

GREAT GRANSDEN PARISH COUNCIL
Minutes of the Parish Meeting held on 13th May 2019

Those present were:

Giles Scott Vice Chairman

Diane Taylor Clerk

Jeff Gorton Parish Councillor

Michael Capps Parish Councillor

Peter King Parish Councillor

Nigel Day Parish Councillor

Nick Ginn Parish Councillor

James Catmur Parish Councillor

County Councillor Julie Wisson

and 3 members of the public

1. The meeting was opened at 7.30 pm with a silent prayer
2. **Election of Chairman.** It was proposed by Jeff Gorton, seconded by Michael Capps and carried unanimously that **Andrew Pett** be elected chairman. It was agreed that Andrew Pett sign the appropriate Declaration of Acceptance of Office at the next meeting on 3rd June. In his absence, Giles Scott chaired the meeting.
3. **Apologies.** Apologies were received from Parish Councillor Andrew Pett and District Councillor Richard West.
4. **Declarations of Interest.**

Planning:

16.1. 21 Sand Road. Michael Capps declared a pecuniary interest.
5. **Election of Officers.**
 1. Vice Chairman. It was proposed by Nigel Day, seconded by Jeff Gorton and carried unanimously that **Giles Scott** be elected vice chairman. The remaining officer elections were taken collectively. It was proposed by Giles Scott, seconded by Jeff Gorton and carried unanimously that the following officers be elected:-
 2. **Jeff Gorton** elected **Cemetery Manager.**
 3. **Andrew Pett** elected **Playing Field Manager.**
 4. **Peter King** elected to the **Reading Room Management Committee.**
 5. **Michael Capps** elected representative to the **Gransden Society.**
 6. **Nick Ginn** elected **Sportsfield Representative.**
 7. **Michael Capps** appointed **Tree Warden.**
 8. **Nick Ginn** elected representative to the **Little Gransden Airfield Consultative Committee** and also to the **Gliding Club Consultative Committee.**
 9. **Nigel Day** elected **Communications Officer.**
6. **Minutes** of the previous monthly meetings held on 1st April 2019 and 18th April 2019 had been circulated. The minutes of the 18th April were amended to record the presence of Councillor Day. Both minutes were approved and accordingly signed by the vice chairman. The minutes of the Annual Parish Meeting held on 18th April 2019 were approved for recommendation to the next year's Annual Parish Meeting and initialled by the vice chairman.
7. **OPEN FORUM.** The meeting was closed for two minutes. Councillor Julie Wisson spoke about bin collections, having logged on the District Council website the previous concerns with bins being left in the middle of the pavement. Giles Scott confirmed that matters had improved. She offered to continue to log matters on the County Council and District Council online portals if necessary.

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8. Matters Arising: 8.1. Neighbourhood Development Plan. Nigel Day reported on the latest meeting. Another community involvement day is planned, documents are in preparation although no specific new items. At the request of the Neighbourhood Development committee, the parish council agreed in principle to send a letter to Greensands Medical Practice to see if they would be interested in setting up a clinic in the village. Bourn surgery already operates a clinic in the village and it is hoped that the additional clinic will improve coverage. The NDP committee will first research a suitable venue and costs of hire.

8.2. Multi Use Games Area. Peter King gave a progress report, highlighting the programme of works. The fencing is due to arrive tomorrow. Once the surface has been tarmacked there will be a curing period until mid-June before it is colour sprayed. It is hoped that there will be an official ‘Opening’ on the 29th June and although there are a number of items not listed on the work schedule such as the footpath, this should not extend the deadline and the opening date should be achievable. The first payment is now due. Appropriate signage is being looked into. Ideally the site should not be accessed until after the colour spray has been completed. Councillors noted that the work should not affect access to the playing field where the school intends to hold its fete on 15th June.

8.3. Village Roundabout. Peter King reported the repairs are due to be carried out next week.

8.4. Little Gransden Airfield and Gliding Club. Nick Ginn reported on the meetings that had taken place on 10th April. Although he had been unable to attend, he had reviewed the minutes. At the Little Gransden Airfield meeting, there had been more discussion around helicopter usage, although other airstrips use helicopters. There are a number of future planned events including the British International aerobatic team training for 3 days in May, 3 days of unlimited team training in June, a model aircraft day in late July and the charity flying day on 25th August. A copy of the complaint form could not be seen on the Airfield’s website. Clerk to write asking where the form can be found to ensure transparency. At the Gliding Club meeting, the operating hours were confirmed from 8am to 7pm until November 2020 when they will be reviewed. There had recently been an Open Day and a Parish Open Day has been organised for 30th June. There will be a Cloud Rally for a week in August which will lead to an increase in movements. The complaints procedure has been addressed although the Gliding Club have suggested the District Council should not be included in the complaint to avoid any delay in the club investigating. Complaints referred to the District Council prevents the club investigating until after the District has dealt with it to avoid prejudicing a third-party investigation. Councillors considered that a copy of the complaint to the District Council would merely provide a log rather than prevent the club investigating.

8.5. Old Chapel Graveyard. The clerk reported that the Baptist Chapel has found a volunteer to maintain the graveyard on a fortnightly basis.

8.6. Gransden and Waresley Wood. The site meeting was attended by Councillors Capps, Gorton and Ginn. The Wildlife Trust acknowledged that the closure earlier in the year should have been handled better particularly as there had been no prior notice. There has been a lot of planting, all seemed to be surviving although there is disease of the ash trees. There is a lot of ongoing work involving planting and removal of dead wood which may involve the future shutting of the wood. If closure is likely in the future, suggestions were made for closing a particular path or indicating alternative routes, rather than shutting the whole wood. One of the gates at Brownes’ Piece had been locked preventing use of the circular walk outside of the wood. Other matters discussed included the width of paths, provision of explanation boards and maps. The Wildlife Trust are also consulted by the District Council on village developments. Developments must show a net gain in biodiversity but the gain/enhancement can be anywhere in the district, not just within the development site. With the West Street development, the Trust has registered an objection but as the neighbouring paddock is in the same ownership, this adjoining land could be enhanced to provide the gain in biodiversity.

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8.7. Reading Room Cottage. Dimensions for the new window have been requested from the carpenter to enable further plans to be submitted to satisfy the conservation officer. Despite the delay the District Council's suggestion to withdraw the application has been resisted to avoid having to start the process again. The conservation officer, following an inspection visit to the cottage, has referred concerns about three of the existing windows and the flat roof extension to HDC's enforcement officer as they may be unauthorised. The clerk has responded indicating that the flat roof extension was constructed prior to the listing of the property in 1983, and although the parish council has no documentary evidence as to when the 3 uPVC windows were installed, some work to upgrade the cottage was carried out in 2003.

9. Parish Council Insurance 2019/20. The renewal quote from Zurich had been circulated. This year's premium is £2,125.39, an increase of 2.88%. An alternative quote had been obtained from Business Services at CAS Ltd for £1,915.52, the policy being underwritten by Royal & Sun Alliance PLC. This quote provides flexibility with the 'All Risks' cover of up to £100,000 in addition to the sum assured for the Reading Room Village Hall of £458,549.30. It was proposed by Michael Capps, seconded by Jeff Gorton and carried unanimously that the quote from Business Services at CAS Ltd for £1,915.52 for the parish council insurance is accepted.

10. Financial Statement for April 2019. The sheet filed as Appendix No. 1 had been circulated. The statement was unanimously approved and signed by the vice chairman. Councillors also noted the budget review as at the end of April 2019.

11. Cheques for approval. The following payments were approved:

Proposed James Catmur, seconded Peter King.

DP Garden Works for cemetery grass cutting (April 2019)	£210.00
Clerk's salary for April 2019	£539.14
Clerk's office expenses for April 2019	£20.68
Robert & Margie McIntosh for Garden of Remembrance	£7.50
Balfour Beatty Living Places for West Street light	£4,101.25
Global Tree Solutions Ltd for felling elder tree (Muga site)	£264.00
ETC Sports Surfaces Limited for first stage payment for Muga	£13,678.92
Buchans Landscapes for sportsfield grass cutting (April 2019)	£680.80

Councillors also approved for payment the second stage payment to ETC Sports Surfaces Limited for £29,637.66 and to Business Services at CAS Ltd for £1,915.52.

12. Annual Governance Statement. Councillors considered the Annual Governance Statement in Section 1, page 4 of the Annual Governance and Accountability Return 2018/19. Each of the 9 statements were read out and unanimously approved by councillors, answering yes, to those numbered 1-9.

13. Highways. The light at the bottom of West Street will be reported as it is not working. The 40mph sign along Caxton Road is twisted and will be reported and the sign opposite Eltisley Road on the B1040 needs turning. There is a sunken trench across the road at the staggered junction on the B1040/B1046 which needs relaying. A note will be put in Roundabout reminding villagers to cut back their hedges as some are infringing on footpaths. The hedge adjacent Little Lane and West Street is overgrown and causing visibility problems for pedestrians crossing the road. Nick Ginn agreed to have a word with the contractors working at the property. The gate in Doctors Lane is still broken and the tree in Caxton Road is dead and needs attention. Councillors had been notified of future road closures including Eltisley Road for top dressing. Clerk to notify Highways to avoid the closure during the days leading up to the

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Highways – continued:

Gransden Show and to ask what criteria is used to judge when such work is needed. The ash tree planted in the playing field has had the top 3 foot broken off.

Village Signs - this will be carried forward to the next meeting to consider the number of signs in the village.

14. Community Infrastructure Levy. A payment of £8,602.80 had been received in October 2018. Councillors considered possible projects including the sportsfield car park, updating the play equipment, a second Moveable Vehicle Activated Speed sign and a footpath along Meadow Road. Alternative funding may be available through Highways England grants for infrastructure projects in the community. Councillors agreed to defer the matter to the July meeting when a list of projects will be considered.

Councillor Julie Wisson left

15. Correspondence. 15.1. James Catmur agreed to attend the A428 Community Forum on 20th May which will provide information on the progress of the scheme's development.

15.2. Councillors noted the Great Cambridge Partnership Forum to be held in June. The local forum is open to the public.

15.3. Councillors noted the Nalc Policy briefing on Public Sector Vehicle operator licences and the consultation questions.

15.4. Councillors agreed to renew the Capalc membership for 2019/20 at a cost of £324.79 plus £50 for membership of the General Data Protection scheme.

15.5. Councillors noted the 2 surveys on behalf of Cambridgeshire County Council on Highways Service and Street Lighting Service.

15.6. Councillors noted the letter from South Cambridgeshire District Council on village design guide consultations.

15.7. Councillors decided against siting a Salvation Army Clothing Bank in the village. The village does not warrant a clothing bank and there would be no enhanced benefit. It was noted that the local school raises funds through a 'Bags to School' collection of clothes and shoes.

15.8. A letter had been received enquiring about the purchase of a suitable 3 acre plot to develop a small holding to produce organically grown food. The Parish Council does not have any land for sale.

15.9. The decision of the Parish Council was to issue a Notice of Refusal to the Freedom of Information request.

16. Planning. 1. 18/02545/HHFUL Single storey side and rear extensions plus the conversion of the loft area to habitable accommodation following the demolition of the existing lean-to extension, 21 Sand Road. Michael Capps, having declared a pecuniary interest left the hall and did not return for the remainder of the meeting. Amended plans had been received. Councillors commented that it was hard to see what had changed and agreed that there was no material reason to change their previous recommendation. Giles Scott proposed '**Refusal**' on the same grounds as before (1) it is an overdevelopment of the site, (2) it reduces the privacy of number 19, and (3) it will be detrimental to the existing street scene on Sand Road. Seconded by Jeff Gorton and carried unanimously.

The Next Meeting has been arranged for Monday 3rd June 2019

This meeting closed at 9.15pm.