

MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL HELD**
IN THE SCHOOL ROOM, URC, CHAPEL LANE, FOWLMERE
TUESDAY 16th JULY 2019 AT 7:30 PM

PRESENT: Cllr D Roberts (Vice Chairman, acting as Chair), Cllr P Burge, Cllr S Mulholland, Cllr M Vinton and Cllr P Collinson

IN ATTENDANCE: Ms K Byrne (Clerk), Mrs Woods and 3 members of the public

Actions

1 Apologies for Absence

There were apologies for absence from Cllr L Wragg and Cllr C Howe; Cllr Bearpark was absent.

2 Declaration of Interest in agenda items

There were no declarations of interest.

3 Minutes of the Parish Council Meeting of 18th June 2019

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

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

None

5 Committees' Terms of Reference

a) Burial Board

This document had been reviewed in the Burial Board meeting on 9 July and updated by Cllr Mulholland.

b) Finance Committee

This document had been reviewed in the Finance meeting on 16 July and will be updated by Cllr Burge.

c) Planning Committee

The Committee reviewed the draft Terms of Reference document prepared by Cllr Burge. Suggested changes were discussed and agreed. The document will be updated by Cllr Burge.

Cllr Burge.

All Terms of Reference documents will be reviewed and adopted in 10 Sept PC meeting.

6 Village Hall

a) Changing Room Refurbishment

This item was discussed in the finance meeting - see 16 July Finance Minutes item 4b.

b) Play equipment

The swing seats were installed by Cllr Burge on 10 July 2019.

Regarding play equipment on the Butts, Cllr Mulholland suggested that something could be installed where the old swings used to be, using S106 money. Deciding what this

might be could involve children from the school and the playgroup. Perhaps 3 acceptable ideas could be put forward for the school to vote on.

7 County Council Matters

Cllr Topping was unable to attend the meeting but sent the following brief report.

Three short items:

You asked about clearing the drains blocked near Sexton Cottage and I have had an email from the Highways Department that an order has gone in to unblock all the drains on the road in that area after a site inspection the other week.

If the work isn't completed by the end of July could you let me know please and I will chase up. Clerk

I put in my report last time about a study on the A505 and the research into how to improve the capacity of the road to cope with future demand and make it safer will start after the contract to do the research is let in the autumn. I have asked how local villages will be involved in this work going forward.

Finally, I have asked the Imperial War Museum to explain what happened last weekend because the volume of complaints from nearby villages was far higher than is usually the case on Show Weekends.

8 District Council Update

Cllr Roberts said firstly, regarding the putative planning proposal on the land behind Appleacre Park, the owners' agent has been in contact with the PC. Also, Cambridgeshire ACRE have contacted the PC requesting a letter in support of a prospective housing needs survey. However, SCDC have told Cambridge ACRE that this is premature, and they are not yet ready for this.

Secondly, SCDC are building council houses again, for example on Station Road in Foxton, some of those new houses will be council houses.

Finally, SCDC has appointed Liz Watts as its new chief executive.

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

Mrs Woods said that outside the Green there is a dead branch near Champions Close and she was concerned that it may fall. Cllr Collinson to find out where this is, then the Clerk will write a letter to the owners of the Green asking them to check it.

Cllr Collinson / Clerk

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

9 Burial Board

a) Minutes from BB Meeting 9th July 2019 – Matters Arising

The Draft Minutes were received, and will be approved in the next Burial Board meeting. There were no matters arising.

b) Cemetery Chapel Windows Update

Actions

The Contractor has completed the work on 2 of the windows; the 3rd window is awaiting the new L section of the frame from the blacksmith. All 3 windows should be ready to fit shortly. Clerk to contact the contractor and ask him to complete it before Autumn.

Clerk

10 Planning Committee

a) Draft minutes from Planning Meeting 25th June 2019

The Draft Minutes were received, and will be approved in the next Planning meeting. There were no matters arising.

b) Section 52 Agreement (25 Ryecroft Lane)

The PC have been approached from the homeowners regarding possible work on land subject to a Section 52 agreement on Ryecroft Lane. Cllr Burge explained the background to the agreement. The PC discussed the matter.

Cllr Burge and the Clerk to draft a response saying that the PC cannot discuss enclosing the area, they would need to discuss this with SCDC. However, maintenance of the area is down to the owners, and if they wish to send the PC some plans then please do so.

Cllr Burge
and Clerk

c) S/2312/19/TP – Brairwood, High Street – Work on TPO / Conservation Area trees

The PC considered the application. They have no objections and are happy to leave the decision to the tree officer.

d) S/2224/19/FL – 50 Chapel Lane, Fowlmere – Two storey rear extension

The PC considered the application. It will not be too overbearing to the neighbouring property and is not an overdevelopment of the site. Fowlmere PC has no objections.

e) Neighbourhood Plan Update

The Foxton Neighbourhood Plan group have had problems with their plan. So, the PC should now approach SCDC to ask for advice. Cllr Burge to ask the appropriate person to come and talk to Fowlmere about Neighbourhood planning.

Cllr Burge

Appleacre site – the owners have put in an appeal and requested an enquiry. It seems that work has carried on in the disputed area. The PC may require more legal advice about this in the future.

11 Repairs to St Marys wall

This was discussed in the finance meeting - see 16 July Finance Minutes item 6b.

12 Parish Council Assets

Hewitsons are proceeding with registering the land at the Village Hall. Registering of the Butts and Cemetery land will be delayed until the next Financial Year.

13 Street Lighting Parish Energy Handover

(See email from Local Highways from 2 July).

Cllr Burge, Collinson and Vinton to form a street-light working group to investigate and report back.

Cllr Burge,
Collinson
and Vinton

14 Fowlmere PC Website

Actions

The Clerk and Cllr Collinson have separated the Minutes on the website. The PC to review and offer suggestions. To be discussed further at the next PC meeting.

All to note

15 Road Safety

a) LHI Application Update

This was discussed in the finance meeting - see 16 July Finance Minutes item 4c.

b) Speedwatch Update

Cllr Howe was absent, so there was no update.

c) Casualty Reduction Support Fund

Nothing to report.

d) HGVs in village

No progress.

16 Trees, Grass and Hedges

a) Community Orchard update

This was discussed in the finance meeting - see 16 July Finance Minutes item 6c.

b) New Village Tree Survey

This was discussed in the finance meeting - see 16 July Finance Minutes item 6a.

c) Elm tree stump in Moat

Cllrs Roberts, Burge and Collinson looked at the tree stump and suckers. The councillors thought that the owners' gardener could perhaps use some weed killer on the stump and cut down the suckers. Clerk to respond to the owners.

Clerk

17 Finance & General Purposes

a) Eldercare

Cllr Burge had drafted and circulated a paragraph to clarify the PC's position on S137 and Eldercare. The PC reviewed it and some minor changes were agreed. Cllr Burge to update. Cllr Collinson proposed that the PC adopt this document subject to the changes, Cllr Vinton seconded, all concurred. Cllr Collinson proposed that the PC continue to fund the Eldercare Seniorlink scheme, Cllr Vinton seconded, all concurred. The PC need to keep separate records for S137 in the accounts. Clerk to action.

Cllr Burge

Clerk

b) Bills to be paid

Hardy Landscapes - Grasscutting (June), £1,524.60

Caloo Ltd – 2x cradle swings, £250.80

Seniorlink Eldercare – June 2019, £85.11

Cambridgeshire County Council – LHI scheme (MVAS), £497.55

E.on Chapel Electricity (2-July Bill), £46.52

S W Gardens and Landscapes – Gardening, £30.00

K Byrne - refund (postage stamps), £20.08

Actions

K Byrne - refund (toner), £67.49
Fowlmere Village Hall (25 June), £12.00

Bills already approved / DD

K Byrne – Salary £648.00
K Byrne – NEST (refund), 47.25

Income

Cheque from Instone Memorials, £130.00

18 Correspondence

The PC noted the correspondence.

a) Mrs Hill

Cllr Collinson to inspect to the trees in Johns Close. Clerk to let Mrs Hill know. To be discussed further in the 10 Sept PC meeting.

Cllr
Collinson /
Clerk

b) Mr Ashcroft

The PC agreed that the RAF Benevolent Fund poster can go on the noticeboard and the PC Facebook page.

c) Cambridgeshire and Peterborough Transport Plan consultation

Cllr Burge will take a look at the consultation.

Cllr Burge

d) Balfour Beatty

To be reviewed by the street-light working group.

19 ACTION LIST UPDATE:

a) Ideas for Improvements to Village Life – Wildlife Fete on Butts 5 Oct

Stephen Hall had emailed the Clerk to explore the possibility of holding a local wildlife “show” for the village on the Butts recreation ground.

Mr Hall was present at the meeting. He said he had set up a Facebook page about wildlife, which has quite a lot of followers, which gave him the idea of the Wildlife Fete. Mr Hall said the school had agreed to help with toilet facilities and use of a classroom; Ion Science agreed to help with carparking; RSPB are also happy to help. He was aware of the need for Public Liability, and a licence for alcohol for food and drink. He will need to do a risk assessment, and contingency plan regarding stall-holder access and assembling gazebos.

Following discussion, the PC said it would need to have sight of the public liability insurance and confirmation from Ion Science / the school to offer car parking / toilet facilities, before approving use of the Butts recreation ground for the Fete. This to be confirmed at the 10 Sept PC meeting. Cllr Burge will work with Mr Hall to get those assurances.

Cllr Vinton left the room at 21:20 and returned at 21:22.

b) PC Vacancy

Actions

The advert for the vacancy is on noticeboard and PC website. The closing date for applications is 1 Sept and co-option to be discussed in the 10 Sept PC meeting.

20 Other Matters

Cllr Vinton had cleaned up a wooden memorial to Allan Barker (found in the cemetery shed). Clerk to check if a headstone has replaced it. If not, the PC could mention it in the next FaTN article.

Clerk

Cllr Burge said regarding the request from 16 April PC meeting to use the Butts recreation ground for an overnight camp (which the PC had approved in principle), the organisers have now asked for the date 14-15 Sept. They have considered health and safety, toilet facilities, lighting, letting residents know, rubbish collection, first-aiders, and they have done a full risk assessment. They will use PTFA public liability insurance. The PC approved this request.

The Clerk had received a request for Mrs Pearce to be able to scatter her mother's ashes on her grandparents' graves (plots 574 & 575), and to install a headstone on her grandfather's grave. Clerk to inform her that ashes are not to be scattered, but can be interred in the plot and a headstone erected once the grant of deed has been transferred to her mother and then to her. Cllr Burge to clarify which documents are required.

Clerk

Cllr Burge

The date of the next PC meeting is Tuesday 10th September 2019, 7:30pm at URC, Chapel Lane.

The meeting closed at 21:35.