

# Toft Parish Council

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## Notice of the 719th meeting of Toft Parish Council on Monday 7 December 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, 02/12/2015

### AGENDA

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

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 2 November
3. Co-option to fill casual vacancy
4. To consider any matters arising from the last or a previous meeting including
  - 4.1 (4.1) To consider a traffic count to see whether traffic has increased
  - 4.2 (4.2) Tree survey report to consider any quotations/recommendations received
  - 4.3 (5.4) To consider the arrangements for the annual collection of allotment rents
5. To consider any correspondence received since the last meeting requiring the Parish Council's attention
  - 5.1 SCDC Community Hero – to consider if the Parish Council should nominate <sup>(MY)</sup>
  - 5.2 SCDC - Proposed Modifications Consultation: Cambridge Local Plan 2014
6. Finance, Procedure and risk assessment and use of delegated powers
  - 6.1 To consider the finance report and approve the payment of any bills
  - 6.2 Play inspection reports <sup>(PG)</sup>
  - 6.3 To consider any matter which is urgent because of risk or health and safety
7. To consider any Planning or Tree works applications or related items received
  - 7.1 Planning applications
    - 7.1.1 S/2643/15/FL – 58 School Lane – To create box dormer to front elevation and convert disused garage to living accommodation
  - 7.2 SCDC decisions to note
  - 7.3 Tree works applications
    - 7.3.1 11 Brookside
    - 7.3.2 11 Mill Lane
    - 7.3.3 10 High Street
8. Members items and reports for information only unless otherwise stated
  - 8.1 Village Maintenance <sup>(AT)</sup>
  - 8.2 Highways <sup>(AT)</sup>
  - 8.3 Toft People's Hall update <sup>(GP)</sup>
  - 8.4 Footpaths <sup>(JM)</sup>
  - 8.5 Car park – the increasing number of lorries parked in the car park and the fence has been knocked down – to consider any action necessary <sup>(PG)</sup>
8. Closure of meeting

## Clerk report to Toft Parish Council meeting on 7 December 2015

1. To approve written apologies and reasons for absence - None at the time of writing
2. To approve the minutes of the meeting on 2 November 2015 (attached)
3. Co-option to fill casual vacancy – to consider any applications received. None received at the time of writing but the Council must fill the vacancy as soon as practicable.
4. To consider any matters arising from the last or a previous meeting including items 4.1 – 4.3 which were deferred at the last meeting.

### 5. Correspondence

- 5.1 SCDC Community Hero – to consider if the Parish Council should nominate<sup>(MY)</sup>  
“The South Cambridgeshire Community Awards are the Council’s way of saying a massive ‘Thank You’ to the amazing individuals, groups, and businesses that make South Cambridgeshire one of the best places to live and work in the country. This year we have increased the number of categories from five to six, to celebrate as many community and business initiatives as possible.

The awards categories are:

- Village Hero
- Parish Councillor of the Year
- Outstanding Youth Initiative
- Outstanding Local Service/Amenity
- Environment Award
- Wellbeing Award

Please be sure to nominate the deserving people, organisations and businesses in your area.

Nominations close Friday 15 January 2016.

For further information or to download a nomination form visit our website [www.scambs.gov.uk/community-awards](http://www.scambs.gov.uk/community-awards)”

### 5.2 SCDC - Proposed Modifications Consultation: Cambridge Local Plan 2014

The Cambridge and South Cambridgeshire Local Plans were submitted for examination in March 2014. The examinations were suspended in July 2015 to allow further work to be undertaken in response to initial issues raised by the Inspectors examining the plans. Cambridge City Council and South Cambridgeshire District Council are seeking your views on proposed modifications to the Cambridge and South Cambridgeshire Local Plans having undertaken further work.

Comments can only be made on the Proposed Modifications and associated Sustainability Appraisal between 9 am Wednesday 2 December 2015 and 5pm on Monday 25 January 2016.

Details of where you can view the consultation and supporting documents, how to submit comments, and dates of public exhibitions can be found on the enclosed public notice.

The results of the public consultation will be considered by the Councils who will decide if any further amendments need to be made to the Local Plans. The Councils will then submit the consultation responses, evidence base documents and proposed modifications to the Planning Inspectors examining the Local Plans.

### 6. Finance

- 6.1 To consider the finance report and approve the payment of any bills – attached. Late invoices will be brought to the meeting.

### 6.2 Play equipment report

- 6.3 To consider any matter which is urgent because of risk or health and safety  
None.
- 7. Planning
  - \* NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>
  - 6.1 Planning Applications received
    - 6.1.1 S/2643/15/FL – 58 School Lane – to create box dormer to front elevation and convert disused garage to living accommodation
  - 6.2 SCDC Decision Notices
    - 6.2.1 S/1394/15/FL – 39 High Street – Two storey and single storey rear extensions – Permission granted.
  - 6.3 Tree works – none at the time of writing
- 7. Members' items and reports for information only. No decisions can be made under these items unless specified.

## TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Dec-15

## Summary of previous month

<b>Balance brought forward</b>	<b><u>44,018.44</u></b>
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**Adjustments**

CHQ 155	ADJUSTMENT	0.20
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**Expenditure approved at previous / between meetings**

M SEBBORN	TOFT FIREWORKS	-150.00
M YEADON	MUSIC SESSION	-50.00
TOFT PEOPLES HALL	ROOM HIRE	-12.00
CAME AND CO	INSURANCE	-390.66

**Credits**

CCC	FP 1 2 3 SPRING CLOSERS	136.00
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<i>Total Adjustments</i>	<i>-466.46</i>
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<b>Balance revised after adjustments</b>	<b><u>£43,551.98</u></b>
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**Bank Reconciliation to latest statement**

Account	Funds	Statement	Outstanding
Current Account	42,904.60	44,652.09	-1747.49
CBS Account	647.38	647.38	
<b>Total</b>	<b>43,551.98</b>	<b>45,299.47</b>	<b>-1,747.49</b>

**Expenditure for approval**

£

TOFT PEOPLES HALL	ROOM HIRE	12.00
BUCHANS	GRASSCUTTING	482.42
HMRC	PAYE/NIC	80.00
	SALARY	106.55
LGS SERVICES	ADMIN SUPPORT	408.69
LGS SERVICES	ADMIN SUPPORT	381.40

<i>Sub-Total</i>	<i>1471.06</i>
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<b>Balance C/F</b>	<b><u>42080.92</u></b>
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Gail Stoehr

Responsible Financial Officer

**Notes:***Late invoices will be brought to the meeting*