

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 11<sup>th</sup> April 2018.

**Present:** Councillor Drage (Chairman), and Councillors Cone (From Item 143.2), Johnson, Newell, Scarr, Shepherd, Smith, Thorn and Ward. County & District Councillor Williams (until Item 140), and the Clerk.

	<b>Action</b>
<p><b>138 To accept apologies for absence.</b> Cllrs Brown, Lacey, Lockwood, Sitton and for lateness Cllr Cone.</p>	
<p><b>139 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.</b></p>	
<p><b><u>Public &amp; 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.</b> No one present.</p>	
<p><b>140 To receive reports from County and District Councillors.</b>            140.1 County Councillor Williams issued the attached report adding Stagecoach Bus Company has announced minor changes to Service 16A; timetable on their website.            140.2 District Councillor Williams said it had been quiet due to the upcoming elections.            140.3 District Councillor Cone. Item deferred.</p>	
<p><b>141 Fulbourn &amp; Teversham British Legion “Thank You” Campaign.</b>            Cllr Ward met with 2 members from the Gardening Society who explained they hoped to plant an Oak Tree to commemorate WW1 Centenary. They discussed having a surround and possibly a plaque. Cllr Shepherd said the Bingo Club were hoping a Charity Bingo night to raise funds to offset some of the costs for this project. Whilst agreeing in principle to this idea, Council need more information and a firm proposal of what is intended. Cllrs Ward and Drage will offer a second site meeting with the Gardening Society. The Clerk will seek advice from SCDC Tree Officer as it is hoped the tree would be planted in a Conservation Area. An application will be submitted for the road closure of Manor Walk on Remembrance Sunday morning. The British Legion has also suggested naming a road to mark this historic event; Council will give this consideration in the future.</p>	<p><b>GW&amp;MD</b>  <b>Clerk</b></p>
<p><b>142 To approve the minutes of the last meeting.</b>            The Minutes were accepted as a true record and signed by the Chairman.</p>	
<p><b>143 Matters arising from the last meeting.</b>            143.1 <u>Stonebridge Lane ditch</u>. The pipe under the road is blocked. The Clerk will contact Cllr Williams for advice and further investigation.</p>	<p><b>Clerk</b></p>
<p>143.2 <u>Additional CCTV</u>. Council is awaiting a revised quotation. The Clerk will contact the company if this has not been received in the next week.            143.3. <u>Data Protection</u>. The Clerk attended a Workshop regarding new regulations which come into force in May. Guidelines and model templates were issued. The Council’s Policy will be updated in accordance with the new Data Protection Act.</p>	<p><b>Clerk</b></p>
<p><b>144 To consider planning applications.</b>            Minutes of a meeting held on 14/3/18 were issued.</p>	
<p>The following Item was taken next: -            140.3 District Councillor Cone issued the attached report which was accepted.  <b>145 Tree works:</b> The Pines – Lime x 2 reduce height to maintain size of trees. No comment.            Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.</p>	

<p><b>146 Correspondence.</b>  146.1 <b>SCDC</b> – March 2018 Parish e-bulletin.  146.2 <b>CCC</b> – Cambridgeshire Matters, latest newsletter.  146.3 <b>Fulbourn Parents, Teachers and Friends Association (PTFA) of Fulbourn Primary School</b> – Request for funding towards new playground equipment. The Clerk will send information for completion in accordance with Council’s Policy for funding.  146.4 <b>Fulbourn Arts</b> – What’s On, update of future events.  146.5 <b>Cambridge Sea and Royal Marines Cadets</b> – Invitation to attend an Open Afternoon on 28/4/18.  146.6 <b>UK Power Networks</b> – Spring 2018 newsletter.  146.7 <b>Camb’s Acre</b> – Cambridgeshire Village Halls and Community Building Conference 2018 at The Fulbourn Centre, 9<sup>th</sup> May 2018 between 9.30am – 3pm.  146.8 <b>Highways England</b> – A14 Cambridge to Huntingdon sent photographs of a henge monument and roman pottery finds.  146.9 <b>CAPALC</b> – NALC Chief Executive Bulletin, March 2018.  146.10 <b>D Hedge</b> – Suggests more 30 mph signs are bolted to street lights in the village. The Clerk has replied following advice from Cllr Williams.  146.11 <b>D Adams</b> – Proposing households clear paths outside their properties of snow to make it easier and safer for people to use with those physically unable to do being exempt and hopefully community spirited people will do if for them. Council agreed to include an article in the October edition of Village Pump.  146.12 <b>Cambridgeshire &amp; Peterborough NHS – CCG</b> (Clinical Commissioning Group) Spring 2018 newsletter.  146.13 <b>Cricket Club</b> – The family of the late Arthur Plumb wish to donate a bench to be sited on the recreation ground. The Clerk has asked the club to liaise with Cllr Ward who confirmed the bench will be sited facing the cricket pitch.  146.14 <b>Reynolds</b> – Query regarding verge outside their property in Pierce Lane. Following discussion, Cllrs Smith and Cone will investigate and deal with this matter.  146.15 <b>SCDC</b> – Information only regarding tree works at the Primary School; removal of dead wood.</p>	<p><b>1344</b></p> <p><b>Clerk</b></p> <p><b>MD,DT &amp;DB</b></p> <p><b>Oct Pump</b></p> <p><b>DS,GC</b></p>																																		
<p><b>147 To resolve the accounts for the month.</b></p> <table border="0"> <tr> <td>Wages: Clerk plus expenses.....1,215.62</td> <td>Wages: Pavilion Cleaner.....110.50R</td> </tr> <tr> <td>Wages: Swifts Cleaner.....210.00R</td> <td>BT: Internet fees.....178.68R</td> </tr> <tr> <td>J Stalley: Cemetery, Gate opening, grass cutting for 2017/18.....6,895.00R</td> <td></td> </tr> <tr> <td>HP: Monthly ink supplies.....3.49</td> <td>SCDC: Cemetery rates.....436.80</td> </tr> <tr> <td>Konica: Photocopies.....99.33</td> <td>SCDC: Trade waste.....884.00</td> </tr> <tr> <td>Redact: Website fees.....166.74</td> <td>CAPALC: Staff training.....35.00R</td> </tr> <tr> <td>Gardenworks: Tree works.....198.00R</td> <td>SP Landscapes: Grass cutting.....1,080.00</td> </tr> <tr> <td>Fulbourn Centre: Hall hire.....82.50R</td> <td>B’s Travel: Shopper bus.....275.00R</td> </tr> <tr> <td>CCC: Street lighting.....1,409.40</td> <td>Barclays: Monthly fees.....20.82R</td> </tr> <tr> <td>APC: Pest control.....200.00</td> <td>Furnleaf: Gate at Impett’s Lane.....522.00</td> </tr> <tr> <td>e-on: Pavilion gas.....366.42</td> <td>Furnleaf: Steel work.....928.50</td> </tr> <tr> <td>Furnleaf: Repair cemetery shed.....328.00C</td> <td>Furnleaf: Repair Play Area entrance..1,472.00</td> </tr> <tr> <td>Furnleaf: Grass cutting.....216.00</td> <td>CCC: Street Lighting 10/16 to 9/17.....1,409.40</td> </tr> <tr> <td>e-on: Pavilion gas.....366.42</td> <td>Cambridge Water: Swifts rates.....39.24</td> </tr> <tr> <td>G Marshall: Pavilion maint.....1,295.00</td> <td>TalkTalk: March phone calls.....36.00</td> </tr> <tr> <td>e-on: Pavilion electricity.....284.10</td> <td>Cambridge Water: Cemetery rates.....17.97</td> </tr> <tr> <td>Cambridge Water: Recreation gd.....59.07</td> <td></td> </tr> </table> <p>Cllr Thorn proposed accepting the accounts, proposal seconded by Cllr Johnson and agreed by the Council.</p>	Wages: Clerk plus expenses.....1,215.62	Wages: Pavilion Cleaner.....110.50R	Wages: Swifts Cleaner.....210.00R	BT: Internet fees.....178.68R	J Stalley: Cemetery, Gate opening, grass cutting for 2017/18.....6,895.00R		HP: Monthly ink supplies.....3.49	SCDC: Cemetery rates.....436.80	Konica: Photocopies.....99.33	SCDC: Trade waste.....884.00	Redact: Website fees.....166.74	CAPALC: Staff training.....35.00R	Gardenworks: Tree works.....198.00R	SP Landscapes: Grass cutting.....1,080.00	Fulbourn Centre: Hall hire.....82.50R	B’s Travel: Shopper bus.....275.00R	CCC: Street lighting.....1,409.40	Barclays: Monthly fees.....20.82R	APC: Pest control.....200.00	Furnleaf: Gate at Impett’s Lane.....522.00	e-on: Pavilion gas.....366.42	Furnleaf: Steel work.....928.50	Furnleaf: Repair cemetery shed.....328.00C	Furnleaf: Repair Play Area entrance..1,472.00	Furnleaf: Grass cutting.....216.00	CCC: Street Lighting 10/16 to 9/17.....1,409.40	e-on: Pavilion gas.....366.42	Cambridge Water: Swifts rates.....39.24	G Marshall: Pavilion maint.....1,295.00	TalkTalk: March phone calls.....36.00	e-on: Pavilion electricity.....284.10	Cambridge Water: Cemetery rates.....17.97	Cambridge Water: Recreation gd.....59.07		
Wages: Clerk plus expenses.....1,215.62	Wages: Pavilion Cleaner.....110.50R																																		
Wages: Swifts Cleaner.....210.00R	BT: Internet fees.....178.68R																																		
J Stalley: Cemetery, Gate opening, grass cutting for 2017/18.....6,895.00R																																			
HP: Monthly ink supplies.....3.49	SCDC: Cemetery rates.....436.80																																		
Konica: Photocopies.....99.33	SCDC: Trade waste.....884.00																																		
Redact: Website fees.....166.74	CAPALC: Staff training.....35.00R																																		
Gardenworks: Tree works.....198.00R	SP Landscapes: Grass cutting.....1,080.00																																		
Fulbourn Centre: Hall hire.....82.50R	B’s Travel: Shopper bus.....275.00R																																		
CCC: Street lighting.....1,409.40	Barclays: Monthly fees.....20.82R																																		
APC: Pest control.....200.00	Furnleaf: Gate at Impett’s Lane.....522.00																																		
e-on: Pavilion gas.....366.42	Furnleaf: Steel work.....928.50																																		
Furnleaf: Repair cemetery shed.....328.00C	Furnleaf: Repair Play Area entrance..1,472.00																																		
Furnleaf: Grass cutting.....216.00	CCC: Street Lighting 10/16 to 9/17.....1,409.40																																		
e-on: Pavilion gas.....366.42	Cambridge Water: Swifts rates.....39.24																																		
G Marshall: Pavilion maint.....1,295.00	TalkTalk: March phone calls.....36.00																																		
e-on: Pavilion electricity.....284.10	Cambridge Water: Cemetery rates.....17.97																																		
Cambridge Water: Recreation gd.....59.07																																			

<p><b>148 Council Committees.</b>  <b>148.1 Ida Darwin Steering Group.</b> Minutes of a meeting held on 27/3/18 were issued. Following discussion, it was agreed the Parish Council would proceed with caution,  <b>148.2 Communications Committee.</b> Minutes of a meeting held on 9/4/18 were issued.  <b>149 To receive items for inclusion on the next Agenda for decision and/or action.</b>  Chairmen of Sub-Committees were reminded to submit reports for the Annual Parish Meeting, Wednesday, 25<sup>th</sup> April 2018.</p> <p>There was no further business and the meeting closed at 9.20pm.</p>	<p><b>1345</b></p>
---	--------------------

Attached reports:

**Item 140.1**

**County Councillor Report to Fulbourn Parish Council**

1. David Cottee and I met with Andy Campbell the MD for Stagecoach East about the halving the service on routes Citi 1 and 3 and the replacing the 17 with the Citi 3. We were promised that should the traffic situation improve the former combined 15 minute service to Fulbourn village would be reinstated. Also the bus controllers should protect the Fulbourn and Stetchworth journeys to ensure we get the hourly service on both routes and Mr Campbell wants to know if this is not happening and will follow it up. Mr Campbell also asked if the timings of the 1 and 3 were convenience. Would it be better if the 1 left on the half hour (and the 3 on the hour)? Mr Campbell is arranging for a mock timetable to be produced. He also asked if it was still worthwhile to serve Capital Park given ARM has introduced its own staff shuttle which has taken passengers from the Citi 3? Please let me know your views. These services are not subsidised and therefore the County Council has no control over them. I recommend you download from the Stagecoach website its travel app which gives real time information about its bus services – it's now much more reliable!
2. You may have seen white markings on the carriageway in Cambridge Road and Caraway Road. This is to do large area patching where numerous pot holes occur.
3. The county council has discussed proposals for the future of the council's headquarters. County councillors agreed to rule out staying at Shire Hall, an expensive site which needs investment and which could bring in an income if leased out; and to progress further studies of two alternative locations as the 'hub' of the council, with various 'spokes' in other locations. The council also decided to give its Commercial & Investment Committee the final say over which location the council should choose.
4. The county council has re-branded its new housing delivery company (Cambridgeshire Housing & Investment Company Ltd) as 'This Land Ltd'. The council will hand over various landholdings to the company, along with a loan to enable the company to act as housebuilder and developer – broadly along the lines of East Cambridgeshire District Council's first Trading Company.
5. The following statement from the local NHS Clinical Commissioning Group (CCG) was read out to the county council's Health Committee on 15 March.

“On 6 March 2018 the CCG Governing Body received a financial update that showed that we have been unable to contain our expenditure within the deficit of £15.5m agreed with NHS England for 2017/18. We are now forecasting that we will overspend our allocation by £48.2m. This is not a sustainable position and we are working with our partners to ensure that we identify how we bring the health system back into financial balance.” The Clinical Commissioning Group is responsible for buying healthcare services on behalf of the local population here in Cambridgeshire and Peterborough. The CCG is not responsible for buying GP, dental, pharmacy or optical services as this responsibility sits with NHS England.

John Williams

**Item 140.3**

District Councillor Report to Parish Council April 2018

Community Chest Fund

SCDC’s community chest fund last year helped fund more than 90 projects that improved the lives of people living across our district. A total of £57,000 is now available for community groups to bid for over the next 12 months. Community groups can bid for up to £1000 and for the following:

- Improvements to community facilities
- Tree and hedge planting schemes
- Equipment and materials
- Project start-up costs
- Repairs to historic buildings, monuments or memorials.

Greater Cambridge shared waste nominated for recycling award

The Greater Cambridge shared waste service has been nominated for UK wide awards in recycling and waste management. This was largely due to its efforts in developing the UK’s largest underground bin system. Waste falls into large underground chambers removing the need for thousands of wheelie bins.

Candidates for District Council elections

The candidates who are seeking election to SCDC have now been published. Residents in our district will go to the polls on Thursday 3<sup>rd</sup> May. The total number of seats now on the council is 45 and all of these seats will be up for election. The following parish councils will also be up for election:

- Cambourne
- Gamlingay
- Great Chishill
- Hatley
- Little Eversden
- Meldreth
- Waterbeach

As you can see from the list, Fulbourn Parish Council will not be holding elections on Thursday 3<sup>rd</sup> May.

Graham Cone

## Item 146.11

Minutes of a **Planning Meeting** of Fulbourn Parish Council held on Wednesday, 14<sup>th</sup> March 2018 at The Fulbourn Centre, Home End.

**Present:** Cllr Smith (Chairman) and Cllrs Brown, Cone, Johnson, Lockwood, Shepherd, Sitton, Thorn and Ward.

Apologies received from: Cllr Drage, Newell and Scarr.

Refusal: S/4078/17/FL, Chaplin's Farms, Babraham Road – Change of Use (retrospective) from agricultural land to use as Residential (temporary occupation) caravan site and erection of associated amenity building.

Permission: S/4598/17/FL, 17 Birdfarm Road – Single storey rear and two storey side extensions.

Revised plans: S/3915/17/FL, Tesco Superstore, Yarrow Road – Installation of petrol station; alterations of Click and Collect facility; recycling; car parking and internal access adjustments to facilitate.

### **New Applications:**

S/0311/18/LB

Location: 1 Manor Walk

Proposal: Replacement of sash windows with double glazed sash windows.  
Recommend supports.

S/0401/18/FL

Location: Woodside, Stonebridge Lane

Proposal: Single storey extension to front, additional vehicle access.

Due to vehicle access and hedge removal, Fulbourn Parish Council objects to this application. Recommend objects.

The PC does request the application be referred to the District Council Planning Committee. Planning reasons are a) Highway Safety and b) Nature Conservation.

S/0486/18/FL

Location: 27 The Croft

Proposal: Proposed ground and first floor rear extensions.  
Recommend supports.

S/0539/18/FL

Location: 51 Station Road

Proposal: Proposed side rear extension to provide for extended kitchen dining area, new rear entrance to house with WC, and office/workshop, create new first floor bedroom with dormer to the front; existing garage to be demolished, new canopy to the front entrance area.

Recommend supports.

S/0589/18/HZ

Location: 30 Geoffrey Bishop Avenue

Proposal: Porch

Recommend supports.

S/0735/18/VC

Location: Home End

Proposal: Variation of Conditions 01a, 02a, 03a, 04a, 05a and 06a of (Planning Application S/1986/16/FL).  
Recommend supports.

## Item 148.1

### FULBOURN PARISH COUNCIL

A meeting of the Ida Darwin Steering Group took place on  
Tuesday 27 March 2018 at the Fulbourn Centre

Present: Cllrs Drage (Chair), Brown, Thorn, Smith and Cone

In attendance: James Fisher and Dan Smith, SCDC

Dan Smith said that he should have replied sooner to our last e mail raising major sticking points. He has now spoken to Cambs County Council and his colleagues at SCDC.

**Community Building** – the PC had made it plain that in order to generate an income, it would be necessary to be able to sell alcohol. Dan Smith replied that he and James Fisher had taken this point on board.

**Early year's facility** – Cllr Drage reiterated that the PC would not wish to have to find a tenant for the building or be responsible for maintenance and the facility should be stand alone. Dan Smith said this had been taken on board. He would be meeting his County colleagues and it may be necessary to invite the PC to a meeting. He would revert on this point.

**Library Contribution** – this would be in the region of £2000. James Fisher would send a list of options as to how this money could be used in Fulbourn LAP.

**Green Wedge** – Garth Hanlon, agent for the Trust, would be asked to provide two further quotes for comparison.

**Community Access Agreement** – James Fisher had brought along a copy of a Community Access Agreement for the PC to study. The PC will need to produce one if it goes ahead.

**S106 Agreement** – major revision of the s106 Agreement would be necessary. Cllr Drage pointed out that we had still not had confirmation that the Trust would pay the PC's legal fees or had any communication from the Trust's solicitors to date.

Dan Smith said that he would draft out notes of the points discussed at this meeting and be in touch. He and James Fisher then left the meeting.

There being no further business the meeting closed at 6.00pm.

## Item 148.2

### FULBOURN PARISH COUNCIL

A meeting of the Communications Committee was held on  
Monday 9 April 2018 at the Fulbourn Centre

Present: Cllrs Drage, Cone, Thorn and Brown

**1 Apologies** None

**2 New Web Site**

After discussion, it was agreed that Cllr Drage would contact John Lynch of Andy Black Associates to ask him to come to a meeting of the Committee to outline any recommended updates etc and for him to then be invited to a meeting to address Council. Cllrs Drage and Thorn had met Mr Lynch at a workshop in St Ives last year and were aware that this firm was familiar with PC web sites.

### **3 New Data Protection regulations**

After discussion it was agreed:

- a) Cllr Cone would do some research and report back
- b) The PC's Data Protection Policy would be reviewed in light of any new regulations.
- c) The PC to request guidance as appropriate, i.e. CAPALC

### **4 BBC Radio Cambridge**

An e mail had been received from Emma Borley, Assistant Editor BBC Cambridgeshire, hoping to nurture a stronger relationship with local communities across the County. It was agreed that communicating with a contact at BBC Radio Cambridgeshire would be a mutually good thing for the PC and community in general in getting news etc out and Cllr Drage would make contact.

### **5 April Pump**

The April Pump had now gone to print. Items suggested for the July Pump were reports on the Solar Studs and the changed Bus Service.

### **6 British Legion WW1 Events**

Discussion took place on the British Legion/Gardening Society's proposal to erect an Oak tree on the green opposite the War Memorial. It was agreed that further information of likely costs etc would be needed for Council to debate before an agreement was reached.

### **7 Any other business** None

There being no further business the meeting closed at 8.35pm.