

MINUTES OF THE MEETING OF FOWLmere PARISH COUNCIL

which was held on-line via Zoom
on TUESDAY 20TH October 2020 at 7:30pm

PRESENT: Cllr L Wragg (Chairman), Cllr D Roberts, Cllr P Burge, Cllr C Howe, Cllr S Mulholland, Cllr P Collinson, and Cllr J Hobro

IN ATTENDANCE: Ms K Byrne (Clerk), Cllr P McDonald (who left at 20.29), Mrs D Woods (who left at 22.02)

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 (who was unable to join the Zoom meeting) and Cllr R Lennon who was ill.

2 Declaration of Interest in agenda items

There was none.

3 Minutes of the Parish Council Meeting of 8 Sept 2020

The 8th Sept minutes were reviewed and were agreed to be a true record, all concurred. The minutes were signed by Cllr Wragg, who will deliver the signed Minutes to the Clerk.

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

Cllr Burge attended the East-West rail link meeting on behalf of Fowlmere PC, moderated by Anthony Browne MP. The recording is available if anybody wishes to listen to it. The alignments they are looking at will not impact the Fowlmere area directly but will join the existing track somewhere around Shelford. A range of routes are still being consulted on, and the chosen one will be subject to a statutory consultation next year.

Regarding the last item on the 8th Sept agenda, Cllr Hobro said that he had submitted the application for the South Cambridgeshire District Council (SCDC) Zero Carbon grant, after circulating to the PC for approval. He thanked Cllr Roberts for supporting the application as District councillor. On behalf of the PC, Cllr Wragg thanked Cllr Hobro for his hard work on this.

5 Village Hall

Mrs Woods said that Village Hall Management Committee (VHMC) had invested in scarifying and re-seeding the recreation ground, but unfortunately vandals had last week visited the grounds and drove vehicles around on the grass churning it up, and scattering litter. Some ID was left behind in the litter and Mrs Woods contacted the PCSO, who will go and question the individual. However, there were no eye-witnesses. VHMC is now considering getting CCTV fitted because the Village Hall is attracting more anti-social behaviour during the pandemic with fewer meetings and clubs being held there. Mrs Woods would like to offer input from VHMC in agenda item 14.

6 County Council Matters

Cllr Wragg thanked Cllr McDonald for his useful monthly report (attached in Annex A). Cllr McDonald said that the numbers around the Cambridgeshire County Council (CCC) budget for 2021/22 in light of the cost increases and uncertain Government funding is looking serious, particularly regarding adult social care during the pandemic.

Cllr McDonald was disappointed that Anthony Browne MP did not support accepting the

Actions

Lords amendments to the agriculture bill to embed the UK standards in all imports; Cllr McDonald still hopes to persuade him.

Cllr Roberts said that regarding the flooding in Long Lane, the Parish Council, District Council and a near neighbour had all input concerns to CCC. The repair job is booked but it could be as long as January before the culverts are cleared, which is not ideal. Also the problem may be broken pipe work as well as dirt clogging up the pipes. Cllr McDonald said that a works order has been raised, which he will circulate so the PC can check exactly what is going to be done.

Cllr
McDonald /
Clerk

ACTION – Cllr McDonald to send works order to the Clerk; Clerk to circulate to the PC

Before the meeting, Cllr Mulholland had informed Cllr McDonald about the recent collision that had recently occurred at the Foxton-Fowlmere crossroads, and asked if CCC would consider reconfiguring the junction to avoid further collisions. Cllr McDonald said that he had asked the police for the incident numbers in that location and proposed that a site visit be arranged with the PC and CCC highways officer. The causes of the incidents (e.g. visibility) and possible mitigations will be explored.

Cllr
McDonald

ACTION – Cllr McDonald to arrange a site visit to the junction with a highways officer

7 District Council Update

Cllr Roberts said that the SCDC offices are closed again due to the rise in the Covid-19 numbers. This is making communication between officers a little more difficult. There is grant money from SCDC to support vulnerable people during Covid. This was discussed further in item 18.

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.

8 Burial Board

a) Work on grave plots

Hardy Landscapes submitted a quotation for work to level and re-seed 9 graves at the cemetery. This was £320.00 plus VAT. Cllr Burge proposed that the PC accepts the quote; Cllr Roberts seconded, and all concurred.

ACTION – Clerk to inform Hardys

b) Additional inscription to Jelley memorial

The design for the memorial for Mr Jelley was considered and approved by the PC.

However, the plot (619A) will require a transfer of the exclusive rights of burial.

c) Grass cutting

Mr Cobb had written to the PC to report that there had been some damage to his wife's memorial stone on grave plot 416. The bottom of the headstone had been clipped by the grass mowers. Cllr Mulholland confirmed this was so. Cllrs Mulholland and Wragg are to meet the contractor to discuss this and how the repairs will be paid for.

Cllrs
Mulholland &
Wragg

ACTION – Cllrs Mulholland and Wragg to meet Hardys; Cllr Mulholland to respond to Mr Cobb to let him know the PC is addressing the issue.

Cllr Mulholland also said that the last grass cutting session was a messy job with grass cuttings being scattered widely not just in the cemetery but throughout the village. He will ask Hardys to quote for collecting grass cuttings in the cemetery, at least between

Actions

the graves.

9 Planning Committee

a) 5-year land supply

Cllr Roberts said that the full list is now available for land submitted for the upcoming Local Plan (which will be consulted upon in 2021). A lot of land has been put forward from the villages. Anybody selling a property will have to declare if land next to them is being considered as land supply for development. Therefore, the sooner the list is whittled down to the final list, the better for residents trying to sell their property.

Regarding the present land supply Cllr Burge said that the planning inspector had clarified that there is a 5.4 year land supply and apologised for the previous error suggesting it was less than this; Cllr Roberts said she is not reassured that the 5-year supply is robustly above 5 years.

b) Response to planning white paper

Cllrs Burge, Wragg and Roberts are going to draft a response on Friday, and circulate to the PC to approve, possibly by Saturday as the deadline is Thursday 29 October 2021.

Cllrs Burge,
Wragg &
Roberts

ACTION – Cllrs Burge, Wragg and Roberts to draft a response to planning white paper and circulate to the PC before submitting by 29 October.

10 Review of Website / PC email addresses

a) Future website considerations

Cllr Collinson said the Clerk had submitted paperwork to register the domain name ‘fowlmereparishcouncil.gov.uk’ in September but there has been no response so this needs to be sent electronically.

Clerk

ACTION – Clerk to resubmit the paperwork electronically

Once the domain name has been registered the email address can be purchased.

The finalised accessibility statement had been approved by the PC (via email) and uploaded to the Fowlmere PC website. However, the Clerk said a number of accessibility non-compliances remain with the current PC website, along with other issues such as how to add more information to the restrictive page layout. The Clerk asked if a small working group could be formed to consider the website. Cllrs Collinson, Hobro, and Mulholland volunteered.

Clerk

ACTION – Clerk to obtain full administrative permissions to the FPC website from the web designer, and then organise a meeting of the website working group.

b) PC email addresses

See above.

11 St Mary's churchyard

a) Wall repairs

The first section of wall has been completed, and the Invoice submitted. This is for the remaining £3,840 from the quoted £5,120 after having already paid the 25% (£1,280) in July. The second section of wall is expected to be completed in the next couple of weeks. Cllr Roberts said that the repaired wall is looking really good. A further piece of wall is starting to bulge out and may need rebuilding in the next year or two.

b) Trees & holes

Since the last PC meeting Cllrs Burge and Wragg had visited Mr Askew’s property to

Actions

inspect the hole in the wall; they also looked at all the trees in St Mary's Churchyard regarding their maintenance. It was agreed that the SCDC tree officer should make a site visit to say what was permissible before any planning applications are made to SCDC and the Diocese. The PCC should also be invited to attend.

ACTION – Clerk to arrange a site visit to St Mary's churchyard with Tree Officer Miriam Clerk Hill

c) Shed

The old shed in the churchyard does contain asbestos. Cllr Mulholland said that he would liaise with the church wardens regarding the shed, and also mention that there are a number of wobbly headstones in the churchyard too.

Cllr
Mulholland

ACTION – Cllr Mulholland to liaise with Lisa Turner regarding the shed, and the wobbly headstones

12 Road Safety

a) Speedwatch

Cllr Howe said he had contacted the SpeedWatch police officer. He will ask him to make a site visit to choose where the appropriate SpeedWatch locations should be.

Cllr Howe

ACTION – Cllr Howe to arrange site visit with SpeedWatch officer

The Foxton SpeedWatchers have the correct kit to monitor down to 20mph, which the Fowlmere SpeedWatchers can share. Cllr Wragg has reset the MYSI so that it can monitor vehicles travelling above 20mph (as well as above 30mph).

Cllrs Howe
and Wragg

ACTION – Cllrs Howe and Wragg to identify new locations for the MYSI

Cllr Howe said he had flagged up the height difference of the speed bumps to CCC officer James Toombs, and will report back. A resident in Chapel Lane had contacted Cllr Howe about the obtrusiveness of the 20mph roundels painted on the road. Cllr Howe had explained that the traffic calming measures have to be a certain distance from each other so other features would probably have to move. Cllr Howe had reported this to the James Toombs too but it is unlikely anything can be done about this.

Cllr Roberts had been asked if the School Sign near the entrance to the church could be moved. The PC felt that this should remain there. Cllr Roberts will report back to the resident.

The Deer signs were then discussed (see item 12f).

b) SatNav errors*

Cllr Hobro said that a resident on Butts View had reported to him that there are still HGVs going down Butts View incorrectly. He asked the resident to monitor occurrences of this. Google maps has made changes to their mapping data for Butts View but it has been marked as a temporary road closure rather than a permanent road closure, and had unfortunately marked the closure as somewhere on the Butts Industrial Estate. Cllr Hobro will continue to attempt to get this corrected.

c) HGVs in village

Cllr Howe said he had contacted the Highways Department again about getting a weight restriction in the village but the response was not very helpful. Cllr Howe suggested people could report on HGVs going through the village at anti-social hours, with a view to writing to companies to request that they stop this.

Cllr Howe said he will also look into getting the B1368 road declassified.

Actions

d) Road closures

Details of road closures affecting Long Lane from 9 Nov and Rectory Lane from 24 Nov (associated with telecommunications ducting) have been put on the FPC website.

e) Long Lane flooding

This was discussed in item 6 above.

f) Deer signs

Cllr Roberts asked Cllr McDonald why the Deer Signs have still not been installed. Cllr McDonald said that CCC has the signs and a draft work order, which he will obtain a copy of and circulate to the PC regarding the locations.

ACTION – Cllr McDonald to circulate the Work Order for the Deer Signs. Clerk to collate comments on deer signs work order and send to John O'Brien

Cllr
McDonald /
Clerk

13 Trees, Grass and Hedges

a) Elm trees in the moat

The consent to the Shires TPO application has been received from SCDC to fell the G9 dead elm trees in the Round Moat, and additionally an elm tree behind 9 Ryecroft Lane. Shires quoted 1-2 days to fell the G9 elms at £650+VAT/day. With the additional tree, Shires quoted 2-3 days. The PC agreed that this quote is acceptable.

James Cantle from Shires had warned that all the elm trees in the Round Moat were in danger of succumbing to Dutch Elm Disease, as had Ian Lorman in his tree survey report - see the discussion on ongoing monitoring and management of elm trees (Chapter 16).

ACTION – Clerk to write to Ian Lorman / Forestry Commission / to ask for their advice on managing the elm trees in the moat. Clerk

Cllr Collinson said he had had a response from the Pebbles foundation (Cambridge Water) regarding grant money that may be used to develop habitats within the Round Moat. He will follow this up. Cllr Mulholland suggested a working group to review what might be done in the long term with the Round Moat.

ACTION – Cllrs Mulholland, Collinson, Howe and Roberts to meet and discuss what might be done in the long term with the Round Moat

Cllrs
Mulholland,
Collinson,
Howe &
Roberts

b) Trees on Savile Way

A parishioner had previously expressed concerns about the trees on Savile Way that overhang the road and brush against high-sided vehicles that are driving out of Savile Way. They also reduce light to the houses nearby. There was some discussion as to whether these trees are on PC land or land belonging to the property 'The Green'.

ACTION – Cllrs Mulholland, Collinson, Howe, Roberts and the Clerk to assess which trees are causing the problems

Cllrs
Mulholland,
Collinson,
Howe &
Roberts

14 Bus Service 31

Several months ago, the turning of Bus Service 31 on Chrishall Road had become an issue because of on-street parking on the other side of the road making it difficult to reverse around the corner from London Road. The idea of turning the bus around by reversing into the entrance road to the Village Hall on Chrishall Road and doing a 3-point turn had not worked out as the bus driver had knocked into the neighbouring fence several times. The bus driver had then tried going into the Village Hall, turning round in the car-park and then exiting via the entrance road, which is not acceptable or safe. They had been

Actions

told they are not allowed to do this, so the bus service is now terminating those journeys at the war memorial in the centre of Fowlmere.

Mrs Woods said that the VMHC objects to the 31 bus going into the Village Hall grounds, especially if the bus then exits via the entrance road as this is dangerous. It is an access road only not a public highway and there are many pedestrians in the area.

Cllr Wragg suggested that double yellow lines at the corner of Chrishall Road may once again allow the bus to reverse around the corner safely. Cllr Burge suggested that if the planning application behind Apple Acre is approved there may be scope in the future to provide a turning area for the bus in Chrishall Road.

ACTION – Clerk to write to bus company to ask which part of the road needs to be clear Clerk in order for the 31 bus to reverse safely into Chrishall Road, and say there may be scope to have a turning area on Chrishall Road in the future

15 Remembrance Sunday arrangements

The Rector Angela Melaniphy had asked for volunteers to steward the Remembrance Sunday service on 8 November, to ensure people are socially distanced. They are to turn up at the War Memorial at 10.10am. Cllr Roberts and Cllr Hobro volunteered.

The PC discussed contributing £50 to the Royal British Legion (to pay for the wreath plus a donation). Cllr Roberts proposed this, Cllr Howe seconded and all concurred.

ACTION – Clerk to prepare a cheque for the Royal British Legion and get 2 signatures Clerk

16 Remote Meeting Policy

Cllr Wragg said that Zoom meetings are not covered in our Standing Orders and if they are to continue the PC should have a policy for how they are conducted.

Cllrs Wragg,
Roberts &
Burge

ACTION – Cllrs Wragg, Roberts & Burge to draft a remote meeting policy

17 Christmas window competition

The PC discussed Cllr Lennon's idea for a Christmas window competition where residents create a modest decoration in their windows or gardens. The PC supported the idea of this as a community activity, and approved in principle to provide a modest sum for 2 prizes from Section 137 money.

18 SCDC Covid grant to support vulnerable people

The deadline to apply for the SCDC grant is 21 October. Cllr Roberts proposed that the PC applies for the grant, Cllr Burge seconded and all concurred.

Clerk

19 Finance & General Purposes

a) Audit (2019-2020)*

The Clerk informed the PC about two comments on the audit from the external auditor: one about the variance in income from 2018-2019 and 2019-2020 not having a sufficient explanation (which the Clerk then provided), and a comment on the significant gap between signing the AGAR and the period of notice beginning. This will be noted on their report.

b) Defibrillator

Christopher Sargeant from the Chequers agreed in principle to hosting a defibrillator.

The charity London Hearts Defibrillator had written to the PC offering a grant to buy a

Actions

defibrillator. The minimum donation required is £1195.00 and the grant is £200 meaning the present minimum required donation would be £995. Costs of other defibrillators will be considered and other recurrent costs before a decision is made.

c) Electricity supplier

The Clerk informed the PC that the fixed-term contract with Opus electricity for streetlighting was coming to an end and if a new agreement was not reached the standard rate which will apply will almost double the current prices.

Cllr Burge said that as the PC had agreed last year that Opus were the most competitive supplier, and their renewal quotes are still competitive with other companies quotes from last year, the PC should accept Opus's new quote for a 3-year fixed term; all concurred.

ACTION – Clerk to accept Opus's 3-year fixed term quote for streetlighting

Clerk

Clerk to explore using 'The Big Deal' for a new electricity contract for the cemetery chapel.

d) Wheely bin stickers

Quotes for 20mph wheely bin stickers: £57.56 for 48 (£1.20 each) from eBay, £59.99 for 50 (£1.20 each) from mywheeliebin.com, £63.96 for 48 (£1.33 each). The PC agreed to purchasing 50 stickers.

ACTION – Clerk to purchase 50 20mph wheely bin stickers

Clerk

e) Bills to be paid

E.on Chapel Electricity (31 July-2020 Bill), £39.51

Hardy Landscapes - Grasscutting (1 cut September), £762.30

Seniorlink Eldercare - September 2020, £68.40

S W Gardens and Landscapes - Gardening (Sept), £30.00

Shire Trees Limited - Cemetery work on 4 trees, £1,380.00

Shire Trees Limited - Removing stumps at St Mary's wall, £210.00

Shire Trees Limited - Felling 2 x ash trees in Round Moat, £1,800.00

S Mulholland – refund (25% deposit for cemetery shed), £70.00

S Mulholland – refund (HD Security bracket with fixings), £39.99

L Wragg – refund (Zoom - September and October), £28.78

K Byrne – refund (Stamps), £9.88

K Byrne – (Reimbursement for HMRC payment), £32.08

Agriplant – Protected verges (2nd cut), £900.00

Glen Johnson (Period Properties) – original repair work to St Marys Wall, £3,840.00

Bills already approved / Direct Debit

OPUS ENERGY LTD - 3 Aug to 2 Sept 2020, £129.06

K Byrne Salary, confidential

K Byrne - Sept salary (backpay), confidential

K Byrne - NEST refund, £49.21

Bank Service Charge, £18.00

Opus Energy Ltd - 3 Sept to 2 Oct 2020, £135.85

Actions

Income

SCDC, precept (2nd half instalment), £20,940.00

CCC Grass Cutting Contribution, £927.74

These payments were approved.

20 Correspondence

a) October Correspondence List

The PC noted the correspondence.

Regarding the residents who wish to plant bulbs along St Mary's Wall, the PC has no objections but they should be aware that weedkiller will be applied once the restoration work is complete and they should make sure that the bulbs are not too close to the wall.

Regarding the layby opposite Pipers Close, Cllr Hobro offered to take a look to see if there is a case for another bollard as requested.

Regarding HGVs in the village, Cllr Howe said that if Chris Luckhurst wants to provide information such as names of companies and times of HGVs going through the village he can email them to him.

Regarding the condition of the Swan House, the PC is still concerned about its condition.

ACTION – Clerk and Cllr Roberts to send a further email to the SCDC Conservation Officer

Clerk / Cllr Roberts

21 Action List Update

The action list was reviewed and updated.

22 Ideas for Improvements to Village Life

Cllr Lennon's Christmas Window competition; ideas for the future of the Round Moat to be explored.

23 Correspondence with Land Registry

a) Motion to move to closed session

Cllr Burge proposed, Cllr Roberts to move to a closed session, all concurred. The details of this section of the meeting are not minuted.

Date of next meetings:

Finance Meeting	7:30pm TBD	– Online (via Zoom)
PC Meeting	7:30pm Tuesday 17th November 2020	– Online (via Zoom)
PC Meeting	7:30pm Tuesday 15th December 2020	– Online (via Zoom)

The meeting closed at 22.22

**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 – October

Cambridgeshire County Report

The Country is starting to look at the budget for 2021/22 and what savings may be necessary in the light of C19. It doesn't make great reading.

Draft Revenue Budget

In order to balance the budget in light of the cost increases and uncertain Government funding, savings, additional income or other sources amounting to at least £32.8m are required for 2021-22, and a total of £75.7m across the full five years of the Business Plan. This assumes a relatively swift recovery following the initial impacts of the pandemic on service delivery and is predicated on the following general assumptions:

- ☒ A low likelihood of a second peak requiring a further national lockdown
- ☒ Tracking and tracing is relatively successful in containing the spread of the virus
- ☒ A vaccine is available within 12 months
- ☒ A soft, open lockdown, with social distancing eased over summer 2020-21
- ☒ Demand does not return to pre-COVID levels due to economic and social impacts

I will update you as the budget discussion progresses.

Children in Care

There are currently 699 children in care in Cambridgeshire vs. a country target of not more than 600 so the service is still under pressure. Of the 699, 602 had pathway plans into adulthood but of course this is problematic with employment opportunities.

Climate Change Recognition

Cambridgeshire's work to respond to the climate change emergency has been recognised after it was highly commended for a prestigious national award.

The County Council's Climate Change and Environment strategy – underpinned by evidence from PhD students at Cambridge University – was highly commended at the *Leadership in responding to the Climate Emergency* category of the MJ Awards 2020.

The Council agreed in May 2019 to make a declaration of a Climate Emergency and through its collaboration policy research exchange programme with Cambridge University produced an evidence base of carbon emissions across the county.

Two carbon footprints were developed, one for Cambridgeshire and Peterborough which included all greenhouse gas emissions that occur in the county (excluding peatland) broken down across key sectors such as transport, domestic buildings and commercial services; and the second for Cambridgeshire County Council alone.

The council used this evidence to develop its draft Climate Change and Environment Strategy - with cross party support, and a vision '*to deliver net zero carbon emissions for Cambridgeshire by 2050 in partnership with all stakeholders, whilst supporting our communities and Cambridgeshire's biodiversity and environmental assets to adapt and flourish as our climate changes*'.

This vision has already started to be translated into real action. The council has added a specific priority into its Business Plan which concentrates on helping Cambridgeshire reach this net zero carbon target by 2050 and set up a £16million Environment Fund to take all the Council's offices it owns and occupies off fossil fuels by 2025 and cut its organisational carbon footprint by 50% by 2023. The Council procures £450million of services every year for Cambridgeshire communities and it will be working with its supply chain to reduce carbon emissions.

Cambridgeshire County Council has been leading the way in prioritising climate and environment issues for some time. Through its initial energy investments the Council has set up a self-financing unit to focus on energy project delivery. Initially this covered schools and a solar farm, but has now been extended to cover battery storage and smart-grid development. Since then the authority has invested £11m in schools to improve energy efficiency, resulting in energy bill savings of £910,000 a year.

C 19-Related Activities in October

Annex A – Cambridgeshire County Councillor Peter McDonald’s Report – October

Hardship funds – the County are supporting the set-up of the hardship fund for Peterborough and linking with all other City and district council on their schemes. Organising an awareness campaign to run across city, council and district areas and linking and supporting the Government £500 support fund which launches from mid October.

Halloween and events – planning a campaign to support our revised information about running events into the winter which will begin with advice around Halloween with information around trick or treating. Plan is to offer tips on alternative Halloween celebrations, which are COVID-safe. As part of this we are also liaising with radio stations across Peterborough and Cambridgeshire about how to run COVID-secure events more generally throughout the autumn and winter, how to do things differently and the support which the council can provide. All of this campaign work will link to a new guidance section on for our websites about events planning, including a checklist of things event organisers need to consider and a risk assessment.

Local contact tracing – working with the local media on a feature on the Peterborough system – and preparing support materials for when the wider roll out of the system is planned across Cambridgeshire.

Care homes – working with the CCG to increase comms for care homes. There will be renewed messages in newsletters to care home staff about the need to consider actions out of work.

Flu vaccination – From the 5 October, the national flu campaign will be starting – which is also an essential part of planning for this winter. We will sharing the national resources with both external and internal audiences. We will working with the CCG on their local and targeted approach to encourage uptake in vulnerable groups. So far there has been one clinic at IWM Duxford for front line staff.

Agriculture Bill

I hope you don’t mind me posting what is a semi-political campaign on behalf of our farmers in S Cambs. We are supporting the ‘Save British Farming’ campaign not to accept imports with lower standards than our own UK farmers have to adhere to. It will be voted on October 12th and the Government has said they wont accept the Lords amendments to embed the UK standards in all imports. We have a meeting with Anthony Browne Oct 9th to lobby him to support he Lords amendments and vote against the Government !



Caption: Myself plus 2 SCDC Councillors and Paul from Cambridge for Europe

This campaign is supported by Jamie Oliver and Hugh Fearnley-Whittingstall.

<https://twitter.com/jamieoliver/status/1310116225213661184?s=20>

Peter McDonald

Oct 6th 2020