

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 10th February 2016.

Present: Councillor Drage, and Councillors Brown, Cone (and District) Dawson, Lacey, Rickett, Sitton, Smith, Thorn and Ward. County Councillor Williams, the Clerk and 18 Parishioners.

	Action
<p>119 Parish Council Vacancy – Co-option for Resolution. Tina Lockwood expressed an interest in becoming a Councillor, Cllr Thorn proposed seconded by Cllr Smith that Tina is co-opted onto the Parish Council. After signing a Declaration of Acceptance, Cllr Lockwood was welcomed to the Council.</p> <p>120 To accept apologies for absence. Cllrs Bullen, Mair, Newell and Scarr - all Personal.</p> <p>121 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.</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.</p> <p>Dr Petrie spoke about the planning application submitted for a Change of Use from offices to a school next to his property in Church Lane. Although he had met and got on with Jonathan Barker from the International School who had shown him plans and documents, Dr Petrie was still concerned about the impact on traffic in an already narrow road and felt the school's transport appraisal had been rather optimistic. The entrance to the Old Rectory would not let two cars pass which would result in a build up of vehicles having to back up, large lorries frequently use the route, and as the school intend running a Holiday Club, it would generate traffic all year round. He wondered if children attending would come from a wide area so would the use of mini buses to ferry them in be feasible. Dr Petrie said there was already a problem with casual parking in nearby roads so could all the aforementioned be considered when the Parish Council makes its decision.</p> <p>Jonathan Barker replied that the school was not for profit and would be run as a charity to help children from around the world; there would be small classes with bursaries on offer. He said the school wanted to be a good neighbour and had been working with the present owners, the charity Eddies. A gentleman who had worked on the transport statement continued that the school would be looking to widened the entrance to the Old rectory; the school would be encouraging parents not to park on neighbouring streets; would hope to run a shuttle service of mini buses possibly by arrangement to use the recreation ground. He said as the school opened from 7am, arrival and departure times would be staggered.</p> <p>A Parishioner said concerns were not so much about the movement of traffic, but the movement of the children so consideration should be given to their safety. She said the Co-operative Store in The High Street opened at 7am so there is traffic from then anyway.</p> <p>After much further discussion, Mr Barker clarified the following points - Children attending would be aged between 11-16 years old (Year 5 onwards) and not 5 years old as some had thought; talks had taken place to use facilities at The Fulbourn Centre including the Sports Hall for Speech Days, plays as well as sporting activities, Mr Barker then mistakenly said there had been discussions with the Parish Council and Cllr Williams queried this. The Clerk and Chair informed Cllr Williams that no such discussions or meetings had taken place. Cllr Williams also queried whether Council received an income from the bookings of the Multi Use Games Area (MUGA) and Council informed Cllr Williams that the MUGA was a separate entity with its own bank account and Council received no income from it. The school would be called Landmark International. The Parish Council had received numerous correspondences regarding this planning application including some objecting and some with concerns of overcrowding on the site. All correspondence had been circulated to councillors and would be taken into account by Council when debating the planning application.</p>	

<p>122 To receive reports from County and District Councillors. County Councillor Williams issued the attached report adding footpath repairs in Pierce Lane, Haggis Gap and School Lane are planned over the next two months. Cllr Williams advised the buddleia in Ludlow Lane had been treated in October 2015 and a Works Order had been raised for the traffic accident near the chicane in Cambridge Road by the traffic calming. The following item was taken next: 125 To consider planning applications. <u>Refusals:</u> S/2378/15/FL, 44 Shelford Road – Two storey side extension and part two storey part single storey rear extension; S/2868/15/FL, Land off Babraham Road – Erection of agricultural workers dwelling and provision of a new access. <u>Permissions:</u> S/2804/15/FL, Capital Park, Cambridge Road – Substation & enclosure; S/3080/15/FL, 26 Impett’s Lane – Single storey extensions. <u>Non Material Amendment:</u> Mill Road, Great Wilbraham – Great Wilbraham Solar Park Ltd. <u>Amended Design:</u> S/2566/15/FL, 20 Impett’s Lane – Two storey front extension, loft conversion, single storey rear extensions and alterations. <u>New applications:</u> S/3089/15/FL, 23 Teasel Way – Side and rear extension; S/3135/15/FL, 13 Violet Close – Two storey side extension; Council has no comment. S/0059/16/LB, 1 Manor Walk – Replacement window; Recommend approval. S/0061/16/LB, 1 Manor Walk – Replacement of door and doorframe of a garage, bricking up lower portion of doorway and fitting a new window in upper portion. Recommend approval. S/0119/16/FL, 9 Church Lane – Change of use of offices to school. After further consideration of all points made at the meeting and in correspondence, Cllr Smith proposed – Fulbourn Parish Council recommends approval subject to Highways approving a suitable traffic plan and taking into account the safety of children being dropped off and picked up. Members then voted and this was agreed by a majority vote. Cllr Ward did not vote and Cllr Rickett voted against the proposal. <u>Information only:</u> S/0234/16/PA, 29 Huntsmill – Single storey rear extension on house.</p>	<p>1258</p>
<p>122.2 District Councillor Williams advised the new schedule for the Local Plan would now continue into the Autumn; Adoption would probably take place in 2017. Cllr Williams then left the meeting to attend Stow-cum-Quy Parish Council. 122.3 District Councillor Cone issued the attached report.</p>	
<p>123 To approve the minutes of the last meeting. The Minutes were approved and signed by the Chairman.</p>	
<p>124 Matters arising from the last meeting. 124.1 <u>Pavilion update.</u> Cllr Newell was not present so no update was available. As Chairman of the Recreation Ground Working Party, Cllr Ward to be included in future discussions with the architect and users.</p>	<p>RN& GW</p>
<p>124.2 <u>Neighbourhood Plan.</u> Lucy Frazer MP advised Mr Poulter from Linton has been involved with these and would be happy to attend a meeting to explain the process. Council agreed to invite Mr Poulter to learn more.</p>	<p>Clerk</p>
<p>124.3 <u>Teversham Road Appeal.</u> Cllrs Drage, Thorn and Cone met with Save Fulbourn Fields on 27/1/16. Having considered Cllr Cone’s report – Item 122.3 – the Parish Council would meet with SCDC Legal Team to ensure points are covered to avoid duplication and to fully support SCDC and their barristers in defending their reason for refusal.</p>	<p>MD& GC</p>
<p>124.4 <u>Primary School Expansion.</u> Currently discussions were ongoing between the Governors, architects and the County Council.</p>	
<p>124.5 <u>Balsham Road, proposed Exception Site.</u> It was agreed to set up a small working group to work further on this.</p>	<p>MD</p>
<p>124.6 <u>Neighbourhood Panel Meeting.</u> 25/2/16 in Linton. Cllr Brown to attend.</p>	<p>DB</p>

<p>126 Tree works: Hinton Road – Removal of Western Red Cedar – As per phone conversation with Mr Patel, no objections. Church Lane – Remove Willow as one branch dead with decay and site too small. Tree is past its sell by date, no objections. Pierce Lane – Remove Horse Chestnut due to historic fire damage to bole. No comment. Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.</p>	<p>1259</p>
<p>127 Dog Fouling. This continues to be a widespread problem around the village. SCDC Enforcement Officers will be asked for a meeting for further advice. Cllrs Brown and Ward will attend.</p>	<p>DB&GW</p>
<p>128 Correspondence. 128.1 CCC – News bulletin. 128.2 Cambridge City Council – Consultation on draft planning for housing on the Ridgeon’s site, Cromwell Road runs until 29/2/2016. 128.3 Fulbourn Forum – News of events. 128.4 SCDC – Thermal imaging camera, training sessions on 17/2/16 at Cambourne. 128.5 Fulbourn Village Library – Asking Council to consider the library opening an additional hour Wednesday weekly from 5pm – 7pm on a trial basis. This would be monitored at the end of the year to ascertain if it is worthwhile continuing. See Item 130. 128.6 Hearing Help – Thanking the Parish Council for supporting their charity. 128.7 C Whitehouse – Concerns about speeding traffic especially during peak times in Hinton Road. Consideration would be given to carrying out a Speedwatch exercise on Hinton Road. 128.8 C Jackman – Proposing to open a new dental practice in Gt Wilbraham and is inviting Council to see the plans and ideas on 9th March 2016. 128.9 N Gutteridge – Potential dangerous sign in The High Street. The Clerk has reported this. 128.10 CCC – Update regarding School Crossing Patrols where the proposal to retain funding will be decided at the February 2016 meeting. 128.11 CCC – Parish e-bulletin and local listings for Cambridge Celebrates Age. 128.12 Resident – Concerns regarding large lorry parking on pavement at top end of The Swifts Estate causing visibility problems for pedestrians. The Police have been made aware. Council recommended raising this at the next Neighbourhood Panel meeting later in February 2016. 128.13 Greater Cambridge City Deal – Progress report on the Haverhill to Cambridge transport study; Invitation to a briefing on 4/3/16 at Linton VC ahead of the Public Consultation in June. 128.14 Annual Village Quiz – Will take place on 9th April 2016.</p>	<p>Clerk</p> <p>SWatch</p>
<p>129 To resolve the accounts for the month. Shaw & Son: Receipt books.....302.40 Intelli-Cool: Swift repairs.....254.64R The Mill: Swifts advert.....60.00R Stadia Sports: Boot brushes.....87.60R Barclays: Monthly fees.....24.82R B’s Travel: Shopper bus.....220.00R ESPO: Supplies.....291.41 Broxap: Brush set.....87.60R E Doe Ltd: Supplies.....15.88 Talktalk: January calls.....35.50 Cllr Ward proposed accepting the accounts, proposal seconded by Cllr Thorn and agreed.</p>	<p>DB</p>
<p>130 Council Committees. 130.1 Communications Committee. Minutes of a meeting held on 14/1/16 were issued. 130.2 Precept. Minutes of a meeting held on 19/1/16 attached. 130.3 Swifts User Group. Draft Minutes of a meeting held on 3/2/16 attached.</p>	
<p>131 To receive items for inclusion on the next Agenda for decision and/or action. Youth/Community Building.</p>	
<p>There was no further business and the meeting closed at 10.10pm.</p>	

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Attached reports: -

Item 122 1

County Councillor Report to Fulbourn Parish Council

1. The City Deal “tackling congestion call for evidence” that was carried out on 30 November 2016 received 73 written responses, with 21 presentations made by experts and interested local residents at the hearing sessions. The responses received were reported to the City Deal Joint Assembly on 17 December 2015 and the Executive Board on 15 January 2016. The Executive Board agreed criteria for assessment of the ideas and proposals submitted, including an additional criterion that was added following the Joint Assembly’s recommendation to assess environmental impact and design. In June 2016 both the Joint Assembly and Executive Board are due to decide on next steps for tackling congestion and access in Cambridge, following further work being carried out on the proposals received and on the Cambridge Access and Capacity Study. At both the Joint Assembly and Executive Board meetings, a presentation was received on opportunities for public realm and green landscaping enhancement within City Deal delivery. The Executive Board also supported the production of an Environmental Design Guide to be used as a statement of environmental principles that should apply to City Deal transport infrastructure schemes.
2. A Women and Broadband roadshow is touring the county over the coming months to help women in business grow or start up their own businesses by gaining digital skills and taking up faster broadband. Connecting Cambridgeshire is working with The Bratton Group to offer free workshops and one-to-one sessions with funding from The Government Equalities Office. Events will be held at venue in Cambridge between January 2016 and March 2016. For more details visit www.thebrattongroup.co.uk/dd.
3. Renovation work has been completed on The Tins cycle route which runs along the northern side of the chalk pit lakes between Cherry Hinton High Street and Mill Road in Cambridge. It was officially reopened on 11 December 2015. Previously the shared-use path was only 1.5m wide, poorly surfaced and over-grown. It is now up to 4.5m wide, with a 2.7m wide lane for cyclists and a 1.8m wide section for pedestrians, and has new surfacing, fencing and lighting. The 2011 census revealed that residents of Cherry Hinton cycle less than those in other parts of Cambridge - it is hoped the improved infrastructure will encourage more people to use their bikes instead of the car. £180,000 of S106 developer contribution monies funded the scheme.
4. Following public consultation the plans to improve Cherry Hinton High Street have been approved by the county council and work should start in the spring. The improvements include better cycling lanes, changes to traffic calming and new bus stop layouts and will be part of the improved cycling route along Queen Edith’s Way to the Addenbrooke’s site. The first phase of the works, in the Rectory Terrace area, should begin in March 2016, with the cycleway and carriageway resurfacing following on after. The cycleway scheme is funded by £250,000 of S106 developer contributions.
5. The Library Service is consulting the public on specific proposals relating to the Library Service Transformation in 2016/17. The Service is proposing a combination

of reducing opening hours at larger libraries, reducing management and professional staff, reducing the mobile library service, and spending less on new library stock. The consultation will run until 15 February and a link to the survey can be accessed at the Library website homepage – www.cambridgeshire.gov.uk/library.

6. Archives and Local Studies are consulting the public on specific proposals relating to new opening hours. The consultation will run until 26 February 2016 and a link to the survey can be accessed on the County Council website – www.cambridgeshire.gov.uk/calsconsultation.
7. During December 2015 and January 2016, three homecare providers have stopped providing services in Cambridgeshire (Total care, ABCare and Care Solutions). Another provider (Sanctuary) have informed the Council that they intend to withdraw from the county at the end of March 2016 following a decision to stop providing homecare services nationally (apart from in Extra Care schemes). None of the providers (with the exception of Sanctuary) had contracts with the County Council but provided services for people who paid for their own care or were in receipt of a Direct Payment.
8. The Locality Teams and the Contracts Team have worked with providers to ensure that staff and service users are transferred to new providers so that continuity of care is maintained wherever possible. The Reablement Team are providing a service to a small number of service users where there were no other alternatives, they will continue to provide services until new providers are sourced.
9. The Care Quality Commission (CQC) undertook fieldwork between 23 November 2015 and 27 November 2015 in Cambridgeshire Health and Wellbeing Board Area for their thematic review focused on integrated care for older people. Three key learning points were highlighted by the CQC in their feedback, which were:
 - Care co-ordination - People did not know who to contact for specific needs, or who might have an overall picture of their health and care.
 - Care Plans – People said that they were involved in discussions and decisions with services, about how their needs would be met and individual care plans were developed. However, care plans were not always shared with other services resulting in people having different care plans for different needs.
 - Exchange of Information – People said that they had to repeat their story and share information over and over again to different services. Professionals reported that it was difficult to share information effectively between services.The final report from this thematic review is due to be published in Spring 2016 and will include findings from eight different health and well-being board areas from across the country.

John Williams

Item 122.3

February 2016 – Report to Parish from Cllr Cone

Teversham Road Appeal

Following numerous discussions with Parish Councillors, Fulbourn Forum and Fulbourn Fields regarding legal advice, I organised a meeting with SCDC's legal advisor. He explained that the Parish along with the Community groups would have 3 options:

Option 1) for the Parish Council and Community groups to employ an additional barrister to work on our behalf and represent us at the appeal.

Option 2) seeking legal advice throughout the process at the Parish Council's discretion (and expense).

Option 3) take no legal advice on behalf of the Parish and Community groups leaving SCDC to represent the reasons for refusal with their barristers.

I had contacted and acquired 2 quotes from solicitors in Cambridge both of which were in the region of £15,000. This would be a huge amount of money for the Parish Council to spend on work that I fear may be duplicated by the barrister team at SCDC. Option 2 would still run into thousands of pounds depending on the advice we were to seek. Option 3 would clearly be of no cost to the Parish Council as SCDC will pay for the barrister to defend their reason for refusal.

It was made clear to me by the team at SCDC that they would defend the decision of the Council to refuse the application purely on the grounds of the three reasons for refusal set out by Andrew Fillmore's report. The planning team felt that this was a thorough report that had paid much attention to detail and that the reasons for refusal are valid hence the Council being prepared to defend their decision. Although the Parish Council and other community groups may have many other reasons why they feel this site should be refused for development, SCDC will only be prepared to fight the appeal on their own reasons for refusal. Having taken advice from a solicitor recommended by SCDC on this appeal, he questioned how much he could add in terms of fighting this appeal (I thanked him for his honesty). At the appeal there is nothing stopping individuals from the Parish Council or community groups from making their case to the inspectorate either to reinforce the three reasons for refusal or to put forward another solid planning reason for refusal that they believe has been undervalued in SCDC's report. Any individual speaking or submitting a statement to the inspector would need to recognise that their testimony would come under cross examination via the developers barrister. I believe it would be good for the Parish and community groups to work together as much as possible to support and feed information to the barrister employed by SCDC to fight this case and bolster those three solid reasons for refusal.

Zebra crossing

I attended the Highways panel to be interviewed on the application that had been put in on behalf of the Parish. The Parish will be informed of the decision in March. If we are unsuccessful advice will be given as to how we might be successful in a future application.

Item 130.2

Minutes of a Precept Meeting of Fulbourn Parish Council held on Tuesday, 19th January 2016 at The Fulbourn Centre.

Present: Councillors Drage (Chairman), Bullen, Cone, Lacey, Mair, Newell, Scarr, Thorn and Ward; R.F.O. Terry Fretwell and the Clerk.

Apologies for Absence. Cllrs Rickett and Sitton.

Terry Fretwell went through Draft Precept Estimates for 2016/17 then the Cost Centres report; Grass cutting costs on the recreation ground are rising; The Swifts is doing well in terms of costs against income and cemetery income is steady.

Cllr Williams had asked for consideration to be given to re-installing 4 street lights. Cllrs Cone and Thorn will visit the sites during the day then again in the evening and report back to Council with their recommendations.

Members discussed CCC's proposals to turn off/dim street lights and whether to trial taking over the costs for one year if required. This subject will be raised at the APM.

The Parish Council also needs to visually inspect its own street lights and make provision in the precept for any possible maintenance costs.

The Highways budget needs to include £11K which is the parish's contribution towards the zebra crossing for Cambridge Road should the Parish Council's application for a Local Minor Improvement grant be approved.

The Youth budget includes £25K to replace what has already been spent. FA4Y will be fundraising to make up the balance needed for the proposed total cost of the project.

Cllr Bullen proposed increasing the precept to £135,000 based on the draft budget, proposal seconded by Cllr Newell and agreed by the Council.

This equates to approximately £7.35 per annum per household for a Band D property.

There was no further business and the meeting closed at 7.50pm.

Item 130.3

DRAFT MINUTES OF THE SWIFTS USER GROUP MEETING HELD ON WEDNESDAY 3 FEBRUARY 2016

Present: Derek Thorn (Chair), Trish Newman, Kathy Attmore, Mary Drage, Jean Doe, Neil Scarr and Jill Woolley (Minutes)

1. **Apologies:** John Shepherd, James Caesar, Jo Patten (Jo has resigned from the Committee)

2. Minutes of the meeting held on 26 August 2015

The Minutes were agreed as a true record, apart from item 4 Financial Report, paragraph 6 where the words "which would avoid the need to charge VAT." were struck through as they were incorrect.

3. Matters Arising

Disabled Toilet: Trish has not been able to contact Sid. Cheryl's husband is a plumber and she will ask him to come and have a look at the toilet.

Toilet light: This has been mended and is now working.

Car Park Lights: One light is still not working. Derek to chase.

Door blinds: The new blinds are a success. Trish has kindly taken all the old blinds away and put them in the skip at the Recreation Ground.

T-towels: Jo Patten wishes to continue laundering the t-towels. She still has a key but mainly collects them during library hours.

Leaflet holders: Keith Crossley has fixed the new A5 leaflet holder to the wall in the corridor.

Noticeboards: People still occasionally put notices on the wrong board but Derek is keeping an eye on this and changes them over as appropriate.

Hole in lobby: Derek to get a surveyor to inspect this.

Police Bicycles: Trish has given Julie, PCSO, a key to the store.

4. Financial Report Trish presented the accounts for the last quarter and highlighted the following:

Post Office: Trish has received the outstanding money from the Post Office.

Hirings: The total for hirings includes £1500 from 2014/15, but the total is still satisfactory even when this amount is subtracted.

Expenditure: The cost of the new blinds has been taken from the 106 monies as it comes under 'ongoing maintenance.'

Water Rates: These have gone up. The next bill is in April. The Committee thought the figure was high and that we should monitor this.

New kettle and urn: Kathy thanked Trish for the new kettle and urn. There have been one or two complaints that the spout on the urn is too short and it is difficult to get a kettle under it. The Committee did not feel this was a major issue. Neil will have a look to see if there is a Health and Safety issue.

New Heating System: Derek presented three alternatives:

(1) Keep the existing unit outside but replace the wall units with one ceiling cassette in each section. The cassettes are low profile and have four-way vents, one in each direction. They are water powered and 'whisper' quiet. £3,900.

(2) Supply and install three single wall mounted units and three outdoor units. £4,500

(3) Supply and fit three single central ceiling cassettes, one indoor per area, and three outdoor units each

(4) 5 kw heating and cooling i.e. air conditioning. £5,200.

Derek said the units are a newer design and more energy efficient and controllable. There is a hand control plus easy programming by Derek. He thought option (3) would be the best one and the Committee agreed.

Derek will get firm quotes with a view to getting the system renewed in the summer ready for next autumn. He will inform Accent Nene when we have chosen the new system.

The committee asked Derek to find out where the outside units will be placed.

The recommendation will be presented to full Council when we get the quote.

When a decision is made Trish will ask Accent Nene whether they are going to inform their tenants and if not she will write to them as there will be some noise and disturbance.

Derek will also ask for quotes for taking the old heaters down and their disposal.

5. Bookings: The Jazz Exercises classes did not materialise.

There are regular children's parties.

A Pottery Class was held on two Saturdays and the Robbie hopes to do at least two more.

The Wilbraham dance class now only has one hour due to a clash with Slimming World.

Unfortunately they did not liaise with Derek and he had already offered the extra time to Slimming World. They will be hiring until Easter from 3.30 to 4.30.

The cleaner complained that the dance children (60 of the) use a lot of toilet rolls.

The Bowls Club does not have as many sessions as they had to drop a team.

The Sewing lady hires from 9 am to 4 pm twice a month and has booked until March.

6. Any Other Business

Doors in Section B not locking: Keith Crossley mended the bent bolt and loose handle as the library volunteers were unable to lock the doors on Thursday lunch times between library sessions.

Library opening on Wednesday evenings: Historically the library opened from 6-8 pm on Wednesday evenings but this was changed to 6-7 pm to aid other bookings. At the Library Annual Meeting it was suggested that we open from 5-7 pm on a Wednesday so that people could perhaps call in on their way home from work. The Library would like to trial the new hours for up to a year if volunteers are able to man the sessions. Derek has no bookings which would clash. Trish will tell the Council that the Swifts User Group recommend allowing this on a trial basis, and ask for their approval.

Chair stacking: The Bowls Club has complained about the way the chairs are stacked. They have also prepared the room on a Thursday for Bingo on Friday night. The Committee agreed that this is not acceptable as people who hire on Friday do not want to have to move chairs and tables before their session. Trish will ask the Bowls Club how they would like the chairs stacked to see if we can comply with their wishes and also ask them to clear away at the end of their session and leave the room as they found it.

Dishwasher: Jean, on behalf of Fulbourn Ladies, asked whether a dishwasher could be provided. They have 40 ladies at their monthly meeting. The Committee agreed that this could not be justified.

7. Date of next meeting: Wednesday 18 May 2016 at 7 pm in the Swifts.