

Minutes of the monthly meeting of Fen Ditton Parish Council held on Tuesday, 3<sup>rd</sup> April, 2018 at 7.30 p.m. in the Recreation Ground Pavilion.

**Present:** Cllrs. Bush; Conroy; Devine; Easterfield; Farrar (Chairman); Jones; Suess;

**In attendance:** Cty.Cllr Bradnam; 3 members of the public; the clerk

**2017/214 To receive apologies**

Apologies were received from Cllr Bennée (work); Collett (away)

**2017/215 Open Forum for members of the public**

No matters were raised, members of the public were interested in matters relating to High Ditch Road and the planning applications for the new pedestrian and cycle bridge.

**2017/216 To approve the Minutes of the Monthly meeting held on 6<sup>th</sup> March, 2018**

The minutes were approved after amendments had been made to delete the payment of cheque number 101499 and in minute 2017/211 ‘... in relation to those wishing to rescind a plot that’ be added before the text of the original minute.

**2017/217 To receive declarations from Councillors as to the disclosable pecuniary and non-pecuniary in relation to any agenda item**

Cllr Farrar declared an interest in item 219 as listed in the list of payments

**2017/218 Clerk’s report and matters arising**

- i. Cemetery extension  
The removal of the three trees on the northern boundary is to be carried out on 9<sup>th</sup> April  
The adjustments to the railing to allow access will take place after the tree removal
- ii. Speed reducing gates on High Ditch Road  
No further update following the placing of the order for a wooden replacement
- iii. High Ditch Road  
Double yellow lines as agreed by Cambridgeshire County Council are to be implemented at end of city cycle deal cycling project.  
Outcome of meeting between councillors and CCC highways officer to discuss suggestions made by residents of High Ditch Road to mitigate the installation of the double yellow lines: Local Access Only signage - this is not supported by current CCC Policy due to the classification of High Ditch road as a C road and as such an alternative for vehicles which would otherwise be causing traffic issues through the village. Speed and classification of vehicle usage - the Parish Council would need to fund traffic surveys to establish speed and usage to support application for changes to speed restriction and weight limits.  
Clarification regarding the situation of the narrow bridge would be sought from the highways officer.
- iv. Verges  
Councillors inspected verges in High Ditch Road, Green End/Church Street, Green End and Wrights Close with the CCC Highway officer who advised that an application to the Local Highway Initiative for double yellow lines should be considered and that double depth kerb may be appropriate.
- v. Church Wall survey  
No information regarding date of work for trial holes.
- vi. Spraying of recreation ground  
The contractors had been instructed to carry out the work and that prior notice and information of spray to be used should be provided in order that the Council can inform the public.
- vii. Telephone box  
To be discussed as an agenda item in May

**2017/219 To approve payments made during the month and accounts for payment:**

It was agreed that the following payments be made:

	Cheq. No	Amnt
British Telecommunications	DD	30.27
e.on-	DD	20.93
Hayden Woodruff – bus shelter cleaning	101518	15.00
Huttie – pavilion coin meters and plumbing repair	101519	585.60
Mark Sturmeay- churchyard	101520	105.00
V. Farrar – rescinding of grant of exclusive right – plot 59	101521	450.00
SCDC - waste	101522	299.00
Sarah Smart – March salary	101523	544.27
Cambridgeshire ACRE – payroll services	101524	41.40
Cambs. County Council – street lighting – 10/16 to 9/17	101525	156.66

**2017/220 To note money received:**

Noted - £62 – cemetery fees

**2017/221 To receive report from County Councillor Bradnam**

**Waterbeach Community Forum (SCDC)** on 14 March, which replaced the previous Joint Parishes Meetings. The modifications requested by the Inspector to the Local Plan were submitted in February and we await her decision. There is a small chance that she will request further modifications but once she has decided, the Plan will move to adoption. The Community Forum and feeds local views into the Supplementary Planning Document (SPD) and that in turn will provide guidelines for Waterbeach New Town. The SPD is expected to come to the Planning Portfolio Holder’s Meeting in June 2018, after which there will be a 6-week consultation period before it will come back to PfH in September. The SPD will consider the phasing of the development, the number of dwellings, the impact of the Ely to Cambridge Corridor Study (now being handled by the Combined Authority) and the S106 contributions needed from the developers.

**Fen Ditton**

**Village sign** – a request has been made on the status of the order for the replacement ‘gate’ and village name sign on High Ditch Road. A wooden gate has been identified as preferred choice.

**Cycle path** - update on the improvements to the cycle path (widening at Wadloes Ind Est and extension northwards to Field Lane) has been requested

**196 Bus** an online query to Whippet about – length of current contract, asking if they are having difficulty turning at Wrights Close and hoping they will continue to serve Green End has been made

**Thorpe Road/Ditton Lane junction** – Is the junction too sharp? Buses pull out onto the opposite side of the road to get out. An e-mail has been sent to Stagecoach and copied to Cllr Joan Whitehead of Abbey Ward regarding this.

**The Fields Children’s Centre** – at March PC a resident and member of the PC raised concerns about the Centre reducing services and hours of wrap around care, without which some working parents would not be able to work. A representative of The Fields attended and raised concerns at the March meeting of the County Council. Officers are working with staff at The Fields to seek ways of maintaining services.

**2017/222 To receive reports from District Councillor Turner**

No report received

**2017/223 To consider following planning applications and tree works:**

S/2614/17/FL	52 High Street	Appeal of decision by SCDC – demolition of existing, rebuild new dwelling. Partial rebuild of existing garden wall at front of property Noted.
C/5005/16/CC/C2	Land between Ditton Walk and Fen Road	New pedestrian and cycle bridge across the River Cam, including access ramps, lighting, steps, paths to the public highway, landscaping, replacement jetty, and flood

		compensation areas – Condition 18: Contamination Preliminary Survey Agreed that the matter was of a technical nature and needed no comment
C/5005/16/CC/C1	Land between Ditton Walk and Fen Road	New pedestrian and cycle bridge across the River Cam, including access ramps, lighting, steps, paths to the public highway, landscaping, replacement jetty, and flood compensation areas – Condition 16: Construction Methods/groundwater pollution Agreed that the matter was of a technical nature and needed no comment
S/0992/18/TC	15 Blue Lion Close	Reduce alder by 15ft; remove sycamore self set x 2; remove alder The Council approved the removal of the two self set trees and referred the reduction work to the SCDC tree officer.
PP-06785204	3 High Street	Tree works submitted by insurance company to fell 2 x cypress trees due to subsidence of adjacent property. The Councils requested that the SCDC tree officer review the survey report and advise if there were measures which could be taken to reduce the impact of the tree roots on the property

**2017/224 Planning responses:**

Approval:

S/4247/17/AD	699 Newmarket Road	Volvo shield sign x 2 5.5metre Volvo totem x 1
S/0128/18/FL	23 High Ditch Road	Proposed widening of a gateway with new timber gates, the construction of a new pedestrian entrance gate onto High Ditch Road and the construction of a new summer house to the rear of the property
17/1657/CTY C/5005/16/CC/C4	& Land between Ditton Walk and Fen Road	New pedestrian and cycle bridge across the River Cam, including access ramps, lighting, steps, paths to the public highway, landscaping, replacement jetty, and flood compensation areas – Condition 5

**2017/225 To consider and approve adoption of policies in relation to the Data Protection Bill 2017 which comes into force on 25 May 2018**

- i. Information Incident Policy
- ii. Information Protection Policy
- iii. Removable Media Policy

After discussion of the concerns relating to the content and the workability of the policies it was agreed that councillors would review the policies and comments sent to the clerk and the councillor with knowledge of the requirements of the new regulations. It was further agreed that reference in the documents to 'line manager' should mean parish councillors and reference to 'data protection officer' should mean the clerk.

It was agreed that the adoption of the policies would be deferred to the May meeting

**2017/226 To appoint a Data Protection Officer**

It was agreed that the clerk be appointed as the Data Protection Officer.

**2017/227 High Ditch Road - To consider proposal to continue gathering data for example cost of traffic surveys and to agree that no further action to be progressed further until at least 6 months after the double yellow lines have been in full operation giving time to observe the impact on traffic and parking following the application of the lining.**

It was reported that preliminary investigation shows that traffic surveys to determine speed and type and number of vehicle usage of High Ditch Road, required by CCC prior to any review of current speed limits and weight limits, would cost between £500 and £1000. It was therefore agreed that no further action relating to ways of mitigating the impact of double yellow lines as suggested by residents of High Ditch Road would be progressed until at least 6 months after the double yellow lines had been in operation in order that the impact on traffic and parking as a result of the changes could be observed.

**2017/228 To consider and comment on the options for Greenway routes**

Due to some confusion of the option routes it was agreed that the matter be deferred to the May meeting.

**2017/229 To receive correspondence:**

Resident concerns of speeding in High Street  
Fen Ditton Toddler Playgroup – appreciation for grant

**2017/230 To accept notices and matters for the next agenda**

There were no notices or matters for the next agenda.

**Chairman .....**      **Date .....**