

**Minutes of the 826th meeting of Toft Parish Council
Held on Monday 9 June 2025 in The People's Hall, Toft at 7.00 pm**

Present: Councillors: M Yeadon (Chairman), A Coghlan, E Darbyshire, 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 Harris (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 12 May 2025

RESOLVED that the minutes of 12 May 2025 be approved as a true record and signed by the Chairman, after an amendment under item 2 to change "Darbyshire" to "Miles."
(Prop MY, 2nd EM, unanimous)

Cllr Tebbit arrived at 8.05 pm.

3. Co-option to fill casual vacancy

RESOLVED to co-opt Avril Coghlan as a member of the Parish Council. (Prop MC, 2nd EM, unanimous)

Cllr Coghlan signed her Declaration of Acceptance of Office before taking her seat.

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

4.0.1 (7.4) RESOLVED to note that Cllr Miles had placed a notice in the Calendar and on the notice boards regarding the musical equipment. It is also on the website.

4.1 (3) Annual appointments – to consider Parish Council representative on Toft People's Hall

RESOLVED that Cllr Tebbit be appointed as the Parish Council's representative on Toft People's Hall. (Prop MY, 2nd EM, unanimous)

4.2 (7.1) Finding Fitness - update

Cllr Tebbit has now received the Finding Fitness file from former Cllr Watson.
RESOLVED that Cllr Tebbit should take this matter forward.

RESOLVED that Cllr Tebbit take over the defibrillator checks and Cllr Harris take over the monthly play inspection reports.

RESOLVED that Cllr Coghlan be responsible for Birdlings liaison and placing items such as the minutes on the notice board at the Birdlings. Cllr Yeadon will pass the key to her.

4.3 (7.2) Replacement bins – update if received

RESOLVED to note the response from SDCD that all the bins in the village are owned by the Parish except for the one next to the bus shelter, just past the Pump (junction of Comberton Road and Mill Lane, which has already been exchanged for a Topsy bin.

RESOLVED that the following bins be replaced with a green Topsy bin:

- Next to the bus shelter on Comberton Road
- Next to the bus stop opposite the bus shelter on Comberton Road (outside Home Meadow)
- Next to the bus stop in the High Street, outside the playground
- Opposite the Church in Church Road.

RESOLVED to seek a quotation from SDDC to supply and install the four new bins. (Prop EM, 2nd MY, unanimous)

4.4 (7.3) Street light survey – to consider maps/locations

RESOLVED to defer this item to the next meeting.

- 4.5 (7.5) Closure of Facebook account and website update – report on meeting
RESOLVED that Cllr Yeadon should take forward the closure of the Facebook account.
- 4.6 (9.4) To consider the RoSPA report and any actions required
RESOLVED to order two bags of play bark from Madingley Mulch, to be delivered to the play park as before.
RESOLVED not to take any action regarding the musical play equipment for the time being.
RESOLVED that the Chairman should replace the latch and repair the framework on the gate, and attend to the loose netting on the goal posts.
The Chairman will also take a look at the chain link fencing.
- 4.7 (3.3 of 7.4.25) To consider tree survey of the Recreation Ground and any work necessary
RESOLVED, having considered the survey report, to seek quotations for the next meeting, noting that the majority of the work could take place at the same time as the hedge works.
- 4.8 (3.2 of 3.2.25) To consider the grassing of the Queen's Platinum Jubilee area
RESOLVED to consider this item in the autumn and to defer it to the September meeting.
- 5. To consider any resolutions from the Annual Parish Meeting**
- 5.1 (7) To consider a request for another bin at the Birdlings play area
RESOLVED to ask the management group if they would supply a second bin at the play area and arrange for its emptying, as there is an issue with the existing bin becoming too full. (Prop MY, 2nd EM, unanimous)
- 6. To consider correspondence received since the last meeting requiring the Council's attention**
- 6.1 Friends of Bourn Brook – request for financial assistance with purchase of equipment
RESOLVED, noting the good work carried out by Friends of Bourn Brook, to approve expenditure of approximately £110.00. (Prop MY, 2nd EM, unanimous)
- 6.2 Resident – request for review of verges maintenance
RESOLVED to note the resident's comments, and not to make any changes at present but to respond that the Council will be reviewing the contract on an annual basis and will take the comments into consideration at that time. (Prop MY, 2nd EM, unanimous)
- 6.3 Stratagem – offer of volunteer help in the community
RESOLVED having noted the offer from Stratagem for a group of their employees to carry out volunteering work in the village, and having considered various options, that the Chairman should respond asking them if they would be able to clean various road signs and speed signs, and signs on Church Road.
- 7. Finance, Procedure and risk assessment and use of delegated powers**
- 7.1 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. (Prop MY, 2nd ST, unanimous)
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| Salaries | | £326.33 |
| MD Landscapes | Grass cutting | £585.00 |
| RoSPA Playsafety | Play inspection | £124.80 |
| Oakes and Watson | Tree survey | £348.00 |
| LGS Services | Admin support May 25 | £560.74 |
- 7.2 To receive play inspection reports and consider any work required
RESOLVED to purchase a new slide from Broxap to replace the vandalised slide at a cost of £695.00. RESOLVED that Cllr Yeadon should install the slide. (Prop MY, 2nd EM, unanimous)

- 7.3 To consider any matter which is urgent because of risk or health and safety and relates to Council property
 The following issues were reported, where overhanging trees/vegetation were causing people to have to step into the road in order to pass:
- An overhanging tree on the left hand side at the corner of Hardwick Road and Comberton Road.
 - Overhanging vegetation on the bend at the Green, opposite the Chinese restaurant.
 - On the High Street, just past the kissing gate next to the playground.
- RESOLVED that Cllr Darbyshire should report these items on the CCC website.
 RESOLVED that Cllr Darbyshire should also report fumes from the burning of plastic waste in a resident's garden to SCDC's Environmental Health department.
- 7.4 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 2024 and 31 March 2025)
 RESOLVED that the Parish Council considers that the system of internal control is satisfactory. (Prop MY, 2nd EM, unanimous)
- 7.5 To prepare the Annual Governance Statement (Section 1 of the Annual Return)
 RESOLVED that the Annual Governance Statement be prepared and that questions 1-10 all be answered "Yes." (Prop MY, 2nd EM, unanimous)
- 7.6 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)
- 7.7 To consider the Accounting Statements (Section 2 of the Annual Return)
 The Accounting Statements were considered.
- 7.8 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)
- 7.9 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting
 The Accounting Statements and supporting papers were signed and dated by the Chairman.
- 7.10 To consider the Internal Auditor's report and appointment of Internal Auditor for FY26
 RESOLVED to defer this item as the report had not yet been received
- 8. To consider any Planning or Tree works applications or related items received**
- 8.1 Planning applications received – to be considered
- 8.1.1 25/01743/S73 – Land rear of 6 Hardwick Road – S73 to vary condition 2 (Approved plans) of planning permission 21/01919/FUL (Part demolition of industrial building and conversion of remaining into a detached private dwelling and associated works) for changes to fenestration and changes to eaves and ridge heights
 RESOLVED that the Parish Council has no comments.
- 8.2 Planning applications for which a response has been made between meetings using delegated powers – to be noted
 None.
- 8.3 SCDC planning decision notices and appeal notifications and applications for information only
- 8.3.1 23/01080/FUL – Lands adjacent to 33 School Lane – Single detached dwelling – Withdrawn.
- 8.4 Tree works applications
 None.
- 9. Members items and reports for information only unless otherwise stated**
- 9.1 Village Maintenance

Nothing to report.

9.2 Highways

Cllr Darbyshire had reported potholes, wires tangled in a hedge on Brookside, and a fallen sign on the corner of Hardwick Road and Comberton Road, to CCC.

Cllr Miles reported that there was a dog bin on Brookside which was inaccessible as it was hidden in the vegetation.

9.3 Toft People's Hall

Nothing to report.

9.4 Footpaths

RESOLVED that Cllr Miles should go through the list of footpaths and confirm the hierarchy to CCC by 31 July.

9.5 Defibrillator report

Nothing to report.

9.6 Birdlings liaison

Nothing to report.

9.7 Lot Meadow

Nothing to report.

9.8 Welcome packs

Cllr Miles reported that she had a stock of about 6 packs in hand pending any further changes.

9.0.9 East West Rail

The Chairman reported on a meeting with representatives of East West Rail.

- Local villages have been split into groups by EWR. Toft is in the group for the area between Croxton and Toft, and the next group covers the area from Comberton to Haslingfield. Cllr Yeadon has written to Comberton Parish Council with a view to sharing information.
- Following the recent consultation, EWR's currently preferred option is for a tunnel under the A428 rather than a covered cutting, and the location of Cambourne Station is being reviewed, but nothing is definite as yet.
- EWR are introducing a community fund whereby communities can apply for funding, with further information expected in September.
- The next phase will be a statutory consultation next year, but delays could occur if the proposals for Universal Studios impact the Tempsford Station. After the statutory consultation it will take a further 12 months to consider and review the responses.
- Further meetings with EWR will take place every three months.

9.0.10 Website

Cllr Darbyshire reported that she had been seeking a meeting with Martin Sebborn about the website, as permission is needed to change the banner image on the home page.

9.0.11 Dogs running loose in sheep field

Cllr Darbyshire reported that she had spoken to Oliver Ito of CCC regarding a possible sign for dog walkers. He will advise on wording for signage for the Right of Way but if dogs are off the path this is the responsibility of the landowner. Discussion of the proposed wording will be an agenda item for the next meeting

10. Closure of meeting

There was no further business and the meeting closed at 8.50 pm.

SignedChairmandate.