

# Toft Parish Council

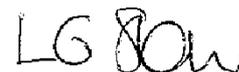
Clerk to the Council, Mrs Gail Stoehr, 30 West Drive, Highfields Caldecote, CB23 7NY  
Tel 01954 210241 Email [clerk@toft.org.uk](mailto:clerk@toft.org.uk) or [toftpc@lgs-services.co.uk](mailto:toftpc@lgs-services.co.uk)

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## Notice of the 715th meeting of Toft Parish Council on Monday 6 July 2015 at 7.00pm in The People's Hall, Toft

The Public and Press are cordially invited to be present and Members of the Parish are welcome to attend and may speak under the Public Participation item

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder



LG Stoehr, Clerk, 01/07/2015

### AGENDA

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

##### Pegasus Group – Proposed development at Bennell Farm

1. Apologies for absence and declaration of interests
  - 1.1 To approve written apologies and reasons for absence
  - 1.2 To receive declarations of interests from councillors on items on the agenda
  - 1.3 To receive written requests for dispensations (if any) and to grant any dispensation as appropriate
2. To approve the minutes of the meeting on 1 June 2015
3. To consider any matters arising from the last or a previous meeting including
  - 3.1 (3.2) Installation of gates at footpath and bridge repairs - proposal to send letters of thanks <sup>(JM)</sup>
  - 3.3 (5.2) To consider quotation for wobbly picnic table and raking of loose fill
  - 3.3 (7.2) To consider making an application for a Minor Improvement Scheme bid and speed reduction measures <sup>(AT)</sup>
  - 3.4 (3.6) Re-naming of Community Land – to choose from the recommendations of the management group
4. To consider any correspondence received since the last meeting requiring the Parish Council's attention
  - 4.1 CCC Consultation on revision of Cambridgeshire's Strategy for Flood Risk Management
  - 4.2 Pegasus Group – proposed development at Bennell Farm
5. Finance, Procedure and risk assessment
  - 5.1 To consider the finance report and approve the payment of any bills
  - 5.2 Play inspection reports <sup>(PG)</sup>
  - 5.3 To consider any matter which is urgent because of risk or health and safety
6. To consider any Planning or Tree works applications or related items received
  - 6.1 Planning applications
    - 6.1.1 S/1358/15/FL – Old Farm Business Centre, Church Road – Variation of condition 14 of S/1323/10 – Retention of storage container on site
  - 6.2 SCDC decisions to note
  - 6.3 Tree works applications
7. Members items and reports for information only unless otherwise stated
  - 7.1 To approve the arrangements, budget and risk assessment for Toft Sports <sup>(JM)</sup>
8. Closure of meeting

Clerk report to Toft Parish Council meeting on 6 July 2015

Representatives of Pegasus Group will attend the meeting to discuss the proposed development at Bennell Farm.

1. To approve written apologies and reasons for absence – Cllr Yeadon (out of parish)
2. To approve the minutes of the meeting on 1 June 2015 – attached
3. To consider any matters arising from the last or a previous meeting including
- 3.1 (3.2) Installation of gates at footpath and bridge repairs – proposal to send letters of thanks <sup>(JM)</sup>  
Cllr McCarten writes:

In July, perhaps we should record/note that the new gates have been installed and the bridge repaired, that it all looks great – attached photos. We should perhaps formally resolve to write to thank Mr and Mrs Hall for giving their assistance and the contractor?

Photographs of the gates and bridge are attached.

- 3.4 (7.2) To consider an application for a Minor Improvement Scheme bid and speed reduction measures <sup>(AT)</sup>  
Comberton Parish Council has agreed to fund 50% of the cost if Toft agrees to contribute the same amount i.e. £1250..
4. Correspondence
- 4.1 CCC Consultation on revision of Cambridgeshire's strategy for Flood Risk Management  
Under the Flood and Water Management Act (2010) Cambridgeshire County Council has a duty to produce a strategy in partnership with key stakeholders involved in flood risk management. Cambridgeshire's Strategy for Flood Risk Management was written in 2012, and since then it has been an important tool in helping everyone understand and manage flood risk within the county.

The strategy is now due to be updated to reflect changes in legislation that have happened since 2012. The main updates are the inclusion of more accurate information on areas of significant risk from surface water flooding, and information on the County Council's new role as a statutory consultee in the planning process, in relation to surface water flood risk.

It is important that the updated sections of the strategy are developed in partnership with communities to enable us to make the best use of the limited resources we have available.

The Council has launched a public consultation that will run for six weeks from the 3rd of June 2015 to 14th July 2015 and is seeking your views on the content of the updated sections of the strategy. We are taking the strategy to as many forums as possible – such as local authorities, town and parish councils. We will also make the full strategy available on our web pages, in City and District Council offices, and in local libraries.

Once we have everyone's comments, we will update the relevant sections of the strategy and the action plan. The final version will be published at the end of the year.

Whether you live in an area that is thought to be a risk of flooding, or not, your views are still important and we hope that you will take this opportunity to get involved and continue to shape the future of how we manage flood risk in Cambridgeshire.

Please take some time to fill in the online questionnaire by 14th July 2015.

The draft strategy and online questionnaire can be found here:  
[http://www.cambridgeshire.gov.uk/site/custom\\_scripts/cons\\_details.aspx?ref=369](http://www.cambridgeshire.gov.uk/site/custom_scripts/cons_details.aspx?ref=369)

If you would like a copy of this document and/or the draft Strategy on audio cassette, Braille, large print or in other languages please contact us: telephone: 01223 703894, or email: [floodandwater@cambridgeshire.gov.uk](mailto:floodandwater@cambridgeshire.gov.uk)

#### Other useful information related to Flood Risk Management

##### Maintenance of ordinary watercourses

Householders or businesses whose property is adjacent to a river or stream or ditch are likely to be riparian owners with maintenance responsibilities. If a property backs onto a river or stream then the owner is likely to be a riparian owner and own the land up to the centre of the watercourse. Riparian owners have a responsibility to maintain the bed and banks of the watercourse and ensure there is no obstruction, diversion or pollution of the watercourse. Full details can be found in Cambridgeshire County Council's 'The rights and responsibilities of a riparian owner'  
[http://www.cambridgeshire.gov.uk/downloads/file/336/riparian\\_owner\\_factsheet](http://www.cambridgeshire.gov.uk/downloads/file/336/riparian_owner_factsheet)

##### Reporting flooding problems

Officers from risk management authorities are not in a position to know about every flooding incident that occurs, particularly those which do not lead to flooding within properties. However records of flood incidents which affected roads or entered the boundaries of properties are important to record. They can indicate that there has been extensive flooding from relatively regular rainfall events which would warn that the properties are at risk in more extreme rainfall events. This information is crucial in building up cases for flood defence and flood resilience schemes which will require strong evidence of the flood risk to properties. Flooding from overflowing drains and gullies can be reported to highways online:  
<http://www2.cambridgeshire.gov.uk/HighwaysReports/Highways/ReportProblem1.aspx>  
x

District and parish councils and community groups and residents in areas which suffer from non-urgent local flooding (i.e. from surface runoff, groundwater and ordinary watercourses) can report flood incidents online using Cambridgeshire County Council's interactive map.

[https://www.cambridgeshire.gov.uk/site/xfp/scripts/xforms\\_form.aspx?formID=48&language=en](https://www.cambridgeshire.gov.uk/site/xfp/scripts/xforms_form.aspx?formID=48&language=en)

##### Funding flood risk management schemes

The County Council actively seeks grant funding to help fund flood risk management schemes that meet the Government's funding criteria. Some schemes will not meet the criteria set, but there are still opportunities to move these schemes forward. Under the Localism Act town and parish councils have been given the General Power of Competence, and can now spend money on flood alleviation schemes under the Section 137 limits. This means that parish councils can have a part to play in partnership funding contributions for flood alleviation schemes in the future. Town and parish councils are also able to apply for Public Works loans, at preferential

rates, to enable them to contribute to more comprehensive flood risk management schemes.

Please feel free to contact the flood and water team if you have any questions regarding any of the above information.

Yours faithfully

Flood and Water Team

Team Email: [Floodandwater@Cambridgeshire.gov.uk](mailto:Floodandwater@Cambridgeshire.gov.uk)

Growth and Economy, Cambridgeshire County Council, Box No SH1315, Shire Hall, Cambridge, CB3 0AP

*\*The LLFA offers pre-application advice on surface water drainage proposals and ordinary watercourse consent within Cambridgeshire, please visit our website for further information.*

- 4.2 Pegasus Group – proposed development at Bennell Farm  
A letter from the Pegasus Group explaining the proposal, and a copy of the Masterplan, are attached.
- 5.1 To consider the finance report and approve the payment of any bills – attached
6. Planning
- 6.1.1 S/1358/15/FL – Old Farm Business Centre, Church Road – Variation of Condition 14 of S/1323/10 – Retention of storage container on site – for info only
- 6.2 SCDC Decision Notices – none at the time of writing
- 6.3 Tree works – none at the time of writing
7. Members' items and reports
- 7.1 To approve the arrangements, budget and risk assessment for Toft Sports Cllr McCarten reports  
The budget may be less than last year as I am told there is a possibility of borrowing a marquee and there are some stickers and medals left over from last year. The main items are refreshments (which are sold and cover costs) and engraving of the trophies.

The Parish Council is to –

- Appoint Cllrs McCarten and Tall and Tall Vanessa McNiven (co-opted) and Jim Tebbitt (co-opted) to a Toft Sports Working Group. To undertake a risk assessment and arrangements for the Toft Sports Day (with support from the Clerk where procedural or delegated decisions are required)
- approve the budget (attached)
- Approve the risk assessment,
- To consider purchasing arrangements with delegation to the Clerk in conjunction with Cllr McCarten. Larger items to be purchased by the Clerk on the Council's behalf. Cllr McCarten to be reimbursed for any out of pocket expenditure (supported by receipts in line with the approved budget for the event).

NB This will be a Parish Council run event and as such subject to risk assessment the event will be covered by the Council's insurance. Last year the insurer covered

the event without a first aider being present. The risk assessment covers emergency arrangements.





GS/CAM.0927

26<sup>th</sup> June 2015

Gail Stoehr  
Clerk to Toft Parish Council  
30 West Drive  
Highfields Caldecote  
Cambridge  
Cambridgeshire, CB23 7NY

Dear Ms Stoehr

**Outline Planning Application: Land at Bennell Farm, Comberton**  
**Toft Parish Council Meeting 6<sup>th</sup> July 2015**

I write on behalf of my client Beechwood Estates and Development. Thank you for agreeing to meet representatives from our project team on the 6<sup>th</sup> of July 2015. As requested, please find enclosed a copy of the Masterplan for the proposed development at Bennell Farm, Comberton.

The land at Bennell Farm is allocated for redevelopment in South Cambridgeshire District Council's emerging Local Plan, which has reached an advanced stage in its preparation. Policy H/1:h of the Plan allocates the site for the delivery of 90 dwellings, car parking and a football pitch. The enclosed Masterplan has been developed in compliance with Policy H/1:h.

We are keen to engage positively and constructively with the Parish Council, to ensure that the proposed development has a positive impact on the existing and future residents of Toft. At the 6<sup>th</sup> of July meeting planning, design and highways consultants will be on hand to answer any questions or queries you may have as the preparation of the planning application continues. As part of this process we will also be meeting Comberton Parish Council on the 8<sup>th</sup> of July.

We are looking forward to meeting you and if you have any questions in the meantime do not hesitate to give me a call.

Yours sincerely



**Nicky Parsons**  
Director

Phone: 01223 202100

Email: [nicky.parsons@pegasuspg.co.uk](mailto:nicky.parsons@pegasuspg.co.uk)



**LEGEND**

- ▼ VEHICULAR PRIMARY ACCESS
- ▼ PEDESTRIAN ACCESS
- PRIMARY CIRCULATION
- SITE BOUNDARY  
SITE AREA 6.336ha
- IMPORTANT VISTA
- PEDESTRIAN LINK
- PROPOSED LANDSCAPE ENHANCEMENT
- EXISTING TREE BELT RETAINED
- PROPOSED DEVELOPMENT  
No. of dwellings 90-140  
Equating to 1 unit per 0.070-0.045 ha
- PROPOSED GREEN SPACE  
-PUBLIC OPEN SPACE (LAP) 0.114ha  
-PUBLIC OPEN SPACE (LEAP) 0.252ha  
-PUBLIC OPEN SPACE 0.1ha  
-PUBLIC OPEN SPACE /WILDLIFE ZONE 0.304ha  
TOTAL PUBLIC OPEN SPACE 0.77ha
- WATER ATTENUATION/FEATURE
- PROPOSED BUILDING FRONTAGES
- ★ LANDMARK BUILDING
- RETAINED TREES (TO BE COPSED)

CLIENT  
BENNELL FARM

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PROJECT  
DEVELOPMENT OF LAND AT BENNELL FARM, COMBERTON

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TITLE  
ILLUSTRATIVE LAYOUT

DRAWING STATUS  
PRELIMINARY

DRAWN DSR	CHECKED CS
SCALE 1:1000 @ A2	
DATE JUNE 2015	

THE GALLERY  
98 KING ST  
CAMBRIDGE  
CB1 1LN

T: 01223 361803  
F: 01223 361808  
w: www.dpaarchitects.co.uk  
e: info@dpaarchitects.co.uk



JOB NO. 327	DRAWING NUMBER P-01	REV C
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TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Jul-15

Summary of previous month

Balance brought forward 33,040.80

Adjustments

Expenditure approved at previous / between meetings

PLAY INSPECTION CO	PLAY INSPECTION	-75.00
LGS SERVICES	ADMIN SUPPORT	-467.61
CLIVE BLOWER	MILLENNIUM BEACON	-90.00
CLIVE BLOWER	BENCH PAINTING	-160.00

Credits

Total Adjustments -792.61

Balance revised after adjustments £32,248.19

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Current Account	31,600.81	34,537.37	-2936.56
CBS Account	647.38	647.38	
Total	32,248.19	35,184.75	-2,936.56

Expenditure for approval

£

HARRY STEBBING	VILLAGE SIGN RESTORATION	936.00
	SALARY	106.55
	<i>Sub-Total</i>	<u>1042.55</u>
	Balance C/F	<b>31205.64</b>

Gail Stoehr  
Responsible Financial Officer

Notes:

*Late invoices will be brought to the meeting*

# Toft Sports 2015 - Budget Proposal

## Event Description

- Sports Day on Saturday 18<sup>th</sup> July, open to all Toft residents and their families.
- Races for all age groups from 2-5pm, with a rounders match to follow.
- BBQ in the evening, to which participants bring their own food and utensils, and the village BBQ equipment is used.
- This is the fourth such event in recent years, with last year's Toft Sports drawing a good number of attendees from the village.
- Participants receive certificates and stickers for each race, with medals for overall winners in each age group.

## Expected turnout

Anticipated attendance is 40-50 residents of all ages.

## Community Benefit

Last year, the event drew diverse participants, with toddlers through to grandparents participating and spectating. The good-hearted competition promoted links within the community, and encouraged Toft residents to engage in health promoting exercise.

## Budget

<b>Expenditure</b>	<b>£</b>
Refreshments	50
Winners medals	25
Engraving	65
Contingency	20
<b>TOTAL</b>	<b>160</b>

## Proposal

It is proposed that Toft Parish Council agree to the above budget.