

THRIPLow & HEATHFIELD PARISH COUNCIL

Minutes of the Parish Council meeting held in the Village Hall on Monday the 12th July 2021 at 7.30 pm

Present – Jane Gough, David Easthope, Mark Brogan, Kit Jackson, Luigi Murton, Carly Richman, David Schneider;
Parish Clerk – Martyn Corbet
RFO – Austin Flynn
District Cllr – Richard Williams

Also Present – Rowan Pashley

Present Pre-meeting and part-time – Reverend Angela Melaniphy and Mrs Liz Moore

Prior to the meeting Reverend Angela gave a brief presentation about the plans the Church has for an extension to its graveyard. It was decided that the parish council will consider what assistance it can provide and the format of that assistance at its next meeting.

Rowan Pashley has put himself forward as a candidate for the vacant Heathfield seat. It had been agreed that he would sit through the meeting before co-option was considered.

Prior to the commencement of the meeting Cllr Gough stated that Terry Smith has left the parish council after many years of public service. Terry was formally thanked for all his work over the years. A vote of thanks was accorded to Terry.

Charlotte Kirby has also left the parish council after 3 years. Good wishes were offered to Charlotte and her family. A vote of thanks was accorded to Charlotte.

1. Apologies for Absence

Apologies for absence were received from Cllr Peter McDonald.

2. Minutes of the Parish Council Meeting held on the 24th May 2021

The minutes, having been previously circulated, were agreed as a correct record and signed by the Chairman

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

There were no matters arising. These minutes together with those of the EPCM below were prepared by Pat Easthope. The parish council recorded its thanks to her.

4. Minutes of the Extraordinary Parish Council Meeting held on the 24th June 2021

These minutes have been previously circulated, were agreed as a correct record and signed by the Chairman

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

There were no matters arising.

6. Updates

a) Heathfield Defibrillator Training

Cllrs Jackson and Schneider will organise this and arrange a venue. The training will not be held until September because of summer holidays. Cllr Jackson will approach Community Heartbeat Trust to arrange a briefing;

KJ & DS

b) LHI Grant Application re 20 mph speed limit in Thriplow Village

Cllr Easthope said that following comments from the local authority the previous application had been dropped and a new application for the same again is likely to be refused for the same reasons. The parish council will be advised when the next LHI applications can be submitted. The application process is complicated. Cllr Brogan felt that the parish council would need advice. Cllr Williams outlined the criteria required and suggested that James Toombs of Cambridgeshire

County Council (CCC) should be able to help. Cllr Williams also mentioned “20’s Plenty for Cambridgeshire”. The parish council had agreed their support for this organisation at the last meeting;

c) Heathfield Public Open Space

Cllr Schneider said the bins have been ordered and the notice board is ready to go up. A party will be held in September 2022. This event is part of the grant conditions.

d) Parish Website

Cllr Richman referred to a “mock up” which had been sent out in January. Sue Meehan had updated this. It was agreed that the “mock up” will be re-sent to parish councillors. Cllr Murton will assist and also ask his father for technical help.

CR & LM

e) Parking at the Junction of The Green and Fowlmere Road

Cllr Easthope met with John O’Brien of SCDC this morning. A white line will be painted from a point on the road running through The Green around the corner almost to the bus stop. The bus stop will be refurbished. Cllr Richman asked about work at Heathfield. Cllr Schneider said the bus stop and round about need work. Cllr Easthope said this work should be the responsibility of Cambridgeshire County Council (CCC) and should be done automatically on request. Cllr Richman referred to an attempt made by Charlotte Kirby to make an online application for a survey in respect of double yellow lines opposite the bus stop on Heathfield the parish council agreed to pay £250 for this in November 2020. This will be pursued. Cllr Richman will liaise with the RFO and parish clerk regarding this.

CR, PC, RFO

Cllr Williams will enquire about the replacement for the sign which is missing from the entrance to Heathfield.

RW

7. Health & Safety Report, Health & Safety and Environmental Issues

Cllr Schneider has taken over Health & Safety. Reports are due. He will organise these by mid-August. An App will be made available to assist in the reporting.

Cllr Gough referred to school parking in Church Street. Recently she was forced to walk in the road because of parking on the pavement. She spoke to the vehicle owner who said she parks there regularly. Cllr Richman said that in Melbourn the problem is addressed by placing “Wooden People” in the area asking people not to park. Cllr Gough said she is trying to get the PSO to do something as property exits are being blocked. Cllr Jackson said the road is too narrow. Cllr Schneider suggested signage.

a) Duxford Business Park – air conditioning

Three houses have been affected by the air-conditioning. Two owners have sold. Presently the air-conditioning is switched off as it is technically unlawful to use it;

b) The Crisp Factory

Cllr Williams has contacted the Environment Agency. They have done another inspection and did not see a problem. Cllr Brogan said the situation seems to be better. Cllr Gough has spoken to Peter Gaskin of SCDC about use of The Greenway by cars. Provided this is under the invitation of the landowner this can be done lawfully. There is nothing the parish council can do. Any complaints should be made directly to Peter Gaskin at SCDC

c) Rusted manhole cover by the village shop

Cllr Schneider has heard nothing about this and will persist in contacting SCDC.

DS

8. Parish Recreation Grounds & Maintenance

Cllr Schneider has found some items which need attention on the Recreation Ground. He will contact Playdale/Wicksteed to obtain prices for the work.

DS

9. Footpaths

Cllr Gough has met with Peter Gaskin and Terry Smith to discuss footpaths. “The View” was overgrown and had rabbit holes. These have been repaired. It was suggested that the parish council takeover maintenance of the footpaths and claim for this from SCDC. Cllr Schneider will contact Hardy Landscapes to obtain an estimate for the work. Once he has done this the parish Council will be in a position to assess the economic viability of undertaking the work

DS

Correspondence had been received from Thriplow Farms suggests alterations to footpaths across farm owned land and also the formation of 5.7 kms of new footpath routes. To make their ideas work they would have to charge the parish council £500 per kilometre per year for the new paths. This was discussed. It was decided that such a contribution cannot be made. The parish clerk will write to Thriplow Farms explaining the position. PC

Cllr Gough said that during her meeting with Peter Gaskin he had said that there are very few funds for the upkeep of footpaths in Cambridgeshire. He suggested that the parish council might look into a cycle path between Thriplow and Fowlmere as they are better funded. Cllr Gough suggests this is something the parish council might consider in the future.

10. Tree Works & Tree Protection Orders

One tree application had been considered:

21/0656/TTCA – tree works 32 Church Street – this work had been authorized by SCDC

11. Planning Matters

a) Planning applications received:

21/01686/FUL – installation of treatment plant treating sewage etc Manor Farm – approval is recommended;

21/02058/HFUL – two storey side and single storey rear extension 2 Pigeons Close – approval is recommended;

21/02309/HFUL – garage etc 55 Woburn Place – approval recommended subject to a request that a condition be imposed whereby “Sufficient space shall be provided within the site to enable vehicles to enter, turn and leave the site in forward gear and the area shall thereafter be retained for that specific use”.

b) Planning decisions received

21/01686/FUL – installation of treatment plant treating sewage etc Manor Farm approved

c) Planning Appeals received

21/00735/CLUED – Certificate of lawfulness under S191 for existing air-conditioning units on Duxford Business Park

d) Neighbourhood Plan

Cllr Jackson confirmed that following a submission for a grant for a grant to cover the coming year the sum of £8,290 had been awarded. This will be paid to the parish council and dealt with by the RFO. Greater Cambridgeshire Planning are being contacted about its call for further sites in the area. Amongst other things the Neighbourhood Plan will include reference to the Grain Store site. The Rectory Farm site will also be included as will more on Heathfield. Another look at Heathfield is required. More consultation is required with residents.

e) Any miscellaneous items

There were no other planning matters.

12. Financial Matters

a) Authority was granted to pay the following:

Payee	Amount	VAT	Total
LGS Services – Internal Audit	125.00	25.00	150.00
British Gas – Smith Electricity	19.06	0.95	20.01
Hardy Landscapes – grass cutting Heathfield – Cut No 4	523.00	104.60	104.60
Fruition London Limited – cost of display boards and supporting documents for the Village Hall Consultation of the Neighbourhood Plan	797.50	159.50	957.00

b) The following payments made between meetings were ratified:

Payee	Amount	VAT	Total
Opus Energy - Electricity	103.66	104.18	108.84

Salaries Clerk & RFO net of PAYE	866.66		866.66
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c) Credits received

No credits had been received

d) Section 106 monies

The S106 monies remain invested in accounts with Cambridge Building Society and Saffron Building Society. These monies are utilised for maintenance purposes and appropriate amounts to cover such expenditure are withdrawn on an annual basis. In line with present economic conditions the rate of interest payable on the monies is minimal.

e) External Audit

Cllr Easthope confirmed documentation was posted to the External Auditor on the 25th June. Confirmation of receipt was requested but Pat had not heard anything so she phoned them last Thursday. They have some 2000 audits to deal with (the majority of them sent by Post) and are working through them. The first contact they would usually make is if they have any queries. Pat will inform councillors of any communications received.

13. Administrative and other issues

a) Amendment of website and parish council email addresses

The parish clerk explained that there is a requirement from HMG that parish council email addresses etc should become "Gov.Uk". Information regarding this has been obtained from CAPALC and will be circulated;

b) Procuring a publishing programme for future APM leaflets

This has been resolved such a programme is not required;

c) Adoption of revised Standing Orders and Financial Regulations

The revisions to the Standing Orders and Financial Regulations had been circulated. There were no comments. Adoption of the revised Standing Orders and Financial Regulations was proposed by Cllr Gough seconded by Cllr Schneider and agreed.

14. Neighbourhood Watch Organisation

Cllr Gough said that whilst Cllr Schneider will be co-ordinator for Heathfield. Sonia Cooper has offered to do it for the Village. Dissemination of information in the Village is greatly assisted by Kevin Clarke via the Village email. There have been 3 thefts of vehicles on Heathfield. Two village residents have been the victims of "Rogue Builders". Damage occurred to the properties. Luckily the persons concerned were stopped before too much damage was done. The "builders" involved used the Village Shop and were caught on CCTV. This has been reported to the PSO. Cllr Gough emphasised that everyone should look out for "builders" offering to do work without being asked using some pretext or another.

Cllr Williams will email the sergeant at Sawston Police Station.

RW

15. Application for a further LHI Grant in September 2021

The application made in 2019 for an MVAS with mounting posts was unsuccessful. Item 10 b of the May 2021 parish council meeting minutes gives more details and confirms that the submission of another LHI application for an MVAS with mounting posts will be an agenda item for the September 2021 meeting.

16. Reports (if any):

a) Neighbourhood Forum;

No meetings have taken place. There is an Air Show in September;

b) Village Hall Management Committee

Cllr Gough said the boiler had broken down but is now repaired. The fire extinguishers have been checked. PAT testing is due. The Village Hall will re-open on the 19th July.

Cllr Schneider has repaired the curtain rail in the gallery. The contribution of Margaret Jackson in tending the flowers in front of the Village Hall is appreciated. A committee meeting took place on Thursday 8th July;

c) Police & Neighbourhood Watch

This had previously been discussed;

d) District Council Report

Cllr Williams report is attached to these minutes.

Cllr Williams confirmed that the fate of the Rectory Farm has not been determined. Cllr Jackson Reminded the meeting that the site is dealt with in the Neighbourhood Plan.

Cllr Gough referred to a suggestion that there might be a cycle path between Thriplow and Fowlmere. Cllr Williams said that CCC is running a consultation on cycleway development. This allows for comment and proposals. This needs to be discussed with Cllr McDonald when he has returned from holiday.

e) County Council Report

Cllr McDonald's report is attached to these minutes.

17. Correspondence and information received

The parish clerk had circulated a list of correspondence received. It was agreed that this list would not be replicated in these minutes. This is in line with the practice of other parish councils.

Co-option of a parish councillor for the Heathfield Ward

This item had been held over from the start of the meeting to allow Rowan Pashley to decide whether he wished to join the parish council. Mr Pashley confirmed that he wished to do so. His co-option was proposed by Cllr Gough and seconded by Cllr Brogan and unanimously agreed.

18. Date of the next meeting

The next meeting will take place on Monday the 13th September 2021.

There being no further business, the Chairman thanked everyone for attending.

Chairman

Dated

Thriplow and Heathfield Parish Council

District Council Report

Local Plan Update

The planning service remains on track to publish its list of preferred sites for the next local plan in Autumn 2021. This will be followed by a public consultation on proposed sites and related matters such as the service's preferred option for the number of new houses to be built in the District up to 2040. For reference the number of new houses required to be built over the period of the current local plans (2011-2031) for South Cambs and the City is 33,500 (South Cambs portion is 19,500 (Pol-

icy S/5 of South Cambs Local Plan). Recent data published by the planning service¹ projects an overshoot of this target, with projected completions to 2031 at just over 37,000 for both areas (of which 23,074 are projected for South Cambs). This has a positive effect on the 5 Year Land Supply, which was calculated at over 6 years, but on the flip side suggests we are building more than we need to, at least in Local Plan terms.

A505 and Whittlesford parkway Update

I attended a briefing given by the Greater Cambridge Partnership on plans for Whittlesford Parkway Station, which included a section on the A505 modal study. On Whittlesford Parkway, no significant changes to the project plan have been undertaken since late 2019. Funding for most of the potential development around the station in the GCP Masterplan remains uncertain and priorities could change in light of the A505 study and CSET, should that project get approval. In the Q&A session one issue I stressed was the need for improving cycling and walking connectivity between the station and villages to the west (i.e. Thriplow and Heathfield).

In terms of the A505, I think the slides presented to the meeting have been circulated to PC members. No specific outcome or action points from the study are available yet. I pressed on the safety concerns that were raised in the APM in June and was assured that safety at all road junctions along the 505 was being considered. Realignment of the road from Heathfield to the A1301 is clearly an option. I was told that potential alignments visible on some slides were not indicative of any specific proposals.

Growth Fund Scheme

The District Council is administering a Growth Fund scheme with funding provided by the Government, to support businesses' growth and expansion plans in the district. Eligible applicants for the scheme must be South Cambridgeshire based start-ups who are looking to scale and grow quickly, or they can be established South Cambridgeshire based companies who can clearly demonstrate ambitious growth plans in the District. Businesses in any sectors can apply, including, sole traders and partnerships. One-off grants of between £1,000 and £50,000 may be awarded to successful applicants

Further information is available here: <https://www.scambs.gov.uk/business/business-support-and-advice/growth-fund-grant-scheme/>

Council Development Partnerships

South Cambs has announced the first project for its development partnership with Hill Ltd. The deal involves the Council paying £14.6 million to purchase land on which it will develop 275 homes at Cambourne, although the Council will still need to apply for planning permission (to the Council). Of the new homes to be built it is intended that 60% will be sold at market rates and 40% will be affordable homes (as is the minimum requirement in the adopted Local Plan).

Further information about the scheme is available here:

<https://www.scambs.gov.uk/scip-launches-extensive-community-consultation-for-cambourne-business-park/>

Protecting Trees

At Full Council in May I asked the administration to commit more resources to protecting trees across the district by employing an extra trees officer. It has been clear for some time that the trees team is dealing with a very heavy workload (around 1000 tree works applications alone were made last year, on top of hundreds of ordinary planning applications that have to be assessed by the trees team). Applications for new Tree Protection Orders are consequently taking a very long time to process. I was pleased to hear in response to my question that extra administrative support had been given to the Trees team, but this falls short of what is needed to ensure that statutory functions can

be discharged efficiently and that the team can be proactive in protecting and enhancing the natural environment.

Rectory Farm, Middle Street, Planning Application

I will provide an oral update to the Council on developments in respect of the planning application S/3975/10/FL at Rectory Farm which, despite having been filed in 2018, has still not been determined.

Cllr. Richard Williams, July 2021

Report from Cllr Peter McDonald

Report for Parish Councils – July 2021.

South Cambs District Council

I mentioned last month that South Cambridgeshire Growth fund is opening for applications on 1st July 2021. It is for micro and small businesses operating in/from South Cambridgeshire. Priority applicants will include those who have not previously received government backed (covid related) funding. A one-off grant of between £1,000 to a maximum of £50,000 will be awarded to eligible applicants.

The Growth Fund scheme is designed to support businesses' growth and expansion plans in the district. Eligible applicants for the scheme must be South Cambridgeshire based start-ups who are looking to scale and grow quickly, or they can be established South Cambridgeshire based companies who can clearly demonstrate ambitious growth plans in the District. Businesses in any sectors can apply, including, sole traders and partnerships. One-off grants of between £1,000 and £50,000 may be awarded to successful applicants. The scheme will end when all funds have been allocated. The link is here:

<https://www.scambs.gov.uk/business/business-support-and-advice/growth-fund-grant-scheme/>

South Cambridgeshire Planning Delegations

I said I would update on this periodically. The delegation meetings can be found here:

<https://www.greatercambridgeplanning.org/planning-applications/step-by-step-guide-to-permissions/delegated-planning-decisions/#A2>

In June there were 3 meetings and the result was:

June 15th 1 referred, 1 delegated

June 8th : 1 referred no delegated

Jun1st: 3 delegated 1 referred

Q4 Performance report

This report looks at the council performance. Problems in the Contact Centre (due to staff moved to Business Grant unit) are now being addressed.

<https://scambs.moderngov.co.uk/documents/s122475/Appendix%20A%20-%20KPI%20Performance%20Cab.pdf>

Business Plan Update

The update on the business plan is here:

<https://scambs.moderngov.co.uk/documents/s122476/Appendix%20B%20-%20Q4%20Business%20Plan%20Actions%20Update%20Cab.pdf>

Biodiversity Supplementary Planning Document

As new SPD outlining in detail the policies surrounding biodiversity has been published <https://scambs.moderngov.co.uk/documents/s122524/Biodiversity%20Supplementary%20Planning%20Document%20-%20AMENDED%20DRAFT.pdf>

Cambridgeshire County Report

Vaccination

You can see the daily data here:

<https://www.england.nhs.uk/statistics/statistical-work-areas/covid-19-vaccinations/>

Apprenticeship Funding

Cambridgeshire County Council has agreed to transfer £273,000 of its apprenticeship levy fund to K-10, an organisation set up to support apprenticeships in the construction industry.

K-10 will work with award winning house builder Hill to find placements for the 21 apprentices in the county, allowing them to gain skills and qualifications in plumbing, electrical, carpentry, groundworks, dry-lining, bricklaying and painting.

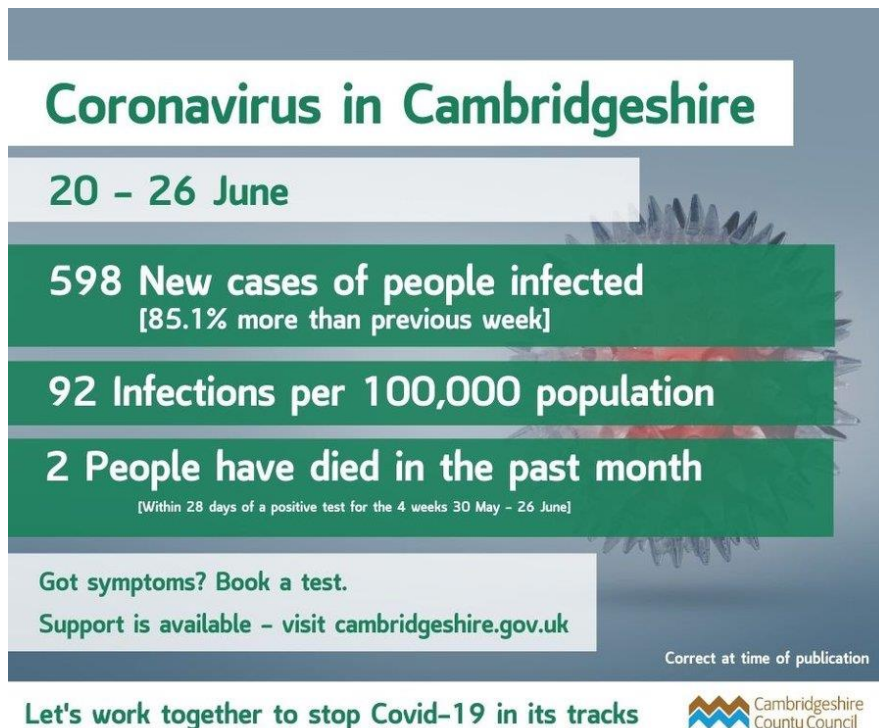
As a levy paying employer, the council is able to transfer 25% of unused, annual levy funds to other employers that wish to utilise apprenticeships to train their staff. As the transfer of funds would support employment for Cambridgeshire residents on major construction projects with Hill, the funding transfer was approved.

All of the apprenticeship positions are full time with the first year pay rate being £8.36 per hour. Apprentices will all be studying at colleges or training providers within the county for the duration of their apprenticeships.

K10 is recruiting now, so if you know of anyone aged 18 or above who may be interested in one of these fantastic opportunities, please encourage them to apply at www.k-10.co.uk/vacancies or send their CV directly to K10 at mahbub-uddin@k-10.co.uk.

Covid

Some worrying trends being addressed by the expanded testing and vaccination drop in centres.



Covid Rapid Testing vans

For more information, including the opening dates/times of new rapid-testing facilities, plus any changes to site locations, visit our rapid testing webpage. <https://www.cambridgeshire.gov.uk/residents/coronavirus/coronavirus-covid-19-rapid-community-testing>

Learning Disability Partnership

The Cambridgeshire Learning Disability Partnership (LDP) brings together specialist health and social care services for people with a learning disability. The LDP is responsible for commissioning and providing these services on behalf of Cambridgeshire Primary Care Trust and Cambridgeshire County Council. Some staff are employed by the County Council and some by Cambridgeshire and Peterborough Mental Health Trust, but they are all part of the LDP.

The roles we currently have available are:

- Nurses
- Lead Nurse for Adults with Learning Disabilities
- Senior Community Nurse
- Psychologists
- Principal Clinical/Counselling Psychologist
- Highly Specialist Clinical Psychologist- Huntingdon
- Highly Specialist Clinical Psychologist- March
- Occupational Therapists
- Specialist Occupational Therapist
- Physiotherapists
- Physiotherapist
- Lead Physiotherapist

Please click here to go to our vacancy home page for further information and to apply.

<https://www.cpft.nhs.uk/latest-vacancies>

Consultation: Cambridgeshire Local Cycling and Walking Infrastructure

This is an important opportunity to contribute views – please note closing July 13th.

<https://consultcambs.uk.engagementhq.com/cccl-local-cycling-and-walking-infrastructure-plan-consultation-2021>

Foxton Travel Hub

We met officers on June 15th. Still a lot of work to do to balance the City and local benefit.

Whittlesford Travel Hub/A 505

The GCP held a call on the work being done on the station/travel hub and the A505 study. I will circulate these slides.

East West Rail

Consultation finished June 9th. The County Council response is here. [Document.ashx \(cmis.uk.com\)](#)

Thakeham

Thakeham has to date not lodged a submission to the South Cambs Call for Sites. We have asked Anthony Browne to write to the NFU and CLA to advise landowners that there is No Government support for Thakeham and therefore not to make land option agreements. We will update once we hear back from Anthony.

Updates as usual here: www.swcag.org.uk

Peter McDonald

July 6th 2021

[1 https://www.greatercambridgeplanning.org/media/2129/greater-cambridge-housing-trajectory-and-five-year-housing-land-supply-april-2021.pdf](https://www.greatercambridgeplanning.org/media/2129/greater-cambridge-housing-trajectory-and-five-year-housing-land-supply-april-2021.pdf) (table SC1B)

