

Minutes of the Virtual monthly Meeting of Fen Ditton Parish Council held on Tuesday, 6th October, 2020 at 7.30 p.m. for the purposes of considering and resolving the business to be transacted at the meeting as set out in the agenda below

Present: Cllrs. Bush(from 19.49); Collett (from 20.19); Dangerfield; Devine; Easterfield; Farrar (Chairman); Jones; Sues
In attendance: Dist. Cllrs. Cone; Daunton; Williams(from 19.56); Cnty. Cllr Bradnam(from 20.00); the clerk

2020/102 To receive apologies

No apologies had been received

2020/103 Open forum for members of the public

There were no members of the public in attendance

2020/104 To approve the Minutes of the meeting held on 1st September, 2020

The Minutes of the meeting held on 1st September were approved

2020/105 To receive declarations from Councillors as to the disclosable pecuniary and non-pecuniary interests in relation to any items on the agenda

No declarations were received from Councillors as to the disclosable pecuniary and non-pecuniary interests in relation to any items on the agenda

2020/106 Clerk's report and matters arising from the Minutes

- i. Cemetery extension
- ii. Speed reducing gate on High Ditch Road
- iii. Churchyard trees – the trees in the churchyard would not be attended to this year apart from the removal of the oak sapling which did not require permission from the diocese. Permission from the diocese to carry out the other work could not be obtained as the Diocesan advisor was not able to attend a site visit and could only comment from a google map search and drawings on pictures of the trees to be removed which was not considered satisfactory.
- iv. Ditton Lane bank – Letters to residents affected by the works are to receive a letter regarding the setting up by the contractors in the car park on Ditton Lane and the commencement of work. The landscape contractors will be planting Tenby Daffodils acquired on behalf of the Parish Council in the bank as a cost of £290.00.
- v. Zero carbon grant – cycle racks and water fountains have been ordered. It was agreed that due to the Covid-19 pandemic the water fountain would be put in storage until a later date. The clerk that received confirmation from South Cambridgeshire District Council, who had given a grant, that this would not affect the grant. Councillors would consider where the cycle racks should be sited. The clerk had requested that SCDC include wording on the labels which they supply for grant aided equipment that they had been funded by the parish council with a grant from SCDC.

2020/107 To approve payments made during the month and accounts for payment:

| The following payments were agreed: | Cheq. No | Amnt |
|---|-------------|--------|
| British Telecommunications | DD | 39.59 |
| Haven Power – street lighting | DD | 16.97 |
| Hayden Woodruff – bus shelter | 101713 | 15.00 |
| Mark Sturmey – churchyard – August, Sept., winter tidy | 101714 | 315.00 |
| Buchans – recreation ground, cemetery, village green, verges, | 101715 | 980.28 |
| Cambs. County Council – street lighting – 01.10.19-13.11.2019 | 101716 | 20.48 |
| Red Shoes Accounting Services - payroll | 101717 | 45.00 |
| Gentworks Ltd. – water fountain | 101718 | 666.00 |
| Bike Dock Solutions – cycle stands | 101719 | 342.00 |
| HM Revenue & Customs | 101720 | 24.20 |
| Sarah Smart – September salary: 547.80; expenses – meeting, security: £142.14 | 101721 | 689.94 |

2020/108 To note money received

Precept: 14500.00 - noted

2020/109 To receive report from County Councillor

Cnty Cllr Bradnam reported:

on the future of the Milton Household Waste Recycling Centre beyond 2026 when the planning consent expires.

on the need to continue to follow the guidelines in relation to the covid-19 pandemic.

on the dualling and junctions on the A10

on the CAM Metro

on the Mayor's Bus Reform task Force

on school and education spending.

Cllr Bradnam commented on the issues which a resident of High Ditch Road is having regarding a tree planted on the County Council verge and in need of felling. CCC have a policy that for every tree fell two should be planted.

Cllr Bradnam was asked to establish if the County Council would agree in principle to buttresses to support the church wall being built on their land, the verge adjacent to the wall in High Street.

2020/110 To receive report from District Councillors

Dist. Cllr Daunton and Williams reported:

on the new measures introduced concerning homeworking and socialising

on the correct procedure for disposal of face masks and other personal protective equipment on covid-19 pandemic matters

on the call for sites by Greater Cambridge Planning

on the North east Cambridge Consultation

Eastern Access Transport and that the Council needed to be aware of the consultation. As site meeting at the war memorial was requested by a parish councillor.

on cycling projects including the Greenways and Ditton Lane

on solar power group buying schemes

on new council housing

on the pay award to SCDC staff of 2.75%

on police matters and

on community safety

Dist. Cllr Cone reported:

on the appointment of the renowned civil engineer, Lord Robert Mair to chair the CAM delivery

on the call for sites by Greater Cambridge Planning

on the resignation of two councillors

on the leadership of the Council with regard to the relocation of the Waste Water Treatment Plant

2020/111 To consider following planning applications and tree works applications

| | | |
|------------------|--|---|
| S/1096/19/COND20 | Land north of Newmarket Road | Renewable energy Noted |
| 20/03713/DEMDET | Marshall North Works – machine shop, woodmill and 12 & 16 Newmarket Road | Prior notification of demolition of machine shop, woodmill and 12 & 16 Newmarket Road Noted |
| 20/1956/TTCA | 2 Bakery close | Apple tree – fell; Scots Pine – fell; rescind decision notice S/4723/18/TC to fell conifer Noted |

| | | |
|--------------|---------------------|--|
| 20/1960/TTCA | St Marys churchyard | Reduce height by 3m - holly; remove oak sapling; crown lift by 2,5m; crown thin by 20% and reduce height by 8m – yew. Noted |
| 20/1940/TTCA | 14 High Ditch Road | Tip end reduce trees overall by 1 to 1.5m – 2 x silver birch Noted |

2020/112 Planning application responses from SCDC

Approved:

| | | |
|---------------|-----------------|---|
| 20/02403/HFUL | 1 | Single storey rear extension with lean to roof, small bay |
| | Horningsea Road | to first floor master bedroom at the rear, bike shelter to north passageway and windows to side elevation |
| | | Noted |

2020/113 To consider response to North East Cambridge Area Action Plan

A joint letter from the surrounding parishes objecting to the plan had been submitted with agreement from Fen Ditton Parish Councillors

A draft letter from the parish council had been circulated to all councillors. It was agreed that the letter objecting to the plan with the principal concerns of the visual intrusion as seen from Ditton Meadows, Fen Ditton Conservation Area and other locations due to the proposed building heights and massing; the increased congestion and traffic in Fen Ditton; major incursion into the Green Belt to relocate the sewage works; provision for biodiversity and green space; a major addition to the population of Cambridge with attendant infrastructure needs; timing of the consultation and the lack of relevant, up to date evidence to justify the proposals and missed opportunities to avoid degrading the environment of Cambridge and its surrounding villages and countryside. It was agreed that mention should also be given to the height of the buildings.

2020/114 To consider grant application from Fen Ditton Recreation Ground Trust

Deferred to November meeting

2020/115 To receive and approve update Complains Procedure

Following a recent complaint and the handling of it the Clerk had circulated an updated complaint procedure. The procedure was adopted and would be placed on the web site.

2020/116 To receive and approve updated Risk Assessment and Internal Controls

Following a low level breach of data protection when personal e-mails were not published the clerk recommended that the measures to reduce risk of the General Data Protection Regulations section of the Risk Assessment and Internal Controls document be updated to include that e-mail addresses would not be used to provide information published on other forums, i.e. noticeboards and web sites. Councillors did not approve this amendment as they considered that the council should continue with the practise of circulating information published on the noticeboard and on the web site by e-mail.

The clerk further recommended that the measures to reduce risk of the General Data Protection Regulations section of the Risk Assessment and Internal Controls document be updated to enable the settings in the e-mail client for ccd addresses to be limited. It was agreed that the chairman and the clerk continue to explore ways of ensuring that personal e-mails were not published

2020/117 To receive update on pavilion development and agree actions

The Chairman, Cllr Devine and the clerk had met on 18th September and after discussion, that in view of the lack of funding and the unknown factor of the impact of Marleigh residents and the facilities available at Marleigh that in order to move the redevelopment project forward that a gut and refurb with car park approach be taken using funds available, as circulated by the clerk in September and other readily available grants and an extension be considered in the future once the impact of Marleigh facilities are known. It was agreed at the meeting that the Chairman would approach a local builder to seek advice and Cllr Devine would speak to Dist. Cllr Bridget

Smith to determine if there were any any other sources of grant which had not been identified by the clerk and reported in September.

Since the meeting the Chairman and Cllr Devine had met with the local builder who had given general advice for estimated price for refurbishment and new build and had been advice of the importance of an employing an architect to achieve best value.

Cllr Devine had spoken to Dist.Cllr Smith who had advised on funds which had already been identified and that the main thrust for funding should be applying for a Public Works Loan which would be financed by the precept over a given number of years.

2020/118 To note increase from 1st April, 2020 of hourly rate for clerk's salary

The increase in hourly rate for the clerk was noted. The payroll operators would be notified of the change to be backdated to 1st April, 2020

2020/119 To consider expenditure on Christmas tree

It was agreed that a 10 – 12 ft tree be ordered at a cost of £174.99.

2020/120 To consider co-option applications

No applications had been received

2020/121 To receive correspondence

There was no correspondence to report

2020/122 To accept notices and matters for the next agenda

No notices were given or matters received for the next agenda.

The meeting ended at 9.05 p.m.

Chairman Date

