

GREAT GRANSDEN PARISH COUNCIL
Minutes of the Parish Meeting held on 4th June 2018

Those present were:

Andrew Pett Chairman

Giles Scott Vice Chairman

Diane Taylor Clerk

Michael Capps Parish Councillor

Peter King Parish Councillor

Nigel Day Parish Councillor

Nick Ginn Parish Councillor

District Councillor Richard West,
 Mark Stevenson and Martyn Tharratt of Kingspan/Potton
 and 2 members of the public

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

2. Apologies. Apologies were received from County Councillor Julie Wisson and Parish Councillor Jeff Gorton. Michael Capps signed the Acceptance of Office form.

3. Declarations of Interest. There were no declarations of interest.

4. Minutes of the previous monthly meeting held on 14th May 2018, which had been circulated, were approved and accordingly signed by the chairman.

5. OPEN FORUM. The meeting was closed for seven minutes. District Councillor Richard West reported on the first meeting of the Development Management Committee in the new council year where an application for 120 houses at Needingworth was approved. The location is near a busy T-junction, with a number of traffic problems, transport issues, education concerns (insufficient school places for older children), health with insufficient number of doctors. These issues were addressed at the panel meeting and the application approved despite the loss to the character of the village. If refused, the decision may have been overturned on appeal. Commenting on sustainable development, Councillor West expressed concern about the severe traffic problems, education and the lack of doctors' surgeries, although all agencies, Highways, Health and Utilities had no objection to the development. The two representatives from Potton Ltd were available to answer questions on the planning application and the chairman agreed to allow questions during the discussion of item 6.

6. Planning. 1. 18/00958/FUL Hybrid planning application comprising: 1) Applying for outline planning permission for the erection of 38 custom/self-build houses with roads, services, attenuation pond and infrastructure; and 2) Full planning permission for the erection of 5 custom/self-build show houses with sales centre & car parking following demolition of factory and offices. Potton Ltd Eltisle Road. Councillors raised the following matters:

- Drainage – there is already flooding at the Riddy (with the majority coming from under the site) and the Eltisle Road/Fox Street junction and this will need to be taken into account if modifying with a footpath and drainage gullies to the ditch. Drainage will need to be technically approved;
- The field opposite is an agricultural field and not a playing field as specified in the application;
- Lack of suitable paths between developments – the proposed path from the development into the village will be subject to an engineer's design using the existing land (verge & ditch);
- Development of the remaining land – this will not be developed and Potton Ltd are interested in councillors' comments as to possible community use as they wish to dispose of all the land.

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Planning – continued:

- Different site sizes. As indicated on the layout there will be a mixture of small to large;
- Sale of the show homes. These will remain and become Potton's new show home centre in place of the existing St Neots site. Parking for the show centre will be at the rear, not on the main road;
- The design of the attenuation basins – these have not yet been designed. They will be adopted as will the roads.
- Density – no pressure has come from HDC about the low density;
- Advantages of self-build – there is no contribution to the Community Infrastructure Levy so development is cheaper;
- Time scale of the development – it will be phased and anticipate all the houses will be completed within 3-5 years but depends on demand. The show homes will be built first;
- Rules and regulations during building – no caravans will be allowed. Potton prescribe the quality of the plot which is written into the plot purchase, carry out financial checks and prohibit land banking.

Councillors discussed the promotion of self-build within HDC with Potton representatives commenting that HDC has not promoted self-build as much as other local authorities. Demand for self-build is high. Councillor West refuted this assertion with the emerging Local Plan supporting self-build houses. HDC also has a register on its website for the public to express interest in self-build. Councillors discussed the application commenting on a reduction in heavy traffic, reduction in the present noise issue, gradual development with a mix of housing sympathetic to the character of the village, policy LP10 of the new local plan relating to developments in small settlements with Great Gransden being classed as a small settlement and a preference for development of this site over other potential sites in the village. Andrew Pett proposed '**Approval**' on the grounds that it is (1) sustainable development under the National Planning Policy Framework, (2) development on a brownfield site, (3) retains a commercial use, (4) development in a small settlement under LP10 of Huntingdonshire's Local Plan to 2036 which typically comprise small sites providing a range of opportunities for small builders and those wishing to build or commission their own homes, (5) proportion of smaller plots as indicated on the site lay out plan, (6) within the village envelope, (7) reflects the character of the village and the way it has developed with a mix of housing, the appearance, reduction in noise and traffic, (8) the density of the development is more rural than urban. A rider was put forward that the drainage issues need looking at carefully as well as the appearance of the footpath. Seconded by Giles Scott and carried unanimously.

2. 18/00325/HHFUL Raise roof height to provide first floor in room accommodation, erection of two storey side extension, replacement porch, dormers to front and rear, external alterations and extension to driveway, 19 Mill Road. Councillors noted the amended plans. Although there had been a change in the windows which councillors had initially commented on, the overall height remained the same. Councillors agreed to note the changes without further comment.

7. Matters Arising: 7.1. Local Highway Improvement Bid 2018/19. Councillors noted residents' objections to the 40mph buffer zone and the representations made to extend the 40mph limit to the village sign on Meadow Road. The chairman reported that Highways had indicated the length of the buffer zone in earlier discussions. Councillors agreed that they had no objection to the buffer zone being moved out further and in view of the strong representations made by residents, supported Councillor Julie Wisson's proposals to push for the length of the 40mph zone to be extended. Clerk to also write to Karen Lunn supporting the residents' representations. Councillors also noted the proposals to level the Crow Tree Street footpath. This will require a footway closure and the work is likely to be carried out in August.

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Matters Arising – continued:

7.2. Audit of the Accounts for the y/e March 2018. The clerk reported that the internal audit had been completed and the papers will now be submitted for external audit.

8. Model Standing Orders. The 2018 policy document had been circulated and was unanimously adopted by councillors. Proposed Michael Capps, seconded Nick Ginn.

9. Parish Council Policies. Copies of the council's Equal Opportunities, Safeguarding, Archiving and Health and Safety policies had been circulated together with a copy of the current Financial Regulations. Councillors agreed no changes were needed. Proposed Andrew Pett, seconded Giles Scott.

Publication of meeting papers. This was reviewed following last year's audit when councillors agreed that whilst many papers are already available on the Parish Council website in accordance with the Transparency Code, should members of the public wish to seek additional papers a request can be made to the clerk and the chairman and the clerk would continue to liaise. Councillors once again agreed that the chairman and the clerk will continue to liaise about the publication of background papers and councillors will continue to review the matter annually. The clerk will also attend a Capalc training course on Transparency later in the year.

10. Reading Room Cottage Insurance 2018/19. Councillors unanimously agreed to renew the policy with NFU Mutual at a cost of £414.01, noting the sum assured at £311,972. Proposed Andrew Pett, seconded Peter King.

11. General Data Protection Regulations. Peter King reported on the action plan he had undertaken. He had raised awareness, conducted a data audit of parish council procedures and processes and prepared a General Privacy Notice which has been published on the Parish Council website. All councillors and staff have been issued with an enhanced Privacy Notice. New GDPR Compliant policies will be produced if required in the future and the Parish Council is reviewing its contracts with sub-contractors. No sensitive data is held and the Parish Council is now GDPR compliant. Councillors thanked Peter for all the work involved.

12. Website and Gransden Matters Forum. Nigel Day is now managing the Parish Council website. Debi Pearce has offered to continue to assist and her status will be changed from manager to editor. The set-up of the forum only allows the clerk to post information on behalf of the Parish Council to avoid councillors being drawn into discussions which should only take place at the monthly meetings. It was agreed that the chairman should have the authority to post in an emergency. Councillors agreed to review the effectiveness and privacy of the forum at the next meeting.

13. Financial Statement for May 2018. 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 May 2018.

14. Cheques for approval. The following payments were approved:
Proposed Michael Capps, seconded Peter King.

DP Garden Works for cemetery grass cutting (May)	£200.00
Clerk's salary for May 2018	£499.23
Clerk's office expenses for May	£10.74
Robert & Margie McIntosh for Garden of Remembrance	£15.00
HDC for election services	£135.00

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Cheques for approval – continued:

Capalc for annual membership	£291.69
Mrs D Taylor for Parish Council printer and additional ink	£119.68
NFU Mutual for Reading Room cottage insurance 2018/19	£414.01
Mrs D Taylor for mini bubble pots (Neighbourhood Development Plan)	£24.42
QPrint for colour leaflets (NDP)	£167.06
Pathway Incentives Limited for promotional merchandise (NDP)	£212.95
(Replacement for the cheque approved on 14 th May which was not issued)	

15. Local Highway Improvement Bid for 2019/20. Giles Scott and Nick Ginn agreed to join Andrew Pett on the traffic sub-committee to discuss proposals for the next bid. The Parish Council will make a decision at the next meeting.

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

17. Co-option onto the Parish Council. Councillors unanimously agreed to co-opt James Catmur. Proposed Michael Capps, seconded Andrew Pett. The remaining vacancy will continue to be advertised.

18. Highways. The pot hole on the corner of Fox Street has still not been repaired. Hardwicke Road had been reported on Cambridgeshire County Council's website. An animal had burrowed under the road and despite the hole having been reported as dangerous, it had taken 12 weeks to repair. The hole had been filled in with loose chippings and it is already subsiding again. It had been impossible to contact Highways by telephone. The Fox Street trees still need removing although some tree work has recently been carried out. The gate latch leading to the footpath by College Barn is still in need of repair.

The Next Meeting has been arranged for Monday 2nd July 2018

This meeting closed at 9.40pm.