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|  | **Minutes of the Parish Council meeting held on Wednesday 29th November 17 at 7.30pm at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs. Margaret Starkie, Robert Balm, Tessa Pleasants, Jessica Kitt, Michael Gingell.The meeting was declared quorate. |  |
|  | **Open Forum:** The 196 bus was mentioned as residents are unsure as to whether the service will be affected or not. Cllr Bradnam confirmed that the service will be in place until at least September 18 when it will be reviewed.  |  |
| 98/17-18 | **Apologies for absence**Andy Neely**Absent** Andy Greed |  |
| 99/17-18 | **Declarations of disclosable pecuniary & other interests** None declared |  |
| 100/17-18 | **To approve the minutes of the meetings 27th September, 10th October and 25th October**The minutes were approved and signed by the chairman. |  |
| 101/17-18 | **Matters arising from the minutes of 27th September, 10th October and 25th October**None |  |
| 102/17-18 | **Signing of Acceptance of office**Cllr Gingell completed and signed the acceptance of office form which was witnessed and countersigned by the clerk. |  |
| 103/17-18 | **Amendment to planning application S/1692/15/LB; Crown and Punchbowl, High Street. One and a half storey extension and landscaping plan.**Approved with no comments. Proposed by JK, seconded by RB | To SCDC |
| 104/17-18 | **Amendment to planning application S/3348/17/FL****The Sycamores, 7, The Square, Horningsea, Cambridge, CB25 9JJ**It was agreed to object to the planning application on the basis of: a) The proposed privacy screen, dorma window, and door are not in keeping with the rest of the building and the areab) The proposed work will compromise the privacy of and overlook number 6 The Square, Horningsea Proposed by RB, seconded by JK. | To SCDC |
| 105/17-18 | **District Councillor Report**Report appended to these minutes |  |
| 106/17-18 | **County Councillor Report** Report appended to these minutes |  |
| 107/17-18 | **Report Joint Parishes’ meeting Waterbeach New Town**No report as meeting postponed until December  |  |
| 108/17-18 | **Update on sound system for village hall**No further update since September 17. MS to write to chairman of HVHT.  | MS to HVHT |
| 109/17-18 | **Maintenance of Bus stop opposite Biggin Abbey** The clerk has asked John Harrison to look at the roof of the bus shelter and give a quote for works. This has not yet been received. Clerk to follow up.  |  |
| 110/17-18 | **Update on proposal for defibrillator**Cllr Kitt spoke to Scotsdales who asked for the proposal to be put in writing which she then followed up with. No further correspondence has been received from them though it looks as if getting a power supply to the fence may pose a problem. The idea of siting the defibrillator at the Plough and Fleece was discussed. Cllr Balm to discuss with CIC.  |  |
| 111/17-18 | **Insurance Renewal** Insurance is due for renewal on 11th December. Clerk has obtained a quote from Norris and Fisher our current insurers based on the same terms as last year with the addition of the table tennis table. The quote is for £1020 for one year or £973 based on a 3-year agreement. It was agreed to proceed with a 1-year agreement. Clerk to arrange.  |  |
| 112/17-18 | **South Cambridgeshire Local Plan update**Details circulated before the meeting by MS and discussed in District councilors report. |  |
| 113/17-18 | **Cats eyes replacement on cycle path**Clerk has discussed with Highways the replacement of the cats eyes on the cycle path. Highways have given the details of the model and supplier normally used and the clerk has obtained a quote. Each unit is £32.99, and in addition a resin drum is needed at a cost of £125 which will cover 16 lights. Installation cost is an extra on top of this. It was agreed to go ahead with 16 new lights provided that the cost of materials and installation is £1000 or less. Clerk to obtain quote.  |  |
| 114/17-18 | **Crime reports in Horningsea**Unfortunately, crime has been on the increase recently with more shed and car break ins and a burglary in the village. MS to add a piece to Horningsea Herald to bring more awareness to the problem.  |  |
| 115/17-18 | **Finance**1. Payments since last meeting

None1. The following payments were approved and signed by Cllr Balm and Cllr Pleasants

1) CGM- £182.402)CGM- £210.003) CGM- £182.404 ) CGM-£182.405) M. Starkie – travel claim – £67.506) H Livermore-expenses- £60.801. Budget update-16-17

Spending is in line with budget1. Bank reconciliation

Circulated before the meeting, Signed by the chair. |  |
| 116/17-18 | **Appointment of internal auditor for 17-18 accounts**Michael Williamson of MiJan Ltd has written to the clerk to inform of a small increase in auditing fees as of next year. It was agreed to appoint Michael as auditor of Horningsea Parish council accounts for the financial year 2017-18.  |  |
| 117/17-18 | **Clerks report*** General Data Protection Regulations 2018- New regulations come into force in May 18. Clerk will attend training provided by SLCC on 8th December.
* Damage to Cemetery gate post- The cemetery gate post has been damaged. Clerk has asked John Harrison to quote for work needed. It was agreed the work could be proceeded with subject to a quote of £200 or less.
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| 118/17-18 | **Litter pick and cemetery tidy up 3rd December**Litter pick and cemetery tidy up has been arranged by Cllr Pleasants and will meet at 10.30am in the cemetery on 3rd December. |  |
| 119/17-18 | **Correspondence received-** 1. SLCC- Disqualification criteria for councillors & mayors.
2. Tree work at bus shelter at entrance to Kings Farm, H, High Street, Horningsea Ref: S/3842/17/TC
3. The Crown and Punchbowl, High Street, Horningsea, Cambridge, Cambridgeshire, CB25 9JG Ref: S/3984/17/NM-Information only
4. East Cambridgeshire Local Plan consultation
5. Cambridgeshire Town and Parish Council Draft Improvement Plan
 | NotedNotedNotedNotedNoted |
| 120/17-18 | **Councillor Training**Cllr Starkie had put together a scenario based quiz which councilors Kitt, Pleasants and Balm completed. |  |
| 121/17-18 | **To accept notices and matters for the next agenda**Budget and preceptDefibrillator Councillor trainingWork to bus stop opposite Biggin AbbeyThe meeting closed at 21:40pm |  |

**Appendix 1**

**District councilors report**

**Local Plan**

We continue to wait for the inspector’s draft modifications. Once received, officers will engage with lead council members who will raise any concerns with the inspector informally. The inspector will then publish the modifications 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.

**Neighbourhood Planning Guidance Update.**

The consultation period on the draft guidance designed to help local communities decide whether they want to get involved in creating a neighbourhood plan closed on 30th October. The report from the consultation is due to go to the Planning Portfolio Holder's meeting on 11th December 2017.

**Domestic Waste Collections**

Paper caddies will continue to be collected up to and including Friday 8 December 2017. From Monday 11 December 2017, they will no longer be collected, and from that date paper should be placed directly into the blue bin.

**Community Awards 2018**

**Reminder.**

Nominations are currently being accepted for “Community Awards 2018” until midnight 19th January 2018.

The 7 awards categories available last year have been reduced to the following 6 losing the “Special Portfolio Holder Award”;

Community Chest

Funds still remain so please continue to make applications.

Elite Athlete Award Scheme

Reminder.

The Elite Athlete Award Scheme has £10,000 available to help support local elite athletes reach their potential. The last date for applications is 30th November.

The scheme is open to both able-bodied and disabled athletes, who live in South Cambridgeshire, whether competing regionally, making progress nationally or representing Team GB.

Grants can be used to fund any aspect of equipment, training or competition costs. The maximum grant award will be £2,000 per applicant.

Full details and an online application form can be found at:

https://www.scambs.gov.uk/eliteathlete

**Cambridge Ice Rink construction start date announced**

A 20 year wait to build a new, permanent ice rink on the edge of Cambridge is finally over. The developer behind the sports and leisure venue has confirmed that building work will start on Tuesday 28 November.

South Cambridgeshire District Council is providing a £1.85 million loan to Cambridge Leisure and Ice Centre (CLIC) for the new venue by the Newmarket Road Park and Ride site.

**Plans for new Cambridge City FC stadium at Sawston approved..again**

Plans for a new stadium for Cambridge City FC were originally approved by the Planning Committee in April 2014, however the decision to grant planning permission was quashed in February this year as the Court of Appeal ruled that Councillors did not give clear enough reasons and detail the exceptional circumstances for allowing construction to take place on the green belt site.

At November’s Planning Committee meeting, council members voted again to approve it. Since the new stadium is still on green belt land, this decision must again be referred to the Secretary of State, who will determine whether he is content with the plan, or if it will be subject to a “call in” process that could see him take the decision out of the Council’s hands.

**Parish Planning Forum**

**Next scheduled meeting is 13 February 2018 at 6pm-8pm**

**County Councillors report**

**U&C and Waterbeach Cycling Campaign -** I attended a meeting at which aspirations were shared and concerns raised. It’s hard for anyone to make progress while the guidance is still awaited.

**RLW Exhibition 24-25 Nov**

I attended the exhibition by RLW, who are presenting concepts for the Waterbeach New Town site, not just the land in their ownership. I quite like their idea of ‘superblocks’ – squares of development with only pedestrian access within them. Living here would require a shift in mind-set to a lifestyle much less reliant on the car. I also found their feedback form unnervingly bland, with every question logically eliciting agreement. The developer won’t learn much from this, ‘motherhood and apple pie’ approach, apart from our email addresses. Meanwhile, we await reports…

**…all things rail:**

Waterbeach Station – With Cllrs Johnson and Tregoing, I attended the Fenline Users Association AGM and their Station Report meeting and learned that Network Rail are committed to the 8-car lengthening of the station platforms at the existing site by Autumn 2018 even though this will become redundant when the new station is built. Having not found solid ground down to 23 m depth, they will use multiple mini-piles and steel framed construction which can be adjusted if levels change, but this requires extensive access, which still needs to be negotiated.

**Waterbeach New Station -** They are at GRIP 3, site selection stage now. (Governance for Railway Investment Projects). They are proposing a high tech station with good canopies, better car parking and safe access to all platforms. The initial car park will be accessible from the village and as the development builds out, they will build new car parks to the north, leaving the original as a disabled car park. Long term, more and longer trains will be required, so eventually platforms will accommodate 12-car trains. No date yet.

**Cambridge North Station –** Brookgate’s plans for a hotel were approved by the Joint Development Control Committee but those for the office building were refused, for not allowing enough room between the building and the pre-existing, approved and well-used cycle path towards Moss Bank. The proposal created major conflict between pedestrians and cyclists on the existing path because Brookgate propose building to the edge of the curtilage. Annoyingly, this was expressed as if the cycle path was in the wrong place, rather than that Brookgate have taken no account of it in their designs**.**

**Fen Road Chesterton –** since the station opened, residents in Fen Road, Chesterton have been frustrated by the length of time for which the level crossing barriers are down, especially in the morning, just when people want to go to work or take children to school. We have seen evidence of gates being down every 4 or 5 minutes and in theory, down 9 times between 08:00 and 08:20 but more likely down continuously for this 20 minutes. Whilst it seems unacceptable to trap some 500 residents and over 50 employees while the barriers are down, it is hard to see how this can be improved. Cllrs are seeking meetings with Network Rail. In the meantime, I have been urging officers to re-consider any options for a pedestrian access to the towpath, so at least residents could leave on foot.

**Highways -** The A10/A14 roundabout was being re-surfaced overnight, at the end of November – annoyingly, without much in the way of warning road signs or diversion, making for a very convoluted journey home. However, I’m pleased to see the gaping seams between lanes of tarmac are being sealed and the road markings re-painted.

**Litter on the River Cam towpath –** The Haling Way is a public highway, so a County responsibility; the Conservators are responsible for the waterway, paid for by boaters licences. For many years the Conservators have collected litter semi-voluntarily, whilst mowing on behalf of the County. I am trying to arrange meetings to discuss a proper Agreement with the SCDC/City Shared Waste Service and for collection of the rubbish.

**‘Be Well Cambridgeshire’ -** This new Cambridgeshire County Council website provides information to help people be healthier. The website www.bewellcambridgeshire.co.uk provides information and tips for your mental health, active living, a healthy diet, sexual health, alcohol, drugs and smoking. Links to other organisations that provide information also feature on the website as well as local support groups. The first campaign to be promoted is Stay Warm, Stay Well.

**Fen Ditton Primary School –** was recognised in November, for being a Modeshift STAR, for having demonstrated excellence in supporting cycling, walking and scooting to school. Cambridgeshire County Council’s Road Safety Team celebrated the achievements of 10 of the county’s schools at Shire Hall, Cambridge, as part of its STARS (School Travel Accreditation & Recognition Scheme). Councillor John Williams and I both attended to congratulate Fen Ditton Primary School.

Milton - I have been seeking estimates for cleaning the War Memorial from reputable stonemasons.

I am seeking confirmation from County Highways regarding the adoption of North Lodge Park Road, and what is standing in the way of its adoption.

Landbeach and Horningsea – no specific requests

Waterbeach – the highways faults reported to me, have already been reported on the County Highway fault reporting system.

Fen Ditton – After the discussion at the last pc meeting, of the proposed double yellow lines at the junction of Horningsea Road and High Ditch Road, the Case Officer and I have received a number of representations from local residents. I will be meeting the officer with the parish council to understand the evolution of the proposals. I understand there are not enough households here to make a resident’s parking scheme viable (which some residents had requested.)

**AB 27/11/2017**