

HEYDON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Holy Trinity Church on Tuesday 21st January 2020

Present: Councillors Mrs D MacFadyen (DM)(Chairman) Mrs S Oliver (SO), Mr J Arthur (JH)
District Cllr Roberts (DR)
Mrs S Walmesley (Clerk) with no Members of the Public

6.30pm (actual start time 6.45pm) PARISH COUNCIL MEETING

1. CO-OPTION OF PARISH COUNCILLOR

There had been no applications for the latest vacancy. This would continue to be advertised on the notice board, website and Facebook page.

2. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT

Apologies were received from Cllr Fowler. There were no interests declared.

3. PUBLIC QUESTIONS ON AGENDA ITEMS AND FOR DISCUSSION AT FUTURE MEETINGS

There were no members of the public in attendance.

4. TO APPROVE MINUTES OF

4.1 The Parish Council Meeting held 4th December 2019

The minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.

5. MATTERS ARISING

5.1 GDPR –Councillor e-mail addresses –confirmation of set-up

Details of how to set up Councillor e-mail addresses had been given to Councillors.

5.2 Use of Church magazine for Parish Council update

Cllr Arthur reported that he had spoken to the magazine Editor who was not completely happy with a regular Parish Council update in the magazine. It was though suggested that a sheet of village news could be circulated with the magazine. Cllr Oliver suggested that this would be more effective than a report included in the publication.

Cllr Arthur agreed to obtain confirmation that a Parish Council 'Bulletin' every couple of months would be acceptable and if so would request details of copy deadlines.

-JA

5.2.1 Neighbourhood Watch co-ordinator appeal

There had been no volunteers to date. Cllr Oliver confirmed that an appeal had been made on the Facebook page and she had again pushed the appeal to the top. Cllr Arthur reiterated his previous offer that he would be prepared to take on the role if nobody else came forward.

5.3 Relocation of Marshalls to Duxford –meeting 28th January 2020

The Chairman confirmed that she would be attending the meeting.

6. COUNTY AND DISTRICT COUNCILLOR REPORTS

6.1 District Council

Cllr Roberts referred to letters circulated to Parish Councils in recent days relating to the planning process at the District Council. She explained the history of the current system advising that in 2016 the administration changed the system. It had been realised that this process was not part of the SCDC planning constitution and it was clear that a member of the District Council who was not a member of the Cabinet could not be part of the decision on referrals to the Planning Committee. The Leader of South Cambridgeshire District Council, Bridget Smith, had stated in her communication to councils that the constitution wording was being reviewed to allow this.

Cllr Roberts said that system worked well when there were a lot of speculative planning applications, with no adopted Local Development Plan, but now that had been settled the process should be changed. She added that at a planning committee meeting the previous week there was only one planning application for consideration.

Cllr Roberts asked the Parish Council to support her and write to the Leader of South Cambridgeshire District Council asking that the whole referral to the Planning Committee concept be reviewed to include a return to the previous system where requests were made by the District Councillors who knew their villages.

Cllr Roberts then reported that she had been contacted by the Chairman who had made her aware that Wood Green Animal Shelter was carrying out an internal exercise, with their staff at Heydon, as they were looking at closing the site and transferring to Godmanchester. Cllr Roberts had spoken with the SCDC Senior Planning Officer, Julie Ayre, who was unaware of any proposals. She had advised that the Heydon site was classed Brownfield for employment so would have to be advertised for 18 months as a commercial site before any application for change of use for development. Wood Green was a registered charity so would be able to get pre-application advice free of charge. It was noted that the house used as an office on the site was listed but it was unknown whether the site was within the village envelope. The Clerk would check.

-Clerk

A discussion took place on options for use and Councillors agreed that they would like a chance to influence the future of the site. After further discussion it was agreed that the Clerk would write to Wood Green Animal Shelter, advise them that the Parish Council was aware of the internal consultation and state that it would be helpful to know a timescale for the outcome of the consultation.

-Clerk

6.2 County Council

Due to the resignation of Peter Topping there was currently not a County Councillor representing Heydon.

7. FINANCES

7.1 To receive the financial statement and to approve the payment of bills

SLCC

Contribution towards membership 2020	£ 15.00
MRS S WALMESLEY	
Clerks salary and expenses October –December 2020	£510.00
HMRC	
PAYE October –December 2019	£120.00
TOTAL	£645.00

7.2 Change of Bank Signatories

The Clerk had forwarded a bank change mandate to Cllr Oliver for completion before forwarding to Cllrs Fowler and Arthur. Once completed the form would be sent electronically to the bank.

-SO,AF,
JA

7.3 Agreement of Precept/Budget 2020/21

The Clerk had circulated expected income and expenditure to Councillors at the last meeting.

Councillors discussed past increases in the precept and the increased costs for the Parish Council due to running costs which would now include the hire of the Church for meetings. Cllr Oliver reminded Councillors that the information currently being gathered through Community Speedwatch and speed checks, would most likely require some traffic calming such as a mobile vehicle activate sign (MVAS). The cost of this equipment was around £5,000 and at the present time there were no reserves for this purpose. After further discussion it was proposed by Cllr Oliver, seconded by Cllr Arthur, to request a precept of £8000 for 2020/21. Clerk to make the demand from South Cambridgeshire District Council.

-Clerk

The draft budget figures were not available at this meeting so Councillors agreed that they would agreed the budget for 2020/21 at the next meeting.

8. HIGHWAY ISSUES

8.1 Update on Traffic concerns and road surfaces

These would be monitored. Any issues identified will be reported on the County Council website and then followed up with the new County Councillor once elected.

8.2 Traffic Speeds

8.2.1 Update on Community Speedwatch

Cllr Oliver reported that she had asked the Police about timings for use of the second free speed camera and the best time of year for the checks, which would probably be in the better weather. She advised that she received updates of when police support

could be given to the Speedwatch team but at present the conditions were not suitable to carry out any checks. Cllr Oliver stated that more people who did not work were needed for the team. There were a lot of people willing to help but they were not around at the times for the most successful sessions. There had been three more volunteers but training would need to be given in Cambourne as the police would not come out to the village with under 5 trainees.

Appeals for help continued.

8.3 Heydon Lane Drainage

The Chairman expressed her concern over the condition of the lane now following the excellent work carried out in 2019. Drains were blocked with silt and autumn leaves. She had contacted the County Enforcement Officer who was going to speak to the Local Highway Officer who had said that they would get the work carried out. The Spring Pond also seemed to be leaking again. A discussion took place on other areas of the village with outstanding maintenance issues.

9. BUS SHELTER

9.1 Update on Defibrillator Installation

The Clerk had again asked Community Heartbeat for further instruction on the final set up which involved registering on a website. As she did not live in the village it was best that the checks on the equipment be carried out by someone local. Cllr Arthur and Oliver offered to do this between them. Once the Clerk received the electronic instruction she would forward to them both.

-Clerk,
SO, JA

9.1.1 Defibrillator Training March 2020

The council had been asked for dates. Councillors suggested that a Saturday morning would be best to attract as many residents as possible. If this was not possible then a Tuesday evening. The Clerk to try and book Saturday 23rd March or 4th April or Tuesday evening 24th March 2020.

-Clerk

AF, JA

9.3 Cleaning of Roof Tiles

Cllr Arthur offered to help Cllr Fowler with the cleaning.

10. FOOTPATHS

10.1 Update on Bran Ditch Interpretation Board

There had been no further contact with Natural England. The Chairman reminded Councillors that their officer, David Kenny, had stated that the Bran Ditch board was still live but other historical ditches took priority,

10.1.1 Quotation for Clearance

A quotation for the clearing of the Bran Ditch, where it had been cleared in 2019 and further along the footpath, for a price of £1400.00 had been received. This was from the same contractor as used previously. The contractor would also chip the branches cut back and spread around the path.

Councillors agreed that the quotation received was competitive. Chippings also worked well in muddy areas. The Clerk advised that there was currently £2010.00 earmarked for the Bran Ditch maintenance allocated by Cambridgeshire County Council. She was also aware that there was more funding available.

On a proposal by Cllr Oliver, seconded by Cllr Arthur, it was agreed that the go-ahead be given to the contractor Mr Crotty who would be asked to carry out the work as soon as possible before the birds started nesting.

-Clerk

10.2 General Update on Footpaths

It was noted that lots of the village footpaths were muddy at the present time. The reinstatement of the footpath at the entrance to the village from Great Chishill was questioned. Cllr Arthur reported fly tipping on private land and he had noticed that this was getting worse. It was advised that the removal of the rubbish was the responsibility of the landowner. The Chairman agreed to speak to the landowner.

-DM

10.3 Request for additional dog waste bin

Cllr Fowler had advised of the request at the last meeting. Councillors agreed that a bin at the junction of the footpath and Chishill Road would be a good idea as some dog walkers hung their bags of dog waste on the bushes there.

-Clerk

The Clerk agreed to make the request to South Cambridgeshire District Council.

11. PLANNING

11.1 To consider Planning Applications

11.1.1 Planning Ref S/4250/19/VC

20 Chishill Road –Variation of condition 2 (approved plans) of planning permission S/2913/17/VC for proposed extension and division of the existing property into two separate dwellings, and the erection of an outbuilding to each building

Concern was raised over the scale of the garages for the properties. The plans also appeared to show that the existing buildings looked lower in height.

Recommendation –Object

-Garages overly large in comparison with the house sizes

-The south elevation plan shows the garage height above the ridge height of the adjoining building.

11.1.2 Planning Ref S/4301/19/DC (FOR INFORMATION ONLY)

Woodstock, Fowlmere Road –Discharge of condition 3 (Traffic Management Plan), 4 (Hard and soft landscapes), 6 (Boundary treatment), 7 (External surface materials), 8 (Foul water drainage), 9 (Ecological enhancement), and 11 (Archaeological work programme) of planning permission S/3025/16/FL

(Mr Healy)

Concerns were expressed as to how the conditions had been met. The Clerk had a copy of the planning application decision notice which Cllr Arthur agreed to investigate.

-JA

11.2 Greater Cambridge Issues and Options Consultation 13th January -24th February 2020

The consultation was being advertised on the notice board and website. As the next Parish Council meeting was after the closing date Councillors were urged to respond individually.

-Cllrs

12. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;

12.1 Fews Lane Consortium –Proposed changes to planning decision procedures at South Cambridgeshire District Council

12.2 SCDC –Items referred to Planning Committee –confirmation of no change to existing procedure.

This correspondence was referred to under the District Councillor report where it was agreed that a letter would be sent to SCDC.

13. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

There were no issues raised.

14. DATE OF NEXT MEETING –Tuesday 31st March 2020

There was no further business and the Chairman declared the meeting closed at 8.30 pm

Signed..... (Chairman) on(Date)