

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 10th September 2014.

Present: Councillor Drage (Chairman) and Councillors Brown, Bullen, Dawson, Rickett, Scarr (and District) Smith, Thorn, Ward and Williams (County & District) and the Clerk.

39 Co-option of Parish Councillor vacancy for Resolution.

Cllr Ward proposed co-opting David Smith onto the Council, proposal seconded by Cllr Williams and agreed by the Council. After signing a Declaration of Acceptance of Office, Cllr Smith was welcomed to the meeting

40 To accept apologies for absence.

Cllrs Mair, Newell, Sheldon and Sitton and lateness from Cllr Scarr.

41 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.

None received.

42 Police Report.

PCSO Julie Harjedini sent a report updating Members of recent incidents and information regarding Speedwatch. Following discussion it was agreed the Clerk would liaise with other parishes to get this up and running again. Reports of anti-social behaviour near the Life Wall on the Swifts Estate continue; Accent Nene is in favour of erecting fencing whilst the Parish Council would prefer planting. Cllr Thorn suggested having a site meeting with all parties including SCDC Planning Officer, Lorraine Casey. Agreed by the Council.

Public & Press - You are invited to attend the whole meeting and are welcome to speak at our Open Forum at the beginning of the meeting. No parishioners at meeting.

43 To approve the minutes of the last meeting.

The Minutes were accepted as a true record and signed by the Chairman.

44 Matters arising from the last meeting.

44.1 Dog Control Orders. PSPO (Public Spaces Protection Orders) come in effect in October which covers various items including Dog Control Orders. A meeting with representatives from the Parish Council, SCDC Environmental Health and the Dog Users will be arranged to discuss this further.

44.2 Bus Shelter, Cambridge Road; More quotations to be obtained for the next Finance meeting.

44.3 Kerbside Collection. This has been arranged for November; an article will be included in the October edition of The Village Pump.

44.4 Ida Darwin Update. At a SCDC Planning meeting on 4/7/14 Outline Planning Permission was refused and the Development Brief was approved.

45 Travellers at Hindloders Update.

The County Council Enforcement Officer has been liaising with the Travellers and is making progress in getting this matter resolved.

46 To consider planning applications.

Minutes of a meeting held on 26/8/14.

S/0462/14/CC, Fulbourn Primary School – Alterations to former library to enable use as a pre-school & after school club including canopy, tarmac play area, new fence, wall, paving & gates; new pedestrian access & path from School Lane realigned footpath from St Vigo's Road; extension of car park and playground.

Under delegated powers, planning permission granted subject to conditions.

Permissions received for: S/2763/13/FL, Gt Wilbraham Solar Park – Solar farm;

S/0857/14/FL, 16-18 Teversham Road – Erection of three dwelling houses and associated works;

S/0973/14/LB, 8 Balsham Road – Remove render, lath sheeting and wooden laths; Repair rotten wall plate and upright studs, treat frame of building, install oak laths and lime chalk render;
 S/113614/FL, 49 Pierce Lane – Front porch, new opening to rear, clad single storey outbuilding and replace roof with slate clad pitched roof;
 S/1324/14/FL, 16 All Saints Road – Single storey side extension to kitchen;
 S/1674/14/FL, Fulbourn Old Drift – Replacement telecommunications mast.

New Application: S/1917/14/FL, 4 Church Lane – Single storey extension to existing garage. Recommend approval.

47 Tree works:

17 Pierce Lane – Fell Conifer due to height, slant and adjacent properties. No objection.

Apthorpe Street – Remove 2 Sycamores and plant a single Oak. Concerns about the street scene and they are not in the best of shape.

56 Pierce Lane – Remove Conifer and Flowering Cherry. Conifer in back garden planted too close to another, no objection; Flowering Cherry, suggest replace further away from extension.

Manor Walk – Fell Holly and Bay Laurel trees. No evidence of damage to wall at present; felling trees would spoil approach to church. Suggest trees are pruned and managed to reduce growth.

The Croft – Reduce overhanging branches of 6 Ash Trees along rear boundary of 3 properties. No objections.

48 Minor Improvement Scheme.

Following discussion, Cllr Thorn proposed asking for the chicane at the bottom of the hill along Cambridge Road is removed and replaced with speed pillows, proposal seconded by Cllr Dawson and agreed by the Council.

49 Youth Building Update.

Cllrs Drage and Bullen attended a FA4Y (Fulbourn Action for Youth) meeting on 9/9/14. Future meetings will include Cllr Sheldon and Richard Drage. Alex Andrews and Brian Pope will be in charge of fundraising; SCDC are holding a PC Conference and Funding Fair at Cambourne which Cllr Drage will attend on Tuesday 28 October 2014.

50 Proposed development at Teversham Road/Cow Lane.

The Council has received several objections from concerned parishioners which will be taken on board when an application has been received.

51 Pavilion Update.

Revised draft sketches for an extension have been received from Alan Lamb, the Football Association's recommended architect which the Parish Council agreed to refer to the Recreation Ground Working Party Committee for discussions and comments and report back to Council.

52 To receive reports from County and District Councillors.

County Councillor Williams, District Councillor Scarr and District Councillor Williams all issued written reports which were accepted by the Council.

53 Correspondence. The following items had been received: -

53.1 Request for a bench in The High Street near to the bus stop outside the chemist. The Clerk will contact CCC regarding any planning policies the Parish Council should be aware of.

53.2 **Royal Mail** – Details of new delivery office for the Cambridge area.

53.3 **J Bojan** – Request financial assistance to erect a small cross or plaque at an unmarked grave for an elderly lady she cared for at a local Nursing Home. Referred to Village Charities.

53.4 **Wicksteed Leisure** – Play equipment inspection report received. Recommendations contained in the report are being dealt with.

- 53.5 **War Memorials Trust** – August 2014 bulletin magazine received.
- 53.6 **CCC** – Changes to Stagecoach services including Trumpington Park and Ride.
- 53.7 **Town Close** – Requests to have footpath cleared of nettles. Works have now been done.
- 53.8 **N Chege** – Request for a wind pole at the allotments to assist with maintenance. Council requires more information but feel unlikely it will be able to assist with this request.
- 53.9 **Fulbourn Centre** – Invitation to opening of new hall on Saturday, 13/9/14 at 2pm. The Chairman and other Councillors will attend.
- 53.10 **Cambs & Peterborough Clinical Commissioning Group** – July newsletter.
- 53.11 **SCDC** – Notes from Parish Planning Forum held on 21/7/14.
- 53.12 **English Heritage** – War Memorial in Manor Walk has been added to a list of Buildings of Special Architecture or Historic Interest and has been listed at Grade II.
- 53.13 **Cambridgeshire ACRE** – News digest August & September 2014.
- 53.14 **SCDC** – July e-bulletin.
- 53.15 **A Chapman** – Disappointed at lack of maintenance of verges along Teversham Road. The verges come under Metropolitan Housing remit; the Clerk will contact them for assistance and reply to Mr Chapman..
- 53.16 **J Moore** – Request to have tree works done in Cambridge Road. The Clerk has replied.
- 53.17 **A Hedge** – Complaint over condition of footpaths especially in Balsham Road.
- 53.18 **SCDC** – Update on changes to Waste Collection Services in South Cambridgeshire.
- 53.19 **CCC** – Consultation of recycling at www.cambridgeshire.gov.uk/recyclingcentreservice until 26th September.
- 53.20 **J Shepherd** – Concerns about maintenance of tree and hedges in Fromont Close. The Clerk has reported these to SCDC who will arrange for the work to be done shortly.
- 53.21 **A Farmer** – Concerns about vehicles parking at The Swifts car park forcing users to park in the road; this was discussed further at Swifts User Group Meeting, August 2014. Car parking spaces are for the use of those attending the Swifts and Council agreed that notices will be put up to outline this after consulting Accent Nene as to a suitable position to erect the notice.
- 53.22 **Cambridge City Council** – Park Street parking survey to be completed by 19/9/14.
- 53.23 **Parishioners** – Several enquiries concerning Travellers camped at Hindlodgers.
- 53.24 **SCDC** – Disability Open Day at Cambourne, 31/10/14 10am – 4pm.
- 53.25 **SCDC** – Conference and Funding Day at Cambourne Village College, 13/9/14. Cllr Drage advised that the date had now been changed to 28 October and she would be attending.
- 53.26 **Fulbourn Forum** – Newsletter of future events including a Litter Pick on 19/10/14.
- 53.27 **A Holloway** – Request to use the recreation ground for a football tournament in June 2015. The Clerk has contacted the Football Club to assist with Council's decision. After consideration and due to re-seeding and remedial works, it was agreed to politely decline this request.
- 53.28 **J Gaskell** – Request to have trees and shrubs in The Haven trimmed back so works can be carried out to the garage at Pear Tree Cottage.
- 53.29 **J Abbott** – Concerns regarding grass cutting contract and its renewal in 2015.
- 53.30 **S Danischewsky** – Concerning potholes in Impett's Lane requiring urgent attention. Aware the lane is classed as a low priority, the Clerk will still contact CCC for advice.
- 53.31 **Accent Nene** – Suggest erecting signs near Art Wall in preference to planting.
- 53.32 **K McLean** – Concerns about hedge along his property; wishes to continue with close boarded fence to the blue entrance gates and suggests the hedge is removed to ground level and grassed.
- 53.33 **Fulbourn Arts** – Diary of forthcoming events.
- 53.34 **C Tabor** – Advised her son injured his arm in July on the seating area near the Skate park requiring hospital treatment and four stitches. The Clerk was informed by a third party at the time and noted this in the Accident Book.
- 53.35 **Clerks & Councils Direct** – September 2014 magazine.

- 53.36 **R Paddon** – Opposing any proposed development off Teversham Road/Cow Lane.
- 53.37 **SCDC** – Parish & Cabinet Liaison Meeting – 8/10/14, 6.30pm at Cambourne.
- 53.38 **A Deptford** – Having purchased a Community Access Defibrillator for the Parish Council he is Chairman of, and the problems encountered, Mr Deptford now sells these himself should Council be considering purchasing one in the future; prices for defibrillators and cabinets quoted; Referred to the Recreation Ground Working Party Committee.
- 53.39 **J & J Patten** – Thanks to Council for best wishes as they celebrated their Golden Wedding.
- 53.40 **J Jackson** – Objections to proposed development at Teversham Road/Cow Lane and proposals at Ida Darwin; wishes Fulbourn to retain its village identity.
- 53.41 **S Hardwick** – Objecting to proposed development at Teversham Road/Cox's Drove as the land is unsuitable and would be prone to flooding, concerns about habitat and increased insurance premiums.
- 53.42 **K Morrish** – Advised son tripped on pavement in Pierce Lane. CCC to be notified.
- 53.43 Copy of letter from Chesterton Rural DC dated May 1967 regarding the appearance of the Open Spaces at the Haggis Gap Housing Site describing permitted fencing – for information.

54 To resolve the accounts for the month.

Wages: Clerk, July & Aug.....	1,908.24	Wages: Pavilion Cleaner (2 mths)..	225.25
Wicksteed: Play Inspection.....	162.00	M&M Building: MUGA.....	4,102.52C
B's Travel: Shopper bus July.....	275.00	Doe Sport: Tennis courts.....	1,080.00C
Falcon: The Pump & Insert.....	492.00	Barclays: June & July fees.....	46.31
S Danischewsky: Fees.....	3,840.00	SCDC: Planning fees.....	96.25R
British Legion: Wreath.....	17.00	Petty Cash: Stamps & Admin.....	20.00R
Chiltern: Colour spray courts.....	3,024.00RC	B's Travel: Aug Shopper bus.....	220.00
Konica Minolta: Photocopier.....	105.43	G Marshall: Youth Shelter.....	485.00

Cllr Bullen proposed the accounts are passed, proposal seconded by Cllr Thorn. Agreed by Council.

55 Council Committees.

A Draft of Parish Council Sub Committees was issued for further consideration.

Minutes of a Finance Committee meeting;

Reports from Cemetery and Recreation Ground. All reports were accepted.

56 To receive items for inclusion on the next Agenda for decision and/or action.

Council Sub Committees.

There was no further business and the meeting closed at 9.50pm.

Attached reports:

Item 46

Minutes of a Planning Meeting of Fulbourn Parish Council held on 26 August 2014

Present: Cllrs Drage (Acting Chairman), Browne, Bullen, Dawson, Scarr, Sitton & Scarr.

Apologies: Received from Cllrs Mair, Newell, Ward and Williams,

Information only

S/1603/14/DC

Proposal: Discharge of conditions 3 (window and door details) and 4 (materials) of Listed Building Consent reference S/2418/11
Location: 8 Balsham Road, Fulbourn, Cambridge, CB21 5BZ Noted.

S/1706/14/PH

Proposal: Single Storey rear Extension
Location: 30 Osler's Way, Fulbourn, Cambridge, CB21 5DS Noted.

S/1537/14/FL

Proposal: Erection of single-storey community building incorporating youth centre, scout hall, meeting rooms and ancillary support facilities following demolition of existing guides hall and youth buildings
Location: Former Guide Hall, Home End, Fulbourn, Cambridge, CB21 5BS
Applicant: Fulbourn Parish Council - Recommend approval already sent.
Cllr Drage reported on latest developments.

New Applications

S/1486/14/FL

Proposal: Demolition of Lean-To Brick Outbuildings & Utility Room and the Construction of a New Single Storey Sitting Room & Utility
Location: Flendyshe House, 1 Ludlow Lane, Fulbourn, Cambridge, CB21 5BL

No objection subject to Conservation Officers' approval.

S/1674/14/FL

Proposal: Removal of existing 11.8m high column and installation of replacement 12.5m high telecommunications column supporting 3 no. antennas, together with 2 no. additional equipment cabinets and ancillary works
Location: Telecommunications Mast, Fulbourn Old Drift, Cambridge, CB21 5XG

Recommendation approval.

S/1750/14/FL

Proposal: Erection of Single Storey Extension to Rear of Dwelling and Dormer Window in Rear Roof Slope
Location: 3 The Pines, Fulbourn, Cambridge, CB21 5HZ

Recommendation approval.

S/1886/14/FL

Proposal: Erection of Part Two Storey and Part Single Storey Extension to Rear of the dwelling.
Location: 103, Speedwell Close, Fulbourn, Cambridge CB1 9YS

Subject to no objections from the neighbouring properties; recommendation approval.

Item 52.1

My County report to the September 2014 meeting of Fulbourn Parish Council

1. The Park and Ride parking charges came into force on 22 July at each of the five sites around Cambridge. There has been a drop in use, although there has generally been a fall in tourism in the city this summer so this may account for it. We won't know the true effect until commuters return to work after the summer holiday period. If the trend continues I am worried that Stagecoach may reduce the park and ride service which since the expiration of the contract with the county council in 2012 is being run on a commercial basis. I am meeting with Andy Campbell the MD of Stagecoach East and will be discussing the situation with him amongst other issues. It has been reported to me that there may be people parking in the High Street and ignoring the parking restrictions to catch the bus into town to avoid the P&R parking charge and our PCSO will be making checks and issuing parking tickets to ensure the parking bays are available for High Street users.
2. The Environment Agency identified a serious pollution problem with the Vessel Composting Facility at the AmeyCespa Waste management plant at Waterbeach which led to it being shut down over the summer. As a result all Cambridgeshire household green waste had to be driven to other plants across the country. We are assured that the Private Finance Initiative ensures the county is not liable for any addition costs arising from this. I asked the chair of the Highway and Community Infrastructure Committee at the full meeting of the county council in July for details of the extra mileage and its impact on carbon emissions, but this information was unavailable. I am pleased to report that the EA is now satisfied with changes made by AmeyCespa and the facility is back in use albeit there is a backlog of waste to be dealt with.
3. Just to remind you that Parish Councils have until September 12 to submit proposals for minor highway improvements costing up to £10,000.
4. As you will know you were written to by the county flood risk team at the end of July asking for a questionnaire to be completed within 7 days. I and other councillors complained about the unacceptable deadline and I'm pleased to report that it has been extended to the end of September.
5. The county council is offering to give a 1% pay rise to its staff. This is in line with national pay negotiations. This follows a three year pay freeze for county council staff and of course is below the rate of inflation.
6. With street lights having been out for weeks in Church Street Great Wilbraham residents have witnessed first-hand the failure of the Cambridgeshire street lights PFI signed in 2011. The frustration of trying to get the street lights back on after the electricity to them was cut is the tip of an iceberg of failures which has seen Balfour Beatty – now the owners of the lights – fall short of the savings promised to council taxpayers and the delivery of new street lights that aren't even energy efficient LED! Taking just these two under achievements for the 12 months to the end of this April electricity consumption was 18.2 million kilowatt hours instead of the 17.62 million promised, while the number of street lights replaced stood at 24,194 – a staggering 3,394 short of the number that should have been by then. Despite BB not achieving its performance targets there is nothing we can do to get the street lights back under democratic control before 2036!

Cllr John Williams

Item 52.2

District Council Report for September 2014

Since our last meeting, I have been concerned that the draft minutes of the July Planning Committee did not include the “withdrawal of permitted development rights” for the bungalows approved in Teversham Road. I have pursued this with the Planning Officer and Chairman of Planning, and we have been assured that the permission when issued will include this important condition. (Whilst it does not in itself guarantee that this will *never* occur – it does mean that any proposed loft conversion will have to be the subject of a fresh planning application - whereas otherwise it would

not.) Also in relation to this site, I spoke to the Planning Officer about the trees/hedges along the boundary and he has spoken to the developer to ensure that these are not encroached upon.

I have been asked to be part of a working party to advise the Leader of Council on SCDC's part in commemorating the 70th anniversary of the end of the Second World War. From emails back and forth between members of the group we have identified those who ought to be involved as the Royal British Legion, the Bishop of Ely (who will have contacts with the other churches), the Scout movement who played their part on the Home Front along with the Boys' Brigade and the Church Lads' brigade (as messengers for the ARP, Fire Brigade etc). Also we identified the National Farmers' Union (NFU) and agricultural workers, as well as the Home Guard and ARP. This led us onto the Women's Land Army and the Women's Timber Corps (who played a big role in areas like Thetford Forest): plenty of wood was still used in ships, as well as planes like the Mosquito. Whilst we don't have forests in Cambs, we do adjoin areas which were planted up with trees in neighbouring council areas, and so we may well have former Timber Corps members or their families living in our district. This observation also applies to members of the Merchant Navy, whose role in the Battle of the Atlantic was probably crucial to final victory: even though our area doesn't have a port. ***If we have missed any group or organisation out – please let us know: that's why I've listed all the organisations we have thought of!***

Due to problems we have had in a couple of areas of the village in the recent past, I spoke to the Portfolio-holder for Environmental Services with regard to possibly having a supply of sandbags ***in the village*** in case of heavy rain/melting snow or both leading to a risk of properties being flooded. My idea is that we could use a small area of the Rec car park or the car park at the Swifts (I suppose there are "pros and cons" with either) or both to store a heap(s) of sand, with bags kept nearby. This will hopefully be taken up soon as South Cambs policy, before the next heavy rains come upon us. As I usually do, I have "kept an eye" on the awarded watercourses (council ditches) when heavy rain has fallen or is forecast – and they have coped well.

Yours,

Neil Scarr

Item 52.3

My District report to the September 2014 meeting of Fulbourn Parish Council

1. As you will know just before the summer break a planning inspector in upholding an appeal for housing development in Waterbeach considered that South Cambs did not have a five year housing supply and could not therefore refuse applications for housing developments except where it could be shown that the adverse impacts of the application outweigh the provision of new homes. As a result, our existing housing policies regarding village frameworks and rural centres currently cannot be used to determine applications. Moreover, the inspector considered that the emerging policies in the proposed Local Plan could not be given weight because of the number of objections lodged against it, which made it likely that it would be altered substantially by the Examination in Public. Therefore we cannot use the proposal to designate Local Green Space and other new policies contained in the new Local Plan to determine applications. However, he did say that Green Belt policy continues to apply. South Cambs considered a challenge to these views, but the inspector could not be faulted on the way in which he had come to these conclusions and so it was decided not to do this and potentially make matters worse ahead of the Examination in Public which will have to take into account the views he expressed.

The problem is that because the South Cambs Local Plan has been produced in tandem with the City Local Plan, our Plan allows for the majority of the housing development in the early years of both Local Plans to take place in the City, with South Cambs delivering the bulk of the housing in the latter years in the form of new settlements. As a result, while the City has a five year supply now, South Cambs does not. The Waterbeach inspector did not accept this as there is no precedent for two local planning authorities to work together in this way. South Cambs and the City are therefore producing a Memorandum of Understanding to put this arrangement on a legal footing to put before the Examination in Public.

The upshot of all of this is that the process of adopting the Local Plan will be delayed well into next year I suspect and meanwhile South Cambs will be open to attempts like that of Castlefield International to build houses on the former water company land to the north of Cow Lane. I hope that as the Examination in Public progresses emerging policy will be given weight as it is dealt with and that the proposed designation of Local Green Space and Fulbourn as a Minor Rural Centre will be able to be used in determining the application.

2. I also attended a Corporate Governance Committee meeting of South Scambs to discuss the implications of the City Deal on future planning policies. The intention is that the City Deal authority will in time be responsible for producing from 2019 a single Local Plan for all three councils, but without the democratic control of a unitary authority – the decisions resting with just three councillors each appointed by their authority. The Liberal Democrat group are extremely concerned about the way the City Deal is being used to create a “quango” type body which will include university and business interests that will have enormous control over the future of the Cambridge region, yet will be far removed from the electorate with limited scrutiny.
3. The outline planning application for the Marshall “Wing” development will be considered next month by a joint planning committee of South Cambs and the City. I understand the Heads of Terms for the S106 agreement has been agreed between the parties, although as an opposition councillor I have been excluded from knowing what this is before the papers are made public. However, I am told that it includes a proposal for an ice skating rink adjacent to the Newmarket Road P&R site which may have traffic implications for us.

Cllr John Williams

Item 55

Minutes of a Meeting of the **Finance Committee** of Fulbourn Parish Council held on 12th August 2014 at 7.30pm at The Fulbourn Centre.

Present: Cllr Drage (Chairman), Cllrs Bullen, Newell & Thorn;
The R.F.O., Terry Fretwell and the Clerk.

1 Apologies for Absence. Cllr Williams.

2 Appointment of new RFO.

Cllr Drage welcomed Terry Fretwell to the meeting having agreed to take on the role of the R.F.O. Terry has been Council’s Internal Auditor for the past two years so is familiar with the accounts. A Letter of Appointment will be issued and the committee recommends paying an annual fee of £1,000 in half yearly instalments and to be reviewed at a later date.

3 Terms of Reference.

The Clerk and R.F.O. to liaise and share duties.

4 Updated Quarterly figures.

Terry advised Council needs to be aware of committed finances so the Cost Centre Report includes everything which provides an operating forecast.

Initially the Clerk had put the car park lights under recreation ground equipment; the R.F.O. suggests, as this is a one off, it comes under Capital Projects. The committee recommends this change.

Fees for the R.F.O. during 2013/14 and those due for 2014/15 will both be paid during this financial year.

5 Preliminary Budget.

It is recommended that this is replaced with a Project Analysis and Capital Forecast. Cllr Drage, The R.F.O. and the Clerk will draft an Annual Risk Assessment Report.

6 Capital Requirements – review existing

7 Timetable for financial review for rest of financial year.

At the second quarterly meeting in October a Financial Forecast for the rest of the year (the final six months) will be produced.

8 New Internal Auditor.

The Position will be advertised on the notice boards.

9 Any other business.

St Vigor's PCC has erected a plaque in the church to commemorate all parishioners who fought in the First World War. To cover costs they request a third contribution from the Council along with one from the Royal British Legion and the church of £108.00 each. Council recommends this is approved.

10 Date of next meeting.

Tuesday, 21st October 2014 at 7pm.