

**MINUTES OF THE MEETING OF FOWLMERE PARISH COUNCIL HELD  
IN THE SCHOOL ROOM, URC, CHAPEL LANE, FOWLMERE  
TUESDAY 19<sup>TH</sup> JUNE 2018 AT 7:30 PM**

PRESENT: Cllr L Wragg (Chairman), Cllr L Roberts, Cllr M Sunderland, Cllr P Burge, Cllr S Mulholland and Cllr T Bearpark

IN ATTENDANCE: Ms K Byrne (Clerk), Mrs D Woods

		<b>Actions</b>
1.	<b>APOLOGIES FOR ABSENCE:</b> There were apologies for absence from Cllr C Howe and Cllr M Vinton was absent.	
2.	<b>DECLARATION OF INTEREST IN AGENDA ITEMS:</b> Cllr Bearpark had an interest in item 13b) as an employee of Appleacre.	
3.	<b>REMAINING ACCEPTANCE OF OFFICE SIGNING</b> Cllr Wragg signed the Declaration of Acceptance of Office form as Chairman of the Parish Council, and as a Fowlmere Parish Councillor. All paperwork was witnessed and signed by the clerk.	
4.	<b>MINUTES OF THE PARISH COUNCIL MEETING OF 15<sup>TH</sup> MAY 2018:</b> The minutes were agreed as a true record, and were signed by Cllr Wragg. There were no matters arising not covered in the agenda.	
5.	<p><b>COUNTY COUNCIL AFFAIRS:</b></p> <p><b>a) Reporting back on Action Points from previous meetings (Cllr Topping)</b> Cllr Topping was unable to attend the meeting, but he sent this report: <b>County report to Fowlmere Parish Council - June 2018</b> <b>Cllr Peter Topping</b></p> <p><b><u>Fowlmere community open space and the school:</u></b> <i>I attended the art show at the school and thought it was a very good event. I have discussed with the head the land that the county is willing to make over to the parish council and I am pleased that the county surveyor is now getting on with the legal process needed to make this happen. I will attend the relevant county committee when this is agreed to make sure it isn't a problem. I am pleased that the county has seen sense over the capacity of the school to take more children and extend its existing facilities. The county education team seemed to be looking at a very old drawing of the school building in making their decisions!</i></p> <p><b><u>Roads and buses and transport</u></b></p> <p><b>Grass cutting at verges:</b> <i>The county council has started the programme of cutting back the grass and vegetation at junctions – especially along the A10 and A505. Thanks to residents who emailed in in response to my request for information and so I now have a list of junctions that they appear to have missed or not done yet. I have asked Jonathan Clarke the highways manager to get these done asap.</i></p> <p><b>Changes at the depot:</b> <i>Evan Laughlin, the highways manager, is leaving in September. I have written to the director of the highways department that there must be a replacement manager in post and an overlap handover period so that the new person can tap into the knowledge that Evan has built up in the two years that he has been with this patch, on the priorities for Whittlesford. Jonathan Clarke, Evan's boss, has replied and we are meeting to ensure this happens.</i></p> <p><b>Cereals 2018:</b> <i>Following the accident in Fowlmere involving a Cereals related vehicle I suggest that the parish council is involved in the wash-up meeting that the county highways team will hold, in preparation for the next event in two years' time. Cereals attracts around 400 exhibitors and 26,000 farmers over the two days of the event. There is a routing and parking system to reduce the impact of the event traffic on local residents and commuting traffic but we need to encourage highways and the police to try to find better routes.</i></p>	

*I believe the organisers take their responsibilities seriously and I was pleased that they attended and responded to the village's concerns.*

**Buses 1: Cambridge Area Bus Users group:** *I attended the first meeting of this new group on Saturday 2 June. The discussion – along with issues about whether the group could adopt a temporary constitution – focussed on how to broaden the support for improvement to all bus routes, through-ticketing, involving young people, exploring bus franchising, whether the proposed Cam Metro should be an either/or should be developed alongside buses (which I support). I was pleased that the new lobby group includes south Cambridgeshire villages in its catchment area and not just the City.*

**Buses2:** *the local science hubs have come together to form a transport working group – details still being sorted but the parish council may want to keep close to this.*

**Scrutiny of the Combined Authority:** *I attended a meeting of the scrutiny committee of the Combined Authority following the issue of the Mayor's interim transport strategy. The meeting was inquorate and therefore no scrutiny of the strategy could take place. This seemed to me to be a missed opportunity to better understand the aims of the Combined Authority with regard to public transport. The Mayor is attending a public meeting in Harston this coming Friday regarding the A10 and traffic issues.*

**Local highways initiatives:** *The bid deadline for LHI applications is Tuesday 31st July 2018. This is the annual opportunity for parish councils to bid for local highways improvements for which the county council will fund most and the parish council a minimum of ten per cent.*

*The ideas do not have to be fully baked because once the scheme is in, the bidding parish council will be contacted by a project officer to develop a Feasibility Study. This was introduced a few years back so that villages were not having to become fully fledged road engineers and find technical solutions overnight. Here is a link to the guidance on the county website*

*<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-your-local-highway/local-highway-improvement-funding/>*

**Police issues:** *I met our PCSO Chris Wiseman. There have been several incidents of forged £20 notes being passed, or attempted to pass, in local village shops and retail outlets. The forgeries are convincing. There are scanner pens that can be used to detect forged notes. It is hard that these forgeries are targeting small shops who are hardest hit by this sort of criminal activity and the ensuring losses.*

**Travellers:** *The landowners of the field along the A505 have until this week to clear the flytipping that has been allowed there during the illegal encampment otherwise they will be prosecuted. A summons notice has already been served.*

*Over the past few weeks there have been two groups of travellers moving around villages in South Cambs - one in the south around Thriplow and Duxford, and another group that has moved in and around Cambourne. I have called for the councils and the police to consider applying for preventative injunctions on green spaces such as village greens and recreations grounds, as some councils near London have managed. I was grateful to Fowlmere Parish Council for the support it showed to the residents of those villages affected by the illegal encampment in writing to the Chief Constable expressing their concern at recent incidents.*

**Planning:** *There are a series of public engagement events being run by the Genome Centre at Hinxton at the end of June.*

*The proposals for a garden village at Gt Chesterford are likely to be adopted by Uttlesford District Council into their draft Local Plan. I have discussed with Cambridgeshire County Council's highways officers and their view is that the infrastructure proposed by the developers to cope with these new houses is not sufficiently clear.*

**Five-year land supply:** *For the last four years, since 2014, South Cambs District Council has battled to prove that it has enough land for new houses, against what the Government sets as a housing target. If a council can't prove that it has enough land allocated for housing, known as a "five-year land supply" then it makes it easier for developers to put in speculative bids for housing,*

	<p><i>and get them pushed through on appeal, even though the council's planning committee has turned these bids down. On 21 May South Cambs declared it does meet Government targets for new housing land, following an updated assessment.</i></p> <p><i>I'm pleased that it will be harder for developers to put in speculative bids to build houses where they are not wanted in South Cambridgeshire. But this respite will be brief if there is any trimming of the housing plans by the new administration at South Cambs, as the margin is very small. Put simply, if the new administration takes out some of the locations for houses, then the district will again fall below its housing targets, and it will again be open season for unwanted developments in our villages.</i></p> <p><b>Health and Well Being in Cambridgeshire:</b> <i>I chaired the health and well-being board for Cambridgeshire last week. I supported a proposal for a review into bed-blocking to be carried out now, as although the situation is better than it was, there are still huge pressures on the system, and the CCG, the body that contracts with the hospitals and holds the purse strings overspent by £48 million last year. I made the point that bed-blocking, also known as "delayed transfers of care" happens to real people and this is not just a numbers issue. We need to understand the impact of this on frail, often elderly people.</i></p> <p><i>We also had a report on dementia and what communities could do to prepare for and be "dementia-responsive".</i></p> <p><b><u><a href="https://www.cambridge-news.co.uk/news/health/nhs-bed-blocking-cambridgeshire-review-14731995">https://www.cambridge-news.co.uk/news/health/nhs-bed-blocking-cambridgeshire-review-14731995</a></u></b></p> <p><b>Flats for nurses</b></p> <p><i>I have been working with health chiefs and Homes England to use some of the money won through the devolution deal with government to build affordable key worker flats for nurses at Northstowe new town, so that they could meet the needs of Addenbrookes Hospital – you can get the guided bus from Northstowe to Addenbrookes. I will be pressing the district council and the mayor to work together on this, for the benefit of all of us who might one day need to use our hospital.</i></p> <p><b><i>If you need to contact me, please use my email peterwwtopping@gmail.com or call 07825 876582 and leave a message.</i></b></p> <p><b>Peter Topping</b></p> <p><b>b) Local Highway Improvement funding application – deadline 31st July 2018</b></p> <p>This is discussed in item 10d) below.</p>	
6.	<p><b>DISTRICT COUNCIL UPDATE:</b></p> <p>Cllr Roberts announced good news - on 21 May it was declared that we now have a 5-year land supply! SCDC are still using the old 'Sedgefield method' (scoring 5.0). SCDC will now use this declaration in all the current undecided applications and all appeals. It will be July when the planning inspector gives her assessment, and the plan is expected to be approved.</p> <p>Cllr Roberts to check whether SCDC will use the declaration in their assessment for the Welding Alloys application</p>	DR
7.	<p><b>VILLAGE HALL</b></p> <p><b>A) OUTDOOR GYM EQUIPMENT</b></p> <p>Cllr Burge said that not much progress has been made. However, he has identified 5 potential suppliers and will circulate these. Cllr Mulholland said we should choose 3 to quote.</p> <p>The Cllrs discussed a possible budget for the equipment, £8,000 to £10,000 was thought to be reasonable. £24,500 Section 106 money is left so FPC could potentially spend more. Would villagers consider this money well spent? Cllr Mulholland said that the Facebook survey showed that of the 134 responders, 84% people were for it, 16% against. Cllr Bearpark wondered about future insurance issues, Cllr Burge said that the equipment will generally involve just the users own bodyweight rather than heavy weights, and the equipment will be inspected annually by RoSPA along with the playground equipment.</p>	PB

	<p><b>B) DOG BINS UPDATE</b></p> <p>The 2 dog bins had been purchased from Glasdon and a cheque was prepared for the cost (£207.64). Mrs Woods had the bins installed at the entrance and exit of the Village hall. South Cambs District Council was informed of the 2 new bins and they have been added to the bin collection schedule. Mrs Woods had advertised the locations of new dog bins on the Village Hall's Facebook page. Cllr Mulholland would advertise on the FPC Facebook page.</p> <p><b>C) GATED HEIGHT RESTRICTION BARRIERS</b></p> <p>Mrs Woods had discussed the gated restriction barriers as a deterrent to travellers entering the site, at the Village Hall meeting, but they were considered not appropriate since refuse collectors, oil tankers and caravaners need to use the entrance and exit. Also, the barriers are expensive: a fixed welded one is £1800+VAT, full height gates are approx. £2085, and would need every user to have a key, which would be impractical. Mrs Woods would prefer a wooden post, to be positioned at a suitable location to allow large vehicles to turn in. A quote for 6x6, 1m high post was £571. Mrs Woods will confer with the VH committee and report back.</p>	<p>SM</p> <p>DW</p>
<p>8.</p>	<p><b>BURIAL BOARD</b></p> <p><b>A) MINUTES FROM BURIAL BOARD MEETING 13<sup>TH</sup> JUNE 2018</b></p> <p style="text-align: center;">Minutes of the meeting of <b>Fowlmere Parish Council Burial Board</b> held in the Chapel, Shepreth Road, Fowlmere on Wednesday 13<sup>th</sup> June 2018 at 7:00pm</p> <p><b>Present:</b> Cllr D Roberts (Chairman), Cllr P Burge and Cllr S Mulholland</p> <p><b>In attendance:</b> Ms K Byrne (Clerk)</p> <ol style="list-style-type: none"> <li><b>1. Apologies for absence</b> Apologies were received from Cllr Wragg, Cllr T Bearpark, Cllr Vinton, Cllr C Howe and Cllr M Sunderland.</li> <li><b>2. Declaration of Interest in agenda</b> None were declared.</li> <li><b>3. Election of Chairman / Vice Chairman</b> Cllr Burge proposed Cllr Roberts as Chairman. Cllr Mulholland seconded this motion, there were no further nominations, and all agreed. Cllr Roberts accepted the post, minded to be for one further year. Cllr Roberts proposed Cllr Mulholland as Vice-Chairman. Cllr Burge seconded this motion, there were no further nominations, and all agreed. Cllr Mulholland accepted the post.</li> <li><b>4. Acceptance of Office Signing</b> All documentation was signed and witnessed by the Clerk.</li> <li><b>5. Minutes from previous Meeting – 16th January 2018</b> The Minutes of the last meeting had been agreed at the Parish Council meeting on 20<sup>th</sup> February 2018. Cllr Mulholland would like to return to the issue of Approved Contractors. This to be further discussed in the main PC Meeting on Tuesday 19<sup>th</sup> June. Clerk to add to the PC Agenda.</li> <li><b>6. Review of the draft Memorial Tree Policy</b> As there were only three councillors present, it was decided that the Memorial Tree Policy should be discussed in the PC Meeting on Tuesday 19<sup>th</sup> June. Clerk to add to the PC Agenda.</li> <li><b>7. A Review of Cemetery Charges</b> Cllrs Roberts, Burge and Mulholland reviewed the current Fowlmere Cemetery Rates dated May 2016, and made suggested changes to the costs, to be discussed further at the next full PC meeting. Cllr Roberts suggested that the charges should be reviewed again in 2020. Clerk to modify the document using Tracked Changes and circulate to the council. The Harmata memorial stone was discussed. It was decided that as Mr Harmata was not</li> </ol>	

resident in Fowlmere, the non-resident fee of £180.00 will apply. This to be so for all non-resident cases.

Clerk to inform Andrew Fuller at Newlings.

**8. Additional wording on plot 668 memorial stone**

The additional wording to include Rosina Cann on the right-hand side of the existing memorial stone of Sidney Cann was discussed and approved. The councillors requested that the same font be used, and they would welcome the inscription on the left-hand side to be touched up to match the new inscription, if possible.

Since Mrs. Cann was not resident in Fowlmere, the non-resident fee of £120.00 will apply.

Clerk to inform Sharon Hobbs at Ivett & Reed.

**9. Access to cemetery extension**

Cllrs Roberts, Burge and Mulholland walked round the cemetery to look at the relevant areas for this Agenda item and items 11 and 12 below.

It was decided that a section of iron fence at the bottom far corner near the fire-pit should be removed temporarily for the Tidy-up day and subsequently replaced until the hedge-line along Shepreth Road can be improved and strengthened. Eventually the whole of the iron fence and some of the smaller (sucker) trees along that boundary should be removed.

**10. Exploratory bore hole (update)**

No update as Cllr Bearpark was not present.

**11. Fencing and Tree Work**

Fencing discussed in item 9.

The trees were inspected by the councillors. One, possibly two dead trees were identified along the Shepreth Road boundary. They have TPO tags - 0140 and 0138.

The avenue of trees at the entrance to the cemetery (tagged 0121 to 0134) may need topping.

Clerk to contact tree officer at SCDC and ask them to inspect the trees, and advise what to do.

**12. Tidy Up Day – date TBC**

Cllr Mulholland suggested the date should be Saturday 14<sup>th</sup> July at 10:00am. Cllr Burge and Roberts agreed. Cllr Mulholland will advertise the date on Facebook, and create posters for the noticeboards.

The following jobs for Tidy-Up day were identified:

**a. For Volunteers:**

i. Remove section of the iron fence;

ii. Burn the grass in the corner by the fire-pit in the adjacent field away from the trees, either on the grass or in a drum;

iii. Remove the fire-pit and other debris in that corner;

iv. Tidy and clean the inside of the chapel (bags for confidential material available);

v. Tidy inside and outside the shed;

vi. Take debris to the tip.

**b. For Dave Salmons / other contractor**

i. Paint doors and gate;

ii. Inspect / repair / paint bell tower.

**13. Other Matters**

Cllr Burge said that the hedge-line along Shepreth Road needs improving. This will require extra planting in the winter.

Strimming along the Shepreth Road boundary of the cemetery is required. Clerk to ask Hardy Landscapes to trim up to the hedge when they next cut the cemetery grass.

**14. Date of Next Meeting**

The next BB meeting date was not decided.

The meeting closed at 20:25.

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The minutes were agreed as a true record, and were signed by Cllr Wragg as a true record.

**B) MATTERS ARISING**

The following matters from the Burial Board minutes were discussed

**i. APPROVED CONTRACTORS**

Cllr Mulholland expressed concern about the difference in quality of grave digging and suggested either we choose 3 approved contractors, or produce Guidelines on what is acceptable to have consistency. Cllr Roberts thought that having only 3 contractors might restrict the funeral directors and suggested that the BB write a single page guideline with requirements.  
BB to consider at the next BB meeting.  
Clerk to keep a list of unsatisfactory work at the cemetery.  
It has been noticed that drift may have occurred with the Harmata grave, therefore Cllr Mulholland suggested that an 8 foot x 2.5 foot template could be made to better mark out future plots. Cllr Wragg thought that Cllr Vinton might be able to make such a template. Cllr Mulholland would obtain some appropriate spray paint.

All to note

KB

MV  
SM

**ii. REVIEW OF THE MEMORIAL TREE POLICY**

Cllr Roberts said she had concerns about possible costs that maintaining memorial trees / benches might incur in the future. Also, she was concerned that allowing one application might set a precedent for it to be seen as the 'norm' to have a memorial tree / bench.  
She suggested that if FPC give permission for an application that it should be on a trial basis and be regularly reviewed. It was agreed that a paragraph should be added to the policy that space for memorial trees is limited, with a maximum number of trees in a specific area - The Butts and Savile Way, four in each area was proposed. A paragraph about the supplier of the tree having to be approved will also be required.  
Cllr Burge and Mulholland to add paragraphs about the limited space and the supplier of the tree having to be approved.  
The policy will be reviewed again in the next PC meeting.

PB / SM

**iii. REVISED CEMETERY CHARGES**

Cllr Burge explained that non-resident fees were previously compensating for the lower rate of the resident's fee but as non-residents are no longer allowed to apply for a plot, the reduction in income means that the rates should be revised. Also, the rates have not been reviewed for some time.  
Cllr Roberts went through the revised costs agreed at the last BB meeting. Cllr Wragg suggested making the headstone and memorial stone rates consistent with those for interment of cremated remains i.e. £50 and £200 (not £50 and £210 in the case of the former 2). The new rates were accepted by all.  
The new rates will apply with effect from midnight on 19 June 2018.  
Clerk to update and circulate the revised rates.  
In 2 years, a review of how the cemetery income has been affected by the changes should be carried out.

KB

**iv. FENCING AND TREE WORK**

Two pine trees along the Shepreth Road boundary with TPO tags (140 and 138) are dead or dying and need to be dealt with quickly. Clerk to apply for TPO application.  
The avenue of trees at the entrance to the cemetery should be taken care of in the next tree cutting schedule. This to go on to the Agenda for Trees, Grass and Hedges at the next PC meeting.  
Clerk to ask Hardys to quote for filling in the gaps in the hedges at the cemetery.

KB

KB

	<p>v. <b>TIDY UP DAY</b> Saturday, 14 July 2018 at 10:00am – jobs as listed in the Burial Board meeting minutes above.</p> <p>vi. <b>MEMORIAL STONE (VICKY KEPPEY)</b> Cllr Roberts received a hand-written design from Mrs Keppey. The Cllrs discussed the design with etched swans on black granite stone and silver lettering. The Cllrs agreed that the design is acceptable. Clerk to notify Mrs Keppey.</p>	KB
9.	<p><b>PLANNING COMMITTEE</b></p> <p><b>A) PLANNING MINUTES FROM 8<sup>th</sup> MAY 2018</b></p> <p>MINUTES OF A <b>MEETING OF FOWLMERE PARISH COUNCIL PLANNING COMMITTEE</b> HELD IN THE DOROTHY PLUCK ROOM, ST MARY'S CHURCH, FOWLMERE ON <b>TUESDAY 08<sup>TH</sup> MAY 2018 AT 8:40PM</b></p> <p>PRESENT: Cllr D Roberts (Chairman), Cllr P Burge, Cllr L Wragg, Cllr T Bearpark, Cllr M Sunderland</p> <p>APOLOGIES: Cllr S Mulholland, Cllr C Howe, Cllr M Vinton</p> <p>IN ATTENDANCE Ms K Byrne (Clerk), Mrs D Woods, Ms S Jones, Ms C Humphrey, Mr and Mrs McAvoy</p> <p><b>1. Declarations of interest (if any)</b> Cllr Roberts declared that if an application is later placed before South Cambridgeshire District Council she will approach any new information afresh. Also, because Cllr Roberts is a District Cllr at SCDC, the same applies and she will look at any application, which goes to SCDC, afresh.</p> <p><b>2. S/1439/18/TP</b> Notification of tree works to a Tree Preservation Order tree – cut back overhanging branch <b>Bury House, Long Lane, Fowlmere</b> <b>Sarah King</b></p> <p>Fowlmere Parish Council has no objections to this application.</p> <p><b>3. S/1363/18/FL</b> Roof alteration and cladding of porch, partial demolition and rebuild of rear conservatory <b>8 Rayners Close, Fowlmere</b> <b>Mr Darrin Morris</b></p> <p>Fowlmere Parish Council has no objections and recommends approval as this does not impinge on the neighbours.</p> <p><b>4. S/1362/18/FL</b> Proposed Dwelling and Detached Garage <b>Land North of 7 Elms, Long Lane, Fowlmere</b> <b>W J Mead</b></p> <p>Fowlmere Parish Council have discussed the above planning application and wish to comment in the following manner.</p> <p>The area involved is of great ecological and bio diversity importance to the village of Fowlmere. It is the very last remnant of wooded area to survive and marks the important boundary of agricultural into wooded terrain that gradually leads into the village proper. There is no evidence that the site has ever been farmed or used for any purpose other than perhaps in past times for its wood.</p>	

The PC are of the opinion that the area involved and that beyond which is the continuation of woodland leading to the village's ancient stream known as the Wallington Brook should therefore be seen as and classified as "Ancient Woodland". The council's own emerging policy NH/7, and NPPF advice, emphasise that such areas should indeed be given protection. Indeed chapter 11 of the NPPF that focuses on conserving and enhancing the natural environment, states that the planning system should be "protecting and enhancing valued landscapes". The considerable number of Tree Preservation Orders (TPOs) within the site area show the quality of the arboreal environment at risk.

However, as a direct result of no human disturbance over a long period we also have here an area rich in countryside diversity with many species of birds and animals living or moving within its boundary with mixed flora at ground level that sustains animal life. The site is reported to have a buzzard nesting in it along with numerous other species of bird including thrushes, jays, blackbirds, various tits, green finches etc. Bats are in abundance in the area and are seen every evening flying amongst its trees. The trees also provide protection and cover for the local herd of Fallow deer who go in and out to drink in the Brook. As the site is also damp in nature it is highly probable that it is home to a range of amphibious creatures.

Fowlmere's one and only recognised "public footpath" crosses the northern end of the site. This is a valuable resource for both our residents and the wider walking public wishing to enjoy the natural landscape and environment. A dwelling on the site will destroy the ambience of the area at a stroke. The parish council note that none of this important environmental sustainable ecology has been considered within the applicant's submission. Seemingly the only dimension that has been considered is which trees to remove. This is not acceptable.

The site lies outside the past and emerging Local Plan for Fowlmere, sitting outside of the designated village envelope. The Inspectors decision is imminent. At no time has the Inspector indicated that she is envisaging making any changes to the village envelope. Given that fact this application is premature and should fail.

The 5-year land supply issue should not apply here, one dwelling cannot possibly constitute a reason for approval. It will not make a material difference to the wider housing supply and the negative impacts of the proposed development far outweigh any gain. The Inspector has already stated that she is minded to allow the Liverpool method of calculation for housing supply, and under this approach SCDC can already demonstrate having the required numbers at this point in time, which therefore negates this as a reason for approval.

The PC also has concerns from a highways perspective. The new intended access / exit is directly in an area where we have speeding concerns. It is on a bend which gives limited visibility in both directions, and last year there was a fatality at this spot when there was a collision between a motor bike and a car in exactly the same area.

Fowlmere Parish Council having considered this application is of one mind; that being a unanimous vote to require SCDC to refuse. The harm clearly outweighs any good, and the PC is of the view that there is no argument that could be put in its favour. The application if allowed would have a serious and detrimental effect and impact upon both the countryside and the wider setting of the area and the village. Sites of such importance once lost can never be replaced.

Should officers be minded to differ in their view from Fowlmere Parish Council we must insist that this matter is NOT dealt with by them by way of delegated powers. We would ask that it be the subject of a site visit by council members followed by consideration at a Planning Committee meeting.

**5. S/1478/18/FL**

First floor extension & single storey front extension

	<p><b>9, Westfield Road, Fowlmere, Royston, SG8 7SN</b> <b>Mr &amp; Mrs M Parker</b></p> <p>Cllr Burge declared an interest as a neighbour and left the room.</p> <p>Fowlmere Parish Council has no objections and recommends approval as this does not appear to affect the neighbours.</p> <p><b>6. Other Matters and Updates</b></p> <p>a) <b>Apple Acre Park Fowlmere</b> More static caravans have arrived at Apple Acre Park contrary to the permitted number. Cllr Roberts went to the hearing about Apple Acre, and we await the results from that meeting. However, more static caravans were delivered today. Cllr Roberts has informed SCDC to ask if they can check what is going on.</p> <p>Meeting closed 21:01.</p> <p style="text-align: center;">*****</p> <p>The minutes were agreed and signed by Cllr Wragg.</p> <p>It was noted that the planning application S/1362/18/FL - Land North of 7 Elms, Long Lane has been refused.</p>	
10.	<p><b>ROAD SAFETY</b></p> <p><b>A) SPEEDWATCH UPDATE / SPEEDWATCH SIGN</b> A date for Speedwatch is planned for next week. It was discussed where in the village the Speedwatch sign should be put up. Various locations were identified; it agreed that it should be at the entrance to the village near Pipers Close. Cllr Wragg will ask Cllr Vinton if he is able to fix the sign to a suitable post. Several more Speedwatch signs may be purchased if it is deemed effective.</p> <p><b>B) CASUALTY REDUCTION SUPPORT FUND</b> Nothing to report.</p> <p><b>C) HGVS IN VILLAGE</b> Cllr Howe was not present. Cllr Wragg said that he and Cllr Howe will pursue how to get weight limit restrictions in the village. If Mrs Keppey attends the next PC meeting her advice will be sought.</p> <p><b>D) TRAFFIC FROM CEREALS EVENT / MOVING THE 30MPH SIGN</b> Residents complained about the number of extra vehicles, and the speed they were travelling at, especially around school drop-off and pick-up time. On Wednesday 13<sup>th</sup> June there was also a collision, involving a Cereals vehicle, at the Foxton junction (probably from Newton) going towards the Cereals event. The police were notified, and they spoke to the Cereal organisers traffic manager who then arranged the next day for somebody to direct the traffic during school drop-off and pick-up time, which was appreciated. However, next time in two years, other measures will need to be implemented. Cllr Topping suggested in his report (see item 5) that FPC should be involved in the 'wash-up' meeting that the county highways team will hold, in preparation for the next event. Cllr Mulholland said that if they can't change the route they need to put some traffic calming measures in place next time. As a traffic-calming measure, moving the 30mph signs in Fowlmere was discussed: the 30mph sign near triangle could be moved to beyond the turning to the triangle; the 30mph sign near Appleacre could move up one to the last warning sign (although if moved we may lose the warning signs as these are no longer recommended); the 30mph sign on Long Lane could be moved round the bend.</p>	<p>LW / MV</p> <p>LW / CH</p> <p>All</p>

	<p>FPC could apply to the County Council's Local Highway Improvement fund for Priority Give Way chicanes, speed bumps, or rubberised pads. Cllr Wragg to ask Cllr Howe if he can help.</p> <p>The rubberised pads could be put in the following locations – between Chapel Lane and Ryecroft Lane, and near the triangle development (on the village side) - 2 pairs in each location.</p> <p>Clerk to ask Cllr Howe when he might be available.</p>	<p>LW / CH</p> <p>KB</p>
11.	<p><b>TREES, GRASS AND HEDGES:</b></p> <p><b>A) COMMUNITY ORCHARD PROGRESSION</b></p> <p>Cllr Wragg and Cllr Burge have read the heads of terms sent by Mark Freer. In order to proceed FPC would need to engage a solicitor. Cllr Burge was recommended either Dickson Phillips or Ashtons both in Cambridge.</p> <p>Clerk to get quotes for legal advice from both these solicitors.</p> <p>If engaged, we should ask the solicitor to set an agreeable limit for CC legal costs.</p> <p>FPC need to find out if there is funding for setting up an Orchard.</p> <p>Clerk to ask Cllr Topping about potential funding, and to email Howard Jones, to say FPC are considering planting a community orchard and does he have any suggestions for where we may get funding to help us?</p> <p>The orchard could be suitable for section 106 money.</p> <p><b>B) VILLAGE TREE WORK</b></p> <p>See item 8B (iv) above.</p> <p>Once the TPO application has been obtained Clerk is to arrange for the trees to be cut down, and to get quotes from Shires and 2 other tree surgeries.</p> <p>Regarding the tree cutting schedule following the Acacia Tree survey (August 2016), the councillors reviewed the survey and schedules and decided that they would look at this again at the next PC meeting.</p> <p>Cllr Sunderland said that the Savile Way garden area is looking good.</p> <p>Cllr Bearpark to cut down the nettles on the Savile Way green.</p>	<p>KB</p> <p>KB</p> <p>KB</p> <p>TB</p>
12.	<p><b>FINANCE &amp; GENERAL PURPOSES:</b></p> <p><b>A) CHEQUES TO BE PAID</b></p> <p>Zurich Municipal: £946.35</p> <p>CAPALC (Clerk Training): £200</p> <p>Hardy Landscapes - Grasscutting April: £1,480.20</p> <p>Hardcastle Burton Audit Fee: £690.00</p> <p>Seniorlink Eldercare (May 18): £39.99 + £96.82 = £136.81</p> <p>Glasdon dog bins: £207.64</p> <p>D Salmons (bench): £100.00</p> <p>K Byrne – Salary (May): £733.40</p> <p>K Byrne – Training at Pidley (Petrol refund): £28.80</p> <p>K Byrne refund (Stamps / Special Delivery postage): £42.38</p> <p>K Byrne refund (Printer toner): £52.98</p> <p>K Byrne – Telecoms Refund: £24.53</p> <p>J Wright – NEST Pension Refund (May): £28.60</p> <p>S W Gardens and Landscapes: £30.00</p> <p>Foxton Parish Council: £200 (see C below)</p> <p>Fowlmere Parish Council: £500 (see B below)</p> <p><b>DIRECT DEBIT PAYMENTS</b></p> <p>SCDC Trade Waste Collection (Chapel): £8.00 (paid by DD)</p>	

	<p>SCDC Costs for uncontested Parish election: £135.00 (paid by DD)</p> <p><b>B) UNITY TRUST BANK UPDATE</b></p> <p>The application is nearly complete. The four signatories were required to sign the document to complete the application. Cllrs Wragg, Burge and Roberts signed the form. Clerk to get Cllr Howe's signature and send the form and documents to Unity trust Bank.</p> <p>In order to open the account, a £500 cheque made out to Fowlmere Parish Council is required. This was prepared and signed in the meeting.</p> <p><b>C) CONTRIBUTION TOWARDS PHILIP KRATZ CONSULTANCY FEES</b></p> <p>The contribution towards the consultancy fees was discussed and £200 was agreed upon. The cheque was prepared and signed in the meeting.</p>	KB / CH
13.	<p><b>CORRESPONDENCE:</b></p> <p><b>A) LUCINDA BOWDITCH'S EMAIL</b> FPC's recommendations are documented in the 15 May minutes, no further communication is required.</p> <p><b>B) JAIMIE'S EMAIL (PARKVIEW GROUP LTD)</b> FPC agreed to the request as long as there is a good mix of native species, with no leylandii, and as long as Appleacre maintain the plants. Clerk to inform Jaimie.</p> <p><b>C) ROY BOWRON'S EMAIL</b> The Cllrs agreed that the trees are overgrown here. The trees and hedges should be trimmed in the Autumn. Clerk to inform Mr Bowron. The grass around the round moat is also overgrown. The moat is strimmed by Hardys 3-4 times per year (according to the Cutting and Strimming schedule Jan-2016).</p> <p><b>D) BUTTS PLAYGROUND AND SEESAW UPDATE</b> Cllr Vinton previously offered to contact the supplier (Wicksteed) and ask them to inspect the seesaw and roundabout, however he was not present to update the council on progress. Cllr Roberts had removed a wooden stepping stone from the playground as it was damaged. Clerk to ask Dave Salmons to replace it.</p>	KB KB KB
14.	<p><b>ACTION LIST UPDATE:</b></p> <p><b>A) IDEAS FOR IMPROVEMENTS TO VILLAGE LIFE</b> None</p> <p><b>B) SUGGESTIONS FOR S106 EXPENDITURE</b> Discussed above.</p>	
15.	<p><b>OTHER MATTERS:</b></p> <p><b>A)</b> The boreholes at the cemetery – Cllr Bearpark will get another quote for this.</p> <p><b>B)</b> Cllr Sunderland expressed concern that the contractors on Long Lane are not parking within the building site but on the side of the road. There is also a need to reseed the verge. Cllr Roberts will speak to them.</p> <p><b>C)</b> A Facebook message was received from Phil Jones regarding the Whippet bus being unreliable. Cllr Mulholland will respond on Facebook advising that this is a matter for County Council and to get in touch with Cllr Peter Topping.</p> <p>The meeting closed at 21:55pm.</p> <p>The date of the next meeting is Tuesday 17<sup>th</sup> July 2018 at 7:30pm at the URC, Chapel Lane.</p>	TB DR SM