

Meeting on 13th May 2019

Clerk's report to councillors

2. Election of Chairman.

3. Apologies for Absence – to receive apologies for absence.

5. Election of vice-chairman and officers.

6. To approve the minutes of the meetings on 1st and 18th April and recommend approval of the minutes of the Annual Parish Meeting on 18th April – copies previously provided.

8. Matters Arising: Councillors to provide reports as listed on the agenda. Clerk's report on:

8.5. Old Chapel Graveyard Maintenance.

8.7. Reading Room Cottage. Dimensions have been requested from the carpenter commissioned to make the replacement wooden window to enable further plans to be submitted to satisfy the conservation officer. The clerk has granted 2 extensions of time to HDC for the planning application to be considered but has declined the suggestion that the planning application is withdrawn to enable the outstanding matters to be dealt with. The conservation office, following an inspection visit to the cottage, has referred concerns about the existing windows and flat roof extension to HDC's enforcement officer. The clerk's advice is to continue with the application, press for the measurements for the preparation of the outstanding plan and resist withdrawal to avoid having to start the process all over again.

9. Parish Council Insurance 2019/20. The Parish Council is invited to renew the insurance which covers public liability, the village hall building and contents and the items described in the additional items schedule such as office contents, lamp posts, village sign, 9 litter bins, clock on Reading Room, 2 notice boards, 3 benches, gardening equipment, 3 sheds, defibrillator, war memorial, Swarco interactive mobile sign. The number of lamp posts insured totals 18 (including the 3 heritage lamps). The sums assured have been increased by 3%.

The 15 standard lamps are insured for a total of £21,255.93 (around £1,400 each) The last replacement standard lamp (in Mandene Gardens) cost £1,390 excl vat but including installation. The 3 heritage lamps are insured separately.

Last year's premium was £2,065.57. This year's is £2,125.39, a percentage increase of 2.88% (£59.82).

Councillors to consider the sums assured for the Reading Room and contents as well as the items detailed in the schedule. Additionally, to consider whether to insure the fencing, surfacing, net ball posts, tennis equipment following completion of the Muga.

10. Clerk's Financial Statement – will be available before the meeting.

11. Cheques for Approval – will be available before the meeting.

12. Approval of the Annual Governance Statement 2018/19. Councillors to consider each of the 9 statements to ensure the Parish Council has a sound system of internal control.

13. Highways. Highways have agreed to repaint the road markings at the staggered junction B1046/B1040.

14. CIL. A sum of £8,602.80 was received in October 2018. To consider the possible use of the funding.

15. Correspondence. Relevant available information is reported below:

15.1 A428 Community Forum Invitation. Two parish councillors are invited to attend on 20th May where information on the progress and update on the scheme's development will be available ahead of the Statutory Consultation period. Councillor Catmur has confirmed his attendance.

15.2. Greater Cambridge Partnership Forum. Local Liaison Forum will be held on Thursday 6th June.

15.3. Nalc Policy E-briefing – email with details of the consultation on the vehicle operator licensing system:

“The Government wishes to introduce formal tribunal rules to allow traffic commissioners to deal with cases fairly and justly. Public Sector Vehicle (PSV) operator licences are considered in chapter 1. Formal tribunal rules are examined in chapter 2. NALC is minded to highlight its position that local councils should be statutory consultees at all stages during traffic commissioner cases.

1. Its position that the Government needs to consult with local councils on HGV parking sites in suitably sustainable locations within their boundaries; &
2. Its position that the Government needs to introduce measures to make it easier to de-criminalise breaches of parking regulation for the purposes of allowing local councils to enforce those regulations.
3. Its position that the Government needs to introduce measures to make it easier to de-criminalise breaches of parking regulation for the purposes of allowing local councils to enforce those regulations.

Consultation questions

NALC will be responding to the below consultation questions and is interested in the sector's views:

Question 1 Do you agree with changing PSV operator licence procedures so that applicants can have operational approval at the earliest opportunity (subject to normal safeguards)?

Question 3 Do you agree that introducing formal tribunal rules will be beneficial to the Traffic Commissioner's tribunal functions? If No, you are against tribunal rules introduction because?”

15.4. Capalc Membership Fees 2019/20 and GDPR membership option. This year's membership fee is £324.79 (last year £291.69) and £50 for the General Data Protection Membership scheme to protect the council in the case of a potential breach under GDPR legislation.

15.5. CCC Highways and Street Lighting Survey:

“Cambridgeshire County Council is currently carrying out a stakeholder survey to find out your thoughts about our Highways Service and Street Lighting Service. The aim of the questions included in these surveys is to gain your opinion in order to ensure we continue to monitor our performance and where possible improve our future service delivery.

You can find the Highways Service survey at <https://www.smartsurvey.co.uk/s/N3UFW/>

You can find the Street Lighting Service survey at <https://www.smartsurvey.co.uk/s/BO6ZG/>

The final deadline for completing both surveys is Friday 31 May 2019.”

15.6. South Cambridgeshire Design Guide - letter from South Cambridgeshire District Council:

“South Cambridgeshire District Council are undertaking a number of joint planning consultations. You have received this letter because you are a consultee.

The following consultations now taking place are:

- Draft Caldecote Village Design Guide Supplementary Planning Document
- Draft Fulbourn Village Design Guide Supplementary Planning Document
- Draft Gamlingay Village Design Guide Supplementary Planning Document
- Draft Over Village Design Guide Supplementary Planning Document
- Draft Papworth Everard Village Design Guide Supplementary Planning Document
- Draft Sawston Village Design Guide Supplementary Planning Document
- Draft Swavesey Village Design Guide Supplementary Planning Document

Details of where you can view the consultation documents and how to submit comments can be found in the enclosed public notice and also on our website at www.scambs.gov.uk/villagedesign
Comments can be made between **9 am Monday 15 April and 5pm on Friday 31 May 2019.**”

15.7. Salvation Army Clothing Recycling Bank. Email from the Salvation Army:

“I am enquiring as to whether you would be open to the possibility of siting a **Salvation Army** Clothing recycling bank on your land? We often find such locations are ideal for our banks to promote recycling and both raising valuable funds for the charity **and** for the landowner.

There is absolutely no fee you would have to pay, in fact we would pay you 50% of the average mid-range Material Recycling World (MRW) price. Currently this is £240 per tonne but is subject to change. The Salvation Army retains the remaining amount to fund the fantastic work that they do in the community. As well as being known for help and support with the homeless, the Salvation Army help with substance and alcohol addiction, human trafficking and family tracing to name a but a few.

On confirmation, we will audit the site, deliver the bank on a HIAB vehicle, notifying you in advance, and place it according to the audit recommendations. Once the bank was in place, a regular collection schedule would be established, usually starting at once a week. Depending on the usage of the bank, this could be changed accordingly. We record all collections using a barcode reader and have a database that will give us the yield from the bank over time. Many organisations we work with ask for this information and if desired we can provide you with collection data at any time. We can also provide you with The Salvation Army textile bags to help promote the Clothing Bank.

Finally, all of our banks have our Helpline telephone number on them and this is the best number to contact us on should you wish to raise any concerns or require more regular collections.”

15.8. Purchase of land for smallholding – email from Producers of Microgreens:

“We were wondering if you may be able to help our search, we are currently looking to purchase outright, a 3 acre plot of land (approx) to develop into an ecological, low impact viable smallholding, producing local organically grown food, with potential local job creation. (Please note we produce high value, small space, fast turnaround crops)

We were advised to approach the local council and Parish to see if there are any small parcels of land available to purchase for our requirements.

We have a **fully validated business plan** and working experience. Funds are available to purchase, the initial set up the smallholding and it's future investment.

If we could find somewhere suitable, we would require approval by the council for temporary accommodation (i.e off grid - mobile home) for the 5 year temporary planning period, then we would be putting in a planning application for a single storey, low impact eco removable structure.

Would you be able to advise of any land that may be available to purchase for this use, at an affordable rate for new entrant smallscale farmers? we may also consider long term rental if available also?”

15.9. Freedom of Information Request. To record the Parish Council's decision to the request for information under the FOI Act.

16. Planning. 21 Sand Road, amended plans. The Parish Council has been given an extension of time to 14th May to respond. A letter of objection has been received relating to the amended plans.

"We **object** to this application on the basis that the applicant has failed to address previous concerns; namely:

Overshadowing: The revised plans are of negligible help in addressing the concern relating to the significant reduction in the light that would be offered into the ground floor family room on the east side of our property. The attached photograph (#1) shows the current view from our family room on the east side of our property, with the west side of 21 Sand Road being 4.5m from the boundary fence - the proposed extension would reduce this to 1.2m, significantly overshadowing our family room.

May we kindly remind you that in drafting the plans for our own extension in 2002, we were intent on maintaining privacy and light for the west side and rear garden of 21 Sand Road, and therefore agreed not to extend the east side of our house beyond its then current position, and not to include any 1st floor windows on the east side. We ask that the same consideration be undertaken for the proposed extension of 21 Sand Road.

Overdevelopment: The site plans now include the garage at the front of our house. It, and the attached photograph (#2), clearly show how the street view would be one of a continuous line of buildings, except for a proposed 1.2m strip down one side, resulting in an overdevelopment of the plot to the detriment of the street view/scene.

The above overshadowing and overdevelopment concerns are the same as those we expressed regarding the original plans, and those of the Great Gransden Parish Council which also refused the application on the grounds (1) it is an overdevelopment of the site, (2) it reduces the privacy of number 19 and (3) it will be detrimental to the existing street scene on Sand Road. We therefore **object** to this application.

Finally, we note that your deadline for replies is 9th May, however, the next Parish Council's meeting is 13th May; if not already, will they be permitted to submit an opinion once they have met?"

Current view of 21 Sand Road from 19 Sand Road



Current street view – No 19 on left and 21 on right

