

MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL** HELD  
IN THE SCHOOL ROOM, UNITED REFORMED CHURCH, CHAPEL LANE  
**16<sup>TH</sup> FEBRUARY 2016** AT 7.30 PM

PRESENT: Cllr L Wragg, (Chairman), Cllr J Houghton, Cllr C Howe, Cllr D Roberts, Cllr M Sunderland, Cllr M Vinton and Mrs J Wright (Clerk). Cllr Wells attended part of the meeting.

IN ATTENDANCE: Mrs Woods, A resident of Fowlmere

		<b>Actions</b>
1.	<b>APOLOGIES FOR ABSENCE:</b> Apologies were received from Cllr Crowther and Cllr Bearpark.	
2.	<b>DECLARATION OF INTEREST IN AGENDA ITEMS:</b> No items were declared	
3.	<b>MINUTES OF THE PARISH COUNCIL MEETING OF 19<sup>TH</sup> JANUARY 2016:</b> The minutes were agreed and signed as a true record following the meeting.	
4.	<b>MATTERS ARISING:</b> Peter Topping to invite Evan Laughlin and Peter Taylor to meet the PC to show them round the village point out any current issues and familiarise them with Fowlmere's concerns.  No one wanted to attend the CAPALC Buckingham Palace Garden Party this year.	PT
5.	<b>COUNTY COUNCIL AFFAIRS:</b> Cllr Topping was unable to attend the meeting.  <b>A) ELECTORAL REVIEW</b> Cllr Roberts reported that this seems to be a completed process and will make more work for the Councillors.  <b>B) SPEEDING TRAINING/TRAFFIC BID</b> Clerk to publish information via Facebook for speeding training.  Clerk to respond to Cllr Jose Hales from Melbourn to say yes please to three speed measuring units at a) the village side of the entrance to The Triangle (within 30mph limit), b) Pipers Close, c) Long Lane, (again, within the 30mph limit).  Cllr Howe reported on the CCC Local Highways Improvement Bid meeting that he attended, to present the case for Fowlmere's request for funding for restricting speeding within the village. He was not impressed with the panel and the attitude of one Councillor in particular. If the response is not good, then it was suggested the PC complains about the procedure and their unprofessional approach. Cllr Wragg thanked Cllr Howe for taking this on and for all his hard work in putting the bid together.  <b>C) POTHOLE</b> This was discussed in Correspondence.	Clerk  Clerk
6.	<b>DISTRICT COUNCIL UPDATE</b> Nothing of any great importance to report at present.  <b>A) ASSETS OF COMMUNITY VALUE</b> March 9 <sup>th</sup> is the decision date at SCDC. All the necessary paperwork has been sent to SCDC.	

7.	<p><b>QUEEN'S BIRTHDAY CELEBRATIONS</b> The initial signs of support from the village have not been particularly enthusiastic. Clerk to ask in Thriplow if anything is happening there.</p>	Clerk
8.	<p><b>SUSTAINABLE PARISH ENERGY PARTNERSHIP EVENT UPDATE</b> Clerk to defer the thermal imaging training session she is to attend tomorrow at SCDC so someone else can attend with her.</p>	Clerk
9.	<p><b>VILLAGE HALL</b> <b>A) MEETING 18<sup>TH</sup> FEBRUARY 2016</b> Cllr Roberts is attending the VH meeting on Thursday 18<sup>th</sup> Feb and requested if someone else can attend. Clerk to ask if Cllr Bearpark can attend.</p>	Clerk/Cllr Bearpark
10.	<p><b>PLANNING COMMITTEE</b></p> <p><b>A) PLANNING MINUTES FROM 3<sup>RD</sup> FEBRUARY 2016</b></p> <p><b>MINUTES OF A MEETING OF FOWLMERE PARISH COUNCIL PLANNING COMMITTEE HELD IN THE DOROTHY PLUCK ROOM, ST MARY'S CHURCH, FOWLMERE ON WEDNESDAY 3<sup>RD</sup> FEBRUARY 2016 AT 7:30PM</b></p> <p>PRESENT: Cllr D Roberts (Chairman), Cllr T Bearpark, Cllr S Crowther, Cllr J Houghton, Cllr M Sunderland, Cllr M Vinton and Mrs J Wright (Clerk)</p> <p>APOLOGIES: Cllr C Howe, Cllr S Wells, Cllr L Wragg</p> <p>IN ATTENDANCE: There was no one in attendance</p> <p><b>1. Declarations of interest (if any)</b> Cllr Roberts declared that if an application is later placed before South Cambridgeshire District Council she will approach any new information afresh. Also, because Cllr Roberts is a District Cllr at SCDC, the same applies and she will look at any application, which goes to SCDC, afresh.</p> <p>2. S/0008/15/CW Replace an existing building with a larger building to house a new energy waste (pyrolysis) plant and extend an access track around the back of the site <b>Novus Environmental, Novus House, Thriplow, SG8 7RR</b></p> <p>The Parish Council reiterate their original comments in October 2015 which are <i>"The Parish Council share Thriplow Parish Council's concerns and understand there are additional concerns at Duxford Imperial War Museum and recommend refusal. The PC considers that they have outgrown the site, if it is requiring this level of enhanced capability."</i></p> <p>3. S/3222/15/FL Proposed two storey side extension <b>46 Chapel Lane, Fowlmere, SG8 7SD</b> <b>Mr Nick Rushbrook</b></p> <p>The Parish Council recommend approval as it is a linking up of two present buildings on-site and should not cause any problems for either neighbouring properties or the street-scene.</p> <p>4. S/3038/15/FL - But advised on 25/1/16 that it has been withdrawn Erection of a dwelling with associated works following demolition of existing outbuildings <b>Land behind 80-86 Chapel Lane, Fowlmere, SG8 7SD</b></p>	

**Robert Mill**

The Parish Council noted the withdrawal

5. S/3176/15/FL

Extension to provide for disabled person by creating a larger kitchen, wetroom and downstairs toilet

**Newton House, Long Lane, Fowlmere, SG8 7TD**

**Heidi Hankinson**

The Parish Council recommend approval as it will not cause a detrimental effect on neighbouring properties and although it is in the Conservation Area it will not affect it negatively.

6. C/11/40/029 TPO 8/63

Carry out tree works subject to a tree preservation order or situated within a conservation area

**6 Savile Way, Fowlmere,**

**Mrs Harriet Saunders**

The Parish Council have no objections.

7. APP/W0530/W/15/3132144 - For Information Only – Appeal dismissed

Change of use of an existing agricultural building and land to a tea shop/café (use Class A3)

**Deans Farm, Shepreth Road, Fowlmere, SG8 7TG**

**Mr Tony Deans**

The Parish Council noted the decision

8. S/2207/15/VC - For Information Only - Permission granted

Vary conditions 2, 4, 10 and 13 of Planning Permission S/1692/14/FL by replacement of drawing reference MMX91/Rev B with MMX91/Rev C and removal of conditions 3 (materials), 8 (traffic management plan) and 14 (contamination) following submission of details and acceptability of details by the Local Planning Authority

**Ruboic, Flint Cross, Newmarket Rd, Melbourn, SG8 7PN**

**Barrington Park Farms**

The Parish Council noted the decision

9. S/2801/15/FL - For Information Only – Permission Granted

Single storey infill between the house and garage to create a study together with a porch

**2 New Farm Close, Fowlmere, SG8 7SW**

**Mr & Mrs Jeremy Tuck**

The Parish Council noted the decision

10. S/1511/15/FL - For Information Only – Permission Granted

Single front storey extension (retrospective)

**12 Jacksons Way, Fowlmere, SG8 7TN**

**Mr Howard Buckley**

The Parish Council noted the decision

11. S/2708/15/FL - For Information Only – Permission Granted

Two storey rear extension and part single storey rear extension

**11 St Mary's Walk, Fowlmere, SG8 7TS**

**Mr and Mrs Andrew Page**

The Parish Council noted the decision

**12. Possible additional Playspaces in Fowlmere:**

<p>3 areas have distinct possibilities and should be discussed at the next full PC Meeting - Old Flack's garage land, remaining land at The Triangle, land at Home Farm</p> <p><b>13. The Queen's 90<sup>th</sup> birthday event in Fowlmere.</b> Clerk to check date and Facebook and put something on the noticeboard.</p> <p><b>14. Other Matters and Updates</b> Clerk to ask about the car parking planning application via KSH – copy to Paul Sexton at SCDC.</p> <p>Thursday 11<sup>th</sup> Feb at Foxton VH – 3:15 – 7:00, run by SCDC Housing Dept (15 Council Houses in Foxton, primarily for people with a Foxton connection but with a possibility of consideration for neighbouring villages.) – Clerk to put on Facebook.</p> <p>Clerk updated on the fallen tree situation in Dovehouse Close. Cllr Vinton thanked all for their swift response.</p> <p>The meeting closed at 8:20pm</p> <p style="text-align: center;">*****</p> <p>The minutes were agreed and signed.</p> <p>Nothing has been received from the Planning Inspectorate on the Pipers Close application – Clerk to chase via SCDC (and by using the Planning reference number at the Planning Inspectorate).</p> <p>Clerk and Cllr Wragg to look into the Lanacre issue, currently with the Ombudsman.</p> <p><b>B) KING STREET HOUSING PARKING PLANNING APPLICATION</b> The e-mail response from King Street Housing was “Thank you for your e-mail. The application to planning is currently being dealt with by our building surveyor who has advised me today he will be submitting next week hopefully by Tuesday.” Clerk to pass this information on to Cllr Crowther, so that residents can be kept up to date.</p> <p>Cllr Howe asked about the cottages in Butts Lane which still haven't submitted a revised retrospective application.</p> <p>Cllr Wragg mentioned the scheme of delegation as circulated by SCDC. This has now been revised and recirculated. Under the new proposal, when a PC asks for an application to be viewed, the decision will be taken by the Chairman of the Planning Committee, with advice designated Officers. This is an unlevel playing field and removes a check on Officers' performance and helps targets to be met. It is neither democratic nor viewed in an open session. The response has to be submitted by Friday 19<sup>th</sup>. Comments to Cllr Wragg by the end of Wed 17<sup>th</sup> Feb on his proposed reply. It should be added that the new 'standard' application letter from a PC actually lists material planning considerations, and is a useful innovation.</p> <p><b>The meeting was opened for questions from members of the public and press</b></p> <p>The Clerk reported on the e-mail from Mrs Willis concerning a) the 30mph sign coming into the village from Long Lane which has recently been fixed, has since stopped working again. Clerk to report this to CCC. And b) the flashing sets of lights advising 'School' in Long Lane has been vandalised and sprayed with white paint so the 20mph is not clear. Clerk to report this to SCDC.</p> <p>A resident mentioned an increasing amount of dumping on the ground adjoining the parking area at the school car park/Top Close and there is a second pile nearer to the allotment. Cllr Roberts to report it to SCDC when she is in their offices on 17<sup>th</sup> February.</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>Clerk</p> <p>Clerk/Cllr Wragg</p> <p>Clerk</p> <p></p> <p>All</p> <p></p> <p>Clerk Clerk</p> <p>Cllr Roberts</p>
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	<p>Mrs Woods asked about possibility of white lines for the Village Hall car-park, which she is looking into. She also asked who maintains the contract with the textile bins at the VH? It appears that it is SCDC, and the Clerk will ask for them to be removed, as requested by Mrs Woods, as they are rarely used because people now have charity bags at home.</p> <p>Mrs Woods also asked for the VH to be considered for having a new slide installed in the playground, as funded by Section 106 money. Cllr Roberts suggested this is done in conjunction with future equipment for the Butts or a new area, to get a possible discount. This is to be carried onto the April Finance meeting for decision.</p> <p><b>The meeting was then closed to members of the public and press</b></p>	<p>Clerk</p> <p>Finance Agenda</p>
11.	<p><b>BURIAL BOARD:</b> Cllr Wells joined the meeting and apologised for coming late.</p> <p>There is nothing further to report regarding the cemetery other than a couple of people requesting information on plot purchases.</p>	
12.	<p><b>TREES, GRASS AND HEDGES:</b> <b>A) GRASS CUTTING/PROTECTED VERGES TENDERING</b> The Clerk reported on the tendering process – one quote had been received so far, with one to come imminently in the post and one who has neglected to quote so far. Clerk to chase.</p> <p><b>B) FALLEN TREE IN DOVEHOUSE CLOSE</b> The Clerk reported the situation now appears to be being sorted with SCDC who are taking care of the damage to the property – if they have any queries regarding this they will deal directly with the Parish Council's insurers, Aviva.</p> <p><b>C) TREES IN RYECROFT LANE, REAR OF LONG CLOSE</b> The Clerk received a letter from Mr Pidduck in Chapel Lane, who voiced concern over the trees on Parish Council land in Ryecroft Lane which appear to need some attention. The Clerk and Cllr Roberts to take a look before suggesting a way forward. It was agreed that if minimal work was needed, then Hardy's should be asked to give a quotation and then progress the matter.</p> <p><b>D) TREASURE HUNT ON SAVILE WAY GREEN-THE BUTTS</b> Mrs Mulholland contacted the PC about a planned event for the Beads of Courage charity, on the Butts, not Savile Way as stated in the agenda. The Clerk to report back that this is fine and to wish her luck with the event.</p>	<p>Clerk</p> <p>Clerk/Cllr Roberts (Clerk)</p> <p>Clerk</p>
13.	<p><b>FINANCE &amp; GENERAL PURPOSES</b></p> <p><b>A) FINANCE MINUTES FROM 19<sup>TH</sup> JANUARY 2016</b></p> <p>Minutes of the meeting of <b>Fowlmere Parish Council Finance and General Purposes Committee</b> held in the School Room, URC, Chapel Lane, Fowlmere, Tuesday 19<sup>th</sup> January 2016 at 7:00pm.</p> <p><b>Present:</b> Cllr M Sunderland (Chair), Cllr C Crowther, Cllr J Houghton, Cllr D Roberts, Cllr M Vinton and Mrs J Wright Clerk.</p> <p><b>1. Apologies for absence</b> Cllr L Wragg, Cllr C Howe, Cllr T Bearpark, Cllr S Wells,</p> <p><b>2. Minutes of previous meeting/Matters Arising</b> The previous minutes of 20<sup>th</sup> October 2015 had already been agreed and signed at a previous PC meeting.</p>	

**3. Review of income and expenditure.**

**a) VAT Reclaim**

£1917 to be paid very shortly for July – December 2015. Also £5155 has been promised but not yet paid in from the last Section 106 money (land adj to Charity Hall).

**4. Precept**

**a) Assess contracts**

The Clerk reported on the work so far and the PC agreed to stay with the Seniorlink contract, following the comparisons detailed below:

**Panic Alarms**

**Seniorlink:**

Between £4.98 and £7.07 per person per month (depending on what system they have).

Connection fee £39.99

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**Age UK:**

**Self-Connect:** Buy Online - Easy and cost-effective, you can save at least £60 on the initial cost when you connect the unit yourself. Comes with easy-to-follow instructions. Price shown includes £60 saving.

**£69.00** (+£13.80 VAT) connection fee and **£3.47** (+£0.69 VAT) per week

**We-Connect Lifelong:** Installed by our professional team - a lifelong one-off payment with no additional weekly costs.

One off fee of **£899** (+179.80 VAT)

**We-Connect:** Installed by our professional team - 2 payment options to choose from

**Option A:**

The same weekly cost as Self-Connect, with a higher initial cost.

**£129.00** (+£25.80 VAT) connection fee and **£3.47** (+£0.69 VAT) per week

**Option B:**

A lower weekly cost, with a higher initial cost.

**£385.00** (+£77.00 VAT) connection fee and **£2.03** (+£0.41 VAT) per week

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**Telecare 24:**

£12.99 Monthly fee, plus VAT, self-fitting

£129.00 Annual fee plus VAT, self-fitting (saving of 2 months' fee)

Clerk to circulate the accounts following the meeting.

Queen's 90<sup>th</sup> birthday - 10/11/12 June (on the agenda for next month) – Cllr Crowther to take the lead in planning some celebration/street party

**5. Trees, Grass and Hedges**

Cllr Roberts reported that the plants have been planted in Savile Way. It would be good to have some bulbs added if they have not already been included.

**6. Future Projects**

**a) Village noticeboard/benches on Butts.**

The noticeboard has been installed and is in use already. Dave Salmons charged £80 for doing the work, £50 for the swings, Cllr Sunderland proposed, Cllr Roberts seconded, and all approved the costs.

The three quotes for benches are as follows:

- 1) Fowlmere Joinery - Wooden park bench 1800mm long, in Iroko Hardwood). Labour and materials = £747.50 (+VAT)
- 2) Broxap – Cast iron and wood bench (length 1800mm) £350.00 (plus VAT and delivery)
- 3) Realise Futures – recycled plastic seat (length 1800mm) - £319.99 plus VAT

Realise Futures was thought the best for the two benches for The Butts – Cllr Sunderland proposed, Cllr Crowther seconded, and all approved. Green if possible, blue as second choice of colour.

One for Savile Way Green was requested – to put on the next agenda (and enquire about price) –

Requests for new play equipment for the Butts to go on village Facebook page (and noticeboard). Age group, type of equipment etc.

**7. Other Matters**

There were no other matters

**8. Date of next meeting**

Tuesday 19th April 2016 (presumably 7:00pm), prior to the PC Meeting at the URC, Chapel Lane.

The meeting closed at 19:33pm.

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The Minutes were agreed and signed.

**B) CHEQUES PAID**

- February
- Mrs J Wright, Jan 16 Salary - £648.00
- HMRC Jan 16 - J Wright - £0
- Seniorlink Eldercare Jan 16 (monthly charge for residents' pendant scheme) - £71.50
- Shire Trees (Dovehouse Close Tree removal) £1350.00
- Refund for toner cartridge – J Wright £44.99 from Amazon



16.	<p><b>OTHER MATTERS:</b> Clerk/Cllr Roberts to chase Pat Matthews re ditches in Chapel Lane</p> <p>Re antisocial parking - Clerk to put the response from the local PCSO on Facebook and attach here to the minutes:</p> <p><i>“To answer your question YES it is an offence to park on a pedestrian pathway, however, discretion can be used by the PCSO or PC depending whether or not the parking restricts access for members of public that are either disabled or would find it difficult to pass under other circumstances i.e. a mother and her child in a pram.</i></p> <p><i>If a vehicle is causing an obstruction a fixed penalty ticket can be issued carrying a fine of £30.</i></p> <p><i>The law around parking within the confines of a junction are contentious. The highway code states 10 metres. Essentially if by parking your vehicle in a dangerous position or causing any unnecessary obstruction of the road you can be prosecuted by way of a fixed penalty ticket carrying a fine of £30. This again is at the discretion of the officer issuing the ticket.”</i></p> <p>Cllr Roberts reported that she had heard that there had been a pre-application discussion/meeting regarding the Welding Alloys site at SCDC but she will check up on this.</p> <p>Cllr Vinton reported that the noticeboard outside St Mary’s is leaning so much it is on the verge of being dangerous. It was suggested that the cost of a replacement be split so that would be one half PC, one half church. The PC would be interested in this. Cllr Vinton to report this back.</p> <p>Cllr Houghton asked who to speak to about Parking at Stanley Barnes Cottages - this is the Housing Department at SCDC.</p> <p>Cllr Sunderland asked about gates in hedges through to Thriplow Road but there was no issue.</p> <p><b>A) UPDATES FOR WEB-SITE</b> Please can all take a look to see if they are happy with what has been written by the Clerk on the web-site on the Councillors section and come back to her with any changes.</p> <p>The date of the next meeting is at 7:30pm on Tuesday 15<sup>th</sup> March 2016</p> <p>The meeting closed at 21:10</p>	<p>Clerk/Cllr Roberts Clerk</p> <p>Cllr Roberts</p> <p>Cllr Vinton</p> <p>ALL</p>
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