

THRIPLow PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday the 14th November 2016 in the Thriplow Village Hall Committee Room at 7.30 pm

Present

Councillors: Jane Gough, Janet Archibald, David Easthope, Kit Jackson
Owen MacKay, Barbara Pointon, Terry Smith, Erica Webber
County & District Councillor Peter Topping (Part-time)
Clerk to the Council: Martyn Corbet

Also Present: Darren Mullett (part-time)

1. Apologies for absence

There were no apologies for absence

2. Minutes of the Parish Council Meeting held on the 12 September 2016

These minutes having previously been distributed, were agreed and signed by the Chairman.

3. Matters arising not otherwise covered by the agenda

Cllr Easthope said that he has again tried to contact SCDC about the wall at Bacons Farm. He has also copied in Cllr Topping. No reply has been received from SCDC.

4. Minutes of the Extraordinary Parish Council Meeting held on the 3rd November 2016

These minutes having previously been distributed, were agreed and signed by the Chairman.

5. Matters arising not otherwise covered by the agenda

It was pointed out that "Ruth" is in fact Rita Dennison. Cllr Pointon said that he first comment should read left and right instead of just right. Cllr Gough said that in her last comment "There should be no outside white lines" should be removed. She also stated that the last sentence should read The reflective posts should be removed and new ones should replace them.

6. Health & Safety

(a) Health & Safety

Cllr Easthope confirmed that the potholes in the village roads have been filled. Cllr Gough said she has received representations from Melissa Tayabali about parking in the village at school times some of which is inconsiderate. The hedge which has previously been discussed at meetings is still an issue. It is still too high. The hedge is "an accident waiting to happen" in that it obscures the view of traffic using School Lane at the "Triangle" outside Ano Domini. If this hedge were cut to 3 feet in height oncoming cars would be visible. Cllr Jackson said that cutting the hedge is part of the solution. The parking is dreadful. The hedge should be cut all the way down. Cllr Gough said that the problem appears to lie with some of the parents of Key Stage 2 children who drop them off at the school.

Cllr Jackson wondered whether a carpark might be the answer. Cllr Webber suggest creating a semi-circle on adjacent land which would enable the children to be dropped off at the school with the need for parking. Cllr Jackson said that school parking appears to be the biggest Health & Safety issue in the village. Cllr Pointon observed that some parents unload their children into the middle of the road. Cllr Webber wondered whether the introduction of major changes in

the form of a "Park & Ride" might help. Cllr Gough will talk to the school. She will also talk to Liz Moore and Jonathan Jack. Cllrs Jackson and Smith will also talk to the school about the hedge.

KJ&TS

Cllr Easthope referred to a broken pane of glass in the smithy. It is old fashioned glass and needs replacing. Part of the village sign has rot in it. He will ask Douglas

DE

Sheldrick to look at it. He proposed that £100.00 should be taken from The Smithy Fund for the work on the glass. This was seconded by Cllr Webber and agreed.

(b) Fowlmere Road footpath etc ref an email from the clerk to Fowlmere Parish Council

MC

The Parish Clerk referred to an email he has received about this footpath from Fowlmere Parish Council. It was agreed that he will liaise with the Fowlmere Parish Clerk about this matter.

7. Update on:

(a) watercourses in the village

Cllr MacKay had nothing to report on the watercourses but did refer to the hole in the Village Green. The hole had been dug out and pumped but filled up again. The sludge and silt which had been removed had to go somewhere and had returned to the hole. Cllr Easthope said there was advice about the use of silt. It should be piled up. Cllr MacKay said some top soil was expected to fill the dip in the Green;

(b) Proposed reimbursement of Cllr MacKay

Cllr MacKay will present his invoice in time for the next meeting.

OM

8. Parish Recreation Grounds and Village Maintenance

(a) Public footpaths on Heathfield

These appear to be in good condition and no extra work has been undertaken since the last meeting;

(b) Parking and Playground at Ringstone

Cllr Smith stated the proposed work is too expensive and need to be reviewed;

(c) Village Maintenance

Cllr Smith said the seats in the village need to be re-done but otherwise the work is reasonably up to date;

(d) Grass Cutting in the parish

Cllrs Gough Jackson and Smith have met with representatives of Norse. It was productive. They have not adhered to the contract. There is also a problem on how the work is being charged at the moment. They are creating a "Hub" in Exoning and appreciate the parish council is not very happy. They have indicated there will be changes to equipment and staffing. One more cut is due this year. It was agreed that Norse will not be paid at present save for the outstanding invoice from June. Cllr Jackson stated that one of the options available was to give Norse another chance. It was agreed that Cllr Smith contact two other contractors and asking for costings.

TS

9. Tree Planting, Tree Works and Village Maintenance

Tree work applications & Tree Works in general

S/2819/16/TC – Tree work at Thriplow Village Hall – no objections

Tree work programme in the village

Cllr Smith explained that he had been unable to attend the last meeting. It was however the optimum time of year to do the work and it was much cheaper to get it done at the same time. The Willow trees at School Lane are going to be pollarded. Cllrs Easthope and Smith have spoken to Colin Tibbs. Most of the trees are in his garden. Cllr Pointon pointed out that one of the offending Willow trees is brushing the Village Hall roof. Cllr Jackson observed the Willow trees will come back. The cost will be £3,285.00 to carry out the work needed on the trees earmarked by Cllr Smith and Ian Lorman of SCDC. Cllr Webber proposed and Cllr Archibald seconded that the work should be done. This was agreed.

10. Planning matters

(a) Responses to application

S/2159/16/FL – Single storey rear extension 6 Pigeons Clos –no objections application supported

S/2225/16/LB – Dormer window to roof and small ground floor infill

extension 52 Church Street – no objections application supported

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S/2569/16/FL- Single Storey front and rear and two storey side extensions
18 Fowlmere Road – 2 parish councillors are concerned about the application which appears almost identical to the first application (S/2384/13/FL) which was refused. The proposed extension is out of keeping with other extensions in the area. One parish councillor has concerns that the roof might be over the boundary.

(b) Planning decisions received

S/1600/16/LD – Lawful Development Certificate for uses falling within Use Class B1 (Business) Class C (Light Industry) of the Town and Country Planning (Use Classes) Order 1987 (as amended) – Hurdles Way, Duxford, Former Icen Water Unit, Hurdles Way, Cambridge, Duxford – approved – 17th October 2016

(c) Planning appeals

No notifications of planning appeals have been received

(d) Preparation of a list of community assets

Cllr Pointon read the following report:

Re: **Assets of Community Value**

Following the guidance received from Kathryn Hawkes (the officer at SCDC for this project) a list of 9 nominations for community assets for Thriplow and Heathfield was drawn up.

It has taken some time to gather the legal documents which are required for some of them, but we now have completed the lengthy nomination forms, and gathered maps and documents for each one of the assets nominated below

The Village Hall

The Village Shop

The Green Man

The Smithy

The Recreation Ground

The Cricket meadow,

The Village Green

Public Open Space North of Pepperslade

Public Open Space – land to the West of Ringstone

We also have to provide a copy of the Parish Council's Standing Orders (last amended 2006) and currently is under review.

My thanks to Pat Easthope for digging around to collect most of the legal documents.

This bundle of documents was sent (recorded delivery) to Kathryn Hawkes on 24th

October and she will go through it all and if there are errors or omissions she will let us know in order to correct the documents before official submission.

November update

Kathryn Hawkes has now sent out letters of receipt to all the owners of the Nominations (which I believe Martyn has copied to you) and a decision is to be made by 28th December. She will be visiting the Village and Heathfield tomorrow and David and Barbara will guide her to the locations.

e) Any miscellaneous items

There were no miscellaneous items

11. Financial Matters

(a) Authority was granted to pay the following:

	Amount	VAT	Total
Parish Clerk salary – 13 th September to 14 th November	537.60		537.60
Parish Clerk - expenses	91.40		91.40
HMRC – PAYE on Parish Clerk's salary	124.40		134.40
British Gas – electricity at The Smithy	22.24		22.24
NORSE Eastern Limited – Grass Cutting	425.00	85.00	510.00
PKF Littlejohn – external audit	200.00	40.00	240.00
Nicholas Wittering – website services	275.00		275.00
SCDC – election expenses	778.25		778.25
Parish Council Websites – invoice re website design deposit	194.70	60.00	254.70
TVHMC – agreed donation re drains	2081.00		2081.00
Royal British Legion – wreath donation	40.00		40.00

(b) Credits received

The remaining instalment of this financial year's precept has been received from SCDC;

(c) S106 monies

The monies held in respect of Hurdles Way were invested on a 1 year fixed term with Saffron BS. The monies held in respect of Ringstone matured on the 17th March. The remaining S106 monies are invested with Cambridge BS.

There were no fixed fee deposit products available at with the Cambridge BS or Saffron BS .The monies are being held on an Instant Access Deposit;

d) Bank Mandates

The Parish Clerk has still not received confirmation that Lloyds Bank have amended the signatories to the accounts. He will chase this;

e) External Audit – update

The Parish Clerk informed the meeting that the external audit was completed He will be complaining to the auditors about the lack of communication on their part.

f) Request for donation towards replacement of plaque for Millennium Tree

Cllr Gough explained to the meeting that she had asked Mrs Duff for more Information about the proposed sign. Consequently the sign has been paid for By Mrs Duff. Cllr Gough stated that when persons approach the Parish Council for donations as much information as possible should be provided together with accurate estimates of the cost.

12. Update of Standing Orders

The Parish Clerk will convene a meeting of the sub-committee as soon as possible. One had been convened for the 3rd November but had to be cancelled.

13. Improvements to Heathfield Playground-update

Darren Mullett provided the meeting with a refresher on funding. Some £22,000 has been raised. An application is being made to The Daffodil Weekend Trust. Cllr Smith confirmed that he though the proposal for the 1st phase looks fine. Darren Mullett confirmed that the charity will be an ongoing organization. It will continue to hold fund raising events. Cllr Gough stated that on the 1st phase the Parish Council was not permitted to provide large sums because the project related to privately owned land and a charity. The position was however different in relation to the 2nd phase because the Parish Council owns the land. It was suggested that the Parish Council should make a donation of £10,000.00. This is the same amount of money as was donated to TRIC. It was proposed that £1,500.00 be donated toward the 1st phase and a further £8,500.00 to the 2nd phase. The proposal was proposed by Cllr Webber and seconded by Cllr Archibald and agreed.

14. A505 Junction with Gravel Pit Hill

Cllr Easthope provided the meeting with a brief report on the meeting which took place on the 3rd November. He also referred to the emails he has received from residents. Cllr Easthope has received information from Terry Charlton who owns the motor breaking business at the junction. He reported cars being left near his site in a damaged condition and finding bits of vehicles in the area after accidents.

Residents have been asked to send in emails when an accident occurs. Martin Arthur has volunteered to keep a log. The action which can be taken is limited to 2 signs and rumble strips totalling £6,000.00 in value. The view of Cambridgeshire Constabulary is being sought on an attempt to lower the speed limit. Cllr Topping will support our bid. There is to be a study of the A505 which is the most used A road in the county. Cllr Pointon referred to the increase in heavy traffic as a result of the Vetspeed development. The meeting recorded its thanks to Cllr Easthope Pat Easthope Derek Pinner and Martin Arthur.

15. Transparency Code

Cllr Archibald said that nothing can be put into place until the cheque has been handed over. The work will take about 1 month. Cllrs Archibald and Webber will put a schedule together. They will also keep Shirley Wittering and Mary Duff up to date.

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JA&EW

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16. Cleaning of the Parish War Memorial

The Parish Clerk is having some slight difficulty in establishing what can be done because the memorial is listed. He hopes to be in a position to provide relevant information at the next meeting. Cllr Smith will speak to Brian Cutter about cutting the Yew hedge.

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17. Concerns raised at the HRA Limited AGM relating to the use of The Greenway between the village and Heathfield

The Parish Clerk attended the Heathfields Residents Association AGM and had been informed of various problems regarding traffic on The Greenway which is sometimes dangerous and discourteous to some persons using it on foot. Unfortunately it is not within the immediate remit of the Parish Council to deal with the problem. This is because The Greenway belongs to the farmer on whose land it has been constructed. The Parish Clerk will send an email to the Company Secretary of HRA advising of this but also stating that residents should keep a note of vehicles using The Greenway and their numbers. Representations can then be made to the farmer to deal with the problem if appropriate. One particular email was referred to by the Parish Clerk. The person using The Greenway in that incident is a Water Sheriff.

MC

18. Purchase of BT Telephone Box in the village

The Parish Council has purchased the telephone box which BT intended to make redundant. There now needs to be some public consultation on an appropriate use for it. Thanks are due to Pat Easthope for her assistance in this matter.

19. Proposal to obtain registered title in respect of The Green

The Parish Clerk explained that at present the title to The Green which belongs to the Parish Council is not registered at the Land Registry. The principle of registration was agreed. The Parish Clerk will obtain quotes from solicitors and report back to the next meeting.

MC

20. Reports (if any):

(a) Neighbourhood Forum

Cllr Gough will be attending her first meeting on the 5th December;

(b) Village Hall Management Committee

Cllr Pointon said that Amber Gough has been proactive in arranging for an advert to be placed in the Duxford Chatterbox. The floor in the main hall needs to be replaced because it is worn out. Cllr Easthope and others have looked at replacements. The most reasonably priced one is £5,000.00 and is easily washable and stain proof. It is hoped to pay for the new floor by way of fund raising and a grant from the Daffodil Weekend Trust. A new window cleaner has been employed to clean the downstairs windows. There is to be a Folk Evening on the 3rd December. This has been organised by Amber Gough. Presently 3 Acts are booked and it is hoped there will be a 4th. There will be a bar. Hilary Arthur of Energise has donated a table tennis table which will be kept in the hall and is to be available for others to use. There is to be an increase of £1.00 in the amount charged for adult parties from January. Other charges will rise by 50 pence. Cllr Gough said there have been problems with the timer and a new one has been installed. A Carbon Monoxide monitor and a new extraction flu have been fitted to the boiler;

(d) Police and Neighbourhood Watch

Cllr Gough had nothing to report locally. Most of the recent crime appears to have occurred in Fen Ditton;

(e) Village Maintenance

This had been dealt with previously;

(f) District Council Information and (g) County Council Information

Cllr Topping had prepared a report which is included below. He said that Cambridgeshire Constabulary had decided to close down "Ecoppers" but have now changed their minds.

Cllr Topping has received a letter from a Ringstone resident Jonathan Glazier who is investigating setting up Heathfield as a separate parish. Cllr Topping said that if Mr Glazier can obtain 170 signatures to a request then SCDC will carry out a public consultation. It is expensive to create a new parish. Cllr

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Gough pointed out that presently Heathfield Ward are unable to send any representatives to sit on the Parish Council.

County and District Council reports to Thriplow Parish Council: Nov 2016

Devolution and the City Deal

The **City Deal** remains the subject of a lot of opinion and comment. The key thing for South Cambs villages is that much of the work being done (or proposed to be done) on transport infrastructure in and to the City of Cambridge is about making people who live in South Cambs able to access the city without sitting in a long queue of cars. Through ticketing so that people don't have to buy a paper ticket and can transfer it between buses is being explored.

Devolution is about central government transferring responsibilities such as for skills training and big transport infrastructure programmes from Whitehall to a devolved set of local authorities. Cambridgeshire and Peterborough is likely to be one such area. For South Cambridgeshire the government will give new money to speed up the building of affordable houses as this is a key shortage. This would not be building on new sites but sites already identified in the current Local Plan, amounting to 2,000 affordable homes. The government is very clear that with the devolution deal there has to be a directly elected mayor that everyone will be able to vote on in May 2017.

Closer to home

I have spoken to the Highways Depot about the gritting routes. We should see what the secondary gritting routes look like as it may be more of our roads are covered. I suggest the Parish Council explores with local farmers whether they can grit some key roads and enter into a formal agreement on this.

Nine Irish traveller caravans occupied land along A505 at Thriplow. This is a field over which a high court injunction was secured in 2009. I alerted the council after being contacted by several residents. Notice was served by the enforcement team from the council and the caravans have gone. The risk is that they will move east along the A505. The old Iceni water bottling plant has been bought by Cambustion and planning permission was granted by the district council. Although some residents at Heathfield expressed concern at the nature of the new owner's business, from what I have seen the new company wants to work with local residents to be a good neighbour. The current situation of the site is deteriorating and looks a mess. Local residents want to see the road to the side of the buildings re-opened.

I attended your pre-meeting with Evan Laughlin re the bid for the junction of Gravel Pit Hill with the A505. If I can assist the parish council in further refining its bid for the Minor Highways Improvement Scheme – which has to be submitted by end Nov – then please get in touch. I have the details of the project manager at the county. I was pleased that the county acted quickly to sort out the pipe on the village green after our meeting with Evan.

I have kept up the pressure to ensure Uttlesford District Council does not propose a major new settlement at Gt Chesterford as all the commuter traffic would flow up through our area and roads. The county council are also feeding in their views and issues with the plans.

21. Distribution of the Fowlmere & Thriplow News in the Parish

The Parish Clerk told the meeting that he has explored the possibility of extending the distribution of the present distribution of the magazine. It is presently being distributed throughout the parish until January. Unfortunately the cost of this would not be affordable. This is a pity because it would have been a good way of disseminating information. The problem remains that residents in Heathfield Ward are reluctant to provide contact details.

22. Correspondence and Information received

Correspondence received

05.10 – SCDC – amendment re 7 Woburn Place

18.10 – Local Gov Boundary Com – Electoral Review of South Cambridgeshire

Oct – Pensions Regulator

28.10 – SCDC – amended plan re 52 Church Street

Emails received:

15.09 - CAPALC - NALC Newsletter 13.09.16
CAPALC - Christmas Tree
Assets etc - Consolidated and Definitive Map and Statements of Rights of Way
In Cambridgeshire
Patrick Adams - Agenda for the weekly bulletin, Wednesday 15th September

20.09 - Lorna Jones - Royal British Legion Cambridgeshire
Jeanette Flanagan - Filmed in the area

21.09 - Caroline Odonoghue - Parish Planning Forum
Patrick Adams - Agenda for the weekly bulletin, Wednesday 21st September

22.09 - Mark Wyatt - TPC Invoices

23.09 - Nick Swarfega - Re Notice and copy Annual Return pages

27.09 - Monitoring Officer - Declaration of Interest Forms
Christine Burns - Invoicing TPC
Christine Burns - Invoicing TPC
Mark Wyatt - Invoicing TPC
Mark Wyatt - Norse Eastern Sales Invoice

28.09 - Patrick Adams - Agenda for the weekly bulletin, Wednesday 28th September

29.09 - Christine Burns - Invoicing Thriplow
East South - Funding Opportunity

30.09 - Jonathan Glazier - Parish Councillors

04.10 - APAS Planning - Correspondence re buildings 6-9 & 13 IWM x 2
Planningdc - Planning Application - S/0008/15/CW x 2
Cambridgeshire ACRE - Cambridgeshire PC Conference 2016
Lorraine Fisher - Up and Coming Police Panel Meeting x 2

05.10 - Patrick Adams - Agenda for the weekly bulletin, Wednesday 5th October
Cambs -pcc - Police & Crime Survey

06.10 - Jay Patel - Tree Works @ 10 Pigeons Close
LDF - Local Plan Hearings Update

07.10 - Editor - Next deadline 14.10
Caroline Odonoghue - Parish Planning Forum 10.09.16 x 2
Amanda Davies - Changes to Advocacy Services from 10/10/16
34sp.com - Payment Reminder - re Thriplow.org

09.10 - Fowlmere PC - Thriplow Road - footpath

10.10 - Peter Topping - Major Highways Improvement Grant
Darren Mullett - Agenda Item for next TPC Meeting 14/11/16

11.10 - Derek Pinner - Old Thriplow Landfill
Derek Pinner - Follow Up Meeting A505 Junction
Evan Loughlin - Follow Up Meeting on A505 Junction

12.10 - The Green Man - 25th Meal Menu
NWM - County Gritting Scheme
Danielle O'Neill - Parish Forum
Jeremy Murray - Royal British Legion
The Pensions Regulator - Your Duties have begun
Patrick Adams - Agenda for the weekly bulletin, Wednesday 12th October
Helen Bord - The Old Thriplow Landfill

13.10 - Lorretta Mason - Information Request

14.10 - Barbara Chew - 25th Meal Menu
Local Highways - Winter Gritting Route

19.10 - Agenda for the weekly bulletin, Wednesday 19th October

22.10 - Nick Swarfega - Invoice

23.10 - Derek Pinner - A505 Meeting
Kevin Clarke - Agenda for circulation

24.10 - ccnews - Charity Commission News - Summer 2016
Finorwich - Norse Eastern Sales Invoice
Patrick Adams - Review of Polling Districts
Peter Topping - Catch Up
Peter Topping - Grant Meeting

25.10 - Jo Withers - Grounds Survey
Peter Topping - Planned Meeting

26.10 - Patrick Adams - Agenda for the weekly bulletin, Wednesday 26th October

27.10 - LDF - Local Green Spaces

- Evan Laughlin - Follow Up Meeting re A505 Junction
- Patrick Adams - Review of Polling Districts
- 28.10 - APAS Planning - Correspondence re 6 Pigeons Close
 - Peter Topping - Contact Number
 - Peter Topping - Contact Number
 - Peter Topping - A505 Thriplow and A505 Whittlesford Carriageway Works
 - Evan Loughlin - Meeting on 4th November
 - Ian Lorman - Tree Works Application - New System
- 30.10 - Martin Johnston - Item for TPC Agenda
 - Derek Pinner - Notes for Meeting on 27th October
- 01.11 - East South - BT Consultation
 - Roy Warnes - BT Telephone Kiosk at IWM
- 02.11 - Patrick Adams - Agenda for the weekly bulletin, Wednesday 2nd November
 - Tina Webb - October 2016 Funding Alert
 - Tina Webb - NALC Newsletter - 25/10/16
 - Tina Webb - PSMA Newsletter
 - Tina Webb - NALC Newsletter 01/11/16
 - Joel Sykes - Meeting on 4th November
 - Nick Swarfega - Agenda for the next meeting
- 03.11 - Joel Sykes - Meeting 4th November
 - Peter McDonald - A505 and Gravel Pit Hill Junction
 - Evan Loughlin - Meeting on 4th November X 3
 - Tina Webb - Maintenance & Repairs of Church Buildings
 - 34sp.com - Invoice 16049223
 - Peter - Fwd A505 and Gravel Pitt Hill Junction
- 04.11 - Passenger Transport - Changes to Local Bus Services
 - Peter Topping - Travellers
- 07.11 - LDF - Planning Policy Monthly Update November 2016
- 08.11 - Alison Brown - Rural Survey
 - Nick Swarfega - EPCM Minutes
 - Jeremy Murray - Emailing Martyn Corbet - Distribution 2017
- 09.11 - Patrick Adams - Agenda for weekly bulletin, Wednesday 9th November
 - Caroline Odonoghue - Parish Planning Training
 - Rural Services - Rural Vulnerability - Fuel Poverty
- 10.11 - Jane Cantwell - Cambridgeshire County Council - Gritting Policy
 - Peter Topping - Travellers on Thriplow Heath
- 11.11 - Anna Efford - Important Information - re bin changes
 - Paul Earnshaw - Bulb Planting

Various Advertising Sundries

Magazines and Periodicals

Clerks & Councils September and October

LCR Magazines Autumn 2016

23. Date of next meeting

The next meeting will take place on the 9th January 2017

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

The meeting closed at 10.30 pm

..... Chairman

..... Date
