

THRILOW PARISH COUNCIL

Minutes of a Parish Council meeting held via Zoom Monday 11th January, 2021 at 7.30 pm

Present:

Mark Brogan (Chairman), David Easthope, Jane Gough, Terry Smith, David Schneider, Charlotte Kirby, Luigi Murton, Christopher Jackson

County Councillor - Peter McDonald

District Councillor - Richard Williams

In attendance – Aly Anderson

Parish Clerk – Sue Meehan

1. Apologies for Absence

Carly Richman

2. Minutes of the Parish Council Meetings held on the 23rd November and 10th December 2020

On the 23/11 minutes under 3e) the word *Fowlmere* has been replaced by *Foxton* - DE

The 2 x minutes were approved to be signed post meeting by the Chairman.

3. Matters arising not otherwise covered by this agenda

a) Royston & District Community Transport, request for donation. Cllr Easthope suggested £100 and this was agreed.

b) A resident request to relocate the litter bin near 48 Church Lane was discussed in November and declined by the parish council. The resident subsequently appealed. The matter was reviewed again and again it was decided that the current position of the multi-purpose bin is the most appropriate due to its size and proximity to the footpaths used by dog walkers. It does not pose a threat to drivers being set back slightly from the road. Cllr Gough also mentioned that the new bin is green in colour and blends in with its surrounding better than the red dog waste bin previously on this site. The council declined the request to move the bin. This is the parish council's final decision.

c) Operation London Bridge. Revised costs of £27.14 stated by parish clerk where approximate costs were thought to be £25.00. Items for church are currently with the parish clerk. Costs approved.

d) Request for bins in HOS. 2 bins previously approved. Now recycled plastic bins to match the benches have been sourced and are cheaper than previous bins quoted. £540 Approved.

e) Request for articles for Village Leaflet. Parish Clerk asked for reports to be 200-250 words in length and for these are to be submitted to her by 31st January 2021

f) Request for a fish and chip van (*Pimp My Fish*) to visit Thriplow weekly/fortnightly. This was agreed in principle (days, timings to be seen), but the van would need to be parked on the road.

4.Updates

(a) Defibrillator installation on Heathfield

No further information on installation due to current lockdown situation and the EMG garage being closed. All is agreed with the charity once Covid restrictions are lifted.

(b)LHI grant application (inc. 20mph through village)

Cllr Easthope reported that the formal response from CCC, (which had previously been circulated to councillors), was not favourable and the suggestions were not considered to be effective or value for money. 3 options were debated at length. i) Pursue the suggestion from County, this included a 'WigWag' sign by the school and 40mph buffer zone signage at the entrance to the village ii) amend the application in the hope this would be considered more favourably or, iii) drop the application and ask the residents what they would wish to see in the village. This could be done by a local survey and discussion at AGM and could be publicised in the Village Leaflet. It was agreed to drop the application and ask for residents' opinions.

(d)Heathfield Open Space Project

H & Safety signage costed. 2 for HOS and one for the under 8s playground. £170 net each. Cllr Brogan stated this had previously been agreed in principle. £510 now agreed.

(e)Parish website

Cllr Richman advised she had reviewed an email from James Lungley, the Website Manager showing examples of how the TPC website could be updated. To be circulated later. Cllr Kirby said that the website needs to be reviewed and an audit of documents that could be removed should be carried out. SM agreed to do this with Carol Deed. Also, SM said that the pictures should be refreshed as they were the first impression a user had. District and County Cllr & MP details need adding/updating.

(f)Finance Advisory Group

This working party met on 6th January to analyse the accounts and make recommendations for the next year's Precept figure. (*see 9d*).

(g)parking at the junction of The Green and Fowlmere Road

Cllr Easthope said that as H Bars were not agreeable to County, he then suggested to them that a continuous white line be placed from the bus stop around the corner of the green, with a similar line on the opposite side of the access. James Tombs (CC Highways) replied that could not any issues with this idea. Though not enforceable, it would act as a reminder that parking at this spot was not advisable. The white lining could be carried out by the county contractor or another contractor appointed by TPC and approved by county.

CJ

CJ

DE

DM

SM

CK

CR

DE

DE

Cllr McDonald outlined that this work could be packaged with other lining to be considered at Ringstone and Pepperslade for better value. Assessment of £500-£750 for the three sites could be carried out together as well. Cllr McDonald agreed to check the assessment costs.	PM
5.Health & Safety	
Cllr Schneider reminded others that the 6 monthly H & S audit is due in March. Each Cllr would be given an area to inspect.	DS
Cllr Gough gave the outcome of the letter sent to Thriplow school regarding poor visibility problems for cars emerging from Church Street and turning towards Newton. The letter requested a reduction in height and width of hedging and ivy to help at that junction. Cllr Gough reported that a reduction in height would be difficult and costly since the hedge and ivy had grown around wire fencing and would have to be clipped by hand. The school do not have the resources at present especially in the current lockdown. It was agreed to refer the matter to Highways at County and for their officers to inspect the site as they are responsible for safety on the highway. Cllr Jackson to send pictures to Cllr McDonald who would speak to John O'Brien in Highways.	CJ
6.Parish Recreation Grounds	PM
(a)Village and Heathfield maintenance	
Cllr Smith circulated the invoice from Ben Stronach for the partial rebuild of 9 courses of the play wall. The cost is £960 + vat. Cheque prepared for signature	TS
Ringstone car parking repairs – It was agreed this could go ahead on the basis that it could be funded through S106 funds as maintenance. Cllr Smith to request a review of the old quotation.	
(b)Footpaths	
The Crisp Factory on the footpath was discussed with resident Aly Anderson attending and being able to comment when the meeting was stopped for this to happen. Cllr Easthope declared an interest and was placed in the ZOOM waiting room for this item.	
Cllr Williams reported that he had worked with EA who had visited the site regarding the spillage into the pond. It was confirmed to be vegetable oil. It is being diverted away from the pond and the oil is reducing. EA will visit again and monitor progress. Also Cllr Williams spoke to Planning Enforcement (16/12) regarding siting of marquees, creation of a staff car park, PPE/ other detritus being left around the site, where surgical equipment is being manufactured> Also a steel extension to factory is in progress. Aly Anderson was very concerned that the marquees still had not been taken down and had seen cars at times on the footpath accessing the car parking area where no H & S audit had been considered. Parish council to monitor and Cllr Williams will speak to Planning.	RW
At this point Aly Anderson left the meeting and Cllr Easthope re-joined.	
(c)Motor mower disposal	
Cllr Smith confirmed that the mower had been collected by Duxford Parish Council.	
895	

7.Tree Planting and POS Maintenance

Nothing to report

(a)Tree work applications

Nothing to report

(b)Tree works required

Nothing to report.

(c)Tree Protection Orders

Nothing to report

8.Planning matters

(a)Applications - approved

BUILDING WORKS APPLICATION

Application Ref	Location	Proposal	Decision A/R
20/04489/FUL	IWM Building 104	Demolition of old cold storage fabric to accommodate 4 new cold storage units	A
20/04490/LBC	IWM Building 104	Demolition of old cold storage fabric to accommodate 4 new cold storage units	A
20/04491/FUL	IWM Building 286 & 287	Stripping out old cold storage fabric install new plant equipment	A
20/04492/LBC	IWM Building 286 & 287	Stripping out old cold storage fabric install new plant equipment	A

(b)Decisions received

BUILDING WORKS RESPONSES RECEIVED

Application Ref	Location	Proposal	Decision
20/04388/FUL	85 Kingsway Heathfield	Single storey front extension	Granted

(c)Planning Appeals

Nothing to report

(d)Neighbourhood Plan

CIlr Easthope provided an update report.

The call for sites information has been collated and the possible site allocations are now on the Neighbourhood Plan website. These are the initial sites assessments and site owners and residents are welcome to comment on any factual errors. The link to the site is:-

[Draft Site Assessments - Thriplow Neighbourhood Plan \(thriplowheathfieldnp.org\)](http://thriplowheathfieldnp.org)

Other chapters of the plan are now in the process of being drafted.

(e)Any miscellaneous items - None

9. Financial Matters

details of latest position

THRILOW PARISH COUNCIL **Current Balances as at 11 January 2021**

Bank Accounts: *(last bank statements 23/12/20)*

Lloyds Bank PLC – Treasurer's A/C (Current)	29626.77
Lloyds Bank PLC - Business A/C (Deposit)	16656.35
Total Gross Balance	46283.12

Treasurer's Account – Payments

Balance Held

Less cheques outstanding to 11/1/21	-677.36
	28949.41

Business Account

Balance Held

16656.35

Total available

45605.76

Investment monies held by TPC *(no change)*

S106 3 rd Fund invested with Saffron BS	56693.58
Croudace monies invested with Cambridge BS	57909.79
S106 monies from various sources invested	
with Cambridge BS	1845.34
Monies held in NS&I Account	3402.05

Total monies held by TPC =

165456.52

SM

9. Financial Matters continued

(a) authority has been requested to pay the following since November meeting

	Net	VAT	Gross
British Gas <i>The Smithy</i> electric Nov	16.56	0.82	17.38
Parish clerks expenses	34.96		34.96
Parish clerk monthly salary Dec Gross £866.66	684.50		684.50
Hardy Landscapes Ltd 20562	425.00	85.00	510.00
HMRC Parish Clerk December	200.74		200.74
The Royal British Legion donation	50.00		50.00
PKJ Littlejohn Audit charges	300.00	60.00	360.00
Cambridge ACRE NP charges	400.00	80.00	480.00
Lucy Batchelor-Wylam NP charges	800.00		800.00
Opus Energy lighting 39919361/2/3	140.34	7.02	147.36
British Gas <i>The Smithy</i> electric Dec	18.75	0.94	19.69
Cambridge Acre Membership	57.00		57.00
Parish clerks expenses	51.93	5.91	57.84
HMRC Parish Clerk January	200.54		200.54
Parish clerk monthly salary Jan Gross £866.66	684.70		684.70
Stronach Construction Ltd	960.00	192.00	1152.00
Opus Energy lighting 40056170/1/2	166.34	8.32	174.66
	5191.36	239.69	5631.37

In addition, it was agreed at the meeting that £100 be a suitable donation to The Royston & District Community Transport.

(b)Credits received

£7975 received from FCC Communities (WREN) in respect of grant for HOS playground equipment. £7631 grant received in respect of the Neighbourhood Plan project. £200 grant received for COVID support locally. £1.15 annual rebate from Npower for an electric cable in Thriplow.

(c) S106 monies Monies on deposit with Cambridge BS and Saffron BS – *no change*

(d) Heathfield reimbursement of electric lighting charges

No response to date

(e) Precept 2021-22

A proposed expenditure and income spreadsheet was tabled to evaluate the level or Precept required for the parish council to carry out its regular as well as planned works. This included requests from 23rd November. In addition, the H & S signage costs were added and the Parish Development expenditure was removed as not needed. It was noted that a 'Peppercorn Rent' (income) was not now lawful for parish council collection and so the triangle of land outside The Green Man would need to be differently funded for them to continue usage. It was noted that the financial arrangement with HRA needed to confirmed. It was agreed on this basis that the Precept be set at £22,648.00 This represents an increase of 15% on 2019/20.

SM

10. Reports**(a)Neighbourhood Forum**

No meetings have taken place. No known complaints.

(b) Village Hall Management Committee

Letter from Pat Easthope confirming the committee remain the same for the next financial year. Pat asked for TPC to confirm that Cllr Gough would still be the representative. Cllr Gough confirmed she would still stand. She reported that the boiler would need servicing and the curtains had been dry cleaned, The ivy was being removed from the fence soon and repairs carried out to the border fence. Cllr Williams said there would be a Covid grant available for the current lockdown and would send details for application. (They are in Cllr Williams report below)

JG

JG

RW

(c) Police & Neighbourhood Watch

Nothing to report.

JG

(d) District Council Information

Cllr Williams had circulated his report. This is replicated below:

Covid Support The Government has announced a renewed package of financial support for businesses in the current lockdown. The grants will be administered by the District Council. Details are not currently available (11th January 2021) but will be available at as soon as possible on the District Council's Covid Support website:

<https://www.scamb.gov.uk/coronavirus/>

Pollution at Heathfield Pond

I have been in contact with the Environment Agency about the pollution in the pond and waterway along the Heathfield Bridleway. I received an update from the EA just before Christmas. Following further reports of pollution in November/December the EA again raised concerns with the factory owner and were assured that remedial work to prevent discharge of water into the pond would be undertaken. The EA carried out a new site visit in mid-late December and have confirmed that the remedial work to prevent waste water flowing into the pond had been carried out. The EA is continuing to monitor the situation and will liaise with the factory to ensure that pollution is removed from the pond.

Local Plan Update

Parish Council Consultation

At the last meeting of the full Council my group put forward a resolution to give parish and town councils across South Cambs the opportunity to comment on land put forward for possible development in the 'call for sites'. Our intention in putting this motion forward was to give parish councils the opportunity to feed detailed comments into the process of selecting the preferred sites prior to the full public consultation which is likely towards the end of 2021. An opportunity for parish councils to make written submissions on the call for sites was not part of the process proposed by the Council and I did not think that it was acceptable to omit an opportunity for parishes to comment on the results of the call after the results were published.

The motion received cross party/group support and the planning department engaged positively with the motion in order to facilitate parish council participation. As such, the parish council will now be given the opportunity to comment on the sites put forward in our area as part of the evidence base for selecting preferred sites.

Emerging Strategy and Development Options.

In my last report I mentioned that a large number of documents had recently been released by the Council concerning options for development and the evidence base underlying them. The Council has since held a number of briefings on these documents for councillors, parish councils and the public.

The headlines are that the planners have identified eight broad options for development. These include densification of Cambridge; development on the edge of Cambridge outside of the green belt; development on the edge of Cambridge within the green belt; development along transport corridors; dispersal of development across villages; new settlements; development along transport corridors to the west of Cambridge and development in a "southern cluster" (also called 'integrating jobs and homes').

The "southern cluster" concept is particularly relevant to us as it would focus new development to the south of Cambridge in areas near to the science parks with transport links. Green belt release as part of the local plan is clearly an option, although alternative non-green belt sites for development would need to be considered and ruled inappropriate first.

In terms of the scale of possible development, the Council is looking at three scenarios: minimum, medium and maximum.

The **minimum** scenario would plan **only for the new housing that the Council is currently obliged to build** by the Government. This would mean an extra **36,700** homes across Cambridge and South Cambs by 2040 (above the 2020 number).

In the **medium** scenario the Council would **choose to build more houses than it is obliged to build**. In this scenario an extra **42,000** homes would be built by 2040.

In the **maximum** scenario, again the Council would **choose to build more homes than it is obliged to build** and this would result in an extra **56,500** homes by 2040.

For reference there are approximately 68,000 homes in South Cambridgeshire in 2020 (but note figures above for each scenario refer to new homes across South Cambs and Cambridge).

Each of the three scenarios is associated with different level of jobs growth across the area (45,800; 58,500; 78,500 respectively). It is worth noting that the planning documents make clear that growth involves creating new jobs that people would have to move into the area to fill.

A number of new homes are obviously planned for in the existing local plan. As part of the planning process a 10% buffer is built into projections to ensure adequate cover for the number of homes needed under each scenario. This means that the number of 'new' homes (i.e. those not already planned for in the current LP) implied by each scenario are as follows: **3,900** in the **minimum** scenario, **9,800** in the **medium** scenario and **26,300** in the **maximum** scenario.

It seems unlikely that the maximum scenario is a sustainable option given concerns about local water supply. Major new water infrastructure (e.g. a reservoir) would be needed to supply development on the scale proposed in the maximum scenario. The medium and minimum scenarios are regarded as sustainable in supply terms according to the documents released, although I have serious concerns about the sustainability of even the medium scenario given current pressures.

In terms of the 'southern cluster' concept, the documents released suggest that under the medium scenario (i.e. 9,000 new (currently unplanned for) homes by 2040), development could include one new town in our area of 4,500 homes with the remaining 5,300 homes dispersed across five villages, or a new settlement of 2,500 homes with 7,300 homes spread across villages¹. Under the minimum scenario there could be a new settlement of 2,500 homes with the remaining 1,400 home spread across the same five villages.

In reality the new local plan is unlikely to adopt only one of the eight options for development. A mixed approach is, I think, inevitable so we are not likely to see a situation where all of the new growth is concentrated in the 'southern cluster'. Nonetheless, we do need to be aware of the possibility that the cluster concept could result in our area being a focus for development and take full advantage of opportunities to feed into the Local Plan development process. For my part my priority is to protect the existing Green Belt around our villages, ensure that appropriate infrastructure is in place in our area before development occurs (e.g. the A505, school provision, improved cycle ways) and that we seek a sensible balance between growth and protecting the rural character of our area.

A good summary of the emerging strategy is the Development Options Summary Report (from which most of the figures above are taken). This is available here: <https://scambs.moderngov.co.uk/documents/s119709/GCLP%20Development%20Strategy%20Options%20Summary%20Report%20Nov%202020.pdf>

Clr.williamsR@scambs.gov.uk / 07584037016

(e)County Council Information

Cllr McDonald circulated his report. This is replicated below:

Epidemiology

Rates in most districts across Cambridgeshire have increased to between 400-500 per 100,000. Although the rates are lower than the national and regional average, they are rising more quickly in percentage terms.

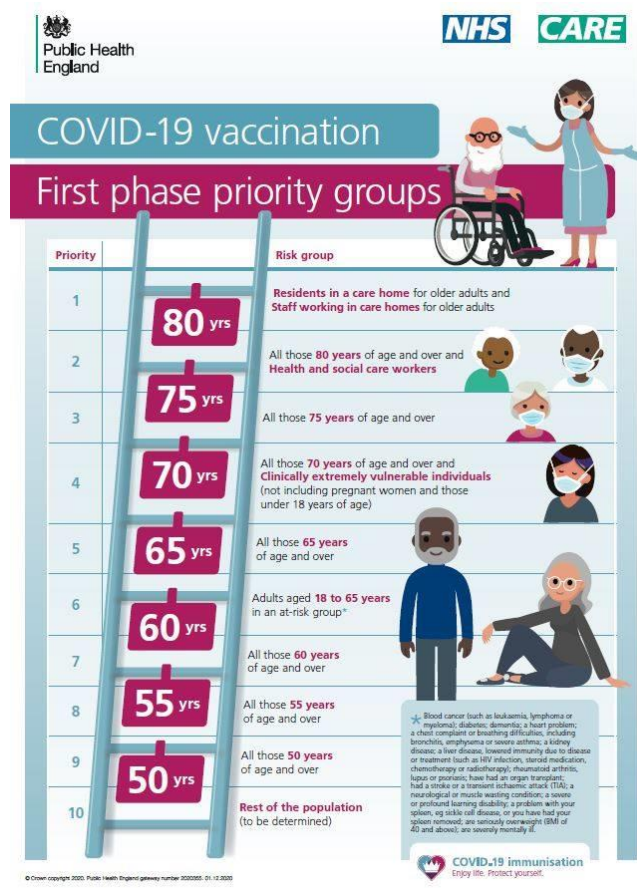
Liz

Incidence rate for the week up to 31st Dec 20

	Weekly incidence (cases/100,000) & trend vs previous 7 days		7-day change in case rate (%)	Weekly incidence - 60+ years (cases per 100,000) & trend vs previous 7 days	
	31-Dec		31-Dec	31-Dec	
Data to date					
Cambridge	505.6	↑	82.9%	283.4	↑
East Cambridgeshire	407.4	↑	74.3%	340.0	↑
Fenland	377.0	↑	80.3%	385.8	↑
Huntingdonshire	463.6	↑	111.6%	307.0	↑
South Cambridgeshire	435.0	↑	70.5%	254.0	↑
Peterborough	453.4	↑	12.1%	329.6	↑
EAST OF ENGLAND	730.1	↑	22.7%	474.6	↑
ENGLAND	546.9	↑	32.6%	363.7	↑



Vaccination I think you all know the vaccination hierarchy but here it is anyway. Granta Medical Practise will be starting Cat 1 & 2 Jan 15th.



Summary of County Council Services Opened & Closed

Coroners - The Coroners service for Cambridgeshire and Peterborough is continuing to operate as normal. Inquests are continuing to be held remotely (via Skype) and in person. It is recommended that people attend inquests remotely where possible.

For more information on the service including contact details and forthcoming inquests visit [here](#)

Household Recycling Centre – All nine HRCs in Cambridgeshire will remain open as usual during lockdown with safety measures in place, however customers are advised to avoid unnecessary visits.

For more information, including opening hours and booking timeslots visit [here](#)

Libraries – All libraries in Cambridgeshire are open, with safety measures in place but operating a restricted service. Customers can use the Select and Collect service to choose and pick up titles, as well as using computers by appointment, with bookings limited to those using public services only. For more information about library services and opening hours visit [here](#)

Registration Services - Following the lockdown announcement, marriage and civil partnership ceremonies can only take place in exceptional circumstances (such as one party with a terminal illness meaning very short life expectancy) and both council's registrations teams are in the process of contacting all couples with a ceremony booked in January and February to discuss options.

In Cambridgeshire, the county's registration service is open for certain pre-booked appointments only:

- Deaths that took place in Cambridgeshire (these are conducted by telephone)
- Births that took place in Cambridgeshire
- Notices of marriage or civil partnership (ceremony must be booked first – these can be booked for late Spring onwards)
- Citizenship ceremonies

Copy certificates, for events previously registered, can be ordered online.

For full details about Cambridgeshire registration services and / or to book visit [here](#). If you are unable to book / order on-line then please call 0345 045 1363.

Residents can continue to register births, but there may be a longer wait than usual for an appointment. Death registrations take place over the telephone, you can book an appointment by calling the office or online.

For notice of marriage/civil partnership appointments – customers with booked appointments during lockdown can still attend. The team is contacting, in ceremony date order, those couples who need to give their notice of intention.

Citizenship Ceremonies - Small group citizenship ceremonies are being held. To book a place call 01733 864646.

Certificates - Orders can only be taken for certificates from recently registered births and deaths. The priority service is suspended.

Clinically extremely vulnerable urged to shield and seek support if they need it - Residents across Cambridgeshire and Peterborough who have been identified by the NHS as clinically extremely vulnerable are being urged to shield once again, following the announcement by the Prime Minister of a further national lockdown.

You can read the full guidance on shielding on the government website, visit <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

If you have previously registered or have already secured priority supermarket delivery slots, you don't need to re-register. But if you haven't already done so, you can register online today. To access the registration service, go to <https://www.gov.uk/coronavirus-shielding-support>

Contact details for the local support hubs are as follows:

- If you live in the South Cambridgeshire District Council area:
www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219

If you are not sure which is your local hub, contact the countywide coordination hub via www.cambridgeshire.gov.uk/coronavirus or call 0345 045 5219.

The national NHS Volunteer Responders service is also still available, and support can be accessed via <https://nhsvolunteerresponders.org.uk/services>, or by calling 0808 196 3646 (8am to 8pm, 7 days a week).

Peter McDonald

January 10th 2021.

11. CORRESPONDENCE & EMAILS RECEIVED SEPT - NOV 2020

SENDER	No.	Corres & Email	SUBJECTS	For Info & circulation	Action by PC	Action by Cllrs
SCDC	1	C	Register of voters		✓	
Lloyds bank	4	C	Statements & chequebook		✓	
British Gas	2	C	Invoices		✓	✓
Opus Energy	2	C	letters saying account overdue which it wasn't		✓	✓
SCDC	23	E	Bulletins and update	✓	✓	
CCC	5	E	Streetworks Covid, debt recovery erroneously	✓	✓	
Greater Cambs shared plans	20	E	updates, Thackham home zoom, committee notes	✓	✓	
Cllr McDonald	14	E	LHI, Covid updates, lighting and speed bumps, reports	✓	✓	
Cllr Williams	7	E	Zoom, pond issues, reports	✓	✓	
Local residents	35	E	Parking, school hedges, bright lights, trucks in	✓	✓	✓
Bulletins/news updates	9	E	Highways England notifications	✓	✓	
Carol Deed/James Lungley	4	E	Website publications		✓	
Cambridge Acre	2	E	Invoice	✓	✓	
British Gas	1	E	Invoice reminder	✓	✓	
FATN news	2	E	Submission		✓	
IMHC	5	E	Highways events , bulletins	✓	✓	
AGE UK	2	E	Covid	✓	✓	
CAS	2	E	Confirming insurance limits		✓	
Hardys	1	E	Invoice		✓	
Community Heartbeat	1	E	Application		✓	
BHIB	1	E	Insurance		✓	
Cllr Goldsack	1	E	This Land	✓	✓	
Opus Energy	2	E	Apology		✓	
L Batchelor-Wylam	1	E	Invoice		✓	
Groundworks	1	E	Remittance advice		✓	
Cartidge Save	2	E	Order confirmation		✓	
East West Railway	1	E	Update	✓	✓	
FA	1	E	Statement	✓	✓	
British Gas	1	E	Chasing payment		✓	
Charities Commission	1	E	Annual return due 31st		✓	
Junk	97	E			✓	
	251					

11. CORRESPONDENCE & EMAILS RECEIVED

The bin in Church Street by the public footpath, request for it to be moved Nov 2020. Resident advised TPC would not move this bin following meeting in November. They have appealed for this to be looked at again.

Resident concerned that double yellow lines on Hurdles Way would push the problem further down the road. Wished to be consulted on future plans and visits. Also, could Hurdles Way residents apply for funding for refurbishment of their private parking area owned by management company?

Resident concerned about flood lights on Manor Farm Barns making cycling difficult at night on footpath in Thriplow.

Resident in Heathfield requesting rubbish bins to be placed in Heathfield Open Space now the benches are in place.

12. Date of next meeting

Bi-monthly Parish Council Meeting – Monday 8th March 2021

There being no other business the meeting was closed at 10:15pm. The chairman thanked everyone for their attendance.

SignedChairman

Dated