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|  | **Minutes of the Parish Council meeting held on Wednesday 27th September 17 at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs. Andy Greed, Tessa Pleasants, Jessica Kitt, Michael GingellThe meeting was declared quorate. |  |
|  | **Open Forum:** One resident discussed the South Cambs District Council Magazine which is still not being delivered to Horningsea residents. Cllr Turner to follow up. The 196 bus was mentioned as residents are unsure as to whether the service will be affected or not. Cllr Bradnam to follow up. The issue of parking in the village was raised as a large number of cars are parking on the road and blocking the High Street. Cllr Bradnam said that this can be reported directly to James Sutherland and she will resend the details. A resident raised the issue that a tree is infringing on the bus stop in the High Street and needs work. It was agreed for the clerk to obtain a quote for the work.  |  |
| 63/17-18 | **Apologies for absence**Andy NeelyMargaret Starkie |  |
| 64/17-18 | **Declarations of disclosable pecuniary & other interests** None declared |  |
| 65/17-18 | **To approve the minutes of the meetings 26th July and 30th August 17**Deferred until the next meeting |  |
| 66/17-18 | **Matters arising from the minutes of 26th July 17**None |  |
| 67/17-18 | **Signing of Acceptance of office**Deferred to the next meeting  |  |
| 68/17-18 | **Planning application: Waterbeach New Town, Waterbeach Barracks and Airfield Site, Waterbeach, Cambridgeshire Ref: S/3203/17/E2**Deferred until the next meeting |  |
| 69/17-18 | **Tree application: Sunnyside, High Street, HORNINGSEA, CB25 9JG Ref: S/3097/17/TC**Approved with no comments | To SCDC |
| 70/17-18 | **District Councillor Report**Report appended to these minutes |  |
| 71/17-18 | **County Councillor Report**PlanningHazel, Ingrid and I have been intrigued by the new northern boundary of the Waterbeach strategic site being promoted by RLW and published in the Cambridge News (13/09/2017). If RLW’s proposal for 5,000 houses is accepted, the total for the site will amount to 11,500, so 1,500 more than SCDC approved in Autumn 2016.Cambridgeshire and Peterborough Combined Authority (and the Mayor)A key function of the Cambridgeshire and Peterborough Combined Authority is to attract investment into the area and the Mayor is preparing to bid for money from the government’s Housing Infrastructure Fund whose purpose is to ‘unlock’ otherwise difficult sites, where housing is in greatest demand. This £193m funding would enable the relocation of the Anglian Water Cambridge Water Recycling Centre which in turn would free up 40 hectares of land for development for an estimated 7,600 new homes on the land around Cambridge North Station. The Mayor is also proposing to dissolve the County Council. How much does a Mayor cost?When the Combined Authority was originally proposed, the costs of the Mayor’s office were estimated to be around £800,000 pa, at least initially using officers seconded from the County Council. We now find that the actual costs (so far) are £1.8 million and climbing, with more new staff appointments. My group on the Combined Authority Scrutiny and Overview Committee has asked the Mayor to explain the increased expenditure.Local GovernanceThe County Council has not only created two new service Committees (Commercial & Investment and Communities & Partnerships) with their attendant scale of remuneration for the Chair and Vice-Chair but in addition, the C&P Committee has created five new roles (attracting additional allowances) with responsibilities to “liaise with the Parish, Town, District/City and County Councillors to understand the needs of local communities at District level.” My group feels that these roles, which cover geographic areas larger than County Divisions will be practically impossible to deliver and will unnecessarily duplicate the roles of existing County and District Councillors. This does not seem a cost-effective use of taxpayers’ money.Children’s Centres The County’s consultation on Children’s Centres has now closed and I am sure officers are now mulling over the responses received. I was surprised by how few parents attended the session I went to - but also, not being a mum, by the apparent lack of connectivity between the different services that parents’ access. We are fortunate that the Centre in Waterbeach is expected to be retained as a Children and Family Zone, partly because of the recognised need in our villages but also because of the foresight of the current Manager. She has ensured that the Centre is well-used by a number of different family-related organisations, several days a week.Libraries The Council is seeking ways of ensuring the Library service can meet the challenges of a growing population, new developments and tight public finances. They aim to use technology to help meet library user’s needs. Workshops have been held in August, September and October. Views collected will inform a set of options for the service which will then be subject to public consultation in the future. If you read this online, you may still have time to contribute. The last workshops nearby are on: Tue 26 Sep 6.30-9pm, St Andrew’s Centre, School Hill, Histon, CB24 9JE andMon 2 Oct 6.30-9pm, Cambridge Central Library, 7 Lion Yard, Cambridge, CB2 3QD |  |
| 72/17-18 | **Report on Rural Transport hubs**Circulated prior to the meeting |  |
| 73/17-18 | **Village sign refurbishment**Clerk has obtained a quote from John Harrison for work to the village sign. This involves removing old timber work and top two courses of brick, replacing timber post with a new oak piece, rebuilding top courses of bricks and Re-fitting the sign. A sourced artist will renovate sign lettering and picture including gilding and rust prevention. The total cost will be £761. This was agreed. Proposed by AN, seconded by JK. | Clerk to arrange work |
| 74/17-18 | **Maintenance of Bus stop opposite Biggin Abbey**Cllr Greed has had a look at the bus shelter and it is in good condition in the main. The roof does however need work. Tree work is needed as well as an overgrown tree is encroaching on the roof of the bus shelter. Clerk to obtain quotes for work.  | Clerk to obtain quotes |
| 75/17-18 | **Waterbeach Cycling Campaign**Deferred until the next meeting |  |
| 76/17-18 | **Withdrawal of Whippet buses**As far as Cllr Bradnam was aware there will be no changes to the 196 bus service. She will however look into this again and confirm either way on email.  |  |
| 77/17-18 | **Proposal for defibrillator**Previous discussions have taken place regarding the British Heart Foundation scheme for the purchase of a defibrillator at a cost of £600, a saving of £400. Cllr Kitt has sought advice from the ambulance service who are very positive about the use of defibrillators. The siting of the defibrillator was discussed and it was felt that it being sited at Scotsdales would be of more benefit to residents. It was also decided to approach Scotsdales to pay half the cost. Cllr Kitt to approach Scotsdales.  | Cllr Kit to Scotsdales |
| 78/17-18 | **Finance**1. Payments since last meeting
2. The following payments were approved, however due to only one signatory being present they were unable to be signed off, but were signed by Cllr Pleasants.

1. Cambridgeshire ACRE-£542. HMRC-£2.603.CGM- £364.804. CGM-£322.805. H Livermore- Expenses-£103.396. Anglian Water-£121.637. H Livermore-Clerk wages-£14.528.Cambs ACRE-Payroll-£41.401. Budget update-16-17

Deferred until the next meeting1. Bank reconciliation

Deferred until the next meeting  |  |
| 79/17-18 | **Clerks report**The clerk has recently submitted a VAT return claim for £959.40. We should expect this to be paid into the PC bank account in the next few weeks.The annual return has been returned by the external auditors and has been signed off by them with no comments. This is on the website and noticeboard.  |  |
| 80/17-18 | **Correspondence received-** None |  |
| 81/17-18 | **To accept notices and matters for the next agenda**DefibrillatorBus stop opposite Biggin Abbey Acceptance of office formsApprove bank reconciliationThe meeting closed at 20:45pm |  |

Appendix 1

District councilor report

Local Plan

We wait for the inspector to provide a draft schedule of modifications to the council including any changes or additions to the council’s schedule. Then, sometime in September, officers will consider the inspector’s draft modifications, engage with lead members and raise any concerns with the inspector informally. The inspector publishes the modification and will ask council to conduct public consultation. If the modifications are considered sound, then our joint trajectory with the city carriers more weight in planning considerations relating to the 5 year land supply.

Related Planning

Discussions with Uttlesford District Council.

A Consultation has taken place between officers and Members of SCDC and Ultlesford DC, and with Cambridgeshire County Council to understand the emerging Ultlesford DC Local Plan proposals and their potential impacts for South Cambridgeshire. In the proposal, the most impactful development for SCDC was judged to be the proposed North Uttlesford Garden Community (NUGC).

From the material and discussions had so far, the Council is not convinced that the evidence provided clearly supports the proposal and it is concerned that there could potentially be negative implications for the District.

Domestic Waste Collections

Bin Collections

There have been staff issues so that blue bins were not emptied on Monday 4th September which affected several villages. Unfortunately there was very short notice given as way of informing residents that their bins would be emptied the following day.

The issues are mainly down to crew members being off sick and not enough time to make arrangements with agency staff. There are currently adverts for both loaders and drivers to make the full complement.

Review of recycling.

Domestic waste collection in SCDC and Cambridge City is a core activity of the Single Shared Waste Service, and residents achieve a recycling rate of over 50%. At present SCDC policy is to operate a ‘paper-out’ recycling collection service where residents are encouraged to present paper for collection separately to other materials using caddies. This paper is then sold separately. The recycling service operates using 12 trucks; in October 2017 eight ‘split bodied’ vehicles are due for renewal – these are the vehicles used for collecting blue bin contents alongside paper on the same round in SCDC. Any replacement vehicles will have a lifetime of 7 years; the specification for the vehicles is determined by the materials they are transporting, effectively fixing the collection service for that period.  The Shared Waste Service is also continually reviewing good practice, industry guidance, safe operating techniques and cost effectiveness, and all of these inform our recommended collection regimes, charges and policies. Resident acceptability +Feedback from informal discussion with Parishes and individuals has been neutral.

+Simplification is often supported by residents, and is easier to communicate. +Feedback from informal discussion with Parishes and individuals has been neutral.

+ In the 2015/16 residents’ survey 90% of residents felt the blue bin and caddy service had stayed the same or improved.

- Of those residents who expressed dissatisfaction with the waste service, issues with the paper caddy were the second most cited reason (13% raised this). -Typically 3250 caddies are reported lost or damaged each year. Caddy supply and replacement costs the council £20,000 per year.

Greater Cambridge Partnership – (City Deal)

Rural Travel Hubs - 6th September, 6-8pm at the Main Hall, South Cambs

Rural Travel Hubs have been mentioned as options in the A1307 LLF meetings. The hubs could provide mini park & ride or park & cycle facilities. It is thought that they would be located at existing bus stops but they may also be sited at convenient village locations. There are thoughts that these spaces could be used as a base for council-led, on-demand community transport services.

The concept is part of a wider strategy by the Greater Cambridge Partnership to get more people out of cars and onto public transport, cycling and walking, to tackle congestion and air pollution as the area continues to grow.

Six Parish Councils have come forward with possible sites for investigation however the project is district-wide. It is anticipated that a district-wide review will be conducted.

Next steps

This is viewed as a long-term project, undertaken in a number of stages, and the project team will bring its report, assessment and conclusions to the Greater Cambridge Partnership’s Assembly in January 2018 and Greater Cambridge Partnership’s Board meeting in February 2018, together with a recommendation about which should be the first two rural travel hubs to be taken forward to detailed design, local consultation and planning permission, and (if approved) construction, including a request for the necessary funding.

Project Manager Kirsty Human (SCDC) or James Blacow (CCC)

Community Awards 2018

Community Chest

An additional £30,000 has been allocated to this award, boosting the £55,000 to an impressive £85,000.

Advice to Parish Councils for Unauthorised Encampments

Gypsy and Traveller illegal encampment advice

It is the responsibility of the Parish Council as landowner to protect their land. If an unauthorised encampment occurs then only the landowner has the legal authority to deal with any problems associated with it.

Additional support for Parish Councils

Clean up:

We will help parish councils clear up public land they are responsible for, such as a recreation ground, village green or playing field, after an illegal encampment moves on. This may involve collecting bagged litter or helping with litter picking. We will also provide parish councils with details for specialist cleaning contractors if they are needed. Legal advice:

Further legal advice can also be given by The National Association of Local Councils. This service is available to parish councils who subscribe. https://www.scambs.gov.uk/content/gypsy-and-traveller-encampment-your-land-options