

# MINUTES OF STOW CUM QUY PARISH COUNCIL

## MEETING NUMBER 12

Held at the Hut, Quy Village Hall on Tuesday 16<sup>th</sup> January 2024.

**Present:** Sarah d’Ambrumenil, Matt Eaton, James Heckford, Jonathan Middleton, Remi White, David Flynn

**In Attendance:** County Councillor Claire Daunton; District Councillor Hofman, District Councillor Cone.

**Members: 7 (1 Vacancy) Quorum 3**

**Clerk:** Mrs S Chambers-Turner

**Members of the Public: 2**

**Meeting opened at 7.30pm**

### **24.1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

None.

### **24.2 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION**

David Flynn Item 24.10 Planning.

### **24.3 APPROVE MINUTES OF PREVIOUS MEETING**

It was proposed by Matt , seconded by Jonathan and resolved that the minutes of meeting 11 held on 21<sup>st</sup> November 2023 are approved and signed as a true record.

### **24.4 OPEN FORUM FOR PUBLIC PARTICIPATION**

A member of the public was present to discuss:

- Planning Application for the Wheatsheaf.

### **24.5 COUNTY AND DISTRICT COUNCILLORS REPORTS**

Councillors Cone, Hofman, Williams and Daunton provided a report to the Parish Council prior to the meeting, which is available for download from the website or upon request from the Clerk. In addition to these reports:

- Councillor Daunton asked James whether works would be continuing on Station Road ditches as some work has been undertaken.
- The Swaffham Greenway Project Team has been contact with local residents who have raised specific concerns over the proposals of the greenway.
- Councillor Daunton mentioned that the 20mph Local Highways Improvement scheme was now open and will be closing on 15<sup>th</sup> March 2024. Should the Parish Council wish to amend their previous application.
- Councillor Hofman reported that in many areas in the vicinity that notices are being displayed on behalf of Francis Estate. These notices are requesting that known rights of way are registered within the time frame otherwise they will not accept any requests for rights of way for a number of years.

- Councillor Hofman also reported that proposals were being made for the resurfacing of the A14 between Quy and Newmarket. However, Councillor Hofman was concerned that the section between Fen Ditton and Milton was not scheduled.

#### 24.6 MATTERS ARISING/COUNCILLORS AND CLERKS REPORTS (FOR INFORMATION ONLY)

- Sarah reported that since the last meeting, Ray Jakes has resigned his position on the Parish Council in December with immediate effect. Sarah wished to thank Ray for his years of dedication to community matters and considers this to be a great loss to the Parish Council.
- The Clerk reported that an anonymous email had been received about the potential redevelopment of the Wheatsheaf.
- James reported that Island bungalow has been flooded and it had been reported twice to the relevant authorities as it was felt that this could be improved by actions of the Environmental Agency. Councillor Daunton agreed to take this forward.
- Matt reported that the bench in the Cemetery is now beyond repair and that for safety it should be removed. However, the fixings would be exposed so a replacement would need to be sought before it was removed. For the time being it will be taped off until a resolution can be sought.
- Matt also reported that the fencing at the Church car park has been damaged and requires repair. It was agreed that the Groundsman would be asked to look to see what is required to carry out repairs.
- The Clerk reported that an old bench is still located at the edge of the properties at Wheelwright Way that has exposed screws on the base and no seat. It was agreed that the bench would be removed.

#### 24.7 CO-OPTION

The Clerk has reported the notice of vacancy to the Elections Office at South Cambridgeshire District Council as per protocol. The notices are being displayed on the noticeboards and on the website. The period for co-option will commence as from week beginning 22th January 2024, whereby members can be co-opted to the Council without the need for election.

#### 24.8 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- The Bank reconciliation was not available for the meeting so will be approved at the next meeting.**
- It was proposed by David, seconded by James and resolved that January Accounts be paid. Action: Sarah and Matt to authorise payments after submission by the clerk.**

Method	Payee	Item	Net	VAT	Total
<b>Payments for Tonight's meeting:</b>					
BACS	Mrs S Chambers-Turner	Clerks Salary December			Confidential
DD	HSA	Payroll December	£18.50	£3.70	£22.20
BACS	SSE	Street Lighting	£23.89	£1.19	£25.08
			£42.39	£4.89	£47.28

## **24.9 LOCAL HIGHWAYS IMPROVEMENT SCHEME 24/25 (LHI)**

The Clerk reported that the application for Motor Vehicle Activated Signs (MVAS) had been made to the Local Highways Improvement Scheme 24/25. The Parish Council gave thanks to the Clerk for all the work that had been done to prepare the documentation. The Clerk also reported that the new round of 20mph Local Highways Improvements would be closing on 15<sup>th</sup> March 2023 should the Parish Council be wishing to change their application. It was agreed that Matt would be involved in this process.

## **24.10 PLANNING MATTERS**

### **Planning Applications**

**23/04911/FUL** Land On The South Side Of 58 And The Rear Of 60 Station Road Stow Cum Quy Cambridgeshire CB25 9AJ. Erection of a single dwelling with access, landscaping and associated infrastructure. The Parish Council are concerned over the proximity of the development to what would have been regarded as Green Belt land should there have not previously been a building in situ. The field is currently farmed as a whole which is regarded as Green Belt. **Action:** *Clerk to record the comments with Shared Planning.*

**24/00043/S73** Land North Of Newmarket Road Cambridge CB5 8AA. S73 to vary condition 1 (Approved plans) of outline planning permission S/2682/13/OL (up to 1300 homes primary school food store community facilities open spaces landscaping and associated infrastructure and other development) to amend the highway improvement works on Newmarket Road. The Parish Council are unclear as to whether the current application changes the number of houses on the site or whether it is purely an application to changes to the Highway. Councillors Cone & Daunton will find out more particulars about the changes proposed and report back to the Parish Council.

## **24.11 VILLAGE SURVEY**

Since the last meeting it has been discussed that a village survey would need to be carried out to provide statistical data for any applications that the Parish Council make for funding. Currently an application for the 20mph (LHI) will be adapted to meet the needs of the village. It was discussed that in this instance due to time constraints that a questionnaire should be prepared on this matter only. In the coming months a more detailed survey will be prepared to gauge the opinions of all residents. **Action:** *Jonathan to prepare the survey for the 20mph LHI application and circulate to all councillors before posting.*

## **24.12 RECREATIONAL GROUND**

- A member of the public had previously brought to the Parish Council's attention about security and safety measures at the Recreational Ground. It was discussed at length about the pros and cons of having security measures at the ground and it was felt that presently the Parish Council were not in a position to install such features due to the cost implications. CCTV would cost in the region of £2000 for a professional system which would be required. It was agreed that presently the use of lighting in the area would promote visitors after dark, which in other areas has led to anti social behaviour being increased. Advice will be sought from Cambridge Acre as to the legal requirements for installing security lighting in public areas. It was also considered that lighting could affect the near neighbours and be disruptive for wildlife. Currently there

is a provision of flood lighting for any training sessions that may be held after dark and the expense for this is covered through the rental of the ground.

- **It was proposed by Remi, seconded by David and resolved that the Playground Redevelopment Committee would be dissolved and responsibility will now fall under the authority of the Full Council.**
- The proposal was discussed to reassign roles and responsibilities to other members of the Parish Council. It was agreed that until a comprehensive list is available from Ray that this would not be possible. Sarah will be meeting with Ray in the coming week and information will be shared when available of the types of roles that are available. In the mean time the Groundsman will carry out the responsibilities of day to day maintenance of the ground.
- The Clerk reported that there had been issues during the last month with the billing of the pavilion electricity by EON. The current bill saw an estimate being double the previous bill despite an accurate reading being given in November. The current bill has been stopped and an accurate reading will be given for it to be reissued.
- Due to the issues with the billing of the electricity it has been agreed that a smart meter will be installed to prevent further issues.

#### **24.13 POLICIES**

**It was proposed by Sarah, seconded by Matt, 4 for, 2 (abstention as they have not been fully read) and carried that the Health & Safety, Vexatious Complaints, Training, Asset Management, and Retention of Documents policies be adopted.**

#### **24.14 MOTION TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS**

That the public (including representatives of the press) were excluded during the consideration of the remaining item No 24.15 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972(as amended).

#### **24.15 OFFICE ADMINISTRATION**

Matters that relate to the administration of the Parish Council were discussed and all Councillors were reminded of the Nolan principles of Public Life in light of the recent Facebook post.

#### **24.16 AGENDA FOR THE NEXT MEETING**

*Any business and payments to be considered at a Parish Council meeting must be delivered to the Clerk for inclusion at least 7 days prior to the next meeting. It is expected that reports should also be provided at the time of request.*

#### **24.17 DATE OF NEXT MEETING**

**20<sup>th</sup> February 2024, 7.30pm at the Hut, Quay Village Hall – Full Parish Council.**