

THRIPLow PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 10th July 2017 in the Thriplow Village Hall Committee Room at 7.30 pm

Present

Councillors: Jane Gough, Janet Archibald, Mark Brogan, David Easthope,
Owen MacKay, Barbara Pointon, Erica Webber

Clerk to the
Council: Martyn Corbet

1. Apologies for absence

There apologies for absence from Cllrs Jackson & Smith together with SCDC/CCC Councillor Topping

2. Minutes of the Annual Parish Council Meeting held on the 8th May 2017

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

3. Matters arising not otherwise covered by this agenda

Cllr Easthope said that he has drafted a letter relating to the proposed Neighbourhood Plan for circulation to the whole parish. He is considering making an application for a designation of area. This should be a formality. The parish clerk circulated a draft article for inclusion in the next edition of the Fowlmere and Thriplow News. This was amended and approved.

Cllr Pointon stated that the Rectory Farm development should include affordable housing. This needs to be made clear. There is a misconception over this amongst residents. She also said Middle Street is dangerous and thought should be given to making it a safer place to drive and walk in. Cllr Easthope said that similar considerations should be given to the proposed Grain Store development. He has met with SCDC about the Grain Store and put to them that improvements to Middle Street are essential. Residents should make representations when the applications for development are made.

Cllr Pointon referred to gravel in Church Street this is in the road and causing a nuisance. It needs to be kept under control.

4. Minutes of the Extraordinary Parish Council Meeting held on the 22nd May 2017

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

5. Matters arising not otherwise covered by the agenda

The Parish Clerk stated that the Annual Return has been submitted for approval to the external auditor

6. Health & Safety

The Parish Clerk had circulated an email from Mary Axe to councillors. At least 5 people are needed to set up a speed monitoring scheme in the village. Mary and Geoff Axe have volunteered. Three other residents are needed. The Parish Clerk will contact his opposite number in Fowlmere to find out more about their monitoring scheme

Cllr Brogan mentioned the mirror which has been placed at the junction of Kingsway with the main road going into Heathfield. This is a huge benefit to residents.

7. Update on:

(a) watercourses in the village

Cllr MacKay has delivered letters to all properties which may have riparian responsibilities. It is hard to determine where the watercourses are located. The map which has kindly been supplied by Shirley Wittering does not show any houses. Residents should be aware if a watercourse passes through their property. It is really for residents to locate their particular watercourse. The title deeds to the property might be a useful

MC

source of information. Cllr MacKay has received enquiries from some residents. It was decided to arrange a meeting on the 14th September at 7.30 pm for a meeting. Letters will be distributed to inform residents of the meeting; **OM & MC**

(b) daffodil planting in the parish

The parish clerk is liaising with Paul Earnshaw regarding any monies which need to be paid to Daffodil Weekend. He has asked Paul for invoices. There are problems with Thriplow Gold. A yellow stripe has been found in the flower. If plants are seen with this they need to be destroyed. It is however past the daffodil season.

8. Parish Recreation Grounds and Village Maintenance

(a) Village Maintenance

Cllr Smith was not present neither was Cllr Jackson no comments had been received for the meeting;

(b) Grass Cutting in the parish

Cllr Brogan stated that grass cutting on Heathfield has improved. Grass is cut at 28 day intervals. Cllr Gough said that grass cutting in the village looked "scruffy". Cllr MacKay agreed with her. It was the general opinion that cutting in the village is not so good. It was agreed that Cllrs Jackson and Smith should talk to the contractor. A complaint had been received from David Wilson of Kingsway. He has been referred directly to the contractor. **KJ & TS**

9. Dog Litter Bins

(a) proposed new bin at the Cricket Meadow

This is still being looked into by Heidi Duffett of SCDC

(b) possible re-siting of bin on Church Street

Cllr Easthope said this bin should be moved to a safer position. The Parish Clerk said he has contacted Heidi Duffett about this. **MC**

10. Tree Planting, Tree Works and Village Maintenance

Tree work applications & Tree Works in general

11. Planning matters

(a) Responses to application

- S/1765/17/FL – Paper Storage Building – no objections application supported;
- S/1878/17/FL – Change of Use Agricultural Barn to additional electrical equipment plus lean to @ Manor Farm, Church Street – no objections approval recommended;
- S/1878/17/FL- Change of Use Agricultural Barn to additional electrical equipment plus lean to @ Manor Farm, Church Street – no objections approval recommended;
- S/2071/17/FL- Demolition of existing dwelling and replacement with new dwelling At 13 The Green – no objections approval recommended

(b) Planning decisions received

- S/0725/17/FL- Thriplow CofE Primary School – 2 classroom block and internal alterations - approved

(c) Planning appeals

No notifications of planning appeals have been received

d) Any miscellaneous items

None

12. Financial Matters

(a) Authority was granted to pay the following:

	Amount	VAT	Total
Parish Clerk salary – 9 th May to 10 th July	537.60		537.60
Parish Clerk - expenses	32.75		32.75
HMRC – PAYE on Parish Clerk's salary	134.40		134.40
Parish Clerk – reimbursement re The Smithy	48.63		48.63
T. Smith – reimbursement re signs	60.00	12.00	72.00
AON UK Limited – motor mower insurance	275.28		275.28
Norse Eastern Limited – grass cutting	446.25	89.25	535.50

(b) Credits received

The parish clerk stated that no credits had been received but that a payment was due from CCC in relation to grass cutting in the village;

(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 received confirmation that Lloyds Bank have amended the signatories to the accounts.

e) External Audit

The Annual Return and supporting documents have been sent to the external auditor.

13. Update of Standing Orders

This ongoing matter has not been dealt with because of intervening events.

14. A505 Junction with Gravel Pit Hill

The parish clerk stated that he had been contacted by CCC Highways Department to arrange a site meeting. That has not taken place because CCC say they will now fund the improvements without the need for the LHI process.

Traffic calming in the Village and on the A505 outside Pepperslade

It was agreed that both these issues will be followed up by the parish council. The Issue of traffic calming in the village is being looked at in connection with the proposed Grain Store development. The issue of Pepperslade traffic calming needs further discussion during which a course of action has to be agreed. This will be listed as an ongoing item in the next agenda.

15. Cleaning of the parish war memorial

The Parish Clerk has discussed this with Historic England and has been told that he needs to refer this to SCDC. The Parish Clerk has contacted SCDC but received no response. He will keep trying. Cllr MacKay pointed out that the work required can only be carried out in the warmer months of the year.

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16. Defibrillator Research

Cllr Archibald offered to carry out some research into defibrillators. Here report is set out below:

Community Public Access Defibrillator (cPAD)

Also known as Automated External Defibrillator (AED)

I am assuming you all know what a defibrillator is and what its purpose is. I have a few publications I can direct you to if you want more specific information.

Redundant telephone boxes have been put to many uses but increasingly they are being used to house life-saving defibrillators.

There are many different defibrillators on the market but not all are suitable for community use.

We would need a defibrillator that is easy to use, that provides instructions non-medical people can understand. Our defibrillator would need to be stored in a heated, lockable cabinet.

I was advised by a couple of our medical residents to go via the British Heart Foundation so I started with them. Their guidance is very informative but geared more to workplaces and sporting venues. They did not specifically mention telephone boxes, just rather vaguely 'communities'. I was tempted by the possibility of a grant if we provided £600 but this was not guaranteed - it is offered on a first come, first served basis. They did advise contacting our local Ambulance Service to enquire whether our location was suitable, etc. which I did, but no reply to date.

I then read the information provided by the Community Heartbeat Trust (CHT), endorsed by BT and the Ambulance Service. They are a charity specifically geared to work with communities, providing advice, implementing a project through to completion and ensuring it is fully supported and continues to function correctly for years to come.

CHT works with BT to help communities turn their adopted telephone boxes into homes for PADs, storing them in a well recognised, safe, weather protected location.

If we work with CHT, BT will provide free electricity for the first 7 years. Otherwise we would need to arrange a separate supply and employ an electrician to undertake the work - approximately £1800 to effect, plus any additional costs incurred if earthing is required.

A free renovation kit, comprised of the correct colours of paint, is also available.

The local Ambulance Service will advise if we are a suitable location. Based on what I have read, I believe we would be. Central location within a rural area, quickly accessible

from the Village Hall, pub, any events on the Green, the cricket field, recreation area. It would be accessible all the time.

According to the list of PADs registered with East of England Ambulance Service the nearest is located in Fowlmere Village Hall.

The U.K. Resuscitation Council guidance on having an AED in a community is whether an AED can be at the patient within 5 minutes of the Sudden Cardiac Arrest event happening.

I recommend we use the services provided by CHT because they will provide an end to end product to include ongoing support and record keeping that is endorsed by the Ambulance Service and work with BT in adapting the box.

Cost:

As a guide, complete cPAD projects range from approximately £1400-£2200 depending on the equipment chosen, excluding installation (£150-£200). If we opt for their complete package CHT will also provide WebNoS cPAD internet based Governance System and some additional services.

A budget needs to be allocated for maintenance and replacement parts but generally with CHT Tier 1 equipment (suggested as the most suitable for untrained users), every two years (and after a rescue) pads will need replacing at approximately £30 a set and the battery every four years at approximately £160-£200) depending on model.

Electricity should be around £10-£30 per annum. Electricity is needed to heat the cabinet to eliminate possibility of the electrodes freezing in winter.

Training:

Part of the package is an awareness session. There is no legal requirement to train users but it is advisable to have some sort of training regimen.

Maintenance and Governance:

Weekly, monthly and annual checks need to be carried out by the local scheme coordinator/Ambulance Service. WebNoS maintains the records on a national database.

Law and Liability:

The Social Act Responsibility & Heroism Act (SARAH) received its Royal Assent in April 2015. This new law provides protection and reassurance to members of the public wishing to help in an emergency.

Public Liability Insurance needs to be considered.

Timescale:

Realistically, 3 to 4 weeks once equipment is installed, CHT has registered our site with the local Ambulance Service and they confirm our site is on their system.

Procedures for using the cPAD:

In the event of a SCA always call 999 first and follow the instructions from your local ambulance service. They will tell you if there is a cPAD box (cabinet) near you, if it's easily accessible and give you the access code to the box. Under the CHT scheme any trained volunteers can also have the access code.

17. Proposal to obtain registered title in respect of The Village Green

The parish clerk said that this is progressing but that it is a complicated process. Cllr Pointon pointed out that there are difficulties with some of the boundaries. These will have to be resolved.

18. Entering the Village of the Year Competition 2018 with Penelope Keith

Cllr Gough said that Paul Earnshaw has agreed to head this application. The village has passed the preliminary process.

16. Reports (if any):

(a) Neighbourhood Forum

Cllr Gough said there had been not been a meeting for a while. IWM will fight the proposed MOTO Service Station. TPC and others will help. The museum has set out its

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vision for the next 20 years. The plan is to move Land Warfare and have more aircraft. The hotel project is still being pursued. There was a good air show. There was a controlled crash landing on the airfield. There is a digital light show experience for the summer. The museum makes more profit than IWM London. At the end of the month there is a 1945 dance. There is a new IWM head;

(b) Village Hall Management Committee

Cllr Pointon said the last committee meeting took place on the 13th April. TVHMC has written to the parish council thanking it for the donation toward the hall insurance. A grant application was made to the Daffodil Weekend Trust and £3,000 received. The Folk Evening was very enjoyable and raised £235.00. Amber Gough worked hard to organise it and was greatly assisted by David Luckham. The Carbon Monoxide Monitor has been moved. Amber is outing things onto Facebook. No one wants to hire the hall on Thursday morning. Bookings are steady throughout the year. Sharon McGinty and Betty Parker have counted the crockery and cutlery. There is enough for 100 people.

Finances are good receipts exceed expenses by £850.00 for the year. The fire extinguishers are due to be checked and there is to some PAT testing. The meeting which was to be held on the 13th July is now on the 27th. Cllr Easthope is investigating the new flooring. It is hoped this will be done after Christmas or early January;

(c) Police & Neighbourhood Watch

Cllr Gough said that recently there had been a lot of cars using Church Street at 13.30 pm> They were going to a Rave at Hurrells Farm in Newton. There were no reports of anything else happening;

(d) District Council Information and (e) County Council Information

Cllr Topping was unable to attend or file a report

Correspondence received

Jean Tomlison re Rectory Farm - 12th June 2017

Mary Axe - speeding in the village - email letter 19th June 2017

Greg & Sarah Elgar - re Rectory Farm development - 19th June 2017

Geoff Axe - re developments in the village - email letter 5th May 2017

Andrew Spriddell - Grain Store development and barn development on Middle Street
1st June 2017

Andrew Walker -Letter to developments in the village

Ian Lewis re Rectory Farm - 11th June 2017

MAGPAS Air Ambulance - 9th May 2017

Emails received

08.07 Mary Axe - PC Agenda

Michael Cox - Re TPC/HRA ex Icen Road x 2

Melissa Tayabali - Re Proposed housing development meeting x 2

Gateway confirmation - successful receipt of online submission x 2

07.07 Martin Johnston - TPC/HRA

Michael Cox - Agenda Item

John & Carol Deed - Email

Editor - Deadline Approaching

06.07 John & Carol Deed - Public Meeting re The Grain Store

Heidi Duffett - "Pooh Bins!"

Sophie Pain - Residents Meeting about Grain Store Development

05.07 Sophie Pain - Residents Meeting about Grain Store Development

Angela Harrison - Latest A14 2CH new release

04.07 F. Richardson - Cardiac Safe - Defibrillator for Community Campaign

02.07 Susan Shane - Message to Parish Website x 2

John & Carol Deed - Agenda

03.07 Editor FATN - re Next Issue

Sophie Pain - Residents Meeting about Grain Store Development

Kerstin Rivett - Re Willow Tree on the Green x 2

Lydia Praavin - Land adjacent to Cambridge Pet Crematorium

01.07 John & Carol Deed - Re Events Entry for Event Calendar x 2

30.06 Anne Rudge - Uttlesford Local Plan Consultation

Laura Fisher - Consultation Event Rectory Farm
 Lydia Pravin - S/1215/17/AC - Land Adjacent to Cambridge Pet Crematorium
 LDF - Local plan examination - progress report on Local Green Spaces
 29.06 Laura Fisher - Consultation Event Rectory Farm
 Kevin Clarke - Email Address
 Lydia Pravin - S/1215/17/AC - Land Adjacent to Cambridge Pet Crematorium
 28.06 Laura Fisher - Consultation Event Rectory Farm X 2
 Patrick Adams - District Council Weekly Bulletin
 Tracey Hipson - CPRE Planning Workshop for Parish Councils
 APAS Planning - Correspondence re application 25 Middle Street
 27.06 Andrew Clare - Roadworks & Events Bulletin 1-15 July 2017
 Esther Blane - Important Safety Information for Flying Legends Air Show
 26.06 John & Carol Deed - Re Emails
 John & Carol Deed - Fowlmere & Thriplow News
 25.06 John & Carol Deed - Re Fowlmere & Thriplow News
 Andy Walker - Re Meeting
 23.06 Joshua Rutherford - Re LHI 17/16 site meeting
 22.06 Parish Council Websites = Testing email
 Andy - Re Meeting
 Greg Elgar - Letter
 21.06 Jeremy Murray - Fwd July Issue
 Editor FATN - Re July Issue
 Patrick Adams - District Council Weekly Bulletin
 20.06 Parish Council Websites - Re Thriplow Website X 4
 Matilda Rutter - Refurbishment of a War Memorial
 19.06 Mary Axe - Letter
 Joshua Rutherford - LHI 17/16 site meeting
 Parish Council Websites - Faulty Email Address
 18.06 David Wilson - Continuing Trespass by TPC Contractor
 17.06 andy - Re Meeting
 16.06 Martin Johnston - TPC Matter
 Ros Collings - Employment Liability Tracing Office
 Andy - re Meeting
 David Wilson - Continuing Trespass by TPC Contractor
 John & Carol Deed - Fwd Public Consultation Event
 andy - Fwd Proposed Development at rectory Farm
 15.06 David Wilson - Continuing Trespass by TPC Contractor x 2
 Laura Fisher - Public Consultation Event
 14.06 Patrick Adams - District Council Weekly Bulletin
 Andrew Clare (ETE) - Roadworks & Events Bulletin 15/06 - 30/06/2017
 Tina Webb - Chairmanship Training
 Derek Pinner - Re redevelopment of Rectory Farm Thriplow
 Laura Fisher - Re redevelopment of Rectory Farm Thriplow
 13.06 SBA - TPC Confirmation of the period for examination of public rights
 APAS Planning - Correspondence re 13 The Green
 Jeremy Murray - July Issue FAT News
 APAS Planning - Correspondence re Manor Barns
 12.06 Tina Webb - CAPALC June 2017 Bulletin
 Joshua Rutherford - LHI 17/18 Site Meeting
 Tina Webb - Clerk Job Vacancies
 Robert Spridell - Re Attached Letter
 APAS Planning - Correspondence re 47 Church Street
 10.06 Editor - Deadline July Issue
 09.06 Robert Spridell - Re Attached Letter

- 08.06 Tina Webb - New Parish Meeting for Cambridgeshire
Tina Webb - NALC Newsletter- 07/06/17
- 07.06 Patrick Adams - District Council Weekly Bulletin
APAS Planning - Manor Barns
- 06.06 Jeremy Murray - FAT News
- 05.06 Kim Barker - Village Maintenance 2017
- 03.06 Peter Topping - Contact Details
- 02.06 APAS Planning - The North Campus IWM
- 31.05 R Anderson-Welsh - Copy of App Decision Notice Thriplow CofE Primary School
Patrick Adams - District Council Weekly Bulletin
Communications - Parish ebulletin
- 29.05 Flood and Water - Cambridgeshire Weather Warning
- 26.05 Mark Wyatt - Car Parking Space for 98 Kingsway
Heidi Duffett - Re New Dog Litter Bin
- 24.05 Richard Webber - Road Damage in Thriplow
Evan Loughlin - Road Damage in Thriplow
Richard Webber - Road Damage in Thriplow
- 23.05 Richard Webber - Road Damage in Thriplow
- 22.05 Ben@LGS Services - Re TPC Internal Audit
- 20.05 David Wilson Re Grass Cutting on Privately Owned Land
- 19.05 David Wilson Re Grass Cutting on Privately Owned Land x 2
- 18.05 Victoria Keppey - Grain Store site development at Lodge Road Thriplow
David Wilson - Re Grass Cutting on Privately Owned Land
- 17.05 Patrick Adams - 17th May South Cambs Weekly Bulletin
Ben@LGS Services - TPC Internal Audit x 2
Tina Webb - URGENT error re CAPALC Training
- 16.05 Roy Warnes - Re Moto Presentation
Ian Lorman - Training Opportunity
- 15.05 Tina Webb - Please forward to CAPALC Members
Jill Taylor - Combat Speeding
- 15.05 Tina Webb - Clerk Job Vacancy
Tina Webb - Vacancy for RFO
- 14.07 John & Carol Deed - Re Parish Website x 2
- 11.05 Lorna Hart - Re TPC
- 10.05 APAS Planning - Correspondence regarding 80-85 Chapel Lane Fowlmere
Patrick Adams - SCDC Weekly Bulletin
APAS Planning Correspondence re application at 18 Fowlmere Road
- 09.05 Tina Webb - Fwd NALC Newsletter 3rd May 2017
Tina Webb - Public Minutes of Pension Fund Board now published
Roy Warnes - Re Moto Presentation
Editor - Deadline Sunday 14th May

Various Advertising Sundries

Clerks & Council Direct

21. Date of next meeting

The next Parish Council meeting will be on the 11th September 2017

There being no further business, the chairman thanked everyone for attending.
The meeting closed at 10.00 pm

..... Chairman

..... Date
