

FEN DRAYTON PARISH COUNCIL MINUTES

18 SEPTEMBER 2023



Present

Jackie Isden (chair), Roger Davies, Paul Goodwin, Peter Kiss, Mandy Smith
County councillor: Mandy Smith
District councillor: Sue Ellington
Parish clerk: Gill Parrish
Members of public: 0

PARISH COUNCIL GENERAL MEETING

23/0106 APOLOGIES FOR ABSENCE

C Gray, S Gyles, J Weeden, S Lockwood.

23/107 DECLARATIONS OF INTEREST

None received.

23/108 MINUTES OF THE LAST MEETING

RESOLVED The July minutes were approved by council members and signed by the chair with no amendments.

23/109 PUBLIC OPEN FORUM

Opened and closed at 19.32 as there were no participants.

23/110 COUNCILLORS' AND CRIME REPORTS

23/110/1 County councillor, Mandy Smith's report

Flood Action Conference, 21 September 2023 – R Davies is attending.

Greenways – now due for completion in 2025. Fen Drayton is still waiting for the revised designs. Cllr Smith to chase with new contact at Greenways.

Potential grant funding – Cllr Smith to send the clerk details of the Cambridgeshire Priorities Capital Fund.

23/110/2 District councillor, Sue Ellington's report:

Four-day working week – the government is still trying to stop the four-day week. The bin men started their four-day week pattern this week. The next full district council meeting will be held on 6 October and Cllr Ellington has tabled a question: is there a plan in place if the council has to revert to a five-day week?

23/110/3/1 Crime reports:

The police opened two incident reports for The Rosary/Church Street area following events during the w/c 4 September.

23/110/3/2 PC Smits asked if the parish would be involved in a cycle marking event. Clerk to respond suggesting it is done in conjunction with the community cafe. **ACTION**

23/111 UPDATES/ACTIONS FROM PREVIOUS MEETINGS *(or see agenda item).*

(19/133) Greenways project – any update? See 23/110/1.

(23/011) Northstowe S106 LHI traffic calming: Cambridge Road bridge. The clerk has submitted a pre-application expression of interest. Application deadline is 31 October. Cllr Smith is due to meet with Neal Stevens, the new local highways officer (LHO) to apprise him of Fen Drayton's highways issues.

(23/013) The Journal was well received by Fen Drayton residents. A new editor for Fen Drayton is needed as Dawn Fairey is stepping down from the role in the new year.

(23/100) Clearing the village hall car park: the chair thanked the group of volunteers who cleared the vegetation and piles of gravel and wood chips ready for the ground to be prepared to accommodate extra parking.

(23/086) The new pavilion donation request flyer went out in early September. The letter to businesses is in hand with the football club.

(23/099/2) The hedge along Holywell Ferry Road by the football field has been cut back and the handyman will mark out angled parking spaces for football teams on match days. Parking in Daintrees Road is still occurring but has improved. The village hall hedge has also been cut.

(23/099/3) Brickwork on the bridge near the pub is on SCDC's list of work to be carried out.

(23/099/4) Clearing Daintrees ditch: the chair asked SCDC for advice but has not heard back and will chase up. **ACTION**

(23/101/1) New footpath – the lease for the footpath from the affordable housing development to the village hall field has been finalised and signed.

(23/101/2) The village hall field original deeds (for registering with LR) have still not been found. Clerk to make further enquiries. **ACTION**

(23/103/2) Bank account name changes (see 23/118/1)

23/112 CORRESPONDENCE RECEIVED

14/8 Email about cherry tree in village hall field – see 23/113/1.

31/8 Email about vegetation overgrowing the pavement in The Orchard – clerk has written to the householder requesting that this is trimmed back.

03/9 Email about the footpath along the west side of the A1307. J Isden to obtain more information. **ACTION**

08/9 Email about the proposed new pavilion – see 23/115/1.

23/113 VILLAGE MAINTENANCE

113/1 Cherry tree in village hall field needs pruning: Atlas quotation approved and work will take place on 17 November.

113/2 The clerk reported the broken public footpath sign and fence at entrance to Fenstanton footpath to Highways.

113/3 The handyman will repair the non-slip surface of the bridge by the lock up. He will also mow the Mill Road/Cootes Lane junction verge to encourage wild flower growth next season.

113/4 The handyman will revert to winter working hours (four per week) from November.

114/5 The village verges have been cut by RH Landscapes.

23/114 PROFESSIONAL WEBSITE DESIGN

Council members approved, in principle, the clerk's proposal by clerk to have professionally designed website. The clerk will obtain package prices for the next meeting. **ACTION**

21.45 Cllr Smith arrived.

23/115 PAVILION FUNDRAISING

23/115/1 Feedback from first A4 information and A6 donation flyers was mostly positive. Concerns were raised about the modular building not being in keeping with the adjacent conservation area. The PC and FC will ensure that the new pavilion will have sympathetic planting around it and will be supplied in a shade of green (to be decided) so the structure blends in with its surroundings.

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18 SEPTEMBER 2023



23/115/2 **RESOLVED** Council members unanimously ratified the clerk as the official grant signatory for the PC. This was previously approved by email so the grant for the pavilion could be submitted by its 6 September deadline.

23/115/3 The PC responded positively to a request for a shelter to be erected next to the new pavilion. It will be looked into once the pavilion grant is secured and funded separately to the main building.

23/116 2023/24 LHI APPLICATION

RESOLVED Council members voted unanimously to proceed with the 2024/25 LHI (FDPC to donate 10% of the grant amount).

23/117 NAMING THE NEW DEVELOPMENT ROAD

RESOLVED Council members voted unanimously to request Teal Close as the name for the affordable housing development road. Clerk to advise the address management team. **ACTION**

23/118 FINANCE

118/1 Lloyds Bank account names have been updated to more easily distinguish the four parish council accounts.

118/2 July/August receipts and payments – see Appendix 1

118/3 Account balances as of 11/9/23

- Business account = £20,499.38
- S106 account = £9.75
- Town Lands account = £25,316.62
- Cambridge B/S = £18,600.00

23/119 PLANNING APPLICATIONS

23/02057/FUL Rear of 50 Middleton Way, Fen Drayton New dwelling.

23/120 MEETINGS

Next parish council meeting: 16 October 2023.

Meeting closed at 21.00

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18 SEPTEMBER 2023



APPENDIX 1

July/August receipts and payments

	<i>Description</i>	<i>Receipts</i>	<i>Payments</i>	<i>VAT</i>
eon	Pavilion electricity		28.89	Y
Atlas	Willow Daintrees Farm		1,140.00	
Atlas	Tree work adj 35 Cootes		108.00	Y
Atlas	Tree work Vermuyden W		288.00	Y
Fen Drayton village hall	Committee room hire		53.75	
CCC	Verge cutting credit	731.12		
G Parrish	Clerk July salary		403.58	
C Burns	Handyman - July		580.00	
Royal Mail	PO box rental		330.00	Y
RH Landscapes	Grass cutting		532.80	Y
eon	Pavilion electricity		20.09	Y
Fen Drayton village hall	Meeting room hire		15.75	
G Parrish	July admin expenses		89.76	
F des Rosiers	Contribution to felling	475.00		
Arthur Ibbett	Stihl rotary cutting head		316.00	Y
eon	Pavilion electricity		28.89	Y
G Parrish	August pay		459.99	
C Burns	Handyman August		693.00	
G Parrish	Admin expenses		131.85	
PKF Littlejohn	External audit		252.00	Y
RH Landscapes	3 x grass cuts + bank cut		979.20	Y