

**STEEPLE MORDEN PARISH COUNCIL**

**Minutes of the Parish Council Meeting held in the Cricket Pavilion on  
Wednesday 17<sup>th</sup> October 2018 at 7.30pm**

Present: Councillors: J Clayton (Chairman), A Drew, S Traverse-Healy, K Austin, C Upchurch, J Courtney, W Jeffs, G Belson, S Wheatley  
District Cllr Williams, County Cllr Kindersley  
In attendance: Mrs S Walmsley (Clerk) and 3 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**

All Councillors were in attendance.

Cllr Upchurch declared a non pecuniary interest under Item 11.1. 1 as a neighbour and

Cllr Belson declared a non pecuniary interest under Item 11.1.4 as a neighbour.

**2. COUNTY AND DISTRICT COUNCILLOR REPORTS**

2.1 County Council

The monthly report had been circulated. Cllr Kindersley reported that Cllr Traverse-Healy had been monitoring the response from the County Planning Officer relating to the Scrap Yard. There were concerns raised over the Officer who was waiting for individual comments from Councillors and residents instead of the collective response by the Parish Council. Cllr Kindersley advised that he had been told that conditions needed some more work as they needed to be as close to the Parish Council requirement as possible. As the conditions were confidential it was agreed that Cllr Traverse-Healy would deal.

There was no further update on the A505 and no development with the station car park.

Cllr Kindersley stated that the County Council budget was again under pressure. He added that if Councillors had agreed an increase in council tax, in previous years, there would be extra money available. Officers would not be paid for three days leave over the Christmas/New Year period this time. Cllr Kindersley advised that the budget shortfall would be around £11million and every department would be affected. He added that there was nothing left to make cutbacks on.

There had been a County Council meeting earlier in the week where a motion to exempt care leavers from council tax and a peoples vote on a Brexit referendum had been unsuccessful.

Cllr Belson asked if Cllr Kindersley was aware of the situation with the bus service between Ashwell Station and Ashwell. She advised that the service was due to be withdrawn but had since heard that it had gone out to tender. Ashwell residents had a campaign underway. Cllr Kindersley was not aware as this bus service was a Hertfordshire project.

An update was then given on the CamBed Railroad. Cllr Kindersley advised that a petition was up and running. There was also a Just Giving page raising funds. Meetings continued to be held to promote the proposal. It was agreed that a financial contribution towards the campaign would be an agenda item for discussion at the next meeting.

2.2 District Council

Cllr Williams reported that the Local Development Plan had been adopted by South Cambridgeshire District Council. She thanked everyone for their input.

The National Trust had received planning consent for a multi use trail in the grounds of the Wimpole Estate. Arrington Parish Council had objected to the application as there was already an issue with parking in the village. Cllr Williams advised that as part of the planning consent free parking was going to be provided once the new car park on the estate had been completed.

There were still some contaminations issues with recycling and residents were being urged to 'wash and squash'. There was going to be a charge for the use of an extra green bin. Cllr Williams welcomed residents views.

Cllr Traverse-Healy asked if there had been any further information regarding the Station Road orchard planning application. It was noted that the first application had gone to appeal. A discussion took place on the appeal process now that the Local Development Plan had been adopted.

Cllr Williams was asked about the CIL (Community Infrastructure Levy) now that the Local Development Plan had been adopted. She was not aware of any changes at the present time but suggested that this would be a good question for the meeting she had arranged on the 24<sup>th</sup> October 2018, with SCDC Planning Officers, in Guilden Morden. Details of the meeting for

Councillors and members of the public, had been circulated to Councillors.  
The Chairman thanked the County and District Councillors for their reports.

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

#### 3.1 Smarties Pre School –Request for financial help

The written request, made by the Smarties Treasurer, had been circulated to Councillors prior to the meeting with background information. The Treasurer was asked to present the background to the request. She stated that previously the Pre-School had received a ‘Poor’ Ofsted rating and this had resulted in a decline in the number of children in the new intake attending the Pre-School. The committee and some staff had changed and had worked very hard to turn Smarties around and build up the numbers. The latest Ofsted report had been ‘Good’. A request for a grant of £9,316 was made which was the shortfall in funds for four months. It was anticipated that the situation would improve in the new year. It was advised that around ten more families were needed with children taking up more sessions. It was advised that 50% of the current children were from the village. Smarties was also a breakfast and out of school club. Cllr Belson added that the holiday facility would be a huge loss to parents over a wide area. A discussion took place on Section 137 funding and the limits allowed. A discussion then took place on an interest free loan.

It was proposed by Cllr Traverse-Healy that an interest free loan of £3,000 for the months of November and December 2018 be paid with a review in January 2019, on the Smarties financial position, before the agreement of further instalments. The maximum loan total to be no more than £10,000. The loan to be repaid by May 2022 which was the end of the current term of office for Councillors. This proposal was agreed by all Councillors.

-Clerk

The Clerk to prepare an offer and agreement for the Smarties representatives to sign. The first payment would then be arranged in November.

### 4. TO APPROVE THE MINUTES OF

#### 4.1 The Parish Council Meeting held on 13<sup>th</sup> August 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 Police Surgery

The surgery had been held on the 26<sup>th</sup> September 2018 in the Village Hall.

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

The Clerk had been advised that the School Governors would discuss the proposal at the next School Governors meeting.

### 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 August & September 2018 2 018 DD £ 90.00

IN & OUT

Disabled toilet clean August & September 2018 £ 28.00

HALES PRINTERS

Newsletters September & October 2018 £ 90.00

PKF LITTLEJOHN LLP

External audit 2017/18 (inc. £40.00 VAT) £240.00

A P CHAMBERS

Reimbursement for recreation ground expenses £ 26.72

CAME & COMPANY

Insurance premium 2018/19 £1302.43

MRS S WALMESLEY

Clerks salary & expenses 1/6/18 -30/9/18 £ 963.15

HMRC

7/18-30/9/18 £ 229.40

TOTAL £2969.97

PROPOSED Cllr Drew SECONDED Cllr Austin

6.2 Update on Anglian Water Sewage Charge

The Clerk reported that she had received an updated invoice which showed that the Parish Council account was in credit by £291.85. She was yet to go through the charges to calculate the sports club contributions.

-Clerk

6.3 Request for a contribution towards Village Hall replacement boiler

Cllr Austin advised that the replacement boiler was not desperate. The committee had been told that it would need to be replaced within the next 18-24 months. The Chairman asked that a figure be available for the Budget discussion at the December Parish Council meeting.

-KA

6.4 Smarties Request for Financial Help

This had been discussed under Item 3.1 where Councillors agreed an interest free loan subject to confirmation that the Parish Council Powers enabled this. The Clerk to prepare an offer letter, setting out the loan details, for signature by the Smarties committee.

-Clerk

6.5 Conclusion of External Audit 2017/18

The External Audit report had been received with no issues of concern raised. The report was on display on the village notice board and also website www.steeplemordenparishcouncil.btck.co.uk as there was no provision on the village website, www.steeplemorden.org, for financial information.

**7. RECREATION GROUND/CONSERVATION AREA**

7.1 Recreation Ground Maintenance –working group update

Cllr Drew thanked a local resident for cutting back a tree which had fallen across the path to the village hall. It was agreed that a letter of thanks would be sent by the Clerk.

-Clerk

The timetable for the work to the leylandii trees by the village hall was requested. The Chairman advised that access would be needed to the property next door but he was aware that the residents had not been contacted. The Clerk confirmed that the contractor had been asked to contact the resident to arrange access before the work was carried out. She would find out the position. Cllr Drew suggested that while the contractor was on site he could be asked to shred the branches that had been left on the ground.

-Clerk

7.2 Play Area RoSPA Report 2018 –Quotation for repairs

A quotation for repairs to the play area, as highlighted in the report, had been obtained by Cllr Drew. The quote for the repairs to bring the play area up to a satisfactory standard was for a total cost of £1772.12 plus VAT. The company had also quoted to make the equipment safe at a lower cost. Cllr Drew confirmed that all the works needed to be carried out as if left the equipment would become unsafe. Councillors agreed that all the repairs should be carried out. The Clerk would place the order with Outdoor Play Solutions.

-Clerk

Cllr Drew advised that she had been asked for the litter bin in the play area to be replaced with a more modern version.

7.3 Tree Inspection (Recreation Ground)

The South Cambridgeshire District Council Tree Officer no longer gave advice on tree work. Cllr Drew advised that she had received information on how to compile a tree survey. The first step was to identify all the trees on the land, zone them, and then make a note of the trees which could be dangerous. A tree surgeon could then carry out an assessment and advise on work required. Cllr Traverse-Healy advised that he might have a contact willing to make a plan of the trees on the recreation ground and would investigate.

-STH

7.4 Car Park

It was noted that the surface of the car park had deteriorated further. Some of the holes were now really big, The resurfacing of the car park was one of the projects highlighted for Section 106 funding. The Clerk reminded Councillors that they still held Section 106 funds from previous planning applications.

Cllr Belson suggested a 'Community Pothole filling day' as there were residents of the village who would be willing to help fill the holes. The Chairman advised that he would provide some machinery, which would make the filling of the holes easier, if some planings were available. It was agreed that Cllr Drew would order a lorry load (20 ton) of planings.

-AD

**8. MAINTENANCE**

8.1 Footpaths/Footways

8.1.1 Craft Way Footway

Cllr Upchurch reported that there had been no change to the trees overhanging the footway.

### 8.1.2 Hay Street Pavement

Councillors were unsure whether the area reported following the August 2018 meeting had been repaired. They believed that it had.

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

There was no further update. It was noted that this had been ongoing for a couple of years. The Clerk would try the County Rights of Way officer to see if he had any news of the position regarding the footpath diversion. -Clerk

## 9. **REVIEWS**

### 9.1 Risk Assessment

Cllr Jeffs had circulated a review of the GDPR element of the Risk Assessment. She expressed concern over the security of e-mail addresses and computer access. All Councillors agreed that they would take notice of risks and act accordingly.

## 10. **REQUEST FOR SPEED REDUCTION STATION ROAD**

Following the last meeting the Clerk had asked the County Council Local Projects Team how to progress a speed reduction. She was advised that all privately funded works had to go through the applications process where officers looked at the feasibility of the scheme and then the scheme could be progressed if suitable. An application form needed to be submitted with a £250 non refundable fee.

A discussion took place on the awaited MVAS which should be delivered by December. It was agreed that the Parish Council would wait and see what effect the MVAS had before progressing.

## 11. **PLANNING APPLICATIONS**

### 11.1 To consider Planning Applications

#### 11.1.1 Planning Ref S/3119/18/FL

44 Litlington Road –New Grain store  
(Mr G Jarman, GC Jarman & Sons)

#### ***-Recommendation Support***

#### 11.1.2 Planning Ref S/3096/18/FL

6 Shingay Road –Erection of Garage  
(Mr S David)

It was noted that this planning application had been approved by South Cambridgeshire District Council.

#### 11.1.3 Planning ref S/2643/18/FL (Amended outline Plan) FOR INFORMATION ONLY

130 Hay Street –Demolition of existing Barn and outbuilding to create No 1 new dwelling & double garage and workshop. New access (Crossover) off Bogs Gap Lane to service No 130 increase existing access (Crossover) off Hay Street  
(Mr Alderman)

It was noted that this planning application had already been approved. Cllr Upchurch expressed her concern over the huge fencing which had been erected around the boundary. Cllr Williams agreed to follow up with the District Council Enforcement Officer to see whether this type of fence had been approved. -HW

#### 11.1.4 Planning Ref S/3524/18/FL

2A North Brook End –Erection of detached dwelling utilizing the existing vehicular and pedestrian access and services

(C Dauncy, Arnold Gilpin Associates)

Councillors agreed that a recommendation to Object should be made on the same grounds as on the previous planning application which had been withdrawn.

#### ***-Recommendation Object***

***-Overdevelopment of the site.***

***-The proposed house not in keeping with the surrounding area.***

***-There is a perceived highway risk.***

***-Privacy concerns for neighbours.***

## 12. **UPDATE TO WEBSITE**

The Clerk had been advised by the website host that the website was only set up to allow certain items to be updated via the website interface. The Clerk had full permission to update agendas, minutes, businesses and clubs etc. but items which were out of date had been set up by the website developer.

A discussion took place on the access. The Clerk advised that the current village website did not allow for her to add financial information which was a requirement. She had set up a free btck website so that the Parish Council was compliant with current regulations. After further discussion it was agreed that the Clerk would obtain quotations to see if the existing site could be updated or replaced.

-Clerk

**13. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING:**

13.1 Russell Close Trees

The Chairman had received a communication from a parishioner suggesting species of trees for the pollarded trees on Russell Close. It was noted that the trees were showing signs of life so at this stage they would not be replaced.

The Clerk was asked to reply to the resident advising that the trees would be monitored to see their condition in the Spring.

Clerk

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

14.1 Litter Pick

Cllr Belson reported that two litter picks had been carried out this month. The first, which was a washout, had four volunteers but the second had 21 volunteers who collected 12 bags of rubbish. Three more sessions were planned for 2018. Cllr Belson added that this had been a very good year with the body of the village now looking good. Investigations were still ongoing into a safe way to litter pick outside the village envelope. Cllr Williams suggested the use of the South Cambs vehicle which could be borrowed. Cllr Belson stated that she had been advised that the vehicle was not suitable. Cllr Williams would follow up.

-HW

14.2 Parking on Footpath

Concern had been expressed to Cllr Wheatley over vehicles parking on the footpath from the Post Office to the junction with Hay Street making it dangerous for pedestrians. It was noted that parking this way was necessary to allow the large tractors and trailers through. After a discussion on bollards, which were not considered suitable, it was agreed that a note would go into the newsletter asking residents to exercise caution when using the footpaths onto the road.

14.3 Village Hall Parking

Cllr Austin had received complaints about the inconsiderate parking in the village hall car park. It was acknowledged that nothing could be done it was up to the individuals using the area.

- 15. DATE OF NEXT MEETING** The Chairman suggested that as he or Cllr Belson would not be available for the November meeting the next meeting be held as scheduled on the 10<sup>th</sup> December. Councillors agreed that as long as ongoing issues progressed this was suitable. If a contentious planning application was to be received in the meantime a Planning meeting would be called.

There was no further business and the Chairman declared the meeting closed at 9.15 pm

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Chairman

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Date