

MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL** HELD  
IN THE PAVILION ROOM, VILLAGE HALL, FOWLMERE  
**TUESDAY 17<sup>th</sup> DECEMBER 2019 AT 7:30 PM**

PRESENT: Cllr L Wragg, Cllr D Roberts, Cllr P Burge, Cllr M Vinton, Cllr T Bearpark and Cllr P Collinson

IN ATTENDANCE: Ms K Byrne (Clerk) and Mrs Woods

**Actions**

**1 Apologies for Absence**

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

**2 Declaration of Interest in agenda items**

None were declared.

**3 Minutes of the Parish Council Meeting of 19<sup>th</sup> November 2019**

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

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

No matters were arising.

**5 Village Hall**

**a) Changing Room Refurbishment**

Before the meeting Cllr Burge had circulated to the PC the quote for the changing room refurbishment - £4,626.04. Cllr Burge said that the PC have a small amount of money left in S106 money, which could be used towards this project, leaving a small amount (£260.74). Cllrs Roberts, Bearpark and Collinson were not comfortable spending nearly all the S106 money on the Village Hall (which had already benefitted from a lot of S106 money). Cllr Roberts asked if the Village Hall Management Committee (VHMC) had sought alternative funding for the refurbishment work. Mrs Woods said the VHMC has applied to SCDC for funding for the car park, which SCDC thought should be funded by the PC, but not for this project. Cllr Roberts suggested that VHMC could approach SCDC community chest or the Thriplow Daffodil Committee. Cllr Wragg suggested supporting some of the amount.

Cllr Roberts proposed that the PC offer £2,000 towards the cost, this was seconded by Cllr Collinson, all concurred. Clerk to write a letter to Mrs Woods to show that the PC support the project and will donate £2,000.

Clerk

**6 County Council Matters**

Cllr Topping did not attend the meeting as he was ill, and he did not send a report.

**7 District Council Update**

Cllr Roberts said that SCDC are undertaking a lot of capital expenditure, buying properties to rent to bring in income, and more recently, commercial property letting with a building on Cambridge Science Park, which has had one tenant who is moving to another location on the science park. The building needs refurbishment and requires 5 businesses renting it

## Actions

to make it financially viable, hence a number of councillors feel the risks are quite large.

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

There were none.

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

### 8 Reports from Meetings Attended

Cllr Lennon attended a Councillor Training Course run by CAPALC on 23 November, from which she circulated a report, but she was not present at the meeting.

Cllr Vinton attended the Duxford meeting on 20 November, and he had circulated a report to the PC. Cllr Vinton said it was a lively meeting and was professionally run by John Brown (Executive Director of IWM Duxford). Mr Brown had written to SCDC to recommend Marshalls move to Duxford. Cllr Wragg proposed that the PC write to John Brown to say the PC are concerned to hear that they have made this statement and would like to understand why. Clerk / Cllr Wragg to draft a letter to John Brown at IWM.

Clerk / Cllr  
Wragg

### 9 Burial Board

#### a) Mrs Loveridge Memorial Stone – For information

The PC had reviewed and approved the design for a memorial stone for Mrs Loveridge via email. The Clerk had sent approval to Newlings of Royston on 2 December.

Cllr Burge said that the tidy up day on 8 December was successful; 8 volunteers attended and carried out a comprehensive leaf clear up using the composting bins. The PC would like to thank all the volunteers, and Cllr Mulholland for organising it.

Quotes for dismantling the shed and preparing the ground for a new one has been received but the PC will postpone deciding on this until spring.

Cllr Roberts expressed her thanks to the Clerk for actioning the spoil to be removed from the perimeter. Clerk to remind Cllr Roberts to go and look each time a grave is dug. Cllr Burge reported that 2 branches had come down in the cemetery, which he had removed.

Clerk

### 10 Planning Committee

#### a) Neighbourhood Plan

Cllr Roberts said she will carry out her actions in the New Year.

### 11 Repairs to St Mary's wall

The Clerk reported that Glen Johnson was having trouble getting an architect to do the drawings on such a small job. The drawings could be prepared by Mr Johnson himself if he states that the buttresses will be reproduced in the existing style, and perhaps include photos. It was also suggested that Cllrs Burge, Roberts and Wragg could ask advice from the heritage and planning officers when they visit Uzma Ali at SCDC in January.

### 12 National Lottery – £100-£1,000 grants available

Cllr Wragg asked whether the PC had any ideas for a grant application. Cllr Collinson suggested that bat boxes or bird boxes might be purchased (with grant money) for the Round Moat. Cllr Collinson to ask the RSPB for advice.

Cllr  
Collinson

**13 Road Safety**

**a) LHI Application Update**

Cllr Howe had asked CCC Highways for speed humps in Long Lane rather than speed cushions, and to replace the refuge island with the painted hatched area. He also sent them the results and comments from the survey.

Cllr Wragg had noticed that 2 lamp-posts already seem to have been installed – one on Long Lane (outside Willowside) and one on High Street (outside Clifton House). The Clerk had contacted James Toombs from CCC but had not yet had a reply. Clerk to circulate the reply to PC. Clerk

**b) Speedwatch Update**

Cllr Howe was not present so there was no update.

**c) Daffodil and Cereals Thriplow Daffodil / Cereals events**

Cllrs Wragg and Collinson are meeting the Daffodil committee tomorrow night; they will ask for more traffic cones to be delivered to Fowlmere, maybe double the number from last year.

The Cereals event is happening on 10<sup>th</sup> and 11<sup>th</sup> June, and will be in touch in the New Year with traffic plans. Clerk to write back thanking them and say the PC are looking forward to receiving the traffic plans with enough time to discuss them. Clerk

**d) Casualty Reduction Support Fund**

Nothing to report.

Cllr Wragg moved the Mind Your Speed Indicator to Pipers Close, but was unable to get any data from it.

**14 Trees, Grass and Hedges**

**a) Community Orchard**

Cllr Topping has notified the appropriate department at CCC regarding the asbestos, and he had asked them to investigate straightaway. Clerk to email and say the PC are interested to hear what action has been taken. Clerk

**b) Traffic Mirrors**

Cllr Topping had previously reported that the highways department is not in favour of mirrors at junctions or driveways because they can cause confusion especially at night, but if the mirror is on private land then highways can do little about it. Clerk to report back to the resident in Lynch Lane and invite them to talk to Mrs Raynor and UK Power network / Balfour Beatty. Clerk

Clerk also to ask the PCSO who to talk to about dangerous parking on Thriplow Road and at Swan House. Clerk

The Clerk reported that Shire Trees Ltd will be removing the dangerous Elm trees in the Round Moat tomorrow.

**15 Finance & General Purposes**

**a) Precept**

The Fowlmere Precept requirement for 2020-2021 (of £41,880) was sent to SCDC on 13 December 2019.

**b) New Contracts – Grass-cutting / Gardening**

It was agreed that the gardening contract was very small and not worth putting out to tender as it comprises 2 hours work per month.

The Grass-cutting contract was reviewed. Cllr Burge said that putting the Grasscutting work out to tender was not a reflection on the service the PC have received from our current contractor. The PC approved the contract subject to editorial changes. Clerk to send out tender documents to 4-5 possible contractors.

Clerk

**c) Butts play equipment**

The new play equipment for the Butts had been ordered and is due to arrive on 20 January 2020.

**d) Cover for Clerk**

The Clerk has been called for Jury Duty from 20 January 2020. The Clerk had arranged for the Stapleford Clerk to cover the 21 January PC meeting (cost £80). The PC agreed to this and if this cover is not required then a 25% cancellation fee may be paid.

**e) Repairs to Bus stop roof (Chrishall Road)**

The roof of the bus stop on Chrishall Road is breaking apart and leaking. The Clerk had a received a quote from Ian Wilson for repairs which was £317. Cllr Burge proposed that the PC accept the quote, all concurred. Clerk to ask Ian Wilson to go ahead with the work.

Clerk

**f) Bills to be paid**

Phillimore Garden Centre (PC Xmas tree), £47.25

S W Gardens and Landscapes - Gardening & daffodil bulbs, £47.50

CCC (Street lighting from 1-Oct-2018 to 30-Sept-2019), £1,736.84

CAPALC - Councillor Training (R Lennon), £75.00

E.ON Chapel Electricity (2-Dec Bill), £32.09

Seniorlink Eldercare - Nov 2019, £78.04

Fowlmere Village Hall - Pavilion Room Hire, £24.00

R Lennon - petrol expenses refund, £34.20

K Byrne - Stamps & Postage refund, £9.22

K Byrne - Batteries for Christmas tree lights refund, £5.98

HMRC (K Byrne), £16.40

**Income**

Cheque from Newlings of Royston, Fee for Loveridge memorial stone (£200) and Watson inscription (£130), £330.00

Clerk

**Bills already approved / DD**

K Byrne – Salary (Confidential)

K Byrne – NEST (refund), £49.21

**16 Correspondence**

**a) Correspondence List – December 2019**

The PC noted the correspondence.

Regarding item 1, the PC do not wish to sign the Local Electricity Bill. Regarding item 2, County Broadband want a meeting with PC. Clerk to reply that the PC do not wish to hold a meeting, but individual councillors may attend their outreach meeting. Clerk

**17 ACTION LIST UPDATE:**

The action list was reviewed.

Cllr Burge said that he will fit the donated bench in the Round Moat in the next week.

Regarding the GCP consultation, Cllr Burge will be attending the cross village meeting on 30 January, which Tim Watkins from GCP will also be attending.

**18 Ideas for Improvements to Village Life**

Nothing new.

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

None.

Meeting closed at 21:08.

The date of the next PC meeting is Tuesday 21st January 2020, 7:30pm in the Pavilion Room, Village Hall.

The meeting closed at 21:25