

## HEYDON PARISH COUNCIL

### **Minutes of the Parish Council Meeting held at The End Cottage, 75 Fowlmere Road on Tuesday 26<sup>th</sup> March 2019**

Present: Councillors Mrs D MacFadyen (DM)(Chairman), Mr M Shaw (MS), Mr P Smith (PS), Dr E Rowbotham (ER), Mr A Fowler (AF)  
District Cllr Roberts (DR), County Cllr Topping PT)  
Mrs S Walmesley (Clerk) with no Members of the Public

#### **6.30pm PARISH COUNCIL MEETING**

**1. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT**

All Councillors were in attendance. There were no declarations made.

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

There were no members of the public in attendance.

**3. TO APPROVE MINUTES OF**

3.1 The Parish Council Meeting held 29<sup>th</sup> January 2019

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

**4. MATTERS ARISING**

4.1 Communication with Parishioners

This would be ongoing until a suitable website was up and running. In the meantime the existing website did have a community page. It was noted that residents needed to be made more aware of the existing site as there was a lot of information posted on there. The Clerk suggested that instead of a single flyer, when advertising the Annual Parish Meeting, a short report on current village issues be included.

4.1.1 Heydon Website Replacement

The Clerk had set up an example free website through btck and had circulated the link to Councillors. The Chairman and Cllr Rowbotham both stated that they did not like the appearance of the site. Cllr Rowbotham and the Clerk would investigate some templates and come up with a plan of action. The Clerk was reminded to forward details of the existing site password to Cllr Rowbotham so that she was able to access herself.

4.1,2 GDPR –Councillor e-mail addresses

Councillor e-mail addresses would be arranged once a new website had been set up.

*-ER &  
Clerk*

**5. COUNTY AND DISTRICT COUNCILLOR REPORTS**

5.1 District Council

Cllr Roberts reported that the main issue relating to the District Council at the present time was the call for sites for the next Local Development Plan. She was aware that a major landowner in the village had officially submitted his land for consideration. This included three alternatives for 7,000 homes, 5,000 homes and 3,000 homes. The landowner had been made aware that if his application was considered suitable a lot of money would need to be spent to support the application. Cllr Roberts stated that she was not sure how long it would take for the District Council to sift through the applications. There should be more information available to update parishioners at the Annual Parish Meeting.

The District Council Enforcement and Planning Officers had been closely monitoring the situation at 69 Fowlmere Road where there were some outstanding conditions relating to the property entrance and the reinstatement of a tree. A breach of condition notice was issued to the property owner on the 7<sup>th</sup> March where 28 days was given to comply. This period was due to expire on the 4<sup>th</sup> April 2019. Cllr Roberts added that there was no right of appeal.

The early retirement of the District Council CEO was then discussed. Cllr Roberts

stated that she was not in agreement with how the early retirement was handled. She had tried to find out what the basis of this was without success. The District Council now had an Acting CEO, Mike Hills, until a replacement was recruited.

#### 5.2 County Council

Cllr Topping reported that the County Highway Manager, Dennis Vacher, and new Local Highway Officer, John O'Brien, had driven around the villages to look at what needed to be done. There had been a further meeting with the landowner at Heydon Lane and agreement had been reached on work required. Parallel trenches were to be put each side of the road. The Chairman advised that this work had now been completed. The County Council Enforcement Officer, George Hay, had confirmed this. The Chairman was aware that representatives from Cambridge Water were to visit the site the following week to investigate some seepage by the farmhouse.

Cllr Topping referred to the results from the LHI bid 2019/20. The Clerk advised that the Parish Council was unsuccessful in its bid for a MVAS. She reiterated the issues with the request made in Spring 2018 for a County Council traffic survey which was commissioned to support the LHI application.

Councillors were then advised that the County Council was going to carry out some research, financed by the combined authority, on pinch points on the A505. The funding was not forthcoming last year but Cllr Topping was reasonably confident that this would go ahead in 2019.

A discussion took place on additional funding for road repairs which was made available by the Government. A discussion on the workings of the combined authority also took place. Cllr Smith reminded Cllr Topping of the outstanding drain blockage on Fowlmere Road. This had been reported to the County Council a number of months ago. Cllr Topping agreed to follow up with County Highways.

The Chairman thanked Cllr Roberts and Cllr Topping for their reports.

## 6. FINANCES

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

The invoices were available for checking. The following payment was approved:

DCC HEYDON

|  |         |
|--|---------|
| Contribution towards burial ground maintenance | £160.00 |
|--|---------|

MRS S WALMESLEY

|                              |         |
|------------------------------|---------|
| Clerks salary 1/1/19-31/3/19 | £462.00 |
|------------------------------|---------|

HMRC

|                      |         |
|----------------------|---------|
| PAYE Jan –March 2019 | £108.00 |
|----------------------|---------|

|       |         |
|-------|---------|
| TOTAL | £730.00 |
|-------|---------|

#### 6.2 Appointment of Internal Auditor 2018/19

The Chairman agreed to ask Mr Barnes as in previous years. If agreed the Clerk would arrange the audit with him following the conclusion of the financial year.

-DM

## 7. HIGHWAY ISSUES

#### 7.1 Update on Heydon Lane and Tree

Cllr Topping had discussed the work relating to the drainage with Councillors during his report under Item 5.2.

#### 7.2 Update on Traffic concerns and road surfaces

Cllr Topping had reported on the Highway inspection under his report. The Clerk asked if he knew of any weight limits on the village roads which was a query raised by a resident. Cllr Topping referred the Clerk to the new Local Highway Officer to find out.

-Clerk  
k

#### 7.3 Heydon Lane salt bin –check on salt level

Cllr Smith confirmed that he had inspected the bin near High Close, which was half full, and the Heydon Lane bin which was full. The Clerk confirmed that the County Council were responsible for topping up the bins when needed.

#### 7.4 LHI Panel Results 2019/20

As discussed under Item 5.2 the Parish Council had been unsuccessful with the latest application. Councillors agreed that they still needed to establish if there was a speeding problem in Fowlmere Road, and Chishill Road, so the Clerk was asked to arrange a speed survey with the County Council Project Manager, Josh Rutherford, which should have been carried out in 2018.

## 8. BUS SHELTER

### 8.1 Electrical Inspection

A quotation had been received for the replacement of the consumer unit, replacement of light timer with an external sensor, and other necessary wiring. The cost of this work would be £470.00 which Councillors agreed was good value so other quotations would not be sought. The electrical contractor, Barker Electrical Services, also advised that before the work commenced the meter tails would need to be upgraded by the electricity provider. It was agreed that the Clerk liaise with the contractor.

-Clerk

### 8.2 Update on Defibrillator

The contractor had confirmed that with the modifications to the electrical supply the defibrillator would be compatible for installation in the shelter. Now that this had been confirmed the Clerk would arrange delivery of the equipment to the village.

-Clerk

## 9. FOOTPATHS

### 9.1 Update on Bran Ditch

Cllr Rowbotham advised that the bark on the footpath surface had been brilliant at keeping the surface dry over the Winter. Cllr Shaw added that he had also received comments regarding the material used. The Chairman advised that bags of large bark could be purchased from a local garden centre. Cllr Rowbotham also suggested a supplier.

#### 9.1.1 Report of meeting with County Rights of Way Officer

Cllr Shaw and the Clerk had met with Peter Gaskin, the County Council Rights Of Way Officer, and walked the ditch to discuss further work needed. There would be funding available over the next couple of years. A payment of £2100 for the current financial year had recently been deposited in the Parish Council account. A report of the meeting had been distributed to Councillors.

Cllr Shaw referred to further clearance work, and the maintenance of the area cut back in 2018, and a discussion with the landowner's Farm Manager who seemed keen to help with a lot of the work required. It was noted that discussions now needed to take place with him to see how much could be done. Due to the time of year the work could not take place until the Autumn.

#### 9.1.2 Interpretation Board

At the site meeting Cllr Shaw had expressed his disappointment at the lack of an interpretation board following his discussions with David Kenny, Natural England. Mr Gaskin had suggested that the Parish Council put together their own board, checking for historic accuracy, before production of the board. Cllr Shaw advised Councillors that he was willing to work on this.

A discussion took place on the importance of getting the information correct which Natural England would be able to do. It was agreed that Cllr Shaw would contact Mr Kenny, or his colleague, to get an update on whether they were still interested in an interpretation board. Cllr Roberts would also speak to the District Council Conservation Officer to see if there was any guidance available.

-MS

### 9.2 General Update on Footpaths

Cllr Rowbotham confirmed that she had recently walked all the paths and they were all satisfactory.

## 10. PLANNING

### 10.1 To consider Planning Applications

#### 10.1.1 Planning Ref S/0740/19/FL

Land to the south of Midsummer Cottage, 45 Chishill Road –Proposed two storey dwelling

The Chairman advised that the planning application referred to Midsummer Cottage being a single storey dwelling when it was two storey.

Concern was raised by Cllr Rowbotham over building on the land belonging to Midsummer Cottage reducing the size of garden. Concern was also raised over the number of trees which would need to be removed to accommodate the building.

#### **Recommendation –Object**

**-Density of building on the plot and the impact on the conservation area**

**-Loss of trees which could have a negative impact on the street scene**

**-If successful this could set a precedent for garden development in the village**

The Clerk would also ask for the application to be referred to the South Cambridgeshire

District Council Planning Committee and request that the committee visit the site.

9.2 Update on Planning Enforcement Action for 69 Fowlmere Road

An update was given under the District Councillor report Item 5.1.

9.3 Speculative Planning Proposal for Heydon

This was also discussed under the District Councillor report Item 5.1.

9.4 Criteria for Neighbourhood Plan

Cllr Roberts advised that a representative from the Foxton Neighbourhood Plan working group was to attend a meeting of Fowlmere Parish Council in the near future to explain the process to Councillors there. She suggested that Heydon Parish Councillors attend that meeting. Once the date was finalised Cllr Roberts would advise the Clerk.

-DR

**11. ANNUAL PARISH MEETING AND AGM MAY 2019**

The meeting had been arranged for the 22<sup>nd</sup> May 2019, in the Mission Hut at 8pm, as in previous years. The AGM would be held on the same evening starting at 6.30pm with a shortened agenda.

**12. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;**

Correspondence received was discussed under agenda items.

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

There were no issues raised.

**14. DATE OF NEXT MEETING –Wednesday 22<sup>nd</sup> May 2019 –Mission Hut, rear of Picots, 14 Chishill Road**

There was no further business and the Chairman declared the meeting closed at 8.40 pm

The Chairman was thanked for her hospitality.

Signed.....

(Chairman)

on.....

.(Date)