

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 9<sup>th</sup> November 2011.

**Present:** Councillor Patten (Chairman) and Councillors Bullen (from Item 101), Dawson, Drage, Farmer, Hardwick, Lacey, Lockwood, Mair, Scarr (and District), Stalley, Ward, and Williams (and District), the Clerk and 20 parishioners.

**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.** The Chairman said Standing Orders would be suspended for Item 99 so those present could speak. There were no questions from the floor

**95 To accept apologies for absence.** Councillors Newell, Webdale and Clarke.

**96 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.** Councillor Lockwood – Personal Item 103; Councillor Ward – Personal Item 110.17

The Chairman began the meeting by thanking those Members especially Councillor Lacey who, at no cost to the Council repaired and put back the damaged limit gate at the recreation ground entrance which has been deliberately rammed during the early hours of Saturday morning. The crime had been reported to the police.

Rob Mungovan from SCDC is also to be congratulated on his recent award regarding conservation of the swifts on the Windmill Estate.

PCSO John Coppard arrived at this point and advised there had been speeding and lighting issues near Chaplin's Close along with problems with pedestrian access. CCC said at present the roads within the site are currently under the control of the developer although on completion are expected to be adopted. Concerns about mud on the roads will also be raised with the Contractor. Coun Lockwood said the original road was now closed and the new Dunmowe Way opened with a narrow temporary footpath with no lighting and is dangerous. The developers have promised to install lighting on the boarding within the next week and have erected barriers to safeguard pedestrians. As the redevelopment continues, these measures will change. PCSO Coppard said hedge work is to be done along Wilbraham Road. Moving speed signs is not a priority for funding for the County Council, but the Parish Council could consider changes under the CCC's third party funding. The Parish Council is currently making enquiries about Speed Signs Balsham Road and is considering other approach roads when they know more. PCSO Coppard finished by reporting there had been a fire at the Youth Club last evening and a stolen car had been recovered by the church this morning.

**97 To approve the minutes of the last meeting.**

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

**98 Matters arising from the last meeting.**

98.1 Adult Exercise Equipment. This was installed on 19<sup>th</sup> October 2011.

98.2 Guide & Brownie Hut. Purchase of the hut and land was completed on 21<sup>st</sup> October 2011.

98.3 Scouts lease. The Memorandum of Understanding has been signed and both the Scouts and Parish Council have copies.

98.4 Pinders Human Circus. They require 25 square metres for the marquee. We will contact the Football Club to see if it would clash with fixtures if the date was changed to May 2012.

98.5 Fromont Close. Council agreed to clear the berries this season. To ACE Committee.

98.6 Village Pump. The Council has received positive feedback to the new larger version and the Chairman thanked Coun Drage for her hard work. If Council is to continue with this size, it must be considered in next year's budget.

### **99 Greater Foxes – Removal of Lime Trees.**

The Chairman said due to problems to residents in Apthorpe Street, Council agreed a five-year programme in July 2005 to replace the offending Lime Trees once the newly planted Hornbeams had got established. Coun Patten admitted the Council had not maintained any of the trees since then. Before felling the trees a mail drop was done to all residents resulting in a petition and several letters objecting to felling the Lime Trees. Coun Patten said either way, it would still cost the Council money. A meeting has been arranged for 14<sup>th</sup> November 2011 with the SCDC Tree Officer to discuss future management of the site which will then be included in the Parish Council's Open Space Contract. Coun Patten said she did not like going back on previous decisions but proposed keeping the Lime Trees, getting them cut back and asking the Tree Officer's advice about the Hornbeams. Proposal seconded by Coun Scarr and agreed by the Council. Standing Orders were suspended. The residents present thanked Council for making this decision and one gentleman said removing them would have affected his privacy. Mr R George felt insulted that he was unaware of the petition and that he had not been consulted about it. Coun Hardwick said Hornbeams fustigate reaching 80 feet in 30 years but require space due to their large root ball. They can be left as a bush. Standing Orders resumed.

### **100 Report of Meeting with S.C.D.C Tree Officer.**

Councillors Hardwick and Lockwood met the Tree Officer at Poor Well on 24<sup>th</sup> October 2011. The Officer said the Poplars are top heavy and recommends that the crowns are thinned. Moving on to The Haven it was suggested ivy is removed from the trees and a visual tree inspection is undertaken to all trees under parish management. In Manor Walk opposite the War Memorial, it was also suggested eventually planting two large trees when one already there dies although felling is not necessary at the moment.

### **101 To receive reports from District Councillors.**

**101.1 Councillor Scarr** has attended meeting but had nothing to report on the village.

**101.2 Councillor Williams** issued the attached report. He has also written to SCDC supporting the Townley Memorial Hall Phase II grant application. When asked about the meeting at Cambridge Airport, he confirmed the Government had nominated Cambridge to receive VIP traffic during the Olympic Games as there are no restrictions at the airport which is open 24/7. Customs are different for VIP guests and foreign visitors when approved by the Government. Coun Hardwick will be attending a Marshall's Consultative Committee meeting in November and will enquire about security and the possibility of the closure of local roads.

### **102 Open Planning Meeting held on 2<sup>nd</sup> November 2011.**

A report of this meeting is attached. Council has received positive feedback from this successful meeting partly due to information on The Village Pump circulated to all parishioners

### **103 Ida Darwin Development – Open Space for Resolution.**

Coun Lockwood said the Ida Darwin Sports and Social Club did not have a lease, it was not known who owned the property and there have been no communications with the Health Authority. After much discussion, it was agreed to ask for sporting facilities and allotments at the Ida Darwin site as the new residents would have to travel quite a distance to the existing ones at the recreation ground. Council also agreed to invite James Fisher, Section 106 Officer from SCDC to the December meeting.

**104 Report of Meeting at Sports Pavilion.**

Council Members and representatives from the Sports Clubs met to discuss the pavilion which is now showing signs of wear and tear. The electricians urgently need attention and Coun Mair will provide a report; Coun Dawson will clean the fountain and replace the copper pipe overflow; to keep equipment away from the electricians, it was suggested having a separate cleaner's cupboard; a chipped tile on the shower to be replaced; taps and wash basins need attention in both the Official's Room and Changing Room toilets. Council agreed to deal with the urgent items and have a five year plan to budget for other works including decorating; screed floor; additional paving and possible internal alterations to the Old Changing Room.

**105 CCTV.**

This needs replacing. Coun Ward proposed we ask Dent Security for a quotation, proposal seconded by Coun Bullen and agreed by the Council.

**106 FA4Y (Fulbourn Action for Youth) Report.**

Report attached. Coun Hardwick said this information met the requirements to release the remaining £4,000 donation and proposed this is paid, seconded by Coun Patten. Agreed.

**107 Diamond Jubilee.**

Coun Patten attended the Feast AGM who intends to hold a Street Party on Sunday, 3<sup>rd</sup> June 2012. Members felt the celebrations might continue possibly at The Six Bells with a jazz evening. Enquiries will be made. It was also agreed to nominate the Horse Pond in Cow Lane as a feature of the village for the Diamond Jubilee celebrations as requested by SCDC.

**108 Parish Plan Progress Report.**

This item was deferred.

**109 Christmas Celebrations.**

With permission from David Wright, Couns Dawson and Mair will put up the lights on the tree opposite the church as this was a success last year. Members agreed children from the Primary School should be invited to turn on the lights. Coun Patten will see the Head Teachers.

**110 Correspondence.**

110.1 CPALC – The Localism Bill update.

110.2 Cambridgeshire Acre – Details of an initiative by Big Lottery Fund to help communities towards starting their own business.

110.3 CCC – 2012 Small Grants for celebrations and events application form.

110.4 Fulbourn Forum – Latest newsletter including recent litter pick.

110.5 Cambridge City Council – Consultation on the Draft Cambridge Skyline Guidance. Guidance in respect of tall buildings and their impact on the city skyline; consultation from 31/10/11 to 12/12/11.

110.6 Lanthorn Stile Residents Association – Thanking the PC for their recent help in trying to secure hedge plants. The Association will go ahead with the project themselves.

110.7 Clerks & Council Direct – November 2011 magazine.

110.8 SCDC – Request to visit Parish meeting in the new year regarding implementing Parish Emergency Plans. Request to come to February 2012 meeting. Agreed.

110.9 NALC – Local Government Pay 2011/12 brief.

110.10 CCC – CCC & Peterborough CC have the final Inspector's report on the Joint Cambridgeshire and Peterborough Minerals Waste Site Specific Proposals Plan.

110.11 SCDC – Planning to trial a recycling litter bin in The High Street this month. Council felt there was not enough room to accommodate another bin and suggest this is not needed.

110.12 **SCDC** – Investment proposals of Parish Council Funds with interest rates and information sent. To gauge interest, a short questionnaire also received.

110.13 **Fulbourn Arts Forum** – Thanks and acknowledgement of recent donation.

110.14 **Parents** asking for more skate park equipment and possibly floodlights. Council felt unable to support floodlights but would consider installing a tall light near the area for better security. Brampton Parish Council will be asked for information regarding their half pipe.

110.15 **Sustainable Parish Energy Partnership (SPEP)** – November newsletter.

110.16 **Post Office Ltd** – Public Consultation regarding the service re-opening at the Co-operative Stores, with responses required by 15<sup>th</sup> December 2011.

110.17 Comments from residents that they have not been consulted regarding agreement in principle by Parish Council to having an Exception Site at Balsham Road. Also a message supporting a site as they wish to move back to Fulbourn. Members had previously agreed in principle to an Exception Site in the village as a whole. In these circumstances not to agree in principle to Balsham Road would have compromised the Council's position when it came to commenting on any future planning application to it. The Council was told by Accent Nene that the owner of the site was the only one so far that had shown an interest in selling the land for an Exception Site. Council now believes two more sites have been identified and will contact Accent Nene for clarification. The consultation process will begin when a planning application has been received. The Clerk will reply.

110.18 **CCC** – Proposals for Prohibition of Waiting & Street Parking Places Order for The High Street and junction at Pierce Lane/Apthorpe Street. Comments or objections by 25/11/11. Council approved the double yellow lines proposals but will object to the Prohibition of Waiting along Apthorpe Street as parked cars do slow down the traffic. Standing Orders suspended. Mr Beaumont spoke of the numerous buses in the High Street and wondered if there was a need for buses to even stop there. Coun Williams said this had been raised before and alternative routes have been considered but it was difficult. Standing Orders resumed.

110.19 **came&company** – Autumn 2011 Parish Council Insurance Newsletter.

110.20 **SCDC** – Request an ornament from village to decorate SCDC's Christmas Tree. Coun Patten will ask if the Primary School would like to participate.

110.21 **CCC** – Grants up to £500 available for events to celebrate the London 2012 Olympic and Paralympics Games.

110.22 **SCDC** – Information regarding recent Training sessions regarding Planning Ahead to 2031; Enforcement Priorities and Processes; Recreation Study Update and Development Control Procedures.

110.23 **Accent Nene** – Deed of variation for the S106 on the re-development of the Windmill Estate to be completed shortly. SCDC's Solicitor need assurance from Accent Nene that the Parish Council understand they are being expected to maintain the Public Art on the Open Space. Council accept they will take over maintenance once the whole redevelopment has been completed.

110.24 **Cambridgeshire ACRE** – Cambs Fire & Rescue are launching a pilot scheme to encourage residents to carry out safety checks in their homes. Volunteers needed to become Community Champions; have training to speak to local community groups about fire safety and escape plans.

#### 111 To resolve the accounts for the month.

Collier Turf Care: Supplies.....847.76C  
Townley: Hall hire.....116.25  
Wages: Clerk + Expenses.....847.24  
Falcon Print: Village Pump.....356.00  
B's Travel: Shopper & PO Bus.....440.00R  
Suffolk Acre: Insurance.....80.19

Barclays Bank: fees.....21.76R  
Falcon Print: Guide.....214.00  
Wages: Pavilion Cleaner.....88.50  
Petty Cash:.....59.30  
C Silverman: Cabinet.....102.00  
Ridgeons: Supplies.....62.21

Wicksteed: Exercise Equipment....8,615.64      Talk Talk: Oct Phone calls.....60.58  
 GJ Plastics: Leaflet dispenser.....95.98  
 Coun Hardwick proposed, seconded by Coun Scarr that the accounts are passed. Agreed.

### **112 Report from the Finance Committee.**

Report attached. From this quotations are needed to maintain the Lime Trees in Greater Foxes rather than to fell; The High Street parking proposals have been agreed at Item 322.18 and Members agreed not to have works costing £479 to the pavilion clock until necessary. The report was then accepted by the Council.

**Quotations** Sign for Adult Exercise Equipment - £140 + VAT. Coun Ward proposed accepting this quotation, seconded by Coun Patten and agreed by the Council.

### **113 Grass Cutting Quotation for Resolution.**

SCDC will continue for at least another season cutting the areas it is responsible for.

### **114 To consider planning applications.**

Minutes of a Planning Meeting held on 26<sup>th</sup> October 2011.

Permissions received for: S/1674/11, Sanders Lane – Locate Mobile Home for one year;  
 S/0673/11, Dogget Lane – New Vehicular Access and Alterations to Existing; S/1819/11, 8 Pettit’s Close – Extension of time for Extension;  
 S/1593/11, 98 Lucerne Close – Three Storey Side Extension;  
 S/1826/11, 37 Huntsmill – Conversion of Garage to Habitable Room.  
 Refusal: S/2125/10, Land Adjacent to Hall Farm, 3 School Lane – Single Dwelling.

### **115 To receive items for inclusion on the next Agenda for decision and/or action.**

There was no further business and the meeting closed at 10.20pm.

Date of next Full Council Meeting – 13<sup>th</sup> December 2011.

Highways Committee Meeting – 16<sup>th</sup> November 2011.

### **Attached reports: -**

#### **Item 101.2**

#### **My report to the November 2011 meeting of Fulbourn Parish Council**

1. On 24 October I attended a briefing on the future of Cambridge Airport at Marshall’s which included a tour of the business aviation centre and Marshall Aerospace. Clearly the defence cuts by the UK and other governments is having an impact on Marshall’s business.
2. The plan to install solar panels on council homes has had to be abandoned because the Government has brought forward to 12 December the reduction in the tariff paid for electricity supplied to the national grid, which now makes the scheme unaffordable. Fortunately the council had made no financial investment in this to date.
3. As you know I am a member of the British Transport Police Fulbourn Safety Group looking at ways to make the railway line safer between Yarrow Road level crossing and Fulbourn Hospital and I am pleased to inform you that signs produced by the Samaritans are now being fixed to the fencing along the cycle

path adjacent to the railway and that Network Rail are carrying out an assessment to making trespass more difficult.

4. The government has just launched consultation on plans to to end the mandatory discount on empty homes, and provide councils with the ability to decide for themselves whether to charge full council tax on an empty property, or offer a discount of up to 100%. The consultation also outlines plans to allow local authorities to charge an Empty Homes Premium – up to an extra 50% of council tax – on any property that has been vacant for two years or more. The exemptions for properties empty as a result of the death of an owner, or if the owner has moved into hospital or to give or receive personal care will be retained.

John Williams                      3 November 2011

### **Item 102**

Report of an Open Planning Meeting of FULBOURN PARISH COUNCIL held in The Townley Hall, Home End, Fulbourn on Wednesday, 2<sup>nd</sup> November 2011.

**Present:** Councillor Patten (Chairman), Caroline Hunt from S.C.D.C. and Councillors Dawson, Drage, Farmer, Hardwick, Lacey, Lockwood, Mair, Newell, Stalley, Ward, and Williams (and District), County Councillor Clarke, approximately 130 Parishioners and the Clerk.

**Apologies for Absence:** Councillors Bullen, Scarr and Webdale.

The Chairman said Fulbourn already had additional homes being built with between 250 – 275 on the Ida Darwin site, an extra 100 on the Windmill Estate redevelopment along with smaller developments around the village.

She then introduced Caroline Hunt a Local Development Framework (LDF) Team Leader from the Planning Policy Team at South Cambridgeshire District Council.

Caroline explained there was local interest around the district for sites although at present those received do not have any status. Landowners and Developers had put forward sites to S.C.D.C. for consideration when they bring through the Local Plan.

Sites identified during the planning process during 2008/09 for the L.D.F. have now been adopted taking the plan to 2016. SCDC are now trying longer terms plans to give certainty to local communities, service providers and have infrastructure in place. It takes between three and four years to prepare a Local Plan. In the Spring of 2011 the decision was taken to review the L.D.F. and work was started on evidence base to determine issues and options and how to move forward. S.C.D.C. hopes to deliver this evidence in the Summer of 2012.

They need to forecast the number of jobs and homes needed for the next 20 years. Cambridge is a successful city with university and international links and jobs are important to the area. With this success a certain number of houses are needed to support the number of jobs. S.C.D.C. is trying to determine the level of housing needed for the district up to 2031. Cambridgeshire is a wide area taking it out to the market towns. The aim is to support the local economy by building homes nearer to jobs. There have been several proposals on the Southern Fringe, Cambridge Airport and a new town, Northstowe. All the authorities including County and District Councils over the last two to three years have been reviewing the regional plan for the whole of East Anglia. The Government has decided to abolish the Regional Plan and S.C.D.C. now have to determine the strategy and level of planning. They have a duty to work with all the local authorities. Caroline continued two to three years ago they looked at the number of jobs created up to that point and the number likely to be needed up to 2031. Forecasts need to be tested again as the recession lasted longer than expected. They need to see the predictions and look

ahead to another twenty years. As mentioned the Airport close to the East side of Cambridge was to house between 10 and 12 thousand homes with another 7,000 in South Cambridgeshire. Marshall's has announced they will not be moving as they cannot find another suitable location, so these implications need to be looked at. At the moment we do not know how many homes will be needed. A key part of the evidence is S.H.L.A.A. (Strategic Housing Land Availability Assessment) to identify land that may have potential to be developed and built on. Landowners and Developers have been asked what sites can be considered. From those we need to see which are best to take forward for consultation. So far 270 sites have been received.

There are more sites than S.C.D.C. requires to meet the housing needs and these sites are available on the Council's website. The process now is to carry out a Technical Assessment i.e. their suitability. Factors such as flooding, natural environment and ancient monuments are considered as well as access to services, transport, sustainability and geographical location. They need to see what sites would perform the best and what sort of housing should be provided; whether to continue on one big site or have a mix and distribute housing around a lot of targets. The strategy is to see where S.C.D.C. should concentrate. Parish Councils are due to be asked for their views in the Summer of 2012 which will help the District Council decide on the Draft Local Plan. Once the Plan has been produced early in 2013, more consultations will take place. When the responses have been considered, S.C.D.C. will then submit the Plan to the Secretary of State. An Independent Assessor will consider if it is a good plan and will make recommendations to S.C.D.C. The Plan will not be binding; it is a long process and is done in several stages. The aim is for the Plan to be adopted by the end of 2014.

County Councillor Clarke said we must foster as much contribution from the village over the next few years as the Plan will affect schools and highways. He wanted Fulbourn to retain its character as residents choose to live in a village so we must keep the balance. Cllr Clarke assured the meeting he will canvass the opinion of parishioners.

District Councillor Williams said there were 1,500 homes in the village with 500 properties on the Beechwoods Estate. Under the L.D.F. we will see another 400 houses added which will see the village grow by a quarter. Cllr Williams was critical about the way S.C.D.C. have gone about this process. There was the issue of blight. The prospect of major development here by starting off with identifying land then targets was doing it the wrong way round. Present landowners will see their land increase in value the longer the process goes on. The village faces a long period of uncertainty as Fulbourn is threatened with large developments making people reconsider moving here. By doing things piecemeal it makes it difficult to accommodate services.

Caroline Hunt said discussions had taken place within S.C.D.C. and were mindful that quality in South Cambridgeshire makes it successful and nothing should be done in future to undermine this. Government guidance tells us we should do this Plan. Most districts in the area have or are doing one and try to tailor it needs. Recent forecast to test for targets is needed. The merit is to look at the sites objectively early into the process and as yet no decisions have been made including reviewing the Green Belt as many sites are in it.

There then followed a question and answer session.

Q – How many houses are empty in the area and it is known many have been empty for years.

A – S.C.D.C. is preparing an Empty Home Strategy and aim to bring these properties back into successful use.

Q – Vehicle emissions exasperate asthma and stretch NHS resources.

A – When developing the Planning Strategy vehicle emissions are very important. More commuters lead to congestion so more will be encouraged to use public transport, cycle so use the car less.

Q – Pending adoption of the Plan will it be premature before the Plan is adopted.

A – Before a Plan is adopted it does not have full weight and National Policy has to be considered. Cllr Williams said regarding emerging draft plans that S.C.D.C. has yet to adopt a Gypsy and Traveller Draft Document but that hasn't stopped them including one as the developers at the Ida Darwin have been told to include one.

Q – The site along Shelford Road would treble the size of the village.

A – It is considered how the site relates to the settlement and whether it is an appropriate size and scale. Only after assessment will it be decided if it has the potential to be developed.

Q – Is there a set procedure to forecast for jobs, concept of sustainability and Green Belt as these are in conflict and does the status of the village as a Rural Centre have any affect? (Fulbourn was a Minor Rural Centre until the Inspector made a late decision to upgrade it).

A – There are a number of different models used. S.C.D.C. is using a Regional Plan Model after they and the City Council along with an Independent Advisor made the Model robust.

There is always a debate on sustainability and conflict in the Green Belt so we need to balance those objectives.

A Rural Centre comes highest in the hierarchy and S.C.D.C. is undertaking a review whether currently this is correct or should be changed.

Q – Site 162 will have a cumulative impact on traffic so how will S.C.D.C. consider this bearing in mind the designated development of the nearby Ida Darwin site.

A – They will take into account the surroundings and commitment to future development and consult with CCC Highways as to whether suitable access can be provided.

Q – When assessing a site, how much do you listen to public opinion as we were completely ignored over the Gypsy and Traveller sites?

A – We are still in the initial stages. A Technical Plan Assessment whether planning can be provided will involve public consultations to hear the views of everyone including parishioners and service providers. Based on planning issues, S.C.D.C. Officers will then make recommendations to Members for their consideration. S.C.D.C. is keen to engage with local communities. We wish to offer reassurance that these are just sites put forward at the moment and it is not an easy process which will affect us all.

Q – We were not listened to over the Gypsy and Travellers sites so presume all new sites will include them.

A – On the basis that there is a known level of need to provide them, negotiations are going on to raise the provision of Gypsy and Traveller sites.

Q – Most developments seem the same; 40% Affordable; Gypsy and Traveller sites and a mix of houses over a period of time. Cambridge is enormous now with ghettos. Some Call for Sites owners has been approached by S.C.D.C.; all of the sites are large and will all look the same. No one is listening to us. If a site does not meet the criteria and is rejected, might the owner not go to court to get this over turned?

A – No individuals have been approached. Many of the sites were seen before in previous rounds of the plan making. It is standard practice to prepare assessments. The sites received do not have status yet and if proved not to be suitable, the landowners or developers will be told.

Q – Site 136 has been identified as an Exception Site. Now the area is larger how does the Exception Site link in and can sites be withdrawn at any time.

A – Yes sites can be withdrawn. During this process S.C.D.C. makes it clear they will not be looking for Exception Sites (ES). They have a good record of delivering ES as land wouldn't normally be given permission for housing. ES are for up to 15 dwellings for the local community in perpetuity and the land is purchased below market value. Regarding Site 136, the landowner is willing for it to be an ES and is also aware of the Housing Land Assessment Site. It is still early stages and the land has not yet been sold to anyone. At an earlier Parish Council meeting, Council did agree in principle to having an ES somewhere in the village and not necessarily at that site.

Q – Will the Parish Plan of 2008/09 that has a summary of parishioner's views and its document accepted by S.C.D.C. and C.C.C. be taken into account?

A – S.C.D.C. is aware that communities around the district have Parish Plans and they will be looked at.

One parishioner observed that Site 037 includes a large amount of agricultural land needed for food producers. Too much development will lead to a shortfall of land.

Q – How many of the sites are Brownfield.

A – None.

The Chairman thanked Caroline Hunt for attending and the meeting closed at 9.00pm.

### **Item 106**

#### **FA4Y**

FA4Y runs a financial year from January to December as opposed to the Parish Council precept of April to March.

FA4Y has helped towards the cost of leaders up to April this year and now has to fund all costs as all monies for youth clubs was stopped from April 2011.

The closure was a blow as the numbers had been very buoyant for both the junior and senior clubs. In addition we have had to change the night of the youth club to accommodate the new leaders recruited. We are now starting to see an increase in attendance.

#### **Staffing**

We negotiated a **basic** staffing package to include a Lead Youth Worker and Support Youth Worker for 34 weeks a year to run the Junior Club 1.5 hours a week and the Senior Club 2 hours a week. In addition we pay a percentage of the overall costs for some of Nikki King's time to line manage the staff and support the Trustees of FA4Y. This does not cover any additional staffing costs which had been in force before, ie liaison work with the young people at Bottisham Village College, detached work targeting young people in the village. Such work is essential and we hope to cover some of this work. In addition we would like to open the Club on another night in order to offer some project based work aimed at the 13-16 year olds. FA4Y has always contributed towards staffing costs and this has often been in the form of specialist staffing brought in.

We reopened in September with slightly reduced hours in order to keep costs down. We also negotiated an agreement for a set number of weeks, again, to keep costs down.

The basic running costs are shown below. You will notice that we pay half the basic staffing costs in September with the other half in January. All other staffing costs are paid when used. There is an additional projected staffing cost of £2800 which we hope to implement.

#### **Equipment**

The figures here show equipment that has been bought this summer for the opening of the Club this September. There is a projected figure to replenish everyday art and craft materials.

#### **Running Expenses**

The £2520.76 has been paid over the last 12 months and a contingency figure has been included to take into account items that will probably occur. FA4Y has had to pay for a variety of repairs to the building over the last 5 years and has been grateful to various parishioners to have helped us keep these costs down.

The figures do not take into account summer activities. FA4Y does apply for grants to try to expand the youth provision. As you know we obtained funding which covered the staffing costs for the summer activities and also a small equipment grant.

The Parish Council has kindly precepted £8,000 for the current year, £4,000 of which we have already received. You will see that this helps considerably towards the costs but we shall apply for further grants to make up the shortfall and also to enable future summer activities to take place.

### Attendance

Before the Club unfortunately had to close in April we were regularly seeing 30 young people attending the Club night. The summer activities saw around 100 attendances over the 3 weeks – obviously some of these attended each day but there were a variety of different young people depending on holiday commitments. The activities ran on 3 afternoons a week for 3 weeks.

The Club is seeing the attendance starting to pick up again since opening on 13 September and to date has had 102 attendances. The younger session has seen 46 male and 18 female with the older session 13 male and 25 female. In addition the Youth Workers have made contact with around 15 older young people who have been using the skate park on Tuesdays evenings and plan to attend the club once the clocks go back.

Staffing	September 2011-July 2012	paid	to pay January	
staffing 1		2020.30		
staffing 2			2020.30	4040.60
Detached/liaison			300.00	
Additional Night (2012)			2000.00	
Nikki King			500.00	2800.00
				6840.60

### Equipment September 2011

xbox	395.36		
TV	230.90		
Art materials	127.31	200.00	
adaptor	20.00		
			773.57
			773.57

### Running expenses

Remedial electrical work	675.63		
Running incidentals, keys cleaning materials	149.34		
Young Lives Sub	30.00		
insurance	900.00		
Water	220.00		
Electricity	400.00		
Cleaning	360.00		
window repairs	153.60		
window repairs	266.72		
fire extinguisher maintenance	41.10		
			2520.76
Contingency repairs		1000.00	
Utilities increase?		200.00	1200.00
			3720.76

**11334.93**

**Item112**

Report of the **Finance Committee** of FULBOURN PARISH COUNCIL held on Thursday, 20<sup>th</sup> October 2011 at The Fulbourn Centre, Home End, Fulbourn.

**Present:** Councillors S Hardwick (Chairman) and Councillors Bullen, Drage, Stalley, Webdale and the R.F.O. Mr R Ward.

**Apologies for Absence.** Received from Councillor Patten.

The Chairman welcomed everyone to the meeting and referred to a meeting of The Townley Trust on the previous evening where Annual Accounts had been presented. These showed a favourable financial year's operation. He considered that the Council should be represented on the Trust's Management Committee in order that they and the Parish Council should continue to work together in the best interests of the village. From the Trust's meeting: - Phase II Project still needed £100,000 before building could commence and that favourable contacts were being made; The Trust requested a letter from the Council formally accepting the Phase II Business Plan as presented to the Council.

The R.F.O. presented his Financial Report for the second quarter, of 2011/11 – July, Aug & Sept. He reported that Council expenditure in the first half of the year had been well under budget. Understandably the Shopper Bus was well ahead of budget, but it was expected to even out when the Co-op Post Office Local came into operation. An investment of £100,000 had reached maturity and had been re-invested with the Cambridge Building Society at 3.5%. Accounts showed that the Land Fund now stood at £50,000 and that allotments of a manageable size were badly needed. The R.F.O. recommended that as the Guide Hut will soon be in the ownership of the Council, that enquiries should be made re. Insurances – considered value of £20,000. Insurance should also be considered for the Fitness Equipment and also for Public Liability. The R.F.O. was thanked for his report and advice.

The improvements to the Recreation Ground entrance costs were reported to be in the region of £1,500. The main problem seemed to be the telegraph pole.

The cost of removing to ground level the four Lime Trees at the entrance of Greater Foxes was quoted as between £800 and £1,000. The contractor would only do the job if with public approval.

Consideration was given to the Recreation Ground Pavilion, which after many years, was showing signs of wear and tear. It was reported that all electrics were in need of maintenance or replacement, and the estimated costs would be in the region of £3,000. The Committee thought that a 5 year plan should be considered and that allowances should be made in the budget each year.

Consideration was given to the SCDC and CCC letters regarding highway verge and council green area maintenance. No costs were to hand, and the meeting considered that the Council's policy should be – wait and see.

Plans were shown of The High Street parking proposals, and as required by the CCC, should be accepted.

A letter received from a firm who would be maintaining village street lamps gave options and costs. As there was little difference in costs, the Committee considered that the price of £19.98 per unit should be adopted.

The Committee felt unable to recommend any shared costs of the Diamond Jubilee celebrations until possible expenditure figures were known.

Consideration was given to the cost of £479 for equipment that would adjust and maintain automatically the pavilion clock to the correct time; and they recommend the purchase and installation.

Additional costs for the next financial year were considered. As the Council has not changed its precept for 5 years, it was considered timely and possibly necessary to request that Council agrees to a modest increase.

The meeting closed at 9pm.

### **Item114**

Minutes of a Meeting of the Planning Committee of Fulbourn Parish Council held on Wednesday 26<sup>th</sup> October at 7.30pm at The Swifts, Haggis Gap.

**Present:** Councillor Webdale (Chairman) and Dawson, Drage, Farmer, Hardwick, Lockwood, Mair, Newell, Patten, Scarr and Stalley.

Apologies: Councillors Bullen, Ward and Williams.

### **Refusals/Approvals to report:**

#### **S/01674/11**

The Council grants permission for the locating of a mobile home in the grounds of Golden Gables for a period of one year to allow redevelopment of the applicant's property elsewhere in Fulbourn.

At: Golden Gables, Sanders Lane, Fulbourn, Cambridge CB21 5BX  
For: Mr Robin Watney

### **New Applications**

#### **S/2013/11**

Proposal: Erection of 79 dwellings (47 market and 32 affordable), following demolition of 34 existing dwellings, and associated parking and landscaping.  
Location: Windmill Estate Phase 2B, Fulbourn  
Applicant: Mr John Walton Committee Recommend Approval

**S/2001/11**

Proposal: Proposed Single storey front/rear and two storey side extension to existing dwelling.

Location: 24 Fromont Close, Fulbourn, Cambridge, CB21 5HS

Applicant: S Deacon

Committee Recommend Refusal on the grounds of overdevelopment of site and the massive imposing view to neighbour's property at 23 Fromont Close, the occupants have raised their concerns to the Parish Council.

The proposed extension to the side of 24 Fromont Close will virtually be on the boundary to No. 23. The front elevation of No. 23 is well forward of the existing front elevation of the applicant which therefore means a large proportion of this proposed side extension is overlooking the rear garden of 23 Fromont Close and closing them in to possible light. We request a site visit.

**S/2086/11**

Proposal: Erection of Gate Piers and Gate

Location: 1 Impett's Lane, Fulbourn, Cambridge, CB21 5BY

Applicant: Prof L Bernardinelli      Committee Recommend Approval

**S/2072/11**

Proposal: Extensions

Location: 10 Teversham Road, Fulbourn, Cambridge, CB21 5EB

Applicant: Mr & Mrs Potter      Committee Recommend Approval