

**Minutes of the 721st meeting of Toft Parish Council  
Meeting held on Monday 1 February 2016 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: P Gouldstone, J McCarten (Chairman), A Tall, P Ellis-Evans and E Miles.

In attendance: 3 members of the public, District Cllr T Hawkins and Mrs C Newton (Minutes Secretary, LGS Services).

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

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

Apologies were received from Cllrs Yeadon and Pugh (both out of parish).

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

Cllr McCarten declared an interest in item 4.7 as she had attended the sessions.

**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 4 January 2016**

RESOLVED that the minutes of the meeting on 4 January be approved as a true record and signed by the Chairman. (Prop PG, 2nd JM unanimous)

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

A resident complained about the lack of visibility on turning right into Toft from Hardwick Road, due to the prominence of a fence. It was observed that the planning permission stated there would be bushes rather than fences in that location.

The rubbish bin at the walkway next to the car park appeared to be full of rubbish. District Cllr Hawkins will be asked to look into the matter.

Grass was reported to be growing onto the tarmac area at Stoney Lane, reducing the width available for walking from four feet to two, and that this needs to be cleared.

It was also reported that electricity workers had cut ivy off a lamp post and left it behind. A resident kindly offered to put it in the green bin.

The hedge on the corner at the bottom of the High Street is to be raised under item 6.3.

District Cllr Hawkins arrived at 7.15 pm.

Her report covered:

- The consultation on proposed changes to the Planning Scheme of Delegation. The Parish Council can ask for an application to go to the SCDC Planning Committee but a valid reason must be given and a Parish Council member must attend the meeting.
- Business support workshops run in collaboration with Huntingdonshire District Council, to take place between January and April.
- The SCDC Budget. SCDC need to find a further £0.4m savings. This could be achieved by an increase of £5 to Council Tax, but this will trigger a referendum or further cuts will be required. CCC need to find £46m savings.
- Housing - Government changes affecting the income of private landlords and the 1% reduction of rental income for SCDC.
- Local Development Plan – no further information.

**3. Co-option to fill casual vacancy**

RESOLVED that Elaine Miles be co-opted as a member of the Parish Council. (Prop JM, 2nd AT, unanimous) Cllr Miles signed the Declaration of Acceptance of Office before taking her seat.

District Cllr Hawkins left the meeting at 7.32 pm.

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

**4.1 (4.2) To consider draft allotment tenancy agreement and to consider appointing a lead councillor with responsibility for allotments**

RESOLVED to adopt the draft allotment tenancy agreement as circulated and amended by Cllr McCarten, subject to confirmation on the numbering of the plots. (Prop JM, 2nd PG, unanimous)

RESOLVED to consider Councillor responsibilities at the next meeting and to appoint a lead councillor for allotments at that time.

RESOLVED that Cllr McCarten should update the agreement and send it to the Clerk.

4.2 (6.2) Work at Lot's Meadow

A quotation should have been received from Nick Warner for further tree work. RESOLVED to contract Nick Warner to pollard two trees at a cost of up to £100.00. (Prop PEE, 2nd JM, unanimous)

Quotations for Lot's Meadow are to be an agenda item for the next meeting.

4.3 (6.4) Litter bin outside the shop

Deferred to the next meeting.

4.4 (6.4) To consider whether the Parish Council wishes to commemorate the Queen's 90<sup>th</sup> birthday

RESOLVED that Cllrs Gouldstone and McCarten should speak to the Church and Social Club respectively to find out whether they have any plans, and if so, whether they wish to apply to the Parish Council for funding, This is to be an agenda item for the next meeting.

4.5 To consider Comberton Parish Council's request for 50% contribution to cost of ditch clearance behind the school houses

RESOLVED given that this was agreed in principle at an earlier meeting, to pay half the cost of the ditch clearance amounting to £271.75. (Prop JM, 2nd AT, unanimous)

4.6 (6.3) Pensions automatic enrolment arrangements – to consider any action required (confidential)

On a proposition by the Chairman, it was agreed to take this item at the end of the meeting.

4.7 Music session costs

Cllr McCarten, having declared an interest in this item, left the meeting at 7.54 pm. Cllr Gouldstone took the chair for this item.

RESOLVED, that the surplus of £22.00 should be retained in order to run some more sessions. (Prop AT, 2nd PG, carried with 4 in favour and 1 abstention)

**5. Consideration of correspondence**

5.1 CCC advocacy consultation

RESOLVED that there were no comments.

**6. Finance and risk assessment**

6.1 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 Comberton Parish Council (ditch clearance contribution) £271.75. (Prop PE, 2nd PG, unanimous).

RESOLVED to check the position regarding the ACRE subscription.

Salary		£106.55
Toft People's Hall	Room Hire	£12.00
Toft People's Hall	Room Hire	£12.00

6.2 Play inspection reports

RESOLVED, given that the path into the play area was still covered with brambles and slippery, to check when the work would be carried out.

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

RESOLVED to receive the leaflet detailing the Home Meadow residents' evacuation procedure.

It was reported that a cherry tree on the Green was leaning onto the road. RESOLVED to ask a tree surgeon to inspect the tree and provide a quotation for any necessary work.  
(Prop AT, 2nd PG, unanimous)

RESOLVED that Cllr McCarten should take a photograph at the Hardwick Road junction and ask District Cllr Hawkins to look into the obstruction of the view by the erection of the fence. This will be an agenda item for the next meeting.

RESOLVED, to delegate to the Clerk to speak to Buchans regarding the encroachment of grass over the path, and ask them to restore the width of the footpath. (Prop JM, 2nd PG, unanimous)

RESOLVED to note that the hedge around the field at the bottom of the High Street which is obstructing visibility for traffic turning right, has already been reported to CCC.

## **7. To consider any Planning or Tree works applications received**

### **7.1 Planning Applications**

#### **7.1.1 S/2965/15/FL – Land rear of 1 Hardwick Road – Erection of detached dwelling and associated works**

RESOLVED to recommend approval, but to suggest that consideration be given to the hours of access, especially for cranes, given that this is a bus route, avoiding the hours of 7.45 – 8.30 am and 2.30 – 3.30 pm; and that there should be no parking on the road for contractors, due to concerns caused about the current construction works.

### **7.2 SCDC decisions to note**

#### **7.2.1 S/1394/15/FL – 39 High Street – Two storey and single storey extensions – Permission granted.** Noted.

### **7.3 Tree works applications**

None.

## **8. Members items and reports**

### **8.1 Village Maintenance**

None.

### **8.2 Highways**

Cllr Tall reported on a meeting at the County Council regarding the Minor Improvement Scheme application.

### **8.3 Toft People's Hall update**

Nothing to report.

### **8.4 Footpaths**

RESOLVED to send a letter of thanks to Roland Fletcher who had adjusted the gates.

### **8.5 Proposal that the Parish Council considers the problem of dog fouling**

RESOLVED, following complaints by residents of dog fouling on the pavements in Comberton Road and School Lane, that Cllr McCarten should place an item in the newsletter, which is to be separate from the Parish Council item.

RESOLVED to write to SCDC asking them to locate a dog bin at the entrance to Pinfold Well Lane on School Lane.

RESOLVED, given that the dog bin at the bottom of Toft Wood (Miller's Road entrance) was still off its post, to pursue this with SCDC.

### **4.6 (6.3) Pensions automatic enrolment arrangements – to consider any action required (confidential)**

At 8.30 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, pension matters, the public were temporarily excluded from the meeting and were instructed to withdraw. The remaining member of the public left the meeting and did not return. The Minutes Secretary left the meeting at 8.30 pm.

The meeting was re-opened to the public at 8.40 pm. The Minutes Secretary rejoined the meeting. Cllr McCarten reported that a pension provision had been agreed and that she would forward a minute of the item.

9. **Closure of meeting**

There was no further business and the meeting closed at 8.40 pm.

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

---

DRAFT