

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 11th February 2015.

Present: Councillor Drage (Chairman) and Councillors Bullen, Dawson, Mair, Rickett, Scarr (and District) Sitton, Thorn, and Williams (County and District) from Item 127 , the Clerk and 2 Parishioners.

	Action
<p>121 To accept apologies for absence. Cllrs Newell, Smith and Ward; Lateness from Cllr Williams.</p> <p>122 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed. Cllr Mair – Personal Item 129; Cllr Williams – Personal Item 130 and Cllr Drage – Personal Item 134.</p> <p>123 Police Report. There was no report this month.</p> <p><u>Public & Press</u> - You are invited to attend the whole meeting and are welcome to speak at our Open Forum at the beginning of the meeting. There were no questions.</p> <p>124 To approve the minutes of the last meeting. The Minutes were accepted as a true record and signed by the Chairman.</p> <p>125 Matters arising from the last meeting.</p> <p>125.1 <u>Hindlodgers</u>. Another meeting with the Rights of Way Officer to be arranged.</p> <p>125.2 <u>Cemetery Hedge</u>. Following discussion, Cllr Rickett proposed removing what is left of the hedge, proposal seconded by Cllr Bullen and agreed by the Council.</p> <p>125.3 <u>Ludlow Lane</u>. Following assurance that any land used for storage whilst building an extension would be reinstated, Council agreed the resident could use this small area of land.</p> <p>125.4 <u>Stonebridge Lane</u>. Planings have been ordered to coincide with works being done at the Nature Reserve in March.</p> <p>125.5 <u>Street Lighting</u>. Two columns have been removed in Birdfarm Road including one opposite the footpath leading from Weston Grove. The Clerk will ask for this to be reinstated and swapped with one from Teversham Road.</p> <p>126 Bus Shelter quotation for Resolution. Another quotation has been received. Cllr Sheldon offered to meet the company’s surveyor on site with the clerk to ensure the suitability of the product.</p> <p>127 Impetts Lane – flooding Cllr Williams advised CCC had pumped more water out this week; SCDC Environmental Health are now involved and this problem needs to be resolved between Greene King and Anglian Water.</p> <p>128 Highways – Library surgery There will now only be one monthly session on the second Thursday.</p> <p>129 Whizz Kid Charity Event Cllr Mair wanted to thank Richard Townley for opening up his land and estate for this event; the route and distances have been planned with more information on the website.</p> <p>130 To consider planning applications. <u>Refusal:</u> S/2670/14/FL, 7 Home End – Extension and alterations. <u>Non Material Amendment:</u> S/2453/14/NM, Capital Park, Cambridge Road to application S/1095/12/FL to allow alterations to building, paving and landscaping.</p> <p><u>Planning permissions:</u> S/2854/14/FL, 59 Caraway Road – Side first floor extensions over existing garage; S/2960/14/FL, 1 The Pines – Demolition of existing conservatory and construction of new garden room extensions and first floor balcony; S/2967/14/FL, 51 Pierce Lane – 2 storey rear extensions; S/2977/14/FL, 26 The Croft – Front porch extension.</p>	<p>MD/GW</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>DS & Clerk</p>

<p>New applications: S/0093/15/LB, 53 Station Road – Proposed dormer window; Recommend approval. S/0096/15/FL, Land at Barnsbury Farm, Cox’s Drove – Erection of 4 bedroom dwelling and car port. Recommend approval. Cllr Bullen proposed Cllr Sheldon is elected Chairman of the Planning Committee, proposal seconded by Cllr Thorn. Cllr Scarr proposed electing Cllr Bullen as Vice-Chairman, proposal seconded by Cllr Mair. Both proposals unanimously agreed by the Council.</p>	1223
<p>131 Tree works <u>Tree works:</u> Impett’s Lane, row of Beech Trees – reduce canopies. No objections; Hall Farm, School Lane – Walnut Tree, crown reduce by 50% due to decay; No comments. The Chantry, Cherry Tree – crown reduce to manage height and spread. No comments.</p>	
<p>132 To receive reports from County and District Councillors. 132.1 Cllr Williams issued the attached report. 132.2 Cllr Scarr reiterated the need for all speakers to liaise prior to the SCDC Planning meeting in March when the Teversham Road application is considered bearing in mind each objector only has a 3 minute time slot. 132.3 Cllr Williams issued the attached report adding funding for the No.18 bus is secure for 2015/16 however in 2016/17 the CCC needs to reduce this budget by £200K. Cllr Williams asked if the PC would consider funding the cost of a timetable in The High Street for a one-off payment of £60.00. Cllr Scarr proposed making this payment, proposal seconded by Cllr Thorn and agreed by the Council.</p>	JW/ Clerk
<p>133 Correspondence. The following items received this month include: - 133.1 Planning Progress – Information on Neighbourhood Development Plans. 133.2 Cambs & Peterborough CCG (Clinical Commissioning Group) – Public Consultation on NHS 111 and GP Out of Hours Services extended until 6/3/15. 133.3 War Memorials Trust – February 2015 magazine. 133.4 Care Network – Wishes to set up a Community Car Scheme in Fulbourn having secured part funding from CCC to go ahead with this scheme. Offering a meeting to discuss this further. Cllr Drage has spoken to the Fulbourn Forum and the PPG (Patient Participation Group) and will set up a meeting to see if this scheme can go ahead.</p>	MD
<p>133.5 SCDC – January’s parish e-bulletin. 133.6 R Doe – Copy of correspondence to Balfour Beatty regarding removal of lighting columns at either end of the public footway between Bird Farm Road and Weston Grove. See Item 125.5. The Clerk will keep Mr Doe informed.</p>	Clerk
<p>133.7 E Pamphilon – Asking if PC can limit the number of heavy lorries using the village. Cllr Williams has replied adding a comprehensive survey would need to be done by the PC. Following discussion, as the lorries visit village premises so need access, the PC is very limited on how the numbers can be managed. The Clerk will reply.</p>	Clerk
<p>133.8 Fulbourn Forum – Details of future events. 133.9 CCC – Advance warning of surface dressing on Balsham Road on 3/3/15; road to be closed and diversion put in place. Information will be put on notice boards and the website.</p>	
<p>133.10 G Aslett – Request the Christmas lights are removed from the village sign. Agreed. 133.11 RTPI (Royal Town Planning Institute) – One day conference on Rural Affordable Housing at The Maltings Ely on 24/2/15.</p>	JM/SD
<p>133.12 NHS Cambs & Peterborough – Uniting Care Bulletin. 133.13 Cambridgeshire Acre – News Digest February 2015. 133.14 I Grant – Request for a Salt/Grit bin in Chaplin’s Close and asking if the congested junction of Cambridge Road and Windmill Lane could have yellow lines to prevent residents’ parking there. Chaplin’s Close is managed by SCDC this request will be passed to SCDC for their</p>	SCDC

<p>consideration. Windmill Lane has not yet been adopted so the police are unable to act. Cllr Williams said certain conditions needed consideration before CCC adopts the road.</p> <p>133.15 Accent Nene – Request information to begin process of transferring The Swifts Open Space Areas and intention to do external works at The Swifts meeting rooms.</p> <p>134 To resolve the accounts for the month.</p> <table border="0"> <tr> <td>ESPO: Supplies.....121.03</td> <td>NRF Contracting: Open Spaces & Tree works.....2,016.00</td> </tr> <tr> <td>Barclays: Fees.....17.19</td> <td>Intelli-Cool: Thermostat at The Swifts.....96.00</td> </tr> <tr> <td>Brammer: Supplies....19.90</td> <td>Twelve: Swifts advert in The Mill.....60.00</td> </tr> <tr> <td>B's Travel: Shopper bus...275.00</td> <td>R Drage: Repairs at The Swifts.....64.00</td> </tr> <tr> <td>Wages: Pavilion Cleaner...110.50</td> <td>Wages: Clerk + expenses incl. hard drive.....1,162.71</td> </tr> <tr> <td>Petty Cash:.....4.44</td> <td></td> </tr> </table> <p>Cllr Thorn proposed accepting the accounts, proposal seconded by Cllr Bullen and agreed.</p> <p>135 Council Committees. Finance and Precept Meetings. Minutes of the meetings were issued. Council approved keeping the precept at £120,000.00.</p> <p>136 To receive items for inclusion on the next Agenda for decision and/or action. Defibrillator location for Resolution; Benches maintenance and Cemetery Fees.</p> <p>There was no further business and the meeting closed at 9.05pm.</p>	ESPO: Supplies.....121.03	NRF Contracting: Open Spaces & Tree works.....2,016.00	Barclays: Fees.....17.19	Intelli-Cool: Thermostat at The Swifts.....96.00	Brammer: Supplies....19.90	Twelve: Swifts advert in The Mill.....60.00	B's Travel: Shopper bus...275.00	R Drage: Repairs at The Swifts.....64.00	Wages: Pavilion Cleaner...110.50	Wages: Clerk + expenses incl. hard drive.....1,162.71	Petty Cash:.....4.44		<p>1224 Clerk</p> <p>Clerk</p>
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Attached reports: -
Item 132.1

My County report to the February 2015 meeting of Fulbourn PC

1. As a result of my meeting with Gavin Wiseman the new South Cambridgeshire District highway manager he has asked that parish council clerks email Nicola Burdon a week before their respective monthly parish council meeting for an update on outstanding matters and to copy it to him.

2. The leaders of the three councils involved in the City Deal decided not to take forward all the short term schemes proposed in the adopted Cambridgeshire Local Transport Plan which is the result of extensive public consultation. All South Cambs cycling schemes were rejected including those that were ready to go and had had thousands of pounds already spent on their preparation such as the A10 scheme. The Conservative leader of South Cambs council considered that in his opinion they would be a waste of money going against all the evidence to the contrary and the democratic processes that had led to them being included in the county council's transport plan. Also planned bus priority improvements along Newmarket Road and a new park and ride site at the junction of Newmarket Road and Airport Way were dropped. The following schemes are now to be developed further in a £180 million package to be spent in the next five years to conform to the City Deal:
 - A1039 Milton Road Bus Priority – Bus lanes between guided busway junction and Mitchams Corner.
 - Bus priority measures in West Cambridge – including bus priority measures along the A1303 and a new park and ride site for the A428.
 - B1049 Histon Road Bus Priority – Bus priority measures along the Histon Road.
 - A1307 Haverhill – Cambridge corridor – bus priorities and new park and ride site.
 - The Chrisholm Trail – pedestrian/cycle path between Cambridge Station and Cambridge Science Park.

- City Centre cycling improvements.
3. The county council will be reviewing its quality bus agreement to take account of new EU emission rules and UK disability access requirements.
 4. The county council meets on the 17 February agree its budget for the coming financial year (2015/16). Due to cuts in government funding and the cap on council tax raises some £30 million will need to be taken out of the revenue budget – this cannot be achieved without cuts to front line services.
 5. On Impetts Lane, this concerns both the county and district councils. The district council is treating this matter very seriously and has asked the county not to finish unblocking the drain under the recreation ground until the source of the sewage has been dealt with. The district council head of licensing and environmental health is dealing with this and measures have been taken to have the necessary legal action ready should the owner fail to cooperate.

Cllr John Williams

Item 132.3

My report to the February 2015 meeting of Fulbourn Parish Council

1. Since the January parish council meeting I have attended the Finance and Staffing Portfolio Holder's meeting On 20 January and the full council meeting of South Cambridgeshire District Council on 29 January.
2. South Cambridgeshire District Council has announced that the ruling Conservative group want to increase its council tax by the maximum 2.5% on top of cuts to front line services.
3. The level of performance of the privatised council house repair service is one of the lowest in the east region benchmarked against other councils and housing associations. You will remember that I was opposed to the privatisation of council house repairs because of the loss of direct control over the quality and response to repairs. Figures published for the last financial year showed Mears the company contracted by South Cambridgeshire failed to meet the targets for dealing with emergency repairs and completing urgent repairs within five days by a significant amount.
4. The charge for pre-application planning advice is to be increased significantly – for 1 to 10 dwellings the charge is to rise from £240 to £660. The council is having great difficulty in recruiting and retaining planning officers.
5. By the time the parish council meets on 11 February the planning committee of South Cambs should have decided on the Teversham Road application. The developer has now submitted a financial viability assessment which is being considered independent of the council.
6. The proposal to take farm land out of the Green Belt to enable the Peterhouse Technology Park to be extended is to be examined by the Local Plan Inspector on 12 February and I will be attending as an objector to this aspect of the Local Plan.

John Williams

Item 135

Minutes of a Meeting of the **Finance Committee** of Fulbourn Parish Council held on Wednesday, 21st January 2015, 7.00pm at The Fulbourn Centre.

Present: Councillors Drage (Chairman) Newell, Thorn; R.F.O. Terry Fretwell and the Clerk

1 Apologies for Absence. Cllrs Bullen and Williams.

2 Minutes of the meeting held on 15th December 2014.

The minutes had already been presented to Full Council on 14/01/2105 and accepted.

3 Matters arising.

Confirmation that the grass cutting contract was going out to tender.

4 3rd Quarter figures.

Terry Fretwell presented the figures explaining some of the Cost Centres, divided into various headings, were underspent as proposed works had either not been done or budgeted funds had not been required.

The Cemetery costs were lower as improvements to the War Memorial had not been done; Administration – Fulbourn Day Centre and the Library had not required any funding; Under Grounds and Opens Spaces, Repairs and Maintenance had spent half the projected costs and Council needed to consider whether it should roll those requirements into the next financial year. Capital Projects included new lighting installed at the recreation ground. The Loan repayment reserved was one quarter of the annual cost.

Terry advised Council could be under scrutiny if it does not spend S106 monies.

From the Project report, Terry said Council had approved £240K in expenditure, had spent £8K from the S106 reserves which left a balance when everything budgeted for had been spent of £179K less £50K committed to the Land Fund leaving a total of £129K.

Allowing for the next quarter expenditure, suggested running reserves this would leave £44/45K to carry forward over and above the £150K committed for the Youth building.

5 Precept and Budget 2015/16.

Terry then went through the Precept estimate for 2015/16 which listed a summary of all the Costs Centres with projected costs totalling £72K plus the loan repayment making a grand total of £87K. He then went through a Precept comparison for 2013/14, 2014/15 and 2015/16 for information. Following discussion, the Committee recommends Council keeps the Precept at £120,000. This will allow £89K for the General Fund and £31K for Capital Projects.

6 Swift's Meeting Rooms Bank Account.

Terry thought it would be easier for administration if this account was amalgamated with the main bank account making things simpler for the Clerk. The Committee recommends that this should take place from 1/4/15. If approved the booking forms would need amending. *Cllr Thorn left the meeting at this point.*

7 Any Other Business.

An Annual Risk Assessment should be completed for the year end 2014/15.

8 Date of Precept meeting.

Wednesday, 28th January 2015, 7.30pm at The Fulbourn Centre.

Minutes of the **PRECEPT MEETING** of Fulbourn Parish Council held on Wednesday, 28th January 2015 at The Fulbourn Centre, Fulbourn.

Present: Councillor Drage (Chairman) and Councillors Bullen, Mair, Rickett, Smith, Thorn, Ward and Williams; Mr Fretwell the R.F.O. and the Clerk.

Apologises: Cllrs Browne and Newell.

Minutes of a Finance Meeting held on Thursday, 21st January 2015 were issued at the meeting together with estimates and a three-year precept comparison which Mr Fretwell then went through in detail to explain how the figures had been reached.

Terry had thoroughly gone through the half-yearly figures last September to ascertain what Council thought it would need to spend; this was updated again in December 2014.

Having liaised with the Chairman of the Cost Centres, looked at on-going contracts and adding a 2% increase to the other centres assisted in the proposed precept for 2015/16.

Terry said The Swifts was breaking even. The cemetery is doing well and the Clerk added that the fees needed reviewing as they had not increased since 2011.

Regarding Capital Expenditure, the Finance Committee had suggested categorising proposed projects into the short, medium and long term. This showed a proposed expenditure of £39,500 during 2015/16. It would still enable maintaining the precept at £120,000.00

When Council goes to out to tender for the Youth building, it will then have a better idea of the total costs involved. A discussion took place regarding the future of the CCC's Youth Service and Youth Workers which Cllr Williams advised meetings and decisions will be take place in the coming weeks. As Fulbourn already has youth facilities set up and can call on CCC for advice, it should not affect Council's plans for the building.

A further discussion took place regarding street lighting and Members agreed this should be included in the long term having already budgeted for the coming financial year.

Cllr Ward proposed keeping the Precept at £120,000 for 2015/16, proposal seconded by Cllr Bullen and agreed by the Council.

There was no further business and the meeting closed at 8.15pm.