

THRIPLow PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 9th September 2019 in the Thriplow Village Hall Committee Room at 7.32 pm

Present

Councillors: Mark Brogan, Jane Gough, Kit Jackson, Charlotte Kirby, Carly Richman, Terry Smith

Council: Martyn Corbet

Also in attendance - Darren Mullett, Derek Pinner, Kathryn Purkiss, Kevin Rochfort

1. Apologies for Absence

There apologies for absence from David Easthope, Owen Mackay and Peter Topping

2. Minutes of the Parish Council Meeting held on the 8th July 2019

These minutes had previously been distributed and were approved and signed by the chairman.

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

There were no matters arising

4. Minutes of the Extraordinary Parish Council Meeting held on the 31st July 2019

These minutes had been previously distributed and were approved 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. Minutes of the Extraordinary Parish Council Meeting held on the 13th June 2019

These minutes had previously been distributed and were held over for further discussion at this meeting. Cllr Jackson referred to an email from Cllr Easthope which has been sent to Cllr Brogan and the parish clerk. This matter will be discussed further at the November meeting

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

The parish clerk said that the external auditor has raised some points about the AGAR which he is dealing with.

8. Updates on:

a) Watercourses

Cllr Brogan referred to the fact that everyone in the village who has a riparian responsibility should be involved. The parish council has done all it can reasonably do. It is now for SCDC to become involved. Cllr Mackay and the parish clerk have still to do the letter to SCDC inviting them to take over;

OM
&MC

b) disposal of the Kingsway Notice Boards

The parish clerk stated these had not yet been removed. The reason is that a request had been received from Sabrina Melvin for the one at Hurdles Way. Following comments from Cllrs Kirby and Richman the parish clerk will ask Mrs Melvin to confirm this will be utilised for the community. Subject to this she can have the notice board. The other notice board will be disposed by David Schnieder. Each will make the area good afterwards;

MC

c) defibrillator installation

Cllr Jackson said that Sabrina Melvin and other Heathfield residents are keen to have a defibrillator. One has been installed at EMG. It was agreed that Mrs Melvin would be asked to ascertain its accessibility to Heathfield residents. Cllr Jackson is arranging a further course on defibrillator operation. This will be on the 3rd October in the Village Hall with Alice Holmes;

KJ

d) LHI Grant Application

The parish clerk said that he is still waiting to hear from Victoria Bailey of CCC. He will chase her again. The present grant application under consideration is for a MVAS. Cllr Kirby

said that if the unit is to be community funded then it should be available for use throughout the parish. Cllr Gough explained that anything purchased with grant money will be community property and owned by the parish council. It could be used throughout the parish. The parish clerk will contact Mary Axe regarding this point.

MC

Kevin Rochfort who explained that only a limited area of road on Heathfield has a 30mph speed limit which is legally enforceable this is adopted highway. Kingsway and Whitehall Gardens have a 15 mph speed limit which has no legal basis. He suggested obtaining a Road Traffic Regulation Order for the whole area which would make it enforceable by the police;

The chairman then re-opened the meeting.

e) increase in the number of parish councillors

The parish clerk has heard nothing from Siobhan Mellon and will chase this;

f) training with Ian Dewar

Ian continues to be unavailable. Cllr Gough will contact CAPALC to ascertain what the present situation is;

MC

g) parish website

JG

Cllr Richman stated that she and Cllr Kirby had sent out an email to other parish councillors but had received no input. Any changes need to be decided by the parish council. Cllr Kirby will find the email and circulate it again. Cllr Brogan referred to a Facebook page where information could be disseminated but without the capacity to respond. Cllr Kirby said other parish councils have such a page. Cllr Richman will set up such a "read only" Facebook page.

**CK
CR**

9. Health and Safety

Cllr Easthope had provided the follow Health & Safety Report. Cllr Jackson went through it.

Health & Safety Report September 2019

Thriplow Village

The Smithy		All in good order. The limewash has been touched up where necessary and I have repaired the damaged weatherboard at the rear.
War Memorial & Flagpole		All in good order
Benches		All in good order
General Litter Bins		Spare parts no longer available for old type bins. Generally the slats need painting. Bagged dog poo still being put into bin by war memorial
Telephone Box on The Green		Will need repainting, otherwise in good condition. We must think of something to do with this.
Dog Litter Bins		All OK - Bins in Fowlmere Rd & Church St are the new style green, multi-purpose bins.
Village Sign		OK at present
Pump in Fowlmere Road		In good condition and working
Public Footpaths		Generally in good order.
Recreation Ground	Goal posts -	broken parts replaced August 2019
	Play wall -	bricks breaking up, need to assess and rectify. RoSPA report this as a Low level risk
	Roundabout -	depression in rubber safety area - contractors have been asked to rectify
	Shimmy -	parts to be replaced following RoSPA report
	Trim Trail -	OK - posts replaced May 2019
		All other equipment OK
Bus shelters & bus stops		Shelter on village green has ivy growing inside which needs clearing.
		Shelter in Church Street needs re-staining, ivy cleared & ash tree growing to rear of shelter needs removing. Hard standing in front of shelter is dangerously uneven. P.C. need to address the condition of this shelter
Salt bins		Bin at junction of Church St/ School Lane needs filling before winter. Please can clerk request this
		Bin in Sheralds Croft Lane has been tipped over. I have spoken with local residents who will rectify this
Street Lights		Lamp post sheared in School Lane - please can clerk check with SCDC when it will be repaired

Light on speed hump warning sign in Brook Rd not working. I have reported this

Street Signs/Furniture

'Foremans Rd to Sheralds Croft' street nameplate broken. I have reported this

'Sheralds Croft Lane' nameplate broken - I have reported this

'Brook Road' street nameplate is broken. I have reported this

Fire hydrant in Sheralds Croft has fallen over into the pathway and is a trip hazard. I have reported this

Notice Boards

All OK. Board in bus shelter on village green could do with some general maintenance.

Verges, trees & road conditions.

Two very large potholes one in Farm lane and one by speed hump in Brook Rd have recently been repaired. Many smaller potholes are not quite deep enough yet to be reported. Balsam Poplar and Maple trees on village green both look very untidy with growth at lower part of trunks. Both need trimming

Tree in front garden of No. 27 Church St has grown so much that the footpath is unusable and the tree growth is cracking their boundary wall. Please can the clerk write to the owners/occupiers of No. 27 Church St.

Heathfield

Street lights

Light outside 10 hurdles Way not working. Clerk to report please

Notice boards

All OK

Dog Litter Bins

Dog bins at entrance to POS r/o Pepperslade and in Kingsway both need emptying.

General litter bins near these dog bins also contain dog poo bags.

Salt Bins

Ringstone bin - salt completely caked & unusable without top crust being broken up. Also a lot of litter in this bin.

Other salt bins OK

Play Area off Queens Row

OK (This area is the responsibility of HRA)

Footpaths

OK

Bus Shelter

OK

Public Open Spaces

P.O.S. west of Ringstone - Cars parked on P.O.S. Plastic sapling ties strewn around play equipment, a house brick and a large piece of masonry on ground around play equipment. All play equipment in good order. Two temporary goal posts have been erected about 6ft high by 12ft wide and about 60 yards apart in the middle of the POS. Suggest P.C. make arrangements to tidy up this area

POS to r/o Pepperslade OK except for lots of dog mess on grass

The bus shelter at Church Street need work on the tarmac. Cllr Smith will get quotes for this. Cllr Kirby said the salt bins need to be filled. Cllr Gough said this is normally done at the beginning of the winter. Cllr Kirby will check this out with SCDC. The parish clerk will write to the owner of 27 Church Street and deal with the light in Hurdles Way. The parish clerk said that work is needed on both the notice board at the bus shelter in Fowlmere Road and in Pepperslade.

TS

MC

10. Parish Recreation Grounds and Parish Maintenance

a) Village & Heathfield Maintenance – update

Cllr Brogan reported that he has met with the directors of HRA Limited regarding grass cutting. The total outlay of the parish council for grass cutting last year was approximately £6,700. That in respect of Heathfield was £3,696.00. There was an agreement in 2012 under which HRA would pay 40% of the figure then applicable. This has not risen and

stands at £630.00 pa. This sum represents 15% of the present figure. One question raised was what happens if there are less cuts than planned in any one year. Presently there are 8. Cllr Smith explained that if there are less than 8 cuts which is rare other work is done instead. Last year it was hedging on Heathfield. This was when the grass did not grow due to the heat. A map of the areas being cut will be supplied. The next HRA Ltd meeting is on the 14th October. The percentage of land cut is agreed Cllr Smith will work out the percentage which should be payable. Cllr Brogan asked whether the contractors use a smaller mower on the lesser open spaces. Cllr Smith confirmed that 2 sizes of mower are utilised.

Cllr Richman referred to parking on the POS at Ringstone. Cllr Smith previously got a quote of about £5,000.00 but it was not approved. Cllr Kirby said she thought the planned work needs to be done. The parish clerk referred to a need to consult residents who might be affected. It was agreed that Cllr Smith and the parish clerk will draft a letter to be sent to residents living near the POS.

**TS &
MC**

Cllr Smith has obtained a quote from Playdale Playgrounds for various items required to implement the recommendations of this year's RoSPA report on the Rec. There is only one quote because Playdale supplied the equipment. Acceptance of the quote was proposed by Cllr Smith and seconded by Cllr Brogan and agreed.

The parish clerk read out an email from Paul Earnshaw relating to work proposed on the triangles outside of the village shop and "Ano Domini". It was agreed the work should be done this was proposed by Cllr Jackson and seconded by Cllr Kirby. There will be no cost to the parish council;

b) Footpaths

Cllr Smith had nothing to report.

c) Damaged signage in the village

Please see item

11. Dog Litter Bins – relocation of dog litter bin at Ringstone

The parish clerk has tried on several occasions to order the bin but without success. He will ask Cllr Topping to chase a response.

MC

12. Tree Planting, Tree Work and POS Maintenance

(a) Tree work applications & Tree Works in general

There were no tree work applications

Cllr Smith has met with Karen Broom following her email about a Horse Chestnut tree on The Green and a need to cut branches so as to allow for ambulance access. This is something which should be done. Cllr Smith has sought advice from the parish council tree warden. He has said the work required is more than something which could be passed on to a resident. A survey is needed of trees in the village and the work which needs to be done;

**TS &
MG**

13. Planning Matters

a) Responses to applications

S/3975/18/FL – part demolition of existing barns; extensions, alterations and conversion of three barns to dwellings and erection of four new dwellings and widening of access Rectory Farm – one parish councillor has analysed the application and his comments were set out in the response.

"Having been through the revised house drawings and site layout I have no comment except that I believe one of the elevations referred to has not been altered and this should be rectified.

The letter from the District Council advising of the changes also referred to amended planning statements, viability report and heritage statements and updated transport statement. Having struggled through the drawings, without a clearer indication of what these other amendments referred to might be I'm afraid I cannot spare any more time for this. I had previously taken a quick look at the revised transport statement and this is still incorrect in several places (reference to draft local plan after it has been adopted, street names that don't exist, etc)

In my view the District Council should have received from the applicant a note of all of the revisions made and it would have been a great help if this had been forwarded to the parish council in order to make our proper scrutiny of the documents possible. As the application stands such scrutiny is just not possible."

A majority of parish councillors have commented that they object to the proposals for plots 5 & 6 & 7 as they are outside of the village envelope. A general comment is that the drawings are hard to decipher. A majority of parish councillors object;

S/3976/18/FL – part demolition of existing barns, extensions, alterations and conversion of three barns to dwellings Rectory Farm – approval supported;

S/2046/19/FL – Change of use of existing residential annexe to independent dwelling The Laurels Newmarket Road – approval supported;

S/2047/19/VC – Removal of condition 3 (occupancy of annexe) of Planning Permission S/1348/17?FL for Single Storey Annexe The Laurels Newmarket Road – approval supported;

S/2060/19/FL – Erection of 2.3 m high secure boundary fencing to match existing Heathfield House – approval supported;

S/2080/19/FL – Erection of detached annexe (re-submission of planning application S/1834/16/FL) 4 The Green – approval supported;

S/2140/19/FL – Demolition of existing bungalow & chicken shed and the construction of a new dwellinghouse 38 School Lane – approval supported;

This application has since been withdrawn

S/2166/19/FL – Removal of existing front porch and erection of a single storey front extension 48 Woburn Place – approval supported;

S/2374/19/PN – Prior notification of agricultural or forestry development for a new road Thriplow Farm – approval supported;

Item received too late for inclusion in agenda

S/2557/19/FL – Erection of a detached two-storey house and detached double garage following demolition of the existing two-storey dwelling, garaging and the removal of the pool to the rear 34 Church Street - a majority of parish councillors have no objection to the application. One parish councillor objects because the proposal seeks to remove an existing property and replace it with another which alters the character of the street scene and ultimately if continued into further developments the character of the village;

b) Planning decisions received

S/1425/19/FL – Demolition of existing single storey extension, erection front porch, two storey front extensions, conversion of barn to habitable use and conversion of existing building to form annexe, new fence, dropped kerb access, drive and parking space 1 Church Street – permission granted;

S/2080/19/FL – Erection of detached annexe 4 The Green - permission granted;

S/2166/19/FL – Removal of existing front porch and erection of single storey front extension 48 Woburn Place – permission granted;

S/0780/19/FL – Demolition of existing dwelling and associated outbuilding and erection of two dwellings 17 Church Street – permission refused;

S/4851/18/FL – Demolition of existing dwelling and associated outbuilding and erection of two dwellings 17 Church Street – permission refused

c) Planning appeals

APP/W0530/W/18/3217802 – Yard 2 Gravel Pit Hill proposed change of use of land from scrap/breakers yard to provide storage and serving for plant and machinery etc – it was concluded that the a condition which requires the submission of a remediation strategy is both reasonable and necessary, but that the extended time scale for its submission should be allowed. The inspector was satisfied that this would meet the other tests for conditions set out in the Framework and the Local Plan. The appeal is allowed.

d) Neighbourhood Plan

Cllr Easthope reported as follows:

Neighbourhood Plan

Further meetings have been held including one with Rachel Hogger, the planning consultant recommended by ACRE. Our grant application has been successful and the next meeting is scheduled for Monday 30th September, 7.30 – 9.30 in the village hall meeting room

f) Any miscellaneous items

Cllr Brogan referred to the work being undertaken by EMG and the lack of evidence of landscaping. He will contact Cllr Topping. Cllr Gough referred to the need to meet with Kevin Clarke to discuss the lease of the triangle opposite The Green Man. It was agreed that Cllr Gough and the parish clerk will arrange a meeting with Mr Clarke.

**JG &
MC**

14. Financial Matters

a) Authority was granted to pay the following:

	AMOUNT	VAT	TOTAL
Parish Clerk's salary 16 th July to 9 th September	537.60		537.60
Parish Clerk's expenses	29.50		29.50
HMRC – PAYE on Parish Clerk's salary	134.40		134.40
Hardy Landscapes Ltd – grass cutting on Heathfield & Recreation Ground Grass Cutting and Village Verges on 15/07/19	888.00	177.60	1065.00
Heathfield & Recreation Ground 15/08/19	483.00	96.60	579.00
Total	1371.00	274.20	1645.00
CAPALC – Outstanding Invoice re training	75.00		75.00
Terry Smith – reimbursement playground parts	29.11	5.82	34.93

Items received after publication of the agenda:

	Amount	VAT	Total
Mrs Carol Deed – Website Administration half year	150.00		150.00
Oz Flynn – provision of payroll services	120.00		120.00

Item paid between meetings

BHIB Limited – motor mower insurance premium	176.60
--	--------

(b) Credits received

No credits have been received

c) S106 monies

The monies held in respect of Hurdles Way were invested with Saffron BS. The remaining

S106 monies are invested with Cambridge BS.

There were no fixed fee deposit products available at with Cambridge BS or Saffron BS;

d) Annual Return Progress Report

Please see item 7.

15. Plan for play/leisure equipment on the Heathfield Open Space (formerly the Pepperslade Public Open Space) and approval of agreement with FCC Communities Foundation Limited

A copies of the funding agreement was circulated to the meeting. The parish clerk explained that he had previously been given authority to sign the agreement on behalf of the parish council. In this instance he felt that the agreement should be seen by councillors beforehand. The obligations of the parish council were considered and the agreement signed by the parish clerk.

16. Procedural Review Working Party – Proposed Terms of Reference

Cllrs Easthope and Jackson have drawn up Terms of Reference for this working party. These were approved. Cllr Gough will now be a member of the working party. It was pointed out by the parish clerk that minutes relating to the working party must not be kept or typed by a third party. *(Post meeting note – it is also the case that meetings must be held in a location accessible to the public);*

17. Marshalls Aerospace

A meeting of concerned residents has taken place this was attended by Cllr Jackson. Concerns have arisen because Duxford is one option for the re-location of the company from Cambridge Airport. It seems that Cranfield is the preferred site. One of the implications for this area would be an increase in employment opportunities. Cllr Gough said that there were potential problems with the location of Vetspeed in the area and potential interference with IWM airshows. Testing aircraft engines would be noisy when it occurs. Cllr Brogan said the possibility of a move into this area should be taken seriously. Cllr Jackson thinks the chosen site will be Cranfield. Kevin Rochfort who stated that jet engines are noisy and that that the plan was to increase the amount of work the company undertakes for airlines. This would have to be considered.

18. Concerns of residents over parking on Fowlmere Road near the junction of Foreman's Road

Derek Pinner addressed the meeting and talked about illegal parking near the junctions of Foreman's Road and The Green with Fowlmere Road. Cars are parking on these junctions in Fowlmere Road. The Highway Code says that such parking should not be within 10 metres of such a junction. This is Rule 243. Mr Pinner produced pictures to the meeting. He said that there is going to be an accident at some stage. He did not want to propose double yellow lines. The problem is lack of visibility. This is especially so if the vehicles are 4x4 with blacked out windows. It is impossible to see up Fowlmere Road. Mr Pinner suggested white lines. This might make people think not to park there. Mr Pinner also referred to illegal parking at the bus stop. He pointed out that the sign for the bus stop is illegible. It needs to be reinstated by Cambridgeshire CC. He has estimated the cost of the white lines as being so £500-600. Cllr Smith pointed out that applications for lineage cost money. Cllr Brogan asked Mr Pinner to email his proposals to the parish clerk. Cllr Kirby suggested there should be some no parking signs. Cllr Smith said that this has been tried and caused some difficulties. It was agreed that proactive measures should be taken and the legislation checked. Cllr Jackson said he would take this on. Mr Pinner agreed to do all the practical work if the parish council agreed. This was proposed by Cllr Brogan and seconded by Cllr Gough and agreed by the parish council.

KJ

DP

Kevin Rochfort suggested looking into a parish-wide Road Traffic Regulation Order. This would be economical. Darren Mullett mentioned problems enforcing such an order.

Mr Pinner said he would look into this if given the details.

Mr Pinner also referred to the state of the signs on the Village Green. Cllr Smith reminded the meeting that the parish council still awaiting work agreed with CCC to be carried out.

MC

The parish clerk said he would chase this again.

19. Proposal for a sign on the seat at the Millennium Oak

Cllr Gough has received an email from Mel Vinton asking for permission to put a sign on the back of the seat near the Millennium Oak explaining about the tree. This was agreed.

20. Complaints against parish councillors and the parish clerk

Cllr Brogan said that the following items are to be referred to the SCDC Monitoring Officer:

(a) Complaint against Cllr Brogan made by Ms K Lemon;

- (b) Complaint against the parish clerk made by Ms K Lemon; and
(d) Complaints against Cllrs Kirby and Richman made by Mrs A Johnston

Under Complaints Procedure the other complaint – **Complaints against Cllrs Brogan Gough & Smith made by Mr K Rochfort** should be discussed by parish council.

Cllr Smith stated that the group which had been established was a working party. It had been referred to as a sub-committee in error. Cllr Brogan referred to the fact that some of the meetings had been held in public place namely The Green Man. Cllr Gough said that meetings could only be held in the village hall if it was available. The school was not available. She stressed that parish councillors do their best to serve the community. There was no intention to do anything illegal or underhand. Kevin Rochfort said that he is aware meetings had taken place at The Green Man on 5 occasions. He queried why the fact that the Committee Room had not been available over the period of time the meetings occurred. Cllr Gough said meetings had not taken place very often. She said that she appreciated Mr Rochfort did not agree with the plans. That does not mean something has been done which wrong in principle. Parish Councillors are honest and are doing all they can for the parish. It is sad that persons are seeking to penalise them for doing so. She acknowledged that the project has been a particularly contentious issue. A lot of work has been done and time put into the project. It is unfair that people should be lambasted for this.

Kevin Rochfort said that it is important to make sure the rules are followed and that people are kept informed.

Cllr Gough referred to the fact that the way in which certain people had addressed others as being very unpleasant and inappropriate. The project has been the subject of Discussions an Exhibition Surveys and meetings including one Survey conducted under the auspices of SCDC. Cllr Brogan confirmed that all the parish council is doing is implementing the wishes of the majority of the public.

Kevin Rochfort then referred to the proposed Zip Wire and the fact it would be noisy. Cllr Gough said that nothing in the data provided was deliberately incorrect this included that for the Zip Wire.

21. Reports (if any):

(a) Neighbourhood Forum

Cllrs Gough said the bridge between the north and south parts of the IWM is unsuitable for vehicles and is limited to pedestrian use only;

(b) Village Hall Management Committee

Cllr Jackson said he had nothing to report apart from the fact that bookings are extremely Good;

(c) Police & Neighbourhood Watch

Cllr Gough had nothing to report. Cllr Brogan closed the meeting Darren Mullett said the Vicar of Duxford's home had been burgled whilst her daughter was at home. Both the vicar and her daughter had been assaulted items had been stolen

(d) District Council Information and (e) County Council Information County and District Report – from Councillor Peter Topping

Roads and transport

1. The Parish Council should consider meeting with Whittlesford and Duxford Parish Councils regarding the proposals for Marshalls possibly moving to a site near the Duxford IWM. I attended a meeting in Thriplow about it last week and had a briefing from county highways officers on the research starting in October on how to improve the A505 capacity. I have made the point that parish councils along the A505 must be offered the chance to input into the research.
 2. The highways teams have been resurfacing roads through villages in the summer, and the quality seems to be very good. I have passed on both compliments and also grumbles where roads are closed off with not enough flexibility for people wanting to get back into their own village.
 3. I met and went through the list of road signs and lines that need replacing and repainting, and drains that need unblocking, with the highways officer, in early September. He has a list and I will be checking progress. I spoke to him about the Chrishall Grange junction which needed cutting back further.
- Local Highways Initiative scheme – autumn work
4. Now is the time to liaise with the highways projects officers to arrange any site visits to make sure that the bids that were submitted over the summer have the support of the highways team. If left too late to arrange, the officers sometimes cannot come out to discuss, before they have to submit their write-ups on the proposals ready for the review board in January.
- Longer term transport proposals – Combined Authority transport plan consultation, and the Greater Cambridge Partnership plans for the A10 corridor south of Cambridge.
5. The Combined Authority (CA) is now responsible for transport across Cambridgeshire. The districts and the county are all represented on the CA, and it has recently set out its proposals for transport and is seeking replies and comments on its draft transport plan. The consultation ends on 27 September. I have suggested where South Cambridgeshire villages should put in specific views and suggestions, such as

tackling the different charges for the bus zones, which make bus travel very expensive for people in villages quite close to Cambridge, also opposing proposals for extending the M11 northwards, and pressing for a solution to pinch points like the Foxton Crossing and the A505.

6. I have written to the Greater Cambridge Partnership, and will be at the Joint Assembly meeting on 12 September arguing for a Local Liaison Forum for all the councils along the A10 south of Cambridge to be brought together and properly consulted on plans such as cycling routes, the park and ride at Harston/Hauxton, which I oppose, and the park and train proposals at Foxton, which need to be improved.

Council finances

7. The county and the district councils are both investing in commercial properties in and around Cambridge in the hope that the revenues generated enable them to support front-line services. The latest example is the county council's investment in the old Tesco site in Newmarket Road in Cambridge. The district council has bought an office block on the Cambridge Science Park.

Streetlights

8. In the past the county council dealt with the energy providers on behalf of parish councils, but that scheme is due to end this autumn. One reason is because parish councils haven't in some cases been going directly to the energy companies and getting better deals. The new arrangements mean that rather than the parish council paying the county for the electricity that powers our streetlights, the parish council will have to engage directly with the energy companies. I have challenged this, and in particular asked for more time for parish councils to get their heads round all this, as the process is quite complex. Some parish councils are more ahead of this than others and I have passed on contact details. I have also challenged where a parish council has been sent the wrong information by the county, and this has been put right.

Environment and Recycling round-up – District Council grants scheme, Thriplow's Gravel Pit Hill, plastics, and the Vetspeed chimney

District Council Grants scheme

The Zero Carbon Community Grant

9. The Zero Carbon Community Grant was launched on the 5th August by South Cambs and closes to applications on the 31st October. Applications can be made from any recognised groups (with a terms of reference and a constitution) including the Parish Council. The amount of money that can be applied for is between £1,000 - £15,000. It is expected that there will be some joint funding from the applicant or partnership agreement. Having attended the SCDC briefing on this grant, there seems to be a broad criteria of what can be applied for but essentially it is anything that reduces carbon emissions within the community / helps environment.

It must include community involvement plus one of the following:

A reduction in carbon emissions

A reduction in energy use

A renewable energy source or heat

Promotes sustainable travel

Increases recycling

Reduces waste

There is a lot more information on the SCDC website regarding this grant. It could be solar panels, solar lighting, water fountains, electric charging points, cycle paths, community energy source, insulation or anything else you as a parish can come up with it would be nice to get some applications in.

10. Charlton Autoparts have put in for a planning application regarding their work of scrapping old vehicles. I asked for more details and they sent me a comprehensive reply. All vehicle recyclers are required to have a Waste Management Licence, from the Environment Agency. Fluids from vehicles are removed via a closed system, to eliminate any spillages and contamination. Fluids are stored in bunded tanks and then collected by licenced companies. Batteries are also removed, stored in a bunded container, and the number of tyres stored kept to a certain number to reduce fire risk. The centre deals with some 1500-2000 vehicles a year. There is an annual inspection of the site.

11. The recycling depot run by the county council next door on Gravel Pit Hill is to be reconfigured, to provide better facilities on site. At the same time, a permit scheme is being introduced at the recycling depots. The scheme, starting in October, will better regulate the use of vans and trailers at HRCs helping to ensure only household waste is delivered to sites. Any resident planning to visit a HRC with a van or trailer will need to get an e-permit using an online system beforehand. These e-permits will be limited to 12 visits per year. As nearby counties have started charging for commercial waste, a lot more has been turning up at those recycling centres in this county – up a fifth in the last five years.

12. The planning application for a taller chimney at the Vetspeed plant along the A505 near Thriplow Heath expires at the end of September. The chimney was intended to be part of new method of disposing of waste. The county council, that granted the application despite a good deal of local opposition, has heard nothing from the applicants and so the planning application will lapse. This means that the existing arrangements for scrutinizing the waste products produced by the Vetspeed plant will need to continue to be properly scrutinized by the Environment Agency.

13. The county council has adopted a plastics strategy aimed at reducing and re-using plastics wherever possible before recycling. Schools will also be provided with resources to enable them to deliver plastic-free lunch days and encouraged to download lesson plans to educate pupils and their parents.

14. The amount of recycling that goes into our bins that is contaminated eg with food and therefore has to go to landfill has risen slightly and the councils are trying to get people to be more careful.

County Early Years and childcare training

15. The County Council manages an early years and childcare training centre, offering qualifications and accredited courses flexibly across the county. The centre is accredited with CACHE (the Council for Awards in Children's Care and Education) to deliver essential qualifications in early years, childcare and playwork. The work of the centre is subject to annual external verification by CACHE, to review the quality of its assessment and internal quality assurance processes. The monitoring officer from CACHE found the Early Years Training Centre to be excellent across the board, with no actions.

22. Correspondence and information received

Letters received

Emails received

- 14.07 - Maria Mosely - Pop;
 - Jenny Webb - Pepperslade Noticeboard;
 - Sabrina Melvin - Noticeboard;
- 15.07 - Jean Kirby - Your Invoice;
 - Alexandra Phillips - Information Evening Invitation;
 - CAPALC - NALC CEB - 12/07/19;
 - CAPALC - CAPALC Bulletin - July 2019;
 - Street Works - TTRO19/259 Chirch Street Thriplow;
- 16.07 - Simon Markham - Re Heathfield open Space;
 - Peter Topping - Re EMG Planning Application;
 - Planning Trees Update from Defra on Oak Processionary Moth & Tree Policy
 - Planning Trees - East Anglian Regional Tree Wardens Forum;
- 17.07 - Amanda Johnston - Representations re Application S/2060/19/FL;
 - Darren Mullett - Reply to my questions of 29/05/19;
 - APAS Planning - Correspondence re Thriplow Farms application;
 - Karen Lemon - FOI Guidelines;
 - Karen Lemon - FOI Request 01/07/19 reminder;
 - BHIB Council Enquiries - Re TPC;
 - Patrick Adams - SCDC Weekly Bulletin;
 - Parish Clerk - Energy Supply;
 - Annabel Wright - Energy Supply;
 - Annabel Wright - Joint Village Working Party to consider transport proposals
 - Patrick Adams - SCDC Weekly Bulletin;
 - CCNews Charity Commission News July 2019;
- 18.07 - Nick Cross - Pepperslade Play Equipment;
 - Geoff Axe - Planning Applications Rectory Farm;
 - Amanda Johnston - Heathfield Planning Application S/2060/19/FL;
- 19.07 - Damien O'Reilly - Plans for POS;
 - Karen Lemon - Survey Forms;
- 20.07 - Paul Earnshaw - Bulb Planting Plan September 2019;
- 21.07 - Mary Axe - LHI Grant Application;
- 22.07 - Cambridgeshire Matters - Cambridgeshire Matters July 2019;
- 23.07 - Dakota Mackay - Content inquiry for TPC;
 - Karen Lemon - Re Zip Wire Query;
 - Jean Kirby - Your Invoice;
 - BHIB Counsels Enquiries - BHIB Insurance Receipt of Payment;
 - CAPALC - Minor amendments to LGPS Discretionary Policy Template;
 - CAPALC - NALC CEB 19/07/19;
 - SBA - Scanned Image;
- 24.07 - Valerie Tookey - Re Energy Supply;
 - Thriplow - Contact Form Submission;
 - Patrick Adams - SCDC Weekly Bulletin;
 - CAPALC - Cyber Security Awareness Online Training;
 - Peter Topping - EPCM 31st July;
- 25.07 - Clerk Duxford - A little street lighting question;
 - IHMC - Incident Report June 2019;
 - CAPALC - CAPALC Postal Address;
 - Darren Mullett - Minutes;
 - DVLA - Confirmation of Vehicle Tax;
- 26.07 - Darren Mullett - Zip Wire;
 - Darren Mullett - Your Zip Wire Query;
 - Mel Vinton - The Millenium Oak;
 - Editor FATN - Articles and Content for September;
 - Darren Mullett - Re CF-1421 Heathfield OS;
 - APAS Planning - S/1425/19/FL Approved;
- 29.07 - Darren Mullett - Wednesday Night Survey Count;
 - Noticeboards Online Limited - Installation Service Completed;
 - DS Appeals - Planning Inspoectorate APP/WO530/W/18/3217802;

- IHMC - Roadworks and Events Report 1-15/08/19;
- 30.07 - Jean Kirby - TPC;
CAPALC - NALC CEB 19/07/19
Ian Papworth - Decision Notice S/2166/19/FL;
Planning Trees - Update;
- 31.07 - Maria Mosely - Pepperslade;
Patrick Adams - SCDC Weekly Bulletin;
CAPALC - NALC CEB 26/07/19;
- 01.08 - Amanda Johnston - Previous Complaint Cllrs Richman and Kirby;
Paul - Dog Barking;
Kevin Rochfort - Confidential Complaint;
Maria Moseley - Pepperslade;
CAPALC - Carbon
Strategy Consultation;
Patrick Adams - SCDC Weekly Bulletin;
Communications - Parish ebulletin;
- 02.08 - Community - Marshalls Aerospace and Defence Group Relocation
Prospectus;
Damien O'Reilly - Plans for Pepperslade Open Space;
Darren Mullett - Your FOI Request;
- 03.08 - Peter Topping - Re EMG;
- 04.08 - Maria Mosely - No response;
Carlos Cardoso - FOI Request x 2;
Karen Lemon - Your FOI Request;
Tim Holmes - Marshall's Aerospace and Defence Group
Relocation Proposals;
- 05.08 - Karen Lemon - Minutes of the meeting - 31/07/19 x 3;
Darren Mullett - Suggested reply to Damien O'Reilly;
Dakota Mackay - Re Content Enquiry for TPC;
Emma Dyer - Zero Carbon Communities Grant;
Darren Mullett - Fwd FOI Request;
CAPALC - NALC CEB 02/08/19;
CAPALC - Councillor Training 17/08/19;
Communications - New Release Zero Carbon Grants;
Tim Holmes - Marshall's Aerospace etc;
Richard Smith - Re CF1421Heathfeild POS;
- 06.08 - Shirley Wittering - Re Contact Form Submission;
Peter Topping - Re SCDC Legal Department;
Peter Topping - Re EMG;
Thriplow - Contact Form Submission;
CAPALC - Important Update;
Peter Topping - Re EMG;
CAPALC - Finance Training;
Phillipa MacGarry - TPC A/C Details;
Kevin Rochfort - Confidential Report;
Local Transport Plan - Local Transport Plan Consultation;
- 07.08 - LDF - Greater Cambridgeshire Planning Policy Monthly Update;
CAPALC - NALC Newsletter 17/07/19;
Peter Topping - Proposals from CCC to ask parishes to negotiate directly
with energy companies;
- 08.08 - Philippa MacGarry - Standing Orders;
CAPALC - Clerks the Knowledge;
Maria Mosely - Complaint Form;
Philippa MacGarry - Accepting Grant Form;
Tina Webb - CAPALC Affiliation Form;
Cambridgeshire ACRE - Invitation to AGM;
- 09.08 - Philippa MacGarry - Standing Orders x 3;
APAS Planning - Correspondence re 34 Church Street;
Aaron Clarke - SCDC Weekly Bulletin;
- 10.08 - Peter Topping - Karen Lemon et al;
David Rayner - Scope;
- 12.08 - Tina Webb - Outstanding Invoice 1205;

- CAPALC - NALC DEB 07/08/19;
- Dakota Mackey - Re Contact Inquiry for TPC;
- Karen Lemon - Fwd FOI request;
- Jill Chris - Your FOI Request;
- CGM Operations - Ground Maintenance;
- Cambridge Team - Lisa Chambers invites you to follow Cambridgeshire Town and parish emails;
- 13.08 - South Cambridgeshire - Your local news;
- Carlos Cardoso - Re FOI request;
- Rural Services Network - The Rural Bulletin - 13/08/19;
- 14.08 - Carlso Cardoso - Re FOI request;
- Philippa McGarry - Re Marshalls Aerospace;
- Kerstin Rivett - Re Marshalls Aerospace;
- IHMC - Highway & Events Report 16-31/08/19;
- Public Sector Executive - Your invited to Network Service 2 etc;
- Karen Lemon - Fwd FOI Request;
- Victoria Bailey - Work in Thriplow;
- 15.08 - Karen Lemon - Your Complaint x 3;
- Emma Dyer - Zero Carbon Grant Information;
- 16.08 - Democratic Services - SCDC Weekly Bulletin;
- Cambridge Team - Lisa Chambers invites you to follow Cambridgeshire Town and Parish emails;
- 19.08 - Cambridge Team - Lisa Chambers invites you etc;
- Greater Cambs Partnership - Cambs SW Travel Hub Progress Exhibitions;
- David Wherell - RCDT Annual Report and Accounts;
- CAPALC - NALC CEB 16/08/19;
- NWM - Community Gritting Scheme Applications Winter 2019;
- Kathryn Purkiss - Meeting on the 9th September;
- CAPALC - Finance Training;
- Nick Eastwick - TPC Review of Annual Return AGAR Part 3;
- 20.08 - Planning Trees - East Anglia Tree Warden Forum;
- 21.08 - Derek Pinner - next meeting;
- Rachel Clinton - Events training and product extensions for SPSS Mobler;
- 22.08 - CAPALC - CAPALC Bulletin August 2019;
- Planning Trees - Tree Wardens Zero Carbon Communities Grant;
- 23.08 - clerk@duxfordvillage -Correspondence re IWM
- Darren Mullett - Re FOI request;
- Annabel Wright - Street Lighting;
- APAS Planning - Correspondence re IWM;
- Ian Papworth - Re Decision Notices on S/0780/19/FL & S/4851/18/FL;
- Aaron Clarke - SCDC Weekly Bulletin;
- 24.08 - Tina Creek - HRA Meeting;
- 27.08 - Val Tooley - Street Lighting;
- Cambridgeshire ACRE - Cambridgeshire Local Councils Conference 2019;
- Kelly Talbot - CF-1421 Heathfield POS;
- Sarah Monteith - Street Lighting MPAN Number;
- 28.08 - Patrick Adams - SCDC Weekly Bulletin;
- Nick Easterbrook - Re TPC - AGAR Part 3;
- 29.08 - IHMC - Roads & Events report 1st - 15th September;
- Karen Lemon - Your Complaint;
- 30.08 - Planning Trees - Tree Warden Event Invitation;
- APAS Planning - Correspondence re Genome Campus;
- 01.09 - Amanda Johnston - Complaint re Parish Councillors;
- 02.09 - David Schnieder - Old Notice Boards;
- clerk@harltonparish - Energy Supply x 3;
- Annabel Wright - Energy Supply x 3;
- Sarah Monteith - Street Light MPAN Number;
- Plantscape - New Bee Friendly Range;
- Parish clerk - Street Lighting;
- 03.09 - Ruth White - Re Joint Village Working Party to consider transport

Thriplow - Contact Form Submission;

Proposals;

clerk@harltonparishcouncil - Street Lighting;
Playsafety - RoSPA Conference 05/12/19 - Birmingham;
04.09 - Patrick Adams = SCDC Weekly Bulletin;
Beverley Childs - Parish Planning Forum Agenda - 23/09/19;
Rural Services Network - RSN Rural Funding Digest;
05.09 - The Pensions Regulator - Take Action Immediately;
CAPALC - CEB - 30/08/19;
Sarah Bellow - Cultivate Funding;
06.09 - Paul Earnshaw = Bulb Planting;
APAS Planning - Correspondence re Goward's House, 28 Middle Street;

Magazines & Periodicals

Clerks & Councils Direct July & August 2019

Various advertising sundries

23. Date of next meeting

11th November 2019

There being no further business, the chairman thanked everyone for attending.
The meeting closed at 9.50 pm

..... Chairman

..... Date

Please note that where a member of the public was invited to speak the meeting was closed by the chairman to enable this to happen. This is not recorded in the minutes to save needless repetition
