

## SHUDY CAMPS PARISH COUNCIL

### **MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 24 JUNE 2021 AT 7.30PM IN ST MARY'S CHURCH, CHURCH ROAD, SHUDY CAMPS.**

Present : Councillors Anita Kiddy (Chairman), James Gordon (Vice-Chairman), Paul Malins and Dave Elliott.

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

Members of the public : 4

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

No matters were raised in Open Forum

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

Apologies were received from Councillor John Haine.

#### **3. MINUTES OF THE MEETING HELD ON 24 MAY 2021**

RESOLVED: that the Minutes of the meeting held on 24 May 2021 be approved as a correct record.

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

##### Arising on Minute 4- Broadcasting of Council meetings on Zoom

NOTED: that meetings of decision makers had to be face-to-face but those "in attendance" could appear by Zoom as a COVID risk reduction measure. A number of Parish Councils were enabling the District and County Councillors to take part in their meetings virtually pending the announcement of further changes by the Government to the COVID regulations.

##### Arising on Minute 4- Period for Inspection of the Annual Accounts

NOTED: that the Clerk would forward any requests to inspect the accounts received after his appointment ended on 30 June on to the Chair. The publicised period for inspection of the accounts ended on 14 July.

##### Arising on Minute 8- Response to Government consultation on virtual meetings

REPORTED: that the Council's response had been sent to MHCLG and acknowledged.

##### Arising on Minute 10- Planning Application 21/0281/FUL- Street Barn, Main Street, CB21 4RA

REPORTED: that since the despatch of the agenda, notification had been received from Greater Cambridge Shared Planning that an arborist's report including a tree protection plan and site plan revision showing changes to retained trees and boundary treatments, had been submitted in connection with this application. The report was on the planning portal.

##### Arising on Minute 11b- Riparian responsibilities

REPORTED: that a copy of the Council's circular had been requested by a riparian owner for transmission to their solicitor in connection with the sale of the property.

## 5. DECLARATIONS OF INTEREST

None.

## 6. DISTRICT AND COUNTY COUNCILLORS' REPORTS

RECEIVED: the reports for June 2021 (previously circulated to Councillors)

REPORTED:

- (a) by Councillor Henry Batchelor:
- (i) that the EU Settlement Scheme ended on 30 June and EU workers would need to apply for settlement status before then;
  - (ii) that parliamentary boundary changes currently under review might lead to all South Cambs villages being moved into the South Cambridgeshire parliamentary constituency.
  - (iii) that the District Council was implementing business restart grants to help businesses struggling because of COVID.
  - (iv) that the next round of Local Highways Initiative bidding would be opening at the end of July.
- (b) by Councillor John Batchelor:
- (i) with regard to Carter's Farm Barns, Main Street:
    - that the Planning Department had indicated that there was no reason why they should hold an asbestos removal certificate as there was not a related planning condition. Environmental Health had visited the site, examined the heap of spoil at the top of the site and had reported there was no evidence of asbestos there, but neither would they hold an asbestos removal certificate. Rather, it was the responsibility of the private business control firm engaged by the developer to sign off the certificate issued by the specialist contractor who had removed the spoil and the responsibility of the residents' legal representatives to have checked out the position as part of their searches on behalf of their clients. Residents were therefore advised to raise the matter with their solicitors.
    - with regard to the surface drainage, French drains had been installed on the site. It had been established that the surface water chamber required by the approved plans had been installed and a cover installed on the inspection hatch to the chamber. A structural engineer was maintaining a watching brief on the site;
  - (ii) that while the latest COVID infection rate for South Cambs remained low, an alert had been issued for Cambridge City where the rate was much higher and doubling every 5 days and the vaccinate rate was low. Advice had been issued to the public not to visit the city unless it was absolutely necessary.

RESOLVED: although there appeared to be little scope for further action to be taken on the part of the Council to continue to maintain a watching brief on developments on the site.

## 7. FINANCIAL ACCOUNTS

REPORTED: that the balance of £5,946 in the Treasurer's Account at 10 June 2021.

NOTED: that the following expenditures authorised at the last meeting had been paid:

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|---|--------|
| • Joan Rolfe- Internal Auditor Fee        | 150.00 |
| • CAPALC- Annual Subscription for 2021-22 | 214.67 |

• CAPALC- Chair’s Training Course Fee	50.00
• Reimbursement to Parish Clerk for Ink and Toner for Parish Printer	53.98
• Parish Clerk Salary (April-June 2021) payable on 31 May	418.81
• Payment to HMRC in respect of Clerk’s Salary	279.20
• Red Shoes Accounting -payroll service contractual fee	43.20
• SSE- Streetlighting Energy costs (Direct Debit)	57.10

**ACTION: CLERK**

REPORTED: a further payment of £43.41 to SSE for Streetlighting Energy Costs on Direct Debit since the despatch of the Agenda.

NOTED: the balances of £158 in the Social Club Account and £8794.35 in the s106 account on 10 June.

**8. CORONAVIRUS UPDATE**

NOTED: that summaries of key points in the bulletins issued by South Cambs DC continued to be posted to the Parish Council website and circulated to WhatsApp groups in the village.

**9. STANDING ORDERS AND CODE OF CONDUCT AND FINANCIAL REGULATIONS**

RESOLVED: that the previously circulated revised and updated Standing Orders and Code of Conduct and Financial Regulations for the Council be adopted and reviewed at the 2022 Annual Meeting.

**ACTION: CLERK**

**10. PLANNING MATTERS**

21/02235/FUL- Demolition of existing dwelling and industrial buildings and erection of two x 3 bed bungalows and associated garages and alteration of access- The Oaks, Blacksmiths Lane, Shudy Camps, CB21 4RH

RESOLVED: following consideration of the previously circulated application and discussion with the applicants, Greater Cambridge Shared Planning be informed:

- (a) that the Council supports the application subject to certain conditions and that in the event that consent is recommended for refusal by the officers, requests that it is referred to the District Council Planning Committee for determination;
- (b) that the Council noted that the original application to redevelop the site (S/1271/13/FL) was approved on 23 March 2015, the extension S/4579/17/FL was approved on 13 February 2018 and the most recent application 21/00156/FUL was withdrawn following notification that it was likely to be refused due to changes to local planning policies;
- (c) that it was understood that the material change to local planning policy in this case was that one dwelling on a site may only be replaced by one dwelling and the applicants were seeking to replace the current dwelling with two 3-bed single storey cottage style bungalows;
- (d) that the Council was of the view that, given the size of the site (0.84 sq hectares) and its location, the net addition of one dwelling would be acceptable and that as stated in its comments on the previous application, the proposal would substantially improve what has become an increasingly dilapidated site. The Council also noted that references to outdated information in the previous application have now been revised and that an updated ecology and landscape assessment has been provided.
- (e) that the conditions on which the Council supports the application are:
  - (i) that all conditions associated with previous approvals for the redevelopment of the site

must be rigorously enforced. Particular care needs to be taken to ensure that there is a detailed scheme in place for the removal of asbestos in the structure of the existing buildings following their demolition and that the surveys and remedial statements for the removal of asbestos are fully documented in accordance with current regulations to avoid any future contamination of the site. Additionally, the vehicle-related businesses carried out for many years over a large area of the site are likely to have led to widespread contamination from diesel, oil, paint and general items used in vehicle maintenance and repairs which may not be obvious. The Council suggests a survey of the ground over the whole site should be carried out by taking soil samples to test for dangerous contamination. Alternatively, six random soil samples could be taken for testing and if these reveal traces of contamination the whole site should be tested. If there are no traces, a full survey need not be conducted.

(ii) that the vehicles of contractors working on the redevelopment of the site should be parked on the site to avoid blocking the highway adjoining the site. Contractors' vehicles should be required to use the proposed new access to the site which provides a greater degree of safety than the current access. **ACTION: CLERK**

#### Carter's Farm Barns- Update

Dealt with under Minute 6(b)(i) above.

### **11. HIGHWAYS MATTERS**

#### (a) Nosterfield End telephone box- update

NOTED: that no response had yet been received to the circular placed on the website and the outcome of the letter sent by Cllr Haine to the Post Office regarding the relocation of the postbox was not known.

RESOLVED: to review the position again at the next meeting. **ACTION: CLERK**

#### (b) Footpath Warden

RESOLVED:

- (i) to confirm the appointment of Cllr Malins as Footpath Warden in succession to Roger Lemon who had indicated he wished to stand down after some 40 years in the role;
- (ii) to make an appropriate token of the Council's appreciation for Mr Lemon's long and dedicated service as Footpath Warden, subject to clarification of the regulations regarding the provision of gifts from public funds **ACTION: CLERK IN CONSULTATION WITH CLLR HAINE**

#### (c) Repairs to footbridge, FP6

NOTED: the damage to this bridge was such that it was likely to require complete replacement, but it would not be possible to do so until after the harvest. Cambridgeshire County Council was formally responsible for maintaining the bridge;

RESOLVED: that Cllr Haine consult Mr Lemon regarding the following and report back to a future meeting:

- (i) the possibility of the Parish Council undertaking the replacement of the bridge with the provision of a budget by the County Council;
- (ii) the scope for the Parish Council making temporary repairs to the bridge;
- (iii) the advisability of closing the bridge as a risk mitigation measure.  
pending repairs or replacement. **ACTION: CLLR MALINS**

(d) Streetlighting energy supply contract

REPORTED: by the Clerk, that South Cambs District Council had now issued a new Unmetered Supply Certificate for the streetlighting in the village arising from the installation of LED lights, backdated to December 2020, which would hopefully result in significant energy cost reductions.

**12. FIBRE BROADBAND INSTALLATION UPDATE**

RESOLVED: in the absence of Cllr Haine, this item be carried forward to the next meeting. **ACTION: CLERK**

**13. PARISH CLERK AND RESPONSIBLE FINANCE OFFICER**

REPORTED: the current position on the recruitment of a new Clerk and RFO and next steps.

**ACTION: CHAIRMAN /CLLR GORDON**

RESOLVED: to record the Council's thanks to Andrew Webb for his service as Clerk and RFO and his assistance in securing his successor.

**14. MEETINGS ATTENDED AND FORTHCOMING**

REPORTED:

- (a) by the Chairman, on the CAPALC Chairmanship Training she had attended on 25 May;
- (b) by Cllr Malins, on the Cambridge SE Transport Public Meetings he had attended on 26 and 27 May.
- (c) the new Police Commissioner's meeting with Parish Councils on 30 June. Cllr Gordon volunteered to attend the meeting and report back to the next meeting **ACTION: CLLR GORDON**

There being no further business, the meeting concluded at 9.00pm.