

THRILOW PARISH COUNCIL

Minutes of a Parish Council meeting held in the Committee Room at Thriplow Village Hall on Monday 13th January 2020 at 7.30 pm

Present: Mark Brogan (Chairman), David Easthope, Jane Gough, Kit Jackson, Charlotte Kirby, Owen Mackay, Carly Richman, Terry Smith

County/
District;
Councillor These positions are currently vacant

Parish
Clerk : Martyn Corbet

Also in attendance – Derek Pinner (part-time), David Schneider, Richard Williams

Co-option of a new parish councillor

David Schneider was co-opted. He was invited join the meeting. The Chairman welcomed him to the Parish Council

1. Apologies for Absence

There were no apologies for absence.

2. Minutes of the Parish Council Meeting held on the 11th November 2019

These minutes had previously been distributed and were approved subject (subject to amendments) and were signed by the chairman.

3. Matters arising from the above-mentioned minutes not otherwise covered by the agenda

Cllr Kirby said he had intended to attend the last meeting but was unexpectedly unable to do so. She had sent a message about this.

Cllr Easthope said that he had mistakenly thought the Clarksons had dealt with an overturned salt bin in the village. He will find out who did sort it out and thank them.

Cllr Easthope asked about the contribution receivable toward grass-cutting from Heathfield Residents Association Limited. Cllr Brogan explained that this has been set at 40% of the amount paid by the parish council to the contractor in respect of grass-cutting on Heathfield.

4. Update on:

(a) watercourses in the village

Cllr Mackay has contacted Pat Matthews of SCDC about the situation. He is waiting for Mr Mathews to get back to him. Some boughs which were blocking the stream at Townsend Springs in School Lane have been cleared;

(b) defibrillator installation on Heathfield

Cllr Jackson has contacted EMG Group who have agreed to the location of the defibrillator on their premises in principle. They will not contribute to its installation. EMG will use the defibrillator. There was some discussion on how the defibrillator should be financed.

Cllr Jackson said that people on Heathfield need to become involved. Sabrina Melvin is keen. Alice Holmes is keen to run instruction courses. Cllr Easthope said that the parish council has an obligation to install a defibrillator. Cllr Schneider offered to ask Nishant Gupta about siting the defibrillator on his premises following concerns about accessibility at EMG. Cllr Gough thought that the parish council should fund the defibrillator. Cllr Easthope suggested payment could be made from the Parish Development Fund. The parish clerk pointed out that these monies have already been committed on a temporary basis to the Heathfield Open Space Project.

It was proposed a defibrillator should be installed on the EMG Group premises and funded by the parish council. The proposer was Cllr Kirby seconder was Cllr Richman. The proposal was agreed;

(c) LHI Grant Application

The parish clerk said that the application has been assessed. The parish clerk will attend a meeting with CCC on the 16th January to put the parish council's case. *Post meeting note – this meeting will now take place on the 6th February;*

(d) Increase in the number of parish councillors

The parish clerk gave details of the timetable for the consultation. Parish Councillors will receive

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copies of flyers for distribution; (e) Heathfield Open Space project The parish clerk reported that The Outdoor Gym Company have been paid for. The item listed on the agenda for payment (£36,000) has been paid early so as to facilitate the recover of the monies from WREN. Payment had been approved prior to the meeting in any event; (f) Parish Website Cllr Kirby said that a mock up is difficult. Cllr Richman said that she and Cllr Kirby will produce ideas of what they think the website should look like and things which could be included. Last years' Annual Parish Meeting was told something would be done to improve the website. Cllrs Kirby and Richman will liaise with James Lungley. (g) Procedural Review Committee Cllr Easthope reported <i>It has not been possible to arrange a meeting yet, however, now that Christmas and the New Year</i> are over I hope that we can find a suitable date before the next parish council meeting in March. (h) Concerns about parking at junction of Fowlmere Road and The Green Derek Pinner addressed the meeting after it had been closed by the chairman to enable him to speak. CCC Highways claim the problem is not within their remit. They are not in agreement with the proposal for white lines. Mr Pinner read out an email he has received from Andi Caddy of CCC. White Lines are not acceptable. He is proposing "H" lines. The possibility of applying for Yellow Lines was mentioned but these would be costly. Mr Pinner has spoken to Peter Topping but nothing has transpired. Cllr Kirby asked whether an approach had been made to The Green Man. Mr Pinner said there is a notice about parking in the pub. The trouble is it is where people hang their coats and gets obscured. It was pointed out that in past a problem has arisen when the management of the pub thought putting up "No Parking" signs was an attempt to drive customers away. Cllr Jackson wondered if posts might help. Cllr Gough said she will ask Chris Wiseman the CPO to keep an eye on the situation. Cllr Richman said that sometimes she is obliged to park far down the road when she has to go to the school. There is no option. Cllr Kirby suggested a polite note should be sent to the pub and the school. Cllr Kirby was asked to this by the chairman. Cllr Kirby agreed she will prepare a letter to the pub and the school. Mr Pinner said that there is a danger of a serious accident. This something no one wants. At least if the parish council pursues a 20 mph speed limit the cars should slow down. (i) complaints against parish councillors and the parish clerk The Monitoring Officer at SCDC has informed the parish clerk that the complaints against Cllrs Kirby and Richman have been discontinued. Those against Cllrs Brogan Gough and Smith have not been pursued. The complaint against the parish clerk was not within the scope of the Monitoring Officer. (j) Marshall's Aerospace Cllr Jackson said there is to be a further meeting with Marshalls and that there would be a report back to parish councils. A meeting for this purpose is to be held at Fowlmere Village Hall on the 28th January. 5. Health & Safety <i>Cllr Easthope had circulated report which is replicated below: The next main Health & Safety checks are due to be carried out in Spring 2020. Before then I will be handing over the H & S files to Kit. However, if I is OK with Kit, I will prepare the report for this year's annual parish meeting to be held in March. Please can it be minuted that our new Parish Councillor will be taking over the checks previously allocated to Barry Radley and which I have been doing since Barry resigned. These are:- Village Green (land) Footway lights - Sheralds Croft Lane, Foreman's Road and The Green Verges, trees & road conditions -Sheralds Croft Lane, Foreman's Road and The Green Salt Bin – Sheralds Croft Lane</i> It was agreed that Cllr Schneider would undertake the reports formerly completed by Barry Radley. Cllr Kirby referred to the notice board on Ringstone which has been removed. The legs are still in situ. Cllr Schneider said these were extra deep but that now the land is more damp he will dig them out. It was agreed that Heath & Safety checks will now be carried out on the new equipment on the Heathfield Open Space instead of Heathfield Park. 6. Parish Recreation Grounds and Parish Maintenance (a) Village & Heathfield Maintenance# Cllr Smith said that the Samba Goal on the Rec has been vandalised. There is a broken bar. It	CK & CR JG CK DS TS
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will cost £14.00 to repair. It was agreed that this will be done. Cllr Smith is replacing items identified by the last RoSPA inspection. The tree work on The Green will cost £900.00 plus VAT.

(b) Footpaths

No one had anything to report;

(c) Damaged signage in the Village

Recent work on signage in the village did not include the broken sign at the Smithy. Cllr Mackay referred to the sign on the left hand side at Brook Road. The light is not working.. There is also a problem with the street light in School Lane. The parish clerk referred to street light 3 in Whitehall Gardens which needs to be repaired. *Post meeting note. The agency responsible is Balfour Beatty. A new contract for their services will have to be approved before the work can be done.*

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7. Introduction of a 20 mph speed limit in the village

Cllr Easthope has been approached by several people. When the development of the Grain Store was being considered Cambridgeshire CC Highways said they would support in introduction of a 20 mph speed limit provided the parish council paid the costs. The estimate for these was £6,500.00. Cllr Kirby suggested this should be funded from existing parish council funds. Cllr Easthope said that this matter has to be dealt with. It should proceed as soon as possible. This was agreed. There will need to be consultations with various bodies. Cllr Jackson said the school needs to be protected and Heathfield should also be included.

8. Tree Planting, Tree Work and POS Maintenance

An offer is presently available for free trees. The parish is able to obtain 6 trees. They have to be planted on public land. Cllr Richman will obtain the trees. Cllr Gough referred to an application for tree work which was received but the tree to which it related was apparently rotten and had already been cut down!

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Cllr Easthope has been approached by Colin Tibbs about some trees along his road frontage which were planted by CCC when a ditch was filled in. It was agreed that the Tree Warden will be asked to look at these trees. Cllr Easthope said that the parish council needs to decide if they are a problem;

9. Planning Matters

a) Responses to planning applications

S/0938/19/FL & S/3744/19/VC – variation of Condition 3 (soft landscaping) Duxford Service Station - *it is the opinion of all parish councillors that any deviation from the original planning conditions relating to landscaping is unacceptable. Many parish councillors have voiced concerns over the apparent lack of consideration on the part of the applicant for local residents and the views of both the parish council and SCDC – the parish council objected to the application;*

S/2827/19/FL – internal refurbishment of 5 office rooms- building 10 IWM – the application was supported;

S/2930/19/FL – single storey front extension 9 Pigeon's Close – the application was supported;

S/2916/16/FL – first floor extension etc 8 Pigeon's Close – the application was supported;

S/3798/19/FL – two floodlighting poles on north perimeter of forecourt Duxford Service Station- all parish councillors object to this application. *The floodlights were felt to increase the "industrial outlook" of the premises and the applicant should have included it in its initial application.*

S/3784/19/FL- internal alterations and refurbishment to facilitate use as The Battle of Britain Museum Exhibition Building 59 IWM – the application was supported;

S/3985/19/FL – installation of gas pressure reduction compound on land adjacent to A505 – this application has been withdrawn;

S/3906/19/FL – erection of an agricultural grain store and concrete apron on the front Lodge Road – the application was supported;

S/3973/19/FL – single storey rear extension 3 Pigeon's Close – the application was supported;

S/4041/19/FL – demolition of existing bungalow and shed and construction of new dwellinghouse (re-consideration) 38 School Lane – 3 parish councillors declared an interest and did not comment of the others a majority did not object to the application;

S/4112/18/FL- removal and replacement of internal ceilings building 10 IWM – the application was supported;

Planning decisions received

S/2557/19/FL- demolition of existing dwelling and erection of detached two-storey house and detached garage at 34 Church Street – approved;

S/2930/19/FL- two storey front extension 9 Pigeon's Close – approved;

S/3783/19/FL - work at building 59 IWM – approved;

S/2927/19/FL & S/2928/19/LB - internal refurbishment of offices at building 10 IWM – approved;

S/2916/19/FL – first floor extension 9 Pigeon's Close; c) Planning Appeals No planning appeals had been received d) Neighbourhood Plan Cllr Easthope reported A steering group meeting was held on 13th November 2019. The various areas for assessment were confirmed with committee members being allocated to various assessment groups. The assessment headings are:- Housing & Development Transport & Connectivity Facilities & Amenities Landscape & Character Design Issues & Constraints A landscape architect has been appointed and is in the process of carrying out a landscape character assessment. When the detailed reports for each category are complete they will be uploaded onto the web site and it was agreed that the strengths, weaknesses, opportunities, threats (SWOT) assessment would be a good way of presenting an impartial summary of the issues for each category. Dates were discussed for the parish consultations/open meetings and it was agreed that these should be held on two Saturdays in February, with dates to be confirmed. The venues for the parish consultations were discussed and it was agreed that it is important to hold a consultation closer to Heathfield to give all parish residents the easiest opportunity to contribute. The Officers Mess was suggested as a possibility with an alternative venue being the Icen building. Naturally, the village hall will be the venue for the village consultation. Discussion took place on the best way to present the information and the way forward was agreed, including posting the relevant information on the web site. The need for detailed maps was discussed and copies of these have now been received from the District Council. The next meeting of the steering group is to be held on Wednesday 15 th January in the village hall. Permission was granted for the use of the parish website; f) Miscellaneous Items Cllr Brogan told the meeting that there are various issues with the owners of the Duxford Service Station and the way that they have acted in relation to the development of their site. These have been pursued by Peter Topping and SCDC; 10. Financial Matters a) Authority is requested to pay the following:	
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	Amount	VAT	Total
Parish Clerk's salary 12 th November 2019 to 13 th January 2020	537.60		537.60
Parish Clerk's expenses	31.00		31.00
HMRC – PAYE on Parish Clerk's salary	134.40		134.4

Hardy Landscapes Limited: Invoice 19926 hedge/shrub pruning Thriplow Recreation Ground and Heathfield	412.00	82.40	464.40
Cambridgeshire CC – street lighting charges 01/10/18 to 30/09/19	1661.27		1661.27
The Great Outdoor Gym Company Limited – installation of gym equipment on Heathfield Open Space	30000.00	6000.00	36000.00

Terry Smith – reimbursement of petrol cutting The Green	5.98	1.2	7.18
British Gas – electricity supply to The Smithy	43.23	2.16	45.39

The Parish Clerk informed the meeting that the amount payable to TGOGC had already been paid. There was a need for this to be done so as to free up other monies. The payment had already been approved.

b) Credits received

A rebate of £170.00 has been received from Knowles Benning LLP in respect of the registration of The Green. A payment of £1.15 has been received from UK Power Networks for rental in respect of the cable under The Green

c) S106 monies

The monies held in respect of Hurdles Way were invested with Saffron BS. The remaining S106 monies are invested with Cambridge BS.

There were no fixed fee deposit products available at with Cambridge BS or Saffron BS;

d) Precept for 2020-21

After some discussion the precept was set at £19,694.00. This represents an increase of 4% or £758 from the last financial year. A precept of £18,936.00 was set in the previous financial year. The increase was proposed by Cllr Jackson seconded by Cllr Brogan and agreed.

11. Street Lighting Energy

The parish clerk informed the meeting that after some delay on the part of the energy consultant the contract with Opus Energy has been signed. They will not liaise with CCC. He has received several bills from HRA Limited regarding electricity payments. The parish council has agreed to pay these. They will be dealt with at the next meeting.

Street lights in the parish are being upgraded.

12. Upgrading the email system in the village

This item is no longer applicable as the immediate situation has been resolved. There is public meeting called by a contractor promising faster broadband scheduled for the 23rd January in the village hall.

13. Reports (if any):

a) Neighbourhood Forum (ex IWM liaison committee)

Cllr Gough reported that a 3 complaints have been received about aircraft noise. None are from Thriplow 2 are from Duxford and the other is from Whittlesford.

IWM have to maintain a heritage site. It is one of 3 sites being considered by Marshalls.

Appraisals were made over the summer. There may be an idea of which way it will go soon.

If IWM site is used there are significant challenges. Wyton also has big issues. All the sites have issues. The other site under consideration is in another county.

Marshalls have already spent millions and the next step is to cut down to 2 sites before going into the matter in depth. The A505 would be a difficulty and the IWM need more space for themselves. An A505 study is currently underway. This would need to be completed first.

Dualing the A505 is not possible near the IWM because it has listed buildings.

The application for the hotel will be considered by a full planning committee, possibly in January, although there appear to be no major objections. An information pack will be released sometime in January.

There have been 2 pieces of research on the history of the site and the flying industry. Better collections are planned targetting all age groups. A Battle of Britain OPS room is planned. The hangars will be refurbished.

It was successful airshow season. There were 24,000 in May, 24,000 in June, 32,000 for Flying Legends and 38,000 for Battle of Britain. Each show is by ticket only. A 30 mph speed limit is in operation on the A505.

There has been less flying during the year between May and October. Any one complaining about aircraft noise should contact the tower or email Thomas Turner.

Consideration is being given to improving airfield safety. There will be lighting from 10am to 6pm all year round. Planning permission is being sought. Hopefully this will be installed by the end of 2020. The airfield has a very good safety record so far.

b) Village Hall Management Committee

Cllr Jackson had nothing to report. He was re-appointed as the parish council representative on TVHMC. Mention was made of a smell in the kitchen. Efforts to deal with this so far have failed;

Police & Neighbourhood Watch

Cllr Gough had nothing to report

d) and e) District and County Council Information

These positions are currently vacant Peter Topping having resigned. Elections will be held to find replacements. The contribution of Peter to the welfare of the community was recognised and a vote of thanks approved.

14. Reports for and distribution of the Annual Parish Meeting Leaflet

The parish clerk reminded everyone that the ir contributions are due for the APM Leaflet. A list was drawn up of each persons' report topic. This will be circulated to all concerned.

15. Correspondence and Information received

Letters received

01.12.19 - TVHMC - Appointment of Representative;

06.01.20 - Fews Lane Consortium Limited - Proposed Changes to planning decision procedures at SCDC;

Emails received

13.11 - Patrick Adams - SDC Weekly Bulletin;

Martin Clarkstone - TPC Street Lighting;

Darren Mullett - TCOGC Installation of Equipment;

14.11 - Louise Lord - Thriplow Community Governance Review;

Nathan Jones - TPC Street Lighting;

15.11 - Sandra King - TPC Article;

Kevin Clarke - Thriplow email system;

APAS Planning - Correspondence re 8 Pigeons' Close;

Ian Papworth - Decision Notice S/2557/19/FL;

Chris Stacek -Cambridgeshire & Peterborough Mineral and Waste Local Plan;

18.11 - David Schneider - Notice Board Posts;

John Brown - Duxford Neighbourhood Forum;

19.11 - Louise Lord - Update & Questions re Thriplow CGR;

20.11 - Geoff Creek - Re Street Light x 2;

Rory McKenna - Your Complaint;

21.11 - Alexandra Phillips - Duxford Neighbourhood Forum;

Louise Lord - Update & Questions re Thriplow CGR;

Judith Hardy - Invoice 19926;

24.11 - David Schneider - Notice Board Posts;

25.11 - Alexandra Phillips - Duxford Neighbourhood Forum Minutes;

APAS Planning - Correspondence re 8 Pigeons' Close;

26.11 - Tim Spicer - It's dark!;

Louise Lord - Calling Back;

27.11 - Patrick Adams - SCDC Weekly Bulletin;

Tina Creek - Street Light outside number 26;

Thriplow - Contact Form Submission;

28.11 - Tina Creek - Street Light outside number 26 x 2;

29.11 - Communications - Parish ebulletin;

IHMC - December Highways & Events Diary;

02.12 - clerk@duxford - Upcoming road closure Hinxton Road;

LDF - Greater Cambridge Planning Monthly Update;

Louise Lord - Calling back x 2;

03.12 - APAS Planning - Correspondence re Gowards' House 26 Middle Street;

04.12 - APAS Planning - Correspondence re Building 10 @ IWM;

IHMC - IHMC Incident Report October to November 2019;

Patrick Adams - SCDC Weekly Bulletin;

Martin Clarkstone - TPC Street Lighting;
 05.12 - Craig Larter - County Broadband P P P P P P P P P P
 Jill Fielding - Re TGOGC Installation of Equipment;
 Peter Topping - Re EMG;
 Thriplow - Contact Form Submission;
 Simon - Contact Form Submission;
 06.12- Cambridgeshire ACRE - Village Halls Week;
 08.12 - CAPALC - NALC CEB;
 Alison Brown - Cambridgeshire ACRE Membership;
 09.12 - Contracts Team - Tell us of your experience with Utility;
 Angela Harrison - A14 Cambridge to Huntingdon;
 10.12 - Rural Services Network - Latest edition of Rural Services Bulletin;
 11.12 - The Pensions Regulator - Time is running out;
 IHMC - Roadworks & Events Report 16-31/12/19;
 Patrick Adams - SCDC Weekly Bulletin;
 Darren Mullett - Installation of Gym Equipment x 2;
 Darren Mullett - Welcome Signage;
 Karen Lemon - Gym Equipment;
 David Lewry - London Stansted scoops environmental award;
 12.12 - CAPALC - CAPALC Bulletin;
 Darren Mullett - Outdoor Gym Equipment;
 13.12 - Chris Strickland - Cambridgeshire Fire & Rescue Integrated Risk Management
 Plan Consultation;
 14.12 Rory McKenna - Code of Conduct Complaints against Cllrs Kirby & Richman;
 16.12 - APAS Planning - Correspondence re 38 Church Street;
 17.12 - Kevin Rochfort - Detailed Plans Outdoor Gym Equipment;
 Louise Lord - Update Thriplow Community Governance Review;
 David Lewry - Stansted gets ready for Christmas Getaway;
 18.12 - Patrick Adams - SCDC Weekly Bulletin;
 Kevin Rochfort - Outdoor Gym Equipment;
 APAS Planning - Correspondence re Car Showroom and Garage;
 19.12 - Darren Mullett - GCGC Invoice;
 reminder - Your return is due in January;
 Peter Topping - Correspondence re Car Showroom and Garage;
 20.12 - Gillian Cooper - Royston to Granta Park Study Engagement;
 Local Plan (GC) - Greater Cambridge Local Plan Issues and Options;
 Highway Events - January's Highway Events Diary;
 23.12 - John McAteer - S/2928/19/LB Building 10 IWM;
 John McAteer - S/2927/19/LB Building 10 IWM;
 APAS Planning - Correspondence S/2928/19/LB & S/2927/19/FL Building 10 IWM;- 29.12 -
 Karen Lemon - Heathfield Open Space;
 02.01 - Patrick Adams - SCDC Weekly Bulletin;
 LDF - Greater Cambridgeshire Planning Policy Monthly Update;
 03.01- Mary Axe - LHI Application 20/21;
 Alan Htch - Street Lighting Parish Energy
 APAS Planning - Correspondence re IWM;
 Kevin Clarke - Re Thriplow email system;
 Helen Taylor - Footway Lighting in Thriplow;
 05.01- Thriplow - Contact Form Submission;
 Kevin Clarke - Thriplow email system;
 06.01- Gateway Confirmation - Successful receipt of online submission;
 APAS Planning - Correspondence re Rectory Farm;

Darren Mullett - Invoice from Wickstead Leisure Limited;
APAS Planning - Correspondence re 35 School Lane;
Darren Mullett - Kingsway Playing Field
David Lewy - London Stansted Airport Community Newsletter;
Carol Deed - Agenda;

- 07.01 - Martin Johnston - Heathfield House works;
Emma Dyer - Three Free Trees for Parishes;
Tom Horn - Three Free Trees for Parishes;
APAS Planning - Manor Farm 50 Church Street x 2;
Martin Clarkstone - Signature requested for contract;
Darren Mullett - Payment to TGOGC;
Nishant Gupta - Heathfield House;
Martin Johnston - Heathfield House;
Martin Clarkestone - Signature Required;
Peter Topping - Heathfield House;
Rural Services Network - The Rural Bulletin -7th December;
- 08.01 - Patrick Adams - SCDC Weekly Bulletin;
Michael Swain - Heathfield House;
IHMC - IHMC Incident Report December;
- 09.01 - Louise Lord - Re Update Thriplow Community Governance Review;
Robert Webb - County Broadband Pop Up Event;
Kathryn Purkiss - Parish Council Meeting on 13th January;
debt team CCC - Reminder;
Local Projects - Reminder LHI Grant;
Patrick Adams - Items referred to Planning Committee;
- 10.01 - Mary Axe - LHI Application;
Martin Elland - Highway Events Application;
Rose Mills - Copy Withdrawal Letter S/3985/19/FL land adjacent to A505;
Louise Lord - Re Update Thriplow Community Governance Review x 2;
David Lewy - London Stansted Airport £35M investment in Uttlesford transport;
- 11.01 - Kathryn Purkiss - Re Parish Council Meeting on 13th January

16. Date of next meeting

Next Parish Council Meeting - 9th March 2020
Annual Parish Meeting - 19th March 2020

There being no other business the meeting closed at 9.45 pm. The chairman thanked everyone for their attendance.

Signed Chairman

Dated.....

