

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 8th February 2017.

Present: Councillor Drage (Chairman), and Councillors Brown, Cone, (and District) Dawson, Johnson, Lacey (from Item 201), Mair, Newell, Rickett (from Item 271), Sitton, Smith, Thorn, the Clerk and 2 parishioners.

| | Action |
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| <p>268 Parish Council Vacancy – Co-option for Resolution. Having observed at last month’s meeting, Keiron Johnson was still interested in becoming a Councillor. Cllr Smith proposed co-opting Mr Johnson onto the Parish Council, proposal seconded by Cllr Brown and agreed. After signing his Declaration of Acceptance, the Chairman welcomed Cllr Johnson to the Council. This item was then deferred to the end of the meeting.</p> <p>269 To accept apologies for absence. Cllrs Dawson, Lockwood, Ward and County & District Councillor Williams.</p> <p>270 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed. Cllrs Brown and Mair; Both Item 274, Planning application for 44 Shelford Road – Personal.</p> <p><u>Public & Press</u> - You are invited to attend the whole meeting and are welcome to speak at our Open Forum at the beginning of the meeting. There were no questions from the floor.</p> <p>271 To receive reports from County and District Councillors. 271.1 County & District Councillor Williams is attending a Save Fulbourn Fields meeting this evening. In his absence the Clerk read an update from Cllr Williams advising the County Council will meet on 14/2/17 to set its precept with SCDC meeting on 23/2/17; Impett’s Lane is due to be inspected by CCC next week to ascertain its condition and potholes; work on the ice rink in Newmarket Road is due to commence in April so that it is open for Christmas and emergency electrical works are being carried out at the north end of Home End causing the closure of that part of the road. Cllr Rickett arrived at this point. 271.2 District Councillor Cone issued the attached report which was discussed and all questions duly answered. Members expressed their disappointment that the Zebra Crossing initially approved by CCC for Cambridge Road was no longer going ahead. Cllr Cone said Neil Scarr sent his thanks to the Parish Council for sending a card following his recent surgery. Members wish Neil a speedy recovery.</p> <p>272 To approve the minutes of the last meeting. The Minutes were accepted as a true record and signed by the Chairman.</p> <p>273 Matters arising from the last meeting. 273.1 <u>Youth & Community Building</u>. Progress is being made following a further meeting with the architect. At the meeting it was agreed to re-site the entrance and toilet facilities on the plan and the architect will submit a material consideration to SCDC. In the meantime he will provide a Scope of Works and deal with Building Regulations. 273.2 <u>Neighbourhood Plan</u>. Cllr Thorn reported government is going through this; parishes with a plan in place are likely to receive a larger share of CIL (Community Infrastructure Levy) which will replace Section 106 monies and have more saying over planning matters. Council will keep this under review and revisit it when the government modifications are complete and a clearer guide is available. 273.3 <u>Kier</u>. Following meetings with Kier and CCC, the Parish Council agreed Kier employees may use part of the recreation ground car park when building works commence at the Primary School later in the year. The Chairman prepared a Risk Assessment which was</p> | <p>Clerk</p> |

approved by the Council.

273.4 Remembrance Service. Cllr Thorn offered to lay the wreath on behalf of Council which was accepted by Members.

273.5 Townley Trust. Cllrs Brown & Rickett were appointed as Council representatives to serve on The Trust Committee alongside Cllr Mair.

273.6 Stonebridge Lane ditch. Natural England contacted SCDC regarding the granting of a licence to work adjacent to the badger sett; works are expected to be complete by March 2017

274 To consider planning applications.

Minutes from a meeting held on 17/01/17.

Permission: S/3429/16/LB, 53 Station Road – Insertion of dormer window and replacement of 8 no existing timber windows.

Information; Marshall Group has applied for full planning permission for an Aircraft Engine Ground Running Enclosure and associated infrastructure works.

S/0146/17/PA, 11 Stansfield Gardens – Prior approval for single storey conservatory to the side/rear. Recommend supporting this application.

New applications: S/0026/17/FL, 44 Shelford Road – Single storey front extension; two storey side extension and single storey rear extension. Loft conversion with installation of velux roof lights; Fulbourn Parish Council feels this is an overdevelopment of the site due to its layout and density. Recommend object. Cllrs Brown & Mair did not take part in any discussion of this application; Cllr Cone abstained from voting.

S/0133/17/FL, 53 School Lane – Addition of a pitched roof and mono-pitched roof to existing porch and existing flat roof extension; Council supports this application.

S/0070/17/FL, Grange Business Park, Babraham Road – A change of use of land to a training facility involving the siting of mobile offices, scaffolding tower, parking and associated development to construction and management training (retrospective application); FPC has a conflict of interest with this application and feels unable to offer any comments.

No recommendation.

Additional information submitted: S/3292/16/FL, Land west of Balsham Road- Erection of a Rural Exception Scheme comprising of 15 dwellings – Drainage report received.

275 Tree works:

Cox's Drove – Application for works on 16 trees including the removal of deadwood, crown lift, remove ivy, remove lower broken branches, pruning and felling of declining tree.

Fulbourn Parish Council has received the above application for numerous tree works, most of which appear to border the site as stated, which does raise Council with many concerns.

Councils comments are: -

Whilst overhanging growth is permitted we are unhappy with the felling of T4, the Beech Tree which does not appear to be on the site. The application says T 7, Hawthorn is on the boundary and appears to be on the development site, however there is a fence running along the boundary and these trees are on the other side.

Removal of deadwood, broken branches overhanging the site is fine, but to crown lift and prune back over the site will leave some of these trees unbalanced.

Although irrelevant to the proposed works, this is a valuable wildlife site and some of these proposals seem extreme.

Having seen the above on the agenda, neighbouring properties then sent correspondence regarding the above application.

The Chantry – Maple & Prunus Trees to be removed to just above ground level. No comment

Pierce Lane – Remove dangerous limb from Ash Tree. Information only – consent granted.

Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.

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DB/JR

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| <p>276 Recreation Ground remedial drainage works for Resolution. Three quotations were received from KJP, Furnleaf and SP Landscapes. Following discussion, Cllr Cone proposed accepting the quote from SP Landscapes with the proviso that two gaps are left in the temporary fencing to allow access to the football pitch and for dog walkers, proposal seconded by Cllr Newell and agreed by the Council. A Risk Assessment will be required; and it was suggested two members from the Recreation Ground Working Party Committee meet with the contractors prior to commencement of works.</p> | <p>1298 Clerk Rec WP</p> |
| <p>277 Correspondence. 277.1 SCDC – Notes from Cabinet and Parish Council Liaison meeting 30/11/16. 277.2 Centurion Traffic Management – Application to close Teversham Road level crossing on 25th & 26th April between 23.00 – 06.30 for works. 277.3 CCC – Confirmation of county gritting routes which are available to view at: - www.cambridgeshire.gov.uk/gritting 277.4 SCDC – SE Parish Patch Meeting; Connecting Communities – a networking and information service event to be held on Wednesday, 8th March 2017 6-8pm. 277.5 SCDC – Local Plan, Hearings Programme update; relating to Strategic Sites of Waterbeach New Town, Bourn Airfield New Village and Northstowe Extension to be held on 28/3/17, 29/3/17 & 4/5/17 respectively. Details are on SCDC website. 277.6 CCC – Adult Social Care, latest issue of Transforming Lives Briefing. 277.7 CCC – Information regarding the benefits of setting up Community Flood Groups and Flood Plans in the future.</p> | <p>Clerk</p> |
| <p>277.8 Cambridge & Peterborough CCG (Clinical Commissioning Group) – Consultation on the proposal to move the Cambridge GP Out of Hours base from Chesterton Medical Centre to Addenbrookes; series of Public Meetings being held including 20/2/17 at The Fulbourn Centre, 2pm – 3pm. 277.9 Cambs Constabulary – Neighbourhood Panel Meeting, 23/2/17 at Sawston Village College at 7.30pm. Cllr Brown to attend. 277.10 Highways England – Latest A14 Cambridge to Huntingdon e-newsletter. 277.11 Station Road resident – Complaint about dog fouling. The Clerk has replied. 277.12 S Danischewsky – Reporting the deteriorating condition of the road surface in Impett’s Lane not helped by two major building projects further down the lane. See 271.1. 277.13 SCDC – January 2017 parish e-bulletin; distributed to all Councillors. 277.14 Resident – Complaint about number of advertising signs on the Dogget Lane/Babraham Road junction. The Clerk has contacted Cllr Williams and County Council Highways Department regarding this matter.</p> | <p>DB</p> |
| <p>277.15 G Aslett – Requesting the Christmas lights are removed from the village sign. 277.16 Accent Group – Notice of intention to enter into a Qualifying Long Term Agreement for the provision of fire safety maintenance services at The Swift’s. 277.17 Teversham Road Residents – Concerns about flooding and sewerage problems should the development of 110 dwellings in Teversham Road be approved. Council suggested all the concerned residents write separately to SCDC.</p> | <p>JM</p> |
| <p>277.18 Friends of the Roman Road and Fleam Dyke – November 2016 newsletter; AGM at The Fulbourn Centre on 25/4/17 and subscription renewal due. Major works are being conducted along Fleam Dyke over the next 2 years costing an estimated £100,000 which is being funded by both Natural England and Historic England. Cllr Mair proposed increasing Council’s subscription to £50, proposal seconded by Cllr Smith and agreed by the Council. 277.19 NALC (National Association of Local Councils) – Chief Executive’s Bulletin, February 2017. 277.20 R Culshaw – Request the Parish Council asks SCDC for a time extension to respond to the Teversham Road planning application. To date the PC has only received notification of the submitted application, but not the actual paperwork itself. 277.21 Primary School – Permission requested to sell programmes from the recreation</p> | <p>Clerk</p> |

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| <p>ground car park during the Open Gardens weekend of 17th – 18th June and that toilet facilities are available. Agreed by the Council.</p> <p>278 To resolve the accounts for the month.</p> <table border="0"> <tr> <td>C Dellar: Maintenance works.....310.00</td> <td>e.on: Pavilion electricity.....427.98</td> </tr> <tr> <td>e.on: Swifts electricity.....601.98</td> <td>Barclays: Monthly fees.....19.30R</td> </tr> <tr> <td>Dent: MUGA maintenance.....110.40</td> <td>B's Travel: Shopper bus.....220.00R</td> </tr> <tr> <td>T Hall: New pavilion heater.....192.00</td> <td>SWALEC: Pavilion electricity.....14.80</td> </tr> <tr> <td>Dent: MUGA call out charge.....78.00</td> <td>Shelford Heating: Boiler service.....231.60</td> </tr> <tr> <td>Talktalk: January calls.....36.06</td> <td>Friends of Roman Road: Subscription....50.00</td> </tr> <tr> <td>Falcon Print: Village Pump.....365.00</td> <td>Algar signcraft: New notices & post....170.70</td> </tr> <tr> <td>The Mill: Advertisement.....60.00</td> <td>Wages: Pavilion cleaner.....136.00</td> </tr> <tr> <td>Wages: Clerk + expenses.....1,143.27</td> <td>Wages: Swifts cleaner.....136.00</td> </tr> </table> <p>Cllr Thorn proposed accepting the accounts, proposal seconded by Cllr Newell and agreed by the Council.</p> | C Dellar: Maintenance works.....310.00 | e.on: Pavilion electricity.....427.98 | e.on: Swifts electricity.....601.98 | Barclays: Monthly fees.....19.30R | Dent: MUGA maintenance.....110.40 | B's Travel: Shopper bus.....220.00R | T Hall: New pavilion heater.....192.00 | SWALEC: Pavilion electricity.....14.80 | Dent: MUGA call out charge.....78.00 | Shelford Heating: Boiler service.....231.60 | Talktalk: January calls.....36.06 | Friends of Roman Road: Subscription....50.00 | Falcon Print: Village Pump.....365.00 | Algar signcraft: New notices & post....170.70 | The Mill: Advertisement.....60.00 | Wages: Pavilion cleaner.....136.00 | Wages: Clerk + expenses.....1,143.27 | Wages: Swifts cleaner.....136.00 | <p>1299 Clerk</p> |
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| <p>279 Council Committees.</p> <p>279.1 Finance. Minutes of a meeting held on 18/1/17 were issued and accepted by Council.</p> <p>279.2 Precept. Minutes of the meeting held on 31/1/17 were issued and agreed by Council.</p> <p>268 Parish Council Vacancy – Co-option for Resolution. Having observed the meeting, and already a Swifts User Group Committee Member, John Shepherd confirmed he was willing to stand as a Councillor. Cllr Mair proposed co-opting Mr Shepherd onto the Parish Council, proposal seconded by Cllr Newell and agreed by the Council. Having signed a Declaration of Acceptance, the Chairman welcomed Cllr Shepherd to the Council.</p> <p>280 To receive items for inclusion on the next Agenda for decision and/or action.</p> <p>Note: The Annual Village Quiz will take part on 29/4/17.</p> <p>There was no further business and the meeting closed at 9.30pm.</p> | <p>Clerk</p> <p>A Plan</p> | | | | | | | | | | | | | | | | | | |

Additional reports:

Item 271.2

District Councillor's report to Parish Council February 2017

Teversham Road

A second application has been submitted for 110 dwellings on the land at Teversham Road. It had been anticipated that Castlefield would re submit an application having lost the appeal on the first application very narrowly. As the Parish Council is aware the inspector's report found in favour to Castlefield on issues of ecology, landscape, 5 year land supply and viability in terms of affordable housing. The issue that was found in favour of SCDC was over long term management of open spaces within the development. The application that has been re submitted is seemingly very similar to the previous application but takes into account management of long-term open spaces.

I will be working with planning officers to scrutinise the new application to make sure that the issue of management of long-term open spaces is appropriately addressed. When planning officers do their report on this new application they will need to do so in the knowledge that the inspector

found in favour of the applicant on all the other issues raised by FPC, SCDC Councillors and local residents in the very similar previous application.

Ermine Street Housing

Ermine Street Housing is a wholly owned subsidiary of SCDC. It was set up to be an ethical landlord generating income to be reinvested into the Council so that we can protect valuable services in Fulbourn and across the district. The Institute of Housing has been so impressed by the authorities approach in delivering efficient services and outstanding homes that SCDC has been shortlisted for the UK's Outstanding Landlord of the year award.

Speeding in Fulbourn

Following a few residents writing to me regarding speeding in Fulbourn I have had a meeting with the Deputy Police and Crime Commissioners to make him aware of the problems small villages surrounding Cambridge have with traffic speeding through their villages. I have asked that following the collection of Speedwatch data within our village any areas with high rates of speeding get law enforcement officers to do speed checks. The Deputy Police and Crime Commissioner has said that this would be something that the Police would accommodate following submission of the Speedwatch data.

Zebra crossing

Following the lack of information from County Council regarding the zebra crossing on Cambridge Road which FPC have agreed to fund 50% of and Highways had agreed to pay the other half of, I made a visit to the Highways department in person to get information. The next day a Highways officer contacted me to inform me that a site visit of Cambridge Road had been conducted in late November which had deemed the road an unsafe setting for a zebra crossing. This information had not been relayed to me as District Councillor and applicant on behalf of FPC due to a member of the Highways team going off on long-term sick at short notice. I explained over the phone that it is totally unacceptable for the Parish Council and me as applicant to have not been informed about this retrospective decision following the site visit in late November (we are now in early Feb). I understand that officers and staff members do suffer from sickness at short notice as staff do in any profession but I would expect a professional approach to allow cases to be handed over to another member of the team so that cases are not just lost. The Highways officer I spoke to on the phone was very apologetic and would like to meet with representatives from the PC to look at alternatives as to how the allocated funding could be spent.

Solar stud lights on Cambridge Road

Following the application that I wrote and submitted on behalf of FPC for solar stud lighting on Cambridge Road, I have attended the presentation of this application followed by questions and answers from a panel of 6 at Highways made up of officers and members from the County Council. I have done my best to put across to the panel why residents have been asking for lighting on this strip of road so we will now have to wait and see how the panel allocates their funding across many projects within the County.

Graham Cone

Item 274

Minutes of a **Planning Meeting** of Fulbourn Parish Council held on Tuesday, 17th January 2017 at the Scout Hut, Home End following a Public Exhibition of plans for the proposed Rural Exception Site in Balsham Road.

Present: Cllr Smith (Chairman) and Cllrs, Cone, Dawson, Drage, Lockwood, Newell, Thorn and Ward.

Apologises: County Cllr Williams.

New Applications:

S/32/92/16/FL

Location: Land west of Balsham Road, Fulbourn CB21 5BZ
Applicant: N/A, Accent Housing
Proposal: Erection of an affordable (as defined within Annex 2 of the National Planning Policy Framework 2012) rural exception scheme comprising 15 dwellings along with access, car parking and associated landscaping of works.

Fulbourn Parish Council supports this application subject to the neighbours' concerns at traffic increase on busy approach road to village being taken into consideration; also there is a potential safety issue crossing road/exiting development.

Could consideration be given to softening the impact of the design/landscape on approach?

The PC requested that this application was referred to the District Council Planning Committee. Recommendation support.

Cllr Ward abstained from the vote which was unanimous with all Councillors present.

S/3118/16/FL

Location: 12 Oslar's Way
Applicant: Ms Sarah Godfrey
Proposal: Two storey side extension

Recommendation support

S/3514/16/FL

Location: 36 Huntmill
Applicant: H Szutowicz
Proposal: Loft conversion with window at gable end

Recommendation support

Item 279

Report of a meeting of the **Finance Committee** of FULBOURN PARISH COUNCIL held on Wednesday, 18th January 2017.

Present: Councillor M Drage (Chairman) and Councillors Cone, Newell, Thorn the R.F.O. Mr Terry Fretwell and the Clerk.

Matters arising from the meeting held on 25th October 2016.

Item 6, The Local Minor Improvement Scheme application for lighting on the cycle path from Fulbourn to Yarrow Road is still outstanding awaiting a decision from the County Council.

Finance Report – 3rd quarter – Oct to Dec 2016.

The R.F.O. went through the Cost Centres advising an invoice for approximately £2,500 is due for works to the pavilion; the recreation ground total includes £5,700 for a new drain which had not been budgeted for; grounds and open spaces is below budget allowing for the replacement street lights approved by Council; the administration costs is higher due to essential electrical works on the youth building and likewise the subs & donations is over budget due to the £5,000 donated to Save Fulbourn Fields.

Terry Fretwell said that although little had been spent on Capital Expenses, the Council was still within budget on expenditure despite the additional expenses.

Pre Precept meeting discussion.

Terry went through the draft precept estimate he had prepared for 2017/18. The Committee then recommended requesting a Precept of £135,000.

Cllr Thorn left the meeting at this point.

The Precept meeting date was arranged for Tuesday, 31st January 2017.

Street Lamp quotations for Resolution.

After months of trying to obtain quotations, two had finally been received. One from J Henry Group for the complete works, the second to supply and fit only; the Parish Council would then need to negotiate with UK Power Networks to get them connected. Following discussion, the Committee agreed to accept the quote from J Henry Group immediately as works had already been approved by Full Council and costs had been included in the budget.

Risk Assessment – Kier vehicles using Recreation Ground car park.

Cllr Drage had prepared a draft for consideration which will be presented to Full Council for further comments then final approval.

Grass cutting quotations.

Three quotations had been received and were considered by the Committee who then recommended accepting the quote from SP Landscapes.

There was no further business and the meeting duly closed.

Report of a meeting of the Precept meeting of FULBOURN PARISH COUNCIL held on Tuesday, 31st January 2017.

Present: Councillor M Drage (Chairman) and Councillors Lacey, Newell, Sitton, Smith, Thorn the R.F.O. Mr Terry Fretwell, the Clerk and 1 parishioner.

Apologies for Absence.

Received from Cllrs Brown, Cone and Ward.

The R.F.O. said the Finance Committee had recommended no change to the Precept from last year. The budget set was very similar to the last financial year.

During 2016/17 a new drain had been installed along the length of the recreation ground costing £6K. Now this has settled work is required to make good the ground.

To get the youth building up to date, essential electrical works had been necessary and a donation of £5K towards legal costs to Save Fulbourn Fields had been made.

Figures show Council is still underspent, but there are still payments due in the last quarter of the financial year.

Insurance costs have risen this year allowing for additional premium to cover the skate park equipment.

Council is re-negotiating the grass cutting contract and at this time there is no guarantee that the County Council will be providing a grant to offset the costs as in previous years.

A budget has been included for Memorial improvements at the cemetery.

It was noted cemetery fees had not increased since June 2015 so it is recommended these are reviewed by the ACE Committee.

The allotment rents should also be reviewed; holders must be given one year's notice of any increase.

We now understand the Zebra crossing in Cambridge Road is no longer going ahead.

Cllr Cone will report in detail at the February Council meeting.

The cemetery entrance was discussed and it was suggested the ACE Committee come up with some improvements which might include a tarmac drive.

Cllr Williams reminded Council it still held £5K, a grant awarded for the No. 18 bus subsidy.

The recommendation is the Precept request for 2017/18 is £135,000.00.

There was no further business and the meeting closed at 8.25pm.