DRAFT

MINUTES OF DUXFORD PARISH COUNCIL MEETING HELD AT DUXFORD PRIMARY SCHOOL ON THURSDAY 13 DECEMBER 2012

Present Parish Councillors Mr Butler, Mrs Chudleigh, Mr Chudleigh, Mr Clarke, Mr Drury Mr Foster, Mr Head and Mrs O'Grady together with County Councillor Mr Stone and Parish Councillor Mr Paulding in the chair.
There were five members of the public present.

ACTION

1 **Apologies** Parish Councillors Mr Dee and Mr Martin

2 **Minutes** of the Parish Council meeting held on the 8 November 2012, circulated to all Councillors prior to the meeting, were agreed and signed by the Chairman.

3 **Matters Arising** - None

4 **Chairman's Announcements**

4.1 The Chairman reported that the village website was now fully operational following a recent virus attack

5 **Planning**

5.1 **Applications Received**

Ref S/1726/12/FL Welch Group Holdings Land off Moorfield Road, Duxford
No recommendation of two amendments to the original planning application for new storage and distribution facilities

Note Mr Foster advised that the original application had already been approved by SCDC Items 5.3.2 and 9 refer

Ref S/2101/12/LD S Bradley 59 Moorfield Road, Duxford
Recommend approval to change conservatory roof from plastic to tiled

Ref C/11/40/099 J Pebody 7 Mangers Lane, Duxford
Recommend approval for general tree maintenance

5.2 **Decisions Received from SCDC**

Ref S/2099/12/AD Imperial War Museum Royston Road, Duxford
Approval for 8 non-illuminated freestanding totem signs

Ref S/1486/12/FL P Delderfield 53 St Peter's Street, Duxford
Approval for two storey and single storey rear extensions

5.3 **Correspondence**

5.3.1 Letter from The Planning Inspectorate advising that the consultation re alterations to Public Footpaths Nos 4, 8 and 12 had now been forwarded to the Secretary of State for confirmation of approval.

5.3.2 Email from SCDC explaining how their Planning Committee can make a decision on a planning application whilst the application is still at the consultation stage. They advised that officers can seek delegated authority to determine the application before the consultation process expires. In the case of the Welch Group application, the later amendments only provided additional information specifically requested by the Environment Agency and Highways Authority and not by Parish Councils.

6 **Open Forum**

6.1 Mr Shah (owner of the convenience store in St Peter's Street) advised that he had approached the Post Office authority with a view to taking over the post office counter when the existing post office closes. Mr Shah advised that the new terms and conditions set by the Post Office were not financially viable or workable. He would be required to open the post office counter throughout his normal opening hours – from 6.30am to 8pm, Monday to Saturday and 6.30am to 2pm on Sundays. Mr Shah advised that it was not commercially viable to meet those conditions and so would not be applying to take over the post office service.

Note At this point County Councillor Stone joined the meeting

6 **Open Forum - continued**

6.1 Continued. Mr Woodhams (existing Post Office owner) advised that he had made every effort to sell his property with the post office as a going concern but that had not proved possible. Both he and his wife now wished to retire and will market the property solely as a dwelling.

Note The property already has planning permission for change of use for the shop and post office to be converted to living accommodation.

It was agreed that Mr Head would draft a letter to Mr Andrew Lansley MP requesting advice and his support on the likelihood of the closure of the post office in Duxford — Mr Head

7 **General Correspondence**

7.1 Email from SCDC updating their recent consultation on financial grants necessary due to current austerity measures required. They propose to cut their capital grants programme for sports, community and arts facilities together with historic buildings. They intend to reduce funding for the Citizens Advice Bureau and withdraw the Council's contribution to the Arts Development Manager posts and their budgets from July 2013. Other grants will not be affected although it is proposed to increase Community Chest funding

8 **County Council Matters**

8.1 Councillor Stone advised that registration for Superfast Broadband continues. Only 12% of Duxford premises have registered although it is estimated that only 11.2% of the village will be without superfast broadband by 2015. It is hoped that the contract to the company supplying the service will be awarded in the early part of 2013. The Government has received permission from the EU to provide financial assistance for broadband projects that should unlock £ 6.75M allocated to Cambridgeshire and Peterborough.

8.2 Councillor Stone reported that Granta Park is in negotiation with County on how a cycleway from the Sawston roundabout to the Abington slip road can be realised. Separately, The Babraham Institute has met County officers with a view to getting the cycleway from Wandlebury completed. County officers have advised that it is unlikely that two new cycleways will be provided out of the Residual Funding.

8.3 Councillor Stone advised that the footpaths in Polecat Lane and Liberty lane had been put forward for resurfacing in 2013 subject to approval of funding. The pavements in Greenacres would be repaired under normal maintenance agreements. Councillor Stone also advised that the missing streetlight in Rectory Road was due to be replaced on the 14 December.

9 **District Council Matters**

9.1 In his absence District Councillor Martin submitted a written report regarding the Welch Group planning application for new premises on land off Moorfield Road. He advised that SCDC Planning Committee had approved the application subject to twenty-five restrictions mainly covering operating hours and noise levels. The applicant had agreed those conditions.. Councillor Martin reported that whilst the Highways Department considered any changes to crossing the A505 did not form part of the planning consideration, they were prepared to a further consultation with Duxford and Whittlesford re reducing the speed limit.

10 **Finance**

10.1 **Accounts for Payment**

10.1.1 It was proposed by Mrs Chudleigh, seconded by Mr Head and agreed by all that the following accounts be passed for payment :-

			Ch No
F C Butler & Sons	Maintenance contract	£ 216.72	1869
CCC	Streetlighting energy cost 2012/13	£ 847.35	1870
Wildlife Trusts	Annual membership 2013	£ 36.00	1871
DCSUA	Annual membership 2013	£ 5.00	1872
Royal British Legion	Rembrance Day wreath	£ 100.00	1873
M J Parker	Parish Clerk duties	£ 717.52	1874

10.2 **Correspondence** - None

11 **Road Crossing outside Duxford Primary School**

11.1 Email from Mrs Delderfield (Chair of the School Governors) drawing attention to the dangers parents faced when crossing from the north side of St John's Street to the school advising that many children cross on the raised speed bump near Elms Close. The speed bump is confusing as it looks like a crossing point to pedestrians but not to motorists.

11.2 Mr Foster acknowledged the problem of confusion at the raised speed bump. He advised that his initial investigations into converting the 'raised table' to a formal crossing presented numerous problems and did not appear to be an option. Mr Foster agreed to contact Mr Brain Stinton at the Highways Department to seek further advice as to what could be done. Mr Foster

12 **Road Safety Working Group Report**

12.1 War Memorial. Mr Foster advised that whilst the County Council will not be proceeding with the one-way system at the War Memorial they are still considering changes to the road sign near the village pump.

12.2 Hunts Road. Mr Foster advised that complaints had been received regarding noisy HGV vehicles on Hunts Road. He suggested that this was due to empty lorries bumping over the speed humps on their way to be reloaded at the farms. This increased following the harvest of sugar beet. It was acknowledged that Hunts Road has become increasingly busy with more traffic going to Ickleton and motorists avoiding congestion at the Sawston roundabout.

12.3 New Cycle Path. Following County Councillor Stones request it was agreed to support the project to provide a new cycleway from the Sawston roundabout to Abington.

12.4 Hinxton Road. Problems are still arising with HGVs using Hinxton Road to access the Hexcel factory site. This appeared to be due to Hexcel's postcode being misdirected by Sat Navs. Mr Clarke advised that mapping information for Sat Navs is only provided by two suppliers and that they should be able to change the position of the postcode to Ickleton Road. This would not affect the postal authority. Mr Foster agreed to investigate further. Mr Foster

13 **Facilities Development (Brewery Field) Committee Report**

13.1 In his absence Mr Dee, Committee Chairman, submitted a written report circulated to all members before the meeting. Mr Clarke outlined the content advising that attendance at the Advent Fair was successful. Of the 100 visitors to the display stand, nearly half registered their intention to get involved in the development of the Brewery Field

13.2 With the total cost of the development likely to be around £ 1M is was now evident that Trust Funds were essential to fundraising. To succeed with Trusts a professional business plan is required that would require a much broader village consultation. The committee has therefore applied for a Lottery grant to fund a professional researcher to manage that consultation and engage with every household in the village. The next step would be to engage a consultant to provide the business plan. The committee has requested £ 1,500 in their pre-precept proposal to fund the business plan.

14 **Parish Clerk's Annual Review**

14.1 In accordance with the Public Bodies Act 1960 the Chairman requested that the public and press be temporarily excluded from the meeting due to the confidential nature of the business about to be transacted. Members of the public and press duly left the meeting.

Note At this point County Councillor Stone left the meeting

14.2 The Clerk's annual review was conducted. It was agreed to record that the Clerk's hours of employment should remain at upto twenty hours a week.

15 **Diary** - The diary for November 2012 to January 2013 was circulated prior to the meeting.

16 **Next Meeting** - Thursday 10 January 2013

17 **Close** - The meeting closed at 9.35pm

Chairman

Date