

Minutes of the Annual Meeting of Fen Ditton Parish Council held on Tuesday, 2nd May, 2017 at 7.30 p.m. in the Pavilion, the Recreation Ground.

Present: Cllrs. F. Bennée; E. Bush; S. Collett; J. Conroy; M. Easterfield; W. Irvin-Braben; C. Jones (Chairman):
L Sues.

In attendance: G. Walker – Conservative candidate in CCC elections; the clerk and 2 members of the public.

2017/1 To elect a Chairman

It was agreed that Cllr V Farrar be elected as Chairman

2017/2 To receive apologies

Cllr V. Farrar(out of the country)

2017/3 To elect a vice-chairman

Item taken before apologies received. It was agreed that Cllr C Jones be elected as vice-chairman.

2017/4 To appoint councillors to the following responsibilities and appointments:

- i. Cemetery – it was agreed that Cllr Easterfield and Cllr Conroy (with specific interest in the grass maintenance) be appointed as Council representatives
- ii. Conservation – it was agreed that Cllrs Bush and Conroy be appointed as Council representatives
- iii. Crime – it was agreed that Cllrs Farrar and Irvin-Braben be appointed as Council representatives
- iv. Welfare – it was agreed that Cllrs Collett and Bush be appointed as Council representatives
- v. Finance - it was agreed that Cllrs Bennée and Jones be appointed as Council representatives
- vi. Highways and Transport - it was agreed that Cllrs Conroy and Farrar be appointed as Council representatives
- vii. Newsletter and website - it was agreed that Cllrs Bush be appointed as responsible for social media; Cllr Farrar be appointed as responsible for the web site and Cllr Sues be appointed as responsible for the newsletter and website
- viii. Planning - it was agreed that Cllr Easterfield be appointed as Council lead representative for tactical planning and Cllr Jones be appointed as lead representative for strategic planning.
- ix. Marshalls Consultative Committee - it was agreed that Cllr Easterfield be appointed as Council representatives
- x. Church Community Hall committee liaison - it was agreed that Cllrs. Bush and Irvin-Braben be appointed as Council representatives
- xi. Tree warden - it was agreed that Cllrs Conroy be appointed as Council representatives.
- xii. Elizabeth March Foundation - it was agreed that Cllr Jones be appointed as Council representatives for a further year.
- xiii. Townlands Charity – it was agreed that Jenny Parr be re-appointed for the full three year term.
- xiv. Responsible Financial officer - it was agreed that the clerk continue as responsible financial officer

2017/5 Open Forum for members of the public

A parishioner advised that he had been informed by the Cam Conservators that they would clear the rubbish from the edge of the river and dredge the river as appropriate adjacent to the Council property of land by the barn. The parishioner also proposed that the Council consider permitting him to create two or three parking spaces.

2017/6 To approve the Minutes of the monthly meeting held on 4th April 2017

The amended minutes were approved

2017/7 To receive declarations from Councillors as to the disclosable pecuniary and non-pecuniary in relation to any agenda item

Cllr Bennée declared an interest in 2017/8iv as a family member using the cycle way with concerns of safety along Horningsea Road

2017/8 Clerk's report and matters arising from the Minutes

- i. Cemetery extension – the pre-planning application has been re-submitted to SCDC as no response had been received from the previous application
- ii. Noticeboards – the template for the carving on the noticeboard by the recreation ground gates was circulation and approved. It was suggested that a bee orchid could be incorporated in the design to reflect the existence of the specimen in the parish.
- iii. Speed reducing gate on High Ditch Road – information awaited from CCC
- iv. City Cycle Deal project – the project will not deal with some of the parking issues around the school particularly between 30 Horningsea Road and Musgrave Way where cycling is still hazardous. It is hoped that this will be addressed after the project. A meeting had been held to discuss the implementation of double yellow lines in High Ditch Road and at the crossroads into High Street. CCC will be progressing this.
- v. Street lights – these have been ordered as agreed at the April meeting. The residents in the cottages will be notified.

2017/9 To approve payments made during the month and accounts for payment:

	Cheq. No	Amnt
British Telecommunications	DD	32.41
e.on	DD	123.57
Hayden Woodruff – bus shelter cleaning	435	15.00
Cambridge Printers – newsletter	436	126.50
Sarah Smart – April salary and expenses	437	544.27
Cambridgeshire ACRE – membership	438	54.00
Fen Ditton Church Hall - APM	439	25.00
CGM – village green, cricket outfield, cemetery & Wadloes	440	356.70
Mark Sturmeay – closed churchyard	442	200.00

2017/9 To note money received

None

2017/10 To receive report from County Councillor Williams

No report – election period

2017/11 To receive report from District Councillor Robert Turner

No report

2017/12 To consider following planning applications and tree works applications

S/0559/17/OL Waterbeach Airfield Outline Planning Application for up to 6,500 dwellings (including up to 600 residential institutional units), business, retail, community, leisure and sports uses; a hotel; new primary and secondary schools; green open spaces including parks, ecological areas and woodlands; principal new accesses from the A10 and other points of access; associated infrastructure, groundworks and demolition; with all matters reserved except for the first primary junction from the A10.

The Council's major concern is the increased traffic through Fen Ditton along Horningsea Road, Ditton Lane and High Ditch Road and

therefore **Objects** to the proposed scheme as presented. Objection to be reconsidered once the A10 Corridor Study and proposed mitigation is published. A full response to the proposed scheme will then be given.

It was agreed that Cambridgeshire County Council be contacted requesting the Terms of Reference for the A10 Corridor Study to establish how these address the transport issues

S/1328/17/TC Middlestead, High Ditch Rd

Remove large fir tree
Agreed

2017/13 Planning application responses from SCDC:

None. Lack of response for 1 Horningsea Road was queried and would be investigated by the clerk

2017/14 To approve signatories for Nationwide Business Saving account

It was agreed that Cllrs. Bennée; Farrar; Jones and Suess be signatories on the Nationwide Business Saving account.

2017/15 To review insurance

The clerk had reviewed the insurances as they exist. It was agreed that the church wall should be included.

2017/16 To receive end of year financial information:

- i. Final quarter and end of year expenditure and income
The spreadsheets for the final quarter and end of year expenditure and income had been circulated to councillors who approved the content
- ii. To receive and approve bank reconciliation
It was agreed that Cllr Jones would verify the bank reconciliation against the bank accounts

2017/17 To approve Annual Return and confirm the annual governance statement

Sections 1, the Annual Governance Statement, and Section 2, the Accounting Statement of the Annual Return had been circulated to all councillors. It was agreed that a response of 'yes' be made to 1 – 3 and 5 – 9 and that a response of 'no' in accordance with the external report for 2015/16 be made to 4.

Section 1 and 2 were duly signed by Cllr. Jones

2017/18 To consider adoption of telephone box in High Street

It was agreed in principle that the telephone box be adopted but that Cllr Collett would contact Acorn Building for an estimate of works required to ensure telephone box is stable and safe and British Telecommunications to establish the implications of adopting the structure.

2017/19 To consider further funding to FD800 for firework display

It was agreed that the Council pay £600 for White Lightning to provide a 4 – 5 minute firework display finale to the FD800 event at 10 p.m. on 27th August.

2017/20 To receive correspondence

No correspondence

2017/21 To accept notices and matters for the next agenda

Car parking provision at land by the barn
Adoption of telephone box

The meeting ended at 9.30 p.m.

Chairman Date

UNAPPROVED