

MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL HELD**
IN THE PAVILION ROOM, VILLAGE HALL, FOWLMERE
TUESDAY 15th OCTOBER 2019 AT 7:30 PM

PRESENT: Cllr L Wragg, Cllr D Roberts, Cllr C Howe (arrived at 20:10), Cllr T Bearpark, Cllr P Burge, Cllr M Vinton, Cllr P Collinson and Cllr R Lennon

IN ATTENDANCE: Ms K Byrne (Clerk), Mrs Woods, and Cllr Topping (arrived at 20:00 and left at 20:50)

Actions

1 Apologies for Absence

There were apologies for absence from Cllr S Mulholland.

2 Declaration of Interest in agenda items

None was declared.

The Chairman, Cllr Wragg, stated that all meetings may be recorded, but he asked that the chair should be advised if anyone was planning to record the meeting in case any member of the public in attendance did not want to be recorded. There was no notification of intention to record the meeting.

3 Minutes of the Parish Council Meeting of 10th September 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)

a) Nomination of new Councillor to Committees

Cllr Lennon was automatically on the Planning Committee, as it had previously been decided that all councillors would be on this committee.

Cllr Lennon was also nominated onto the Finance Committee.

5 Village Hall

a) Changing Room Refurbishment

Mrs Woods said that the quotes have not yet been discussed by the Village Hall Management Committee (VHMC), and she will pass the figures on to Cllr Burge when the VHMC have reviewed them.

b) Badger Damage

Mrs Woods said that badgers had been found digging on the playing fields, but they have gone away for the time being.

Mrs Woods told the PC that there will be a caravan club on 6 to 9 November.

6 County Council Matters

Cllr Topping attended the meeting (arrived at 20:00) and sent a report – see Annex A.

John O' Brien (from CCC Highways) had supposedly arranged for Skanska to have cleared the drains near Sextons Cottage but they have not been done. Cllr Topping said he will ask

Cllr Topping

Actions

Jonathan Clark (area manager) to get them and several others on Long Lane cleared.

Cllr Topping asked if Fowlmere PC want any Children Playing signs for the village – the PC are to let him know. All to note

The A505 improvement research has started and Cllr Topping is on the steering group; Cllr Roberts may consider joining. Cllr Roberts

7 District Council Update

Cllr Roberts said that the South Cambridgeshire District Council (SCDC) planning department is still not fully staffed with planning officers. They have an outside consultant doing verification and initial assessments. SCDC will monitor how well that works, however at full council no questions about this arrangement were answered as everything was considered to be 'operational'.

SCDC will soon launch a new Planning website which will allow searches by boundaries within parishes rather than by whole parishes. The current system will go offline for an indeterminate period.

An experienced enforcement officer has recently resigned but there are other enforcement officers. All 4 (of Cllr Roberts's) parishes are complaining that enforcement is not happening, and perhaps other parishes are getting priority because of the logistics of their location. Cllr Roberts said it is clear enforcement is not happening as the purple paint on the Queen's Head is still there despite having been ruled by conservation as an unacceptable colour months ago. Cllr Roberts to write to planning portfolio holder. Cllr Roberts

The Appleacre Park Applications will be discussed at SCDC on Wed 13th November at 10.30, Cllrs Burge and Wragg will attend on behalf of the Parish Council. Cllr Wragg to speak at the SCDC meeting on behalf of the PC. The appeal to the inspectorate is continuing – date TBC. Cllr Roberts said that all recent appeals have been turned down by the inspectorate, so they seem to be following the South Cambridgeshire Local Plan. Cllr Wragg

Regarding the proposed development on the land behind Appleacre, the agents are conferring with SCDC (getting pre-application advice). They are thought to be considering building the same number of houses but under an 'early level exception site', which will be for first time buyers with an affordable element (up to 80% market value) but they will not have to have a local connection. The potential applicants may be willing to fund a needs survey. Cllrs Wragg, Roberts and Burge to arrange to go to SCDC to discuss this. Cllrs Wragg, Roberts and Burge

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

There were no urgent questions.

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

8 Reports from Meetings Attended

Cllr Wragg had attended a meeting of the A10 corridor joint working party at Foxton on 26 Sept. Foxton are concerned about a very large car park being built near the station.

Representatives from 8 parishes attended the meeting and all wanted to work together.

Cllr Wragg had attended a 'Keep Cambridge Special' meeting on 28-Sept; there were 3

Actions

speakers including Stephen Hills who addressed how can we achieve zero carbon. There was huge opposition from attendees to the growth of business in Cambridge and the Oxford/Cambridge corridor. Cllr Wragg to circulate the leaflet to the Clerk – Clerk to circulate.

Cllr Wragg

Cllrs Roberts, Burge and Mulholland attended a meeting at the IWM regarding relocation of Marshalls. Representatives from about 8 parishes attended. Concerns were expressed about the resulting increases in traffic on the A505, the required extensions to the runways, and about the engine testing noise levels. Marshalls prefer Duxford to Wyton or Cranfield as it means that the highly trained staff would not have to relocate but they would have to buy more land. IWM are keen on Marshalls' relocation to Duxford. Further meetings are planned and Fowlmere will be kept in the loop. Cllr Roberts said traffic through Fowlmere would increase, and with the precept proposals due soon PCs may wish to consider allowing for extra funds for legal advice.

9 Burial Board

a) Revaluing the Cemeteries for 2021 rating list

Clerk to fill in the form from Stephen MacRae of the Valuation Office Agency with help from Cllr Collinson.

Clerk / Cllr
Collinson

b) Additional wording on Memorial Stone for plot 708 (Mrs Watson)

The PC considered the proposed wording and approved it nem.com. Clerk to let Newlings of Royston know.

Clerk

c) Cemetery jobs

Tidy up day will be 1 Dec in the morning.

The Clerk had given Martin Hardy the go ahead for work on the graves and pollarding the trees – this is yet to begin. Cambridge Stained Glass had submitted a quote for work on 6 further windows that need work in the Cemetery Chapel. The PC considered the quote. Cllr Roberts proposed, and Cllr Collinson seconded to approve the quote; all concurred.

Quotes for work on removing the old shed and putting up a new one are being sought.

10 Planning Committee

a) TPO Application – S/3561/19/TC, Fowlmere House, High Street

TPO application S/3561/19/TC was considered. There were no objections; therefore no response will be sent to tree officer (as requested).

b) Neighbourhood Plan – Village Meeting?

Cllr Roberts said that Foxton took 3 years to prepare the Neighbourhood Plan and it was rejected. SCDC are now helping the Foxton group as they need professional help. Very few parishes' Neighbourhood Plans in SCDC have been accepted. Cllr Wragg said that a referendum is required to accept the plan. Cllr Burge said we should arrange a meeting.

Cllr Roberts to contact the appropriate officer from SCDC and ask them to come to a meeting in Fowlmere.

Cllr Roberts

11 Repairs to St Mary's wall

Both heritage statements and planning application are in progress; however, drawings of

Actions

the proposed work are awaited from Period Properties. Clerk to ask Glen Johnson to submit the drawings and begin removing the trees and bushes.

Clerk

12 Parish Council Assets

Hewitsons have completed the application for first registration of the land at the Village Hall, and sent the title registers and plans. The PC considered and approved the documents.

13 Street Lighting Parish Energy Handover

The Clerk had obtained 3 quotes from electricity companies. The PC considered these. Cllr Burge said as CCC want to move over to LEDs energy prices are likely to drop. Therefore, a one-year contract is preferable. Cllr Roberts proposed that the PC go for Opus's one-year contract. Cllr Collinson seconded, and all were in favour. Clerk to arrange changeover with Opus; also to find out when the changeover to LEDs may happen.

Clerk

14 Road Safety

a) LHI Application Update

Cllr Howe summarised the proposed traffic calming scheme. He said that putting a speed bump outside Appleacre would be difficult due to the bend in the road. However, the highways officers will look at a 40 mph buffer zone on Chrishall Road, but they cannot extend the 30 mph. Cllr Howe had drafted text for a consultation leaflet to be distributed to everyone in the village. The PC considered and approved the text. Cllr Burge will set up the SurveyMonkey online as last time. Cllr Wragg thanked Cllr Howe for all the hard work he has put into this, and also the Clerk for assistance.

Cllr Burge

b) Speedwatch Update

Cllr Howe has organised two sessions for October. There is a new volunteer to the group, which now comprises 14 members.

c) Casualty Reduction Support Fund

Nothing to report.

d) HGVs in village

No progress.

15 Trees, Grass and Hedges

a) Tree Survey

As advised by the tree surgeon James Cattle, the survey will be done in the spring when the trees are in leaf. Meanwhile regarding the trees in the Round Moat, which will require more immediate work, the Clerk has received quotes for day-rates from 3 tree surgeries. The PC considered the quotes. Cllr Roberts proposed, and Cllr Lennon seconded and all concurred to accept the quote from Shire Trees Ltd. The PC also approved for Shires to start work on any trees in the Round Moat that are in need of urgent work. Clerk to tell Shires and to ask them to cut the logs to approximately 30cm long so that villagers can carry them away.

Clerk

Ahead of the meeting Cllr Mulholland had informed the PC of a parishioner's concerns

Actions

about the trees in the ditch between Ryecroft Lane and Dovehouse Close looking dangerous. Cllr Roberts said she will check with SCDC.

Cllr Roberts

b) Chapel Lane Traffic Mirror

As the hedge by the United Reformed Church sometimes causes problems for cars coming out of Chapel Lane when it grows excessively between cuts, placing a mirror positioned across the road exit was proposed and the PC considered this.

Clerk to ask Peter Topping if the PC need permission to put up a traffic mirror.

Clerk

c) Community Orchard update

Cllr Burge to provide photos of the asbestos and Clerk to send an email to Cllr Topping.

Cllr Burge /
Clerk

d) Daffodil planting (Sam Wilson)

The PC considered whether they would want daffodils planting in the Savile Way garden. This was approved. Clerk to inform Sam Wilson.

Clerk

The PCC have recently commissioned work to remove a dangerous branch from the mulberry tree in the churchyard (just behind the village message).

16 Thriplow Daffodil Festival – planting and traffic management

Thriplow Daffodil Committee are proposing planting daffodils around each of the three “Fowlmere” signs at the entrances to the village, and completing the avenue of daffodils along Fowlmere road all the way to the edge of Fowlmere. The PC considered these ideas and were in favour. The PC would also like daffodils under the actual Village sign.

A date to meet and discuss transport plans, cones and any other concerns was suggested – Cllr Burge to collate dates and get back to Paul Earnshaw.

Cllr Burge

17 Picnic bench donation

A Fowlmere resident has offered to donate a picnic bench to the PC, which could be put on the Butts recreation ground or in the Round Moat. Cllr Burge said the bench is only a year old and in good condition, and spikes could be used to drive it into the ground to keep it secure. The PC approved the offer and plan to put it in the Round Moat. Cllr Burge to let the resident know and arrange for it to be moved and secured.

Cllr Burge

18 Finance & General Purposes

a) Completion of audit for 2018-2019

The 2018-2019 audit is complete. PKF Littlejohn have issued the certificate of completion, which has been posted on the Fowlmere PC website and noticeboard, and is available to inspect, along with the AGAR documents at the Clerk’s residence. Cllr Wragg thanked the Clerk for her hard work.

b) Section 106 money – new play equipment for the Butts?

Cllrs Burge and Mulholland met with Mr Atkin and Caloo to talk about possibilities. It was thought equipment for older children (7-11yrs) would be the best option. The quotes were a little higher than anticipated, £9 – £9.5K (approximately £14K is left in the Section 106 money). The PC considered these prices and decided that it should go ahead. Cllrs Burge and Mulholland to liaise with Caloo and Mr Atkins.

Cllrs Burge /
Mulholland

A letter to Santander to move £209.00 from Business Savings Account to Santander

Actions

Closed Issue Account was reviewed and signed by Cllrs Wragg and Burge. Clerk to send letter to Santander. Clerk

c) Precept Budget

To be discussed at the next Finance Committee meeting on Wed 6 November. Clerk to circulate accounts spreadsheet to all councillors beforehand. Clerk

d) Glen Johnson Deposit payment

Mr Johnson requested 25% deposit (£1,280) payment on starting the project. All agreed to this. Clerk to arrange payment when the work begins. Clerk

e) Donation to Fowlmere Friendship Club Christmas meal

Mrs Woods contacted the Parish Council to see if they would be again willing to donate £250 to the Friendship Club Christmas Dinner. Cllr proposed, Cllr seconded, and all agreed to donate £250.00 as per last year to the meal, to come under Section 137. Clerk to arrange payment to the Friendship Club. Clerk

Cllr Burge suggested preparing a document to put on the FPC website that small grants are available to local clubs, all concurred with this. Cllr Burge to prepare the document. Cllr Burge

f) Remembrance Sunday Wreath / British Legion donation

Cllr Bearpark has ordered the wreath. Cllr Roberts proposed that the PC donate £50 to the Royal British Legion under Section 137. All concurred.

g) Bills to be paid

HMRC, £50.17

Shire Trees Limited - Tree work in Round Moat, £1,290.00

Agriplant - Protected verges, £900.00

Seniorlink Eldercare - Sept 2019, £78.04

Hardy Landscapes - Grasscutting (Sept), £762.00

D R A MacDonald (painting chapel window frame), £336.99

E.on Chapel Electricity (1-Oct Bill), £45.55

Fowlmere Village Hall – Pavilion Room Hire, £48.00

S W Gardens and Landscapes - Gardening, £30.00

K Byrne - petrol expenses refund, £24.30

Bills already approved / DD

K Byrne – Salary (Confidential)

K Byrne – NEST (refund), £49.21

19 Correspondence

a) Correspondence List – October 2019

The PC noted the correspondence.

Also, Nicola Webb email had emailed the PC on 17 Sept regarding some large trees in her

Actions

garden. The PC discussed this matter. Clerk to advise Ms Webb that the tree survey will be done in spring, but she may arrange for the trees to be pruned, pollarded or thinned provided TPOs applications were made. Clerk to reply to Ms Webb.

Clerk

20 ACTION LIST UPDATE:

The action list needs to be updated as some actions are old. Clerk to update.

Clerk

21 Ideas for Improvements to Village Life

Tree survey, LHI traffic calming scheme, daffodil planting – will improve village life.

21 Other Matters

None.

The date of the next Finance meeting is Wed 6th Nov 2019, 7:30pm at URC, Chapel Lane.

The date of the next PC meeting is Tues 19th Nov 2019, 7:30pm in the Pavilion Room, Village Hall.

The meeting closed at 22:10.

Annex A – County Report – from Councillor Peter Topping

County Report to Fowlmere Parish Council - October 2019

From Councillor Peter Topping

Local issues

Marshalls Move - I attended the meeting at Thriplow this week where representatives of local parish councils met to assess the chances of Marshalls Aerospace moving their operations to Duxford. I have had meetings with the Imperial War Museum to find out their views on this possibility and I have attended the meetings of the group that has been set up to co-ordinate action - not everyone is opposed to the move per se, but we need to understand what the impact on the A505 would be of more people trying to get to work at Duxford, as well as aircraft landing frequency and engine testing noise.

Road and drain work - I met the highways officer on Monday to check progress on repairs and had forwarded to him the list from Fowlmere Parish council re the drains along Long Lane. I haven't had any assurances that I am confident in that the work has been done and I will escalate to the area manager as I have with the Chishills concerns. The county council said earlier in the year that they would turn their attention to drain work in the autumn and I will keep them to that commitment.

"children playing" sign - I've managed to get this put up this month in Thriplow after residents asked me to help. Depending on who owns the land, this is a district or a county council responsibility, but it is an option if there is a part of a village where car drivers might not be expecting children crossing the road. So, if there are areas or roads causing concern do please let me know.

A505 improvement research - This research, funded by the Combined Authority, starts this autumn and will take a year. I have been pressing for this for years and I am pleased this has finally started. I have been asked to be on the steering group, and I will make sure that the concerns raised by many parish councils and residents are listened to about how unsafe it is trying to turn on and off the A505 onto the roads that connect our villages.

Reports on issues further afield

District Councillor Allowances - At September's Full Council meeting, Council debated the issue of the amount councillors will receive in allowances. The Basic allowance has increased by 2% (£98) as that is the percentage increase that local council staff will receive.

However, I opposed the proposal to increase nine new Special Responsibility Allowances which some councillors will get, one of which is over £5,000. I also voted against the proposals to change how many allowances any one councillor can get. As a result of these changes the leader of the council has had her allowances increased by 35%, to over £20,000 a year.

Planning Department at South Cambs - I challenged at the audit committee the decision by the Administration at South Cambs to bring in an external company to deal with planning procedures normally completed by officers at SCDC. Concerns have been raised in relation to this decision mainly due to the lack of information that applicants and parish councils will be given in terms of who is handling their application.

At the September full council meeting I asked for an urgent meeting for councillors to test how close the Council was to losing its five-year land supply and therefore its protection against unwanted housing development. I'm sorry to say my request was voted against.

Annex A – County Report – from Councillor Peter Topping

Fostering Panel - As well as serving on the Health committee on the County Council, and the Climate Change steering group, I'm a member of the Fostering Panel, whose work is understandably highly confidential. However, I can say that the work of the officers dealing with these issues, and the commitment of the families who undertake fostering care, helping some very damaged young people, is to be commended.

Tree planting agenda - The county council is bringing forward proposals to plant more trees on county land as part of its sustainability agenda. This was passed today. I supported the proposals, but I warned about being taken in by developers offering to plant trees to win favour for undesirable development.

Peter Topping

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