

Minutes of a Meeting of FULBOURN PARISH COUNCIL held on Wednesday, 8<sup>th</sup> September 2021.

**Present:** Councillor Thorn (Chairman), and Councillors Brown, Butler, Cone, Gaskell, Johnson, Lacey (from Item 42) Smith and Ward; County and District Councillor Daunton (From Item 41.1, the Clerk and one parishioner

	<b>Action</b>
<p><b>39 To accept apologies for absence.</b> Councillors Bilboa, Drage, Newell, District Councillor Williams and lateness from County &amp; District Councillor Daunton. Absent: Councillors Dawson, Lockwood and van Spaendonck.</p> <p><b>40 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.</b> None received.</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> A lady from the floor who lives in the village said she was a Special Constable and provided crime figures for July 2021 which included Violent Crime – 19; Criminal Damage – 7; Anti-Social Behaviour – 6; Public Order Offences – 6; Crime to Vehicles – 3; Shop lifting – 1 and Theft from a person 1. Since our PCSO retired, no PCSO has been appointed as yet.</p> <p><b>41 To receive reports from County and District Councillors.</b> 41.1 County Councillor Daunton issued the attached reporting on the main headlines. 41.2 District Councillors Williams and Daunton issued the attached report. 41.3 District Councillor Cone issued the attached report.</p> <p><b>42 Fulbourn Health Centre.</b> A copy of a letter from NHS Cambridgeshire &amp; Peterborough CCG Group to a parishioner and Member of the PPG (Patient Participation Group) was distributed following the recent arson attack on the building. A PPG Meeting held on 7/9/21. Cllr Gaskell advised Members the practice hopes to re-open early October 2021. One long standing receptionist has since left and will be missed. A new telephone system has been installed and teething problems are being looked at. The existing building has an expected 5 years of life in it left so Mr Ward from the Neighbourhood Plan Team suggested setting up a Working Group from the PPG and PC with a view to getting a new updated building in the future. The Practice does need to decide what it requires. More equipment and services can come from Addenbrookes although the current ceiling is too low for the Breast Screening Unit. The Pharmacy is doing the annual flu vaccines. <i>At this point Cllr Lacey arrived.</i> Cllr Butler added there had been an increase of between 30%-40% in phone usage, the reception is to be moved for more consulting rooms and there will be more phone consultations in the future. The next PPG Meeting will be on 4/10/21.</p> <p><b>43 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>44 Matters arising from the last meeting.</b> 44.1 Armistice Close. A plaque has been erected explaining the reason behind its name, to commemorate the Centenary of WW1. 44.2 <u>Swifts Play Area</u>. Another meeting with all interested parties was held on 9/8/21. Before the PC will consider adoption of this area, Accent Group have still to make good a long list of outstanding items despite assurance these are in hand. A strong letter covering all these matters have now been sent to Accent with a request for timelines when the works are to be completed. As yet, we await their response. There are also reports of motorcycles riding up to 3am on the Estate. Standing Orders were suspended. The Lady explained the Police have been informed, provided with video evidence, number plates but so far only cautions have been issued. Standing Orders were resumed.</p>	<p>PPG/PC</p>

<p>44.3 <u>Horse Sign</u>. Following a site meeting with a County Council Highways Officer earlier in the year, a sign will be erected in Balsham Road. Cllr Daunton will see how this matter is progressing.</p>	<p><b>1472</b></p>
<p>44.4 <u>Shopper Bus</u>. This service will resume in September 2021. Parishioners will be consulted about continuing with the monthly sessions when refreshments are provided. The Mobile Warden will also be invited.</p>	<p><b>CD</b></p>
<p>44.5 <u>Fulbourn Community Aid</u> (FCA). Cllr Drage passed on information to FCA regarding grants from the Community Safety Toolkit.</p>	<p><b>DT</b></p>
<p>44.6 <u>LHI</u> (Local Highways Improvement Initiative). Although the recommendation from the Finance Committee (see Item 51) was not to place a Bid this year, Members discussed this matter further. The PC's application might not be successful but if it was, monies would not be payable until the next financial year at the earliest. After discussion, Cllr Cone proposed submitting a Bid before the deadline at the end of September 2021, proposal seconded by Cllr Ward and with 7 votes in favour, was approved. Cllr Thorn abstained from the vote.</p>	<p><b>DS/GC</b></p>
<p><b>45 To approve the Minutes of the APM.</b> The Minutes were accepted as a true record and signed by the Chairman.</p>	
<p><b>46 Neighbourhood Plan.</b> Documents are being transcribed and the Plan is progressing. The Clerk will liaise with John Morgan about archiving the collected evidence before contacting our Webmaster.</p>	
<p><b>47 Minutes of Planning Meetings held on 29/07/2021 and 17/08/2021.</b> Planning Application 21/02636/LBC, Mill House, Cambridge Road – Installation of Solar Panels has now been withdrawn.</p>	
<p><b>48 Tree works:</b> 20/01251/TTCA, 40 Pierce Lane – Works to trees. Greater Cambridge Shared Planned has declined to determine application. 21/0853/TTCA, 4 Ludlow Lane – Fell Winter Cherry due to issues with garage roof, light to side of bungalow and minor die back in tree. 21/0893/TTCA, 40 Pierce Lane – Fell Sycamore, 2 x Holly, Laburnum Copper Beech and 5 x Leylandii. 21/0901/TTCA, Fulbourn Primary School – Crown lift Cherry to 5m over road and 3m over path, remove deadwood and crown reduce to give 2m clearance to neighbouring property; Crown reduce Sycamore by 1.5m all over. Approved by SCDC. 21/0895/TTPO, Fulbourn Primary School – Lime x 2, re-pollard to previous levels and third Lime, pollard at 5.5m above ground level. Approved by SCDC. 21/1001/TTCA, 66 Cow Lane – Fell Sorbus. Recommend support; garden full of trees. 21/1057/TTCA, Greater Foxes – Re-pollard Lime Trees to previous points, remove epicormic growth and ivy from stem and base of the trees; PC's application. 21/1071/TTCA, 3 Balsham Road – Fell Elder &amp; Ivy (T1), Ash (T2) and Elder (T3). Supports application. Cllr Ward has submitted an application for 6 free trees for the parish. If successful, these will go in Poor Well as watering is a problem and some mature trees will soon need replacing. Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.</p>	
<p><b>49 Correspondence.</b> 49.1 <b>Cllr Bridget Smith, Leader of SCDC</b> – Letter regarding the setting up of infrastructure workshops for Parish Councils in September 2021. 49.2 <b>GCSP</b> – Open consultation on the Greater Cambridge Draft Biodiversity Supplementary Planning Document running until 17/07/2021.</p>	
<p><b>Clerk</b></p>	

<p>49.3 <b>SCDC</b> – Communities Duty, Covid 19 July 2021 update.</p> <p>49.4 <b>NALC</b> – July 2021 Newsletter.</p> <p>49.5 <b>Cllr Dr Tumi Hawkins, SCDC</b> – Clarification on the Shared Planning Service which has been challenged about the validity of its reports to the government on the service’s performance. Following scrutiny, these have been found to be, and always have been, correct.</p> <p>49.6 <b>SCDC</b> – July 2021 Parish E-Bulletin.</p> <p>49.7 <b>CCC</b> – TTRO (Temporary Traffic Road Order), Water Company to do works in Apthorpe Street 8/9/21 – 10/9/21.</p> <p>49.8 <b>Fulbourn Arts</b> – August 2021 newsletter.</p> <p>49.9 <b>Peterborough City Council</b> – Confirmation the Cambridgeshire and Peterborough Minerals and Waste Local Plan has now been adopted by Cambridgeshire County Council and Peterborough City Council.</p> <p>49.10 <b>Cambridgeshire and Peterborough Combined Authority</b> – Combined Authority Update, Issue 4.</p> <p>49.11 <b>SCDC</b> – Business related Covid-19 updates and letter from Director of Public Health for Cambridgeshire and Peterborough.</p> <p>49.12 <b>CAPALC</b> – August 2021 E-Bulletin. (Sent by email 4/8/21).</p> <p>49.13 <b>IHMC</b> (Integrated Highways Management Centre) – Incident Report July 2021.</p> <p>49.14 <b>SCDC</b> – Tree Council August 2021 newsletter.</p> <p>49.15 <b>GCSP</b> – Advising that Foxton’s Neighbourhood Plan was adopted on 05/08/2021.</p> <p>49.16 <b>Cambridgeshire &amp; Peterborough Clinical Commissioning Group (CCG)</b> – AGM, 21/09/2021 to be held remotely at 5pm.</p> <p>49.17 <b>Cambridgeshire and Peterborough Combined Authority</b> – Ox-Cam Arc Spatial Framework 12-weeks Public Consultation.</p> <p>49.18 <b>SCDC</b> – Launch of a new website in the Autumn to support the local economy. Information on how local businesses and event co-ordinators can sign up has been posted on the Parish Council’s website.</p> <p>49.19 <b>Fulbourn Bluebirds</b> – Request to put a bench on the recreation ground in memory of a young player who sadly lost her fight against cancer earlier this year. Members voted unanimously to approve this request.</p> <p>49.20 <b>GCSP</b> – The preferred options for the Greater Cambridge Local Plan will be published for public consultation in the Autumn. Prior to the consultation, draft options called First Proposals will include suggestions for sites felt suitable for development as well as proposed policies ranging from climate change to biodiversity, social inclusion and infrastructure. A First Proposals public webinar will be held on 7/9/21.</p> <p>49.21 <b>C Harris</b> – Asking Council to re-consider pollarding Lime Trees in Greater Foxes to help maintain healthy bee pollination. Following discussion, Members felt the works were necessary especially the Lime Tree outside No. 32 which was missed last time. It is causing problems for the resident blocking light and sticky resin falling. Council does leave verges and wildlife areas such as The Haven and Poor Well for as long as possible to encourage pollinators. The Clerk will reply.</p> <p>49.22 <b>Fulbourn Arts</b> – September 2021 Newsletter.</p> <p>49.23 <b>SCDC</b> – Zero Carbon Communities Autumn e-newsletter.</p> <p>49.24 <b>CAPALC</b> – September 2021 E-Bulletin.</p> <p>49.25 <b>N Scarr</b> – Concerns about lack of footpath maintenance especially along Manor Walk, Pierce Lane and Haggis Gap. This came up at the APM when it was explained a timetable had been set up for various works. Cllr Daunton added there were problems with supplies which are being felt nationwide with a shortage of HGV drivers.</p> <p>49.26 <b>Cambs Acre</b> – Introduction to the Cambridgeshire Rural Affordable Housing Partnership which has been set up to bring affordable housing in Cambridgeshire.</p> <p>49.27 <b>Greater Cambridge Partnership</b> – Update on Cambridge Eastern Access with the preferred options going to Public Consultation at the end of October 2021.</p> <p>49.28 <b>Birdfarm Road Resident</b> – Concerns about condition of alleyway between Weston</p>	<p><b>1473</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>CD</b></p>
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<p>Grove and Birdfarm Road. The footpath is breaking up and the hedge from a private property has not been maintained. The Clerk will report this on CCC's website, the resident will be asked to do the same. The Clerk will write to the property regarding the overgrown hedge causing obstructions.</p>	<p><b>1474</b> <b>Clerk</b></p>																		
<p><b>50 To resolve the accounts for the month.</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Falcon Printing: Village Pump.....375.00</td> <td style="width: 50%;">BCard: Supplies &amp; fees.....81.88R</td> </tr> <tr> <td>HP: Ink supplies.....3.49R</td> <td>PEAC: Photocopier lease.....313.46</td> </tr> <tr> <td>Fitness-Sports: New goal.....2,668.00R</td> <td>SP Landscapes: Grass cutting.....2,460.00R</td> </tr> <tr> <td>Zoom: Monthly fee.....14.39</td> <td>Sharp: Photocopier.....24.26</td> </tr> <tr> <td>Barclays: Monthly fees.....11.37R</td> <td>Cleaner Windows: Swifts.....30.00</td> </tr> <tr> <td>Business Services: Insurance.....2,312.16</td> <td>Algar: Armistice Close plaque.....270.00R</td> </tr> <tr> <td>SP Landscapes: grass cutting.....1,650.00</td> <td>Wages: Clerk.....1,138.27</td> </tr> <tr> <td>Wages: Pavilion Cleaner.....102.00</td> <td>Wages: Swifts Cleaner.....184.00</td> </tr> <tr> <td>Wages: Hub Cleaner.....90.00</td> <td></td> </tr> </table> <p>Cllr Ward proposed passing the accounts, proposal seconded by Cllr Smith and agreed by the Council.</p>	Falcon Printing: Village Pump.....375.00	BCard: Supplies & fees.....81.88R	HP: Ink supplies.....3.49R	PEAC: Photocopier lease.....313.46	Fitness-Sports: New goal.....2,668.00R	SP Landscapes: Grass cutting.....2,460.00R	Zoom: Monthly fee.....14.39	Sharp: Photocopier.....24.26	Barclays: Monthly fees.....11.37R	Cleaner Windows: Swifts.....30.00	Business Services: Insurance.....2,312.16	Algar: Armistice Close plaque.....270.00R	SP Landscapes: grass cutting.....1,650.00	Wages: Clerk.....1,138.27	Wages: Pavilion Cleaner.....102.00	Wages: Swifts Cleaner.....184.00	Wages: Hub Cleaner.....90.00		
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<p><b>51 Council Committees and Remote Meetings.</b></p> <p>Finance Committee. Minutes of a Meeting held on 26/07/2021.</p> <p>ACE and Highways Committees to arrange meetings and elect Chairmen. Cllr Johnson reported numerous signs that are damaged, need removing or updating. The Clerk will contact the appropriate authorities.</p> <p><b>52 To receive items for inclusion on the next Agenda for decision and/or action.</b></p> <p>There was no further business and the meeting closed at 9.10pm.</p>	<p><b>ACE Highway</b></p>																		

**Attached reports:**

**Item 41.1**

**County Councillor Report to Fulbourn Parish Council for September 2021 from Councillor Claire Dauntton**

*This is a much updated version of a report I sent in late August.*

**SCHOOLS**

**Greener Heating Systems**

**Schools across the county will be supported in replacing gas and oil boilers with cleaner, greener heating systems thanks to a new model of funding approved by Cambridgeshire County Council, which will speed up the process and make it easier for work to be carried out.**

At a meeting of the council's Environment and Green Investment Committee last month, members agreed that a combination of capital and loan funding could be used to supplement any grants, to help cover the costs of retrofitting Air Source Heat Pump (ASHP) systems in council-maintained schools where existing boilers need to be replaced.

The council will apply for grant funding towards the costs of ASHP installation from the Public Sector Decarbonisation Scheme (PSDS) whenever this is available as this will help deliver change quicker, cut emissions faster and really start to address the climate emergency we face. The council has already successfully applied for PSDS funding to decarbonise its office buildings and three schools, however grants from this scheme are only available in phases and have been over-subscribed within hours of launching.

The grant funding will be supplemented by capital funding from the council's Education Capital budget, as well as its Environment Fund, which was set up to reduce the council's carbon footprint and tackle climate change.

The committee also resolved to draw down £30,000 of development budget from the council's Environment Fund to commission initial development work on a number of schools in order to prepare for future phases of PSDS applications. This will give the council a head start in preparing applications for the scheme, and a better chance of securing funding.

The funding confirmed by the committee will allow work to begin on the first three maintained schools where boilers have reached the end of their life. Alongside the ASHP, additional measures such as LED lighting, solar panels and energy management systems will be installed at each school to offset energy costs and to help achieve the council's commitment to achieve net zero carbon emissions by 2030. These additional measures will be funded by a loan from the council's schools' energy efficiency retrofit programme fund, which is designed for energy conservation projects where the amount borrowed can be paid back over 15 or 20 years. Loan repayments can be made from the savings in energy costs ensuring no net cost to the school.

### **Meals Vouchers**

Over 18,000 vouchers were sent to families of children across Cambridgeshire receiving free school meals.

The £42 vouchers were a continuation of the scheme which operated in previous school holidays and half term breaks.

Although the amount of Government grant has been reduced, the new Joint Administration at Cambridgeshire County Council agreed to allocate an additional £570,000 to the scheme to keep benefits at their previous level.

The vouchers did not need to be used in a single shopping trip and once claimed will last for at least a year.

In addition, each district and city council in Cambridgeshire was given a further £30,000 to support vulnerable families and individuals in need over the summer holidays. This funding went towards further supporting local activities and was coordinated by the district and city councils.

A further £100,000 went to the Cambridgeshire Local Assistance Scheme to support families in need with essential supplies.

Further funding was also given to the direct award scheme, which enabled local community groups identified by the district or city councils to make direct food and cash awards for families in need. Over 550 of these awards had been made by the middle of August.

### **ROADS and TRANSPORT**

## **New Director**

Following an extensive and intensive recruitment and selection process, Sue Procter has been appointed as the new Director for Highways and Transport at Cambridgeshire County Council.

Sue Procter will join the County from Kirklees Council, and prior to that had many years of service leadership at Lancashire County Council.

On accepting the role Sue said: "I am thrilled to be joining Cambridgeshire at this time of unprecedented change. Supporting officers and members in building a new senior management team is both exciting and challenging. Working together with the service teams I will bring a clear focus in supporting the delivery of high-quality customer focused and member led services. The sheer scale and challenge of complex partnerships and delivery mechanisms in Cambridgeshire is one that demands the very best technical leadership and I am delighted that I'll be leading on this opportunity."

With over 30 years' experience Sue Procter is highly skilled in service leadership, partnership working, policy development and service delivery including Private Finance Initiative, major highway civil engineering and more latterly at Kirklees managing a significant in house team of frontline key staff. Sue's experience working with West Yorkshire Combined Authority and partnership working across and within different councils will serve Cambridgeshire well working with the Greater Cambridge Partnership, Cambridgeshire and Peterborough Combined Authority and our colleagues at the District and City Councils. She joins Cambridgeshire County Council on 1 November.

## **Local Highways Improvement Board**

The intention to set up and LHIB is progressing into action. The thinking behind this initiative is to bring together elected county members, officers, contractors and parish councillors so that issues concerning agreements on local highways work to be done and funding for it; timetabling of work; quality control and reporting. We all want to see a more responsive service and hope that and LHIB might be part of the solution to this. Still in the development stage, but work going on apace.

## **Real time road works information trial success**

A couple of months ago council officers and contractors set up a WhatsApp Group among themselves. The contractors posted information and pictures to the group at the beginning and end of each day. They also reported if they changed sites during the day. Information Services officers used the information to update the Council website

once a day. The Communications team and the Council's Integrated Highways Management Centre posted the information on the relevant Twitter feeds. Real time closure information was fed through to satnavs via the one.network web platform. And the Council's Contact Centre used the WhatsApp information to provide up to date information in response to customer enquiries.

Officers managing the works could track the contractor more accurately, ask more informed questions, and respond better to enquiries. The contractors felt this was a success and are keen to adopt the new system when they carry out works in Cambridgeshire. Their Micro Asphalt team want to use it for their autumn programme which will start in September. The Integrated Highways Management Centre was happy as it could deal with enquiries much more quickly, though there were some issues with road works permits. Staff are also putting out information on Instagram. Information Services staff were pleased, as they could update the website each day. They could do this more quickly and provide more accurate information. The Contact Centre felt it was

particularly helpful for highlighting weather delays, and informing enquirers about these.

From a staff point of view the trial was a huge success, and will improve the information the Council provides about these works. The autumn Micro Asphalt

program begins in September, and staff will use this method again. Meanwhile the Council will look to provide links for parishes and councillors so that they can access the information and advise residents how to do so.

The new Joint Administration of Cambridgeshire County Council, and its Highways Chair Cllr Peter McDonald, is keen to improve the use of IT to manage the council's highways. It is pleasing that this first project has got off to such a positive start.

In addition to this initiative, during the course of the summer the Gaist project has been underway: this consists of a digital mapping of roads across the county to take account of areas that need repair. This exercise will obviate the need for someone to go out marking areas for repair and will enable the work to be done, and updating to take place, quicker and more effectively.

### **Chief Executive**

The search is on for a new Chief Executive for Cambridgeshire County Council to succeed the present post holder Gillian Beasley, who told councillors of her intentions before May's election. Gillian is currently Chief Executive of both Cambridgeshire County Council and Peterborough City Council, but both councils have agreed that this joint arrangement should cease. Cambridgeshire will therefore have its own Chief Executive dedicated entirely to the county.

### **Decentralisation of services**

One of the new Joint Administration's major commitments is to decentralise council services, making decisions closer to communities. This might include:

- Joint decision making—the County Council working closely with the District or City Council, Town or Parish Councils, local voluntary, community and faith groups, and communities to identify priorities and agree how best to deliver to them.
- Service relocation—County Council services physically located within the heart of communities where there is an evidenced need, with opportunities for co-location between council departments and with partner agencies.
- Delegation of funding, service delivery, and/or decision making—a community or local organisation being given formal delegation to deliver a service or to make decisions relating to county council services.

A progress report will be made to the December meeting of the Communities, Social Mobility & Inclusion Committee. The Council aims to support and enable partners to deliver services or make joint decisions, rather than adding pressure and cost to those organisations. This will be an important principle to establish before firm decisions can be made, and reflects some of the early feedback received from District and City Councils.

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### **Foster carers**

Cambridgeshire County Council needs more foster carers. Fostering means caring for one or more children or young people in your own home when they are unable to live with their family.

Foster carers provide a safe and secure home for children and young people of all ages, and come from a wide range of ages, cultures and backgrounds. Becoming a foster carer normally takes four to six months. The Council offers

- a generous mileage allowance, a setting-up fee for furniture and equipment, two weeks additional basic maintenance payments for holidays, birthdays allowance, a festivities allowance, and an initial clothing and school uniform allowance.
- round-the-clock 'out of hours' support should you need reassurance.
- a dedicated social worker to provide regular supervision and support.

Foster carers could earn up to £44,720 plus benefits for looking after two children aged eleven or over, subject to experience, training, and assessment.

There are lots of different types of fostering available for the right people and their families. Applicants will need enthusiasm and commitment to support the needs of children and young people in care, as well as a spare bedroom—and be over 21 years of age. The Council urgently needs foster carers for teenagers, sibling groups, and children with disabilities.

There are a lot of myths around fostering, which the Council is keen to dispel.

- Finances and home
- Career and work
- Personal circumstances
- Relationships and lifestyle

More information:

- Six steps to fostering
- Siblings and teenagers

Being involved with social services or the police will not automatically rule out an applicant. The Council would just need to discuss this further. For more information

- visit [www.cambridgeshire.gov.uk/fostering](http://www.cambridgeshire.gov.uk/fostering)
- call 0800 052 0078 or
- text FOSTERING to 60777

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## **Domestic Abuse Safe Accommodation Strategy**

The County Council has drawn up a Domestic Abuse Safe Accommodation Strategy as all county councils are required to do by the Domestic Abuse Act 2021. The three key aims of this strategy are to achieve:

- Earlier identification of, and intervention for, domestic abuse through access to domestic abuse support, local authority housing advice, and social and private landlords.
- A reduction in the number of victims of abuse who are made homeless as a result of domestic abuse.
- Increased housing sustainment options so that people experiencing domestic abuse can remain safely in their home when it is their choice to do so, or do not lose their tenancy status if they relocate.



The Council's Communities, Social Mobility & Inclusion Committee is being asked to approve the strategy for submission to Government.

## **Item 41.2**

### **Report of Councillor Claire Daunton and Councillor John Williams to Fulbourn Parish Council for September 2021.**

*This report contains factual information which we hope will be of use and of interest to the parish council and to the wider community of the parish. For queries please email us at [cldr.daunton@scamb.gov.uk](mailto:cldr.daunton@scamb.gov.uk); [cldr.williamsjg@scamb.gov.uk](mailto:cldr.williamsjg@scamb.gov.uk)*

#### **Land South of Coldhams Lane**

We have both objected to this application for commercial development which is being determined by the City Council because of the effect of traffic particularly HGVs on Fulbourn including noise and the lack of public transport provision.

#### **New Local Plan First Proposals Published**

South Cambs has published the list of possible sites for new employment and housing as part of the First Proposals for the joint Local Plan with Cambridge City, together with a wide range of topic papers and evidence based studies. Over 690 sites were put forward in the Call for Sites, only 19 are coming through. None of the sites proposed around Fulbourn are being taken forward and Fulbourn remains a Minor Rural Centre.

This is an exceptionally green plan with the environment and well-being at its very heart. Extensive studies have identified that by 2041 there will need to be 44,400 new homes for 58,500 new jobs. However, given the number of new homes in the pipeline this new Local Plan will look for an additional 7,200 by 2041. We are adding 4,400 to this figure to provide a 10% buffer to ensure the number delivered meets the target to ensure the Plan is robust. Meeting this need will mean that people are not priced out of the area, forced into long commutes and we can keep house prices and rents down.

In order to meet your and our priorities for reducing carbon emissions and benefitting the environment, we have prioritised locations with excellent public transport, shifting the emphasis away from unsustainable locations in rural villages. For all sites, we will require the provision of 40% affordable housing.

We are delighted that these proposals are able to protect the vast majority of villages in South Cambridgeshire from any further development between now and 2041. Only 4% of the required homes are proposed in village locations.

We are also very pleased that these proposals will greatly limit any further loss of our valuable Green Belt/protect great swathes of Green Belt from development. We have achieved this by commissioning two very detailed studies on the Green Belt to support the selection of sites proposed here. Green Belt can only be released under 'exceptional circumstances' and only 4 sites have met this very high threshold. 2 of these sites are allocated solely for employment; they are at the Cambridge Biomedical Campus and at Babraham. Only 2 modest residential sites are proposed and these are in Oakington because of the proximity to the guided bus and in Great Shelford, due to closeness to the railway station. It is proposed that an additional 20 homes be allocated at Oakington and an additional 100 homes in Great Shelford.

However to achieve this overall aim of protecting the Green Belt around our villages we must use the brown field Cambridge North East and Cambridge Airport sites, which means the relocation of the present Cambridge Water Treatment Plant and Anglian Water considers the only suitable alternative site for the new plant is in the Green Belt. The development of the Cambridge North East site in particular scores very highly for its sustainability.

The proposals are not only about locations for development. We also initiated a Call for Green Sites and the proposals include suggested new green space and wildlife projects.

And they set a high bar for building standards with policy recommendations for low-carbon building and continued provision of 40% affordable housing by developers of all sites.

We have also commissioned really robust evidence that shows how critical it is to reduce the amount of water taken from the groundwater aquifer. The preferred options for the new Local Plan put constraints on the amount of development if the water problem is not solved. Central Government has to step up and invest in advance of any further growth. There must be sufficient water to meet all demands and critically to guarantee that our valued chalk streams are able to recover and thrive.

The First Proposals can be found at: [www.greatercambridgeplanning.org/localplan](http://www.greatercambridgeplanning.org/localplan).

It is planned that the First Proposals will go out to public consultation in November.

### **Council commits to resettle refugees from Afghanistan**

Three families from Afghanistan will be provided a home and essential support by South Cambridgeshire District Council in response to the international crisis. We have also said we will continue to work with Government and other agencies monitoring the crisis. This may mean further families could be supported to start a new life if funding is available and the right homes can be found. Three large homes have been sourced for the families. These are not part of the Council's social housing stock so those on the Council's waiting list will not be affected.

The initial three Afghan families will be supported by the Council to relocate to the UK through the Afghan Locally Employed Support (LES) scheme. The support follows commitments in recent years to provide homes to refugees from Syria, Iran and Sudan. Four families were housed under the previous scheme by the Council and in December 2020 a further commitment to support up to an additional four families per year was made.

The Council worked with an existing resettlement team and support workers at Cambridge City Council to integrate families who arrived during 2019/2020 into their new homes and communities, to ensure practical support was in place. Any new families arriving through the LES scheme will similarly need to be provided support and the Council is working on the detail of how that support will be provided through local partnerships.

### **£30,000 for local organisations supporting families and vulnerable people in your Parish**

As part of Cambridgeshire County Council's Covid Local Support Grant, £30,000 has been given to a range of local organisations in South Cambridgeshire to support families over the summer months with food, fuel and other emergency supplies.

The educational charity Cambridge Online has received a grant of £15,000 to support 105 families who are financially vulnerable. The money will buy equipment to help refurbish laptops and buy tablets and data packages for online access. They also provide free ongoing support to all families who use the service. The aim of the new scheme is to provide computer devices and internet connections to help South Cambridgeshire families and households gain online access for

education, to access services or for social interaction. For more information and to apply for the scheme go to the Cambridge Online website.

### **Cambridge Waste Water Treatment Plant Relocation (CWWTPR) Phase 2 consultation**

The Phase Two Consultation closed on 18<sup>th</sup> August. We both responded and our replies have been copied to you. South Cambridgeshire District Council's reply can be viewed here:

<https://www.scambs.gov.uk/media/18037/cwwtpr-phase-2-consultation-greater-cambridge-shared-planning-response.pdf>

Anglian Water is now analysing and considering all comments to further develop and refine their proposals. AW has promised to provide an update on this later in the year.

In the meantime, AW is continuing to undertake environmental surveys. In early July it commencement ground investigation surveys, will continue through September as planned. Four drilling rigs have now been mobilised. An on-site ecology specialist continues to assess and approve all borehole locations before drilling commences to actively mitigate potential ecological impacts. Some planned boreholes have been relocated to avoid disturbing the local wildlife as result of this work.

From the week commencing 23rd August survey activity will increase along the corridor between Waterbeach and the main project site. These surveys will be non-intrusive, and detailed liaison is taking place with relevant landowners to determine the initial survey locations.

Archaeological trial trenching surveys at the main site and at points along our effluent pipeline route will start early to mid-September. The purpose of these surveys is to identify and assess any archaeological features of the site area, to inform AW's proposals and any further investigation that may be required. Archaeological trenching involves digging a series of 30 to 50cm deep trenches to excavate soil which will be assessed for any archaeological features, before being replaced. To undertake these surveys two mechanical excavators and up to eight archaeologists will be on site. Most trenches will be around 50m long and 2m wide. Trench excavations will be secured to prevent accidents and unauthorised access, including by securing any trenches which are left open overnight with temporary fencing. Some trenches may be required to be left open for a number of days as they may require inspection from the County archaeologist.

### **A new website for South Cambridgeshire – get your local businesses to sign up.**

Our Business Support team is working on a new website to promote everything there is to see and do in South Cambridgeshire, to support the local economy by encouraging tourists to visit the area and local people to spend more time in the district. Ahead of the site's launch in the autumn, the team is inviting local businesses and event organisers to secure a free listing by submitting information and photos online via a short questionnaire. Please feel free to share our Facebook, Twitter, Instagram or LinkedIn posts within your communities to encourage anyone who runs hospitality, leisure or tourism business, or a local green space or event, to sign up. They can visit [www.VisitSouthCambs.co.uk](http://www.VisitSouthCambs.co.uk) to create a free listing, or email [visit@scambs.gov.uk](mailto:visit@scambs.gov.uk) for any further information.

### **Council High Streets team passes milestone of 1,000 visits and enquiries.**

A Council team set-up to help South Cambridgeshire's businesses re-open safely has passed the milestone of 1,000 interactions with local traders in a year.

The Council's Reopening High Streets Safely Team, funded by the EU, was established in July 2020 and during the last year, the small team of three officers has visited around 700 businesses to provide them with face-to-face advice, and dealt with more than 300 enquiries, concerns and queries that have come into the Council. Whether it be providing banners, signage and stickers to

help promote a "Shop local, stay safe" message, assisting with COVID-19 risk assessments, clarifying rapidly changing guidelines or offering advice on cleaning, the team has provided a wide range of support during the past year – all aimed at keeping customers and staff safe.

Since legal restrictions eased in July 2021, the team's High Street Business Support Officers have been continuing to carry out supportive visits and gathering information on what COVID-19 measures businesses are keeping in place to help reassure shoppers.

Since 19 July 2021, the team has visited almost 130 South Cambridgeshire businesses and out of these, around half have stated that they are keeping all existing COVID-secure measures in place; approximately 40% have said that they are keeping some measures in place, and just 4% have said that they are not keeping any measures in place.

### **Pay Award for South Cambs Staff**

We have reached an agreement with the unions (GMB and UNISON) on the 2021/22 pay award for staff. Following a ballot of their members, the unions have accepted our 2.5% offer for the year. This consists of an increase to all South Cambridgeshire District Council pay points, a one-off 'thank you' payment of £100 and an extra pro-rata day of leave for each member of staff to show how much we value the huge dedication, commitment and professionalism that they continue to demonstrate during an incredibly challenging period. The increase in pay together with our £10 minimum wage will enable us to be competitive in a very tight labour market here in the Cambridge area.

### **Vision to transform Greater Cambridge bus network outlined by Greater Cambridge Partnership in report to September Assembly and public consultation this autumn**

A plan for the Greater Cambridge area will include more bus services and cheaper fares is being put to the September meetings of the GCP Assembly and Board.

The future bus network could mean a bus every ten minutes in Cambridge, and from larger towns and villages – plus a new hourly service from rural areas - to improve access and increase opportunities for people living and working in the Greater Cambridge area. Other improvements could include buses available over longer hours and more direct services to reduce circuitous routes, improve reliability and journey times.

The plan proposes ways to generate funding – such as a parking, pollution or a congestion charge - as current and future traffic levels would prohibit improved services in the city centre.

For Fulbourn it is identified as the end of a bus corridor from the City so should benefit from improved services. However it is not clear if the direct link will be maintained to Addenbrookes and the Cambridge Biomedical Campus or what will happen to the Newmarket service. So we are making representations on these issues.

The proposals are part of the Greater Cambridge Partnership's vision for a network that links the planned segregated busways and the Greenways active travel routes. GCP will work in partnership with Cambridgeshire County Council and the Cambridgeshire and Peterborough Combined Authority to deliver this transformation.

Subject to agreement from the Joint Assembly and Executive Board this September, the GCP will launch public consultation this autumn.

The paper also sets out plans to work with the Combined Authority and bus operators to support a bid to government to secure funding for new zero emission buses to operate in Greater Cambridge.

The City Access report can be read in the GCP Joint Assembly agenda for 9 September 2021

### **Increased demand on Urgent and Emergency Care and GPs**

As we move out of lockdown, Urgent and Emergency Care and GPs are experiencing an increase in demand on their services. The CCG are reminding people to Think 111 First. If they think they need urgent or emergency care, then local people are encouraged to contact NHS 111 either on the telephone or online, or to consider visiting a pharmacy for advice about a range of conditions including hay fever, colds, and allergies.

### **Item 41.3**

#### District Councillor Report to Parish Council September 2021

#### The Local Plan up to 2041

On the 31<sup>st</sup> August the documents for the proposed Local Plan were released by the Greater Cambridge Shared Planning Service governed by South Cambridgeshire District Council and Cambridge City Council. The Local Plan sets out where development of housing and commercial sites will be situated during the planning period. The current documents are out for consultation but give a clear indication of what is proposed by the administrations. The following link will allow you to access the proposals and see where development has been proposed.

<https://maps.3csharedservices.org/portal/apps/webappviewer/index.html?id=a6742a84b6aa418f8b1e41315c2b8845>

The Local Plan is compiled by the process below:



The Council has gone through going out for a call for sites and then Councillors and officers deciding which out of those proposed developments they want to include within the Local Plan. Ultimately the Council will have to come forward with a credible plan that will pass a planning inspectorate to show it delivers housing for growth within the Local Plan area.

There has been consultation at each stage of the Local Plan process and now that the proposals have been put forward, Parish Councils and residents will be consulted again at this stage.

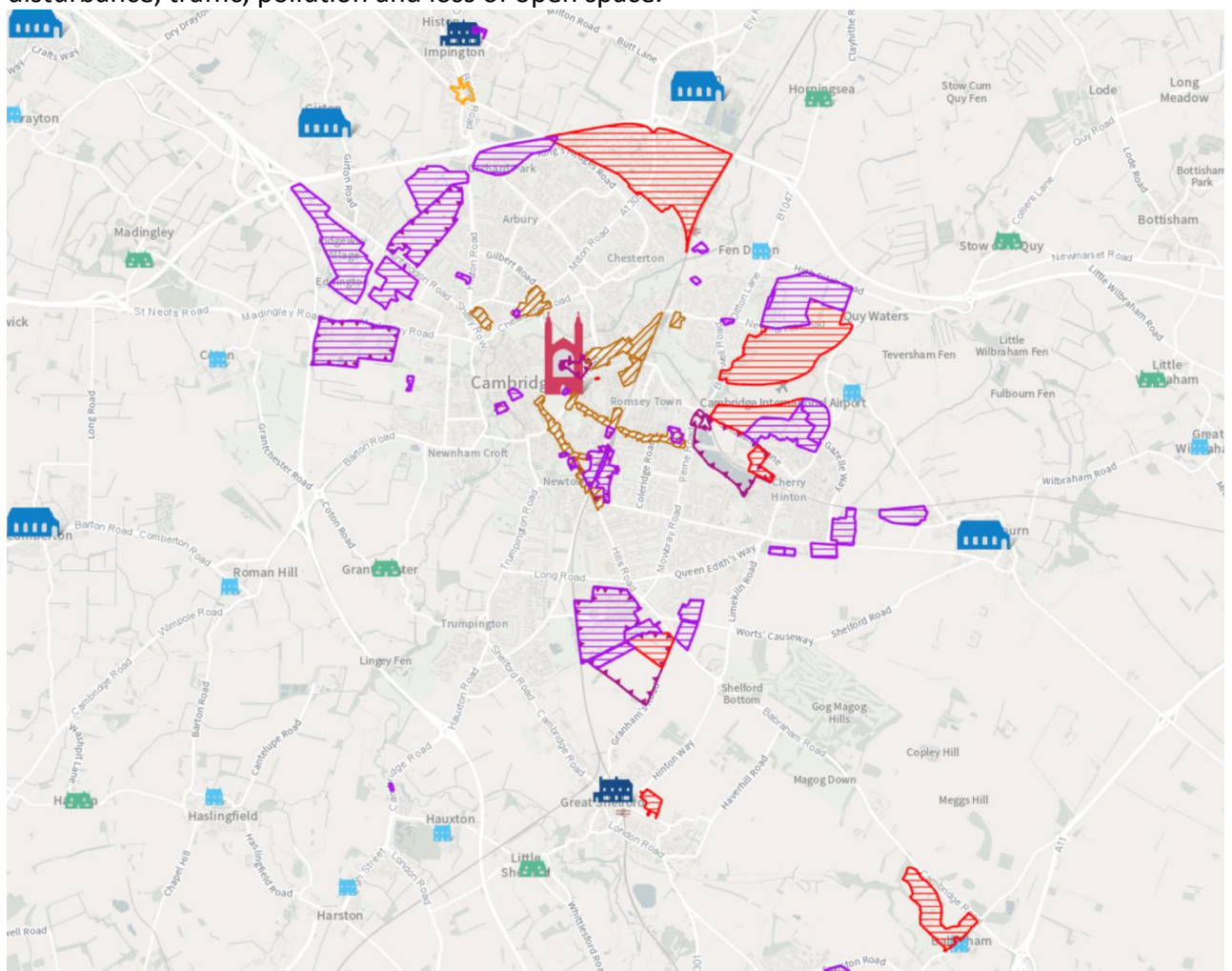
The proposed Local Plan will have huge impacts on the Fen Ditton and Fulbourn ward and I am sure that all the parishes within the area will want to make comments on these proposals. As District Councillor, I will be raising several concerns regarding the proposals put forward. My initial concerns are that around 48,840 houses are included within this Local Plan which is above and well beyond what the Government's calculated need suggests. I also have concerns about the rate of build out that is proposed because I am worried about how achievable this is given build out rates are at the discretion of developers. It is also noted that the proposed developments within this Local Plan, especially those around the city, are very dense, cramming lots of houses into small spaces, this will have a big impact on communities and residents' privacy in relation to garden space etc.



Water is also a concern given the existing pressures on chalk streams and water supply in our area. 48,840 houses using 80 litres a day equates to over a billion litres of a water needed every year, if the house numbers were lower, the water demand would also reduce. This has already been challenged by councillors and the response has been it is for others to sort the water problem, but it seems unreasonable to pass the buck when so many more houses are being proposed. Requiring this amount of housing within the Local Plan with the infrastructure not being there is a worry. I have concerns about how growth has been calculated within the Local Plan and will have questions for officers about how this Local Plan has been derived.

#### Concerns relevant to the Fen Ditton and Fulbourn ward

- You will see from the maps below that within this Local Plan the East of Cambridge seems to be affected more than anywhere else in the Local Plan area with the two massive sites being situated on the airfield site, North of Cherry Hinton and the NECAAP (North East Cambridge Area Action Plan) site meaning that our villages will get the lion share of disturbance, traffic, pollution and loss of open space.



- I was concerned that the relocation of the Water Treatment Plant has not featured at all in the Local Plan, it is not highlighted on the map at all. You would think looking at this map

that NECAAP is just a large brownfield site development. We know better than anyone in this area that that is false because the Councils have asked Anglian Water to relocate the Water Treatment plant to Honey Hill (in greenbelt) to allow this development to happen. This is misleading at best.



- There is, I hope, a mistake on the virtual map on the Fulbourn Hospital site indicating that 213 houses are going to be built on the Fulbourn Hospital site and then this is then repeated on the Ida Darwin site as existing development. This at first glance is incorrect but I will be raising this and getting confirmation that it's not actually extra houses that are now being proposed in 2 locations. It is really important that allocated sites and numbers are correct.
- It is worth noting that the purple on the maps shown relates to designated sites within the current Local Plan. Again, I hope the public are not misled by this, because many of the sites in purple have had additional housing numbers added to them which will form part of the 2041 Local Plan. A good example of this is Waterbeach New Town where the administration has already given permission for 11,000 houses as opposed to the current local plan of 8,000-9,000 meaning an extra 2,000-3,000 houses have been given permission before the 2041 Local Plan is even consulted on. This will have a huge impact on traffic through Horningsea and Fen Ditton and put huge pressure on the infrastructure.

I have continued to engage with Anglian Water, officers at SCDC and put questions forward to the cabinet at SCDC regarding the water treatment plant. I have also made a submission to the phase 2 consultation, essentially my response was that I remain against the selected site (as was my response in the phase 1 consultation) but given that this is the site that has now been selected, my main concerns were around access and making sure that the site has as little impact on both Horningsea and Fen Ditton as possible. I will continue to work with Anglian Water to get the best out of this site as possible as it is Cllrs that want this particular site for development. Anglian Water are not to blame for this moving. It is the Council that has asked Anglian Water to move. The access option that I supported was option 3. I agreed with virtually everything that Fen Ditton Parish Council put forward in their consultation response. I would say the only area that I differed was on the education centre as I do believe some form of education centre on site would be appropriate given the stress on water in this area and the importance of educating future generations on sustainability.

#### Free trees for Parish Councils

Please remember that the deadline for applying for six free trees from the District Council is the 30<sup>th</sup> September.

*Thank you for taking the time to read my report; if you have any questions or want to discuss any of the issues raised email me on [graham.cone@councillor.online](mailto:graham.cone@councillor.online) or ring 07595361285 (please leave a voice mail if I am unavailable)*

***Councillor Graham Cone***

#### **Item 47**

Minutes of a Planning Meeting of Fulbourn Parish Council held in The Swifts, Haggis, Fulbourn on Thursday, 29<sup>th</sup> July 2021 at 7pm.

**Present:** Councillor Smith (Chairman) and Councillors Butler, Drage, Gaskell, Johnson, Newell and Ward.

Apologies: Councillors Bilboa, Brown, Cone, Lacey and Thorn.

Absent: Councillors Dawson, Lockwood and van Spaendonck.

#### **Permissions:**

21/01768/HFUL: 34 Cambridge Road

21/01901/HFUL: 39 School Lane

21/02279/HFUL: 48 Shelford Road

21/02586/CLUED

51 School Lane: Certificate granted.

20/05143/CONDB

Fulbourn Sports and Social Club, Cambridge Road: Discharge Condition in Full

#### **Withdrawn application:**

21/0537/HFUL

Location: 11 Hinton Road

Proposal: First floor extension.

#### **Information only:**

20/02833/CONDA

Location: 6 Pierce Lane



Proposal: Submission of details required by Conditions 3 (External Materials), 5 (Foul and Surface Water Drainage), 6 (Hard and Soft Landscaping), 7 (Tree Protection), 8 (Biodiversity Enhancement), 9 (Access Maintenance), 18 (Contamination), 19 (Bin Stores) and 25 (Energy Statement) of planning permission 20/02833/FUL.

21/02682/CL2PD

Location: 2 Pierce Lane

Proposal: Certificate of lawfulness under S192 to seek confirmation that planning permission S/1524/18/FL has been lawfully implemented.

21/03279/CL2PD

Location: 3 Dunmowe Way

Proposal: Certificate of lawfulness under S192 for a proposed loft conversion with flat roof dormer to rear elevation and 3x roof lights to front elevation.

21/03286/CLUED

Location: Heath Farm, Balsham Road

Proposal: Certificate of lawfulness under S191 for the siting and use of a mobile home together with ancillary garden and parking area.

20/02887/CONDA, 20/02887/CONDB and 20/02887/CONDC

Location: Fulbourn Hospital, Cambridge Road

Proposal: Submission of details required by Conditions 5 (Contamination), Condition 8 (Traffic Management Plan) and Condition 10 (Surface Water and Foul Water Drainage) of planning permission 20/02887/FUL.

S/0202/17/CONDA

Location: Land at Teversham Toad

Proposal: Submission of details required by Condition 20 (First Part) (Noise Mitigation Strategy) of outline planning permission S/0202/17/OL.

Fulbourn Parish Council objects to the amendment on drainage; will flood existing properties (Cow Lane) and railway line. Recommendation objects.

#### **Amendments:**

S/0670/17/CONDA

Location: Ida Darwin Hospital, Fulbourn Old Drift

Proposal: Submission of details required by Conditions 14 (Cycle and Bin Storage), 17 (Surface Water Drainage), 28 (Waste Management & Minimisation Strategy) and 32 (Design Statement) of outline Planning permission S/0670/17/OL.

S/3290/19/RM

Location: Land East of Teversham Road

Proposal: Approval of matters reserved for appearance landscaping layout and scale following outline planning permission S/0202/17/OL for the development of 110 dwellings with areas of landscaping and public open space and associated infrastructure works. The outline was screened and confirmed not to be EIA development.

20/05199/REM

Location: Ida Darwin Hospital, Fulbourn Old Drift

Proposal: Application for all matters reserved for Layout, Scale, Appearance, and Landscaping following the granting of outline approval Ref: S/0670/17/OL dated 19<sup>th</sup> November 2019 for up to 203 dwellings including affordable housing and land for community provision with access and associated works, open spaces and landscaping, following the demolition of existing buildings on site.

**New Applications:**

21/02961/HFUL

Location: 18 Cow Lane

Proposal: Raise height of garage roof. Recommendation supports.

21/02635/HFUL and 21/02636/LBC

Location: Mill House, Cambridge Road

Proposal: Installation of 32 No. solar panels on the roof of the private residential bungalow within the cartilage of Fulbourn windmill. Recommendation supports.

21/03135/HFUL

Location: 83 Station Road

Proposal: Loft conversion, roof extension, alterations to existing ground floor and conversion and extension of existing detached garage to form garden room studio, hot-tub room and garden store (Re-submission of 21/01440/HFUL). Recommendation supports.

21/03111/HFUL

Location: 6 Balsham Road

Proposal: Loft void conversion Recommendation supports.

21/03165/HFUL

Location: 63 Caraway Road

Proposal: Single storey rear extension and porch following demolition of existing rear extension. Recommendation supports.

**Minutes of a Planning Meeting** of Fulbourn Parish Council held at Fulbourn Hub, Home End, Fulbourn on Tuesday 17 August 2021 at 7pm.

**Present:** Councillor Smith (Chairman) and Councillors Butler, Cone, Drage, Gaskell, Johnson, Lockwood, Thorn and Ward.

Apologies: Councillors Brown and Newell.

Absent: Councillors Bilboa, Dawson, Lacey and van Spaendonck.

**Permissions:**

21/01390/HFUL: 24 Shelford Road

21/02672/HFUL: 21 All Saints Road

S/1532/17/CONDB: 17 Hinton Road – Discharge Condition in Full

20/05143/CONDE & 20/05143/CONDF

Fulbourn Sports and Social Club, Cambridge Road: Refuse to Discharge Conditions.

**Information only:**

20/04275/NMA1

Location: 2 Hinton Road

Proposal: Non material amendment of planning permission 20/04275/FUL (Demolition of three existing garages and erection of a triple garage

with home office above) to increase the building width by 375mm and depth by 50mm.

21/03286/CLUED

Location: Heath Farm, Balsham Road, Fulbourn

Proposal: Certificate of lawfulness under Section 191 for the siting and use of a mobile home together with ancillary garden and parking area

**New Applications:**

21/03267/HFUL

Location: 5 Dogget Lane

Proposal: Retrospective conversion of outbuildings from a garage/garden shed to form a residential annexe strictly for use in conjunction with the house. Recommendation supports.

21/032/88/S73

Location: 5A Dogget Lane

Proposal: Variation of Condition 2 (approved plans) of planning application S/4557/18/FL (erection of two storey dwelling (revised details to planning permission S/1650/17/FL)) to amend design. Recommendation supports.

21/03516/FUL

Location: 25 Home End

Proposal: Demolition of existing single storey bungalow, garage and various outbuildings and the erection of 2 no terraced semi-detached houses and 1 bungalow. Recommendation supports.

21/03224/FUL

Location: Cambridge Airport, Newmarket Road, Cambridge

Proposal: Dismantling and removal of two existing radars and the construction of new radar and other associated works. Has no recommendation.

21/03515/FUL

Location: 7 Balsham Road, Fulbourn

Proposal: Conversion of existing stable, store and hay loft into habitable accommodation, together with extension to create garage and store. Recommendation supports.

**Item 51**

Minutes of a Finance Committee meeting of Fulbourn Parish Council held on Monday, 26<sup>th</sup> July 2021 held at Fulbourn Hub, Home End.

**Present:** Councillor Drage (Chairman) and Councillors Lacey, Newell and Thorn; The R.F.O., Mr T Fretwell and the Clerk.

**1 Apologises:** Councillor Cone.

**2 Minutes of the last meeting.** The Minutes were accepted as a true record.

**3 Matters arising.** Covered by agenda.

**4 Finance Report** April – May 2021.

Terry Fretwell said we had lost a third of the usual income so far this year at The Swifts but bookings were now slowly picking up. With this in mind, Mr Fretwell had put in a reduced target for the year but wasn't sure if this would be reached or not. Terry went through the other figures and reports' adding unfortunately the cemetery income now exceeds the budget run rate.

## **5 Local Highways Initiative Bid.**

Unable to attend through illness, Cllr Cone sent a report advising some of the Solar Lights in Cambridge Road were not working and he was going to contact the manufacturer. He suggested budgeting over the next two years to replace the lights by bulk buying.

Members present noted some of the lights were covered by foliage and wondered as they fell under remit of the public highway, if maintenance was the responsibility of the County Council. Cllr Drage will liaise with Cllr Cone on this.

Cllr Cone also said the battery on the Mobile Speeding Device was nearing its end of life; two batteries are required which cost £200 each. This will be included in the 2022/23 Precept.

Cllr Cone will ask CCC to come out and look at the data of the speeding along Shelford Road and ask for speed reduction measures. The Committee recommends buying its own Mobile Device rather than putting in a bid for one. The PC has been successful in securing 3 Bids over the last 5 years.

## **6 Outside Defibrillator on the MUGA.**

Fulbourn Colts have suggested having a defibrillator sited outside. There is an electricity supply near the MUGA so it would be suitable there. After making enquiries, quotes were presented to the Committee; Defibrillator £975.00 and Cabinet £500. The Finance Committee agreed to fund this project.

## **7 Fence repairs on Children's Play Area**

Having received three quotations, the Committee recommended accepting the one from KJP Building Maintenance.

## **8 Legionella Testing of Pavilion Showers.**

This has been booked in for Friday, 3<sup>rd</sup> September 2021. A deep clean will then be arranged.

## **9 Notice boards for The Hub.**

One board is needed for the communal foyer area and at the on the side of the building by the steps. The Clerk will obtain quotations.

## **10 Donation requests.**

1. Cambridge Search and Rescue. The Committee does not recommend making a donation at this time.
2. Rowan Charity. Unfortunately Council does not have funds at this time but will re-consider this request towards the end of the Financial Year.

## **11 Annual Parish Meeting.**

Annual figures will be presented at the meeting with confirmation an Internal Audit has been carried out and the accounts are currently with the External Auditor.

## **12 Any Other Business.**

The Committee recommends accepting a quotation from WP Blinds for office blackout blinds. Another quote is needed for tree works at the entrance of The Haven.

There was no further business and the meeting closed at 9pm.