

**UNSIGNED MINUTES OF THE WHITTLESFORD PARISH COUNCIL MEETING HELD IN THE
MEMORIAL HALL ON TUESDAY 21ST FEBRUARY 2017 AT 7.30 pm**

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<i>Parish</i>	Arthur Greaves, (AG) <i>Chairman</i>	Tim Teversham (TT)
<i>Councillors</i>	Pam Freeman (PF)	Will Thomas (WT)
<i>present:</i>	Jan Holmes (JH)	Ken Winterbottom (KW)
	Ella Pope (EP)	Peter Topping (PT) <i>District &</i>
	Marie Swann (MS)	<i>County Councillor</i>
		Roy Warnes (RW), <i>Parish Clerk</i>

2 Members of the public were present

1. **APOLOGIES FOR ABSENCE** Martin Livermore, Jude Townley
2. **DECLARATION OF INTERESTS IN AGENDA ITEMS** TT for item 9
3. **MINUTES OF LAST PARISH COUNCIL MEETING** held on 10th January 2017 approved as being a true record.
4. **MATTERS ARISING & ACTIONS TAKEN**
 - Item 8 below, Infrastructure Issues, addresses some of the issues raised previously.
 - **Moto have confirmed that they are able to attend the PCM on March 14th**. Apparently they are going on to the Sawston PCM the same evening.
 - The Council have submitted Ronnie Walker's name as a Village Hero to the **SCDC Community Awards 2016/17** event. Subsequently Ronnie and a companion have been invited to the Award evening at Cambourne on Thursday March 9th, when this year's winners will be announced. The PC is also invited to send a representative.
 - **Footpath 3 from Whippetree Road to Spinney Cottage** still needs to be restored after being dug up. Verdict of CCC Street inspector is awaited as to what work is necessary.
 - **Station Rd West bird scarer complaint** – farmer has been contacted twice. He has both re-positioned and changed the timing.
 - **Meeting with Whitsers Pre-school Playgroup** took place on Monday 16th January 2017. JT wrote up notes, which have been circulated. Paul Bryant is waiting for school development plans from CCC Education Department before any further meeting can be convened. In the meantime it is likely Whitsers will be extending their hours in September to 3 pm and providing breakfasts from 8.30 pm.
5. **MINUTES OF THE EXTRA-ORDINARY PARISH COUNCIL MEETING** held on 27th January 2017 approved as being a true record.
6. **MATTERS ARISING & ACTIONS TAKEN**
 - **S/0033/17/FL** Aerodrome Service Station, Royston Road (A505): our decision to recommend refusal has been submitted to SCDC. In the meantime, Jon Finney, CCC Development Management Engineer has been asked to conduct a road audit survey of the Ledo Road junction with the A505 to assess what safety improvements can be achieved.
7. **OPEN FORUM**

Issues raised in the open forum:

 - A member of the public asked if a **Village Nameplate could be placed at the Newton Road entrance**, and whether the areas around each entry point in to the village could be planted with bulbs, the aim being to remind drivers they are entering built up areas. The suggestion will be raised at future meetings, including the allotment holders' meeting on March 8th. The installation of village 'gates' at the entry points was also mooted.
 - KW reported that **overgrowth from the vacant Lawn Cottage** in Church Lane is now encroaching on to the highway. RW will contact the land agent.
 - WT asked if a letter could be sent to Abellio, requesting that **the misspelling of the village name on their station information boards be corrected**. AG said this matter had already been raised with them, but further pressure for them to do so will be applied.
 - WT asked if a copy of **CCC's Highway Infrastructure Asset Management Plan** could be obtained, which outlines policies relating to road and pavement repairs

8. INFRASTRUCTURE ISSUES

- **Pavements** – Highways have recently resurfaced parts of Duxford Rd and High St paths.
Lack of advance warning exercised some residents but it has to be appreciated that large private contractors now do this work on behalf of CCC, who obviously fit in jobs to suit their workload and the weather.
- **Public footpath 3 (Croat)** – Further complaint received from resident. Council previously decided to cut this with a pedestrian mower so that a distinct path line could be created which followed the more even parts of the stretch across the field.
However advice from resident living near the footpath is that this is unachievable. The Council's view is that this is a rural footpath which crosses farmland and that accordingly users have a responsibility to take this into consideration if they chose to use it.
Concern was expressed however, that dogs are often let off their leads along this stretch. **A unanimous DECISION was made instructing the Clerk to have notices posted at both ends of footpaths 3 and 4, stating dogs to be kept on leads.**
- **Damaged verges** – resurfacing parts of the western pavement on Duxford road which included building up some of the damaged verges has caused consternation from at least two residents who hitherto had driven across the verges to gain access to the road.
The highways officer is insistent that the verges must be protected so that the edges of the existing tarmac crossovers are not further damaged. AG and RW are meeting affected residents along with Peter Taylor, the County LHO, to seek a resolution.
- In addition there are **examples of continual verge parking**, which not only causes damage but can also obscure sightlines. The matter will be highlighted in LOOK.
- **High St closure Feb 13th** – in the event, and after much pressure, the volte-face by CCC **only** caused closure of the High St for one day rather than the week that had been advertised.
- **Presentation of LHI 2017/18 application to CCC Adjudicating Panel on Jan 30th** – PF summarized. Contrary to previous advice, traffic island build outs on the 40 mph stretch of Duxford Road would not be allowed, but would be considered if located in 30 mph zones. They will not allow 30 mph for the whole of Duxford Rd, but consideration will be given to applying a 30 mph restriction on the built up section from A505 to the other side of the crossroads. We expect to have a decision by March 14th. In relation to costs, PF noted that solar powered lighting is used to illuminate the traffic islands.

9. FEOFEE NOMINATIONS

Nicholas Tufton, Clerk of the Nicholas Swallow and Other Charities had sent notification that the four year term of three of the Parish Council Feoffee nominations were soon to expire.

The outgoing nominees being Karen Wright, Tim Teversham and Robert Cassels were all willing to stand again.

DECISION: Proposed by KW, seconded by WT and unanimously approved that the three outgoing nominees be re-nominated for a further 4-year term. TT did not vote.

10. COMMITTEE & TRUST REPORTS

a) Minutes of Allotment Committee Meeting January 30th 2017 TT

The minutes had been circulated prior to the meeting and TT presented the following item and three recommendations.

The continuing cost of maintaining the Orchard had been queried, as the Village made little use of the facility.

RECOMMENDATION: *The Orchard area to have less grass cuts but ensure grass around the bench by the gate is kept short; to let it become a wild flower reserve; to allow grass to grow around the trees again; to give the facility greater publicity in LOOK, website and Facebook particularly when the fruit can be picked; to encourage allotment holders to pick fruit as well). In addition a display sign to be fixed to the gate which reads "Community Orchard".*

RECOMMENDATION: *The committee was happy for the Allotment Maintenance Contract with The Village Gardener to be rolled over to the next year commencing April 1st 2017, but with no increase.*

RECOMMENDATION: *Install dog bin, parking sign and public noticeboard at the entrance to the allotment gardens at a total cost estimated to be £750 net*

DECISION: Proposed by PF, seconded by EL that the three recommendations be adopted was passed unanimously.

b) Lawn Trust Management Committee Meeting, January 3rd 2017 JH

JH had circulated notes from the Committee Meeting. The one issue which directly concerns the Parish Council relates to the ongoing debate whether to place Lawn ownership into Custodial trusteeship or enter into a Legal Lease. The next Lawn Trust Management Meeting is on Feb. 28th, AG. MS and RW will attend part of that meeting to further discuss the issue.

c) Memorial Hall Management Committee Meeting, January 31st 2017 AG

The minutes had been circulated to the Parish Council as Trustee and were approved.

11. DISTRICT & COUNTY COUNCILLOR'S REPORTS PT

County budget Last week saw the annual budget setting debate at the county council, which was long, lasting from 10.30 through to 5.30. There was agreement that the council tax should go up by 2% to fund adult social care, which is under huge strain, partly because of the costs and difficulties in recruiting care-workers. The budget for the rest of the council has been frozen. However, road improvements including **pothole filling and verge cutting** will have more money spent on them.

District council budget The government reduced the payment of New Homes Bonus to district councils and so to make up the shortfall the district council budget will rise by 5%. Not forgetting that South Cambs has one of the lowest precepts in the country.

Housing White Paper – the housing white paper proposes giving district councils some powers that they have been pressing for such as reducing the time allowed between the grant of planning application and when the first houses have to be built on a site, from 3 to 2 years. Whether it is enough to stop the land banking of land by developers to keep prices high is another matter. I am meeting the housing minister tomorrow and will report back next month on this.

City Deal The issue of congestion in Cambridge was debated at South Cambs District Council and a motion carried rejecting proposals for a congestion charge as a tax on South Cambs residents. I am continuing to argue that the A505 is a road that needs greater attention and I have put it on the list of South Cambs bids into the devolution pot. The recent fatality near Thriplow is further evidence of the pressure that road and its users are under.

Closer to home

Planning I have written to South Cambs planning officers setting out my opposition to the planning application for a burial site at Spinney Hill Farm.

Affordable homes I am leading on work to accelerate building of affordable houses across the county and we have won the first £20m from government this month. Some of the affordable homes could be built on sites already identified in Whittlesford. Some of the houses would be social rent, some joint ownership with a housing association.

Cross border issues The Uttlesford Council Local Plan is likely to start going out for consultation in the summer and the prospect of a 5,000-house development at Great Chesterford is still live. The issue for this village is that many of the people who would live there would be travelling north to work either in Cambridge or in the science parks between here and Cambridge. I am meeting with all the parish councils locally later this week on this issue.

Roads I have met with the Highways team at the depot in Whittlesford. They acknowledge that more notice could have been given to residents of the work on the path alongside Duxford Road. The flooding that occurred on the A505 near Welch's depot has however been fixed by better drainage.

The proposals for a motorway level petrol station and facilities off the M11 at Duxford are likely to come forward in the second half of the year. I have said to the district council that the application for a petrol station opposite the IWM on the A505 in front of Burma and Ledo Roads must go to planning committee. I am chasing up the road safety audit and arranging a further meeting with residents.

At the beginning of the financial year would be a good time to put in some requests for minor improvements such as white lines reprinting etc, and also if there are any things that the council wants to fund itself, but wants the county to carry out, we should discuss that with the depot team.

Rural crime I have had a meeting with the Cambridgeshire police rural crime unit inspector following a significant increase in hare coursing in the area, and related rural crime. I am arranging for our PCSO to have some training with the unit and would also encourage the reporting of suspicious activity to the police such as vans and cars parked up in fields, or lights seen in fields at night, using 999. The police are very keen to re-iterate that rural crime is higher on their agenda than perhaps it was some years ago.

Garden of Eden I paused the proposals to put in a row of fruit trees at the path between Butts Green and The Lawn to allow more consultation with residents. The parish council needs to give its view.

Neighbourhood Plan Two good meetings have clarified what happens next and I suggest this is an agenda item for the March parish council meeting to allow Jo Denny to provide details and update on the meeting of March 2. Malcolm Turner and Rob Foden has kindly agreed to lead one of the streams of work (environment). “

12. REPORT OF THE PLANNING COMMITTEE

PLANNING APPLICATIONS

S/0302/17/LD Certificate of lawful development for a proposed loft conversion. 32, Maynards *No objections, supported by Parish Council*

S/3572/16/FL & S/3573/16/LB Installation of 5 CCTV cameras on the external walls of the Hamilton Kerr Institute, Mill Lane *No objections, supported by Parish Council with recommendation that any outside cabling matches colour of walls.*

S/0374/17/FL Two single storey rear extensions. 3, Duxford Rd. *No objections, supported by Parish Council*

S/0328/17/LB The Tickell Arms, North Road. Refurbishment of an external canopied area to the South East side of the pub. New timber decked flooring & underside canopy cladding. Replacement external lighting and external heaters. Discreet, low level lighting bollards. Enclosure of 3 sided service courtyard on South West side of the pub - new timber wall with painted weatherboard finish, timber access door and polycarbonate roof.

Unanimously rejected because of concerns over noise and odour, all of which could affect nearby residents. In addition there is concern over the low level lighting in the garden and flowerbeds, as well as noise from the proposed curtain heaters

S/0437/17/FL & S/0438/17/LB Part change of use from museum storage to public research facility. Extension and alterations. Building 6, Imperial War Museum, Royston Road, Duxford. *No objections, supported by Parish Council*

S/0118/17/FL & S/0117/17/LB Building 4 Imperial War Museum, Royston Road. Removal and replacement of existing 3.4m high Flagpole Antenna with New 5m Flagpole Antenna in the same position on the roof of the building and associated ancillary equipment mounted on existing freestanding tripod. Four small cabinets proposed at ground level. *No objections, supported by Parish Council*

S/3364/16/FL Spinney Hill Farm, Newton Road – change of use to nature reserve and burial ground. *Unanimously rejected as unnecessary Greenbelt incursion, there is already adequate local cemetery provision, no need for a further nature reserve, and roads, transport and parking not able to sustain the development.*

PLANNING DECISIONS from SCDC: S/3075/16/FL: Erection of a new 4-bedroom dwelling within the site of 11 North Road, Whittlesford with new access from Maynards. *Approved.*

13. ACCOUNTS

a. The payments and receipts for February were approved.

PAYMENTS

1 Feb 17	FP	MD Landscapes	Verge & footpath cut Nov	£540.00
3 Feb 17	FP	LGSS Law	Ownership query re-land at Maynards	£94.08
9 Feb 17	FP	LOOK Magazine	3 pages of space Mar 2017 to Feb 2018	£405.00
14 Feb 17	FP	Memorial Hall	Hire 18/10/16 to 14/3/17	£264.00
15 Feb 17	SO	Roy Warnes	Clerk's Salary	£492.68
15 Feb 17	SO	Roy Warnes	Fixed monthly expenses	£57.09
15 Feb 17	FP	Roy Warnes	Variable expenses - administration 24/11/16 to 16/1/2017	£149.38

			Variable expenses - Neighbourhood Plan 24/11/16 to 16/1/2017	
15 Feb 17	FP	Roy Warnes		£189.70
15 Feb 17	SO	Rob Foden	Cemetery Main. Contract	£120.00
15 Feb 17	SO	Rob Foden	Maynards Maintenance Contract	£125.00
15 Feb 17	SO	Village Gardener	Allotment Maintenance Contract	£120.00
15 Feb 17	FP	Jo Denny	NP Admin Salary Jan 1st to Jan 31st, 36 hours	£288.00
15 Feb 17	FP	Jo Denny	Fixed monthly expenses	£16.05
15 Feb 17	Chq 1274	BT Telecomms	Purchase of Newton Rd Kiosk	£1.00
15 Feb 17	FP	Cambs CC	Street lighting energy 1/10/15 to 30/9/16	£2,150.80
15 Feb 17	FP	Blake Associates	Review of ecology reports	£1,095.60
				£6,108.38

RECEIPTS

1 Jan 17		NS& I Savings A/C	Annual Interest	£463.74
27 Jan 17	BCG	Groundwork UK	NP Grant to 31st March	£1,298.00
30 Jan 17	FP	L Stevens	Purchase of Excl. Right	£165.00
1 Feb 17	FP	Allotment Deposits & Rent	Plot 12C	£67.00
9 Feb 17	FP	Allotment Deposits & Rent	Plot 25d	£67.00
				£2,060.74

b. Review of Wayleave leases

The 30-year lease for the substation on the Lawn expired in 2003. RW was instructed to negotiate with UKPN and come back to the next PCM with a proposal.

14. CORRESPONDENCE

SE Parish Patch Meeting: Connecting Communities - services for older people; a networking and information event

SCDC: Parish Council Elections for 2018

BT: have the PC that SCDC have agreed to our adoption of the telephone kiosk in Newton Road. AG signed the contract securing this which has to be accompanied by a cheque for £1.

Resident in Station Road West had written to complain of visibility difficulties caused by parked cars either side of the junction with Owls Close. Our 2017/18 budget includes applying for yellow lines at this junction, which it is hoped will alleviate the problem.

15. DATE OF NEXT PARISH COUNCIL MEETING

Tuesday 14th March 2017 at 7.30 pm in the Memorial Hall.

The meeting finished at 10.20 pm.