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|  | **Minutes of the Parish Council meeting held on Wednesday 26th July at 7.30pm at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs. Margaret Starkie (chair), Tessa Pleasants, Jessica Kitt.The meeting was declared quorate. |  |
|  | **Open Forum:** Bus 196 will continue running at present as advised by Cllr Bradnam. A member of the public asked about the possibility of a Zebra crossing being installed in the High Street. The council will request this via Section 106 funds in the future. |  |
| 35/17-18 | **Apologies for absence**Andy NeelyRobert BalmAndy GreedMichael Gingell Anna Bradnam |  |
| 36/17-18 | **Declarations of disclosable pecuniary & other interests** None declared |  |
| 37/17-18 | **To approve the minutes of the meeting 31st May 17**The minutes of the meeting of 31st May 2017 were agreed and signed by the chairman. |  |
| 38/17-18 | **Matters arising from the minutes of 31st May meeting**Clerk has only received Declaration of interest forms from 2 councillors so far. Clerk to follow up | Clerk to follow up |
| 39/17-18 | **Signing of Acceptance of office**Cllrs Starkie, Kitt and Pleasants signed the acceptance of office forms which were witnessed and countersigned by the clerk. Deferred to the next meeting for those councilors who were absent at the meeting.  |  |
| 40/17-18 | **District Councillor Report**Cllr Turner was not present and no report sent |  |
| 41/17-18 | **County Councillor Report**Cllr Bradnam was not present. Report appended. |  |
| 42/17-18 | **Internal Audit Report**Internal audit report was circulated prior to the meeting. One aspect raised by the auditor was that of risk assessments. Clerk to review and update for the next meeting | Clerk to review and update for next meeting |
| 43/17-18 | **A10 study review update**A10 corridor study proved disappointing for local villages as it will not show impact on subsidiary roads. Further details in County Councillor report. It will not complete until 2018 but as information received will be communicated to local councils |  |
| 44/17-18 | **Maintenance of Bus stop opposite Biggin Abbey**The bus stop opposite Biggin Abbey is the responsibility of the Parish council. We have been monitoring this and no further damage has taken place recently. Agreed to continue to monitor and discuss at the next meeting.   |  |
| 45/17-18 | **Village Sign refurbishment**A resident has raised the issue that the village sign needs refurbishing. It was agreed that this was the case and that the council will fund this. Clerk to discuss with resident details of the work required and obtain quotes for the September meeting.  | Clerk to discuss refurbishment and obtain quotes |
| 46/17-18 | **Update on MVAS, new road markings and meeting with Josh Rutherford of CCC Highways**The clerk, Cllr Starkie and Cllr Kitt met Josh Rutherford from CCC Highways on a site visit. Josh identified 3 possible sites for the MVAS – one near Plough and Fleece, one near ‘The Priory’ and the other near red phone box. It was discussed that these may not be the best options and agreed that we will try these locations and if they prove to be ineffective then obtain permission to attach the signs to suitable lighting columns in the village. Josh hoped that the MVAS will be ordered by the end of November and sited in the New year. Lining has been partially completed with two 30mph roundels, a slow sign in village centre, and dragon’s teeth at entrances.New white road lines stop at Biggin Abbey. MS contacted Josh regarding this who said CCC are not willing to extend the lines as this is categorized as a ‘C’ road. We could pay to have the line reinstalled at cost to the PC – this would also mean however that the parish would have to accept all ongoing maintenance liabilities for it. CCC wouldn’t be able to refresh the lines as part of their maintenance programme and all costs to do so would be footed by the PC. The cost would be £400-600. Discussed and agreed to monitor and discuss further if needed.  |  |
| 47/17-18 | **Waterbeach Development Update**A meeting was held on 21st July, however Horningsea PC were not invited. A meeting is hopefully being arranged for Horningsea, Milton and Fen Ditton sometime in September. Hopefully those writing the SPD for the development will be able to attend. Details will be in the Horningsea Herald. |  |
| 48/17-18 | **Bank Standing order review**Council currently has one standing order to H Livermore monthly for £426. 83.  |  |
| 49/17-18 | **Finance**1. Payments since last meeting

Horningsea Adult and Toddlers-£1251. The following payments were approved

1. MiJan Limited-£154.452.MiJan Limited-£50.003.CGM- £364.804. CGM-£364.805. H Livermore- Expenses-£85.156. FTSS UK Limited-£770.017. CGM-£364.801. Budget update-16-17

Spending is in line with budget1. Bank reconciliation

Circulated before the meeting. Signed by chair |  |
| 50/17-18 | **Clerks report**Clerk has asked for a new dog bin near Laney Meadow but has not yet had a response from SCDC. Clerk to follow upRequest has also been made for a road sign warning drivers of deer on roads. No response from CCC at present.Funeral took place in the cemetery on 24th July which was attended by the clerk and Councillor Starkie. Relatives of deceased commented that their grandmother's memorial was missing (buried 40 years ago). To be investigated.A blue recycling bin has been requested for the cemetery and also that SCDC ensure that the bins are emptied regularly.  | Clerk to follow up on Dog bin and Deer sign  |
| 51/17-18 | **Correspondence received-** 1) HRA chairman re Rospa inspection for playground2) Local Plan examination - progress report on further work on Local Green Spaces3) Town & Parish Council Stakeholder Group4) CGM-Strimming around posts at Play area and hedge work5) SCDC- Briefing Note to Members on the recent Supreme Court Judgement on Supply of Housing 6) Acacia Tree Surgery- Re tree work end of Priory Road 7) SCDC- Follow up to Scrutiny & Overview Meeting 06 July 20178) Michael Hellowell- Audio/visual equipment9) Anna Bradnam- Bus 196 | NotedNotedNotedNotedNotedNotedNotedNotedNoted |
| 52/17-18 | **Town and Parish Stakeholder group survey report**The Town and Parish stakeholder group have published results of the survey of councillors and clerks conducted earlier this year as part of the draft improvement plan for 2017-21. This was circulated prior to the meeting.  |  |
| 53/17-18 | **APPLICATION FOR PAVEMENT LICENCE RENEWAL – THE CROWN & PUNCHBOWL, HORNINGSEA, CAMBRIDGE**Questionnaire has been sent to the clerk as Crown and Punchbowl are seeking to renew licence for outside benches. Agreed to support this and clerk will complete questionnaire.  | Clerk to complete questionnaire |
| 54/17-18 | **British Heart Foundation defibrillator scheme**British Heart Foundation are offering defibrillators at a price of £600 at a saving of £400 to local groups and parish councils. A heated cabinet will also be required at a cost of £300 which requires a power supply. These are usually housed in adopted phone boxes within villages. As BHF are trying to promote CPR a minimum of 10 residents are required to complete CPR training, BHF will provide training materials. It was agreed to add a piece regarding this to Horningsea Herald and investigate if there are videos showing how a defibrillator works that could be shown at a Parish council meeting. Local doctors will be consulted | Clerk to research possible videos that can be shown of Defibrillator use |
| 55/17-18 | **Training- Clerk’s Job Description & Contract and Council Powers**Deferred until meeting in November |  |
| 56/17-18 | **To accept notices and matters for the next agenda**Acceptance of Office formsVillage sign TrainingHVHT and HMGT representativeThe meeting closed at 20:45pm |  |
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Appendix 1

County Councillors Report for the villages of Waterbeach, Landbeach, Milton, Horningsea and Fen Ditton. Jul-August 2017 - Anna Bradnam

Temporary closure of Clayhithe Road level crossing

The road will be closed overnight on 20 August between 05:00 and 08:20 to enable

“essential maintenance works which are being carried out on or near this highway and it will come into operation on 20 August 2017 and continue until these works have finished or on the 19 February 2018 whichever is the earlier”.

New County Highways contract

 A new £34 million a year highway services contract has been awarded by Cambridgeshire County Council to Skanska (for 10 years) to help the County Council keep Cambridgeshire moving. The new contract runs from 1 July 2017 to 30 June 2027 with the option to extend for a further five years, and includes the management and maintenance of 2,800 miles of carriageway, 1,400 miles of footways and cycleways and 1,276 structures.

Local Highways matters

Waterbeach – I have asked for the vegetation on either side of Car Dyke Road to be cut back. I am advised it will be done end August/early September to avoid disturbing nesting birds.

I think all of your councillors have contact Highways to ask them to re-instate the 30 mph sign on the south side of Denny End Road and to trim the vegetation around the sign on the north side of the road.

The County Council (A10 Corridor team) has not commissioned traffic count data at present, so I assume the wires across the road were commissioned by U&C..

Milton – I have requested repairs to the pot holes at the wide junction of Landbeach Road and High Street (at the SW corner of the College grounds). They seem to have responded very quickly but I’m disappointed that the patching has been very poorly done.

Buses

In July I reassured the parishes of Horningsea and Fen Ditton that despite the reductions planned for many of the Whippet buses from the end of July, the 196 service through Waterbeach, Horningsea and Fen Ditton is to be retained. However, the Whippet 117, is to be cut and this serves the Fen Estate in Chesterton and our residents in Fen Road Chesterton. Stagecoach have announced changes to the Citi 2 and the 9 service (Ely-Cambridge) from 23 July 2017. Service updates and timetables can be found here https://www.stagecoachbus.com/service-updates

Stagecoach say,

“Service 9/X9 - Most services will be re-timed by up to 25 minutes. Most services between Ely and Cambridge will also serve Waterbeach. We've made changes to times between Ely and Littleport to improve reliability too. The "short" Service 9 that currently operates between Cambridge and Waterbeach will operate between Cambridge and Milton only. We've also made minor changes to off peak times.”

It looks as if some buses returning to Waterbeach mid-afternoon will be cut.

Citi 2. From Cambridge to Milton and Waterbeach – buses will leave St Andrews Street every 20 minutes from 17:33 until 19:13. Then buses drop to half-hourly and only go as far as Cambridge North Station. So not much use for those wishing to return to Waterbeach, and those wishing to go to Milton will have to walk from the station. From 22:03 there will be a half-hourly service from Cambridge as far as Milton until 23:03. Again there is no service to Waterbeach in the late evening.

Services are not planned to change short term but are under review, so contact cambridge.enquiries@stagecoachbus.com so they can take your views into account when planning longer term services.

Consultation Starts on Children’s Centre Proposals

A consultation to redesign Children’s Centre Services has gone live. Families can read more about the consultation here and share their views. The proposals aim to deliver the same level of services in a more local way, so those families can access them easily.

The new children centre services will be more flexible and tailored for each community delivered in places they know or already use, and in doing so, the Council will make savings of £1 million. (I think the services in Waterbeach and at the Shirley School in Chesterton will remain unchanged. AB)

The intention is for Children’s Centres to work more closely with parents and health professionals to provide seamless support including health visitors, midwifery and speech therapists. The County-wide proposal is for: 10 Child and Family Centres, delivered across 15 buildings, that will continue to offer services in places of high need with extended opening hours, with skilled staff able to meet families’ needs. 12 Child and Family Zones - these will use community spaces, such as libraries and community centres, to deliver a range of services, including baby and toddler groups, activities for families with disabilities and places for community groups to meet. Outreach Programme – The Child and Family Centres workforce will deliver support across a range of community venues so families, particularly in rural locations, can access a regular programme of services and responsive support. Online Offer – there will be a comprehensive online offer to provide information and advice to help and support families

Have your say here consultation before 22 September 2017. Hard copy versions of the consultation can be found at Children Centres and Libraries. Decisions relating to the final proposals for Children’s Centre Services will be taken by the Children and Young People Committee meets in the autumn.

A10 Corridor Study - I asked Sarah Hatcher, Project Manager some questions. Here are her answers:

Q1) What are the terms of reference for the A10 Corridor Study?

A1) The Ely-Cambridge (A10N) Study is a wide-ranging multi modal study which will make recommendations on the transport schemes able to accommodate the major development planned at Waterbeach New Town, Cambridge Northern Fringe East (CNFE) and Cambridge Science Park (CSP). The study has three strands:

· Strand 1 looks at the overall transport requirements on the corridor

· Strand 2 looks at the specific requirements for growth at Waterbeach

· Strand 3 looks at the specific requirements for growth at CNFE/CSP

The commission will deliver:

· An options study for the overall package of interventions on the Ely to Cambridge corridor, including principles/mechanisms for securing appropriate developer contributions. The work will ultimately lead to the development of Business Case/s for various options

· A transport study supported by modelling that identifies the infrastructure package and phasing of that package to provide for the transport demand of the development of a new town north of Waterbeach

· A transport study supported by modelling which provides evidence for the level of development which could be supported in the CNFE/CSP area and its phasing, in transport terms

Q2) What aspects of the A10 are you considering and what outputs are you expecting? (The scope – from Ely to the A14 seems large and vague?)

A2) The consideration of the need for additional highway capacity is included in the scope of the study. For the following three sections of the corridor the study will consider:

 • Whether there is a need for additional highway capacity on the corridor between Ely/A142 and Waterbeach.

• Whether there is a need for additional highway capacity on the corridor between Waterbeach and Cambridge.

• The need for improvements to the A14 / A10 Milton junction over and above those included in the A14 Cambridge to Huntingdon scheme.

You’ll note that the term ’corridor’ rather than A10 is used to give the consultants enough scope to consider a broad range of options, i.e. improvements that follow the line of the existing A10 or improvements that might be offline. We already know where we have problems on the highway network and the modelling that is currently underway will show how – without mitigation measures – these problems get worse. The consultants will use the findings from this initial modelling to start building up a list of potential mitigation measures that can then be tested in different combinations to help understand to what extent they mitigate the problems. They will initially be examining to what extent various sustainable transport options such as park and ride, cycle routes, a relocated railway station and a busway would accommodate the growth on the corridor. Once we have established an optimum mix that we consider accommodates as much of this growth as possible using sustainable modes of transport, then the residual impacts on the highway will be assessed and options put forward to mitigate them.

Q3) What schedule are you working to? You said you were hoping to produce a report by Sept/Oct 2017.

A3) The study is unlikely to conclude in full before the end of the year, however information will be emerging throughout the autumn. I can assure you that we won’t be waiting until the study concludes in full to share that information with you and the parish councils. We are seeking to arrange a briefing for local Members in September 2017 that will share the findings to date and to start discussing potential mitigation measures. We will be in touch in due course with more detail on this.

Q4) When we met you said you were doing a traffic count in Fen Ditton on Horningsea Road near the High Ditch Road junction.

In the last few days traffic count wires have been installed all over Waterbeach. Have you commissioned a traffic survey there?

A4) I recall discussing whether Fen Ditton was covered by the study (which it is), however we haven’t commissioned any traffic surveys as part of the study as the data within the transport model which we are using has recently been updated. I have made some enquiries here and the surveys haven’t been commissioned by the County Council. It is possible that the developers are collecting some more data.

I conclude the recent traffic count (wires) in Waterbeach must have been commissioned by U&C. AB

Q5) Will the recent proposal to extend the A10 Corridor Study to include feasibility for extending the A47 into the M11 be likely to delay the completion of the A10 Corridor Study beyond the end of 2017?

A5) You raise a very valid question. We’re still awaiting instructions from the Combined Authority on how to proceed with this and in the meantime we are continuing with work on the Ely-Cambridge (A10N) Study as planned. Whilst it makes sense to align the two pieces of work to avoid duplication, likewise we don’t want either to be holding the other up. Whilst I can’t say definitively that the Combined Authority work won’t extend the timescale for the study, we shall certainly be aiming to conclude the study by the end of the year. I will make sure that I let you know when we have anything more definitive on this.

Footpaths

1 January 2026 is the cut-off date for adding historic paths to the definitive map: the official record of the public’s rights of way in an area. When a path is on this map, it not only means we have a right to walk on it, but it is much easier to protect and maintain. However, any path which came into existence before 1949 and that has not been requested to be on the map by 2026 will be lost – forever. So if there is a path that is not recorded on the definitive map, we need to ask the County Council to add it to the definitive map. There are precious few west of the Cam but more to the east. Please would anyone interested in local footpaths contact me or set up groups in parishes to check the status of local footpaths on the definitive map and to apply for any at risk to be added.

For Milton, I note that the footpath starting along Akeman Street and ending in Clayhithe does not appear to be on the definitive map. Can you spot any others?

Who to contact: Laurence Smith (Asset Information Definitive Map Manager) (01223) 507239, Box SH1313, Assets & Commissioning, Cambridgeshire County Council, Shire Hall, Castle Street, Cambridge, CB3 0AP; laurence.smith@cambridgeshire.gov.uk