

GREAT GRANSDEN PARISH COUNCIL
Minutes of the Parish Meeting held on 1st April 2019

Those present were:

Andrew Pett Chairman

Giles Scott Vice Chairman

Diane Taylor Clerk

Michael Capps Parish Councillor

Nick Ginn Parish Councillor

James Catmur Parish Councillor

Jeff Gorton Parish Councillor

Peter King Parish Councillor

Nigel Day Parish Councillor

District Councillor Richard West, County Councillor Julie Wisson

and 1 member of the public

1. The meeting was opened at 7.30 pm with a silent prayer.

2. **Apologies.** There were no apologies for absence.

3. **Declarations of Interest.**

Planning:

17.4. Land South East of 101 Meadow Road. Michael Capps declared a pecuniary interest as a neighbouring land owner.

4. **Minutes** of the previous monthly meeting held on 4th March 2019, which had been circulated, were approved and accordingly signed by the chairman.

5. **OPEN FORUM.** The meeting was closed for twelve minutes. County Councillor Julie Wisson reported that the County Council will be moving offices from Shire Hall to Alconbury, to be called Alconbury Civic Hub with a view to providing a more fluid working environment. She also reported that the county council percentage of council tax is incorrect on the council tax bills that have been posted out. District Councillor Richard West advised that the matter is being investigated. He reported having provided information on broadband following last month's meeting; confirmed the District Council's choice of Routes B and E for the East West Rail, although as a representative he can support an alternative route and had driven round the ward for evidence of fly tipping. Reporting is via the District Council's website and the fly tipping should be collected within 6 days. Michael Capps thanked Councillor West in assisting to remove the fly tipping along Hardwick Road. Giles Scott reported bins left in the middle of the pavement following collection.

6. **Matters Arising: 6.1. Neighbourhood Development Plan (NDP).** Andrew Pett reported that the committee had met on 12th March and discussed the details of the scoping and outline of the plan. A draft framework had been produced. Nigel Day attended a meeting with planning officers at Huntingdonshire District Council who provided details of the number of houses to be built in a small settlement such as Great Gransden. The figure is between 47 and 70 since 2011 up until 2036. The Sand Road development along with the properties currently being built in Eltisley Road cancels out further building and the obligation on Great Gransden to build substantially more houses is zero. The Local Plan is due to be adopted on 15th May 2019 and the Neighbourhood Development Plan can be built on the back of the Local Plan. In the new Local Plan, there are no village boundaries but Great Gransden's NDP can include a village boundary and this is looked upon favourably by the District Council. There had also been a meeting with County Council education about admissions and if the school becomes full. 700 new homes would have to be built if a new school is to be part of a S106 agreement. Where there are over 200 new homes, a contribution would be made to schooling/education.

Minutes of the Parish Council Meeting held on 1st April 2019 – continued

6.2. Multi-Use Games Area (MUGA). Peter King reported on the site meeting he had attended on 27th March. The work will take 4-6 weeks, although in reality 4 weeks. Some of the onerous clauses in the contract with ETC Sports Surfaces had been discussed at the site meeting and councillors had received a copy of the contract together with the proposed changes the Parish Council is seeking. The work will start on the week commencing 29th April and should be finished (excluding the final colour spray) in time for the half term school holiday. The contractor will set up an exclusion zone for a number of trees as detailed in the Tree Protection Report and the existing elder tree and shrub will be removed by Global Tree Solutions. The contractor and the tree surgeon will need to co-ordinate the tree work with the removal of the existing fencing. The Bowls Club has agreed a water supply from their outside tap. ETC will block the entrances to the site when the final colour spray dries out and have suggested green as the preferred colour. The contractor had set up a 4-stage payment plan and the clerk has written to them suggesting a 3-stage plan. A Data Protection Assessment has been undertaken. The bin by the existing court entrance will need moving.

6.3. Village Bins. Andrew Pett reported that the GSRA have agreed to contact HDC to arrange to empty the 2 sportsfield litter bins. The caretakers have agreed to put out the Parish Council's litter bin for collection which will now be stored next to the salt bin on the Reading Room site. Councillors recorded their thanks to Fran Clemmow for storing the bin and putting it out each week as well as for the many things she had done for the benefit of the village.

7. Consultations.

7.1. Cambridgeshire and Peterborough Minerals and Waste Local Plan. Noted by councillors.

7.2. Local Validation Guidance List and Local Validation Check List for Planning Applications. Noted.

7.3. Rural Strategy. Councillors supported the campaign launched by Rural Services Network calling on the Government to develop a Rural Strategy.

8. Financial Statement for March 2019. The sheet filed as Appendix No. 1 had been circulated. The statement was unanimously approved and signed by the chairman. Councillors also noted the budget review as at the end of March 2019.

9. Cheques for approval. The following payments were approved:

Proposed Jeff Gorton, seconded James Catmur.	
Buchans Landscapes for sportsfield grass cutting (March 2019)	£122.70
DP Garden Works for cemetery grass cutting (March 2019)	£105.00
Clerk's salary for February 2019	£496.23
HM Revenue & Customs for clerk's tax Jan, Feb & March 2019	£9.00
Clerk's expenses for March 2019	£25.08
Robert & Margie McIntosh for Garden of Remembrance	£7.50
Cambridgeshire Acre for Neighbourhood Plan support	£3,360.00
Allphase Electrical Services for urgent electric repair – R/Room cottage	£166.73
South Cambridgeshire District Council for Dole Field rates 2019/20	£152.21

10. Review of Cemetery Charges. These were last increased in 2016. It was proposed by Jeff Gorton, seconded by Michael Capps and carried unanimously to increase the charges:-

- Purchase of grave space for burial from £65 to £70
- Purchase of grave space for cremation from £65 to £70
- Purchase of cremated remains space from £27 to £30
- Interment of still born child from £23 to £25

Minutes of the Parish Council Meeting held on 1st April 2019 – continued

Review of Cemetery Charges – continued:

Interment of a body more than 1 month old from £40 to £42

Interment of cremated remains from £30 to £33

Approval of headstone and inscription from £40 to £42

Approval of inscription on tablet in ashes area from £25 to £27

Approval of an additional inscription remains at £21

Searching burial records remains at a minimum charge of £15 plus £15 per hour of clerk's time over 1 hour. Charges to be increased by 100% for residents outside the village.

Payment for Churchyard Maintenance. The Parish Council is responsible for this closed churchyard and pays the PCC for maintaining it. The PCC organises volunteers to carry out the work. It was unanimously agreed that the payments for the churchyard increase by £100 to £1,600pa.

Payment for Old Chapel Graveyard Maintenance. The Parish Council is responsible for this closed burial ground and had paid Mr Sewell, on behalf of the Chapel, to carry out the maintenance but he is no longer able to do so. Clerk to approach the Rev'd Chris Duffett to ask if there is another volunteer who is willing to undertake the maintenance for which the Parish Council would make a payment of £130 pa. This was unanimously agreed.

Fees for Bowls Club, Tennis Court and Allotments. The rent is presently £1pa. The Bowls club rent is due for review on 1st September 2019.

Contribution to Roundabout Costs. This was last increased in 2016 from £100 to £125.

Councillors unanimously agreed that the contribution should remain at £125 unless informed that this is insufficient to support the running costs.

Review of Clerk's Core Hours and Pay. This was considered in closed session. Councillors agreed to increase the clerk's hours from 10 to 10½ per week to be reviewed in 6 months.

Councillors accepted the national pay scales for the year commencing 1st April 2019 confirming the clerk's pay at the revised spinal column point 15 (proposed Michael Capps, seconded Jeff Gorton).

11. Review of Risk Management Policy. The policy document had been circulated and councillors agreed that no changes were necessary. Asset and risk assessment forms had been prepared by the clerk. The clerk and Peter King had inspected the play equipment on 27th March 2019 and councillors inspected monthly when the playing field bins are emptied. The Highways working party agreed to inspect the remaining assets and report back at the June meeting.

12. Review of Internal Controls. Councillors reviewed the internal controls considering them to be adequate and effective taking into account, cheque signing, quarterly verification of bank reconciliations by a council member who is not a cheque signatory, consideration of the internal auditor's report and any matters raised and reviewing financial regulations. Councillors agreed to appoint LGS Services as internal auditor.

13 Roundabout Repairs. Peter King reported that, following the acceptance of the quote for repair on 26th November 2018 from Playmaintain, no firm date for the commencement of the work has been provided since the indication given of February 2019. Numerous emails and telephone calls had elicited no response for a commencement date. A new quote has been obtained from AMD Sport Services for £1,276 to replace all the wooden panels. Jeff Gorton proposed acceptance of the quote for the sum of £1,276 subject to clarification of the material to be used, described as 'Rhino Board' and how the roundabout will be recommissioned. Seconded by James Catmur and carried unanimously. The clerk to write by Recorded Delivery to Playmaintain giving them 5 working days to provide a date for the repair, failing which the contract will be deemed to have been terminated. The alternative quote will then be accepted.

Minutes of the Parish Council Meeting held on 1st April 2019 – continued

14. Gliding Club and Little Gransden Aerodrome Local Consultative Committees. The date of the next meeting is 10th April. Nick Ginn is unable to attend with no other councillor available. Clerk to give Nick Ginn's apologies and ask for a report on the Gliding Club's revised complaints procedure which is due to be discussed.

15. Highways. A resident had reported a dead tree on Caxton Road. Michael Capps had inspected but could not see the tree. It has either come down or the offending branches already broken off. Clerk to ask for a photograph. A resident had again raised the problem of the broken drain in Mill Road. A tree in Waresley Road had fallen and been pushed to the side of the road, but has since been cleared. There is also a tree down across the brook in the cemetery. Jeff Gorton will inspect. Michael Capps thanked Councillor Richard West for arranging for the dangerous pot hole in Hardwicke Road to be filled in. Two pot holes have been filled in Mill Road. However, the quality is poor as the repairs stand proud of the road and the melted tape edges are already peeling away. There is also a pot hole just outside the 30mph boundary. The Dole Field bridge is rotten at Little Gransden end. Clerk to report to Little Gransden clerk. The verge in Meadow Road was reported but this should be re-instated when the adjacent building work has been completed.

16. Correspondence. 16.1. Councillors noted that the 2019/20 bid under the Local Highway Improvement Scheme was unsuccessful. Of the successful bids, most Parish Councils were offering to fund more than 20% of the cost of their schemes.

16.2. A cheque for £45 from the Agricole Oil rebate scheme had been received on behalf of the Windmill Trust, with Little Gransden Parish Council also supporting the proposed recipient.

16.3. Councillors were encouraged to complete a survey of Local Councillors in Cambridgeshire.

16.4. Councillors noted the change of secondary school catchment area for Everton Heath Primary School. As Great Gransden children do not have paid transport to Comberton Village College, children from Everton will also not receive funded transport from Cambridgeshire County Council.

16.5. Clerk to pass on the details of the Calor Gas community funding scheme to the sportsfield.

16.6. Councillors noted the response from The Wildlife Trust to the concerns raised following closure of the woods. The concerns raised by a resident were also noted. It was thought that the woods would be re-opening tomorrow. Councillors also noted the response by The Wildlife Trust to recent housing development applications with a suggestion that a financial contribution by the developer could mitigate the impact on the woods. The Parish Council has sought a site meeting with the Trust.

16.7. Councillors noted the route option supported by HDC for the East West Rail.

16.8. Email from Phil Taylor advising there is a further potential water leak at the Reading Room. Further checks are being carried out and a quote from Anglian Water for the cost of one day's work for investigating the leak, identifying/advising of remedial action and potentially effect repairs is £1,375.73 plus vat. Anglian Water carried out the previous investigation and repair leak in 2017 but it is not yet known if this is a recurrence of the fault. Councillors unanimously agreed to accept the quote from Anglian Water for £1,375.73 with the Reading Room undertaking to be responsible for the cost. (Proposed Andrew Pett, seconded Peter King).

16.9. Councillor Richard West had contacted Connecting Cambridgeshire as some residents were experiencing slower broadband speeds than expected. James Catmur reported that Church Street is affected. Some of the problem is the cabling and Connecting Cambridgeshire has asked residents to report problems to them to help investigate the situation.

17. Planning. 1. Planning Forum. Michael Capps and Nigel Day had attended the forum on 26th March covering highways parking, the new Local Plan, heritage and conservation and natural environment. From February under the NPPF, there now has to be a net gain for wildlife.

Minutes of the Parish Council Meeting held on 1st April 2019 – continued

Planning Forum – continued:

This will result in extensive wildlife surveys to include a survey after building work has been completed to provide proof of the net gain. The survey has to be carried out at the right time and the procedure will be onerous for the smaller builder. This will lead to more paperwork. Tamsin Miles, the Tree Officer outlined the permission needed for work to trees with TPOs and trees within the conservation area, the latter requiring a 6 week notice to HDC although there is a 5-day procedure if the tree is dangerous. Permission to carry out work to fruit trees is required, although pruning for yield does not seem to fall within the requirement. Louise Brown, Conservation Officer, spoke about extensions to listed buildings which must be to enhance and preserve the property, with owners responsible for putting right things done previously. The Highways Officer spoke about planning for growth and sustainability. When a Transport Assessment is requested and Highways are asked to comment on an access within a planning application, the whole area will be included and not just the access. With large developments of 50+ there will be a full Transport Assessment. With the Sand Road development, Highways can make restrictions about loading/unloading and site vehicles parking off Sand Road but the Parish Council does not have the right to see the plan. It was noted that the Local Plan should be adopted on 15th May 2019. There has been a record number of planning applications during the past year and with the number of reports now required, such as ecology, loss of water, the process is slowed. Councillor West commented that if the developers don't develop and HDC falls short of its target for development, once again 'tilted balance' will come into play. It was also noted that the length of time for dealing with planning conditions is almost as long as the planning application itself.

Councillor Julie Wisson left.

17.2. 19/00258/HHFUL Erection of carport/shed and log store 34 Little Gransden.

Councillors noted that the proposal was not particularly visible from the road. Giles Scott proposed '**Approval**' on the ground that it is an unobtrusive replacement of an older concrete building. Seconded by James Catmur and carried unanimously.

17.3. 18/02720/OUT Outline planning permission for the erection of up to 33no. dwellings with all matters reserved apart from access Land Adjacent 37 West Street.

An amended master plan had been submitted. Councillors agreed that nothing had changed since their original observation had been made. It was noted that new information was available relating to guidelines for the New Local Plan to 2036 with the number of additional homes for the period between 2011 and 2036 for Great Gransden between 49 and 70. 51 had already been approved and this development would exceed the guidelines, amounting to over 80 new homes. Andrew Pett recommended '**Refusal**' on the same 5 grounds previously submitted to HDC when the original application was considered on 23rd January 2019 and the additional ground no. (6) - approval of the proposed development will significantly exceed the guidance provided by Frances Schulz, Senior Planning Policy Officer, which indicates that a smaller settlement has a guide of between 49 and 70 houses during the period 2011 to 2036; 51 houses have already been approved and an additional 33 will significantly exceed this. Seconded by Nigel Day and carried unanimously.

17.4. 19/00573/PIP Erection of two self/custom build dwellings Land South East Of 101 Meadow Road.

Michael Capps having declared an interest left the hall. Councillors commented that the proposed development is detached from the built-up area. Andrew Pett commented that planning in principle assesses location, use of the land, amount of development proposed and whether a site is suitable in principle. The site is not well connected to the village, located on a road where the national speed limit applies, on a crest and a bend and no footpath. Comments were also made about possible soil contamination. Andrew Pett proposed '**Refusal**' on the grounds (1) the encroachment of built development into the countryside would cause significant and demonstrable harm to the rural character and appearance of the area, (2) the proposal

Minutes of the Parish Council Meeting held on 1st April 2019 – continued

would result in environmental harm as the proposal would not accord with development plan policies that seek to restrict development in the countryside, and (3) the proposed site is in a location with a national speed limit road with no footway links into the village such that further residential development would be entirely dependent on the motor vehicle. Seconded by Nick Ginn and carried unanimously.

The Next Meeting has been arranged for Monday 13th May 2019

This meeting closed at 10.07pm.

DRAFT