

**MINUTES OF THE MEETING OF FOWLMERE PARISH COUNCIL HELD
IN THE SCHOOL ROOM, UNITED REFORMED CHURCH, CHAPEL LANE
20TH OCTOBER 2009 AT 7.30 PM**

PRESENT: Cllr D Roberts (Chairman), Cllr M Bates, Cllr P Cook, Cllr P Flynn, Cllr W Kohler, Cllr D Woods, Mrs J Wright (Clerk)

IN ATTENDANCE: Cllr T Stone, Mrs R Jelley, Ms M Thornton, Ms Y Wooldridge, Mr & Mrs Yeldham, Mr S Lester.

		Actions
1.	<p>APOLOGIES FOR ABSENCE: Apologies were received from Cllr Eades</p>	
2.	<p>DECLARATION OF INTEREST IN AGENDA ITEMS: No items were declared</p>	
3.	<p>MINUTES OF THE PARISH COUNCIL MEETING OF 15TH SEPTEMBER AND 4TH AUGUST 2009: Both sets of minutes were agreed and signed as true records.</p>	
4.	<p>MATTERS ARISING: There were no matters arising which would not be addressed in the agenda.</p>	
5.	<p>COUNTY COUNCIL AFFAIRS: Cllr Tim Stone gave his report:</p> <p><i>“Regional Spatial Strategy</i> <i>Have you sent off your response to the County’s consultation? And to the East of England Regional Assembly’s? The County web address is:</i></p> <p>http://www.cambridgeshire.gov.uk/environment/planning/regional/Future+Cambridgeshire+-+Have+your+say.htm</p> <p><i>EERA’s is:</i></p> <p>http://eera-consult.limehouse.co.uk/portal/planning/rssto2031scenarios</p> <p><i>Transport Innovation Fund</i> <i>Cambridgeshire has decided to pursue the Transport Innovation Fund funding. The decision was taken last week by Full Council. The Conservatives had only seven against, which shows how well they had managed their revolt.</i></p> <p><i>We are encouraged to believe that the government will relax its congestion charge rules in order to get at least one TIF scheme up and running. In principle you only get the money if you introduce demand management. Nationally the Conservatives refuse to be drawn on whether they would pursue TIF, with or without a congestion charge, so it seems like now or never.</i></p> <p><i>If this bid is approved then the County has a year to fine-tune it. Judging from the debate today there will be a lot of fine-tuning. It is also a condition that District Councils sign up as well. While Cambridge City is on board (just), South Cambs has already voted against.</i></p> <p><i>Guided Busway</i> <i>I have been unable to get a date for the start of operations on the southern part of the guided busway. The northern section should be running at the end of November.</i></p>	

	<p>Stansted Noise Action Plan <i>Cambridgeshire has responded negatively to BAA's consultation on its "Noise Action Plan" for Stansted. I asked why the County hadn't informed parish councils of this consultation and was told, "It wasn't a County consultation so we wouldn't." I find that a lack of leadership. I also discover that the consultation closed on 3rd October.</i></p> <p>Cambridgeshire and Peterborough Minerals and Waste Plan <i>The County Council approved this plan last week. That means that it will go forward for review by government. There will be a further opportunity to comment next February. The residents of Trumpington remain deeply unhappy about the Household Recycling Centre planned for the Addenbrooke's access road.</i></p> <p>Fowlmere Post Office <i>On 28th September the Post Office informed the County that Fowlmere Post Office closed on 25th August. I have tried to get some sense out of them but have so far got nowhere. It's clear that it will not re-open in the same place but I should like to know what the Post Office is actually doing about "working to resume Post Office services at Fowlmere."</i></p> <p>Drainage issues <i>I understand that there have been some misunderstandings about drainage with County Highways. If you could let me have details I'd be glad to see what the County can do."</i></p> <p>Cllr Roberts informed Cllr Stone that she had been called by Foxton Post Office with a view to their providing a mobile service at Fowlmere. Cllr Stone enquired if this could include Thriplow too as they were also without a service?</p> <p>Cllr Stone also asked what was the opinion in Fowlmere regarding the closure of the Post Office? Cllr Bates reported that people were expressing dissatisfaction but not to any great extent. Cllr Stone offered to put further pressure on the County to press for a satisfactory solution.</p> <p>Regarding the draining issue, Cllr Stones questioned what happened re the ditch in Chapel Lane and Cllr Roberts updated him with the situation regarding riparian ownership of a drain and how Mike Cooper (Highways) felt it was our (the PC's) responsibility but it isn't, which we reported to him. The Clerk read out the latest correspondence from Mr Cooper.</p> <p>The 30mph repeater signal in Long Lane has now been moved.</p> <p>The Clerk reiterated that the Jackson's Way alleyway could do with a barrier at the main road end and Cllr Stone would look into this.</p> <p>Cllr Roberts assured Cllr Stone that we would place the leaflet regarding the Regional Spatial Strategy would be placed in the notice board.</p>	<p>Cllr Stone</p> <p>Clerk</p>
6.	<p>PLANNING COMMITTEE:</p> <p>a. The minutes of the previous planning meetings were agreed and are detailed below:</p> <p>MINUTES OF A MEETING OF FOWLMERE PARISH COUNCIL PLANNING COMMITTEE HELD IN THE DOROTHY PLUCK ROOM, ST MARY'S CHURCH, ON 29TH SEPTEMBER 2009 AT 7.45PM</p> <p>PRESENT: Cllr D Roberts (Chair), Cllr M Bates, Cllr P Cook, Cllr P Flynn, Cllr W Kohler, Cllr D Woods and Mrs J Wright (Clerk)</p> <p>APOLOGIES: Cllr A Eades</p> <p>(1) Declarations of interest (if any)</p>	

Before discussion, Cllr Roberts declared that if an application is later placed before South Cambridgeshire District Council she will approach any new information afresh.

- (2) S/1003/09/LB – For information only. **Permission granted**
Alterations – GF – resite and change kitchen window / door and render brickwork and remove wall to utility room. Install gas fired boiler in cloakroom. Replace window in sitting room. Form FF bathroom with raised floor. SF install partitions to form bathroom with internal window. Resite doorway and install new doorway to ensuite shower room with new window and part raised floor. Remove partition in Bed 8 and adj. Shower rooms, install double doors to guest suite with new shower room and window. Install rooflight and form lightwell in landing ceiling. Replace concrete floors with limecrete. Replace modern plasters and renders with sheeps wool insulation, timber lath and lime mixes. Replace concrete roof tiles with salvaged and new clay tiles and install solar collector.

9 Chapel Lane, Fowlmere

Dr and Mrs Hobro

The Parish Council noted the decision

- (3) S/0773/09F - Notice of an appeal
Extension
3 Cambridge Road
Mr & Mrs Easto
The Parish Council noted the appeal

- (4) C/11/40/029
Application to carry out tree work within a conservation area
Dove House, Rectory Lane
Mr F Cantle – Agent
The Parish Council agreed to leave the decision with South Cambs District Council.

- (5) C/11/40/029
Application to carry out tree work within a conservation area
6 Cassander Close
Mrs S Pettit
Cllr Roberts declared a personal interest in this application and left the room. Cllr Flynn deputised and the Parish Council agreed to leave the decision with South Cambs District Council.

- (6) **Chairman's Delegation Process** (correspondence from Caxton and Comberton Parish Councils)
It was agreed that Mrs Wright draft a reply with Cllr Roberts and Cllr Flynn, which should be circulated to the Council prior to the next Parish Council meeting and discussed as an agenda item at that Meeting.

- (7) **Other Matters and Updates**
A tree on the Butts has been knocked down by a leased van and it was agreed that Mrs Wright seek to make contact with the individual in order to obtain payment for a replacement tree prior to the October Meeting where this will be discussed as a formal agenda item.

There being no further business, the meeting closed at 8.00pm

- b. Chairman's Delegation Process**
Cllr Roberts reported that the situation changed because at the last meeting at SCDC there were some representatives from Parish Council's in attendance and

	<p>they spoke strongly in condemnation about the undemocratic process where contentious planning issues were being seen at Chairman’s Delegation and not at full planning council. The present system will be laid aside but the alternatives were not yet clear. 4th November will be their next meeting.</p>	
	<p>The Meeting was then opened to members of the public and press and the following issues raised, which will be addressed in the relevant agenda items:</p> <p>Mr Lester reported the current situation about the trees in his garden. He attended the meeting to see what progress had been made and to reiterate the concern expressed by residents in Savile Way and St Mary’s Walk, over the height of the trees in the gardens which back onto the Moat. He informed the Council how he had recently renewed his home insurance and due to the nearness of the trees he had to declare this and was referred in his application. He wanted to warn other residents to check their own policies because the insurance companies have changed their boundaries over time. Fortunately his quote remained unchanged.</p> <p>Mr Lester added that he hoped more impetus would result in the issue being addressed. The main issues raised at the last meeting were around H&S and Council lack of funds and seeing as most residents were happy to put some money in and use a Parish Council approved contractor those issues should be cancelled out? He understands that the Parish Council has an aim to manage the moat as a whole but can it be possible for certain sections to be worked on in the short term? Efforts to secure additional funding will be less if residents can make some changes to their own environment.</p> <p>Mrs Yvonne Wooldridge added that when she moved in the trees were only 2 years old but they are very tall now and affect light in her house and garden. She is also worried about the root system. The gardens are only 5 or 6 metres deep and trees touch her roof. Her back bedroom and kitchen need the lights on all day in the house.</p> <p>Mr and Mrs Yeldham, from St Mary’s Walk reported that there were 2 trees at the bottom of their garden with Dutch elm disease.</p> <p>Ms Mandy Thornton also reported that there are other elms nearby which could be affected as Dutch Elm disease strikes elms at the age they are in the Moat (about 35 years old). Cllr Roberts added that there is a nationally important stock of Elm Trees in the Moat which will be identified in the survey.</p> <p>Mrs R Jelley also attended the meeting because of concern over the trees on her boundary with the Moat, in St Mary’s Walk.</p> <p>Cllr Bates updated the Council on the latest situation with Natural England and English Heritage. Since the last meeting he has received the necessary papers from Natural England to obtain funding. He has taken advice from them and needs help from a specialist in filling in the forms. Cllr Bates has arranged to meet with a consultant from Natural England and David Kenny (English Heritage) next week to get the process started. He appreciates this is a longer term option.</p> <p>In the shorter term, the ‘interesting’ elms are probably elsewhere in the moat and unlikely to be the diseased one mentioned. Tree work is expensive but the Council endeavour to do the best they can with the resources they have. Cllr Roberts added that the Moat is a scheduled ancient monument and unfortunately permission cannot be given for maintenance such as cutting back at present, without knowing the full picture from the planned survey.</p> <p>The full survey should be completed in the shorter term and will identify trees which are dead and authority will be given to remove them. Cllr Bates wanted to reassure residents that the Council are trying to work quickly on this but the wheels can turn slowly. The</p>	

	<p>Parish Council finances are finite and they will do what they can, prioritising dangerous trees first and unfortunately there is no right to light. The Council will do their best as soon as possible to alleviate resident's concerns and it may be that the kind offer of contributions towards work would be taken advantage of.</p> <p>Mr Lester added that he had also contacted English Heritage to see if there was anything he could do to help, and they reiterated the process of obtaining permission from the landowner / tree preservation orders etc. Cllr Roberts added that English Heritage are very strict with Parish Councils and often require dead fallen trees not to be removed as they provide a habitat for wildlife. Mr Lester concluded that he would just like to make some headway, he doesn't want to <i>remove</i> the trees, just reduce in size and he's happy to replace any dead trees.</p> <p>Cllr Bates reported how he had recently attended a meeting of a 'tree warden scheme' which the Council will be participating in. Hopefully that shows the commitment of the Council but ultimately it unfortunately comes down to a matter of permission and finance.</p> <p>Cllr Roberts reiterated that Cllr Bates has got a meeting to get more funding and then we'll get to the next stage which is a proper survey and we'll press for quick action. Cllr Bates concluded that a work plan will be drawn up and was hopeful work would not result on drawing on any residents funds but the Council will advance the process as quickly as possible – English Heritage and Natural England are also keen to do so.</p>	
7.	<p>BURIAL BOARD: The Clerk reported that a payment had been made in recognition of the planned burial of cremated remains of the late Mr Derek Burgess.</p>	
8.	<p>TREES, GRASS AND HEDGES: a) Update on the Moat: Discussion regarding the Moat had already been covered. Cllr Roberts thanked Cllr Bates for his continuing efforts and also mentioned that a further source of advice could be Roz Richardson, the Tree Office from SCDC. Cllr Woods also pressed for this to move forward and reassured the Council that there is some money available in the precept for tree work but we have to prioritise in accordance with the results of the survey.</p>	
9.	<p>FINANCE AND GENERAL PURPOSES: The minutes were agreed and signed and are attached below:</p> <p style="text-align: center;">Minutes of the meeting of Fowlmere Parish Council Finance and General Purposes Committee held at the Dorothy Pluck Room, St Mary's Church, Fowlmere, Tuesday 6th October 2009 at 7:30 p.m.</p> <p>Present: Cllr D Woods (Chairman Finance), Cllr P Cook, Cllr P Flynn, Cllr D Roberts.</p> <p>(1) Minutes of the previous meeting The minutes of the previous meeting had already been ratified at the July 2009 Parish Council meeting</p> <p>(2) Matters arising Cllr Woods told the Councillors that she and the Clerk had had a couple of successful training sessions on the newly acquired Sage package. Cllr Woods also explained how the Audit was on-going, with all questions answered by us and all details sent to the Accountants.</p> <p>(3) Review of Income and Expenditure Cllr Woods informed the Council that expenses were still healthy and under-budget, and talked the Councillors through a detailed breakdown of actual and planned</p>	

	<p>expenditure for the rest of the financial year. Seniorlink has increased its cost for any new users, but existing users will still be charged at the old rate.</p> <p>(4) Trees and Grass This item was not fully discussed due to Cllr Kohler's absence. The Clerk reported that the driver of a hire van which knocked down a tree on the Butts has been sent a bill for a replacement tree. The Council was reminded by Cllr Woods that all further major tree work will be put out to tender to at least 3 local companies</p> <p>(5) Future Projects Cllr Flynn asked the Council to consider where a new set of swings could be placed on the Butts, as this will be a future project for next year. Cllr Woods reported that she and Cllr Flynn had completed a lot of maintenance on the play equipment with another coat of paint required soon, in better weather. There is also work needed to be done on the climbing frame at the Butts which will be done in the new year. Cllr Woods asked all Councillors to think of any future projects for inclusion in 2010-2011 by early December.</p> <p>(6) Other matters Village Hall Cllr Flynn and Cllr Bates to attend the Village Hall AGM on 7th October 2009 and will report back on progress regarding the purchasing of the digital video camera. (The Village Hall needs to be asked to fill out the log for the security cameras and report to the PC regularly). The Council discussed the issue of signage indicating 'private property' for the cemetery extension and it was agreed that the clerk should progress with this if the quote is less than £250. The wording should read <i>"This land is the private property of Fowlmere Parish Council. For further information, please contact the Clerk"</i>. Cllr Roberts suggested approaching Mr Salmons, the handyman from Foxton if the post required fixing up.</p> <p>(7) Date of next meeting – Tuesday 5th January 2010</p> <p>The meeting closed at 7:50pm</p> <p style="text-align: center;">*****</p> <p>Cllr Woods reported that the on-line banking was now up and running. She mentioned that the grass may not need cutting again, which should save some money – she will call Hardy's.</p> <p>Cllr Woods also reminded Councillors that they needed to think about any future projects for next year by December.</p>	<p>All</p> <p>All</p> <p>Cllr Woods</p> <p>All</p>
10.	<p>CORRESPONDENCE:</p> <p>Re speeds of broadband, the Clerk was asked to put a notice up on the notice board asking residents to contact Andrew Lansley directly if this is an issue.</p> <p>The Council discussed the details surrounding the Remembrance service and the Clerk reported that the police had said it would be very unlikely for there to be a Police presence to help with the traffic. Cllr Woods reminded that a donation cheque would need to be signed at the next meeting for the Royal British Legion.</p> <p>Cllr Woods requested further information regarding the 2 different published salary levels for the Clerk</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Re the extended gardens at 1 Ryecroft into the Moat area:- the Clerk had received comment that this garden extension was a relatively new addition, although the residents say they purchased it from the original developer. Cllr Roberts to go back to SCDC for further investigation.</p> <p>Cllr Kohler reported how the Bus Shelter project was moving slowly and he would chase it up.</p> <p>It was agreed that a cemetery clear up in the Spring would be needed and then a litter pick in April could be organised, before things start growing.</p> <p>Cllr Roberts reported how 3 bungalows in Chapel Lane were being contacted by SCDC regarding the state of their overgrown hedges in their front gardens as this is covered in their tenancy obligations.</p> <p>Cllr Bates to take a look at the Fire Engine Shed lock as it may need some woodwork replacing.</p> <p>Re the overgrown trees behind the houses in Dove House Close. SCDC have no available finance for such work and any concerned residents should speak to Cllr Roberts.</p> <p>The company responsible for the leased van which ran down a tree on the Butts is being chased for payment for a replacement tree.</p>	<p>Cllr Roberts</p> <p>Cllr Kohler</p> <p>Cllr Bates</p>
11.	<p>DECISION FOR THE RECRUITMENT OF NEW PARISH COUNCILLORS The Council has spoken to 2 interested parties . Cllr Bates proposed that both are invited to join the Parish Council. Cllr Flynn seconded the motion and all agreed. The Clerk to contact both candidates, inviting them to join and follow up with a formal letter including the Standards etc.</p> <p>Cllr Roberts to also organise to meet them individually, prior to the next meeting.</p>	<p>Clerk</p> <p>Cllr Roberts</p>
12.	<p>OTHER MATTERS:</p> <p>a) Village Hall Cllr Flynn informed the Council how she was the new booking clerk for the Village Hall. Cllr Flynn and Cllr Bates attended the AGM and reported how they are trying to get a better handle on security. The Clerk to send a reminder to Tamsin Goodfellow, copied to Jeannie Grisoni and the Social Club, reminding them of the written assurances we need regarding monitoring logs etc before the new digital video camera can be purchased. The Clerk to remind them that is especially important at this time of year, with the dark nights, that the security at the Village Hall is good and the video equipment is being properly maintained. As soon as written confirmation is received, the recorder can be ordered.</p> <p>b) 2010 dates for meetings and dates for cemetery clear up and village litter pick. The cemetery clear up and village litter pick had already been discussed but the dates for 2010 were agreed as follows:</p> <p>Parish Council – Tuesday 19th January, 7:30, Chapel Parish Council – Tuesday 16th February, 7:30, Chapel Parish Council – Tuesday 16th March, 7:30, Chapel Parish Council – Tuesday 20th April, 7:30, Chapel Parish Council – Tuesday 18th May, 7:30, Chapel Parish Council – Tuesday 15th June, 7:30, Chapel Parish Council – Tuesday 20th July, 7:30, Chapel</p>	<p>Clerk</p>

	<p>Parish Council – Tuesday 21st September, 7:30, Chapel Parish Council – Tuesday 19th October, 7:30, Chapel Parish Council – Tuesday 16th November, 7:30, Chapel Parish Council – Tuesday 21st December, 7:30, Chapel</p> <p>Finance – Tuesday 5th January, 7:30, St Marys Finance – Tuesday 30th March, 7:30, St Marys Finance – Tuesday 29th June, 7:30, St Marys Finance – Tuesday 5th October, 7:30, St Marys</p> <p>Annual Village Meeting – Tuesday 4th May, 7:30, St Mary’s</p>	
13.	<p>CONFIRM DATES OF NEXT MEETINGS: The date of the next meeting is 7:30pm on Tuesday 17th November at the Chapel, Chapel Lane.</p> <p style="text-align: center;">The Meeting closed at 9:00pm</p>	