Clerk: Mrs Joanne Depradines-Smith **Chairman: Mr Peter Dee**
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MINUTES OF DUXFORD PARISH COUNCIL MEETING
HELD AT DUXFORD PRIMARY SCHOOL ON THURSDAY 14 FEBRUARY 2019

		ACTION BY
	Present: Parish Councillors: Cllr Harris, Cllr Heath, Cllr Hyde, Cllr Tarrant, Cllr Young, with Vice-Chairman Cllr O'Grady as Chairman. Parish Clerk Joanne Depradines-Smith. Four members of the public in attendance.	
	Open Forum: A parishioner congratulated all concerned with Brewery Field on the successful funding application to Amey for £50,000 and thanked them for their efforts**.**	
	The Meeting commenced at 8.03pm - The Chair welcomed all attendees to the meeting.	
18	**Apologies**: Cllr Dee (Chairman) and Cllr Skeates-Hall	
19	**Declaration of Interests**: None	
20	**Minutes**: The agenda and minutes of the Parish Council monthly meeting held on 10 January 2019, circulated to all members, were agreed and signed by the Chairperson.	
21	**Matters Arising:** **4:211d: Recreation Ground Land Registry** – Cllr O'Grady confirmed this is a work in progress. **6a: Planning: Wellcome Genome:** Cllr Harris confirmed that Duxford's comments had been received. The Chairman thanked Cllr Harris for his hard work in this regard.	
22	**Chairman's Announcements** **a. Amey grant**: The Chairman thanked Cllr Heath and everyone involved with the successful grant from Amey for £50,000.00 towards the Brewery Field project. **b. Travelling Community Parliamentary Enquiry:** The Chairman thanked Cllr Topping for an update regarding new Police powers. **c. Community Centre loan (£700,000.00):** The Chairman acknowledged the approval of the loan from The Treasury and thanked everyone involved with this. **d. Greenacres road surface:** The Chairman asked Cllr McDonald to investigate CALA Homes' role in rebuilding the damaged road surface.	**Cllr McDonald**
23	**Planning:** **a. Applications received from SCDC:** As presented by Cllr Harris and Cllr Hyde:	

APPLICATION REF	LOCATION	PROPOSAL	DECISION A/R

S/4709/18/FL	5, The Green, Duxford	Proposed erection of a four bedroom dwelling with associated landscaping and parking provision.	**A**
S/0196/19/AD	SMT GB (Volvo) Moorfield Road, Duxford	2 x Fascia Signs	**A**
S/4291/18/FL	Barkers Farm, Grange Road, Duxford	Retrospective permission for erection of demonstration building	**R**
S/0358/19/LB S/0357/19/FL	20, St Johns Street, Duxford	Alterations and additions to the existing single storey rear extension	**A**
S/0350/19/FL	Land south of A505 and west of SMT Great Britain, Duxford	Proposed erection of two new car dealerships / showrooms for occupation by Lancaster Porsche and Aston Martin (sui generis) incorporating (i) the sale of new and used cars plus parts storage and sales (ii) new means of access from the A505 including provision of a protected right turn lane into the site when approaching from the west, (iii) totem signs, (iv) servicing and MOT areas, (v) washing and car preparation / valet areas, (vi) display, staff and customer car parking, (vii) new internal circulation roads, cycle paths and footpaths, and (viii) hard and soft landscaping including provision of a 1.5m high mound on the western site boundary	**R**

ACTION BY

b. Planning decisions confirmed by South Cambs District Council:

APPLICATION REF	LOCATION	PROPOSAL	DECISION A/R
S/3754/18/FL	43, Moorfield Road, Duxford	From hairdressing shop to office (front office for Peasgood & Skeates Funeral Directors)	**A**

c. Planning correspondence: None

24 **Finance: Accounts for payment:** It was proposed by Cllr Heath, seconded by Cllr Young, and agreed by all that the following accounts be passed for payment:

NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT (£)
Playmaintain	**Retrospective payment** December 2018 inspection	**Bank Transfer**	108.60
Buchans	**Retrospective payment** Recreation Ground maintenance: Inv: 1852	**Bank Transfer**	85.49
National Federation of Cemetery Friends	Annual membership	**Bank Transfer**	20.00
Duxford School	Room hire September – December 2018	**Bank Transfer**	36.00
Envirocare	Contractor fees: The Biggen maintenance: Invoice: 103880	**Bank Transfer**	45.00
Envirocare	Contractor Fees: St. John's Churchyard maintenance: Invoice: 103881	**Bank Transfer**	66.00
MTC Engineering	Brewery Field professional fees: Discharging conditions re planning: Inv: 2292	**Bank Transfer**	1200.00
Roy Gill	Playground seesaw removal and disposal	**Bank Transfer**	140.00
J Depradines-Smith	Clerk duties & expenses (postage)	**Bank Transfer**	1117.87

		ACTION BY
	TOTAL £2818.96	

AUTOMATIC PAYMENTS FROM PREVIOUS AGENDA PUBLISHING DATE:

DATE	NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT £
1st of each month	Roy Gill	Maintenance contracts	**Standing Order**	945.83
07/02/2019	Nest	Clerk pension	**Direct Debit**	26.43

TOTAL £972.26

25 **District Council Matters:** Cllr McDonald provided a report (see appendices).

26 **County Council Matters:** Cllr Topping provided a report (see appendices).

27 **Allotments Report:** None.

28 **Footpaths, Recreation Ground and Burials (FRG&B) Committee Report (see appendices):**

a. **Discuss and agree purchase and installation costs to replace playground seesaw:** Considerable seesaw installation costs, and an extensive (submerged) concrete base have resulted in a rethink of the area where the seesaw stood. Cllr O'Grady to provide more options at the next meeting. — **Cllr O'Grady**

a. **The Biggen footpath levelling:** As not precepted, the levelling of the access footpath was unanimously agreed upon in principle, with the aim being to fund the work via charitable means / grants. — **Cllr Heath**

29 **Brewery Field report (see appendices):**
Following confirmation from Amey that DPC had been successful in its application for a £50,000.00 grant, it was unanimously agreed to pay invoices for the Brewery Field works that Amey have offered to fund, as detailed in the Amey grant offer letter; on the condition that these will be repaid in full to DPC as soon as the Amey grant is made. — **Cllr Heath**
Cllr Heath requested that any publication including Amey's details are checked with her first, to ensure compliance.

30 **Village Hall Report:** None

31 **Road Safety report:**

a. **Discuss and agree possible traffic improvements for 20mph areas of the village and entrance to Sopwith Grange:** After much discussion, it was concluded that no action could be taken in respect of this unadopted road. — **Cllr Tarrant**
Cllr Tarrant agreed to investigate if dropped kerbs in Laceys Way would be worthy of a future LHI application.

32 **Pet Crematorium Report:** Cllr Hyde confirmed progress regarding data assessment; a full response is expected at the next meeting. — **Cllr Hyde**

33 **Donation: Discuss and agree request from Royston Transport:** It was unanimously agreed to send £50 to RDCT due to their considerable presence in Duxford. This will be added to the next meeting payment list. — **Clerk**

		ACTION BY
34	**United Reformed Church closure: Prescription and postal services:** The Clerk shared the sad news that the Duxford URC is officially due to cease worship at the Chapel Street building in June 2019. Whilst it is hoped that the building may still be hired until the new community centre is built, this cannot be confirmed. To protect the twice weekly mobile Post Office service and weekly prescription collection service, the Clerk has begun to explore alternative venues for both services.	**Clerk**
35	**Public Art Contribution Report:** Cllr Tarrant confirmed that the blacksmith may be able to provide examples for discussion by DPC at the March meeting.	**Cllr Tarrant / Clerk**
36	**Surgery Report:** Cllr Tarrant confirmed two separate concerns; the first regarding the car dealership planning application, and the other the lack of street lighting on Moorfield Road near the A505. After much discussion, it was decided to see if lighting would be incorporated into the new Whittlesford Station Hub. If not, to be raised with SCDC.	**Clerk** **Cllr Tarrant**
37	**Annual Parish Meeting: discuss and agree agenda:** This was agreed upon.	
38	**Diary and next meetings:** . • 2nd March - Monthly Parish Council Surgery • 14th March at 8pm – Monthly Parish Council Meeting • 18 March at 7.30pm – Duxford Annual Parish Meeting	
39	**Meeting closure:** 9.44pm. **Signed:** **Dated:**	

Appendix 1: **FRGB Report to DPC February 2019**

1. The Biggen:

◦ In the coming months the gates to the Biggen will hopefully be replaced with some wrought iron gates that will be commissioned using some of the art fund money.

◦ DPC is inviting quotes to level the path going from Hinxton Road into the Biggen heritage area.

◦ These two initiatives will not only improve the look of the site, but will also allow easier access to the site by buggies and wheelchairs. It is important to note that as it is a protected English Heritage site, we are not allowed to do any digging, so we will not be constructing any paths within the site itself.

◦ An ash tree that has been shedding branches will have the dead wood removed to ensure that it poses no safety threat. The wood will be left on site.

2. Maintenance Contracts

◦ There have been no changes to the maintenance contracts for the coming year, apart from a cost of living increase.

3. Playground

◦ DPC will discuss whether to replace the seesaw (cost of installation of a new one is very high) or to possibly fill the space with something else.

◦ We will investigate whether there are grants available for replacement and installation.

Appendix 2: **Brewery Field Working Group Report February 2019**

- **Exciting news!**

We heard this week that we have been successful in our application to Amey for a grant of £50,000 to transform Brewery Field into a magical place that the whole community can enjoy! Now we have the promise of funding, we can really get going.

- The deadline for completion of the project is end of April 2020 so it's all systems go!

The Amey Community Fund awards grants to support community, environmental and heritage projects run by non-profit organisations based in Cambridgeshire, within 10 miles of a landfill site. The fund is managed by Cambridgeshire Community Foundation and is part of a voluntary environmental tax credit scheme called the Landfill Communities Fund. For more information please visit ***www.cambscf.org.uk/amey-community-fund.html***

- SCDC Planning have now discharged the conditions we were required to meet prior to beginning work – we are now waiting for the approval for the works on the highway and then we will instruct the contractor to go ahead with the construction of the vehicle entrance so that work on the site can begin.
- We are requesting this month DPC approval to pay invoices for the Brewery Field works that Amey have offered to fund, as detailed in the Amey grant offer letter, on the condition that these will be repaid in full to DPC as soon as the Amey grant is made. We need to do this because although DPC has been successful in its application for £50,000, the grant is payable in arrears, only after work is complete.

Appendix 3: **District Council Report for Parish Councils – Cllr Peter McDonald**

Council Tax
Background
For 2018/19 a band D charge comprised of £1,249.83 for the County Council, £198.72 for the Police, £68.76 for Fire, £140.31 for this Council and somewhere between £0 and £140.19 depending on which parish you live in. The increase in Council Tax for 2019/20 is limited to the higher of 3% or £5 (at band D). SCDC has always had a relatively low level of Council Tax and so this carries forward.
Timeline
6 February – Cabinet consider the draft budget and recommend to Council.
21 February – Council approve the budget and set the Council Tax.

Strategic Bus Review
The Strategic Bus Review report, commissioned by the Cambridgeshire and Peterborough Combined Authority, was published on 23rd January. The options being considered will be outlined in a business case. Some improvements in bus networks could be introduced sooner but the report is rather disappointing given the time it has taken to produce. The report can be found on:
http://cambridgeshirepeterboroughca.gov.uk/assets/Uploads/Strategic-Bus-Review.pdf.

"My South Cambs" Customer Portal
Councillors attended a demonstration of a new South Cambs Council customer portal that went live on 21st January. Users will be able to sign in using e-mail, Facebook, Microsoft and Google. The system allows customers to submit questions, contact the Council about planning, benefits, waste collections etc. as well as to report problems. The system is evolving and will enable customers to track the progress of their complaint or enquiry. As the system is web based, it will free up officer time to carry out their work – we welcome any feedback.
The new portal can be accessed from the S Cambs Council homepage or on https://mysouthcambs.scambs.gov.uk.

Local Developments: Latest Status:

Uttlesford/Genome/Agri Tech
I attended the Planning Team Parish Council Consultation on Jan 17th with all the Parishes.
Wellcome Genome Campus:
Feb 4th was closing date for the consultation. Many inputs were received
http://plan.scambs.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=S/4329/18/OL
As a result of this development now being essentially a commercial development rather than self-sustaining, I feel I can't support it in its current form and will lobby the Planning Committee for refusal of this particular application.
Agri Tech: As you will know Willy wrote to the Secretary of State on this issue but he rebutted the request to meet. I am keeping an eye on indirect lobbying e.g. from other MP's such as George Freeman.

Local Headline Issues

Babraham: issues raised on drainage on the High St which on going. We are under active discussion ref H1b/c ref S106 monies for the Babraham Community Hub.
Duxford: SCDC planning raised many questions on the S106 for the Community Centre. PC now considering response ref the ear-marked monies for the skate park.
Hinxton: See above on Agri Tech/Genome Campus.
Ickleton: The WGC application potential impact on rat-running is very serious concern.
Pampisford: Following up on Local Highways Initiatives

Appendix 4: **Report from County Councillor Peter Topping**

County Council tax - The County Council budget for the coming year was voted through last week, and here are the main points

- The council tax bill is going up by a total of 2.99 per cent plus a ring-fenced increase of 2.00% for adult social services. The county budget is about a half a billion pounds a year and half of that goes on social services. The increase means an extra £1.15 a week for a Band D house.
- Despite this increase, the county council still must find some savings. A fund that was set up last year has meant that £9m can be taken from it to go into the pot for services, so fewer cuts overall.
- The amount that the government pays in grants to the county council continues to reduce, and Cambridgeshire is particularly hit by this because it is a fast-growing county.
- Demand for the sorts of services that cost a lot to deliver, such as care for the elderly, is going up and in Cambridgeshire the number of people over 80 has grown by a quarter in the last five years.
- The budget includes spending an extra £28.7m on improving the county roads.
-

Roads

Improving the A505 - I have raised with the Combined Authority at a recent meeting the commitment it made to fund a study on how to improve the A505 and make the junctions safer given how much traffic is on it and we can expect in the future. I have asked the heads of the bio-tech centres along the A505 to support and put pressure on the Combined Authority.

Gritting - The roads were gritted twice in one-night last week due to the cold weather, the second run being at 3am.

Brewery Field - I was pleased that the country transport officers responded to my request on behalf of the parish council and were able to come back on time with the information needed to enable Duxford to submit and then secure a contribution from Amey for the Brewery Field project.

Rail

Rail 1. Over the next five weeks the consultation on East-West Rail routes will be running, with the main choice being a route that goes to the north of Cambridge running down through Cambourne, or one that cuts across further south and through Bassingbourn. The southern route is not as challenging in terms of engineering and so will cost less. The northern route will cost more, and the extra cost will probably mean more houses built to pay for it, but it follows the A428 corridor and does give Cambourne a station. All this is quite a way from Duxford but shows how much infrastructure and houses continue to be pushed into this part of Cambridgeshire.

Rail 2. Given that one of the stated aims of the Whittlesford Parkway masterplan is to reduce the barrier created by the A505 between the station and the villages to the south, it would be worth Duxford PC either seeking a presentation on the proposals or going to see the Greater Cambridge Partnership project officer. The masterplan was presented at the Feb Whittlesford Parish Council meeting – but the actual public consultation on the proposals will not take place until after March. I will speak at the Greater Cambridge Partnership about the proposal so any initial views please.

Petrol station opposite the IWM. Two years ago I managed to get the plans for redeveloping the petrol station opposite the IWM rejected by the District Council. The developers went to appeal and lost. But they have resubmitted plans that dealt with the inspector's concerns and the District Council has granted permission, with conditions to reduce the impact on nearby residents. I had the highways safety team out on site to see if the busy and narrow A505 could be grounds for rejection, as there have been accidents as people turn in and out of the garage, but no luck.

Residents did ask me about litter from the expanded garage facilities and I have submitted a licence condition on the new petrol station that they carry out regular litter picking along the A505 in both directions and into Burma and Ledo Roads. The District Council has put that to the petrol station owners, and they have agreed.

Review of the Local Plan – call for sites

South Cambs are asking land-owners to put forward sites that could be built on. The call for sites runs to 25 March. Here is the link. https://www.scambs.gov.uk/gclpcallforsites

Briefly this is because the District Council wants to know about potential sites or broad locations for development. Better understanding land availability for development across Greater Cambridge will ensure that the new Local Plan allocates enough land to meet identified needs and that it can choose the right sites from many potential alternatives having assessed their suitability, availability and achievability.

Not all of the sites proposed in the Call for Sites will be found to be suitable, available or achievable. The council will assess each site which meets minimum size and capacity criteria against a common assessment methodology and publish findings in a report which will form part of the evidence base supporting the new Local Plan. The proposals will be consulted on in the autumn of this year.

The last call for sites in 2011 saw several sites put forward in and around Whittlesford. None were found to be suitable and so none were included in the Local Plan. The Parish Council did not support any of the sites put forward. Sites will be put forward again, I would expect.

Whittlesford Neighbourhood Plan

The NP in a very early draft form is available to the Parish Council. The District Council have offered to review the Plan using a consultant with broad experience to give us guidance on whether the plan is on the right track. Further information on this will be available for the next PC meeting. The critical issue facing the Whittlesford Plan is that there is a requirement for all Neighbourhood Plans to identify land suitable for development, over and above what is in the Local Plan. The issue for the Parish Council is whether that could be some or part of the county highways depot at Station Road East.

In other news

I attended the county health committee and agreed a merged £12m children's health programme with Peterborough City Council.

The government is proposing to make setting up an encampment on private land a criminal offence rather than a civil one, which would have made it easier to end the one at Thriplow Heath early last year. I sent Duxford Parish Clerk the details.

The District Council will be setting its budget next week.