborah Roberts attended a meeting by CamBedRailRoad on 25<sup>th</sup> July. An information brochure had been circulated to the Parish Council and is available on the Parish Council website.

CamBedRailRoad are a community based voluntary think tank led by transport infrastructure civil engineers. They have designed an alternative route for the Oxford-Cambridge transport corridor. A public meeting will be organised in September for those wishing to find out more and details will be added to the website once this is confirmed. The East West Rail and Network Rail report detailing the route proposal is also on the Parish Council website.

## **7. Local Health Provision Working Group Update**

A Working Group had been set up following the meeting in April at which 12 villages agreed there was a need for better health provision in the South Cambs/A10 area served by the Harston and Melbourn practices. Heidi Allen, who is leading the working group, met with Jan Thomas, Acting Interim Chief Officer at the CCG; and Rob Murphy,

Acting Director of Planning and Primary Care CCG, on June 15<sup>th</sup> to discuss the strategy of the working party.

## **8. Committee and Working Party Reports:**

### **a. Recreation and Amenities by Jane Trevanion**

Jane Trevanion advised that the hedge by the allotment and lane to Illingworth Way and the area by the skatepark had been tidied up. Grass cuttings were removed before the family fun day was held.

There will be a walk around the village this week to review signs that need updating and any pruning/ clearing work required. There are some broken trees near the tennis club. The hedging around the tennis club will be considered at the next sports club meeting. **Action R&A Working Party**

There is graffiti on the skatepark. It was agreed to wait until after the summer holidays to clean this up and to consider using an anti-graffiti coating. **Action R&A Working Party**

The working group are reviewing the maintenance and grass cutting contracts. The village warden contract expires at the end of September. **Action R&A Working Party**

### **b. Village Hall – Fire Alarm Issue by Peter Howell**

A report summarising the issues had been circulated to the Parish Council.

Peter Howell advised that call out timesheets showed that from 2009 to the end of July 2018 there had been a total of 12 call outs. However, 5 of these call outs had been in June and July this year. He considered that the problem may be due to the earlier harvest during school time. With windows open in the hot weather this may have allowed insects to come into the building and trigger the alarms. Of the 12 call outs, 8 were triggered by the school fire alarm sensors and 4 by the fire alarm sensors in the village hall. There have been no problems with the alarms since it was last triggered.

If the fire alarm sounds, Geoff Barnes or Ian Deas can turn off the alarm. Geoff Barnes has access to the school and Ian Deas has access to the village hall, however, the sensors for the village hall and school are linked so can be switched off from either building. Their contact details are displayed prominently at the entrance to the school, village hall and sports pavilion.

An autodial function could be added to the alarms, however, this pre-supposes that there will always be someone on the other end of the phone. It would be preferable if the residents of Edis Way could call Ian or Geoff if the alarm is triggered.

It was noted that the school fire alarm is connected to Red Care who are alerted when 2 adjacent sensors are triggered. The village hall does not have this provision as it was considered in the past to be too costly.

The Parish Council will circulate the contact details to the residents of Edis Way and also publish these in the Laurentian. **Action PH, SB**

**c. MAYD by Louise Lord**

Louise Lord advised that Groundwork had been unable to visit the year 6 class at Foxton Primary School, however, a leaflet about MAYD should have been circulated to the class.

There is a strategic meeting on 30<sup>th</sup> August 2018. Geoff Barnes will attend this meeting. **Action GB**

Geoff Barnes attended the annual meeting on 10<sup>th</sup> July but turnout had been poor.

**d. S106 by Simon Bugey**

It was proposed that Simon Bugey, Jane Trevanion, Louise Lord and Geoff Barnes would form the S106 working party. The first meeting will be convened after the holiday period to look at options for using the S106 money. Suggestions will be brought to the Parish Council meeting. **Action SB**

**e. Neighbourhood Planning by Caroline Ilott**

Caroline Ilott advised that the Call for Sites form was completed and ready to be submitted. **Action CI**

Dean Howe will be responsible for updating the Neighbourhood Plan documents to the Parish Council website.

An expression of interest to receive support for a Village Design Statement has been submitted to SCDC. The proposal is for SCDC to work with 6-8 villages to produce a Village Design Statement to help guide the design of new development in and around the community.

**f. Finance Report by RFO**

A Finance Report had been circulated to the Parish Councillors.

**(i) Increase of insurance cover for play equipment**

It was proposed to increase the insurance cover of the play equipment (excluding the skate ramps) by £20,636.11 to a new total of £60,368.11, in line with the valuation recently received from the Play Inspection Company. This will increase the annual premium payable by £83.20 to **£992.33**. Proposed Simon Bugey, seconded Peter Tye. All agreed. **Action AW**

## **(ii) Transfer of balance in Barclays Deposit Account to Current Account**

A Finance Working Party Meeting was held on 30 July 2018. The RFO advised that the new bank signatories were now set up on the Barclays accounts, however, there was no access to online banking. It is proposed by the Finance Working Party to transfer the balance of the Barclays Premium Account (Deposit Account) to the Current Account in order to cover future payments from the Current Account. The Deposit Account earns minimal interest and online banking may take some time to set up. It was agreed to transfer £26,179.52 from the Deposit to the Current Account. Proposed Simon Bugey, seconded Jane Trevanion. All agreed. **Action AW**

## **(iii) Payments for approval**

The following deposits had been received on the current account:

Cambridgeshire County Council	Grass cutting	£743.28
Foxton Cricket Club	Defibrillator battery contribution	£12.00
Foxton Dynamos	Defibrillator battery contribution	£12.00

The following payments were approved. Proposed Dean Howe, seconded Peter Tye. All agreed.

Payments made:

<b>Payee</b>	<b>Item</b>	<b>Payment by</b>	<b>Gross (£)</b>	<b>VAT (£)</b>	<b>Legislation</b>
npower	Street lighting	Direct Debit	22.00	0	Parish Councils Act 1957, s3; Highways Act 1980 s301
D Salmons	Warden Duties	Cheque	112.00	0	Open Spaces Act 1906 ss9 & 10; Litter Act 1983, ss5-6
D.P Garden Works	Grass Cutting	Cheque	360.00	0	Open Spaces Act 1906 ss9

Payments outstanding:

Payee	Item	Payment by	Gross (£)	VAT (£)	Legislation
Parish Clerk	Salary	Cheque	977.69	0	*LGA 1972 s112
HMRC	NI contribution	Cheque	80.82	0	LGA 1972 s112
Parish Clerk	Expenses	Cheque	102.91	0	LGA 1972 s174
St Laurence Parish Church	Contribution towards churchyard maintenance	Cheque	750.00	0	LGA 1972 s215
Melbourn Parish Council	Contribution to MAYD	Cheque	880.00	0	LGA 1976 (Misc. Provisions) s19
CAPALC	Training	Cheque	150.00	0	LGA 1972 s111
DP Garden Works	Grass Cutting	Cheque	175.00	0	Open Spaces Act 1906 ss9
Foxton Village Hall	Village Hall Hire	Cheque	121.95	0	LGA 1972 s111

\*LGA: Local Government Act

## 9. Planning Committee Report by Caroline Ilott

A Planning Committee meeting will be held on 9<sup>th</sup> August 2018 in the lounge at the Village Hall. The agenda for the meeting has been publicised and is on the Parish Council website. A substantive matter to be considered is the reserved matters planning application relating to the development of 22 dwellings on Station Road (Ref: S/2583/18/RM).

Caroline Ilott has chased an outstanding application dating back to 2011 relating to the change of pedestrian to vehicular access at Hillfield. This should be considered at the next SCDC Planning Committee meeting. **Action CI**

## 10. County Councillor's Report

A report was circulated to the Parish Council prior to the meeting (see appendix).

## 11. District Councillor's Report

Deborah Roberts advised that there had been a burglary in Fowlmere which involved 2 masked men entering a bedroom at about 4am whilst the residents were asleep. The burglars had broken through patio doors where the key had been left in the door. They were looking for car keys and took cash.

There have been reports of damage to beet fields due to hare coursing.

There is a rumour that Thriplow farms are going to challenge the decision regarding the grain store, however, SCDC planning officers have not received any application for this.

SCDC have received a pre-application request for 9620 dwellings near Heydon. The plan includes 2-3 primary schools, 1 secondary school, 4 preschools and doctor and dentist services. The plan crosses the A505. Deborah Roberts is in contact with the local parishes in the region about this.

It is reported that SCDC have received the Local Plan from the inspectorate and that it is being reviewed. It is hoped that we will receive news on this shortly.

## **12. Police Liaison Report – Geoff Barnes**

Geoff Barnes advised hair coursing had taken place on both sides of Fowlmere Road. Police would like to hear about any incidents of hair coursing but advise not to draw attention to oneself. Please call 999 when out of sight of the perpetrators.

Hair coursing has also been reported on the Thriplow farm site.

There has been a police scam alert regarding fake British Gas emails requesting personal details for refunds. These emails should be ignored and deleted.

The June crime report indicated that there had been zero crime in the village, however, this is incorrect as there was a break-in in June at Church View. Geoff Barnes has raised this with the police.

The advice for keeping cars safe is to store car keys in a tin box so that they cannot be activated from outside the building.

**13. Recreation Ground Trust Report** – A meeting will be held in September for the new parish council to fully understand their roles and responsibilities and outstanding matters. Date and time to be confirmed. **Action SB**

**14. Correspondence** – the Parish Clerk advised that the South West Patch Officer had confirmed she could attend the next Parish Meeting to answer any questions, in particular relating to a Community-led Parish Plan.

**15. Open Forum for Public Participation** – There was nothing to report.

## **16. Any Other Business**

Caroline Ilott will try and speak to Colin Grindley about getting a copy of his report on the history of Foxton. **Action CI**

Peter Tye asked that a quote for weed control be added to the agenda for the next RGT meeting.

**17. Date and time of the next Meeting: Monday 10th September at 7.45pm in the Village Hall**

Any business and payments, to be considered at a Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

The meeting closed at 9.25 pm.

Annabel Wright  
Foxton Parish Clerk  
16<sup>th</sup> August 2018



## Appendix

### County councillor report to Foxton Parish Council

#### August 2018 Cllr Peter Topping

**Unlawful encampments.** I forwarded to the clerk the letter I sent to the Chief Constable on this issue and the recent problems experienced locally. I have had a letter back – quite a long one – essentially saying the police are satisfied with the way that the manage issues of unlawful encampments. I am told that South Cambridgeshire District Council is planning to build temporary sites for travellers. The challenge of such sites is that they need to be managed, or they become permanent sites.

**Grips on Fowlmere road.** I asked the highways department, and these will be cleared in the autumn when the county has a scheduled programme of doing these.

**Foxton rail station** I am meeting the Network Rail managers at 8.00 am on 13 Sept at Shepreth crossing for a site discussion about various points. If there are any Foxton station issues, then I'd be happy to raise those, if the parish council can pass them on – or attend.

**Oxford – Cambridge railway.** The route is not decided but the government has written to South Cambridgeshire District Council asking if it has any sites for housing development it would like to put forward.

**Potholes.** The County is investigating ways in which it can deal with potholes should there be another severe prolonged winter. The two new dragon patcher machines will both be in use this month.

**In other news.** I chaired the Health and Wellbeing Board for the county which scrutinized progress on reducing delays in the transfers of care of patients between hospitals and social services, and what the council is doing to make use of the “Better care fund” including bringing people with mental health problems closer back to their families rather than housing them outside the county. I also attended a joint working group set up by the county and the district councils on finding ways of reducing poverty in the county.

Peter Topping