

**Minutes of the Annual (716th) meeting of Toft Parish Council  
Meeting held on Monday 7 September 2015 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), G Pugh, A Tall and J McCarten.

In attendance: 4 members of the public, including Jake Tebbitt (Toft People's Hall), and Mrs Gail Stoehr (Clerk).

**Open public session including reports from the County and District Councillors**

Mr Jake Tebbitt spoke to the letter from Toft People's Hall and requested the Parish Council's support with funding towards works amounting to £9000 including an oil tank. Other planned works were also outlined. The People's Hall funds currently stand at approximately £5000. Additional quotations will be obtained. No other funding bodies had been considered at the present time. The Chairman proposed that this matter be dealt with earlier on the agenda.

A resident reported that a hedge on the High Street opposite Brookside was overhanging the highway and obscuring visibility for drivers exiting Hardwick Road. A Parish Council member had spoken to the resident and the situation had improved.

A resident reported that a problem had arisen with water coming onto his land in School Lane from the property next door since pipes had been laid and the street lighting works carried out. It was understood that this was from a new natural spring. This is to be reported to CCC.

A complaint was made that the bus shelter was still full of leaves and cobwebs.

Painting of the word "Slow" on Comberton Road where it joins the High Street had not been carried out.

Revd Dolman spoke about the provision of a seat by the shop. The Chapel had loaned their seat which was widely used. The two churches were willing to make a contribution.

**1. Apologies for absence and declaration of interests**

**1.1 To approve written apologies and reasons for absence**

Apologies were received from Cllrs Tall (lateness), Ellis-Evans (out of parish), Gouldstone (out of parish) and from Cllr Dolman, whose resignation had been received. The Parish Council expressed its thanks for her service as a much valued member, who would be missed.

**1.2 To receive declarations of interest from councillors on items on the agenda**

None.

**1.3 To receive written requests for dispensations (if any) and to grant any dispensation as appropriate**

None.

**2. To approve the minutes of the meeting of 6 July 2015**

RESOLVED that the minutes of the meeting on 6 July be approved as a true record and signed by the Chairman. (Prop GP, 2nd JM unanimous)

**3. To consider any matters arising from the last or a previous meeting including**

**3.1 (Open) To consider the provision of a seat outside the shop**

The budget was reviewed against actual expenditure and reserves.

RESOLVED to support the request for a bench outside the shop in principle and to purchase a bench from Primrose for £149.99, and take responsibility for the bench, subject to there being no objections from CCC and the bench being funded 50% Council and 25% each Church.

RESOLVED that Clive Blower be contracted to install the bench

RESOLVED to purchase a plaque stating "Jointly funded by Toft Parish Council and the Church in Toft 2015" to attach to the bench

On a proposition by the Chairman, it was agreed to vary the order of business to take Items 4.6 at this point.

**4.6 People's Hall external works and fuel tank request for financial support**

Cllr Pugh declared an interest as the Parish Council's representative on the People's Hall Committee. RESOLVED to donate £800 to the People's Hall towards the

replacement of the oil tank which in the Council's opinion is in the interests of the inhabitants. (Prop MY, 2nd JM)

Cllr Tall arrived at 7.45 pm.

- 3.2 (Open) To consider locating a dog bin near the children's playground  
RESOLVED that the Parish Council supported the SCDC proposal to change the dog bin to a closed bin. (Prop JM, 2nd MY)
- 3.3 (3.3) To consider making an application for a Minor Improvement Scheme bid and speed reduction measures including CCC response on parking problems in the High Street  
Deferred to the October meeting to enable Cllr Tall to prepare a draft application.
- 3.4 (5.3) Bus shelter cleaning  
Cllr Pugh's kind offer to carry out the bus shelter cleaning was gratefully accepted.
- 3.5 (5.3) Lot Meadow boundary trees  
Cllr Ellis-Evan's report indicating that the adjacent landowner believed the ditch was the Parish Council's responsibility was noted. This was deferred to the next meeting when the tree survey will also be considered as required by the Council's insurers.
- 3.6 (4.2) Report from the Bennell Farm Working Group and to consider any actions required  
RESOLVED to receive the verbal report that details of the scheme had been displayed on the notice board inviting comments. The Group had met with the planners to understand the process and any benefits for the village. Matters discussed included the number of houses, road safety, green amenity and the pond.  
RESOLVED as a planning application had been submitted a public meeting is to be held on 28 September at 7.30 pm in the Village Hall to discuss the application and the implication and to seek views on a change to the parish boundary.  
RESOLVED to leaflet drop all the homes to inform them of the application and the public meeting.
- 4. Consideration of correspondence**
- 4.1 Wiser Recycling report and to consider whether another collection should be arranged  
RESOLVED that another collection date be arranged for Wednesday 17 February 2016. The Council has already agreed to regular collections.
- 4.2 Cambridge Community Reuse and Recycling Network – offer of free paint  
RESOLVED that this should be offered to the People's Hall.
- 4.3 CCC Rights of Way Improvement Plan review consultation  
Deferred to the next meeting.
- 4.4 SCDC consultation on all out elections  
RESOLVED that members should make independent responses.
- 4.5 Pensions Regulator – automatic enrolment  
RESOLVED that Cllr Pugh should look into this and report to a future meeting.
- 4.6 People's Hall external works and fuel tank request for financial support  
Taken earlier.
- 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.  
RESOLVED that the payments as listed in the finance report be approved for payment, plus LGS Services (Admin Support) £384.63, J McCarten (Toft Sports expenses) £16.50 and £63.00, and Toft Shop £78.18. (Prop JM, 2nd PE).
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|--------------------|------------------------|----------|
| RPM                | Play equipment repairs | £1266.00 |
| Toft People's Hall | Room hire              | £12.00   |
| Salary             |                        | £213.10  |
| HMRC               | PAYE/NIC               | £79.80   |
| LGS Services       | Admin support          | £396.52  |

Buchans

Grass cutting

£355.61

Credits including receipt of the WREN grant, verges grant and a VAT reclaim were noted.

5.2 Play inspection reports

Cllr Gouldstone's report was noted in her absence.

RESOLVED that Cllr Yeadon should rake the area under the play tower

RESOLVED to accept the paint via the free scheme to repaint the tower.

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

Posts on the village green which had been knocked down have been replaced by Cllr Tall.

5.4 To consider the arrangements for the annual collection of allotment rents

RESOLVED that the Chairman should discuss the allotment tenancy agreement and with Elizabeth Dolman.

RESOLVED to gratefully accept Mrs Dolman's offer of assistance with the allotments..  
Deferred to the next meeting.

5.5 To consider insurance cover arrangements for October 2015 to 2016

RESOLVED that it be delegated to the Clerk together with the Chairman to put the cover in place with Came and Company subject to the renewal not being inconsistent with the original policy.

**6. To consider any Planning or Tree works applications received**

6.1 Planning Applications

6.1.1 S/1394/15/FL – 39 High Street – Two storey and single storey rear extensions

RESOLVED to recommend approval.

6.1.2 S/1637/15/OL – Land off Comberton Road – Outline application with access – erection of 2 dwellings, garden stores, access drives, parking areas, turning and associated infrastructure

RESOLVED to recommend refusal, given that the site is outside the village envelope and in the green belt, and given concerns about the entrance and impact on the regularly used cycleway and walkway to school, the visual impact on the village. In addition, although mitigating design features are proposed, the Parish Council still has concerns regarding noise.

6.1.3 S/2110/15/LB – 61 High Street – Replacement of 3 ground floor windows in one elevation, 1 ground floor window and 1 door to rear elevation and 2 windows on rear elevation

RESOLVED to recommend approval.

6.1.4 S/1467/15/VC – 2 Hardwick Road – Variation of Condition 2 and 10 of planning approval S/0912/14

RESOLVED unanimously to recommend approval. (Prop MY, 2nd AT)

It was noted that for the time being SCDC were not consulting on tree works applications in conservation areas due to pressure of work.

6.2 SCDC decisions to note

6.2.1 S.1358/15/FL – Old Farm business centre, Church Road – Retention of storage container on site – Permission granted

6.2.2 S/1623/15/E1 – Land at Bennell Farm, Comberton – Request for screening opinion for residential development of 90 dwellings – The local planning authority considers that the proposal does not constitute E1A development.

6.3 Tree works applications

None.

**7. Members items and reports**

7.1 Bennell Farm Working Group report

Taken earlier under Item 3.6.

7.2 Toft Sports Working Group – proposal that the Council records its thanks to the Working Group

RESOLVED to record the Parish Council’s thanks to Mary Paxman for the loan of the field, the Church in Toft and Ann Mitchell for the loan of the marquee and help in setting it up and dismantling it, all members of the Parish Council working group, everyone who helped by marshalling, organising, announcing, serving refreshments, and not least all the participants and their supporters. (Prop JM, 2nd MY)

7.3 Village Maintenance

Cllr Tall is to report a tree in High Street with overhanging branches, SCDC day burning street lights in School Lane, and the overhanging hedge in High Street opposite Brookside.

7.4 Kissing gate maintenance to consider work required and quotes

RESOLVED to accept the quotation from Roland Fletcher for £136.00 plus VAT to maintain the gates and to apply to Peter Gaskin of CCC for a grant to cover the costs any balance of which is to be met by the General Reserves. (Prop JM, 2nd MY)

7.5 Proposal that a letter be sent to a resident asking that they regularly sweep up the stones from their garden that overflow onto the pavement

RESOLVED that a letter be sent to the resident asking them to keep the footpath clear of the stones overflowing from their garden as there have been occurrences where wheelchairs have had to be dragged across backwards which is the only way to get across the stones, and this issue is also dangerous to children walking to school as well as anyone walking along the footpath.

8. Closure of meeting

There was no further business and the meeting closed at 9.20 pm.

Signed .....Chairman .....date.

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