

**STEEPLE MORDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held in the Village Hall on**  
**Monday 10<sup>th</sup> December 2018 at 7.30pm**

Present: Councillors: J Clayton (Chairman), A Drew, S Traverse-Healy, C Upchurch, J Courtney, S Wheatley  
 District Cllr Williams, County Cllr Kindersley  
 In attendance: Mrs S Walmesley (Clerk) and 4 members of the public.

**PARISH COUNCIL MEETING 7.30 PM**

**1. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT AND REQUESTS FOR DISPENSATIONS**

Apologies were received from Cllr Austin, Cllr Belson and Cllr Jeffs. The Chairman declared a non pecuniary interest under Item 3.4 as a relative of the property owner.

**2. COUNTY AND DISTRICT COUNCILLOR REPORTS**

2.1 County Council

Cllr Kindersley had circulated a report. He advised that there was no update on the A505 or Odsey Scrapyard.

There was to be a County Council meeting on the 11<sup>th</sup> December 2018 where there was a motion to suggest Councillors, with allowances, also take unpaid leave over the Christmas period. He felt that this would be a bad tempered debate.

An update was given on the Mayor and the budget 2019/20. A full update was made in the Councillor report.

Cllr Kindersley stated that there were a number of smaller items in the report which would be of interest.

Cllr Courtney asked the position regarding the A505. Cllr Kindersley was aware that Hertfordshire County Council had undertaken pre-consultation work. He felt that there might be changes to the original proposal, due to the cost, adding that everything moved considerably slowly.

As far as Cllr Kindersley was aware the County Council had asked for more information from the Scrapyard owners.

A question was raised about car parking. It was noted that Indigo had installed extra car parking spaces on the site but there was nothing further on an additional private car park.

2.2 District Council

Cllr Williams reported that there had been issues with the District Council IT system as they were changing to a shared service. She had produced a report and agreed to drop off a manual version to the Clerk for circulation.

*-HW*

With reference to the Horse and Groom Planning application, which was to be considered at a planning meeting on the 17<sup>th</sup> December, the case officer had offered to attend to answer any questions. Councillors agreed that she arrange this. Cllr Williams then referred to the Orchard site which was being discussed with the Planners. The chance was that there would be an exception site proposal and if this did come forward the affordable housing officers were willing to attend a meeting to explain the process of exception sites.

There had been a situation within the parish boundary with track racing especially on Sunday and at bank holidays. The District Council knew this was happening and were investigating the organiser.

Cllr Traverse-Healy advised that he was trying to contact the Conservation officer to discuss the village design statements further. She was going to put in a notice regarding assessment. Cllr Williams suggested that the delay in the response could be due to the IT issues and offered to liaise. Cllr Traverse-Healy also asked if a paper copy of the adopted Local Development Plan could be made available. This would be investigated by Cllr Williams and the Clerk.

*-HW &  
Clerk*

A discussion then took place on the recycling bins and associated costs. Cllr Williams stated that there was to be a new policy and once finalised would forward to the Clerk for inclusion on the website.

The Chairman thanked Cllr Kindersley and Cllr Williams for all their work over the year.

### 3. COMMENTS AND OBSERVATIONS FROM PARISHIONERS AND MEMBERS OF THE PUBLIC

#### 3.1 Footpath to Litlington

Councillors were advised that the footpath, where there had at some stage been some ditch work carried out, now had a footbridge.

#### 3.2 Ashwell Road Trees

The trees outside the affordable housing on Ashwell Road had not been replanted. This was brought to the attention of the Parish Council previously when the trees planted by the Developer died. The Chairman agreed to urge the planting with the housing associations. -JC

#### 3.3 40 mph Speed Limits

A resident referred to the request made at a previous meeting, to introduce a 40mph speed limit on Station Road, and asked that this also be considered for Ashwell Road beyond the farm shop. The Clerk reminded the meeting of the decision taken at the October Parish Council meeting where it was agreed that before agreement was given to instruct the County Council to carry out a feasibility study, the data from the MVAS would be collected and then, if necessary, could be used to support the application for 40mph zones. She reminded Councillors that they had been asked to consider an allocation in the 2019/20 budget for this project.

#### 3.4 Recreation Ground Leylandii trees

The resident of the neighbouring property expressed his concern over the lack of communication with him regarding this work. He stated that it would have been courteous to speak to him, as access was needed to his land, before arranging the work. The resident stated that he did not mind the height of the trees being reduced but wanted confirmation that the Football Club floodlights would not shine into his property. Cllr Drew reported that she had discussed the issues with the resident before the meeting and agreed that there was a problem with the floodlights which had fixed heads and could not be adjusted. She reminded Councillors of the possible danger relating to the trees which could fall and squash the Reading Room.

A discussion took place on how this could be progressed. The Clerk advised that she had postponed the work with the contractor adding that she had originally asked him to contact the resident to discuss the requirements. Cllr Drew stating that it would be a waste of time just carrying out a part of the work. The trees needing the most attention were those shielding the neighbour. It was then agreed that a letter would be sent to the Football Club, advising of the need for the tree work to take place, and ask them to arrange for the floodlights to be changed. A quick response would be requested. It was noted that the tree work would need to be carried out by March at the latest or if the floodlight issue could not be resolved would be pushed back until October 2019. -Clerk

### 4. TO APPROVE THE MINUTES OF

#### 4.1 The Parish Council Meeting held on 17<sup>th</sup> October 2018

On a proposition by Cllr Drew seconded by Cllr Upchurch the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.

### 5. MATTERS ARISING AND CARRIED FORWARD

#### 5.1 A505 Junction

As reported by Cllr Kindersley there was no further news.

#### 5.2 School Safety –Response from Primary School re school crossing patrol

The response from the school had been circulated to Councillors. The Head Teacher had advised that a School Crossing Patrol would not reduce the dangers which were primarily created by road users. There were other factors which would have a greater impact.

It was acknowledged that the safety issue had been ongoing for a number of years and Councillors agreed to remove this item from the agenda.

#### 5.3 Russell Close Trees

The Parish Council had been advised that the tree in question was not the tree on Cheyney Street as first thought. This tree was completely removed from the small green space at the end of Russell Close. The Clerk suggested that this area was under the management of South Cambridgeshire District Council. It was agreed that the Clerk respond to the resident, advising of this, and suggest that she contacts them directly and advises the Parish Council of the outcome. -Clerk

## 6. FINANCES

### 6.1 To receive the financial statement and to approve the payment of bills

The invoices were checked by Cllr Wheatley

E-ON

Reading Room electricity December 2018 DD £ 45.00

IN & OUT

Disabled toilet clean October & November 2018 £ 31.50

HALES PRINTERS

Newsletters November & December 2018 £ 90.00

E W PEPPER LTD

Allotment land rent 2014/15,2015/16,2016/17,2017//18 £1600.00

CAMBRIDGE WATER BUSINESS

Water rate 14/4/18-22/10/18 Recreation Ground £432.58

Allotments £105.63 £538.21

ANGLIAN WATER BUSINESS

Sewage charge until 16/11/18 £ 441.92

SMARTIES

Second payment of loan £3000.00

TOTAL £5746.63

PROPOSED Cllr Traverse-Healy SECONDED Cllr Drew

The Clerk advised that the water invoice was estimated. The Bowls Club had advised a meter reading greater than that invoiced. She proposed that on this occasion the a deduction be made from the units used by the Club, so that a proportionate invoice could be calculated for the sports clubs, and then the number of units added to the next bill in April 2019. This was agreed.

### 6.2 Budget/Precept 2019/2-

A draft budget had been circulated to Councillors ahead of the meeting. A discussion took place on reserves, capital and running costs. It was estimated that there would be around £62,000 in the general fund at the end of the financial year which was twice the budget. The Chairman asked Councillors to look at the figures, and advise of any proposals, by the next meeting. The Clerk would also circulate the calculation relating to the estimated end of year figures. South Cambridgeshire District Council had requested the precept demand by the beginning of February 2019.

-Cllrs &  
Clerk

## 7. RECREATION GROUND/CONSERVATION AREA

### 7.1 Recreation Ground Maintenance –working group update

There was nothing to report.

### 7.2 Play Area RoSPA Report 2018 –Quotation for repairs

Cllr Drew advised that the repairs to the play equipment should have taken place the previous week. Due to the weather she was not sure whether this had happened and would check.

-AD

### 7.3 Tree Inspection (Recreation Ground)

A team of parishioners had agreed to work on the identification of the trees. There was a map of the recreation area on the website which would be of help. The Clerk to investigate obtaining a copy.

-Clerk

### 7.4 Leylandii Tree Work

This was discussed under Item 3.4

## 8. MAINTENANCE

### 8.1 Footpaths/Footways

#### 8.1.1 Craft Way Footway

Cllr Upchurch confirmed that the trees had still not been cut back. The Clerk to urge with the County Local Highway Inspector.

-Clerk

#### 8.1.2 Footpath 10 –Minor Highway Improvement Scheme 2017/18 Application

The Clerk to contact the Rights of Way officer. The outstanding issue was that the signage needed to be changed to show the correct path.

-Clerk

#### 8.1.3 Village Litter Pick Update

Councillors all agreed that Cllr Belson had carried out a fantastic job with the team. It was noted that there had been 113 bags of litter collected during the year which was a disgrace. Compliments were also made on the clean road signs.

#### 8.2 Proposal to Divert Part of Footpath 2

Details had been received from the County Definitive Map Officer, James Stringer. He

requested any representations by the 7<sup>th</sup> January.  
Councillors agreed that the proposal was an improvement which removed potential hazards from the footpath exit/entrance.

## 9. SPEEDING TRAFFIC

### 9.1 LHI Bid 2019/20 Feasibility Study

The feasibility study had been copied to Councillors. If successful with the application for a second MVAS the Parish Council would need to make a £700 contribution. The Clerk advised that the panel meetings, to support the application, were to be held on the 14<sup>th</sup> and 16<sup>th</sup> of January. It was agreed that, as Cllr Jeffs had made the application, she be asked to attend. If she was unavailable the Clerk would circulate the details to other Councillors.

-Clerk

### 9.2 MVAS Delivery

The equipment was to be delivered to the County Council depot in Huntingdon on the 16<sup>th</sup> December. The Clerk advised that an officer was going to deliver the Litlington MVAS on the 20<sup>th</sup> December to the village and suggested that it might be convenient to deliver to Steeple Morden at the same time. A former Parish Councillor had dealt with the County officer regarding the positioning of the equipment. Councillors agreed that he be asked to liaise again over delivery. Clerk to arrange.

-Clerk

### 9.3 Meeting with Cambridgeshire Neighbourhood Policing Team

A meeting had been arranged, through a parishioner, for Sunday 13<sup>th</sup> January 2019 at 2pm. The Chairman and Cllr Belson would attend. Cllr Drew agreed to book the Pavilion.

JC, AD,  
GB

### 9.3 Odsey Traffic Calming

Cllr Courtney reported that he had reported broken barriers on Station Road on the County Council website. One piece had been replaced so he would report the remainder again. He was also unsure of whether the two flashing warning signs in Odsey were still working. The Clerk advised that if they were not these should also be reported on the County Council website.

-JC

## 10. PLANNING APPLICATIONS

### 10.1 To consider Planning Applications

#### 10.1.1 Planning Ref S/3692/18/FL

67 Hay Street –Single storey rear extension –for information as consultation closed

#### 10.1.2 Planning Ref S/3339/18/FL

Odsey Service Station –Proposed secure storage building –for information only as consultation closed

(Mr David Crookes)

The Clerk reported that a Planning meeting would be held on Monday 17<sup>th</sup> December 2018 to discuss the planning application for the Horse and Groom site on the A505. The meeting to be held in the village hall. Clerk to arrange.

-Clerk

## 11. UPDATE TO WEBSITE

The website host had confirmed that he could edit the existing website and add another function to the site which would take time. Cllr Drew stated that the set up of the existing site was now ancient. A new site would enable the Parish Council to update all areas. The Clerk was asked to see if the host would provide a quotation for a completely new site.

-Clerk

## 12. THE WAGGON AND HORSES PUBLIC HOUSE –EXPIRY OF LISTING (ACV)

The Parish Council had been advised that the listing was due to expire on the 8<sup>th</sup> April 2019. At this point the property would cease to be registered unless the Parish Council considered re-nomination. Councillors agreed that the Clerk pursue the re-nomination.

-Clerk

## 13. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING:

### 13.1 Enchanted Cinema

The Clerk read an e-mail about the outdoor cinema which had been very successful in other areas of the County over the past couple of years. Cllr Wheatley suggested that this would be a good idea and positive feedback on this type of entertainment was received. It was agreed that the Clerk investigate the event which could be held in the village during the Summer of 2019. She would liaise with Cllr Drew over the availability of the recreation ground.

Clerk &  
AD

### 13.2 Request to use recreation ground for fitness class

A request had been made for the use of the recreation ground for a fitness class for young Mothers. Cllr Williams, who was involved with this project, advised that this was a District

-Clerk

Council initiative and the group were trying to find a location south of Cambourne. A discussion took place on other groups using the recreation ground. After further discussion it was agreed that there were no objections. The Clerk would reply and suggest that it might be helpful if the group found out when the area was being used by others.

13.3 Bikeability Cycle Training

Cambridgeshire County Council had advised that a grant previously made through the Department for Transport, for cycle training in schools, may no longer be available. Funding was in place for the current financial year but from April 2019 there may not be enough funding to ensure that every school is offered all of the training places needed. Currently the cost per pupil was £40 to participate.

Parish Councils were asked if they would be prepared to make a financial contribution towards cycle training in the area.

-Clerk

After discussion it was agreed that the Clerk would respond to the request advising that the Parish Council would consider a contribution once the financial position regarding the grant was known.

13.4 Cheyney Street Trees

A communication had been received from a resident concerned over trees abutting his boundary on the verge adjacent to Cheyney Street. The Clerk advised that the grass verges were in the County Council ownership and not parish. It was agreed that the Clerk suggest that the resident report the trees on the County Council website and keep the Parish Council updated on the response.

-Clerk

**14 COUNCILLORS' ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**

. There were no issues raised.

**15 DATE OF NEXT MEETING**

. Due to the absence of the Chairman the date of the next meeting to be confirmed.

There was no further business and the Chairman declared the meeting closed at 8.46 pm

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Chairman

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Date