

# ELSWORTH PARISH COUNCIL

## Minutes of the Meeting of the Parish Council

held on

Wednesday 20 March 2019 in Elsworth School at 7:30pm

### PRESENT

Chair Peter Deer  
Councillors Rob Askham (RA) Alison Brolls (AB) Victoria McNeil (VM)  
David Pope (DP) Margaret Stevenson (MSt) James Witherow (JW)  
In attendance Paul Harding Village Tree warden  
County Cllr Mandy Smith  
District Cllr N Wright  
Mrs A Griffiths (Minutes Secretary, LGS Services)  
1 member of the public

#### 1. Apologies for absence

Mrs Liz Sim (Clerk) (out of parish)  
District Cllr Mark Howell

#### 2. Declarations of Interest

RA declared a pecuniary interest in item 10 relating to the car park.  
MSt declared an interest in item 15.5 regarding to the planning application for 45 Brook Street. (neighbour)

#### 3. Minutes of the Parish Council meeting held on 16 January 2019.

The minutes were approved as a true record <sup>(Prop DP, 2nd JW, unanimous)</sup> and signed by the Chair.

#### 4. Clerk's Update

The Clerk's update was noted:

- Brown's Farm recycling facilities – the clothing bank will be removed shortly.
- New dog bin – a bin has been installed near the gate to the public footpath at the bend of Brockley Road. A request has been made to the District Council for this to be re-sited to the intended site, and a response is awaited.
- Memorial tree for Michael Davison – the tree has been planted and a plaque presented to the family. Mrs Davison's letter of thanks was noted.
- Applications for work on bed below village sign and round bus shelter – no applications had been received. VM will speak to a local resident to see whether they are interested.
- Highways matters - Repairs are to be carried out on the Brockley Road and Boxworth Road bollards. Damage to the chevron on the bend at the top of Brockley Road has been reported. The kerbing work at the junction of Smith Street and Brockley Road has been deferred because of CCC funding issues. Missing metal gully covers are being replaced with recycled concrete ones. No response had been received to the Clerk's letter regarding the dangerous pathway in Brockley Road.
- Elsworth Times – The current editors have indicated that they are giving up the editorship after the April edition. The Council noted that the editors would place an advertisement in the Elsworth Times and agreed that something should also be sent out via the email circulation list. A suggestion that the ET should only be

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published on the website was deferred for consideration in the current review of the web site.

- The previously circulated response from the District Council to Swavesey Parish Council regarding planning concerns was noted (see also Min. 6).
- It was noted that the Parish Council's income and expenditure for the financial year 2018-2019 was to date below the threshold for the newly introduced External Audit requirements. Internal Audit would still be required.

## 5. Update on other action points from January 16 Parish Council meeting

- WWI Roll of Honour – Paul Harding reported that he had spoken to the Rector and a plaque would be welcomed, although it would be necessary to seek approval from the Diocese, and obtain quotes.
- Village Website – DP reported that he and Rich Milns had undertaken a mapping exercise (details previously emailed to councillors) and had been working on the design to make it more interesting visually with the inclusion of photographs. The aim was to keep the site up to date and easy to maintain. In due course functionality, content and scope could be expanded (perhaps including some details of events and issues affecting the village). The site would need to be reviewed twice a year to ensure that information was up to date and the links were working; organisations linked to the site would be responsible for maintaining their own information. DP and Rich Milns were thanked for their hard work.
- Delegation of powers to planning officers raised by Swavesey – see Min. 6.
- Village questionnaire feedback – MSt reported that information had been displayed in the Shop and would also appear in the April edition of the Elsworth Times. The PC agreed that, if feasible, it should also go on the web site.

## 6. To receive oral/written reports:

District Cllr Nick Wright reported:

- That in regard to delegation of powers to planning officers raised by Swavesey PC, the Planning Service was under huge pressure from the number of applications. The City and SCDC planners had amalgamated to benefit from economies of scale, widen the range of skills available and (hopefully) improve recruitment.
- The new administration at SCDC - The CEO had taken early retirement and other officers had left. A senior officer was now the Acting CEO.
- The SCDC budget - The full increase in Council Tax had been taken as a sensible measure, but the District Council share remained one of the lowest in the country.
- Litter picking – Volunteers in Conington had started litter picking. They would be working their way down Conington Road towards Boxworth Road and would be pleased to invite volunteers from Elsworth to join them. A date would be announced shortly.
- Rail proposals – Cllr Wright expressed the view that there could be a huge cost to the area as a railway would attract development when the Government were looking for housing sites. If the northern route was chosen, he thought that a proposed station would be on the Longstowe side of Cambourne.

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County Cllr Mandy Smith reported:

- The Highways area supervisor and manager would be in the village in early April to look at outstanding issues and problems. The Parish Council accepted an invitation for one or two members to attend. PD and MSt to liaise once a date was known.
- Fen Drayton Parish Council is considering a Warden Scheme organised through Age UK and the Parish Council was asked whether it wished to participate, without commitment at this stage. The operation of the scheme was outlined. Cllr Smith undertook to forward further details and let the Parish Council know when the next meeting will take place so members can attend if wished.
- Nothing had yet been heard about the 20-mph speed limit, but Cllr Smith confirmed that the £7.5k from the LHI bid 2018-19 would continue to be ring fenced and be available if the speed limit proposal did not go ahead.
- The Parish Council expressed disappointment and frustration at the failure to undertake much needed remedial Highways work and comparisons were drawn with the treatment of Knapwell. Manholes, and drains were full of debris, especially by the bus shelter, and needed to be jetted. Cllr Smith undertook to take up with Highways the jetting of the drains, and improvements to Brockley Road which was dangerous due to potholes and subsidence.

Fardell's Lane Reserve Committee Chairman

- No report available.

## 7. Monthly accounts

The following payments were approved. (Prop PD, 2nd DP, unanimous)

BT internet and phone bill	£188.09
Mail order trees. Memorial tree Eayrs reimbursement to Mrs E Sim	£49.99
Algar Signcraft Memorial plaque for Michael Davison	£94.20
Ludus Leisure Ltd – replacement handles for toddler's rocker	£60.00
Peter Deer reimbursement for ink cartridges	£33.98
Viking Stationery	£256.84
ICO Data Protection fee	£35.00
Thomas Harris Elsworth Times delivery Feb edition	£30.00
Pendrill Publications February edition of Elsworth Times	£75.00
LCPAS Grants and Funding event 21.2.19 Delegate P Deer	£45.00
CCC street lighting	£208.98
Elsworth Sports Club hire of hall Christmas lights evening	£10.00
Neil Kenny General village maintenance 21.11.18 – 13.3.19	£119.50

## 8. East West Rail consultation meeting held on February 27th 2019

The Chairman spoke to his previously circulated report on the consultation meeting with parishes. Elsworth had not received an invitation but had attended a meeting at Comberton. Two corridors were under consideration, one via Cambourne and the other via Bassingbourn. PD had responded on behalf of the Council to the effect that while the northern route had obvious merits, there was also concern if the final alignment were to be north of the A428 because of the likelihood of consequent large housing developments.

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## 9. Coalition of Parish Councils meeting on 6 March

PD and MSt had attended the meeting which had discussed the Bourne Airfield development, the Cambourne to Cambridge Busway and the A428 corridor. The developers of Bourn Airfield were hoping to submit an application in October. The Coalition wanted direct access from the development onto the A428 because of fears that congestion would build up on local roads. The view was taken that with all infrastructure yet to be decided, the development should be delayed. The destination of the busway in Grange Road was felt to be flawed. The Girton interchange, which the Coalition supported, was again under discussion. There will be a meeting for the public with representatives of the proposed Metro. The preferred route for the A428 Black Cat to Caxton Gibbet roundabout had been announced; this would go south of the A428 and ~~very~~ close to Eltisley. There were concerns that the "Harborne" development proposals might be revived.

County Cllr Smith left the meeting at 8.27pm and asked for ~~copies~~ details of the Council's responses on the rail consultation.

## 10. Car park

PD and RA had held discussions with the Sports Club and the Shop about the resurfacing of the car park, replacing the gates and changing the position of the pedestrian gate to provide a better separation between pedestrians and road traffic. The Sports Club and the Shop were supportive. The Chair had also written to the landowner about the proposals. There were two options for resurfacing, namely levelling and adding a French drain and fresh gravel or lowering the surface and installing a new sub-base, French drain and a grid reinforcement system. Various possible sources of external funding were being explored. The implications of the Council's Financial Regulations are being checked as to whether quotations or a full tender process would be required.

## 11. Sports Pavilion cleaning

RA and PD reported on their attendance at a Sports Club committee meeting in February where they explained that the Parish Council's aim was to encourage increased use of the Pavilion as a village resource. Whilst the Sports Club did not wish to take up the Council's offer to pay for cleaning at the present time, it was open to them to ~~return~~ come back to the Council about the matter if they wished.

## 12. Litter picking

RESOLVED that the Parish Council cover the cost (£300) of appropriate insurance cover by a recognised group of volunteers litter picking outside the 30-mph speed limit but within the boundary of the parish, subject to conditions set by the insurers, annual review by the Parish Council and at a premium acceptable to the PC.

RESOLVED Further that the Parish Council should contribute the sum of £150 for the purchase of equipment. (Prop VM, 2nd JW, unanimous)

## 13. Arrangements for the Annual Parish Meeting

The Annual Parish Meeting is to take place on Wednesday 17 April at 7.30 pm in the School Hall. The Council agreed the format should be the same as last year, with village representatives attending, including a short report by the Chair and a financial summary by the Clerk; agreed name labels were a good idea. DP's possible apologies for this meeting were approved. The Chair indicated he would draft his report and circulate it to members.

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## 14. To agree to adopt revised Standing Orders version March 2019

RESOLVED to adopt the revised Standing Orders as previously circulated. (Prop PD, 2nd AB, unanimous)

## 15. Planning applications received by the Parish Council:

### 15.1 S/0291/19/PA James Witherow

#### Barns at Rectory Farm, Brook Street, CB23 4HX

Notification of prior application for a proposed change of use from agricultural building to a flexible use within shops, financial and professional service, restaurants and cafes, businesses, storage or distribution, hotels or assembly or leisure.

Noted that while the Parish Council had supported the application, the application had subsequently been temporarily withdrawn.

### 15.2 S/0544/19/LD Mr Simon Foote

#### 4 Brockley Road, Elsworth, Cambridge, CB23 4JS

Certificate of Lawful Development for a proposed rear single storey extension and replacement of rear dormer.

Noted that because of the nature of the application, the PC had not been asked to make a recommendation, but had submitted a number of comments (including the failure to send out notifications to neighbours).

## Planning applications considered by the Parish Council at its meeting on 20 March:

### 15.3 S/0726/19/PA Mr B Conway, Agreserves Ltd

#### Agricultural buildings at Pitt Dene Farm, Elsworth, Cambridge, CB23 4JA

Prior approval for the proposed conversion of two agricultural barns into three double storey and two single storey residential dwellings under part Q (A & B).

Noted that the Parish Council makes 'no recommendation' but would draw SCDC's attention to the non-agricultural use of one of the barns.

### 15.4 S/0644/19/PA Mr Sandercock

#### Barn at Browns Farm, Elsworth, Cambridge, CB23 4JA

Notification for Prior approval for a proposed change of use of agricultural building into residential dwelling (Class C3).

Noted that the Parish Council makes 'no recommendation' but would draw SCDC's attention to vintage cars being stored alongside farm machinery and the structural condition of the building.

### 15.5 S/0795/19/FL & S/0796/19/LB Mr Neil Thornton

#### 45 Brook Street, Elsworth, Cambridge, CB23 4HX

Single storey rear extension, demolition and replacement of existing garage, redesign of front porch, replacement of existing windows, reinstatement of well, repositioning of dog run, and reinstatement of kitchen doorway.

Noted that the Parish Council was unable to make any recommendation on the application because of anomalies in the proposals and further information is being required.

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**16. Dates of meetings 2019 – To note the dates**

The Chairman proposed a review of activities, perhaps before the PC AGM. This was felt to be a good idea and would be given further consideration.

April 17 <sup>th</sup> 2019	Annual Parish Meeting
May 15 <sup>th</sup> 2019	Annual Parish Council Meeting
July 17 <sup>th</sup> 2019	Parish Council Meeting
September 18 <sup>th</sup> 2019	Parish Council Meeting
November 20 <sup>th</sup> 2019	Parish Council Meeting

**There being no further business, the Chairman declared the meeting closed at 21:22.**

**Signed..... (Chairman). Date .....**