## <u>Minutes of the Meeting of the Parish Council held in St Peters Church</u> <u>On Thursday 19 August 2021</u>

**Present:** - Stephen Roberts, Paul Archer, Mary Maitland, Polly Fenwick, Kate Homan, Robert Foster, Edith Osborn as Clerk, Henry Batchelor - County Councillor Josephine Roberts

A quorum was established.

1 Apologies: Giles Dobson, Geoff Harvey - District Councillor

## 2 Minutes of Meeting held on 20 May 2021.

The Chairman noted that the closing date for the grant from SCDC for applying for rubbish bags etc to support keeping the environment tidy was in September so there was still time to apply.

Polly would be asked if her husband can clear the bridleway and failing that the council could obtain a quote from Brad Walker.

Kate Homan proposed that the minutes of the last meeting be approved and this was seconded by Mary Maitland.

## **3** Declarations of Interest

There were no new Declarations of Interest.

## 4 Administration

**4.1** Burrough Green Archive website

The Clerk advised that the previous trustee of the website had paid Cambridgeshire County Council for the annual maintenance of the website herself as it had not been agreed whether Burrough Green parish council would take over the management of the website. She had requested from each parish the usual amount of £25.

After discussion of what pictures were held on the website relating to Carlton, the Clerk agreed to investigate how support of this website would work in the future. Stephen Roberts proposed that the parish council make payment for the current year and review again when more information was available, this proposal was seconded by Paul Archer.

### **4.2** Requests for donations

The Clerk had received a request for a donation to Magpas Air Ambulance. It was considered whether there had been any recent incidents within Carlton and as there had been none it was agreed that a donation would not be made at this time.

Polly Fenwick arrived.

### 4.3 Village website

Polly Fenwick agreed to email Stephen Roberts regarding circulating the village to find someone who had website knowledge. It was agreed that the council could not afford to use expensive website designers to create a new website and the extra cost was not warranted.

### 5 Finance

**5.1** Payments proposed for authorisation were:

5.1.1	CAPALC chq 375	£	123.29
5.1.2	Village Voice chq 376	£	100.00
5.1.6	CGM	£	123.29

Although CGM had presented their invoice the verges had still not been cut. It was noted that the bend at Willingham Green needed cutting again and Henry Batchelor had agreed that Highways probably needed to cut the bank more than twice per year. Stephen Roberts proposed that the payments other than the second CGM invoice be approved and Kate Homan seconded the motion.

5.2 Receipts, payments and reconciliation as at 31 July 2021.

The receipts, payments and reconciliation as at 31 July 2021 were proposed for acceptance by Stephen Roberts and seconded by Robert Foster. There was no change to the S106 money schedule.

### 6 Planning.

## 6.1 Cromwell Cottage – 8 condition requests

This item was noted; there had been eight planning applications approved in the past for which certain conditions had not been met. The house has been sold and the conditions were now in the process of being discharged.

## 7 Environment

7.1 Speed limits

The Chairman noted that the local policy was not in line with the national policy on speed limits and it was proposed to lobby Henry Batchelor about this. It was questioned what the Vision Zero Partnership manager would be doing about speed limits.

**7.2** Footpaths and Road surfaces/gulleys

The Chairman noted that he had had many complaints about the road verges this year. Henry Batchelor had emailed the Chairman to confirm that the council had reduced the number of cuts to two per year but areas such as at the bend in Willingham Green could be considered for an extra cut.

The Chairman had tried to clarify who cuts the footpaths but the answer was complicated dependent on the landowner, the County Council and the crop in the fields.

Robert Foster advised that Footpath no. 3 behind Cromwell Cottage was obscured. Caroline Revitt intended to follow this up with the D'Abo Estate. The Chairman advised that footpath faults can be notified on the Council's website. It is the Council's responsibility for footpath signs but one in Willingham Green has not been replaced so will need to be reported again.

### **7.3** Flooding issues

Robert Foster had attended a webinar about flood preparedness in communities and from that learnt that there is an environmental template available for use by communities, as flash flooding can happen anywhere and communities need to be prepared.

The Chairman noted that flooding had been an issue in Willingham Green on the bend and in Acre Road. Riparian responsibilities had been enforced so that the landowners maintained the ditches and pipes.

The Highways Officer had assessed the flooding on the B1052 at the bend and had written to the Estate. A follow up letter would be needed as no action had been taken.

Henry Batchelor arrived.

Henry confirmed that letters are sent to landowners and when not acted upon, Highways carry out the work and invoice the Estate. Robert Foster to follow up on this issue.

The Chairman agreed to review the Emergency Plan which had been sent to SCDC a couple of years ago to ensure it was up to date regarding flooding.

Funding is available for a Flooding Toolkit, Robert Foster will investigate.

Paul Archer noted that the pipe behind the pumping station in Brinkley Road is blocked. It was not known whose responsibility this was, the landowners or Anglian Water. Paul will try to unblock in the first instance.

**7.4** Climate Change issues

Robert Foster would like to obtain the village's views on maintaining the environment and it was agreed to do this by using Survey Monkey. The Clerk agreed to open a Survey Monkey account into which Robert could insert the questions. It was noted that the Chairman held the list of email addresses for the village in his capacity as a resident and therefore it was decided that a link to the survey could be sent out via the WhatsApp group.

The Chairman advised that a grant is available for help with climate issue proposals but permission from the landowner to use the land is required. Proposals up to £1k would be accepted and could be used for the buttercup in Carlton Churchyard. Josephine Roberts had planted oak trees last winter and the majority of them are doing well.

She noted that someone had cut back the rowan trees on the Millenium Walkway. She is also liaising with farmers regarding planting more trees.

7.5 Zero Carbon Communities grant

It was decided not to make an application in the latest round but wait for the next round particularly as by then the survey results will have been obtained and the council will know what the residents want to do.

Is there a patch of land where a project could be sited? The information gathered for the last potential application is still relevant.

The Chairman advised that the community building idea has been postponed due to the cost. Currently all grants are being offered for Covid projects so the most that can be obtained is £5k. One of the results of the survey carried out in the village a few years ago was a requirement for communal space.

The Chairman thanked the four people in this group for looking into climate issues on behalf of the village.

## 7.6 Verge cutting

Henry Batchelor confirmed that the County Council's policy is for 2 cuts per year but corners can still be cut as an extra. If areas need more regular attention due to safety concerns then best thing to do is report to Highways, Nicola Burdon and via the website.

The County Council already have a map of areas which need extra cuts. Mary Maitland will add the bend at Willingham Green to the website. Stephen Roberts will advise Nicola Burdon and Maciej Adamczyk.

### 7.7 Village emblem

The buttercup can be found to the left - hand side of the Church gate 20m from the path and has been marked out with stakes. The PCC have agreed to extend the area which is a shady area near the ditch. Invasive weeds still have to be managed.. The flower is being considered for a village sign or added to the website.

The Chairman will contact Kay Leeves regarding a painting of the buttercup for viewing in the Church. All councillors voted in favour of obtaining a cost for this painting.

## 8 District Councillor's report

No report was available.

### 9 County Councillor's report

Councillor Batchelor commented as follows:

Speed limits – the Police and Crime Commissioner is willing to bring Cambridgeshire's speed limits in line with national policy. CCC's policy has been in place for 3 years but now it has the opportunity to change this by looking at the LHI process. The Chairman requested that he is able to input into the CCC speed limit

discussion. Henry Batchelor advised that the proposal of 20s plenty will be discussed in a public forum.

LHI – applications should be made by the end of September

The Council is looking at a preliminary boundary review to move villages into a parliamentary area. A public consultation will be taking place in a year's time. He noted that developers had been asked last year for areas which could be developed for housing and communities. A shorter list of the draft preferred options for the Greater Cambridge Local Plan will be presented on 31 August with 10% being taken forward to the next stage.

Parking enforcement – there are no traffic wardens currently in South Cambridgeshire. SCDC will be taking over the wardens from the Police in the next few months.

SCDC have launched a business portal to encourage local commerce. Businesses have to sign up and the link will be sent to the Clerk.

The Covid emails from SCDC have been found to be useful. Henry agreed to find out if they will continue.

## 10 General observations or matters for consideration at the next meeting

Items to be discussed at the next meeting: No items were raised.

The next Parish Council Meeting will be held on Thursday 11 November 2021 at 8pm.

The Meeting closed at 9.50pm.