

Toft Parish Council

I hereby give notice that the 819th meeting of Toft Parish Council will be held on Monday 4 November 2024 in the People's Hall, Toft, at 7.00 pm

The Public and Press are invited to be present. Members of the Public are welcome to attend and may speak under the Open Public Session only

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder

Mr Ben Stoehr
Clerk, 28/10/24

AGENDA

Comments and observations from members of the public on items on this agenda only and reports from the District and County Councillors

1. Apologies for absence and declaration of interests

- 1.1 To receive written apologies and reasons for absence
- 1.2 To receive declarations of interests from councillors on items on the agenda
- 1.3 To receive written requests for dispensations and to grant any dispensations

2. To approve the minutes of the last meeting

3. To consider any matters arising from the last or a previous meeting including

- 3.1 (3.2) Grass cutting contract – to draft and approve specification ^(BH)
- 3.2 (3.3) Biodiversity policy – to consider Action Plan ^(EM)
- 3.3 (3.6) The Methodist Chapel; future plans – update ^(MY)
- 3.4 (3.7) To consider new bench at The Drift ^(MY, ST)
- 3.5 (4.2) 20 mph bid – update ^(ED)
 - 3.5.1 (4.1 of 1.7.24) Resident request for speed limit between Toft and Comberton
- 3.6 (7.1) Report on training about community use of vacant buildings ^(EM)
- 3.7 (7.6) Proposal for a new community notice board at the Birdlings – to consider sizes and designs ^(MY)

4. To consider correspondence received requiring the Council's attention

- 4.1 Ministries of Housing, Communities and Local Government – Consultation on enabling remote attendance and proxy voting at local authority meetings
- 4.2 Request for agreement for road closures in Church Lane next year ^(MY)

5. Finance, Procedure and risk assessment and use of delegated powers

- 5.1 To consider the finance report and approve the payment of any bills
- 5.2 To receive play inspection reports and consider any work required
- 5.3 To consider any matter which is urgent because of risk or health and safety

6. To consider any Planning or Tree works applications or related items received

- 6.1 Planning applications received – to be considered
 - 6.1.1 24/03941/PRIOR – Cambridgeshire County Council Social Services building, Comberton Road – Conversion of former Social Services offices into 2 no. 3 bed two storey dwellings, 1 no. 3 bed single storey dwelling and 1 no. 2 bed single storey dwelling
 - 6.1.2 22/01743/CONDA – Old Farm Business Centre, Church Road – Submission of details required by condition 3 (Permeable Construction Details), 4 (Paving Details), 6 (Lighting) and 8 (Biodiversity Enhancement) of planning permission 22/01743/FUL 22_01743_FUL-BIODIVERSITY_NET_GAIN_ASSESSMENT 22_01743_FUL-PRELIMINARY_ECOLOGICAL_APPRAISAL 2201743FUL Planning Permission Decision Notice
 - 6.1.3 21/01919/CONDD – Land rear of 6 Hardwick Road – Submission of details required by conditions 4 (Lighting strategy), 13 (Landscaping), 14 (Sustainability) and 16 (Water consumption residential details) of planning permission 21/01919/FUL
 - 6.1.4 20/02757/CONDD – Land adjacent to 6 Hardwick Road – Submission of details required by conditions 13 (Materials), 14 (Hard and soft landscaping) and 16 (Lighting) of planning permission 20/03757/FUL
- 6.2 Planning applications for which a response has been made between meetings using delegated powers – to be noted
 - 6.2.1 24/1088/TTCA – 41 High Street – Clerk delegated no response
 - 6.2.2 24/1080/TTCA – Manor Cottage, Church Road – Clerk delegated no response
 - 6.2.3 24/1081/TTCA – Home Meadow, Comberton Road – Clerk delegated no response

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- 6.3 SCDC planning decision notices and appeal notifications and applications for information only
- 6.4 Tree works applications
 - 6.4.1 24/1141/TTCA – 4 Farmer's End

7. Members items and reports for information only unless otherwise stated

- 7.1 Village Maintenance ^(MY)
 - 7.1.1 To review and agree quotations for repairs to the bus shelter ^(MY)
 - 7.1.2 To review and agree quotations for the QPJ area ^(MY)
 - 7.1.3 Repairs to the Well ^(MY)
- 7.2 Highways ^(ED)
- 7.3 Toft People's Hall ^(CW)
- 7.4 Footpaths ^(EM)
- 7.5 Defibrillator report ^(CW)
- 7.6 Birdlings liaison ^(EM)
- 7.7 Livestock owners' obligations ^(EM)
- 7.8 Plunket UK ^(EM)
- 7.9 Bourn Brook ^(EM)

8. Closure of meeting

Clerk report to Toft Parish Council meeting on 4 November 2024

2. To approve the minutes of the last meeting on 7 October – attached
3. Matters Arising
 - 3.1 (3.2) Grass cutting contract – to draft and approve specification
Specification to be drafted.
 - 3.2 (3.3) Biodiversity policy – to consider Action Plan
Cllr Miles to report.
 - 3.3 (3.6) The Methodist Chapel; future plans – update
The Chairman writes:
“I met with Steve Acklam this morning who is the senior steward for Toft Chapel as well as being senior steward for the Cambridge circuit. Two interesting things came out of the meeting.
Firstly it would take around two years after the decision to close the chapel was made before it could be sold. This is partly due to the fact it has to be deconsecrated. This being the case I think we should hold on the application for now. I will be proposing that at our next meeting.
Secondly Steve said there were examples where communities have taken on the management of a chapel with the understanding that it can still be used as a place of worship but other than that the community, via a management group have full responsibility. I picture this as being similar to our People's Hall arrangement. So we agreed that he would consider that further and that I would discuss it in the PC and community. The community would pay a peppercorn rent for the facility and could overcome some of the concerns with the Peoples Hall.”
 - 3.4 (3.7) To consider new bench at The Drift
Deferred at the last meeting.
 - 3.5 (4.2) 20 mph bid – update
Cllr Darbyshire to report.
Successful applications and stage reached:
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-the-local-highway/20mph-delivery-programme-update>
 - 3.5.1 (4.1 of 1.7.24) Resident request for speed limit between Toft and Comberton
In July the Council considered the following request from a resident:
“Since we have been considering the speed limit within Toft and reducing it to 20mph, the council should also consider if it would be wise to reduce the speed limit of the section between Toft and Comberton (currently 50mph). Especially since it connects two close towns/villages that have or will have 20mph restrictions in place. My daughter has often told me how frightening it can be to be walking along the footpath and be passed by double-decker buses going 50mph.”

At that time the Council responded that it wished to await the outcome of the 20 mph limit application and consider a further reduction when the result was known.
- 3.6 (7.1) Report on training about community use of vacant buildings
Proposed at the last meeting.
- 3.7 (7.6) Proposal for a new community notice board at the Birdlings – to consider sizes and designs
Examples of sizes and designs
Unglazed pinboards with open access for residents to add items:
Greenbarnes – www.greenbarnes.co.uk
4 x A4 Man-made Timber 2-bay Unglazed External Notice Board – from £530.26 plus VAT – Ref PDNU

Post kit £250.00

[6 x A4 Man-made Timber 2-bay Unglazed External Notice Board](#) – From £618.88 plus VAT – Ref PD6A4 PU

Post kit £250.00

These have a self-healing rubber pinboard for use with pins.

Lockable notice boards

The Notice Board Company – www.noticeboardcompany.com

[Classic 58 Post Mounted External Notice Board | Notice Board Company | 5 Year Guarantee | Vandal Resistant | Weatherproof](#) – 6x A4 (750mm x 750 mm) £494.00 plus VAT

Aluminium frame. Metal backboard for use with magnets (supplied). Posts supplied. Lockable doors with 2 keys supplied. Base plates for fixing to concrete surface approximately £90 extra.

Various sizes.

Broxap - www.broxap.com/street-furniture/signage/external-display-cases-and-notice-boards.html?p=2

Prices on application.

www.broxap.com/af30md-d6a4.html - Double bay aluminium 6xA4 – lockable. Various colours. Self healing rubber pinboard or magnetic backboard.

www.broxap.com/pdn.html - Double bay man-made timber 8xA4 – lockable, options for backboard

There are many more sizes and designs on the websites.

4. Correspondence

4.1 Ministries of Housing, Communities and Local Government – Consultation on enabling remote attendance and proxy voting at local authority meetings

<https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings>

4.2 Request for agreement for road closures in School Lane next year ^(MY)

5. Finance, Procedure and risk assessment and use of delegated powers

5.1 To consider the finance report and approve the payment of any bills

Attached.

6.1 Planning Applications received

* NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council.

The planning portal for new applications can now be found at <https://applications.greatercambridgeplanning.org/>

The Parish Council may choose its own wording to show whether it agrees with an application or not and can now both support/approve or object/ refuse etc parts of the same application

The Parish Council should include material planning reasons why the Council take this stance via its comments.

The Parish Council *does/does not** request that the application be referred to the District Council Planning Committee *(please delete)

Material planning reasons:

Planning reasons:

6.1 Planning applications - to be considered

6.1.1 24/03941/PRIOR – Cambridgeshire County Council Social Services building, Comberton Road – Conversion of former Social Services offices into 2 no. 3 bed two storey dwellings, 1 no. 3 bed single storey dwelling and 1 no. 2 bed single storey dwelling

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22_01743_FUL_PRELIMINARY_ECOLOGICAL_APPRAISAL
201743FUL Planning Permission

6.1.3 21/01919/CONDD – Land rear of 6 Hardwick Road – Submission of details required by conditions 4 (Lighting strategy), 13 (Landscaping), 14 (Sustainability) and 16 (Water consumption residential details) of planning permission 21/01919/FUL

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6.2 Planning applications for which a response has been made between meetings using delegated powers – to be noted
None.

6.3 SCDC planning decision notices and appeal notifications and applications for information only
None.

6.4 Tree works

6.4.1 24/1141/TTCA – 4 Farmer's End.

6.4.2 24/1088/TTCA – 41 High Street

6.4.3 24/1080/TTCA – Manor Cottage, Church Road

6.4.4 24/1081/TTCA – Home Meadow, Comberton Road

7. Members' items and reports

7.1 Village Maintenance ^(MY)

7.1.1 To review and agree quotations for repairs to the bus shelter ^(MY)

7.1.2 To review and agree quotations for the QPJ area ^(MY)

7.1.3 Repairs to the Well ^(MY)

7.7 Livestock owners' obligations

Cllr Miles writes:

“Following on from Emma's recent report of youths taunting cows in a local field, do you know if livestock owners are required to register their contact details with the Parish Council? I think the answer to this is probably that they don't (I think we've raised this issue recently) but have you any idea how we could find out any laws/ruling about this? I've also had a couple of occasions where I've found injured animals and it is very distressing.

Could you add it as an item onto the agenda, please? This could be our first official use of the Parish Council online- track down the relevant landowner and write official letters requesting details of livestock owners etc.... “

7.8 Plunket UK

Cllr Miles writes:

“Could you add Plunket UK to the agenda, please along with Bourn Brook. I attended the presentation by Plunket and there have been reports of another fallen tree into the brook and definitely a large amount of ivy that could cause blockages near the pumping station.”

- 7.9 Bourn Brook
Cllr Miles to report.
8. Closure of meeting

TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Nov-24

Summary of previous month

Balance brought forward 101,584.86

Adjustments

Expenditure approved at previous / between meetings

Credits

Total Adjustments 0.00
 Balance revised after adjustments 101,584.86

Bank Reconciliation to latest statement

Account	Funds	Statement	Outstanding
Unity Trust Bank	64,186.22	65,762.46	-1,576.24
Nationwide BS	37,398.64	37,398.64	
Total	101,584.86	103,161.10	-1,576.24

Expenditure for approval

		£
SALARIES		223.92
TOFT PEOPLES HALL	ROOM HIRE	15.00
LGS SERVICES	ADMIN SUPPORT OCT	522.73
CCC	20MPH CONTRIBUTION	593.00
TOFT PEOPLES HALL	ROOM HIRE	15.00

1,369.65

Balance C/F 100,215.21

Ben Stoehr
 Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting