

THRIPLow PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday the 13th July 2015 in the Thriplow Village Hall Committee Room at 7.30 pm

Present

Councillors: David Easthope, Lynn Driscoll, Owen MacKay, Derek Pinner, Barbara Pointon,
David Rhodes

Clerk to the Council: Martyn Corbet

Also Present: Dr & Mrs P Dondi, Mr P Earnshaw & Mr M Johnston

1. **Apologies for Absence**
Apologies for absence had been received from Cllrs Gough, Smith and Topping
Completion of Acceptance
2. **Completion of Acceptance of Office Forms by Cllr Driscoll**
Cllr Driscoll completed her Acceptance of Office form.
3. **Minutes of the Parish Council Meeting held on the 11th May 2015**
These minutes having previously been distributed, were agreed and signed by the Chairman. One typographical error was noted "March" in the first sentence of the minutes should read May.
4. **Matters arising not otherwise covered by the agenda**
There were no matter arising from the minutes
5. **Health & Safety**
Cllr Easthope has contacted CCC regarding the subsidence of the Narrow Lane footpath. CCC says it has no money. It has suggested we spend money on the path. Cllr Easthope read out a list of options all of which would lead to high expenditure. It was agreed that a sign pointing out the danger of the path to walkers was necessary. It was agreed that Cllr Easthope will organise a suitable sign and make an application to CCC for repairs to be done. Cllr Easthope will also obtain independent estimates for repairs and reinstatement of the path. DE
6. **Update on:**
(a) footpath at 7 The Green
The Parish Clerk informed the meeting that this matter was discussed at the recent meeting with Mike Cooper of CCC. He will ascertain what is happening from him. Cllr Pointon said that the footpath is becoming ever more treacherous. MC
(b) verge at Peggs Close
Cllr Easthope said that the top soil is awaited so that the work can be completed;
(c) water courses in the village
Cllr Pinner said that the frogs have gone. He has tried to contact Brian Cutter. Cllr Pinner has also spoken to David Walston about the watercourse outside the pub. Nothing will be done until the winter. By the time of the next meeting Cllr Pinner hopes to be able to report that the work on the Village Green has been done. He also hopes to include the watercourse in the field at School Lane. DP
7. **Parish Recreation Grounds and Village Maintenance**
(a) public footpaths on Heathfield
Cllr Rhodes informed the meeting that all the footpaths seemed to be in good condition and were being well used;
(c) Parking and Playground at Ringstone
Cllr Smith was unable to attend the meeting. The Parish Clerk said the last time he checked cars are still being parked on the grass. It is hoped that with the input

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of Cllr Smith this matter can be pursued at the next meeting.

(d) Village Maintenance – update

Cllr Smith was unable to attend the meeting. Cllr Pointon expressed her concern about the colour of the telephone box she stated that it is more orange than red. It was agreed this needs to be reviewed.

(e) Drains at the Village Hall

Cllr Pinner has obtained an estimate from Mr Mead. He has also contacted Keir Services for a quote. The advantage of the quote from Mr Mead is that it does not involve road closures. He is seeking to locate the water main with Cambridge Water. The Parish Clerk has received a request for a grant toward the work from the Thriplow Village Hall Management Committee. It was agreed that this will be considered once there is more information regarding the cost of the work.

DP

8. Tree Planting, Tree Work and POS Maintenance

Tree Work applications & Tree Works in general

There were no tree applications

Appointment of a new Tree Warden

The Parish Clerk has received an application. This is from Matthew Gough of Church Street. He has undertaken a professional horticultural course and has access to the knowledge needed in respect of trees. It was unanimously agreed that Mr Gough should become Tree Warden. Thanks were recorded to Bill Wittering the retiring Tree Warden who has retired after many years voluntary service.

WI Millennium Oak Tree

Cllr Pinner read out a letter he has received from Mrs May Duff. It was suggested that the tree be protected by a circle of stones and some membrane so as to prevent grass growing thereby alleviating the possibility of damage when the grass is being mowed. This will be funded by SWI sources.

Contract with CGM and village verges

General dissatisfaction was expressed on the performance of CGM in maintaining the verges in the village. Cllr Smith is looking into the possibility of alternatives.

The Parish Clerk related details of emails which have passed between Cllr Gough and one Heathfield resident Mr David Wilson. The cutting of Mr Wilson's parking space by CGM was accidental. CGM has been contacted and a note made on the "job specification" that the parking space should not be cut by CGM's operatives. Cllr Pinner referred to the verges and suggested that consideration be given to planting them with natural wild flowers. Cllr Pointon expressed her concerns about road safety which should be a priority. This matter will be pursued and discussed further.

TS

9. Planning Matters

(a) Responses to applications

No planning applications have been received in the past two month period

(b) Planning decisions received

S/0907/15/FL – Roof Dormer Conversion at 79 Kingsway – permission granted

S/0756/15/FL – Two storey extension at 7 Lower Street – permission granted

(c) Planning appeals

No planning appeals had been received

10. Financial Matters

(a) Authority was granted to pay the following:

	Amount	VAT	Total
Parish Clerk Salary – 12 th May to 13 th July 2015	496.36		496.36
Parish Clerk – expenses for same period	32.10		32.10
HMRC – PAYE on Parish Clerk's salary	124.20		124.20
Colin Fuller reimbursement of petrol re mowing services	195.00		195.00
TPCC – Donation from Mr C Fuller	132.00		132.00
Cambridge Water Co – water at The Smithy	14.75		14.75

Items received too late for the agenda but approved for payment

	Amount	VAT	Total
AON UK Limited – motor mower insurance	226.84		226.84

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G Sheldrick & Son – village maintenance	360.00	72.00	432.00
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Payment made between meetings

Business Services at CAS Limited – liability insurance	1609.78
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(b) Credits received

The Green Man – Peppercorn rent for the land in front of the pub	1.00
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(c) Section 106 monies

The monies held in respect of Hurdles Way are invested on a 1 year fixed term with Saffron BS. The monies held in respect of Ringstone continue to be invested on a 2 year fixed term with Cambridge BS. The remaining S106 monies are invested with Cambridge BS.

(d) Audited Accounts and Annual Return

The Parish Clerk informed the meeting that the Annual Return has been sent to the External Auditors. He received a query this afternoon which he is dealing with.

MC

11. Review of Parish Clerk’s salary

Further consideration of this item was delayed until the next meeting

12. Travellers and Security at Pepperslade

The meeting was closed at this point. The purpose of this was to allow Dr Dondi to make comments. The Parish Clerk introduced Dr Dondi who read out a statement. Various ways of dealing with the potential problem were put forward. The matter will be the subject of further discussion Dr Dondi will go back to the residents and obtain their views.

13. Presentation by Mr Paul Earnshaw

The meeting remained closed for this item. Mr Earnshaw presented a scheme for the improvement of daffodil density in the village by way of additional plantings. It was agreed to consider providing some funding for this but more specific details including estimates for costs over and above the cost of the bulbs is required. It was agreed to form a sub-committee consisting of Cllrs Easthope, Pinner and Pointon together with the Parish Clerk so that this proposal can be further considered and (if thought appropriate) recommendations made to the next meeting.

14. Improvements to playground at Heathfield – request for donation

Further information is awaited from Darren Mullett.

15. Plaque in memory of Cllr Dudley Chew

The Parish Clerk has obtained an estimate from Unlimited Logos. This is for a plaque made of brass being 1.5mm thick, 152 x 51 mm with 4 fixing holes. The plaque to read:

“In memory of Dudley Alexander Chew (1938 to 2014) Parish Councillor, Resident and Friend”.

It will be affixed to one of the seats on The Greenway. Unfortunately the seats need to be re-varnished before this can happen. Acceptance of the quote for the plaque was proposed by Cllr Driscoll and seconded by Cllr Rhodes and agreed.

The Parish Clerk will order the plaque.

16. Reports (if any):

(a) Neighbourhood Forum (ex IWM Liaison committee)

Cllr Pinner referred to the email he had received from Tim Strofton of IWM regarding parking issues. It had been suggested that there should be a “Road Closed” sign but this had proved too expensive. In the end a “Residents Only” sign had been used. Parking control had been relatively successful. The Parish Clerk mentioned that cars had been parked in Hurdles Way on the Saturday. This had been partly alleviated on the Sunday.

(b) Thriplow and Heathfield Recreation Grounds

No update has been received from Cllr Smith

MC

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(c) Village Hall Management Committee

Cllr Pointon stated that there is a table cloth in the Committee Room. This was largely due to the efforts of Pat Easthope. The bench is in situ. The fencing around it might deter usage but this is a requirement of the initial planning permission for the village hall. New tables have been obtained to replace those damaged. There have been some alterations to the booking confirmation form. One of these is in respect of adequate public liability insurance to cover hall usage. Mention is also made of the availability of basic cleaning equipment on the premises. The sound system needs an overhaul. The boiler setting controls were put on manual. This should not be the case. The door to the room where the controls are is now locked. WiFi will be installed any day now via the village shop.

(d) Thriplow Village School

No report has been obtained;

(e) Police & Neighbourhood Watch

No report was available

(f) Village Maintenance

This is progressing. No specific information has been received from Cllr Smith;

(g) and (h)

Cllr Topping did not attend the meeting. No report has been received.

17. **Correspondence and information received**

Correspondence Received

17.06 - Letter from Heidi Allen MP

Reminder re motor tax for Motor Mower

19.06 - Letter from Cambridge BS re changes to terms etc x 2

29.05 - Letter from Zurich confirming insurance renewal

May 2015 - Letter from The Pensions Regulator

30.06 - AON - Letter re Motor Mower Insurance

Emails received

11.05 - Heidi - Thank you for your email

Heidi Allen - Re Surgery Venues in Thriplow

12.05 - Heidi Allen - Re Surgery Venues in Thriplow

13.05 - Patrick Adams - Agenda for Weekly Bulletin, Wednesday 13th May

Amanda Davies - Adult care and Support - where to find information

16.05 - Kim Woodford - Re Security at Pepperslade

Philip Dondi - Re Security at Pepperslade

19.05 - Lorna Hart - Thriplow Parish Council

20.05 - Philip Dondi - Security at Pepperslade

20.05 - Patrick Adams - Agenda for Weekly Bulletin, Wednesday 21st May

22.05 - Philip Dondi - Re Security at Pepperslade

23.05 - LDF - Local Plan Examination - Letter from Inspectors

Nick Swafega - Minutes of meeting on 11th May

24.05 - Julia Hughes - Article for Newsletters and Magazines

27.05 - Patrick Adams - Agenda for Weekly Bulletin, Wednesday 27th May

Marc Carmel - Security Issues at Pepperslade, Heathfield and Ringstone

28.05 - Nigel Parke - Free Buyer's Guide to Vehicle Activated Signs

Alex MacKenzie - RTPi East of England Annual Conference for Councillors

29.05 - Nina Taylor - Re Surgery Venues at Thriplow

Matt Dean - Decision Notice S/0907/15/FL - 79 Kingsway

01.06 - Philip Dondi - Security at Pepperslade

02.06 - LDF - June Planning Policy Monthly Update

Clerk - Street Light Designs Duxford

Unlimited Logos - Engraved Plaque Enquiry

Boud Digital - Your Council App. - Encouraging Community Engagement

03.06 - Flood and Water - Consultation on revision of Cambridgeshire Strategy for Flood

Patrick Adams - Agenda for Weekly Bulletin, Wednesday 3rd June

04.06 - Mike Cooper - Proposed Meeting

Clerk - Street Lighting Designs

Melissa Tayabali - Playground Again!

Leila O'Connell - Playground Maintenance

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- 05.06 - Philip Dondi - Security at Pepperslade
Rebecca Avery - Happy Volunteers Work etc
- 09.06 - promotions - Engraved Plaque Enquiry
- 10.06 - Sandra Davidson - Panel Profile
Nanette Wright - Decision Notice 7 Lower Street
Patrick Adams - Agenda for Weekly Bulletin, Wednesday 10th June
- 11.06 - Peta Cranshaw - Re Street Lighting Designs - Thriplow Parish Council
Paul Earnshaw - Parish Council Daffodil Planning Proposal
Rebecca Avery - News from Sir Graham Bright
- 12.06 - Automated Enrolment - Thank you for submitting your details to The Pensions Regulator
Paul Earnshaw - Parish Council Daffodil Planning Proposal
Editor - Deadline 14th June
- 17.06 - Patrick Adams - Agenda for Weekly Bulletin, Wednesday 17th June
- 18.06 - Tina Webb - Chairman details
Paula Wade - Flooding Consultation
- 19.06 - Cambridge ACRE - Cambridge ACRE News Digest June 2015
- 22.06 - Kim Baker - Village Maintenance Thriplow Parish
- 24.06 - Patrick Adams - Agenda for Weekly Bulletin, Wednesday 24th June
- 25.06 - Lidia - AmeyCespa Community Fund Annual Audit 2015
- 26.06 - Keith Banks - Road Closures
D. Wilson - Re Grass Cutting of privately owned land by TPC contractors
- 29.06 - D. Wilson - Re Grass Cutting of privately owned land by TPC contractors
D, Wilson - Re Grass Cutting of privately owned land by TPC contractors
Tina Webb - Chairman Training 29th June and 6th July
Rural Services Network - Weekly email news digest 29/06
Mike Cooper - Village Maintenance - Thriplow
Meghan Bonner - Re Ringstone
- 30.06 - Patrick Adams - Agenda for Weekly Bulletin, Wednesday 30th June
Engagement (NHS Camb) - Newsletter Summer 2015
LDF - Local Plan Examinations
Caroline O-Donoghue - Parish Planning Forum 2015
Matthew Day - Planning Application
- 02.07 - Amanda Davies - Safeguarding Adults and Mental Capacity Act Newsletter
Cambridge Future Transport - Area G update
Patrick Adams - Training at SCDC
D. Wilson - Re grass Cutting of privately owned land by TPC contractors
Sally Barker - Heathfield Grass Cutting - Thriplow Parish Council
- 03.07- CST - Public Rights of Way Grass Cutting
- 04.07- Tim Strafon - Road Closures
- 07.07- Passenger Transport - Changes in Local Bus Services
- 08.07- Patrick Adams - Agenda for Weekly Bulletin, Wednesday 8th July
- 09.07- Melanie Hale- Re Planning Parish Forum 15/07/15
Mike Cooper - Encroaching hedgerows in Church Street
Matthew Day - Re Planning Application
Matthew Day - Re Planning Application
- 10.07- Engagement (NHS Camb) - Uniting Care Bulletin 09/07/15

Periodical and Magazines

Parish Clerks & Councils Direct - June and July 2015

LCR Magazine Summer 2015

18.

Various Advertising Sundries

Date of the next meeting

The next meeting will be on the 14th September 2015

There being no further business, the chairman thanked everyone for attending.
The meeting closed at 9.35 pm

..... Chairman

..... Date

18.

19.