

## SHUDY CAMPS PARISH COUNCIL

### **MINUTES OF THE VIRTUAL ANNUAL MEETING OF THE PARISH COUNCIL HELD ON MONDAY 26 APRIL 2021 UNDER THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANELS) (ENGLAND AND WALES) REGULATIONS 2020.**

Present : Councillors Anita Kiddy, James Gordon, John Haine, Paul Malins and Dave Elliott.

In attendance: Andrew Webb (Parish Clerk), Councillors Henry and John Batchelor.

Members of the public : 5

#### 1. CHAIRMANSHIP

Councillor Kiddy invited nominations for the Chairmanship of the Council.

PROPOSED: by Councillor James Gordon and seconded by Councillor John Haine, that Councillor Anita Kiddy be elected as Chair of Shudy Camps Parish Council until the next Annual Meeting of the Council.

RESOLVED:

- (a) that Councillor Anita Kiddy be elected as Chair of Shudy Camps Parish Council until the next Annual Meeting of the Council;
- (b) to authorise Councillor Kiddy to sign the Declaration of Acceptance of Office following the meeting. **ACTION: Clerk**

#### **Councillor Kiddy in the Chair**

#### 2. VICE-CHAIRMANSHIP

Councillor Kiddy invited nominations for the Vice-Chairmanship of the Council

PROPOSED: by Councillor John Haine and seconded by Councillor Anita Kiddy, that Councillor James Gordon be elected as Vice-Chair of Shudy Camps Parish Council until the next Annual Meeting of the Council.

RESOLVED:

- (a) that Councillor James Gordon be elected as Vice-Chair of Shudy Camps Parish Council until the next Annual Meeting of the Council;
- (b) to authorise Councillor Gordon to sign the Declaration of Acceptance of Office following the meeting. **ACTION: Clerk**

#### 3. HRH THE PRINCE PHILIP, DUKE OF EDINBURGH

The meeting observed a minute's silence in memory of HRH The Prince Philip, Duke of Edinburgh.

#### 4. OPEN FORUM

Drainage and Riparian Responsibilities

REPORTED:

- (a) that the local farm owners/managers had recently cleared the ditches around the fields between Mill Green and Main Street. The newly excavated ditches now had the capacity to hold far more rainfall and run-off to prevent the fields flooding, which would flow into the local streams and ditches down Main Street and finally into the River Granta;
- (b) concerns had been expressed that in a period of heavy rain, the flow in these ditches would be on a scale and speed not seen for many years, augmented by run-off from the road and other properties, a larger stream carrying run-off from Mill Green and land drains from the fields. Any obstructions in their route, for example, where they were badly overgrown or choked with debris, might cause flash flooding and possibly damage to properties and roads;
- (c) that owners of properties adjoining watercourses which formed part of the boundary of their land or passed through it, had "riparian responsibilities". The Parish Council had circulated a note to riparian owners in 2016 reminding them of these responsibilities and it now appeared timely to update and re-circulate this note.

RESOLVED: that the note on riparian responsibilities be revised and recirculated to riparian owners in Main Street and include a link to the latest edition of a Cambridgeshire County Council leaflet giving more detailed information on the subject. **ACTION: Chair and Clerk**

#### 5. MINUTES OF THE MEETING OF 3 MARCH 2021

RESOLVED: that the minutes of the meeting of 3 March 2021 be approved as a correct record of the meeting.

#### 6. MATTERS ARISING ON THE MINUTES

##### Arising on Minute 6(a)(i) – Webinar on Gypsies, Travellers and Roma

REPORTED: by Cllr Henry Batchelor on the key points from the Webinar.

##### Arising on Minute 12 – Castle Camps Village Hall

REPORTED: by the Clerk, that the Village Hall Committee had been informed of the Council's decision not to make a retrospective contribution to the running of the Hall for 2019: a response had not been received.

#### 7. ARRANGEMENTS FOR FUTURE MEETINGS OF THE PARISH COUNCIL AND ANNUAL MEETING OF THE PARISH

REPORTED:

- (a) Future arrangements for Parish Council meetings
  - (i) the legislation enabling Parish Councils to meet remotely since April last year in view of COVID-19 was due to expire on 7 May and the Government had indicated it would not extend it. After this date, the Parish Council would therefore have to meet in the church again, with appropriate COVID precautions. The Clerk had confirmed with the Churchwarden that this would cause no problems from the church's point of view.
  - (ii) the decision not to continue Joint Meetings had dismayed among Local Authority associations and *Lawyers in Local Government* (LLG), the Association of Democratic Services Officers (ADSO) and Hertfordshire County Council had brought court proceedings against the Secretary of State for Housing, Communities and Local Government. A one-day

Administrative Court Hearing was held on 21 April and a judgement was expected by the end of this month;

- (iii) on 25 March, the Government launched an Open Consultation calling for evidence on the Council's experience of holding Remote Meetings to inform a decision on whether to make these arrangements permanent. Any permanent change would require primary legislation and would depend on the agreement of Parliament and pressure of other parliamentary business. This consultation ran for 12 weeks to Thursday 17 June and Councils were being encouraged to send a response.

(b) Annual Meeting of the Parish

- (i) Annual Meetings of the Parish had to be held between 1 March and 1 June. NALC advised us last year that Annual Meetings of the Parish were not included in the legislation permitting Parish Councils to meet remotely and as such there was nothing permitting them to be held remotely. NALC advised the government guidance on holding public meetings meant Annual Meetings of the Parish should not take place in person, so one was not held in 2020;
- (ii) on 1 August 2020, the legislation was amended to include Parish Meetings. While it would therefore have been possible to hold a virtual Annual Parish Meeting before 7 May, it would have been impractical to arrange one due to the pressure of parish council business. A person-to-person 2021 Annual Parish Meeting would therefore be held as late as possible in May contiguous with another meeting of the Parish Council if there was enough business.

RESOLVED: to consider a response to the Government consultation on remote meetings at the next meeting.

8. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

County Council

REPORTED:

- (a) that the main concern of the County Council continued to be COVID-19, which shared the previously reported concerns about resuming face-to-face council meetings;
- (b) that the County Council had vacated Shire Hall and moved to new premises in Alconbury;
- (c) that the County Council was installing the upgrades to the A1307 agreed by the Greater Cambridge Partnership;
- (d) that the whole of the County Council was up for election on 6 May so leadership of the authority might be different thereafter.

District Council

REPORTED:

- (a) that the outcome of the evaluation of the response to the first call for sites for possible development in the next Local Plan would be known in the autumn when a short list of sites would be issued and consulted upon. The Five-Year Land Supply provided a crucial protection to unwanted developments outside the village envelope;
- (b) the current incidence of COVID infection in the District which while greatly reduced since January continued to be closely monitored;

- (c) that Councillor J Batchelor was now the Cabinet Member for Housing and Councillor H Batchelor Vice-Chair of Planning;
- (d) Carter's Farm Barns.
  - (i) the District Council's position was that all the planning conditions attaching to the site had been discharged and the developer would now deal with ongoing drainage issues in liaison with the residents' management committee. Residents might consider taking legal advice on pursuing action against the private company engaged by the developer which had signed off the building control report;
  - (ii) a resident reported on surveys and actions undertaken by the developer and ongoing problems;
  - (iii) from the Parish Council's point of view, the need remained to have sight of written evidence that contaminated material had been removed from the site to substantiate assertions that this was the case. Councillor J Batchelor agreed to make further enquiries about the existence of such documentation. **ACTION: Cllr J Batchelor.**

#### 9. ANNUAL GOVERNANCE AND ACCOUNTING REPORT FOR 2020-21

NOTED: the previously circulated 'Part 2' documentation required from financially active Parish Councils with gross income and expenditure under £25,000 meeting the criteria for, and claiming exemption from, a Limited Assurance Review by the External Auditor.

RESOLVED:

- (a) to approve the Chair and Responsible Financial Officer signing the previously circulated *Certificate of Exemption* on page 3 of the Part 2 return;
- (b) to receive and note the previously circulated completed *Internal Audit Report* on page 4 of the Part 2 return;
- (c) to approve the Chair completing and signing the statement in the previously circulated *Annual Governance Statement* on page 5 of the Part 2 return confirming that the authority complied with the listed arrangements for a sound system of internal control;
- (d) to receive the *Accounting Statements* on page 6 of the Part 2 return, to note that the RFO had signed the undertaking the *Statements* had been properly completed and fairly represented the financial position of the authority, and to authorise the Chair to sign the *Statements*;
- (e) to note the previously circulated *Analysis of Variances, Bank Reconciliation and Notice of the period for the exercise of public rights* (14 June-23 July). **ACTION: Clerk**

REPORTED: that the documents in (a)-(e) above would be publicised on the website in accordance with the regulations and the signed *Certificate of Exemption* returned to the External Auditor.

#### 10. FINANCIAL ACCOUNTS

REPORTED: that the balance of £3579.99 in the Treasurer's Account at 19 April 2021 had since been augmented by the first tranche of the precept (£3687.50).

NOTED:

- (a) the payment of £53.96 for energy streetlighting paid by direct debit since the last meeting;
- (b) the balances of £158 in the Social Club Account and £8794.35 in the s106 account on 19 April.

## 11. PLANNING MATTERS

(a) 20/05394/PRI03Q- Prior approval for change of use of agricultural building to two dwellinghouses (Class C3) and for associated operational development, land to the rear of The Bungalow, Mill Green, CB21 4QZ.

NOTED: that Greater Cambridge Shared Planning had refused the application.

(b) 21/00353/PRI01A- Prior approval for single storey rear extension; 2 Parkway, Shudy Camps, CB21 4RQ.

NOTED: that the application had been withdrawn.

(c) 21/00156/FUL - Demolition of existing dwelling and industrial buildings and erection of 2 x 3 bed bungalows and associated garages and alteration of access; The Oaks, Blacksmiths Lane, Shudy Camps, CB21 4RH.

NOTED: that the application had been withdrawn.

(d) 21/00961/FUL- Erection of dwelling, The Willows, Blacksmiths Lane, Shudy Camps, CB21 4RH.

NOTED:

(a) the Council had been invited to comment on the application by 28 April 2021.

(b) that the applicant had been invited to attend the meeting.

RESOLVED: following a discussion of the documentation on the Planning Portal and with residents of neighbouring properties attending the meeting, that Greater Cambridge Shared Planning be informed:

(1) that the Council opposes the application for the following material considerations:

(a) the Heritage and Planning Statement did not adequately address the grounds for the proposal being unsupported by the pre-application enquiry;

(b) the effect of the proposed dwelling on the integrity of the environment of the adjacent listed buildings will be considerable. The photographs of the vegetation between the site and the adjacent listed buildings gives a misleading impression of the mitigating cover it will offer between a substantial and prominent property of striking contemporary appearance and neighbouring vernacular properties of a much lower profile. Contrary to the impression given in the Statement, the property will also have a significantly negative effect on the visual impact of the vernacular properties viewed from the highway which will be out of sympathy with general environment of Blacksmiths Lane;

(c) the shared access to the proposed new house runs very close to the existing property at The Willows creating a potential safety hazard. The access to the property will also have a negative impact on Riddlings, creating significant intrusion from vehicle lights at night. The shared new driveway will also be very close to the neighbouring property's fence and garage (Farriers);

(d) the proposed property would create an undesirable precedent for building additional homes in the grounds of, and close to, existing properties within the village envelope. A recent comparable proposal in Parkway has been refused twice partly on the grounds of unacceptable proximity to an existing dwelling;

(e) the reports on the environmental impact of the proposed dwelling are inadequate and take no account of the effect on bats, newts and other wildlife which has its habitat in the rear gardens of adjacent properties.

(2) that the Council does not request that the application be referred to the District Council Planning Committee.

**ACTION- Clerk**

(e) Carter's Farm Barns, Main Street, Shudy Camps, CB21 4RA- update

Covered in Minute 8(d) above.

(f) Greater Cambridge Local Plan- first call for sites- update

Covered in Minute 8(a) (District Council) above.

(g) Neighbourhood Plan- Update

REPORTED:

(i) that seven residents had attended a preliminary meeting of those who had expressed an interest in developing a Neighbourhood Plan on 20 April, together with Councillors Kiddy and Haine. The meeting had been informed of the status and requirements of, and responsibilities and process for, compiling a Neighbourhood Plan. Most importantly, a Parish Council had to take the lead in the compilation of a plan and the formulation of a policy on development: a Neighbourhood Plan could not be used as a mechanism to block development;

(ii) a variety of views had been expressed by those present whether development in the parish was desirable, the degree of risk the parish not having a plan to supplement the protection afforded by policies in the Local Plan and whether something as formal and demanding to compile as a Neighbourhood Plan was appropriate when there were non-legally binding alternatives such as a Parish Plan or a Design Guide which also enabled residents to have their say;

(iii) the outcome of the meeting was that those present had agreed to take soundings from other residents to ascertain their views, bearing in mind that a Neighbourhood Plan had to be approved in a referendum of electors, and report their findings to the forthcoming Annual Parish Meeting.

## 12. HIGHWAYS MATTERS

(a) 2021-22 LHI Application

NOTED: that the LHI Panel had advised that the Council's application to realign the kerb to permit safe access to the Nosterfield End Phone Box (Information Point) had not reached the threshold for funding.

RESOLVED: that Councillors Elliott and Malins formulate alternative options for the future of the Nosterfield End Phone Box, including safer access to the site in consultation with local residents and report back to the next meeting of the Parish Council, so that a budget for the future of the project could be set. Local residents should also be encouraged to attend the Annual Parish Meeting to share their views. **ACTION: Cllrs Elliott and Malins.**

(b) A1307 Improvements

NOTED: the commencement of work to instal speed cameras between Linton and Horseheath.

(c) Cambridgeshire Roadside Verge Maintenance Policy

AGREED: in view of the County Council's new verge maintenance programme to promote greater diversity in roadside verges, to encourage volunteers maintaining verges in the parish to adopt a sympathetic approach to protecting wildflowers and wildlife. **ACTION: Clerk**

13. VOLUNTARY ACTIVITIES

REPORTED: the excellent work now being undertaken by volunteers in the parish following the recent call for support. The only role to be filled was that of Neighbourhood Watch Co-ordinator.

14. FIBRE BROADBAND

REPORTED: recent developments in a complex and constantly changing situation. There were now two possibilities for funding the roll out of fibre broadband in the village, the timetables and application procedures for which gave rise to logistical conflicts. Cllr Haine was maintaining a close watching brief and would keep the Council informed on developments. **ACTION: Cllr Haine**

15. MEETINGS ATTENDED AND FORTHCOMING

NOTED: forthcoming meetings and training opportunities.

The meeting closed at 21.15.