

MINUTES OF THE MEETING OF FOWLMERE PARISH COUNCIL
which was held on-line via Zoom
on TUESDAY 19TH January 2021 at 7:30pm

PRESENT: Cllr L Wragg (Chairman), Cllr D Roberts, Cllr P Burge, Cllr S Mulholland, Cllr R Lennon, Cllr J Hobro and Cllr C Howe (who joined at 19.37)

IN ATTENDANCE: Ms K Byrne (Clerk), Cllr P McDonald (who left at 20.23), Mrs D Woods and 2 members of the public

Actions

Before the meeting began, Cllr Wragg advised the attendees that the Zoom session was going to be recorded, but would not be widely distributed. There were no objections.

1 Apologies for Absence

There were apologies for absence from Cllr M Vinton (unable to join the Zoom meeting); Cllr P Collinson sent his apologies later (personal matter).

2 Declaration of Interest in agenda items

Cllr Roberts declared an interest in item 6, as the proposer is a member of her family. Cllr Hobro declared a possible interest in item 10b if anything on Chapel Lane is discussed.

3 Minutes of the Parish Council Meeting – 15th Dec 2020

The Minutes were reviewed, one error in item 8b was corrected during the meeting; the Minutes were then agreed by all to be a true record. The minutes were signed by Cllr Wragg, who will deliver them to the Clerk.

4 Matters Arising not covered in the agenda (for information only)

Regarding item 15, Cllr Mulholland wanted to offer the PC's grateful thanks to Tony Deans, Mark Donagain and Robin Barker for their generous help towards the Santa Tractor / Scarecrow event. All three individuals gave their assistance free of charge.

ACTION – (i) Clerk to write to the individuals to thank them for their help

Clerk

Regarding item 8, Cllr Howe had circulated a traffic strategy report before the Dec meeting which contained some proposals regarding HGVs and speed of traffic. The PC will consider proposals via email before the next PC meeting,

ACTIONS – (ii) Clerk to recirculate Cllr Howe's traffic report to the PC;

Clerk

(iii) Cllrs to consider the traffic issues & proposals, and discuss via email before the next meeting

All

5 County Broadband – work in the village

County Broadband had been invited to attend the PC meeting but no-one was available. Cllr Mulholland said that County Broadband will be finishing the work in the village around April time, and any issues should be raised with them before then (perhaps by the end of February). Residents can be asked via Facebook and the PC website to submit any comments to the Clerk. Cllr Burge suggested that some willing councillors might walk round the village in mid-February to record any issues they see.

ACTION – Clerk to post on Facebook / website asking for comments on County Broadband before the end of Feb, collate comments, & remind PC about the walk around the village

Clerk

6 Application to rent PC land (for conservation)

Cllr Roberts left the meeting (by muting and switching off her video) at 19.47.

Mr Will Roberts had sent an email before the meeting outlining a conservation project to develop an area of PC-owned land (the ‘Clunch pit’ south-west of Moor Lane).

Cllr Wragg invited Mr Roberts to present his case to the PC. Mr Roberts said that he used to play in the area when he was a child, but it had become run down over the years. He would like to rent the land with a view to undertaking conservation work to develop the area to boost wildlife, clear access to it, and provide a bench, so that it can become a public asset for everybody to use. He has a number of volunteers who would be interested in helping with the work.

Cllr Mulholland asked what the timeframe would be for the work. Mr Roberts said initially it would be to clear a path through to the area, and no conservation work would happen during breeding season. The majority of the work would ideally happen in the winter with a view to having it completed in 18-24 months’ time.

Cllr Burge expressed caution about making any decisions on this proposal whilst there is an ongoing dispute about ownership of Moor Lane; the PC might be well advised to not proceed with this project until this matter is resolved.

Cllr Mulholland suggested that if this project is temporarily paused, Mr Roberts might like to consider joining Cllr Collinson’s group (Friends of the Round Moat) who are planning to do conservation work in the Round Moat.

Cllr Howe suggested that prior to agreeing to renting the land to Mr Roberts, the PC could publicise that the land is available for hire in case other parties were interested in doing something similar.

ACTION – Clerk to put this on next month’s PC Agenda, to be further discussed

Clerk

Cllr Roberts re-joined the meeting at 20.00.

7 County Council Matters (*written report*)

Cllr McDonald had submitted a written report (see Annex A). Additional to this, Cllr McDonald said that he had asked about using the Imperial War Museum for Covid vaccinations (as it had been used for flu vaccinations).

Cllr Burge said that he is delighted to see the new LED lighting in the village, but it was a bit of a surprise as the last communication from Cambridgeshire County Council (CCC) about this was received last July. Cllr McDonald said the lamps should use approx. 60% less energy. The lenses could be changed if the light given is deemed to be insufficient.

8 District Council Update

Cllr Roberts said that she is disappointed about the Covid vaccination for elderly Fowlmere residents in that they have to travel to Stevenage. It is a shame that it hasn’t been better organised so that Duxford (IWM) and Melbourn are used as vaccination centres. Perhaps Anthony Browne the MP could be contacted about this.

Actions

There has been a lot of fly tipping recently (on Mill Lane and Melbourn bypass), the South Cambridgeshire District Council (SCDC) website for reporting this had been temporarily inaccessible, but the issue has now been resolved.

A peer review report of the planning process has recently been issued by the planning advisory service. There were some good points but also a lot of complaints from PCs saying their comments were not being taken into consideration and/or seriously. Also, at SCDC there is a very low rate of applications being referred to the SCDC Planning Committee. A body has been formed to look into these issues, to be run by a planning officer.

Cllr Burge said that there has been no recent communication from the regional planning teams, and asked if Cllr Roberts could see if they could re-engage with PCs to strengthen communication between the SCDC planning dept and parish councils.

ACTION – Cllr Roberts to ask SCDC’s regional planning teams to re-engage with PCs

Cllr Roberts

Cllr Mulholland said fly tipping might be being exacerbated because of the need to book a slot at least 48 hours in advance at the Thriplow recycling centre, and commercial users can only use it up to 12 times per year. He proposed that the booking system might be improved if users could book a slot the next day, and after the pandemic is over the booking requirement for members of the public could be removed, at least during the week. Cllr Wragg said that the tipping booking system must be improved.

Cllr

ACTION – Cllr McDonald to look into the booking system at Thriplow recycling centre

McDonald

9 Village Hall

Mrs Woods said that the Village Hall remains closed and it is likely to remain so until at least the end of March. There are no problems, and the Village Hall Management Committee (VHMC) regularly inspects the hall and grounds. A lot of the elderly residents are sadly missing activities such as the Friendship Group. Cllr Roberts asked if the VHMC had been approached regarding using it as a Covid vaccination centre. Mrs Woods said they haven’t but if they were the VHMC would be willing to host it at the village hall.

The meeting was opened for urgent questions from members of the public and press.

There was none.

The meeting was then closed to members of the public and press.

10 Road Safety

a) Flooding

Cllr Roberts said thanks to Cllr McDonald for the CCC’s action in clearing the drains. Cllr McDonald commented that the pot-hole on Long Lane has been temporarily filled again. The structural work on the Long Lane drains however is still to be carried out. Cllr Lennon said that conditions on Chrishall Road, London Road and Pipers Close are still bad. Cllr McDonald will check the status of the ticket on this work and report back.

ACTION – Cllr McDonald check the status on drains work on Chrishall Road, London Road and Pipers Close

Cllr

McDonald

b) Traffic Calming

Cllr Burge said he was delighted to see the Deer Signs on Long Lane, and he would like to explore whether more signs could be put on London Road between Appleacre and the

Actions

airfield. Cllr McDonald said that if there is an existing post then this can happen quite quickly. Cllr Burge offered to draw a map to locate where Deer Signs might be added. The member of the public said that an additional Deer Sign on Long Lane between the A10 and the village might be beneficial. He offered that the Deer Sign could be put up on his land, a field halfway between the existing Deer Signs. Cllr McDonald suggested that he liaises with Cllr Burge as one submission for all Deer Signs should ideally be made.

ACTION – Cllr Burge to draw a map to locate where additional Deer Signs might be located on London Road & Long Lane

Cllr Burge

Cllr Hobro left the meeting (by muting and switching off his video) at 20.35.

As requested in the December meeting the Clerk had collated and circulated to the PC all correspondence regarding the roundels on Chapel Lane. Cllr Howe said that it might be worth finding out what the cost would be to move the roundel on Chapel Lane. Cllr McDonald suggested that the PC could consider this matter again in 6 months' time when the traffic calming scheme had bedded in. Cllr Roberts suggested the whole traffic calming system could be reviewed. Cllr Lennon said that traffic calming measures on Chrishall Road might also be considered in 6 months' time. Cllr Mulholland suggested that Chrishall Road could be considered under 'phase 2' of the traffic calming scheme, before which Speedwatch data could first be collected. It was agreed that the traffic calming scheme would be reviewed after six months.

ACTION – Clerk to add review of traffic calming scheme to July PC Agenda

Clerk

Cllr Hobro re-joined the meeting at 20.38.

Regarding chicanes, Cllr McDonald has not yet got an answer from Highways regarding whether they recommend them or not.

c) HGVs through village*

Cllr McDonald said that following lockdown it might be appropriate to look at total traffic and then HGV traffic going through the village.

d) Speedwatch*

Speedwatch sessions have been suspended for the foreseeable future.

e) SatNav errors*

Nothing new on this item.

f) Road closures (scheduled)*

There were no road closures additional to those mentioned in the last PC meeting.

11 Reports from Meetings attended

Cllrs Burge and Wragg attended a South West Cambridge Action group. Cllr Burge said that no application had yet been submitted regarding the proposed 25,000 housing development, so it was difficult to know what is intended and how to respond at this stage, but it was useful that parishes are talking about this. Cllrs Burge and Wragg also attended a meeting on this with Anthony Browne MP, who said that there is no government involvement in the proposed 25,000 housing development.

Cllr McDonald left the meeting at 20.45.

12 Burial Board

a) Recent burials

There is to be an interment on Thursday 21 January at 12.00 noon (Mrs Margaret Ginty). Cllr Mulholland and Clerk had marked the plot, and Cllr Mulholland let the grave digger (Jason Coles) know that it is sited amongst existing graves with headstones.

b) Repair works progress

Cllr Mulholland said that the shed is being delivered tomorrow. Ian Wilson will co-ordinate fitting in assembly of the shed around the funeral.

13 Planning Committee

Cllr Burge said the Greater Cambridge Shared Planning system is going to be offline for a systems upgrade between 21 and 26 January – affected planning applications will have a 5 day deadline extension.

14 Sunnica Energy Farm consultation

Before the meeting Cllr Howe had circulated to the PC his concerns about this proposal, which were: lifecycle analysis – would it take more energy overall to build and run than it produces?; and decommissioning – who would be responsible if Sunnica were to cease trading just as the solar farm reached its end of useful life?

ACTION – Cllrs Wragg & Howe to prepare a letter regarding the Sunnica consultation

Cllrs Wragg & Howe

15 Review of Website and PC Email addresses

Cllr Hobro had reviewed the current FPC website and found that uploading the minutes used a now defunct widget. He had devised a simple work-around by creating a new section for recent minutes, leaving the already uploaded older minutes in the section below. The Clerk had used the new section to successfully upload the Oct and Nov 2020 minutes. Cllr Wragg and the Clerk thanked Cllr Hobro for his work on this.

Cllr Hobro said he will review the shortlist of possible new website providers drawn up by Cllr Collinson.

ACTION – Cllr Hobro to review the shortlist of possible new website providers

Cllr Hobro

16 Trees, Grass and Hedges

a) SCDC's tree and TPO notification processes

From 11 January 2021, tree work notifications will be designated minor or major cases. For minor tree work PCs will be notified but SCDC will determine immediately. For major tree work, PCs will be notified and will have 10 days to comment should they wish to.

17 Progress on grant-funded projects

a) Zero Carbon project – Cycle Stands

Cllr Hobro said that the grant money had been received and the cycle stands had been ordered (Clerk had paid the pro forma on 7 January with the agreement of Cllrs Wragg and Burge). The cycle stands are expected to arrive at the start of February. Cllr Hobro proposed that the stands could be installed by Ian Wilson as soon as they arrive, if locations have been decided; there were no objections. At the Butts recreation ground, in the corner behind the noticeboard was agreed to be a good location. Cllr Hobro will inform the Headmaster of the plan. Cllr Hobro will also liaise with Mrs Woods regarding

Actions

the location at the VH. The location for the cycle stands at the Chequers will require further negotiation, and installation at St Mary's Church will require a faculty from the diocese.

ACTION – Cllr Hobro to liaise with Ian Wilson, Mr Atkin, Mrs Woods, the Chequers and the PCC regarding locations and installation of the cycle stands Cllr Hobro

b) Round Moat (Pebble) project

Cllr Mulholland said that Cllr Collinson had launched his 'Friends of the Round Moat' Facebook page, which was receiving positive comments. However, Cllr Collinson wasn't present to comment further on the project.

18 Finance & General Purposes

a) Bank account signatories

The Clerk said that the process to add Cllr Lennon as a signatory to the PC's Unity Trust bank account is underway. Cllr Roberts has now been removed from the account for Internet Access but is retained as a signatory on the Unity Trust bank cheques.

ACTION – Cllrs Wragg & Burge to sign the forms to authorise the addition of Cllr Lennon as a signatory Cllrs Wragg & Burge

b) Defibrillator

Cllr Burge said he had explored whether a grant could be obtained, without success. He had also looked at prices and options for this setting. He recommended a defibrillator with a chest monitor that would cost approx. £1,500 (ex. VAT). The installation would be £150-£200, replacing the pads every couple of years £80-90, battery replacement every 4-5 years approx. £250, and electricity supply approx. £5 per year (which the Chequers may cover). A listed building consent application may also be required to fit the cabinet to the exterior wall of the Chequers. Cllr Burge said that the PC has almost £2,900 left in the S106 reserves, and providing a defibrillator in the village would fit the remit. If the PC agreed in principle with this level of expenditure. Cllr Burge would proceed with liaising with the Chequers. The PC approved this approach.

ACTION – Cllr Burge to liaise with the Chequers regarding installation of the defibrillator Cllr Burge

c) Bills to be paid

Seniorlink Eldercare – December 2020, £63.63

Royston & District Community Transport donation, £300.00

Shire Trees Limited – Felling Elm trees in Round Moat, £1,560.00

K Byrne – refund (HMRC payment for 3rd quarter), £10.20

L Wragg – refund (Monthly Zoom subscription - January 2021), £14.39

Bills already approved / Direct Debit

OPUS ENERGY LTD - 3 Dec to 2 Jan 2021, £247.67

Bank Service Charge (3rd quarter), £18.00

Clerk's Salary – Confidential

NEST – December pension contributions (Direct Debit), £50.41

Cyclehoop Ltd – Pro forma (14 Classic Sheffield Stands), £1,421.40

EDF Energy – Cemetery Electricity (Direct Debit), £11.00

Income

South Staffs PLC (Pebble Fund), £2,000.00
 SCDC Zero Carbon Grant, £2,690.00
 Fowlmere Village Hall – Peppercorn Rent for 2021, £1.00
 Fee for interment of Mrs Ginty, Peasgood & Skeates (Daniel Robinson & Sons), £100.00
 The bill payments were approved.

19 Correspondence

a) January Correspondence list

The PC noted the correspondence. Cllr Mulholland said that it was encouraging that the SCDC Conservation Officer is taking action regarding Swan House.

20 Action List Update

The Action List was reviewed and updated.

Cllr Hobro said he had spoken to the Chair of Foxton PC regarding the GCP (Greater Cambridge Partnership) proposed travel hub. Stakeholders are currently in communication with GCP, and then in March it will move onto a general consultation. He proposed that before then Fowlmere prepares a response and co-ordinates with Foxton and Barrington PCs. Cllr Hobro said he was happy to take a lead on this; there were no objections. Cllr Burge offered to help.

ACTION – Cllrs Hobro & Burge to prepare and circulate a draft response to GCP, to be approved by the PC via email before the next meeting

Cllrs Hobro & Burge

21 Ideas for Improvements to Village Life

a) Street Signs

Cllr Mulholland had spoken to a Foxton parish councillor about their street signs, who suggested that it may be useful to speak to the SCDC Conservation Officer (Gail Broom). Replacing old street signs with new metal ones could be viewed as a conservation issue. Cllr Mulholland suggested that he could take the lead on this; there were no objections.

ACTION – Cllr Mulholland to liaise with the SCDC Conservation Officer regarding replacing old street signs with new metal ones

Cllr Mulholland

22 Correspondence from Land Registry

a) Motion to move to a closed session

Cllr Burge proposed that the PC move to a closed session to discuss the correspondence, Cllr Roberts seconded, all concurred. No minutes were taken for this section.

The public meeting closed at 21.24.

Dates of next meetings:

PC Meeting 7:30pm Tuesday 16th February 2021 – Online (via Zoom)

Finance Meeting TBD

PC Meeting 7:30pm Tuesday 16th March 2021 – Online (via Zoom)

The meeting closed at 21.52.

**These items had already been worked on by the PC and only required updating, noting or approval.*

Annex A – Cambridgeshire County Councillor Peter McDonald’s Report

Report for Parish Councils – January 2021

Cambridgeshire County Report C19 Case Numbers Cambridgeshire

Epidemiology

Liz

Rates in most districts across Cambridgeshire have increased to between 400-500 per 100,000. Although the rates are lower than the national and regional average, they are rising more quickly in percentage terms.

Incidence rate for the week up to 31st Dec 20

	Weekly Incidence (cases/100,000) & trend vs previous 7 days	7-day change in case rate (%)	Weekly incidence - 60+ years (cases per 100,000) & trend vs previous 7 days
Data to date	31-Dec	31-Dec	31-Dec
Cambridge	505.6 ↑	82.9%	283.4 ↑
East Cambridgeshire	407.4 ↑	74.3%	340.0 ↑
Fenland	377.0 ↑	80.3%	385.8 ↑
Huntingdonshire	463.6 ↑	111.6%	307.0 ↑
South Cambridgeshire	435.0 ↑	70.5%	254.0 ↑
Peterborough	453.4 ↑	12.1%	329.6 ↑
EAST OF ENGLAND	730.1 ↑	22.7%	474.6 ↑
ENGLAND	546.9 ↑	32.6%	363.7 ↑



Vaccination I think you all know the vaccination hierarchy but here it is anyway. Granta Medical Practise will be starting Cat 1 & 2 Jan 15th.

COVID-19 vaccination
First phase priority groups

Priority	Risk group
1	Residents in a care home for older adults and Staff working in care homes for older adults
2	All those 80 years of age and over and Health and social care workers
3	All those 75 years of age and over
4	All those 70 years of age and over and Clinically extremely vulnerable individuals (not including pregnant women and those under 18 years of age)
5	All those 65 years of age and over
6	Adults aged 18 to 65 years in an at-risk group*
7	All those 60 years of age and over
8	All those 55 years of age and over
9	All those 50 years of age and over
10	Rest of the population (to be determined)

* Blood cancer (such as leukaemia, lymphoma or myeloma); diabetes; dementia; a heart problem; a chest complaint or breathing difficulties, including bronchitis, emphysema or severe asthma; a kidney disease; a liver disease; lowered immunity due to disease or treatment (such as HIV infection, steroid medication, chemotherapy or radiotherapy); rheumatoid arthritis; lupus or psoriasis; have had an organ transplant; had a stroke or a transient ischaemic attack (TIA); a neurological or muscle wasting condition; a severe or profound learning disability; a problem with your spleen, egg or bile salt disease; or you have had your spleen removed; are seriously overweight (BMI of 40 and above); are severely mentally ill.

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Summary of County Council Services Opened & Closed

Coroners - The Coroners service for Cambridgeshire and Peterborough is continuing to operate as normal. Inquests are continuing to be held remotely (via Skype) and in person. It is recommended that people attend inquests remotely where possible.

For more information on the service including contact details and forthcoming inquests visit [here](#)

Annex A – Cambridgeshire County Councillor Peter McDonald’s Report

Household Recycling Centre – All nine HRCs in Cambridgeshire will remain open as usual during lockdown with safety measures in place, however customers are advised to avoid unnecessary visits.

For more information, including opening hours and booking timeslots visit [here](#)

Libraries – All libraries in Cambridgeshire are open, with safety measures in place but operating a restricted service. Customers can use the Select and Collect service to choose and pick up titles, as well as using computers by appointment, with bookings limited to those using public services only. For more information about library services and opening hours visit [here](#)

Registration Services - Following the lockdown announcement, marriage and civil partnership ceremonies can only take place in exceptional circumstances (such as one party with a terminal illness meaning very short life expectancy) and both council’s registrations teams are in the process of contacting all couples with a ceremony booked in January and February to discuss options.

In Cambridgeshire, the county’s registration service is open for certain pre-booked appointments only:

- Deaths that took place in Cambridgeshire (these are conducted by telephone)
- Births that took place in Cambridgeshire
- Notices of marriage or civil partnership (ceremony must be booked first – these can be booked for late Spring onwards)
- Citizenship ceremonies

Copy certificates, for events previously registered, can be ordered online.

For full details about Cambridgeshire registration services and / or to book visit [here](#). If you are unable to book / order on-line then please call 0345 045 1363.

Residents can continue to register births, but there may be a longer wait than usual for an appointment. Death registrations take place over the telephone, you can book an appointment by calling the office or online.

For notice of marriage/civil partnership appointments – customers with booked appointments during lockdown can still attend. The team is contacting, in ceremony date order, those couples who need to give their notice of intention.

Citizenship Ceremonies - Small group citizenship ceremonies are being held. To book a place call 01733 864646.

Certificates - Orders can only be taken for certificates from recently registered births and deaths. The priority service is suspended.

Clinically extremely vulnerable urged to shield and seek support if they need it - Residents across Cambridgeshire and Peterborough who have been identified by the NHS as clinically extremely vulnerable are being urged to shield once again, following the announcement by the Prime Minister of a further national lockdown.

You can read the full guidance on shielding on the government website, visit <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

If you have previously registered or have already secured priority supermarket delivery slots, you don’t need to re-register. But if you haven’t already done so, you can register online today. To access the registration service, go to <https://www.gov.uk/coronavirus-shielding-support>

Contact details for the local support hubs are as follows:

- If you live in the South Cambridgeshire District Council area:
www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219

If you are not sure which is your local hub, contact the countywide coordination hub via www.cambridgeshire.gov.uk/coronavirus or call 0345 045 5219.

The national NHS Volunteer Responders service is also still available, and support can be accessed via <https://nhsvolunteerresponders.org.uk/services>, or by calling 0808 196 3646 (8am to 8pm, 7 days a week).

Peter McDonald
January 10th 2021.