

**Minutes of the 815th meeting of Toft Parish Council
Held on Monday 3 June 2024 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), E Darbyshire, B Harris, E Miles and S Tebbit.

In attendance: Mrs A Griffiths (Minutes Secretary, LGS Services).

Public participation on agenda items and matters of mutual interest (includes reports from County and District Councillors and representation by members of the public)

None.

1. Apologies for absence and declaration of interests

1.1 To approve written apologies and reasons for absence

Apologies were received from Cllr Watson (out of parish).

1.2 To receive declarations of interests from councillors on items on the agenda

None.

1.3 To receive written requests for dispensations and to grant any dispensations

None.

2. To approve the minutes of the last meeting on 13 May 2024

RESOLVED that the minutes of 13 May 2024 be approved as a true record and signed by the Chairman, after adding "not" after the word "agreed" in item 12.8, line 6. (Prop MY, 2nd BH, unanimous)

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

3.1 (8.2) Queen's Platinum Jubilee area - update

The Chairman reported that the fence had been erected and that he would consider the next steps.

3.2 (10.3) Grass cutting contract - update

RESOLVED to accept the quotation from RH Landscapes for grass cutting and village maintenance to the end of the grass cutting season, at a cost of 20% higher than their previously tendered price in 2022, and to ask them to start as soon as possible. (Prop BH, 2nd MY, unanimous)

RESOLVED that the Parish Council when reviewing the specification and going out to tender should consider whether some areas, such as junctions and bends, should be cut in May.

3.3 (12.7) Signage for Lot Meadow and the playground – to consider options

Cllr Miles reported that she would seek a quotation from the Men's Shed for producing signage for Lot Meadow, as well as from other contractors.

RESOLVED that the Parish Council authorise Cllr Miles to make the arrangements for a wooden sign with a fingerpost, stating "To Lot Meadow" and the distance in metres, along with a sign for Lot Meadow for the gate itself, up to a cost of £50.00. If the cost is higher this will be considered at the next meeting.

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

None.

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

RESOLVED to receive the financial report and check the invoices and bank statements before the payments were approved, plus Dean Missen (QPJ fence) £500.00. (Prop MY, 2nd EM, unanimous)

Salaries		£316.82
Buchans	Grass cutting	£232.95
LGS Services	Admin support May	£546.08
C Ellis-Evans	Friends of Bourn Brook	£536.37

- 5.2 To receive play inspection reports and consider any work required
None.
- 5.3 To consider any matter which is urgent because of risk or health and safety and relates to Council property
None.
- 5.4 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1st April 2023 and 31 March 2024)
RESOLVED that the Parish Council considers that the system of internal control is satisfactory. (Prop MY, 2nd ED, unanimous)
- 5.5 There was no item 5.5.
- 5.6 To prepare the Annual Governance Statement (Section 1 of the Annual Return)
RESOLVED that the Annual Governance Statement be prepared and that questions 1-9 all be answered "Yes".
- 5.7 To approve the Annual Governance Statement by resolution
RESOLVED that that Annual Governance Statement be approved and signed by the Chairman on behalf of the Parish Council. (Prop MY, 2nd EM, unanimous)
- 5.8 To consider the Accounting Statements (Section 2 of the Annual Return)
The Accounting Statements were considered.
- 5.9 To approve the Accounting Statements by resolution
RESOLVED that the Accounting Statements be approved and signed by the Chairman on behalf of the Parish Council. (Prop MY, 2nd EM, unanimous)
- 5.10 To ensure that the Accounting Statements and supporting papers be signed and dated by the person presiding at the meeting
The Accounting Statements and supporting papers were signed and dated by the Chairman.
- 5.11 To consider the RoSPA report
RESOLVED that the Parish Council agreed with the findings and noted that actions were in place to deal with the issues raised.
- 6. To consider any Planning or Tree works applications or related items received**
- 6.1 Planning applications
- 6.1.1 24/01889/HFUL – 3 Preston Close – Demolition of existing conservatory and garage. Single storey side and rear extension, single storey front porch extension and application of insulating render
RESOLVED that the Parish Council has no comments. (Prop MY, 2nd EM, unanimous)
- 6.2 SCDC decisions for information
- 6.2.1 20/01992/NMA2 – Bennell Farm, West Street – Non-material amendment on 20/01992/FUL to amend condition 2 (approved plans) of appeal decision ref APP/W0530/W/21/3286850 – Permission granted by SCDC
- 6.3 Tree works applications
- 6.3.1 24/0484/TTCA – Manor Cottage, Church Road
RESOLVED that the Parish Council has no comments.
- 7. Members items and reports for information only unless otherwise stated**
- 7.1 Village Maintenance
Cllr Yeadon reported that nothing further had been heard from the Police about the bus shelter.
- 7.2 Highways
Cllr Miles reported that street lights which had been out of action, at the Green, Mill Lane and the Drift, and also in Miller's Road, were now all working again.
- 7.3 Toft People's Hall
Nothing to report.

- 7.4 Footpaths
Cllr Miles reported that she had spoken to the officer regarding the bridge damaged by a fallen tree and the bridge was now repaired and open again. The landowner had been in touch with the Chairman and was aware of the remaining tree trunk. The Chairman will pass the landowner's contact details to Cllr Miles and ask them to liaise with Cllr Miles directly.
- 7.5 Defibrillator report
Nothing to report.
- 7.6 Birdlings liaison
RESOLVED to note that the notice boards had not yet been delivered.
- 7.7 Speed monitor update and proposal to purchase a spare battery at £58 plus VAT and delivery at £14.00
Cllr Yeadon reported on the frequency with which the batteries needed to be changed. RESOLVED to approve the expenditure of £58.00 plus VAT and £14.00 delivery and that the Chairman should place the order. (Prop MY, 2nd EM, unanimous)
- 7.8 80th D-Day Anniversary Event Arrangements
Cllr Miles reported on the arrangements, including ringing of the bells nationwide at 6.30 pm, and from 8.30 pm, the lighting of the beacon, the lighting of the peace lantern, prayers and a proclamation. Leafleting had been carried out and refreshments and wine would be available.
The Parish Council expressed thanks to the organisers.
RESOLVED that the Parish Council approves a contribution of up to £150 for the cost of refreshments and covering a muddy gateway entrance with a slab and chippings. (Prop MY, 2nd EM, unanimous)
- 7.9 Double Yellow Lines Opposite the Entrance to the Co-op Shop
Reports had been received that cars parked opposite the entrance to the Co-op store were making it hazardous for vehicles to manoeuvre around them. RESOLVED that the Parish Council should monitor the situation.
- 7.10 Article about Identification for Voting Purposes
RESOLVED, noting that some residents were confused about the voting identification requirements, that Cllr Miles should place information in The Calendar.
- 7.0.11 Road works in Comberton
Cllr Darbyshire reported that due to road works, the road between Woottens Close and Harbour Avenue in Comberton would be closed in August, and there would be disruption to the 18 bus route.
RESOLVED, given residents' concerns, that Cllr Darbyshire should write to Whippet buses to ask what their planned diversion route would be, and publicise the information on the website, in The Calendar and in the bus shelter, when known.
- 7.0.12 Bird boxes
Cllr Darbyshire is seeking a quotation from the Men's Shed for ten bird boxes and for installation.
- 7.0.13 Methodist Hall
The Parish Council understood that a meeting would be taking place in August and will await the outcome.
8. Closure of meeting
There was no further business and the meeting closed at 8.06 pm.

SignedChairmandate.