

MINUTES OF THE MEETING OF FOWLMERE PARISH COUNCIL

which was held in the Pavilion Room, Village Hall

on Tuesday 19th October 2021 at 7:30pm

PRESENT: Cllr S Mulholland (acting Chairman), Cllr P Burge, Cllr D Roberts, Cllr C Howe (who arrived at 19.32), Cllr P Collinson, Cllr J Hobro, Cllr R Lennon and Cllr J Fulton

IN ATTENDANCE: Ms K Byrne (Clerk), Cllr P McDonald (who left at 21.00), Mr D Jacobs (from Boom Construction), Mrs D Woods, Mrs J Fletcher, Mrs K Davis (from VHMC), Mr and Mrs Lovatt and 6 members of the public

Before the meeting, the Clerk stated that the meeting would be audio recorded; there were no objections.

Actions

1 Apologies for Absence

There were apologies for absence from Cllr L Wragg (illness).

As the Chairman was absent from the meeting, the Vice-Chairman Cllr Steve Mulholland acted as Chairman for this meeting, as per Fowlmere PC's Standing Orders.

The PC sent its good wishes to Cllr Wragg for a speedy recovery.

2 Declaration of Interest in agenda items

Regarding item 12, Cllr Roberts declared that if anything goes to SCDC she will look at it afresh.

3 Minutes of the Parish Council Meeting – 21st September 2021

The Minutes were reviewed, item 14 b) was corrected to say that Cllr Roberts had stated she was happy to continue using her personal email address. Item 21 was corrected to say '2.5 hours'. The minutes were then agreed to be a true record, and were signed by Cllr Mulholland.

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

Regarding item 17b) Cllr Roberts asked if the invoice from GSC solicitors was itemised; it was confirmed that the invoice was for general planning advice for services to date, and was not itemised.

Regarding item 10, Rev. Angela Melaniphy had informed the Clerk that there will be an act of remembrance at the war memorial at 10.50 on Sunday 14 November, and 2 minutes' silence at 11.00 followed by a service at St Mary's Church at 11.15. She would welcome volunteers for traffic control, and she had ordered a wreath on behalf of the PC.

Cllr Mulholland said that the name of the road for the Chrishall Rd housing development had been decided by the PC via email (as the deadline was before this meeting). The name chosen was Shaw Close to recognise the service of both Ivan and Rosemary Shaw to the village over many decades. Cllr Roberts suggested that the family be invited when the road sign is put up.

Cllr Mulholland said that the Clerk had resigned just after the last PC meeting; a job vacancy notice had been put on the FPC website and noticeboard, and on the CAPALC and SLCC websites. Cllr Burge said regarding the Village Hall Access road, he had sought advice from Philip Kratz, but was still awaiting a response.

Cllr Hobro said that the Zero Carbon application he had submitted in July had not been granted.

Cllr Mulholland thanked Cllr Hobro for his efforts in applying.

5 Chrishall Road development – Drainage

Cllr Mulholland invited the Construction Manager (Damien Jacob) from Boom construction, the main contractor of the Chrishall Road development, to explain the sewerage access request. Mr Jacob explained that the revised sewerage scheme would involve the sewer near the exit road to the Village Hall. The proposed work would involve a 2-3m width excavation strip along the village hall field, which they would restore after the work is finished. It would include a traffic management plan, so that access to the VH is not affected. The work should take approx. 6 weeks, with the crucial part where part of the road is closed taking approx. 1 week. If agreement is not reached, Anglian Water may be able to take possession of the land, but that is not the

preferred method of the developers, they would prefer to engage with the residents. The developers envisage being able to offer £10-15,000 as compensation.

Mrs Woods said more details will be required. It was agreed that a meeting with the Village Hall Management Committee (VHMC), Mr Jacobs and the PC should be arranged. Meanwhile, the PC would seek legal advice. Concerns were raised about the extra sewerage putting a strain on the existing system along Pipers Close, which in the past had had problems with excessive use.

Concerns were also raised about the excessive speed on Chrishall Road coming into a temporary traffic light system.

Cllr Burge /
VHMC / Mr
Jacobs

ACTION – working group, Cllr Burge, VHMC and Mr Jacobs, to discuss the drainage work further

6 County Council Matters (written report)

Cllr McDonald had submitted a written report (see Annex A).

Cllr McDonald emphasised the large number of Covid cases and the measures being considered at Cambridgeshire County Council (CCC) to handle it. CCC are encouraging use of lateral flow tests which have been shown to be 90% accurate.

At a recent meeting with GCP, there was movement regarding the size of the Foxton travel hub, perhaps reducing the size from 750 to 200 car park spaces (although this is not confirmed); there was also further discussions with stagecoach about bus services. There may be a fund (from parking fees) which could go towards active travel schemes around the local villages. There will be a formal consultation with Foxton and Fowlmere. Cllr Hobro asked if there will be a detailed revised proposal. Cllr McDonald said probably in the next 3-4 weeks.

Cllr Roberts asked when the Covid booster injections will be offered locally (in Royston). Cllr McDonald did not know but said there will be more clarification in the next couple of weeks.

7 District Council Update

Cllr Roberts said she attended a council meeting last night regarding audits which had not been completed in 3 to 4 years. It had been agreed that the finances needed to be audited soon. Cllr Roberts had asked about the Appleacre appeal at a recent SCDC Planning meeting, she is awaiting confirmation of the date and location, which may be 6 November.

Regarding the previous enquiry about the green bin schedule in winter, South Cambridgeshire District Council (SCDC)'s policy will not change this winter as the winter load is much less than in summer, according to some recent SCDC trials. Cllrs Hobro and Mulholland both stated that the enquiry in the Sept meeting was about the balance between black and green bin collections and not green collections on their own. Cllr Roberts will ask about the use of black bins compared with green bins to see if they can be rebalanced.

Regarding subsidence of the culvert on Ryecroft Lane, the new officer said he will have a site meeting with the PC. Cllr Collinson said he would like to attend. The officer had sent water course maps to Cllr Roberts.

ACTION – Clerk to circulate the water course maps when Cllr Roberts forwards them

Clerk

8 Village Hall update

Mrs Woods, Chairman of the VHMC, said she remained concerned about the VH access road, and the matters discussed in item 5.

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

Mrs Bryan asked Cllr Fulton how he felt he is eligible to be a member of Fowlmere Parish Council. Cllr Fulton said he is eligible as the OS (electoral boundaries) map shows that part of the land he owns is in the parish of Fowlmere. Cllr Mulholland explained that the Ordnance Survey map had been used by the Clerk before the co-option to check that some of Mr Fulton's land was in Fowlmere; and this resource had been confirmed by SCDC as the correct one to use.

Maxine Blyth (of Springfields, Fowlmere Road) had concerns about excessive noise and flights from Fowlmere airfield especially as her business involves animals that have been unsettled by the noise. Another member of the public also complained about the constant noise.

Cllr McDonald said that the Civil Aviation Authority (CAA) are the licensing authority. Cllr Roberts said she would ask environmental health officer about the excessive noise. Cllr Hobro said he will contact RSPB to see if they have issues with the flights.

ACTION – Cllr Roberts to ask environmental health officer about the excessive noise
Cllr Hobro to write a letter to RSPB; Clerk to write a letter Melbourn PC, Fowlmere airfield and the CAA

Cllr Roberts /
Cllr Hobro /
Clerk

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

9 Road Safety

a) Pathways & Pavements

There was nothing new to report on this matter.

b) Travel Hub

This matter was discussed in item 6.

c) Speedwatch

Cllr Howe said the PC now has a 20mph speed camera, which has been used in Long Lane. He is still trying to finalise and confirm some more speedwatch locations.

d) Items reported to CCC Highways

Cllr Mulholland has had nothing back regarding the Chapel Lane twisted speed sign.

10 Burial Board

a) Recent and upcoming burials, memorials & transfers

The Clerk reported that there was an interment in plot 431 (Mr Kenzie) on 30 Sept 2021. Although Mr Kenzie lived in Shepreth the resident's fee was applied in recognition of his contributions to the cemetery over the years.

The Clerk had received advice from ICCM for the transfer of plots 637 & 638 from Mr Leslie Herbert Wilkinson to his daughter; the transfer was now underway.

b) Memorial application – Steinhardt

There has been a request for a memorial for Kevin Steinhardt, the PC reviewed the application; there were no concerns, and it was approved.

c) Memorial application – Ginty

There has been a request for a memorial for Margaret Ginty, the PC reviewed the application; there were no concerns, and it was approved.

d) Progress on works

Cllr Mulholland said works on the chapel were ongoing.

e) Work on grave plots

The quote to level, topsoil and grass seed 3 plots: 378 (Woodley), 389 (Pile) & 437 (Borley) had been received from Hardys, which was £35 each, total £105 plus VAT. The quote was approved by the PC.

ACTION – Clerk to ask Hardys to proceed. Clerk also to remind Hardys of the speed limit in the village.

f) Cemetery bin

The bin had been ordered from SCDC and the invoice for £50 had been received. The bin should be delivered by 26 October.

11 Reports from Meetings and/or Training attended

Cllr Burge and the Clerk had attended Code of Conduct training on 23 September. There is a new LGA Code of Conduct model which SCDC has adopted and PCs are encouraged to adopt. The question of conflicts of interest regarding fellow councillors generally depended on the context; councillors are encouraged to declare an interest when a fellow councillor has a direct interest, but councillors should avoid over declaring. However, no declaration of a conflict of interest was deemed to be inappropriate.

Cllr Roberts had attended a CAPALC day course on Parish boundaries; Cllr Roberts will circulate the information from the course.

Cllr Fulton had attended a Traffic Management Course; the Clerk will inform PCC if they need help with the Remembrance Sunday traffic management.

Cllr Mulholland had attended a Social Media course on 30 September. It was recommended that PCs develop a policy on Social Media usage. Cllr Hobro said that this will tie in with the new PC website.

12 Planning Committee

a) 21/04135/PRIOR - Dottrell Hall Farm Newmarket Road Fowlmere

Prior approval for change of use of an agricultural building

Cllr Burge summarised the application, which had been seen a number of times before. The design was very similar, but the application included a fuller structural report. However, the foundations were inadequate; and the transport concerns from the previous application remained (the accident report was from 2019). The PC recommended refusal, all concurred. Cllr Burge will update the comments from previous application and submit to the GCSP website.

b) 20/01209/CONDB – Land at Chrishall Road, Fowlmere

Submission of details required by conditions

Cllr Lennon declared an interest in this application. She left the room at 21.22.

The PC reviewed the planning conditions. The PC had no comments and none were submitted.

Cllr Lennon re-joined the meeting at 21.25.

13 Parish Boundary Line (Shepreth – Fowlmere)

Cllr Fulton declared an interest in this item and left the room at 21.26.

Cllr Mulholland said that the PC Chairman (Cllr Wragg) had asked Cllr Roberts for a report and any documents to be circulated to the PC before the meeting; Cllr Wragg was disappointed that this had not been done.

Cllr Roberts presented information to the PC in a series of paper hand-outs. Cllr Roberts challenged Cllr Fulton's claim that his land at Cherry Tree Field made him eligible to stand as councillor for Fowlmere PC. She presented a series of photographs and maps, including an image of OS Map Sheet 209 (showing the parish boundary with Shepreth) asserting that 6 councillors had edited it. Cllr Hobro disputed the allegation and pointed out that in response to a code of conduct complaint (by the unsuccessful co-option candidate) to SCDC monitoring officer Rory McKenna, an annotated map had been supplied, which was entirely different from an edited map. Cllr Roberts accepted this.

Cllr Roberts presented photographs of Mr Fulton's land, to support her claims that his land did not straddle the parish boundary. Cllr Roberts then presented images of the Cherry Tree Field curtilage plan from Mr Fulton's planning application, showing the ward boundary line being to the right of all of Mr Fulton's land. Cllr Hobro said that the ward boundary is different to the parish boundary and that the OS map showed the parish boundary running up the centre of Mr Fulton's track. Cllr Howe challenged the accuracy of planning application maps, and also asked whether Cllr Roberts was conflicted on this matter; Cllr Roberts denied this.

Cllr Roberts presented a letter in paper format from Philip Kratz (GSC planning solicitor), which said that in Mr Kratz's opinion, the whole of Mr Fulton's land was in the parish of Shepreth, referencing HM land registry's title plan. Details regarding Cllr Roberts' address and the sum of money paid for Cherry Tree Field had been redacted.

Cllr Mulholland said that Mr Kratz's letter was dated 15th October and could have been circulated to councillors before the meeting (in line with the Chairman's specific request); Cllr Roberts explained that she had not done so for various reasons and because of other commitments. Cllr Roberts then suggested that as Cllr Fulton's eligibility was in doubt, he must now withdraw from acting as parish councillor until the matter was resolved.

Cllr Mulholland invited councillors to ask questions.

Cllr Howe showed Cllr Roberts the OS map (which the SCDC electoral office had said should be used in this matter), and asked whether the track lines were to the right-hand side of the boundary line; Cllr Roberts declined to answer.

Cllr Roberts said she would provide original electronic versions of the documents after the meeting.

It was agreed that the Clerk would seek further advice from SCDC and CAPALC, and the matter would be revisited in a future meeting. Cllr Howe proposed that if SCDC were unable to advise or adjudicate on the boundary issue, then they should be asked to suggest where else the Clerk might seek advice. This was agreed. The PC accepted that if a mistake had been made in establishing Mr Fulton's eligibility then corrective action would be taken.

ACTION – Cllr Roberts to send electronic versions of the documents to the Clerk after the meeting; Clerk to ask SCDC (electoral officer) to arbitrate on the boundary issue given the new information, or if they were unable to then advise who could/would adjudicate; Clerk to seek advice from CAPALC as to whether Cllr Fulton should withdraw from acting as councillor until his eligibility or otherwise is established

Cllr Roberts /
Clerk

Cllr Burge proposed that as it was beyond the 2.5-hour meeting limit (as per Standing Orders) the meeting should be suspended. The PC agreed in principle but the Chairman suggested that item 17d (Bills to be paid) should first be covered to avoid delaying payment to contractors; this was agreed. Therefore, agenda items 14 to 20 (17d excepted) were not discussed in this meeting.

14 New FPC Website and Email addresses

- a) Progress on 2Commune
- b) Social media presence

15 Trees, Grass and Hedges

- a) Bulb planting

16 Progress on grant-funded projects and/or applications

- a) Zero Carbon project – Cycle Stands
- b) Friends of the Round Moat
- c) Scooter Park

17 Finance & General Purposes

- a) Clerk Vacancy
- b) Payroll
- c) Defibrillator
- d) Bills to be paid

Fowlmere Friendship Club, £250.00

Fowlmere Village Hall - Hire of Pavilion Room September, £24.00

Hardy Landscapes - Grasscutting (Sept), £785.16

K Byrne - Toner refund, £59.21

Source for Business (formerly Cambridge Water Business) Cemetery Water Rates, £74.46

SCDC - Collection Account (Purchase of black bin for Cemetery), £50.00

CAPALC - Code of Conduct training - 23 September 2021, £80.00

CAPALC - Code of Conduct training - 30 September 2021, £45.00

Agriplant - Protected verges, £900.00

C Howe - refund (fuel), £22.95

The bill payments were approved.

Bills already approved / Direct Debits

Clerk's Salary (Direct Debit) – Confidential

NEST (pension contributions), £50.41

Bank Service Charge, £18.00

Income

Fee for interment (Mr Kenzie) – Newlings of Royston, £100.00

EDF Energy – Cemetery Electricity Refund, £430.00

Memorial fee for Kevin Steinhardt (plot 463) – Bespoke Hand-Carved Memorial Stones, £80.00

Memorial fee for Margaret Ginty (plot 446) – Ivett & Reed, £80.00

18 Correspondence – October Correspondence list

19 Action List Update

20 Ideas for Improvements to Village Life

- a) Street Signs
- b) Quote for new village sign – Fairholm Associates
- c) Queen's Jubilee celebration
- d) Santa Tractor
- e) Future projects

The meeting closed at 22.15

Dates of next meetings:

PC Meeting

7:30pm Tuesday 16th November 2021

– Pavilion Room, Village Hall

Annex A – Cambridgeshire County Councillor Peter McDonald’s Report

County Report for Parish Councils – October 2021

The return of schools this term has, as expected, led to a rise in the number of positive cases amongst both pupils and staff. In Cambridgeshire, 31.5% of recorded COVID cases for the week ending 22 September were in the 10 to 14 age group. A further 11.1% were amongst those aged 15 to 19.

As a result, schools are working hard to balance safety with the need to ensure that children receive the education they deserve. All schools continue to ensure buildings are well ventilated and have enhanced cleaning regimes in place and children are encouraged to wash their hands well and regularly.

The rules around self-isolation changed last month and it is no longer a requirement for anyone who is under 18, or has had both doses of the vaccine, to self-isolate if they are a close contact of a positive case. Those who have not had both doses of the vaccine still need to self-isolate. It is therefore important that everyone who is eligible for the COVID-19 vaccine, takes up the offer.

Pupils with symptoms should not attend school, given the potential risk to others, and should get a PCR test as soon as possible. Headteachers can take the decision to refuse access to school to protect other pupils and staff from possible infection with COVID-19 if they consider the pupil has symptoms.

All education establishments will have contingency arrangements in place to deal with a significant increase in cases and they will work closely with the Local Authority to step up measures where they are needed. This may include reintroducing temporary measures, including the wearing of face coverings and individual classes being ring-fenced from other groups within the school in shared spaces. Where there are insufficient staff to safely operate the school, children may be temporarily moved to remote learning, but only as a last resort.

Support is available for people who need it whilst self-isolating, including payments for those who will lose income and struggle financially. Parents are also able to claim financial support if they need to self-isolate as a result of a child having symptoms or testing positive. For more information about this support, see the Council’s website here:

www.cambridgeshire.gov.uk/selfisolationsupport

Covid 19 Testing

Residents are being advised that changes to lateral flow test collections from pharmacies come into force (Monday, 4 October).

Under the proposed change, people collecting a test from a pharmacy will be asked to register for a 16-digit collect code via www.gov.uk/get-collect-code or 119 prior to making a collection. This will then be recorded by the pharmacy.

However, Cambridgeshire County Council is advising residents that if they do not wish to register for a code, new government guidance states that their pharmacist should still provide them with the required test kits and record this as an anonymous collection.

Annex A – Cambridgeshire County Councillor Peter McDonald’s Report

Further information can be found at:

<https://www.cambridgeshire.gov.uk/residents/coronavirus/coronavirus-covid-19-rapid-community-testing>.

Sawston Library

The reopening was on Saturday, October 2nd, with an official ribbon cutting ceremony at 10am. The building replaces the original Sawston Library regrettably lost to fire in 2012. The library opened for use last summer, but public celebration had been delayed due to Covid restrictions.

This new building has been designed as a community hub, housing other services including the relocated children’s centre, multi-purpose spaces and an outdoor play area. The library is situated next to the Marven Centre, on the Sawston Village College site.

Peter McDonald

October 5th, 2021