

**Minutes of the 703rd meeting of Toft Parish Council
Meeting held on Monday 7 July 2014 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), E Dolman, P Gouldstone, J McCarten, G Pugh and P Ellis-Evans.

In attendance: 4 members of the public, District Cllr T Hawkins and Mrs Kathleen Baptie (Minutes Secretary, LGS Services)

Open public session including reports from the County and District Councillors

Vanessa on behalf of Toft Sports requested funding and support from the Parish Council for Toft Sports Day following on from the success of last years event. By getting the Parish Council's support, they would also need to be covered by the Parish Council's insurance.

The Chairman proposed to vary the order of business to take item 7.3 here.

7.3 Toft Sports – to agree any arrangements and costs

RESOLVED that Cllr McCarten would be on the Working Group and that the Sports Day is run as a Parish Council event. (Prop MY, 2nd JM, all in favour)

RESOLVED to contribute £200 towards the event. (Prop MY, 2nd JM, all in favour)

Richard Fletcher and Jake Tebbitt from the Peoples Hall Project Group reported that having received back all tenders they were making recommendations to the Parish Council. They hoped to have the Parish Council's approval to appoint contractors in order to start the work in late August.

The Chairman explained that as this is not on the agenda for this meeting, the Parish Council shouldn't really be making a decision, however if all members were in agreement, the Parish Council could make a decision tonight rather than holding an extra-ordinary meeting.

RESOLVED that subject to receiving and signing a contract with WREN for the full £22,000 the terms and conditions of which pose minimal risk to the Council and The Peoples' Hall Project contributing £4501.11 + £294 and also Toft Social Club and Toft Peoples' Hall Project paying the third party funding of £2420, the Council accepts the project groups recommendation and contract the preferred suppliers as follows (all excluding VAT); (Prop MY, 2nd ED, all in favour)

Kitchen	MSS Carpenters, Martin Abbs	£4,985.00
Toilets	Martin Abbs	£3,862.00
Heating	Martin Abbs	£3,488.00
Ceiling	Tesan Materials	£4,320.01
Lighting	Tesan Materials	£9,000.00
Flooring	Smart Floors	£1,471.00
Upstairs Cupboards	Jason Moore	£1,885.00
Skirting	TBA	£500.00
	Total	£29,511.01

RESOLVED that the Parish Council delegates to the Clerk together with the Chairman to sign the WREN contract and accept the terms and conditions subject to them posing minimal risk to the Council. (Prop MY, 2nd ED, all in favour)

A resident reported a small leaning post on The Green. She also asked if it was possible to have a 'Please keep clear' sign painted on the road outside her driveway as customers at the shop often park in front her drive. The Parish Council suggested that she could put a sign on her gate/fence but was reluctant to agree to road markings as this would set a precedent.

7.35pm 3 members of the public left the meeting.

Cllr Tumi Hawkins report included;

- Changes to Cabinet at South Cambs District Council
- Help to set up small businesses
- Next Planning Forum meeting on 21 July. Parish Council's are encouraged to attend.
- A number of applications are being submitted for large Solar Farms
- Partnership with Hunts District Council
- Nominations for Queens Birthday Honours 2015
- Broadband
- StopBAD

Cllr Hawkins was thanked and left the meeting at 7.50pm

1. To approve apologies and reasons for absence and declarations of interest

Apologies were received from County Cllr Stephen Frost.

- 1.1 To receive declarations of interests from councillors on items on the agenda
Cllr McCarten declared an interest in item 6.1.1 as a near neighbour.
- 1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
Written requests were received from Cllrs Gouldstone, McCarten, Dolman, Pugh, Ellis-Evans and Yeadon for discussing the precept as Council Tax payers.
Written requests were also received from Cllrs McCarten, Yeadon, Pugh Ellis-Evans and Dolman to be able to discuss items relating to Toft Peoples Hall as members of the Social Club.
- 1.3 To grant any requests for dispensation as appropriate
All dispensations were granted.

2. To approve the minutes of the last meeting on 2 June 2014

RESOLVED ^(Prop MY, 2nd PG) that the minutes of the meeting on 2 June be approved as a true record and signed by the Chairman.

3. Matters Arising

- 3.1 Clerk's report - Noted.
- 3.2 (3.4) Registration of allotments land – to consider an update report
Land Registry has advised that the Parish Council had not provided a 'transfer of land'. Cllr Dolman had contacted the Charities Commission and asked them to provide a letter to say the land could be transferred to the Parish Council as the charity has no further interest in it.
- 3.3 (5.1) Grass cutting – to consider quote from Buchan's to cut full width of verges
RESOLVED that the full width of the verges should be cut everywhere apart from Church Lane, which should be cut to 1 metre depth on the meadow side only.
RESOLVED that the Parish Council would pay for 6 cuts a year.
RESOLVED to ask Buchans to maintain the path from School Lane (from car park) to the High St, know as the Snicket. This is included in his contract and it is presently overgrown with weeds.
- 3.4 General Power of Competence – to consider if the Council wishes to apply for the power
RESOLVED that the Parish Council did not wish to apply at this time. ^(Prop ED, 2nd MY)
- 3.5 Risk Assessment Policy recommendation
RESOLVED that the Parish Council agreed to the recommendations and read out by Cllr Dolman and update the policy.

4. Consideration of Correspondence

- 4.1 Bourn Parish Council – Coalition of Parish Councils to oppose inclusion of Bourn Airfield and West Cambourne in the Local Plan
RESOLVED that the Parish Council would be prepared to contribute £500 towards the cost of commissioning a report for specialist advice on the impact of transport in the local area, including the village, which would result from the proposed developments. ^(Prop MY, 2nd JM)

4.2 CCC Local Highway Improvement Initiative

RESOLVED that the Parish Council would apply again and Cllr Yeadon will action.

5. Finance and risk assessment

5.1 To consider the finance report and approve the payment of any bills

RESOLVED to receive the financial report and check the invoices and bank statements before the cheques were signed. The payments as listed in the finance report plus Tricia Ellis-Evans £50 (Training), were unanimously approved for payment. ^{(Prop MY, 2nd JM).}

Buchans	Grass cutting	£280.80
LGS Services	Admin support	£421.20
M Coppin	APM refreshments	£4.88
Play Inspection Company	Play inspection	£61.94
Salaries		£101.50
Toft Peoples Hall	Meeting room	£24.00

5.2 To consider any matter which is urgent because of risk or health and safety

None

5.3 Play inspection report – to consider the report and any recommendations

Cllr Gouldstone reported the following as items needing attention as recommended by the Play inspection Company;

- Gate – not wide enough for disabled access and closes too quickly
- Table and seat – looses and need attention
- Ladybird Springer – handles and foot grip need securing
- Basket swing – missing shackle
- Multiplay equipment – the report indicates that it does not meet British Standard requirements due to risk of head and neck entrapment.

RESOLVED to write to Kompan regarding the Multiplay equipment, advising them of the findings of the Play Inspection Company and the Parish Council's serious concerns that it does not meet British Standard requirements for play equipment. Also ask them to replace missing shackle, which the Parish Council would not expect to fall off after such a short time of the equipment being installed.

RESOLVED to ask the carpenter who installed the gate to take a look and see if he could fix it so that it closes slower and provides a 12mm clearance to prevent finger entrapment. (Show him the report)

RESOLVED to ask Clive Blower to fix the table and seat.

RESOLVED that Cllr Yeadon should rake the chippings and tighten the Ladybird handles and foot grips.

6. To consider any Planning or Tree works applications received

6.1 Planning Applications

6.1.1 S/0938/14/FL – 15 Mill Lane, Extension of existing summerhouse to provide self contained living accommodation for family members of occupants in main dwelling.

RESOLVED that the Parish Council recommend approval. ^(Prop MY, 2nd ED)

6.1.2 S/1231/14/FL – 15 Millers Lane, 2 storey side extension.

RESOLVED that the Parish Council recommend approval. ^(Prop MY, 2nd TE-E)

6.1.3 S/0904/14/FL – Cambridge Meridian Golf Club – Erection of 6 bay golf driving range structure on the existing practice ground.

RESOLVED to carry forward to an extra-ordinary meeting to be held on 14/7/14 at 7pm.

6.2 SCDC decisions to note

None

6.3 Tree works applications

6.3.1 Manor House Farm, 15 Comberton Rd – reduce height of 2 trees and remove another. RESOLVED that the Parish Council had no objections.

6.3.2 9 Eversden Close – removal/coppice of Cherry tree.

RESOLVED that the Parish Council had no objections.

7. Members items and reports7.1 Fallen tree trunk in Bourn Brook under footbridge

RESOLVED to report this and the general amount on vegetation in the Brook to the Environment Agency. The location is opposite 22 Brookside.

7.2 Peoples Hall

Taken earlier.

7.3 Toft Sports to agree any arrangements and costs

Taken earlier.

7.4 (3.2) Community Land update and to agree any required

Working parties have met twice in recent weeks and have cleared two thirds of the bank and also cut back some trees. The Village Fete organised a Nature Trail on the land which was very successful and they would like to do it again next year.

7.5 Village maintenance

The pot holes at the beginning of Church Rd have been fixed. Highways have indentified a broken pipe outside 23 Comberton Rd, which is scheduled to be fixed.

RESOLVED to ask Clive Blower to fix the leaning post on The Green.

A resident has complained that since the bollards near The Green haven't been replaced, people are parking across her drive.

Cllr Ellis-Evans has asked the Clerk to write to Mr Harris asking him to trim back the vegetation which is obscuring the playground sign.

RESOLVED to write to the landowner of the field just past Hardwick Rd going towards Comberton to cut back the brambles which are overgrowing into the cycle path.

8. Closure of meeting

Cllr Pugh gave her apologies for the September meeting as she will be out of parish.

There was no further business and the meeting closed at 10pm.

SignedChairmandate.