

# FEN DRAYTON PARISH COUNCIL MINUTES

15 APRIL 2019



## Present

Jackie Isden (chair), Roger Davies, Chris Gray, Sue Gyles, James Weedon  
County Councillor: Mandy Smith; District Councillor: Sue Ellington  
Parish clerk: Gill Parrish Members of the public: 1

**PARISH COUNCIL OPEN FORUM** *Opened and closed at 19.30.*

**PARISH COUNCIL GENERAL MEETING** *Opened at 19.30.*

**19/055 APOLOGIES FOR ABSENCE** S Pinner, I Whitby.

**19/056 DECLARATIONS OF INTEREST** none.

**19/063 VILLAGE SURVEY** *(item brought forward from later in the agenda)*

The parish council thanked Phil Christie for coming to the meeting, representing the PCC, to discuss the village survey that he and R Davies are producing for the parish council and the PCC. Phil Christie will put the completed questionnaire online via Survey Monkey and a printed version will also be delivered to all households in the village.

### **19/057 COUNCILLORS' REPORTS**

**District councillor, Sue Ellington:**

**SCDC staffing:** morale is low at SCDC due to management resignations, but a new management structure is due to be introduced, which will hopefully improve the situation.

**Parklife:** will be held on 17 May this year.

**County councillor, Mandy Smith:**

**Community warden scheme:** Elsworth PC would like more information about the scheme and to meet with Fen Drayton PC with a view to having a joint community warden. Cllr Smith will provide contact details for J Isden to arrange a meeting. Cllr Smith is meeting with Boxworth PC and Cllr Ellington with Lolworth PC as well, to see if they are interested.

**Cycle path to busway:** Greenways is in the process of designing a path. The plans will go before the funding board in December. Cllr Smith will ask for support for the scheme and any suggestions from the village via the Fen Drayton Focus. The Mill Road 40 mph limit will also be part of the submission. In the meantime the PC could also apply for the 40mph limit via the LHI as a back-up.

### **19/058 LOCAL CRIME/PCSO**

Children's play equipment behind the village hall was vandalised resulting in slight damage.

**19/059 MINUTES OF THE LAST MEETING** *(chair to sign with any amendments).*

*The March minutes were unanimously approved with one amendment (January changed to February in item 19/044), and signed by the chair.*

**19/060 ACTIONS FROM PREVIOUS MEETINGS** *unless covered by a separate agenda item.*

- 19/047 Community warden scheme: R Davies will send the Longstanton draft questionnaire to council members for feedback. Following the meeting with Elsworth PC, a draft questionnaire for Fen Drayton will be prepared.

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- 18/049 Vermuyden Way tree overhanging 35 Cootes Lane: the council agreed that Atlas should prune it at a cost of £50 + VAT.
- 18/049 Springhill dog waste bin: SCDC responded quickly to request from the clerk to empty the bin and it is now on the emptying rota
- 18/049 Hamill's has been asked not to cut the village grass just before the 10K/Fun Run (to avoid a repeat of last year when grass when wet clippings were trodden into the village hall and complaints were received from residents too).

- **ACTION: R Davies to distribute Longstanton community warden survey for feedback.**
- **ACTION: J Isden to arrange meeting with Elsworth PC.**

## 19/061 CORRESPONDENCE RECEIVED

2/4 Email from Swavesey PC about hosting a timebanking meeting in the village hall. All council members were in favour of hosting a meeting in the village hall.

3/4 Email from resident about the grass in Vermuyden Way. The handyman has now cut the grass, although it is the responsibility of the council, it is not due to be cut until 12 May.

12/4 Email from a resident asking if the PC had any objection to the resident contacting the press re A14 traffic through the village. The council members agreed unanimously that the PC could neither object to nor support any media coverage instigated by a resident.

- **ACTION: R Davies to email the resident about contacting the press.**
- **ACTION: clerk to email Swavesey PC about the timebanking meeting.**

## 19/062 VILLAGE/GROUNDS MAINTENANCE

- The clerk has now received costs for this year's grass cutting from the county council and will ask Hamills for a quotation for a comparison.
- The drain covers in Horse & Gate Street and Honey Hill are due to be replaced this week.
- Unanimously approved: to accept Atlas's quotation of £50 + VAT to prune the tree on Vermuyden Way corner overgrowing 35 Cootes Lane.
- Dead tree in Vermuyden Way – J Isden to investigate.
- The bin by the tennis courts has been replaced.
- New bench/base: P Larter booked to do the base. Clerk to order the bench from NBB.

- **ACTION: clerk to obtain quotation for verge cutting from Hamills.**
- **ACTION: J Isden to give Atlas the go-ahead to prune the tree on Vermuyden Corner.**
- **ACTION: J Isden to look into a replacement for the dead tree in Vermuyden Way**
- **ACTION: Clerk to order bench and liaise with P Larter over installation.**

## 19/063 VILLAGE SURVEY *(moved to first main agenda item)*

## 18/064 DIGITAL MAPPING

The PC now has a licence for OS maps. Council members unanimously approved subscribing to Parish Online software for digital mapping at £90 per year.

- **ACTION: R Davies to order Parish Online software.**

## 19/065 VILLAGE MEETING

- Speakers confirmed: A14 and affordable housing project will be included on agenda.

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- P Christie has kindly offered to organise the refreshments for this year's village meeting.
- Village meeting invitations will be printed and delivered two weeks prior to the meeting.
- R Davies will draft the agenda and produce slides for the meeting as last year.
- The next general meeting and AGM will be held on 17 June.

- **ACTION: R Davies to supply copy for the reverse of the invitation.**
- **ACTION: clerk to get invitations designed and printed and organise delivery rota.**
- **ACTION: R Davies to draft agenda and produce slides for the meeting.**

## 19/066 A14 LEGACY FUND

Applications for grants to be submitted by 31 May. Suggested proposals were: traffic calming measures, HGV weight restriction (although this is also being pursued jointly with Swavesey and Over), and a new playground surface as the existing one is very worn. Cllr Smith agreed to provide the name of a consultant for advice about traffic calming and HGV weight limits.

- **ACTION: C Gray to obtain prices for various traffic calming and speak with Highways.**
- **ACTION: J Isden to obtain costs for replacing the playground surface.**

## 19/067 VILLAGE HALL

J Isden is resigning from the village hall committee at the AGM. There are vacancies for up to two parish councillors on the village hall committee. The PC members were asked to advise if they would be willing to join.

## 19/068 THE THREE TUNS

The Three Tuns is up for sale for £385,000. The PC has listed the pub as an asset of community value (ACV). The parish council will seek advice on the next steps. It will also put a notice on Facebook to make villagers aware of the situation and add questions to the village survey to gauge how the village feels about making a community bid.

- **ACTION: R Davies to add the Three Tuns to the village questionnaire.**
- **ACTION: J Weeden to get advice from CAMRA and put a notice on Facebook.**

## 19/069 PLANNING

### New planning applications:

S/0802/19/FL Cherry Cottage, High Street, extension and conservatory

S/0804/19/FL 41 Middleton Way, rear extension and front porch

S/0645/19/FL 13 Park Lane, amended plans

### Approved/no objections by PC

S/0802/19/FL Cherry Cottage, High Street, extension and conservatory

S/0804/19/FL 41 Middleton Way, rear extension and front porch

**Objections by PC:** None

**SCDC decision notices:** none.

**Rosary junction improvements** – (19/009 & 18/1302 refer). The LHI grant bid was successful and Highways sent draft designs for the new junction to the parish council. The PC unanimously approved a couple of changes: traffic leaving The Rosary to give way to the High Street and less double yellow lining.

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- **ACTION: clerk to send amended plans back to Highways.**

## 19/070 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

Unanimously approved and signed by the chair and clerk.

## 19/071 2018/19 RECEIPTS AND PAYMENTS REPORT

The report, distributed to the council members ahead of the meeting by the clerk, was unanimously approved.

## 19/072 2018/19 ANNUAL RETURN ACCOUNTING STATEMENT

The chair signed the accounting statement as being an accurate record of the income and expenditure of Fen Drayton Parish Council in the financial year 2018/19.

## 19/073 BUDGET FOR 2109/20

R Davies presented the budget for 2019/20 to council members who unanimously approved it. The reserve account needs to be increased by £3,000.

- **ACTION: Clerk to transfer £3000 to the building society account.**

## 19/074 FINANCES

### MARCH RECEIPTS & PAYMENTS

<i>Business account</i>	<i>Description</i>	<i>Receipts</i>	<i>Payments</i>	<i>VAT</i>
G Parrish	Clerk admin expenses		109.80	
Village hall	Meeting room hire		17.50	
C Burns	Handyman February		274.00	
G Parrish	February salary		292.30	
Cambridge Water	Pavilion water		23.14	

### Account balances (as of 18/03/19)

Business account balance £ 14,803.60

- S106 account balance = £5,685.24
- Town Lands account balance = £23,127.29
- Cambridge B/S = £10,600.00

**Meeting closed:** at 21.55. **Next meeting:** Village meeting 20 May 2019 at 19.30 in the village hall.