

# THRIPLow PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Monday 14<sup>th</sup> January 2019 in the Thriplow Village Hall Committee Room at 7.30 pm

### Present

Councillors: Jane Gough, Mark Brogan, David Easthope, Kit Jackson, Charlotte Kirby, Owen Mackay, Carly Richman, Terry Smith

District/

County Cllr:

Clerk to the

Council: Martyn Corbet

### 1. Apologies for Absence

Apologies for absence were received from Cllr Topping

### 2. Minutes of the Parish Council Meeting held on the 12<sup>th</sup> November 2018

These minutes had previously been distributed, The following amendments were agreed: Subject to these amendments the minutes were approved and signed by the chairman.

The parish clerk went through a email he had received from Barry Radley before his resignation. This email made several points about the minutes. These were considered by the meeting.

*It was noted that at items 4 a) 4 c) and 12 a) the margin note was incorrect and that the reference to CR should be in 4 b). Similarly it was noted the reference to TS in 4 c) should be in 4 e). The references to various actions required in item 12 have slipped out of alignment and should be read as though they were one line lower with that at 16 being superfluous.*

*Reference to a payment to 34SP for £71.40 was not on the agenda. This was because it was paid directly by the parish clerk and reclaimed by him as part of his expenses.*

*The amount listed for payment to Cllr Smith was stated at the meeting to be incomplete and a cheque was paid to him at a later date as recorded in these minutes.*

*A late payment to British Gas of £38.49 in respect of the Smithy was omitted from the minutes*

### 3. Matters arising not otherwise covered by this agenda

There were no matters arising;

### 3(a) Minutes of the Extraordinary Parish Council Meeting held on the 22<sup>nd</sup> November 2018

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

### 3(b) Matters arising not otherwise covered by this agenda

There were no matters arising

### 4. Procedure for co-option of a new parish councillor following the resignation of Barry Radley

It was agreed that the vacancy will be advertised first in the Village Ward. Cllr Easthope emphasised that anyone can stand who lives within the parish or 3 miles outside. The parish clerk will put something on to the website. Hopefully there will be some persons to consider at the next meeting. Each candidate will be asked to provide a brief personal description of themselves beforehand;

### 4. Updates on:

#### a) Watercourses

Cllr MacKay said work should have been done over the Summer months. Little appears to have been done by the residents with riparian responsibilities. Cllr Easthope said that these persons have an obligation to others living "upstream". Cllr Mackay said some persons living in the village appear to be unwilling to do the work. It was suggested that

he go back to Colin Green. No map appears to have been prepared. Colin Green will be asked what is to be done. Cllr Jackson agreed that the matter needs to move forward. Cllr Mackay and the parish clerk will get together and prepared prepare another letter;

OM  
&MC

**b) proposal to replace the Kingsway Notice Board**

The parish clerk confirmed that the new notice board has been ordered and paid for. It is being held by the manufacturers until a location for it can be confirmed. It had been intended to ask Croudace if the notice board could be placed on their land at the round about on Heathfield Way. This land has been sold. Cllr Kirby suggested that a site near to the bus stop might be available. She believed that this was a possibility. Cllr Easthope agreed with this location. The suggested site is not parish council land so the agreement of the owner of the Heathfield House site (upon which the bus stop stands) is necessary. Once ownership of the site is known this will be communicated to the parish clerk by Cllr Kirby and he will write a letter to the new owner;

CK&MC

**c) defibrillator installation**

Cllr Jackson said that the Village Hall Management Committee has formally agreed to the defibrillator being installed at the Village Hall. No date has yet been given for installation. This will probably be in February. Shortly after installation there will need to be a meeting at the Village Hall so that residents can learn about the defibrillator. There also needs to be other things such as learning about CPR and setting up a phone system;

**d) proposal to obtain registered title in respect of The Village Green**

The parish clerk had circulated emails from Uday Phadke. He read out the email from him. The concerns of property owners around the Village Green relating to existing rights of way were noted. Cllrs Jackson and Brogan wondered whether it was necessary to register the Village Green at the Land Registry. Cllr Gough confirmed that registration had been recommended by CAPALC who provide advice on such matters to the parish council. It was agreed that the parish clerk should go back to CAPALC and seek further guidance. Cllr Jackson agreed to be the parish council's representative in relation to this matter. The actual registration is being handled by solicitors appointed by the parish council;

KJ

**e) parking on The Village Green**

Cllr Smith suggested this matter should henceforth be deleted from the agenda. This was agreed;

**f) LHI Grant Application**

Cllr Gough stated that she and the parish clerk attended the Grants Panel meeting at CCC Highways Department early in the day. We will e informed of their decision as soon as possible. Cllr Kirby referred to the fact that part of a sign located on the exit from Heathfield has rusted away. It was pointed out that such things are a matter for CCC;

**5. Health and Safety**

Cllr Easthope said that the usual inspections are due before the next meeting.

**6. Parish Recreation Grounds and Parish Maintenance**

**a) Village Maintenance - update**

Cllr Smith said that he has a list of several items which need to be added to the precept calculations. Grass cutting will increase by 3% from last year's figures. It was agreed that this quote should be accepted and that Hardy Landscapes had done good work over the past year. Cllr Smith proposed that the Heathfield contribution should increase. This will need to be negotiated with HRA. The bollards around the Heathfield green areas make grass cutting time consuming. Cllr Easthope felt that the HRA contribution should increase yearly.

The undergrowth at the rear of Hurdles Way will cost £1,550.00 plus VAT. Cllr Smith is obtaining a written quote for this. The trees adjoining Heathfield House will be cut back by Shires Trees Limited at a cost of £1500 including VAT. This work is to be done on either the 17<sup>th</sup> or 18<sup>th</sup> January.

The seats in the parish which need treating a prior quote of £100 per seat was felt to be too expensive. Cllr Smith will getting a quote from Tim Perdew.

Cllr Smith has also investigated the provision of formal parking at Ringstone on the POS. He is contacting the contractor who provided a quote in 2016 to obtain a new figure.

TS

Cllr Kirby commented that should EMG group apply for a drop kerb opposite the bus stop at Heathfield more people will be parking in Hurdles Way.

Cllr Smith has had a meeting with Playdale about the Recreation ground. The rotten Monkey bar post was investigated by Playdate and it was found a second post was rotten

as well. Both posts will be replaced at the same time under guarantee. No additional installation cost is involved.

The seats in front of the War Memorial have been treated by Hanna Roberts who has kindly offered to maintain them.

Cllr Easthope referred to the fact that a quote was obtained for painting the Village Hall railings. The quote included provision for the War Memorial railings. The quote of £180 plus VAT was accepted

#### **b) Grass Cutting in the parish**

This was dealt with in the paragraph above;

#### **c) Footpaths**

Cllr Brogan referred to the fact that at 6.00 am on a Sunday morning trucks were using The Greenway. Unfortunately there is little that can be done about this as The Greenway is built on the farmers' land.

Cllr Easthope referred to kerb stones at Heathfield which need work.

### **8. (1) Dog Litter Bins**

It was noted that the bin requested for the Cricket Meadow has been installed and that on Church Street had been re-sited.

#### **Request for Dog Litter Bin at Ringstone**

The parish clerk had circulated a quote from Mike Parsons of SCDC for the installation and regular emptying of a bin. It was agreed that he would go back to him and ask about moving the existing bin on Hurdles Way to the proposed new location.

**MC**

### **9. Tree Planting, Tree Work and POS Maintenance**

#### **(a) Tree work applications & Tree Works in general**

*S/4060/18/TC – 2 School Lane – no objection;*

*S/4225/18/TC – 8 The Green – no objections;*

*S/4236/18/TC - 7 Lower Street – no objections*

#### **(b) Cutting back trees at Hurdles Way**

It was noted that the trees running parallel to the EMG Group premises at Heathfield have been removed. There was no Tree Preservation Order on these trees so the land owner was entitled to remove them. Cllr Smith confirmed that the work on the trees adjacent to the Heathfield House site will start on the 17<sup>th</sup> January. The trees require work as part of their maintenance. There will be a crown reduction by a maximum of 5 metres.

Cllr Smith referred to the work required on the Yew trees at the War Memorial. Cllr Easthope thought that the quote obtained by Cllr Smith for £350.00 plus VAT was acceptable. Cllr Smith said that the trees would be reduced to 7 feet and the sides trimmed back within the area. Acceptance of the quote was proposed by Cllr Easthope and seconded by Cllr Brogan and agreed. The parish clerk will do a letter to Hardy Landscapes accepting the quote.

**MC**

### **9. Planning matters**

#### **a) Responses to applications**

*S/3975/18/FL – part demolition of existing barns, extensions, alterations and conversion of 3 barns to dwellings and erection of 4 new dwellings and widening of access at Rectory Farm Thriplow;*

*S/3976/18/LB – part demolition of existing barns, extensions, alterations and conversion of 3 barns to dwellings at Rectory Farm Thriplow;*

*there are 2 applications one S/3975/18/FL is for 7 dwellinghouses on the whole site. As the barn at the front is listed there is also a listed building application to cover plots 1 2 and 3. This application is S/3976/18/LB.*

*Looking at the existing village plan the rear of the site covering plots 4-7 and part of Plot 3 is outside of the village envelope. As more than 75% of plot 3 is within the village envelope this is acceptable. Parish councillors are pleased to see the listed barn will be converted ensuring its survival for the future.*

*One parish councillor especially referred to plot 4 which has been controversial because of its proximity to neighbouring property and traffic movements associated with it. It is understood that one resident in particular has raised her concerns with the Planning Department and the developer.*

*If approval is given to the application for 7 dwellinghouses or if not then a subsequent application for 3 approved the pond at the rear of the 3 will still need to be dealt with. It is believed that the solution of swales acting as soakaways would be a satisfactory method of dealing with the pond but this would only be the case if the watercourses that lead off from the pond are properly maintained. Presently this is not the case.*

*One parish councillor is expressly concerned about the effect of the development upon natural drainage and the increase in water flow from the site. The watercourses in the village are not well maintained. Any significant increase in water flow might lead to flooding.*

*It is noted that the transport statement has inaccuracies which make it evident that*

*the author might not have visited the village before its preparation. Mention is made of Green Lane, School Road and Manor House Road. No such roads exist. It was also noted that the sheer volume of paper was daunting.*

*Thriplow Parish Council by a majority are opposed to S/3975/18/FL for 7 houses principally because some of the houses are outside of the village envelope.*

*Thriplow Parish Council by a majority supports application S/3976/18/LB*

*S/4329/18/OL- development of Wellcome Genome Campus Cambridge Road Hinxton Saffron Walden CB10 1RQ – a majority of the parish council objected to this application because of the increase in traffic which would result from such a development;*

*S/4572/19/AD – display board at St George’s Churchyard Thriplow – the parish council recommended approval of this application*

**b) Planning decisions received**

*S/3534/18/PA – Proposed change of use from agricultural building to 3 dwelling houses at New Barn Barn Thriplow approval granted;*

*S/3488/18/FL – Installation of 2 air pumps at Alderley 36 Church Street – approval granted*

**c) Planning appeals**

No notifications of planning appeals have been received;

**d) Neighbourhood Plan**

Cllr Easthope said not a lot has happened recently. An application for a grant has to be made but this cannot be dealt with within this year’s timescale. It will need to be made within the next financial year which begins on the 1<sup>st</sup> April. Cllr Easthope also said that Mark Deas who has made a housing needs survey for the parish would like to talk to the parish council. It was agreed he would do this before the next meeting in March;

**e) Any miscellaneous items**

Cllrs Easthope and Mackay referred to work which is being done at 1 Church Street creating access on a blind bend. It was noted that no planning application in relation to this property had been received prior to the meeting (*Post meeting note-the application was received by the parish clerk on the 19<sup>th</sup> January*). It was noted that an application was shortly to be received in respect of 2 proposed dwellings at 17 Church Street.

**11. Financial Matters**

**a) Authority was granted to pay the following:**

Amount	Basic	VAT	Total
Parish Clerk’s Salary 13 <sup>th</sup> November 2018 to 14 <sup>th</sup> January 2019	537.60		537.60
Parish Clerk’s expenses	38.58		38.58
HMRC – PAYE on Parish Clerk’s salary	134.40		134.40
LGS – Internal Audit	75.00	15.00	90.00
Cambridgeshire ACRE – Annual Subscription	57.00		57.00
British Gas – electricity for The Smithy	38.50	1.92	40.42

Item received after publication of the agenda:

John Baker Mower Services – service of motor mower	160.00	32.00	192.00
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**Items paid between meetings:**

	Basic	VAT	Total
Terry Smith - reimbursement	262.34	41.40	303.74
Adam Lewis Trees – Trees work at the Village Hall			2400.00
The Community Health Trust – Defibrillator Donation	2129.00		2120.00
Thriplow Green Man Limited – return of donation re Speedwatch less rental	598.00		598.00
The Daffodil Weekend Trust – return of donation re Speedwatch	1000.00		1000.00
Notice Boards Online – new Heathfield Notice Board	1813.00	362.70	2176.20

**(b) Credits received**

Credits received were as follows:

	Amount

Thriplow Village Hall Management Committee – contribution towards tree work	1000.00
TPCC – use of motor mower	100.00
Power – rental for cable under the Village Green	1.15

### 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 17<sup>th</sup> March. 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) Setting the precept for 2019-20

There was a discussion regarding the amount of the precept for the coming financial year.

The parish council has had to spend money on such items as the new notice board defibrillator and tree work. The cost of grass cutting is increasing and costs are rising generally and other one-off items of expenditure are envisaged. In order to keep up with increased expenditure an increase of 7.5% or £1,321.00 in the precept was agreed

This means the total precept will be £18,936.00 for 2019-20.

### 12. Update on proposed plan for play/leisure equipment on Pepperslade POS

#### (i) Progress Report and (ii) Grant Applications

Darren Mullett has been successful in his application to the Big Lottery Fund. A grant of £10,000 has been awarded. A vote of thanks was made to Darren for his continuing work. The receipt of this amount will mean that so far £23,500 has been raised. This includes The £8,500 from the parish council and £5,000 from The Daffodil Weekend Trust.

#### 13. (a) Proposal to increase parish council efficiency

Cllr Gough suggested this matter should be considered after the Annual Parish Council Meeting in May this was agreed. Cllr Easthope said that the parish council should not lose sight of what had been suggested. This matter will be kept on the agenda;

#### (b) Proposal to increase the number of parish councillors for Heathfield Ward

The parish clerk has been in contact with Siobhan Mellon. He will contact her again to get dates for a meeting; MC

#### (c) Training for the whole parish council by Ian Dewar

The parish clerk will contact Ian Dewar to obtain dates for a meeting; MC

#### (d) Updating the parish council electronic equipment

It was agreed that the parish clerk would price up suitable equipment in time for the next Meeting. MC

### 14. Problems at Cambridge Pet Crematorium

Cllr Topping went to the meeting on the 28<sup>th</sup> November. The principal complainant lives Opposite Duxford School in a property which stands on its own. The Environment Agency Are of a view there is not a problem. Cllr Richman said that she has experienced no smells from the installation recently. Cllr Kirby said she has smelt something. When there is a smell the Environment Agency send someone out but by the time an inspection takes place the smell has disappeared. Cllr Easthope said there was a plan to set up a committee at SCDC to deal with air pollution. This committee will hopefully sort it out.

### 15. The Parish Website

Cllrs Kirby and Richman are reviewing the website.

### 16. Parish Emergency Plan

Cllrs Kirby and Richman have started the plan. It is complex. The parish council has to Have one plan to fit all. There needs to be a plan for each ward and risk assessments. It was agreed that Cllrs Gough and Easthope would help Cllrs Kirby and Richman. CK, CR  
JG &  
DE

### 17. Complaint made against the parish council by Mrs A Jack

The parish clerk has been contacted by Rory McKenna of SCDC Monitoring. Cllr Gough Said that Mrs Jack had been invited to attend this meeting but declined'

### 18. Reports (if any):

#### (a) Neighbourhood Forum

Cllrs Gough was unable to attend the last meeting. There is to be a change in entry charges. A Masterplan is in place. There are to be tours of the North side of the IWM site. There is no timescale for the hotel. The museum is looking at traffic management;

#### (b) Village Hall Management Committee

Cllr Gough was reappointed to be the Parish Councils representative on the VHMC.

There will be ceildh on the 2<sup>nd</sup> March. Bookings are the same as last year. The location of the defibrillator at the Village Hall has been agreed. It will cost £3-5 extra electricity per year. The roof tiles have been done and the back side of the building has been tidied up. The AGM will be on the 24<sup>th</sup> January;

### **(c) Police & Neighbourhood Watch**

Cllr Gough said oil has been stolen twice from around the Village Green. Cllr Mackay has had tools stolen. Owen and Amanda caught the thieves in the act but they still escaped with valuable tools;

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

At the time of typing these minutes no report had been received from Cllr Peter Topping

### **19. Correspondence and information received**

#### Letters received

- 01.12 - Thriplow Village Hall MC - TPC representative appointment;
- 18.12 - CCC - Street Lighting Energy 1<sup>st</sup> October 2017 to 30<sup>th</sup> September 2018;
- 20.12 - Barry Radley - Letter of Resignation;
- 28.12 - NS&I - Transaction Record;
- 10.01- National Lottery Fund - Letter re National Lottery Awards For All;

#### Emails received

- 12.11 - Rita Bond - A505;
- 13.11 - Carol Deed - Re Amended Agenda;  
clerk@duxfordvillage - Re Land off A505;  
Mark Deas - Thriplow HNS Report;  
Greater Cambridge Partnership - Update on Whittlesford Parkway Station  
Masterplan Project;  
Michael Parsons - Fowlmere Road Dog Litter Bin Thriplow;  
clerk@duxfordvillage - A little question from Duxford;  
clerk@duxfordvillage - Re Land at A505 Whittlesford;
- 14.11 - Darren Mullett - Wren Requirements;  
Mark Deas - Thriplow HNS Report;  
Tina Creek - Re Update on Whittlesford Parkway Station Masterplan  
Project;
- 15.11 - Louise Ellison-Newton Post Mounted Outdoor Noticeboard x 2  
Cambridgeshire Matters - Cambridgeshire Matters Newsletter - Nov  
2018  
Darren Mullett - Big Lottery - Awards for all;
- 18.11 - Rita Bond - A505;
- 19.11 - Kelly Austin - Meeting;  
Kelly Wardon - Complaint;
- 20.11 - clerk@duxfordvillage - Grant/Duxford meeting;  
fraser@frasertransport - Re Environment Agency etc;  
Derwyn Hardwick - Re Rectory Farm Barns;  
Darren Mullett - Big Lottery - Awards for all x 2;  
CAPALC - NALC Chief Executive Bulletin 16/11/18;  
CAPALC - CAPALC Training Survey;
- 21.11- Peter Topping - meeting on Thursday morning;  
Louise Ellison-Newton - Fresh Quotation - TPC;  
Patrick Adams - SCDC Weekly Bulletin;  
Passenger Transport - Changes to Local Bus Services;  
Judith Hardy - Overdue Invoices;  
Peter Topping - Report for November District & County Matters;
- 22.11- Perdi Parris - Re A505 Junction at Thriplow Heath;  
faser@frasertransport - Re Pet Crem Thriplow x 2;  
fraser@frasertransport - Environment Agency attached letter  
response April 2018;  
Darren Mullett - Big Lottery - Awards for all x 2;
- 23.11 - Malgarzate Kalalbarcyck - S/3534/18/PA - New Barn, Brook Road;  
Barry Radley - Minutes;
- 24.11 - Derek Pinner - Re Works at Gravel Pit Hill Junction;  
Barry Radley - Minutes from Thursday evening;  
Minutes issued 23/11/18;
- 26.11- Geoff Axe - Ref S/3975/18/FL - Full Planning Application Rectory Farm;
- 27.11 - Parish Council Websites. New Emails x 2;

- Carol Deed - Phot of Barry Radley;  
 Ely Waste Team - Re Pet Crem Thriplow;  
 Big Lottery Fund - Your Application;  
 Angela Harrison - A14 Cambridge to Huntingdon;  
 faser@frasertransport - Environment Agency letter response April 2018;  
 Public Sector Executive - Artificial Intelligence etc;  
 faser@frasertransport - Pet Crem Thriplow;  
 Peter Topping - Travellers x 2;
- 28.11 - Helen Evans - Bushes;  
 IHMC - A1, B1043 & 1514 Closed at the weekend;  
 Hannah Southerington -Re LHI Grant Application;  
 Local Highways - Re LHI Grant Application;  
 IHMC - Roadworks & Events Bulletin 1-15/12;  
 Darren Mullett - Re Grant Applications required documents x 2;  
 Patrick Adams - SCDC Weekly Bulletin;
- 29.11 - Anna Jack - Complaint;  
 Joshua Reynolds - Re works at Gravel Pit Hill Junction;  
 faser@fraser transport - Re Pet Crematorium;  
 CAPALC - NALC Funding & Communities Bulletin;  
 Public Sector Executive - HCI - Are you ready?
- 30.11 - IHMC - A1, B1043 & 1514 Closed at the weekend;  
 Paul Driscoll - Request - Parking at junction of School Lane and  
 Middle Street;  
 Communications - November 2018 parish email bulletin;
- 02.12 - Peter Duff - Duties and Responsibilities of the Parish Council;
- 03.12 - Uday Phadke - Letter this morning re Parish Council request to take  
 over control of common spaces around the Green;  
 faser@frasertransport - Fwd AMC/2018/1375 Re Thriplow Pet Crem;  
 Peter Topping -  
 Siobhan Mellon - Re Community Governance Thriplow & Heathfield;
- 04.12 - Thriplowbury - Re Dog Litter Bin on Fowlmere Road;  
 Richard Webber - The Green - deadline;  
 Peter Topping - Dog Litter Bin on Fowlmere Road;  
 Kevin Clarke - TPC Minutes;  
 Richard Webber - Re The Green x 2;
- 05.12 - faser@frasertransport - Environment Agency Letter;  
 APAS Planning - Correspondence re Rectory Farm x 2;  
 Louise Ellison-Newton - Re fresh quotation;  
 Patrick Adams - SCDC Weekly Bulletin;  
 William Brown - Letter to Cambridge Independent on Smithson Hill;  
 Joshua Rutherford - Re Works at Gravel Pit Hill;
- 06.12 - Ely Waste Team - Fwd Environment Agency AMC/2018/1272;  
 Carol Deed - Missing Minutes;
- 07.12 - faser@frasertransport - Re Environment Agency Feedback Report;  
 APAS - Correspondence re St George's Churchyard;  
 PeterTbkk - Re Letter to Cambridge Independent re Smithson Hill;  
 Nicholas Cliffe, Peter Topping & Arthur re Letter to Cambridge Ind;
- 08.12 - Uday Phadke - Notice from Land Registry;
- 09.12 - Helen Evans - Bushes;  
 Jean Tomlinson - Rectory Farm Development;
- 10.12 - Peter Topping - Fwd Dog Litter Bin at Fowlmere Road;  
 Helen Evans - Bushes x 2;
- 11.12 - Helen Evans - Bushes;  
 CAPALC - NALC Chief Executive Bulletin 6/12/18;  
 CAPALC - CAPALC AGM Minutes;  
 APAS Planning - Correspondence regarding The Welcome Genome Campus;  
 Peter Topping - Dog Litter Bin at Fowlmere Road  
 Arnie Leader - Thriplow Dog Litter Bin;
- 12.12 - Patrick Adams - SCDC Weekly Bulletin;  
 IHMC - Incidnet Report No 204;  
 Local Highways - Reminder;  
 Louise Ellison -Newton - Re Fresh Quotation;

- Kirstin Rivett - Access x 2;  
 Communications - News release on future bin collection changes;  
 Darren Mullett - Re Notice for notice boards etc;  
 Darren Mullett - Minutes from last night's meeting;  
 Tom Clarkson - new bins;  
 Louise Ellison-Newton - Order confirmation/TPC sales invoice;  
 IHMC - Roadworks & Events Bulletin December 2018;  
 CAPALC - CAPALC Bulletin December 2018;  
 Uday Phadke - Registration of the Village Green;
- 13.12 - CAPALC - Winter Health plans for your local community;  
 CAPALC  
 William Reagon - Privately owned rights of way;  
 CCC - Winter Health packs available for distribution in your area;
- 14.12 - Uday Phadke - Re Registration of the Village Green x 2;  
 Martin Arthur - SCDC re notice board;  
 IHMC - A1, B1043 and Oakington Road this weekend;  
 CBS - Savings to your taste;  
 reminder@charitycom - Urgent deadline;  
 Cambridgeshire ACRE - Cambridgeshire ACRE Renewal Invitation x 2;  
 Charities Commission - Charity Commission Deadline;
- 16.12 - Peter Topping, Peter McDonald & Terry Sadler - Planning Issues;  
 Helen Evans - Bushes;
- 17.12 - Peter Topping, William Brown & peter1bkk - Planning Issues;  
 Helen Evans - Bushes;  
 Gemma Barron - Cabinet & Parish Council Meeting Notes 27/11;  
 Andre Dent - Looking to the Future;  
 Passenger Transport - Changes to Local Bus Services;  
 Dee Wood - Removal of Paper Collection Box;  
 CAPALC - CiCLA Training 2019;
- 18.12 - Helen Evans - Bushes x 2;  
 LDF - The SCDC Local Plan;  
 Sian Wombwell & Edward Harris - Re Planning Issues;  
 Public Sector Executive - How to change AI from theory to invaluable Practice;
- 19.12 - Helen Evans - Complaint Form;  
 Arthur Greaves & William Brown - Meeting with Stephen Kelly;  
 fraser@frasertransport - Re Environment Agency Feedback;  
 Local Council Public AS - LCPAS Course -ACAS-Conflict Management;  
 Patrick Adams - SCDC Weekly Bulletin;  
 GCHS - Fwd Consultation-Greater Cambridgeshire Housing Strategy;  
 Local Council Public AS - LCPAS - Public Nuisance and Bye-Laws;  
 APAS Planning - Decision Notice S/3488/18/FL;  
 CAPALC - Merry Christmas from CAPALC;  
 Helen Evans - Your Complaint;
- 20.12 - Arthur - Re Smithson Hill Appeal x 2;  
 Aureole Wragg & William Brown - Smithson Hill Appeal;  
 Peter McDonald - Re Environment Agency Feedback;  
 Cambs pcc - Christmas Message;
- 21.12 - IHMC - Roadworks & Events Report 1<sup>st</sup> to 15<sup>th</sup> January 2019;  
 Greater Cambridgeshire P - GCP Newsletter December 2018;  
 Helen Evans - Bushes;  
 Bernie Talbot & Sian Wombwell - Meeting with Stephen Kelly;  
 Peter McDonald & Sian Wombwell - Smithson Hill Appeal;  
 Local Highways - LHI SC Panel Meeting Invitation;  
 Louise Ellison-Newton - Order confirmation TPC/Sales Invoice;  
 Carol Deed - Cheque;  
 William Brown - Meeting;
- 27.12 - Patrick Adams - SCDC Weekly Bulletin;
- 31.12 - Toby Williams - Deadline for Parish Responses to Wellcome Genome Application;
- 02.01 - Cllr Peter McDonald - Deadline for Parish Responses to Wellcome Genome Application;

Patrick Adams - SCDC Weekly Bulletin;  
LCPA - LCPAS Course Bury St Edmunds - 15/01/19;  
fraser@frasertransport - Re Pet Crem Thriplow;

- CAPALC- Chief Executive Bulletin 20/12/18;
- 03.01- Kimberley White - Bushes on Hurdles Way;  
Editor - Deadline January 2019;  
The Pensions Registrar - Workplace Pensions;  
Brenda Robinson - Parish Precepts 2019/20;
- 05.01- James Cantle - Fwd Quotations for Tree Work;
- 06.01- Anna Jack - Your Complaint;  
Micki Pearl - Bushes in front of my property;
- 07.01- James Cantle - Quote for tree work;  
Martin Deas - Thriplow Housing Needs Survey & Neighbourhood Plan;
- 08.01- CAPALC - Views sought on CCC business planning;  
CAPALC - CiLA training;  
CAPALC - NALC Chief Executive Bulletin 04/01/19;  
Public Sector Executive - The reality of digital service delay in the  
Public Sector;
- 09.01- Ian Dewar - Agenda for TPC Meeting;  
Whittlesford Masterplanning Exercise - Briefing Note;  
Local Projects - LHI Meeting Location Map;  
Local Council Advisory Service - LCPAS Elections, By-elections, Co-options  
Bury St Edmunds 19<sup>th</sup> January;
- 10.01- Uday Phadke - Registration of the Village Green;  
Peter Topping, William Brown, Peter McDonald - Smithson Hill Appeal;  
IHMC - Incident Report December 2018;  
Uday Phadke - Registration of the Village Green;  
Vinciworks - Compliance;  
Plantscape - Ready to bloom this summer?  
faser@frasertransport - Environment Agency - Request for Information;
- 11.01- Uday Phadke - Registration of the Village Green;  
Sutcliffe Play - Are you in need of new playground equipment  
Within 5 days?  
Auerole Wragg, Terry Sadler, Peter Brunning, Arthur - Smithson Hill  
Appeal;  
CAPALC - Clerks - The knowledge 12<sup>th</sup> & 19<sup>th</sup> March 2019;  
IHMC - A14 - B1514 closure this weekend;
- 12.01- Ruth Bonner - Trees;
- 13.01- Russ Smith - Trees in Hurdles Way;
- 14.01- Darren Mullett - Application Decision;  
VinciWorks - Webinar on Wednesday;  
APAS - Correspondence regarding application at 17 Church Street;

Magazines & Periodicals

Clerks & Councils Direct November & December 2018

Various advertising sundries

**20. Date of next meeting**

11<sup>th</sup> March 2019

Annual Parish Meeting

21<sup>st</sup> March 2019

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

The meeting closed at 10.00 pm

..... Chairman

..... Date







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