

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 9th May 2018.

Present: Councillor Drage (Chairman), and Councillors Brown, Cone (and District), Dawson, Gaskell, Hinton, Johnson, Lacey, Lockwood, Newell, Scarr, Smith, Thorn and Ward. County & District Councillor Williams, and the Clerk.

	Action
<p>1 Elect a Chairman for the year. Cllr Newell proposed Cllr Drage is re-elected as Chairman, proposal seconded by Cllr Smith and agreed by the Council. Cllr Drage thanked Members then welcomed Cllr Hinton to the Parish Council.</p> <p>2 Parish Council Vacancy/ies – Co-option for Resolution. Jane Gaskell was willing to fill one of the vacancies. Cllr Drage proposed co-opting Jane onto the Council, proposed seconded by Cllr Ward and agreed. Once Jane had signed her Declaration of Acceptance, Cllr Drage welcomed Cllr Gaskell who duly took her seat.</p> <p>3 To accept apologies for absence. District Councillor Daunton. <i>At this point Cllr Lacey arrived.</i></p> <p>4 Elect a Vice-Chairman for the year. Cllr Drage proposed Cllr Thorn is re-elected as Vice Chairman, proposal seconded by Cllr Smith and agreed by the Council.</p> <p>5 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed. 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 one present.</p> <p>6 Standing Orders, Financial Regulations and Code of Conduct for Adoption. Cllr Drage proposed the new Council adopts all the above documents, proposal seconded by Cllr Ward and agreed by the Council.</p> <p>7 Council Policies for review. Although Council Policies are amended as legislation dictates, they are also reviewed annually in May to ensure they are up to date. The new GDPR (General Data Protection Regulation) comes into effect on 25/5/18.</p> <p>8 To receive reports from County and District Councillors. 8.1 County Councillor Williams advised when patching potholes in Caraway Road, part of the road collapsed hence part of it being re-surfaced which hasn't helped the budget. Work on a stretch of Cambridge Road towards Dogget Lane has just started and Stonebridge Lane is being included too. When asked about the huge pothole in Aphorpe Street, Cllr Williams said there were no foundations under the road so engineers are deciding the best way to deal with this. It was pointed out how dangerous it was especially if wet as cyclists would not be aware of it and the area should be cordoned off. Cllr Williams will investigate. Cllr Drage congratulated our District Councillors following last week's election. 8.2 District Councillor Williams said the new Council would take over on 23/5/18. 8.3 District Councillor Cone issued the attached report which he went through. 8.4 District Councillor Daunton had a pre-planned Charity Trustees meeting this evening but sent a message expressing her pleasure at being elected for the Ward and her determination at carrying out her duties to the best of her abilities and Cllr Daunton looks forward to meeting Members in the near future.</p>	
	<p>Clerk</p> <p>JW</p>

<p>9 To approve the Annual Governance Statement. Members were given a copy of the above. The Chairman went through the numbered statement. Cllr Scarr proposed approving the Annual Governance Statement, proposal seconded by Cllr Lockwood and agreed by the Council.</p>	1347
<p>10 Approve Annual Accounts 2017/18 for Resolution. Members received a copy of the accounts which had not changed since the APM. Cllr Scarr proposed approving the Annual Accounts 2017/18, proposal seconded by Cllr Lockwood and agreed by the Council.</p>	
<p>11 To approve Internal Audit Report. The accounts will be with the Internal Auditor later this week. Provided there are no queries or amendments, Council delegated powers to the Chairman, Vice-Chairman and the Clerk to sign off the report in order to meet the External Auditor’s deadline which is two days before the June 2018 meeting.</p>	MD/DT Clerk
<p>12 To approve the minutes of the April and APM meetings. Both sets of Minutes were accepted and signed by the Chairman.</p>	
<p>13 Matters arising from the last meetings. 13.1 <u>Ida Darwin</u>. We understand two sites belonging to the NHS Foundation Trust including Ida Darwin have been sold to Homes England (formerly The Homes and Communities Agency). The Parish Council is still waiting for a response following a meeting held on 27/3/18.</p>	
<p>13.2 <u>Youth/Community Building</u>. The old Institute building currently used by FA4Y suffered a devastating fire possibly caused by an electrical fault. Power cabling and drainage to the new building is to be re-routed remaining on Council land. Works are expected to take place on 5/6/18 which will leave the pavilion without power for 2 hours.</p>	
<p>13.3 <u>Primary School expansion</u>. More commercial vehicles are parking along Manor Walk so the contractors will be reminded permission was granted to use the recreation ground.</p>	Clerk
<p>13.4 <u>Recreation ground security</u>. A quotation for additional CCTV has been accepted.</p>	A Plan
<p>13.5 <u>Professor and Mrs Berrios</u>. Following the kind donation of a park bench, this has now been erected at the recreation ground.</p>	
<p>13.6 <u>WW1 Centenary</u>. Cllrs Drage and Ward met two members from the Gardening Society regarding planting an Oak tree opposite the War Memorial in Manor Walk. Echo Fabrication will assist with a steel guard if required. Council awaits further information including costings.</p>	MD/GW
<p>Cllr Drage showed Members details of a recyclable tree seat to go around the tree used to adorn the Christmas lights. Cllr Ward suggested applying for a grant from SCDC’s Community Chest to assist with the cost. Agreed by the Council.</p>	Clerk
<p>13.7 <u>Village Halls & Community Building Conference</u>. Cllrs Drage, Thorn and Brown attended an all-day conference today and found it very informative and useful. Some elements will be considered by the Parish Council in the future.</p>	
<p>14 Neighbourhood Planning – Application form to designate a Neighbourhood Area for completion. The Parish Council will complete the application form asking Mr Ron Ward from the Neighbourhood Planning Working Party to answer question 9. An Ordnance Survey map of the whole parish needs to accompany the application. It is understood there are some funds left from the Parish Plan which could offset the cost of this. The Chairman explained we needed to designate an area before holding a referendum.</p>	
<p>15 Tree works: Manor Walk – Crown lift young Oak Tree. No comment. Hinton Road, Ash – Crown reduction. No comment. Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.</p>	

<p>16 Correspondence.</p> <p>16.1 CAPALC – April 2018 Bulletin.</p> <p>16.2 Fulbourn Forum – Annual report 2018 received along with diary of future events.</p> <p>16.3 Fulbourn Primary School – Request to hold their Sports Day on the recreation ground. The Clerk has asked for the date they wish to have this on. Cllr Brown said 25/6/18 was being considered. Provided this does not clash with any cricket competition, Council agreed to this request. Cllr Smith will make enquiries.</p> <p>16.4 Fulbourn Centre – Request that the new Council nominates three people as Trustees/Directors of the Fulbourn Centre aware that Cllr Brown has stood again but with the loss of Julian Mair and John Rickett. Council does have two new Members; all Sub Committees and Representatives will be reviewed and updated shortly. We will advise The Fulbourn Centre as soon as we know who has been appointed as Council’s Representatives they will be informed.</p> <p>16.5 Church representatives – suggestion regarding The Mill and The Village Pump. David Sheppard and Nick Toovey asked to meet Cllr Drage to discuss the possibility of merging The Village Pump and The Mill as they would like every household to receive a copy. Following discussion, Council will need to give this careful consideration aware income is generated from advertisements and by association with these adverts there could be conflicts of interest. Council awaits further information before making any decision.</p> <p>16.6 Greater Cambridge Partnership – Newsletters to Parish Councils; see https://www.greatercambridge.org.uk/</p> <p>16.7 CCC – Temporary Traffic Order, Fulbourn Old Drift to enable swapping of BT post. Road closure from 08.00 – 17.00 on 24/7/18; diversion will be in place.</p> <p>16.8 Centurion Traffic Management – Network Rail will be carrying out line maintenance at Station Road level crossing; road closure from 23.00hrs on 25/6/18 to 06.00hrs 26/6/18.</p> <p>16.9 R Fletcher – As all other Recreation Ground clubs’ make a donation towards maintenance, it was suggested Landmark International School also make a contribution. Following discussion, Cllr Cone proposed asking the school for a donation, proposal seconded by Cllr Gaskell and agreed by the Council.</p> <p>17 To resolve the accounts for the month.</p> <table border="0"> <tr> <td>Barclays: Monthly fees.....</td> <td>29.11R</td> <td>C Lawrence: Re-surface courts.....</td> <td>15,240.00</td> </tr> <tr> <td>Wages: Clerk + Expenses.....</td> <td>1,200.14</td> <td>Wages: Swifts cleaner.....</td> <td>210.00</td> </tr> <tr> <td>HP: Ink services.....</td> <td>3.49</td> <td>Wave: Swifts sewerage charges.....</td> <td>97.45R</td> </tr> <tr> <td>ProGreen: Maintenance.....</td> <td>234.00</td> <td>CAPALC: Membership fees.....</td> <td>650.88</td> </tr> <tr> <td>Wave: Rec. Ground sewerage charges....</td> <td>599.37</td> <td>Wages: Pavilion cleaner.....</td> <td>110.50</td> </tr> <tr> <td>LDS: Leaflet delivery.....</td> <td>174.90</td> <td>Dent Security: Call out charge.....</td> <td>102.00</td> </tr> </table> <p>Cllr Thorn proposed accepting the accounts, proposal seconded by Cllr Lockwood and agreed by the Council.</p> <p>18 Council Committees.</p> <p>No committees had met due to the APM and election.</p> <p>19 To receive items for inclusion on the next Agenda for decision and/or action.</p> <p>20 To consider planning applications.</p> <p>Minutes of a Meeting held on 11/4/18 were issued.</p> <p>Refusal: S/0401/18/FL, Woodside, Stonebridge Lane.</p> <p>Permissions: S/0539/18/FL, 51 Station Road.</p> <p><u>New applications:</u> S/0827/18/FL, 15 Station Road – Drop kerb outside property to allow unhindered access to driveway. This is a continuation to existing part dropped kerb;</p> <p>S/1065/18/FL, 56 Shelford Road – Construction of 1½ storey house following demolition of existing garage.</p>	Barclays: Monthly fees.....	29.11R	C Lawrence: Re-surface courts.....	15,240.00	Wages: Clerk + Expenses.....	1,200.14	Wages: Swifts cleaner.....	210.00	HP: Ink services.....	3.49	Wave: Swifts sewerage charges.....	97.45R	ProGreen: Maintenance.....	234.00	CAPALC: Membership fees.....	650.88	Wave: Rec. Ground sewerage charges....	599.37	Wages: Pavilion cleaner.....	110.50	LDS: Leaflet delivery.....	174.90	Dent Security: Call out charge.....	102.00	<p>1348</p> <p>A Plan</p> <p>Sub Comms</p> <p>Clerk</p>
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<p>Planning Permission: S/0759/18/FL, 7 Home End – Proposed porch.</p> <p>S/1169/18/DC, Land to the east of Cox’s Drove – Discharge of Conditions 3 (Hard & Soft Landscaping), 5 (Boundary Treatment), 6 (External Materials), 7 (Traffic Management Plan), 8 (Ecology Scheme), 10 (Foul Water Drainage) and 11 (Surface Water Drainage) of Planning Permission S/4198/17/FL. For Information only.</p> <p>Information only: S/1399/18/DC, Land to the east of Cox’s Drove – Discharge of Condition 23c (Validation Report) of Planning Permission S/1275/15/FL</p> <p>S/1733/18/LD, 26 Grandridge Close – Lawful Development Certificate for proposed Loft Conversion S/1733/18/LD. Planning merits of the use are not considered but Council can provide any information to assist if desired.</p> <p>There was no further business and the meeting closed at 9.30pm.</p>	<p>1349</p>
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Attached reports:

Item 8.3

District Councillor report to Parish Council May 2018

Elections

Firstly, I would like to thank residents in the Fulbourn and Fen Ditton ward for electing me to represent them for a further 4 years. I will do my utmost to be approachable and represent my resident’s views at SCDC. Secondly, I would like to congratulate the Liberal Democrat group in successfully taking control of SCDC with a clear majority following the local elections. It will now be the Conservative group that will form the opposition at SCDC. We will do our utmost to hold the new leadership of the council to account.

Hollmans Close

Hollmans Close in my opinion needs resurfacing. This road is still owned by SCDC so I have made contact with housing officer Lynn Roberts to allocate funding in this financial year to undertake this task. The road is really in a very poor condition and there are many elderly residents who live on this road that could be at risk of slipping.

Loneliness group

I have had a discussion with Christina Rowland-Jones about how we might move forward a loneliness group in Fulbourn. Other villages within the ward such as the Wilbrahams have undertaken something similar and I will be engaging with this group to see how we might implement this in Fulbourn. I have also asked Sue Ellington who up until the election has been Cabinet member for Health and Wellbeing to attend a forthcoming PPG meeting to help with signposting us to available resources.

Parking on green space on Fromont Close

I have had a number of complaints from residents in Fromont Close regarding a van being parked on the green space which has recently been maintained by SCDC. I have approached the residents involved and the van will no longer be parked on the green space.

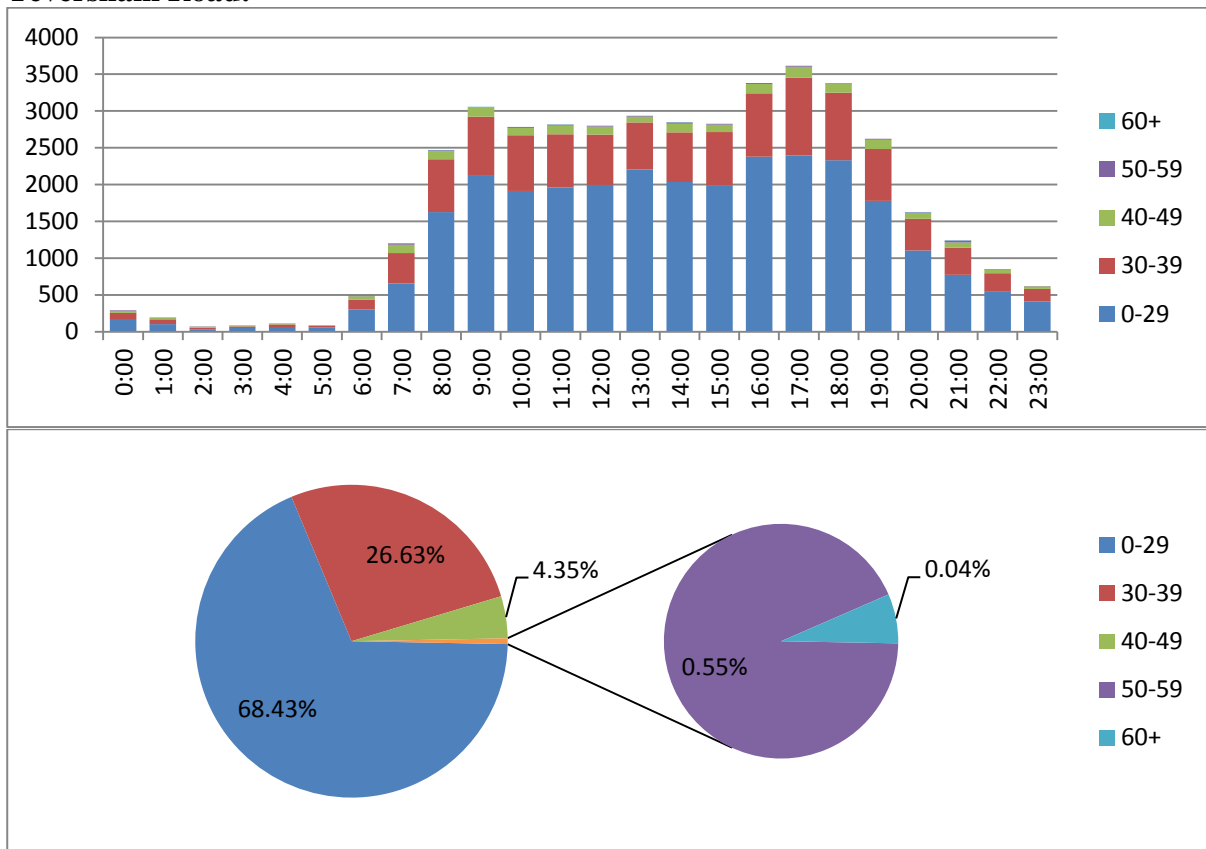
Small piece of land off Swifts Corner

There is a small piece of land adjacent to the bungalows on Swifts Corner which SCDC is responsible for. For some reason this small piece of land was never acquired by Accent Nene during the development of The Swifts and has just become overgrown with trees, bushes and a lot of weeds. I had approached SCDC to cut back and maintain the small strip of land a few months ago and this work has now been completed.

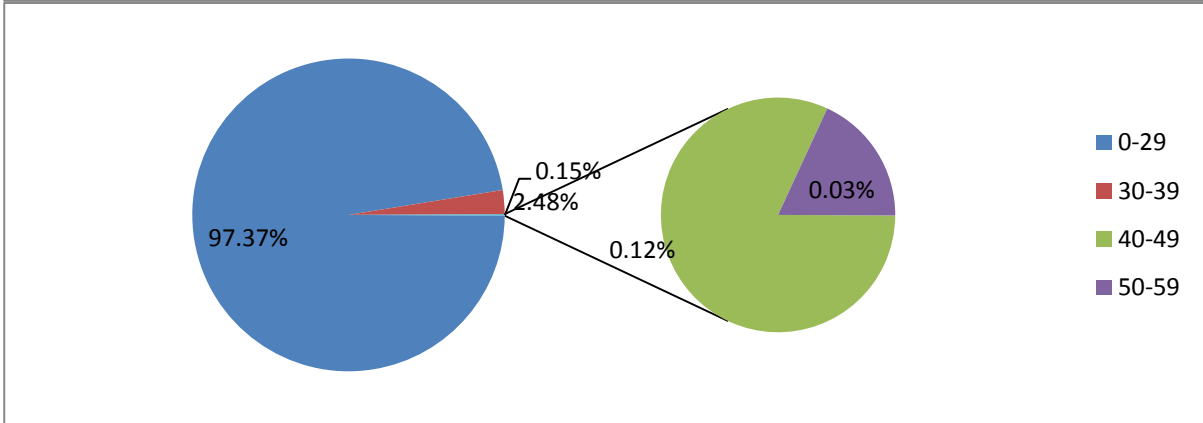
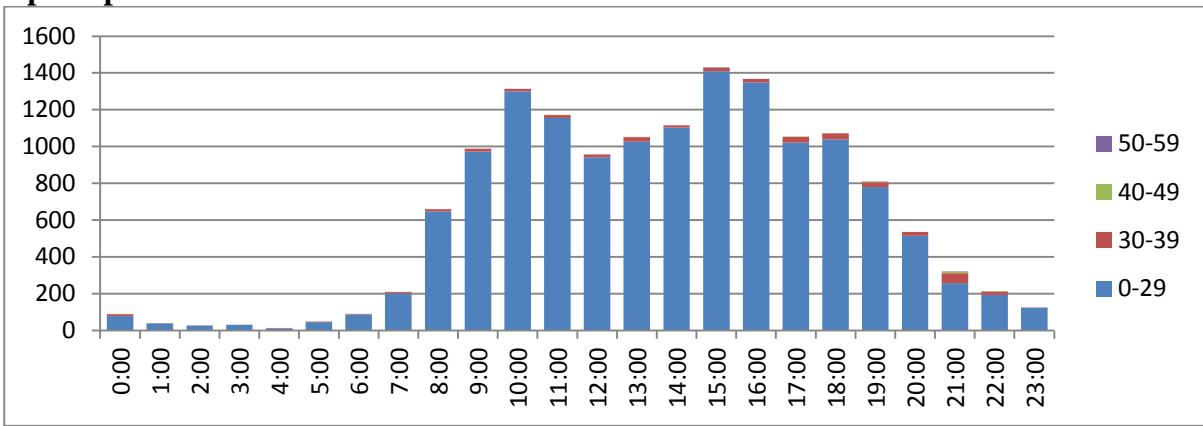
Mobile speeding device

A street lamp in Station Road has been agreed by Balfour Beatty to place the mobile speeding device on. The device will be located on Sunday 13th May. I have the following data from Apthorpe Street and Teversham Road included in this report.

Teversham Road:



Apthorpe Street:



Cllr Graham Cone