



Refusals: S/1856/17/OL, Land at Fulbourn Old Drift – Erection of up to three dwellings: S/2313/17/FL, 56 Shelford Road – Single storey bungalow with roof dormer to front elevation.  
Consent for: S/2357/17/AD, Co-operative Stores – Non-illuminated fascia & panels.  
Permissions received: S/1969/17/FL, 13 Geoffrey Bishop Avenue – Rear extension; S/2556/17/FL, 3 Huntsmill – Single storey rear and first floor side extensions.  
 Non Material amendment: S/2891/17/NM for permission S/1082/17/FL for change to extension windows & front door at 23 Apthorpe Street.  
Discharge of Conditions: S/2635/17/DC, 1 Manor Walk – Discharge of condition 4 (details of stove & chimney) of planning permission S/0389/17/LB.  
 S/2808/17/DC, Land adjacent to 7 Wilbraham Road – Discharge of conditions 6 (Landscaping), 8 (Traffic Management Plan) and 9 (Surface Water Drainage) of planning consent S/0523/16/FL for Agricultural workers dwelling and construction of access to highway. New applications were taken after Item 56.

**47 Tree works:** Pierce Lane – Willow, Norway Maple and Zelkova – Crown reduce height and spread, shape and balance all three trees. No comment.  
 The Chantry – Maple, shorten lateral branches on lower crown by 1½ - 2 metres.No comment  
 Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.

**48 Local Highway Improvement Scheme 2018/19 for Resolution.**

Following concerns raised by parishioners from Station Road during the Parish Council meeting in July 2017, Council agreed to submit an application for improvements to the Church Lane/ Station Road bend although technically this does fall under the County Council remit to address. Cllr Lockwood proposed delegating Cllr Cone to complete the application on behalf of the Parish Council as the deadline for submission has been brought forward to the end of September 2017. Proposal seconded by Cllr Rickett and agreed by the Council.

**49 Ida Darwin Update.**

Cllrs Drage & Thorn attended the SCDC Planning meeting on 9/8/17 when outline approval was given. It is understood a full application will shortly be submitted. A plan has drawn up on behalf of the Parish Council for a community building and pre-school, although one building, they will be separate entities. This is on the proviso that the S106 monies for the community and pre-school are combined. We await a decision from Cambs County Council on this matter.

**50 Teversham Road development update.**

At the same SCDC Planning meeting held on 9/8/17, after lengthy debate, SCDC approved the application by a small majority. When the previous application went to an Appeal, the developers needed to address the S106 agreement. At the Planning Meeting it was suddenly stated by SCDC solicitor that a S106 Agreement had been submitted the day before the planning meeting and had not been seen by the committee members and public. The meeting was adjourned for 30 minutes to allow those present to view this document. It also emerged a Management Company will be set up to run and manage the Open Spaces for which the residents will have to pay for. If the Management Company ceases to trade for any reason, the agreement states that burden may fall to SCDC or the Parish Council who will be expected to continue maintaining the Open Spaces. The PC has always said that they are not now or in the future, minded to take over any of the maintenance of the Open Spaces and the PC Chair reiterated this at the Planning Meeting. The PC will request that any reference to the PC is removed from the S106 Agreement. There were concerns about how the SCDC Chairman conducted the meeting and it was agreed the PC Chair will to write to SCDC to that effect.

**51 Youth Building Update.**

Two quotations have been received; two more are expected. When the total cost is known, we

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will then be in a position to apply for funding to meet the shortfall and consider holding public meetings with a view to taking out a loan.

**52 Recreation Ground – Review security of entrances.**

See Items 53.35 and 55.1 (12). PCSO Alice Tasker has agreed to walk round the recreation ground regarding security. A mutually convenient date will be arranged to include Cllrs Drage and Ward.

**53 Correspondence.**

53.1 **SCDC** – Mental Wellbeing Workshop Notes on 9<sup>th</sup> October 2017 in Histon.

53.2 **SCDC** – Next Parish Planning Forum is on 12/9/2017 at Cambourne.

53.3 **CCC** – Response of Cambridge & Peterborough Fire Authority (CPFA) to the Business Case of the Police and Crime Commissioner.

53.4 **Fulbourn Forum** – News including Public Exhibitions on proposed developments of Greenways Cycle Routes and Ida Darwin. Also reports for the recently approved by SCDC planning applications for development of both the Ida Darwin and Teversham Road sites. Details of events including Community Market & Litter Pick.

53.5 **CCC** – Changes to the Local Highway Improvement (LHI) Initiative with the new initial deadline for applications being 15/10/17.

53.6 **SCDC** – Update on progress of Local Green Spaces Review and the Local Plan Examination.

53.7 **E Munn** – Copy of correspondence regarding flooding in Station Road.

53.8 **Fulbourn Centre** – Request to have contact details included in every edition of The Village Pump and display this information on the parish council's notice boards. Following discussion, this was referred to the Communication Committee.

53.9 **Highways England** – Latest A14C2H newsletter; see their website for details.

53.10 **Fulbourn Tennis Club** – Copy of correspondence sent to Police regarding vandalism and criminal damage to the tennis courts.

53.11 **SCDC** – Parish E-Bulletin for July 2017.

53.12 **Cambs Acre** – AGM on Tuesday, 26/9/17 in Whittlesford, 2pm – 5pm.

53.13 **CCC** – List of future Highway Events where traffic management or partial road closures will occur during planned events including Fun Runs, Cycling events, fairs, fetes and festivals.

53.14 **SCDC** – Draft Development Framework Supplementary Planning Document (SPD) prepared for Land North of Cherry Hinton; Eight-week consultation until 2/10/17 including two public exhibitions on 17/7/17 in Cherry Hinton and 14/9/17 in Teversham.

[www.cambridge.gov.uk/land-north-of-cherryhinton-spd](http://www.cambridge.gov.uk/land-north-of-cherryhinton-spd)

53.15 **Cambridge Ahead** – Opportunity for residents to improve mobile phone connectivity; one day event being held on 16/9/17 in Cambridge.

53.16 **Cambs & Peterborough Clinical Commissioning Group (CCG)** – AGM to be held on 19/9/17 in Ely at 6pm.

53.17 **CCC** – Winter Gritting Scheme information and application for Volunteers to be completed by 30/9/17.

53.18 **SCDC** – Event regarding Rural Travel Hubs which is an initiative South Cambridgeshire District Council has championed and which the Greater Cambridge Partnership agreed to take forward as one of its transport projects to be held on 6/9/17 at 7pm in Cambourne.

53.19 **CCC** – Cambridgeshire Energy Switch brings residents together to get a cheaper energy tariff. They are inviting people to sign up without any obligation, then decide whether to accept an offer from the cheapest supplier following an Energy Auction which takes place in October.

53.20 **SCDC** – Parish Planning Forum Meeting on Tuesday, 12/9/17 at 6pm.

53.21 **S Blades** – Reported problems of flooding in Geoffrey Bishop Avenue whenever there is torrential rain. The Clerk has reported this to CCC.

53.22 **Fulbourn Forum** – Reports for the recently approved by SCDC planning applications for development of both the Ida Darwin and Teversham Road sites.

53.23 **CCC** – Information regarding changes to Whippet bus services from September including

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the cancellation of Service 18, Newmarket – Fulbourn – Teversham, which is being withdrawn as no tender has been received.

53.24 **CCC** – Information of a 6 month Pilot Scheme being launched in South Cambs in conjunction with SCDC, HOOP (Housing Options for Older People), offering specialist housing support and advice to older people.

53.25 **A Grant** – Fence damage to his property which he believes was done by the grass cutting contractors. This happened at the beginning of the season. They refute this claim however this matter is being pursued by Mr Grant.

53.26 **CCC** – Workshops on the future of libraries in Cambridgeshire taking place from 25/9/17 to 3/10/17. See [www.cambridgeshire.gov.uk](http://www.cambridgeshire.gov.uk)

53.27 **SCDC** – Details regarding new publication of Gypsy & Traveller advice to Parish Councils and landowners following recent illegal Traveller encampments in the area.

53.28 **Affinity Water** – Water resources update for August 2017.

53.29 **Fulbourn Arts** – What's On – list of planned events to the end of 2017.

53.30 **Mrs Rogers** – Understands The Big Green Bus Company is taking over running the Service 18 bus to Newmarket; advised the Parish Council were unaware of this.

53.31 **Clerks & Councils Direct** – September 2017 magazine.

53.2 **War Memorials Trust** – August 2017 magazine.

53.33 **SCDC** – SPEP (Sustainable Parish Energy Partnership) – Open Eco Home Tours on 8<sup>th</sup> & 14<sup>th</sup> October where 13 innovative homes can be visited to see how you can cut on energy use and speak to homeowners who have already done so.

53.34 **SCDC** – Information regarding changes proposed to simplify kerbside recycling for residents.

53.35 **Cambs Constabulary** – Crime prevention evening, Operation Hunter, held on 23/8/17 at The Fulbourn Centre.

53.36 **SCDC** – Notes from an event held to discuss Rural Travel Hubs and the next steps needed to assist local people access more transport links closer to their homes. Swavesey is working well and other villages are being considered.

53.37 **CCC** – Fair funding for Cambridgeshire, information regarding government funding per head of population compared to the rest of the country.

53.38 **CCC** – Cambridgeshire Matters September 2017 newsletter.

Two requests received to have hedge works done adjacent to cemetery and in Huntsmill

#### **54 To resolve the accounts for the month.**

Jul&Aug Wages:Clerk + exps.....2,335.01	Jul&Aug Wages: Pavilion Cleaner.....235.87
e-on: Pavilion electricity.....226.89R	D Bracey: Annual Play inspection.....288.00R
S Silvester: Hedge works.....240.00R	HP: Ink service.....3.49R
Gardenworks: Tree works.....978.00R	SP Landscapes: June Grass cutting....1,500.00
Algar Signcraft: New parking sig.....216.00R	TalkTalk: July phone calls.....35.08R
Echo: Limit gate repairs.....300.00R	Falcon Print: Village Pump.....375.00R
B's Travel: July Shopper bus.....165.00R	e-on: Pavilion electricity.....203.47
Algar: New plaque.....216.00R	Gardenworks: Tree work.....978.00
SP Landscapes: July grass cutting....1,500.00	e-on: Swifts electricity.....233.05
Barclays: July fees.....24.13R	Townley: Hall hire.....107.00R
e-on: Pavilion July electricity.....196.08R	Barclays: August fees.....16.77R
MJ Potts: Plumbing Repairs.....36.00R	ESPO: Supplies.....62.81R
B's Travel: August Shopper bus.....275.00	SP Landscapes: Aug grass cutting....1,020.00
TalkTalk: August phone calls.....37.33	E Doe Ltd: Supplies.....37.99R
LDS: July Pump delivery.....174.90R	PKF Littlejohn: External audit.....480.00

Cllr Newell proposed accepting the accounts, proposal seconded by Cllr Lockwood and agreed by the Council.

<p><b>55 Council Committees.</b></p> <p>55.1 <u>Recreation Ground Working Party</u>: Minutes of a meeting held on 22/8/17. Following discussion it was agreed to ascertain if businesses could be asked for a donation when using the recreation ground. Based on the outcome, Council would then consider whether to do the same with charities.</p> <p>Cllr Lockwood reported a tree on the boundary of Impett's Lane needs attention.</p> <p>55.2 <u>Swifts User Group</u>. Minutes of a meeting held on 30/8/17 were issued.</p> <p><b>56 To receive items for inclusion on the next Agenda for decision and/or action.</b></p> <p>New applications:  S/3031/17/FL, 5 Birdfarm Road – Rear first floor extension and ground floor side extension;  Recommendation support.  S/3083/17/FL, 44A Station Road – Single storey side extension to form outside store rooms.  Recommendation support.</p> <p>There was no further business and the meeting closed at 9.10pm.</p>	<p><b>1321</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
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Attached reports:

**Item 42**

**County Councillor Report to Fulbourn Parish Council**

1. I now represent the County Council on the Greater Cambridge Partnership and I am a member of its Strategic Planning and Smarter Cambridge working groups. The latter group considers the use of new technologies to meet the effects of the economic growth forecast for the Cambridge sub-region.
2. As you may know when the County Council tendered for a new bus operator to replace Whippet on route 18 it got no bids not even suggestions for operating the route in a different way. Since then a meeting of the parish councils' bus group has taken place with the county public transport officer and a fresh tendering process was started offering the 18 between Teversham and Newmarket only. As a result bids were received for this but excluded the Saturday service. This is now being taken forward with the bidders and the Traffic Commissioner. We also learnt that Whippet has offered to run a service between the City and Little Wilbraham along the 18 route Mondays to Fridays but at the expense of a journey on the 196 so the county council is consulting with Fen Ditton and Horningsea on this. Meanwhile the new 18 route will serve Newmarket Road Park & Ride to give Teversham village a link to the city and the bus will also return to Little Wibraham in the afternoon.
3. The next phase of improvements to the city's cycle network gets underway as preparatory work begins in Fulbourn Road this month on a new high-quality cycleway from the Robin Hood junction, past Peterhouse Technology Park to Yarrow Road. The Fulbourn Road project is split into two sections:
  - New 2m wide footways and red cycle lanes on both sides of the road between the Robin Hood junction and the crossing by Headington Drive.
  - Widening of the shared-use path between the crossing and the Yarrow Road roundabout.

The cycle lanes will be raised slightly with a 25mm sloping kerb to separate the lane from motor traffic. September will see preparatory works including the diversion of some utilities and removal and replacement of some trees and hedging. Temporary footway diversions will be required at times and, on some days, temporary traffic lights will be needed. Further information including the detailed plans is available at [www.greatercambridge.org.uk/fulbourn-road](http://www.greatercambridge.org.uk/fulbourn-road)

4. The installation of the solar studs along Cambridge Road has been held up by staffing shortages at Skanska the county council's highways contractor. I have taken this up with the director responsible and the issue is being raised with Skanska's regional director.
5. The County Council is working with South Cambs on an exciting 6-month pilot project named – HOOP (Housing Options for Older People). The project offers specialist housing advice and support to older people. The customer journey starts with a questionnaire asking older people (over 65s) about their home and how it suits them. This can be completed on line or via a leaflet. The answers are then used to put people in touch with local housing options (sheltered housing, extra care schemes), support services and community groups that can provide a mixture of practical support and advice - with the aim of helping people to make informed choices about their housing and wellbeing at an early stage. This is only the second place in the country the service has been localised, up until now HOOP has been a national tool. We want all people to live independently in their own homes for as long as possible and are committed to helping them to do that, therefore this pilot proposes more local solutions and suggests alternative independent housing opportunities and support to help people think through their housing options. It is hoped that if the pilot is successful, a full Cambridgeshire HOOP tool will be developed in 2018. You can keep up date at <https://hoop.eac.org.uk/>
6. Public consultation on the outline plans for the Cherry Hinton North housing development has started and will run to 5pm on 2 October and an exhibition will take place at the Hope Community Church in High street Teversham from 2pm to 8pm on 14 September. This plan also includes a primary and a secondary school. I have expressed my concerns about noise levels from the airport on children and students using the schools' recreation grounds particularly when ground running engines outside the proposed noise pen and from helicopters and this has been taken up by the director concerned with the city council planning team. I am also concerned about traffic flows along Airport Way, Coldham's Lane, Cherry Hinton High Street and Gazelle Way and the impact of three and four storey housing.
7. In tandem with the public consultation on Children Centres mentioned in my last report the county council has also been using the summer holiday period to consult on the libraries service in order to deliver cuts in its budget. This consultation also finishes on the 30 September but under pressure from my group additional workshops have now been planned for October across the county including one at the Central Library on Monday 2 October from 6.30pm to 9pm.
8. There is a glitch – shortly to be mended we are told – on the County Council's system which means that bus pass holders will not have had reminders at the appropriate time to renew their pass. It would be wise for anyone with a bus pass to check the renewal dates – and in particular if you are visually impaired or know someone who may be.
9. And finally can I remind you that deadline for bids for the Local Highway Initiative scheme is now 15 October. See website for details. The costing of bids will now include all officer time which will increase the cost of a project by about a third. There is now also a privately funded scheme where parish councils together with third parties can pay for minor highway works without funding from the county council.

John Williams  
12 September 2017

### **District Councillor Report to Fulbourn Parish Council**

1. All South Cambs council house properties are being visited to assess the tenants' housing needs and to verify proof of residence. A drainage survey is also being carried out by Drain Doctor Plumbing on behalf of the council which will use CCTV to inspect drains to identify any damage or defects.
2. Sheltered housing residents in St Vigor's Road and Hollman's Close have been meeting housing officers and the Housing Portfolio Holder to discuss service charges, outstanding repairs and the future of the day centre at Hollmans Close.
3. Due to money from last year being unspent the council's Community Chest has been replenished and communities are being invited once again to bid for funding up to £1,000.
4. Following a number of incidents involving travellers camping illegally South Cambs has published some new guidance and information specifically for Parish Councils and private landowners, surrounding unauthorised Traveller encampments. It highlights options, advice and support available to Parish Councils and private landowners should they find an illegal encampment on their land. The council has also published refreshed, separate advice specifically for gypsies and travellers. Both of these new documents are available to view at: <https://www.scambs.gov.uk/services/gypsy-and-traveller-information>
5. Following the determination of the planning applications for Ida Darwin and Teversham Road which included the payment of S106 money to the Cherry Hinton Medical Centre rather than the Cornford House branch surgery in Haggis Gap I have asked the Practice for its future intentions for the branch surgery.
6. The £1.85million loan that South Cambridgeshire District Council will be providing to Cambridge Leisure and Ice Centre (CLIC) has now been signed by the Council and CLIC, which means work can now progress to the construction stage. The venue - on land off Newmarket Road is to be leased from Marshall of Cambridge and is expected to be completed by summer 2018. The 56 metre by 26 metre permanent rink, with room for up to 1,000 spectators, will be built to international standards next to the Road Park and Ride site.
7. The way business rates are calculated has changed and some businesses are facing very steep rises. The District Council is using a Government grant to help around 300 South Cambridgeshire companies with £849,000 over four years in the form of rate relief. Any business with a rateable value of under £200,000 that faces a bill increase of at least 10%, is eligible to apply for the relief. In addition a separate fund of £50,000 will also be created from the money allocated to the Council by the Government as part of the programme. This is aimed at businesses in the district that do not qualify for the rate relief scheme mentioned above, but can demonstrate that the revaluation is causing them hardship.
8. Promising able-bodied and disabled athletes can now apply for up to £2,000 in funding via the annual Elite Athlete Award scheme grant from South Cambs. Grants are awarded to sportsmen and women competing at every level, from regionally, right through to representing Team GB at world class events like the Olympics and Paralympics. This year, a total of £10,000 is up for grabs. The idea is for funding awarded to be used to pay for crucial factors such as equipment, training and travel. Applicants will be asked to set out how they will use the money to help them reach their sporting goals. Applications can now be made via <https://www.scambs.gov.uk/eliteathlete> and the closing date for applications is 30 November 2017

John Williams  
7 September 2017

**District Councillor Report to Parish Council September 2017**

## Replacement of street name signs

I made an application to SCDC for a number of road name signs to be replaced or fixed. Some of the signs were missing altogether, other signs had collapsed and one was covered in graffiti. This work has now been completed over the last month. I have visited the location of all the signs that needed replacement or repair to make sure the work has been completed as required. If residents see road name signs elsewhere in the village that need repair or are missing I am happy to take up this issue with SCDC.

## Teversham Road

Over the past month the second application at Teversham Road has been approved by the planning committee at SCDC following the government inspectors report on the first application. The government inspectors report on the first application which was dealt with at appeal found in favour of Castlefield (the developer) on every issue other than the long-term maintenance of open spaces. This is why the developer had re-submitted a very similar application to the original but with an intention to rectify the issue of long term maintenance of open spaces via a 106 agreement.

SCDC planning committee had a very difficult decision to make on the second application as planning officers were recommending approval given the weight of the government inspector's appeal report and that all the planning advice we were seeking as a council was suggesting that a second appeal would be lost providing Castlefield made a reasonable attempt to deal with the issue of long-term maintenance of open spaces. A second appeal would have been costly given that the first appeal had cost the Council £84,000 aside from money spent by the Parish Council and SFF.

As local member, I had worked hard to present the views of Fulbourn and the Parish Council to SCDC through numerous meetings with fellow SCDC councillors, planning officers, the Parish Council and resident groups. I made a statement at the initial planning committee, was present for every day of the appeal at which I spoke and provided written evidence for the planning committee to consider on the second application. I feel as local member I have done all that I can to represent resident's views on this issue but now have to respect the views of the planning committee and now work with SCDC officers to get the best deal for Fulbourn going forward.

## Ida Darwin

The application for the housing development on the Ida Darwin site was considered by the planning committee at SCDC over the past month. As residents and the Parish Council will know this is an application that I fully support. This application forms part of our local plan of which I am fully supportive and voted in favour of. I was pleased that the Parish Council also supported this development and have worked closely with myself and planning officers at SCDC to get the best possible deal for Fulbourn. There are advantages and disadvantages to every single development that is put forward but I believe the advantages are as follows:

- The site of development is one with an existing footprint.
- The site will provide 40% affordable housing.
- The site will provide an off-road cycle path along the edge of the site adjacent to Old Fulbourn Drift.
- The site will provide money for a new community building and play area within the development and the possibility of opening a small nursery.
- The development has a green wedge making an area of continued green space separating the development in the Cherry Hinton direction.
- The money generated from the sale of this land will be re-directed into the NHS to improve psychiatric services on the Fulbourn Hospital site.
- Due to the site's close proximity to green belt we have worked with the planning team to restrict the height of the buildings to two and a half storeys. i.e. ground floor, upstairs and room in attic.

I will continue to work with planning officers at SCDC to bring forward the community space and nursery. This will be done with continued engagement with the Parish Council.



### Mobile speeding device

The mobile speeding device has been delivered and is charged and ready to go. I have contacted Balfour Beatty with information on street lamps for fitting. I am just waiting for the go ahead to place the device. The Parish Council have voted on where they want the device to be situated. It will just now require the confirmation from Balfour Beatty and three Parish Councillors to place the device.

### Fromont Close

Following complaints from residents regarding the path that was in-passable due to over growing trees and bushes I have put a request in to SCDC to do tree works at the end of the year but in the mean time I have personally cleared the path of foliage so that it is now passable. I would like to thank the residents in Fromont Close who provided their green bins of which we filled 7 in total.

Graham Cone

### Item 55.1

Minutes of **Recreation Ground Working Party** held on Tuesday, 22<sup>nd</sup> August 2017.

- 1 **Present:** Gill Ward (chairman), Dawne Brown (until 7.45pm) & David Smith – FPC  
Richard Drage – Fulbourn Institute Football Club & John Pearce – Bowls Club
- 2 **Apologies:** Polly Butt – Tennis Club and Ian Still – Cricket Club

#### 3 **Minutes of last meeting – Matters arising all on the agenda.**

The Minutes of the last meeting were accepted and signed as a true record.

4 **Dog Fouling.** This has got worse since the last meeting.

#### 5 **Pavilion upgrade/repairs.**

- Upgrade of wash basins in changing rooms have been accepted by Cambs FA.
- David Smith to look at faulty light; he has sorted out sensor light (external on footpath and pavilion)
- External door to Officials/Ladies Changing Room needs painting – steel door panel is rusty.
- Tiles needed for showers (R Drage).
- Kitchen needs a deep clean.
- R Drage quoted £300 to repair and paint fascia on pavilion and prime bare timber.

6 **Spraying.** R Drage reported that the recreation ground had been sprayed but plantain had survived. He would ring the contractor.

7 **Public Tennis Courts.** Gill Ward reported that a quote for public tennis court resurfacing of £18K had been received. David Smith to ask contact he knows.

8 **Drainage.** Gill Ward reported that the area covering the new drain has been tidied up and re-seeded. The grass is growing well. SCDC still to dredge ditch in Stonebridge Lane to allow water to flow under the culvert – reportedly because of a suspected Badger Sett around the culvert.

9 **Landmark School.** Gill Ward reported that Landmark International School had asked to use more space on the recreation Ground during school hours. Some present thought they should pay towards maintenance costs.

10 **MUGA Service.** Gill Ward reported that Doe's Sports had done the service and found the mat in good condition. R Drage has re-strung wire at Stonebridge Lane end and repaired timber panels on perimeter where needed. Simon Brand to be contacted with

regards re-setting times when lights come on and go off – reference earlier lighting up times and clocks are changing.

11 **Play Equipment Inspection.** Gill Ward reported on the inspection of the play equipment. There are some minor items that need attention.

12 **Any Other Business.**

All agreed the need to be vigilant with regards possible encroachment by Travellers' on the recreation ground. The Home End gate had been damaged and Impett's Lane lifted off its hinges during a raid on the FISSC. A steel gate is recommended for Impett's Lane. Hedge cutting needs doing on Barnes boundary with main football pitch. Gill Ward reported that the Pavilion clock had been cleaned and the back of the pavilion power washed. Gill said the main front gate needs re-painting.

As there was no other business the meeting closed at 8.15pm.  
Next meeting to be held on Tuesday, 7<sup>th</sup> November 2017 at 7pm.

Item 55.2

**MINUTES OF THE SWIFTS USER GROUP MEETING HELD ON  
WEDNESDAY 30 August 2017**

**Present: Derek Thorn (Chair) James Caesar, Trish Newman, Jean Doe, Kathy Attmore, Jill Woolley (Minutes)**

1. **Apologies** John Shepherd, Jill Jones, Mary Drage

**2. Minutes of the meeting held on 31 May 2017**

The Minutes were agreed as a true record.

**3. Matters Arising**

3.1. Disabled toilet: This has been done. The mould has been painted over. The coping on the parapet wall was at fault, as we originally thought.

3.2 Car park lights: Now all working.

3.3 Fire door light: Two new lights have been fitted as the old ones could not be repaired. However, the one on the right is not working but this is in hand.

3.4 Store Key: Trish has given Kathy a key to the store. Kathy wondered if a key safe could be fitted to the store so that library members can get easy access to salt if required. However, Trish stores Council documents so access would need to be limited. Trish will find out the cost.

3.5 Plaque for Jo Patten: Trish will contact John Patten to see if he can come to the October coffee morning, and if so the plaque will be unveiled then. Richard Drage will fit it a few days before and it will be covered up until the unveiling.

3.6 Ladies toilet (left side): A new flush has been fitted to this toilet.

3.7 Trip hazard outside the main door: Derek had great difficulty getting a reply from Accent who appeared to have lost his details and were under the impression that The Swifts had a Tradesman's Entrance. However, a repair has now been done. It was not possible to lift the slabs and remove the rim that had risen up so the protruding part has been cut away.

3.8 The Monolith light is still on during the day.

**4. New Heating System**

4.1 It was decided to go for the cheapest option as it is less complicated. This means we will use the existing heater but with new cassettes fitted to the ceiling which will be quieter and more efficient.

4.2 Derek will ask Alan Webb for an official quote then we will ask him to fit the system as soon as possible. It is likely to cost 4% more than the original estimate.

4.3 We will ask Alan to liaise with the library so that it does not have to close. Alan is familiar with the building.

4.4 There will need to be some redecoration when the work is completed.

4.5 Painting the scuffed wall a darker colour was discussed but rejected in favour of a perspex sheet.

4.6 Derek will investigate how the corridor and radiators operate so that these can be used this winter.

## **5. Financial Report**

5.1 Trish presented the accounts from April-August this year, but has not yet received the August bank statement.

5.2 The Fire Safety check is carried out half-yearly.

5.3 The accounts include the cleaner's wages and the Committee is very happy with her work.

5.4 There are invoices for hirings outstanding and there is more money to come in, so we will break even.

5.5 David Smith has been paid for the light repairs.

5.6 Party bookings have been slightly down.

## **6. Bookings**

6.1 These are still steady. However, the Over 60's will not be returning.

6.2 Forever Active have booked an hour session on Friday afternoons.

## **7. Any Other Business**

7.1 Trish reported that the Electricity contract will need to be renewed in November and that the Advisor from Wilbraham will do comparisons and get the best deal for us.

7.2 The Comments Book has disappeared, presumably because it was full. Derek will buy another one.

**8. Date of next meeting: Wednesday 29 November 2017 at 7 pm in the Swifts.**