

## SHUDY CAMPS PARISH COUNCIL

### **MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT ST MARY'S CHURCH, SHUDY CAMPS FROM 7.30PM TO 9.15 PM ON MONDAY 3 DECEMBER 2018.**

Present: Councillors John Haine (Chair), Dave Elliott, Anita Kiddy and Paul Malins.

In attendance: Andrew Webb (Parish Clerk), Cllrs Henry and John Batchelor, Mr R Lemon (Footpath Warden)

Members of the public- 0

#### **1. OPEN FORUM**

There being no members of the public present, no open forum took place.

#### **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr James Gordon.

#### **3. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8 OCTOBER 2018**

RESOLVED : that the minutes of the meeting held on 8 October 2018 be approved as a correct record of the meeting.

#### **4. MATTERS ARISING FROM THE MINUTES**

REPORTED:

- (a) arising on minute 3(b), that the Clerk was working with the Neighbourhood Watch Co-ordinator to process the application for funding for new NW signs;
- (b) arising on minute 12, that Cllr Gordon's response on behalf of the Council to Cambridge Area Bus Users had been acknowledged but there had been no further communications from the organisation;
- (c) arising on minute 15, that the Clerk had not been able to attend the Cambridgeshire Local Councils Conference on 23 November, but a note of the proceedings had been placed on the Google Drive distribution sub-folder.

#### **5. DECLARATIONS OF INTEREST**

No member declared a conflict of interest in any item on the Agenda.

#### **6. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

REPORTED: by Cllrs John and Henry Bachelor arising from their previously circulated reports for November 2018:

- (a) that the District Council was seeking to update Parish Emergency Plans and had requested copies of revised plans from parishes by the end of January 2019. Managing a flooding incident was seen as a principal risk, for which sandbags could be provided;
- (b) that work was expected to start soon on the Linton Bus Lane and Babraham Park and Ride cycle park upgrade as the first phase of the A1307 upgrade scheme, with the revisions to the Bartlow Road and Dean Road crossroads next year;
- (c) that the dates for the presentation of LHI proposals for 2019 to the South Cambridgeshire Local Highway Improvement Panel had been fixed for 14 and 16 January at the Whittlesford Highways Depot.

#### **7. REPORT FROM FOOTPATH WARDEN.**

REPORTED: by the Footpath Warden, Mr R Lemon:

- (a) the position regarding the obstruction of Footpath 3 by a fallen bough;
- (b) the need to have the parish footpath mower professionally serviced for the 2019 cutting season

RESOLVED:

- (a) to thank Mr Lemon for his report;
- (b) to keep the position on Footpath 3 under review and if the obstruction had not been cleared by the New Year, to raise the matter with the owner of the land on which the tree stood;
- (c) that an estimate for the service of the mower be provided for the next meeting with a view to the cost being built into the 2019-20 Budget

#### **8. FINANCIAL ACCOUNTS**

NOTED:

- (a) Balances - as at 26 November 2018, balances of £11,755.82 in the Treasurer's General Account, £723.02 in the Social Club Account and £8,794.35 in the S106 Account;

(b) Payment of previously authorised items of expenditure since last meeting (made by BACS unless otherwise shown) –

• Cambs ACRE Payroll Service	£43.20
• CAPALC Training Fees	£105.00
• CAS Ltd (Insurance)	£205.60
• Netwise Training	£300.00
• Shudy Camps PCC (Use of Premises)	£120.00

(c) Payments for Approval

RESOLVED: to authorise the following items of expenditure:

• Clerk' Salary (6/10/18 -5/1/19)	£558.41
• Payment to HMRC in respect of Clerk's Salary	£139.60
• Cllr Dave Elliott- Travel Expenses – training course	£45.00

## 9. PLANNING MATTERS

### **9.1 Erection of New Family Dwelling, Shardelows Cottage, Mill Green, Shudy Camps, CB21 4QZ- S/4009/18/FL.**

RECEIVED: plans for the proposed dwelling.

RESOLVED: following a detailed discussion of the plans, that South Cambridgeshire District Council be informed:

(1) the Council notes that the proposal is inconsistent with the Local Plan adopted in September 2018 in the following material respects:

- (a) the proposed dwelling lies outside the defined Development Framework for the village;
- (b) the proposal involves the erection of a dwelling for the first time on residential garden land;
- (c) the proposed dwelling would have a significant visual impact on any new dwelling erected in accordance with the planning consent granted in respect of adjacent land at Mill Green Meadow, potentially causing an impact on the overall character of the local area;

(2) that the Council also notes that while access visibility display drawings had been supplied in response to the recommendation for refusal of the proposal by Cambridgeshire County Council, the site lines in both directions were insufficient to meet regulatory requirements for safe vehicular access. The drawings provided also failed to identify the relationship of the proposed access to the new access to Shardelows Farm on the opposite side of the road;

(3) that for the reasons given at (1) and (2) above, the Council objects to the proposal.

- (4) that in the event that the material planning considerations raised by the Parish Council are not supported, the Council requests that the application be referred to the District Council Planning Committee for determination.

**9.2 S/4271/18/DS– Shardelows Farm, Mill Green, Shudy Camps, CB21 4QZ**

NOTED: notification of discharge of conditions of planning application S/2827/17/FL.

**9.3 S/3784/18/DS- Carter’s Farm, Main Street, Shudy Camps, CB21 4RA**

NOTED: notification of discharge of conditions of planning application S/4479/17/FL.

REPORTED: the current position with regard to:

- (a) enforcement action being taken to secure the removal of the spoil heap and
- (b) action being taken with regard to address issues with the surface drainage

reported by the Planning & New Communities Department to the Combined Parishes Meeting on 29 October.

**9.4 S/2334/18/FL- Erection of stables in rear garden, Lower Farm, Main Street, Shudy Camps, CB21 4RA**

NOTED: that approval had been given to the revised application on 2 November.

REPORTED: that it had been reported to the Combined Parishes Meeting that the revised application had addressed neighbours’ objections to the proximity of the stable block to a swimming pool and environmental health’s concerns about removal of poultry waste.

**10. LOCAL HIGHWAYS INITIATIVE 2019**

NOTED: that the County Council Highways Engineer had advised that the Council’s proposal to extend the 40mph limit from Mill Green to the 30mph limit at the brow of New Road did not meet regulatory requirements and had put forward an alternative scheme.

RESOLVED:

- (a) to thank the Engineer for his proposal;
- (b) to invite him to a site visit with members, together with a representative from Cambridgeshire Constabulary who would advise on the road safety aspects of the Council’s proposal, with a view to submitting a scheme that took account of all the issues involved to the LHI Panel in January.

## **11. PARISH PRECEPT 2019-20**

RESOLVED:

- (a) to defer consideration of this item to the next meeting;
- (b) that consideration be given to including provision in the 2019-20 budget for a contractor to maintain grass verges, hedges and other areas/facilities which the Council had previously maintained by the use of voluntary labour;
- (c) that the Clerk obtain quotes from contractors for report to the next meeting. It was noted that Parkway residents paid approximately £1,500 pa for the maintenance of communal grass areas.

## **12. REPORT FROM TREE WARDEN**

RECEIVED: a written report from the Tree Warden, Mark Hows, on the Conference he had attended with SCDC Tree Officers in November.

NOTED: that slides from the meeting were to be circulated and would be placed on the Google Drive Distribution sub-folder when available.

RESOLVED: that Dr Hows be thanked for his report and continuing work as Tree Warden.

## **13. BIKEABILITY- REQUEST FOR FUNDING**

RECEIVED: a request from Bikeability for the Council to consider whether it would be prepared in principle to make a contribution towards the cost of cycle training in 2019-20 to meet demand in the light of a possible shortfall in County Council funding.

RESOLVED:

- (a) that the Council would be prepared to make a contribution to Bikeability training for one year only;
- (b) that the Clerk request Castle Camps Primary School to provide an estimate of the likely demand for pupils from the parish to enable the contribution to be quantified.

## **14 PARISH DEFIBRILLATOR**

REPORTED by the Clerk, that the Ely Diocesan Advisory Committee had recommended approval for the installation of the defibrillator to the Diocesan Chancellor. The proposal was now undergoing the required 28 day period of public consultation after which it was hoped formal approval would be granted.

## **15. GDPR AND PARISH WEBSITE**

NOTED:

- (a) that the invitation to join a GDPR Focus Group had been circulated with The Connection;
- (b) that the Google Drive Distribution Subfolder was now being used for the circulation of general documents previously sent to members by e-mail to save storage space on the Parish Council's e-mail account;
- (c) that the Chair would pursue issues some members were having with sending e-mails on their parish council e-mail accounts with Netwise.

**16. CONSULTATION ON A1307 BUS LANE- LINTON**

RESOLVED: that Councillor Malins draft the Council's response to the consultation for the 14 December deadline indicating its general support for the proposal while seeking clarification of issues relating to turning in the central reservation and access to Camgrain.

**17. PAYROLL PROCESSING SERVICE**

NOTED: that following the notification by Cambs ACRE that it would be ceasing to provide payroll services from 1 December, the Chair had agreed that the service be transferred to Red Shoes Accounting, the recommended new provider.

**18. REPORTS FROM CONFERENCES AND TRAINING ATTENDED**

RECEIVED : a report from Cllr Elliott on the new Councillor training he had attended run by CAPALC.

**19. DATE OF NEXT MEETING**

RESOLVED: that the next meeting be arranged for the second week in January 2019.