

MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL** HELD  
IN THE PAVILION ROOM, VILLAGE HALL, FOWLMERE  
**TUESDAY 21<sup>ST</sup> JANUARY 2020 AT 7:30 PM**

PRESENT: Cllr L Wragg (Chairman), Cllr D Roberts, Cllr P Burge, Cllr M Vinton, Cllr R Lennon,  
and Cllr P Collinson

IN ATTENDANCE: Ms K Byrne (Clerk) and Mrs Woods and one member of the public

**Actions**

**1 Apologies for Absence**

There were apologies for absence from Cllr S Mulholland and Cllr C Howe.

**2 Declaration of Interest in agenda items**

None was declared.

**3 Acceptance of Councillor Bearpark's resignation**

Cllr Wragg received Cllr Bearpark's letter of resignation on 21<sup>st</sup> December 2019. Cllr Wragg accepted his resignation, with great reluctance, on behalf of the Parish Council. He expressed his sincere thanks to Cllr Bearpark for his hard work and dedication to the PC over the last eight years, especially his work as Vice-Chairman of the Planning Committee and as tree officer. Cllr Wragg said that Cllr Bearpark had volunteered for countless jobs, and has been a valued member of the PC who will be sadly missed.

Cllr Wragg will write a letter to Cllr Bearpark to express the PC's thanks.

Cllr Wragg

Clerk to send Notice of Vacancy to SCDC and advertise the casual vacancy. If no poll is called by 11 Feb 2020 then the vacancy can be filled by co-option.

Clerk

**4 Minutes of the Parish Council Meeting of 17<sup>th</sup> December 2019**

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

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

Regarding item 12, the Lottery grant closed last month so the PC has missed the deadline. Regarding item 15c, Cllr Burge said that the new play equipment is being fitted on the Butts this week; regarding item 17, the bench has been installed in the round moat by Cllr Burge and Cllr Collinson. Cllr Wragg thanked Cllrs Burge and Collinson.

**6 Village Hall**

Mrs Woods said the refurbishment of the changing rooms is progressing.

Mrs Woods said that the defibrillator sited at the Village Hall was used recently by the ambulance service without the VHMC being advised and was not returned. The VH was left without this equipment for 5 days. She had written to NHS to make them aware of the lack of communication.

**7 County Council Matters**

Cllr Topping has stepped down as County Councillor. The by-election will be on 27<sup>th</sup> February. In Cllr Topping's absence, Cllr Wragg thanked him on behalf of the Parish Council for all he had done over the years.

## 8 District Council Update

All Parish Councils in South Cambridgeshire have now received correspondence from Few Lane Consortium Ltd, detailing concerns about the planning decision procedures at SCDC. Cllr Roberts said that in the past, where PCs requested that an application went to the SCDC Planning Committee then it would generally go with the committee chairman making the final decision. However, now more decisions are taken under delegated authority and are not going to the Planning Committee. The constitution of SCDC says that unless a Councillor is a member of the cabinet then they cannot make decisions on their own; so SCDC officers have been doing this without authority. There is a move to change the constitution to reflect this instead of amending practice to abide by the constitution. SCDC will discuss this matter at their next meeting of the Planning Committee. Cllr Vinton said that decisions are being taken by unelected officers, which is unacceptable. Cllr Roberts proposed that the Chairman of Fowlmere PC and the Chairman of Planning draft a letter to SCDC to ask for a complete review of the planning delegation process. Cllr Burge concurred with this, as these decisions should not be taken by the planning officers or their bosses but by elected members.

Cllrs Burge and Wragg to draft a letter to SCDC to circulate to the PC to review by the end of the week. Clerk to send the letter next week.

Cllr Burge /  
Cllr Wragg /  
Clerk

**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.**

## 9 Reports from Meetings Attended

No meetings have been attended by Cllrs since December.

Upcoming meetings include: the meeting relating to the possible move of Marshalls Aerospace to the IWM at Duxford on 28 January - Cllrs Roberts, Wragg, Collinson & Vinton plan to attend [this meeting was later cancelled]; the Parish Council Liaison Meeting on 28 January - Cllr Burge plans to attend.

In a personal capacity, Cllr Burge attended the broadband meeting on 20 January at Fowlmere Village Hall; he thought it was encouraging that a company wants to bring superfast broadband to a small community. They gave a good presentation, and a further meeting is planned in February.

## 10 Burial Board

### a) Chapel repairs

Cllr Mulholland sent an email with photos of repairs required to the brickwork on the cemetery Chapel. The PC considered the photos and agreed that repair work is needed. Clerk to ask Glen Johnson to examine and provide a quote for repairs.

Clerk

## 11 Planning Committee

### a) Swan House

There is concern about the condition of this listed building in a conservation area. It has been empty for several months and is starting to deteriorate, and the owner may not be

## Actions

aware of its condition. Cllr Burge suggested that the PC should write to SCDC to express concern and ask them to take action to secure the building. Cllr Burge to draft the letter to SCDC.

Cllr Burge

### **b) SCDC's new planning delegation arrangements**

See item 7 above.

### **c) Neighbourhood Plan**

Cllr Roberts has contacted SCDC saying Fowlmere PC are looking for someone to advise on what is involved in developing a Neighbourhood Plan.

### **d) Housing Needs Survey**

There has been a delay in the survey being carried out due to the contractor's project timeline considerations.

## **12 Repairs to St Mary's wall**

Glen Johnson has provided the drawings of the repairs. Cllrs Roberts, Burge and the Clerk will submit the planning application this week.

Cllrs Roberts,  
Burge &  
Clerk

## **13 Road Safety**

### **a) LHI Application Update**

The Clerk received via email a Press Notice and Plan from CCC Highways Service which shows the locations and extents of the proposed speed limits and traffic calming measures planned for Fowlmere. This was forwarded to the PC.

Some residents have commented on the two new lamp-posts that were installed in December (one on Long Lane, near Willowside, and one on the High Street, outside Clifton House). The Clerk asked James Toombs from CCC Highways about this; he explained that they are required to illuminate the planned speed humps, but as there are often long lead times for installation, CCC raised the order before Christmas, as the lights need to be installed before the traffic calming installation for safety reasons. Balfour Beatty installed them earlier than expected. The streetlights will help to increase road safety and reduce speeds through the village (even if the traffic calming scheme is withdrawn), as they indicate to drivers that they are entering a residential setting, and in both of these locations pedestrians regularly cross.

### **b) Speedwatch Update**

There have been no recent SpeedWatch sessions due to Christmas, but more sessions are planned. Cllr Lennon said that on Pipers Close and Chrishall Road speeders are a big problem especially at the weekends. Cllr Lennon would like to assist Cllr Howe in organising the sessions, and plans to carry out some sessions on Pipers Close and Chrishall Road at the weekends. Cllr Lennon will canvas for more volunteers, and let the Clerk know if anyone requires Speedwatch training.

Cllr Lennon

Cllr Wragg moved the MYSI from Pipers Close and was able to get data from it; he will analyse the data with Cllr Howe when the latter returns.

Cllr Wragg /  
Cllr Howe

## Actions

It was recently reported that the Solagen school sign lights were not working in the morning; the Clerk has notified Solagen. Cllrs and residents are asked to notify the Clerk if the lights are not working correctly in the future. All to note

### **d) Casualty Reduction Support Fund**

Nothing to report.

## **14 Trees, Grass and Hedges**

### **a) SCDC 3 Trees scheme**

SCDC are offering every parish council in South Cambridgeshire three free trees and a voucher for £60 to cover the cost (to be claimed by 14th March 2020). Before the meeting Cllr Mulholland suggested the PC could choose small trees that do not require a lot of maintenance and perhaps ask if the school wants to be involved. Cllr Roberts said the PC already has a lot of trees (having planted many of the trees themselves in the past), and that they cost money to maintain. Cllr Collinson said that the voucher would only provide for three tiny trees or a single more substantial one, and suggested that the school children could get involved in deciding (with some guidance) which tree is chosen, from a shortlist of British species. The PC thought that the southern corner of the Butts near Ion science would be a good location. The PC decided to purchase one mature tree. Cllr Burge will liaise with Mr Atkin initially and then Cllr Collinson will follow up in getting the children involved in choosing trees.

Cllr Burge /  
Cllr Collinson

### **b) Community Orchard**

As Cllr Topping has stepped down as county councillor there has been no report on the asbestos matter. Cllr Burge will check whether the asbestos is still there; if so the Clerk will contact CCC to see if it is being dealt with.

Cllr Burge /  
Clerk

## **15 Finance & General Purposes**

### **a) Defibrillator**

Cllr Burge said that another defibrillator located more centrally in the village would be a good idea; he had mentioned it to Chris, the manager at the Chequers, who is supportive. It would require a cabinet with an electricity supply (costing perhaps £5 per year). If it was mounted on the outside of the kitchen wall, which already has power, it should not cost too much to install.

Clerk to write to Chris and Rebecca to officially ask if they will host the defibrillator.

Clerk

### **b) Play equipment repairs**

Before the meeting, the Clerk and Ian Wilson had looked at the Butts and Village Hall play equipment repairs in the RoSPA reports, after which Ian had prepared a quote. This is for securing the bin by the noticeboard and fitting 11 new wooden posts around the Butts playing field; the other smaller jobs (such as fitting plugs in the frame of the swings) Ian would do free of charge. The PC decided that the bin should be secured by SCDC not the PC, but the quote to fit new wooden posts was accepted. Clerk to let Ian Wilson know, and also purchase a new basketball net for the Village Hall.

Clerk

### **c) Bills to be paid**

Seniorlink Eldercare – Dec 2020, £80.66

Shire Trees Limited – Tree work in Round Moat, £780.00

Hardy Landscapes – various jobs at cemetery, £2,340.00

Jo Asquith – Wix Website Hosting (18-Nov-2019 to 18-Nov-2020), £74.25

Ian Wilson – Bus shelter repairs (Chrishall Road), £317.38

Fowlmere United Reformed Church Hire, £104.31

Fowlmere Village Hall – Pavilion Room Hire, £36.00

**Income**

Fowlmere Village Hall – Annual Rent, £1.00

**Bills already approved / DD**

OPUS ENERGY LTD (DD) - 5 Dec 2019 to 2 Jan 2020, £200.36

K Byrne – Salary (Confidential)

K Byrne – NEST (refund), £49.21

**16 Correspondence**

**a) Correspondence List – Jan 2020**

The PC noted the correspondence.

**17 ACTION LIST UPDATE:**

The action list was reviewed and updated.

**18 Ideas for Improvements to Village Life**

Improvements include planting new trees and involving the school children.

Cllr Collinson proposed that the PC should consider what assets of community value Fowlmere have. Clerk to put this on the next PC Agenda.

Clerk

Cllr Burge said that there is a group of residents in Fowlmere who plan to discuss ideas around sustainability; they are having their first meeting on 22 January, at the Chequers.

**19 Other Matters (for information only)**

Cllr Burge will be attending the cross village transport meeting on 30 January, which Tim Watkins from Greater Cambridge Partnership will also be attending. Are there are issues that Fowlmere PC want raising? Clerk to ask for an Agenda and circulate to PC. Cllr Burge will ask about a cycling route from Fowlmere to Foxton.

Clerk

Cllr Roberts said that the drains on Long Lane are still clogged up. The Clerk will send an email every week to SCDC until the drains are cleared [drains finally cleared on 22 Jan]. Cllr Roberts also said the daffodils planted in the cemetery seem to have gone missing. Cllr Vinton said that Mrs Flanagan in Rose Cottage next to the churchyard on the High Street reported that the trees in the churchyard are so tall she is worried they would fall over. Cllr Collinson said that they will be reviewed in the tree survey.

Clerk

Cllr Vinton said also said that a resident had slipped on the trap door to the cellar of the old Black Horse and broke her wrist. The owners have responded by siting their wheelie bins on it. The Clerk had already spoken to the resident’s husband suggesting that they contact SCDC.

The date of the next meetings:

PC meeting – Tuesday 18th February 2020, 7:30pm in the Pavilion Room, Village Hall.

Finance Meeting – Wed 26 February 2020, 7:30pm in the Pavilion Room, Village Hall.

The meeting closed at 21:25