

# FEN DRAYTON PARISH COUNCIL MINUTES

17 MAY 2016



## Present

Harry Webster (chair), Judith Christie, Chris Gray, Sue Gyles, Jackie Isden, Richard Lewis  
County councillor: Mandy Smith  
District councillors: Mark Howell, Nick Wright  
Parish clerk: Gill Parrish Members of the public: 1

## PARISH COUNCIL OPEN FORUM

*Opened at 19.30*

A local paramedic offered to give a CPR and defibrillator demonstration – see item 16/962.

## PARISH COUNCIL ANNUAL & GENERAL MEETING

*Opened at 19.35*

### **16/948. ELECTION OF CHAIR AND VICE CHAIR**

*C Gray, seconded by S Gyles, proposed that H Webster be elected chair; all in favour.*

*H Webster accepted. C Gray, seconded by J Isden, proposed that R Lewis be elected vice chair; all in favour. R Lewis accepted.*

### **16/949. COUNCILLORS' DECLARATIONS OF ACCEPTANCE**

All members present signed declarations of acceptance of office.

### **16/950. ANNUAL GOVERNANCE STATEMENT**

Signed by chair and clerk.

### **16/951. 2015-6 ANNUAL ACCOUNTS**

The accounts were signed by the chairman as being a true and accurate record of the monies spent and received by Fen Drayton Parish Council in the financial year 2015-6. *Proposed as correct by J Christie and seconded by R Lewis; all in favour.*

**16/952. APOLOGIES FOR ABSENCE** I Whitby and T Baugh (by email during the meeting).

**16/953. DECLARATIONS OF MEMBERS' INTERESTS** None.

### **16/954. COUNCILLORS' REPORTS**

#### ***Cllr Smith***

*Boundary review:* This is going back into consultation due to complaints about the process. The date for final recommendations is now 6 September 2016. The county will be reduced from 69 to 61 councillors. There are two consultations in progress, for the county council and the district council.

*Traffic volumes:* Highways England is carrying out traffic counts in various places including along the Swavesey Road prior to the A14 improvements. The results will be passed onto local councils.

*Potholes in Holywell Ferry Road:* Bob Menzies at the county council is the person to contact.

*Cambridgeshire Highways Open Days:* Whittlesford Highway Depot on Monday, 27 June.

*Community Fair at St Ives on 7 June:* potentially good for networking and funding ideas.

*Broken village name sign on Cootes Lane:* contact is Simeon Carroll at the county council.

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## **Cllr Howell**

Cllr Howell thanked all who voted for him in the recent council elections.

Electoral review: the county's district councillors are being reduced from 57 to 45. If the new boundary change recommendations are accepted Fen Drayton will be grouped with Swavesey and Lolworth (with Sue Ellington as district councillor). Objections can be made in writing to the Local Government Boundary Commission for England (LGBCE).

## **Cllr Wright**

Proposed cycle path to the guided busway: contact Cllr Francis Burkitt at City Deal, a £500 million package spearheaded by the county, city and South Cambs District councils, the University of Cambridge and businesses to try and sort out Cambridge's housing, transport and skills issues. Cllr Wright advised that City Deal may fund the project and should be able to cost it out. The parish council should also offer some match funding.

S106: still waiting for response about S106 from James Fisher and Stephen Reid.

Covell's Drain: H Webster raised the issue that the drain to be cleared by the A14. He and Cllr Wright will discuss and progress. Pat Matthews has retired.

Cllr Wright thanked H Webster for his hard work in the construction of the village flood defences.

## **16/955. LOCAL CRIME/PCSO**

During the past month a house was broken into in Vermuyden Way and theft and damage at the chicken farm. Also lead has been stolen from church roofs in some nearby villages.

## **16/956. MINUTES OF THE LAST MEETING**

R Lewis, seconded by J Isden, proposed the April minutes as correct. All in favour.

## **16/957. ACTIONS/UPDATES FROM PREVIOUS MEETINGS**

(16/933) Pavilion refurbishment: AA Taylor has inspected the pavilion and will provide an estimate. The building would need to be taken down and the sills are rotten, and then rebuilt with more substantial wood, stained black in keeping with other village buildings. The roof is sound. Funding: Application will be made once an estimate has been received. In the meantime C Gray will look into Tesco's bag scheme and Waitrose's community charity scheme.

(16/943) Maintenance: see 16/959.

(16/943) Benches near playground and perch seat for bus shelter – see 16/960

(16/943) Lowering of two dog-waste bins – this has been done by the handyman.

(16/943) Wheelchair access to village hall: see 16/960

## **16/958. CORRESPONDENCE RECEIVED**

03/5/16 Came & Co email re insurance renewal. Recommended Ecclesiastical (£576).

11/5/16: Letter/email. Highways England: Secretary of State has granted permission for the A14 upgrade. Distributed by email to councillors on 13/5.

12/5/16 Email regarding the dangerous exit from the Shell garage.

12/5/16 Email regarding broken Church Street sign – see 16/959.

13/5/16 Email from LGBC re electoral review of South Cambridgeshire.

16/5/16 Letter from LGBC re electoral review of South Cambridgeshire.

*R Lewis, seconded by J Christie, proposed acceptance of the Ecclesiastical insurance quote. All in favour.*

- **ACTION: Clerk to email Fenstanton PC about the Shell garage exit.**

## 16/959. VILLAGE LANDSCAPING/TREES/MAINTENANCE

**Tree on Vermuyden corner** overhanging garden in Cootes Lane. Atlas recommends lifting the crown which would cost £40 + VAT. The removal of two stunted trees would also cost £40 + VAT. J Isden to check that this is acceptable to the neighbour in Cootes Lane.

*J Isden, seconded by C Gray, proposed that the quotation be accepted. All in favour.*

**Planters for the benches in The Plantation:** These are now being made.

**Bench for bus shelter:** waiting for a quotation for a perch bench.

**Vermuyden Way & Cootes Lane/Vermuyden corner:** J Christie has emailed landscaping options for both areas to council members for their consideration. (On agenda for 14 June).

**Broken street signs.** The sign in Church Street has been reported to the council. The village sign at the top of Cootes Lane is also broken. Clerk to report to the council.

**Wheelchair access to the village hall:** Heavy-duty removable rubber strips are being ordered.

**The primary school** asked if a running club could use the playing field for a pre-school run. The council members had no objections. J Isden to request a risk assessment from the school.

**The pre-school** requested permission to put a sign up outside the village hall. The council members had no objections.

Litter in the entrance to The Rosary: the handyman has to clear litter from this area on a regular basis. The clerk will obtain costs for a bin and look at a suitable site.

- **ACTION: J Christie to continue dealing with soft landscaping solutions for Cootes Lane/Vermuyden Way corner.**
- **ACTION: J Isden to ask the primary school for a risk assessment.**
- **ACTION: Clerk to look at litterbin costs and suitable sites.**
- **ACTION: Clerk to report the broken Fen Drayton sign to the council.**

## 16/960. NEW BENCHES NEAR THE PLANTATION

Parents were canvassed by Facebook to see what seating options they would like to have in the park near the playground. Picnic tables and seating were the preferred option with minimal paving. J Isden will obtain prices for purchasing two tables, in wood-effect, vandal-resistant recycled plastic, and hard landscaping.

- **ACTION: J Isden to obtain prices for putting picnic benches in the park.**

## 16/961. CYCLE PATH TO GUIDED BUSWAY

As advised by Cllr Wright above, the parish council will contact Cllr Francis Burkitt at City Deal. Cllr Wright advised that City Deal may fund such a project and should be able to cost it out. The parish council should also offer some match funding.

- **ACTION: J Isden/clerk to contact City Deal.**

## 16/962. DEFIBRILLATOR & TRAINING

A local ambulance service paramedic was present at the meeting and has kindly offered to give a free CPR and defibrillator demonstration once the defibrillator has been purchased. H Webster is still waiting to hear from the British Heart Foundation re ordering the defibrillator.

- **ACTION: H Webster to chase up BHF re defibrillator order.**

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## 16/946 PLANNING

### New applications:

S/0948/16/LD 18 Park Lane, single storey extension.

S/0832/16/FL 54 Park Lane, two-storey extension and garage

### Approved/no objections (by PC):

S/0814/16/FL 22 Park Lane, single storey extension.

### Refused:

None.

### SCDC decision notices:

S/2841/15/FL 5 Mill Road Two new dwellings, access road, garages: GRANTED SUBJECT TO CONDITIONS

S/3094/15/FL Middleton Business Park – extension to existing warehouse: GRANTED

## 16/935. FINANCES

The 2015-6 audit is complete and the annual return is due be signed off by the internal auditor and sent to the external auditor.

<i>APRIL RECEIPTS &amp; PAYMENTS</i>	<i>Chq no</i>	<i>Receipts</i>	<i>Payments</i>	<i>VAT</i>
Handyman (March)	1337		217.99	
Village Hall	1338		82.50	
Clerk (March)	1339		299.56	
HMRC	1340		237.00	
Cambridgeshire ACRE	1341		36.00	Y
P Larter	1342		1320.00	Y
Village Hall (Oct 2015)	1343		33.00	
Handyman (April + materials)	1344		565.98	
Clerk (April)	1345		283.82	
Precept A		9250.00		

- Business account balance £22829.59 (£5683.82 to be transferred to S106 account)
- S106 account balance = £4937.06
- Town Lands account balance = £7688.11
- Cambridge B/S = £7,600.00

*C Gray, seconded by J Isden, proposed the April expenditure as correct. All in favour.*

**Meeting closed at 22.05**

**Next meeting 14 June 2016**

**Website:** <http://fendraytonpc.wix.com/fdpc>