

**UNSIGNED MINUTES OF THE WHITTLESFORD PARISH COUNCIL MEETING HELD IN  
THE MEMORIAL HALL ON TUESDAY 14<sup>th</sup> MARCH 2017 AT 7.30 pm  
www.whittleweb.org.uk**

<i>Parish</i>	Arthur Greaves, (AG) <i>Chairman</i>	Tim Teversham (TT)
<i>Councillors</i>	Pam Freeman (PF)	Will Thomas (WT)
<i>present:</i>	Jan Holmes (JH)	Jude Townley
	Ella Pope (EP)	Ken Winterbottom (KW)
	Martin Livermore	Peter Topping (PT) <i>District &amp;</i>
	Marie Swann (MS)	<i>County Councillor</i>
		Roy Warnes (RW), <i>Parish Clerk</i>

15 Members of the public were present

**1. APOLOGIES FOR ABSENCE**, None

**2. DECLARATION OF INTERESTS IN AGENDA ITEMS** None

**3. MINUTES OF LAST PARISH COUNCIL MEETING** held on 21<sup>st</sup> February 2017 approved as being a true record.

**4. MATTERS ARISING & ACTIONS TAKEN**

- **The Council had nominated Ronnie Walker for the annual SCDC Village Hero Award.** Although not the winner, certificates were presented to all the Village Hero nominees in recognition of everything they do in, and for, their communities.
- **Our grant application to the County's 2017/18 Local Highways Initiative for traffic calming measures on Duxford Road has been approved.** Congratulations to PF and JT for their successful presentation to the adjudicating panel in January. Fuller detail of the scheme is awaited in April.
- Based on a check quote, levelling the **Croat footpath (No. 3)** could cost £2,000; it was agreed that this could not be justified at present.
- **Whitsers Pre-school Playgroup** -- RW has contacted William Westley School to see if proposals for the school have been received from the CCC Education Department. PT suggested contact be made direct with Alan.Fitz, Education Department.
- RW still struggling to get CCC to conduct **a road audit survey of the Ledo Road junction** with the A505.
- **Bulb planting at village entrances:** held over to April meeting.
- **Overgrowth from the vacant Lawn Cottage in Church Lane:** RW contacted land agent, informed property now sold and he will pass on request to new owner.
- **Misspelling of the village name on station information boards:** RW contacted Abellio, they replied they had repeatedly asked NCP, the responsible body, to remedy but to no avail. RW now has contact details for NCP so will press the case again.
- **CCC Rights of way officer has given approval for 'polite' 'dogs on lead' signs to be placed at entrances to footpaths 3 and 4.** He will provide a post and public footpath sign to be placed by the dog bin at the entrance of footpath 3 at bottom of Vicarage Lane
- A copy of **CCC's Highway Infrastructure Asset Management Plan** has been circulated to all Councillors
- **Damaged verges** – AG/RW and Peter Taylor, County LHO have met with Duxford Road residents affected by recent verge re-instatements. They had wanted to enlarge their crossovers many years ago but had apparently been refused. They will now re-apply for permission and are obtaining quotations for the work involved.
- KW/RW have negotiated **an increase of the annual rent payable by UKPN for the substation on the Lawn** to £350 pa, plus a contribution towards back rent from 2003. This is for a 30-year lease with rent reviewed every five years against RPI.
- **Adoption of Newton Rd Red telephone kiosk:** RW waiting to hear about continuation of electricity supply. **Council insurer's have confirmed that** public liability cover will be automatically provided for the phone box, the only condition regarding cover is that the telephone

box is lit if right next to a public highway. Additional premium for a replacement value of £2000 is £15.05.

## 5. PRESENTATION BY MOTO HOSPITALITY

Sereena Davey (Associate Director), Mark Franks (Property Director) and Tony Collins (Planning Consultant) of Moto Hospitality gave a verbal presentation about the motorway service area they intend to build in the southeast quadrant of Junction 10 (22 acres of land owned by Gonville and Caius College).

After the IWM have given their feedback on advice from Moto's aviation consultant, they will publicise their plans for consultation prior to submitting a planning application, probably by the end of the year.

In the meantime, strong objections were voiced both by Councillors, including councillors from Thriplow and Hinxton, and members of the public.

## 6. NEIGHBOURHOOD PLAN UPDATE

Jo Denny, NP Administrative Assistant, gave an update on the Neighbourhood Plan following the Workshop held on March 2nd. The workshop focused on writing vision statements and objectives, which will be distilled by the Steering Group into a master draft to be circulated for consultation in April, with the intention to make draft policies available in May or June.

The steering group is to commence this work on March 15<sup>th</sup>.

## 7. OPEN FORUM no items raised

## 8. REPORT OF THE PLANNING COMMITTEE

The following **PLANNING APPLICATIONS** were discussed:

**S/0570/17/FL** Farriers, Newton Road – further revised application for replacement of existing house: *the Council continues to support this application.*

The property owner indicated that once approved by District Council, extensive landscaping including attention to the leylandii boundary with Council allotments, would be considered

**S/0724/17/FL** Tickell Arms – renovation of external canopied area: *this is opposed on same basis as already submitted for S/0328/17LB, namely potential noise and light pollution.*

The meeting welcomed the dismantling of the lean-to and removal of the outside fridges, following intervention from the owner of the freehold. Prosecution has now been suspended, but the District Council will seek to recover its costs.

**S/0773/17/FL & S/0774/17/LB** IWM – replacement of refrigeration units in buildings 8 and 9, used for archive film storage: *supported.*

**S/0625/17/E2** EIA Scoping, Agritech, Cambridge Rd, Hinxton. *Notification of an application to seek a scoping opinion.*

It was however noted that planning applications for the AgriTech hub (SmithSonHill) and a major expansion of the Genome Campus (Wellcome Institute) are likely to be made by the end of the year. PT advised the meeting that SCDC intend to allocate a specific planning officer to oversee the many large applications which are now affecting Whittlesford and neighbouring parishes. PT also suggested that when this is official we extend an invitation to the planning officer to speak to a future PCM.

**S/2723/16/FL** Two storey rear extension, front dormer, replacement garage, solar panels and alterations. 120 Duxford Rd. Amended plans. *No objections.*

### PLANNING DECISIONS

**S/3364/16/FL** Spinney Hill Farm – change of use to burial ground and nature reserve: *rejected by the District Council on same grounds that Planning Inspector had expressed when the previous application went to appeal.*

MT & RW to seek advice from SCDC planning department with regard to any future application.

## 9. NEWTON RD OPEN SPACE: consider quotations for play area equipment & associated issues

Three quotes had been obtained for play equipment on the Newton Road play area.

Based on specification to include mound with tunnel and slide, team swing and two picnic tables plus safety surface and installation, quotes (excl. VAT) had been provided as follows:

Sovereign: £9529.44

Action Play & Leisure: £10324.00

Wicksteed: £15031.27

**DECISION: Proposed by EP, seconded by ML, the Council agreed in principle to accept the proposal from Sovereign, which was the lowest cost.**

However before placing the order, a safety check will be carried out on the earth mound adjacent to the play area to test for contamination.

**10. TRUST & OTHER MEETING REPORTS**

**a. Lawn Trust Management Committee Meeting, Tuesday February 28<sup>th</sup> 2017. JH**

It was reported from the meeting that the defibrillator obtained from the British Heart Foundation by the Warriors would be sited on the front outside wall of the pavilion (it has since been arranged that both this and the defibrillator obtained for the Memorial Hall will be installed by the end of March).

Also reported that further discussion of the lease/ownership issue had resulted in a potential solution: the PC could be Custodian Trustee and the LT appointed Management Trustee. This has not yet come before the Parish Council.

**b. Police Panel Meeting, Thursday 23<sup>rd</sup> March 2017 JH**

Notes had been circulated ahead of the meeting. In particular a new strategy to report bad parking has been suggested by Chief Inspector James Sutherland. Residents are encouraged to use [tinyurl.com/SouthCambs-Parking](http://tinyurl.com/SouthCambs-Parking) and complete a Parking Enforcement Request.

**c. Allotment Holders' Meeting, Wednesday 8<sup>th</sup> March 2017 TT**

Notes had been circulated ahead of the meeting. In particular two requests, one for a communal area for storing wood chipping and a second asking that the ban on hives sited at the allotments be lifted. The allotment committee will meet on site w/c 19/3 to review potential locations for the storage pen. David Abson, a local resident with beekeeping experience will be asked to carry out a risk assessment.

**11. TRUST & OTHER MEETING REPORTS**

**The Annual Parish Meeting will be on 25 May** this year, which is later than usual.

The normal agenda will be followed comprising matters arising from last year's minutes, discussion of the 2016/17 Annual Report and Finance Statement, and Open Forum for general questions. Progress on the Neighbourhood Plan will be featured, and a possible guest speaker.

**The format** will be informal and refreshments will be served during the evening.

**The Annual Report** distributed prior to the meeting, which will again be delivered as an insert to LOOK, will summarise what has happened during the year, list achievements so far and propose objectives for the coming year.

**12. DISTRICT & COUNTY COUNCILLOR'S REPORTS PT**

The Household waste collection rounds had been changed with bins in Whittlesford now being emptied on a Monday. SCDC & Cambridge City Council have combined their departments to achieve cost savings whilst aiming to provide a more efficient service. Teething problems should be reported at once to SCDC.

There was still no 5-year land supply with potential developers still land banking.

Hare coursing has been particularly prevalent in the area this year along with associated crime and damage to crops, equipment and buildings. The police are increasing surveillance.

SCDC Planning Committee are site-visiting the Aerodrome Garage on Friday, March 17<sup>th</sup> in relation to the planning application to revamp. Included are possible changes to the original application to address residents' concerns.

**13. ACCOUNTS**

**a. The payments and receipts for March were approved.**

**PAYMENTS**

21 Feb 17	FP	Peter Carter T/S Garden Support	Grass cutting at Newton Rd OS x 2	£70.00
21 Feb 17	FP	Peter Carter T/S Garden Support	Allotment hedge cutting & cut up fallen cherry tree	£225.00

21 Feb 17	FP	Peter Carter T/S Garden Support	Post & Rail fence installed at Newton Rd OS	£665.00
21 Feb 17	FP	Peter Carter T/S Garden Support	New hedge planting to fill in gaps in Allotment hedge	£336.00
21 Feb 17	FP	Peter Carter T/S Garden Support	Hedge cutting at Newton Rd OS	£175.00
21 Feb 17	FP	Peter Carter T/S Garden Support	Erect donated waste bin at corner Hill Farm Rd & A505	£25.00
6 Mar 17	FP	Gardenworks Tree Surgery	Fell storm damaged & rotted whitebeam in cemetery	£702.00
8 Mar 17	FP	Parish Church	Hire of Church Room for Allotment Holders Meeting 8/3	£15.00
15 Mar 17	SO	Roy Warnes	Clerk's Salary	£492.68
			Fixed monthly expenses -- increased by gross £3.59 per month as Clerk has had to increase Parish-related online mail storage to 10GB	£57.09
15 Mar 17	SO	Rob Foden	Cemetery Main. Contract	£120.00
15 Mar 17	SO	Rob Foden	Maynards Maintenance Contract	£125.00
15 Mar 17	SO	Village Gardener	Allotment Maintenance Contract	£120.00
15 Mar 17	FP	Jo Denny	NP Admin Salary February 26 hours	£208.00
15 Mar 17	FP	Jo Denny	Fixed monthly expenses	£16.05
15 Mar 17	FP	Jo Denny	Variable exps 18/1 to 2/3/17	£92.52
				<b>£3,444.34</b>

## RECEIPTS

28 Feb 17	FP	Red Lion Whittlesford	Refund from Drop In session	£11.40
14 Feb 17	Chq	Ivett & Reed	Memorial plaque inscription fee - - Sugden	£17.00
				<b>£28.40</b>

### b. Maintenance of War Memorial Hedge

The height of the hedge is to be reduced to that of the cross, and the width at rear to be reduced all around (leaving front facing and retained sides untouched). Cost £325 net.

- c. RW had obtained a check price of £4788 for resurfacing the pavement on the northern side of Station Road West. This would include slightly tilting the new surface so that water would run off to overcome the flooding problems. Also grips cut into adjacent verge to improve drainage. RW instructed to get three quotations for consideration at a later PCM

## 14. CORRESPONDENCE

**War Memorials Workshop** in Cambridge 26<sup>th</sup> April

**Heidi Allen:** Campaign to achieve fairer deal for local schools from Government's National Funding Formula

**SCDC Planning Open Day** Monday March 20<sup>th</sup>

Letter from resident demanding action **to alleviate parking problems on Station Rd West.**

## 15. DATE OF NEXT PARISH COUNCIL MEETING

Tuesday 11 April at 7:30 in the Memorial Hall.

*The meeting finished at 10.10 pm.*