REVISED DRAFT

MINUTES OF DUXFORD PARISH COUNCIL MEETING HELD AT DUXFORD PRIMARY SCHOOL ON THURSDAY 11 SEPTEMBER 2008

ACTION

Present Parish Councillors Mrs Chudleigh, Mr Chudleigh, Mr Clarke Mr Foster, Mr Head, Mr Hill, Mr Martin, Mr Milton, County Councillor Stone and District Councillor Williams with Mr Paulding in the chair. There were five members of the public present

1 **Apologies for absence** Mr Butler and Miss Gittos

2 **Minutes** of the Parish Council meeting held on the 14 August 2008, previously circulated to all Councillors, were agreed and signed by the Vice Chairman

3 **Matters Arising** - None

4 **Planning**

4.1 **Applications Received**

Ref C/11/17/024/04 P Shaw Temple Farmhouse, Mill Lane, Duxford
Recommend approval for general tree maintenance

Ref S/1498/08/F A Nicholas 1 Bankes Mead, Duxford
Recommend approval for orangery in rear garden

Ref S/1426/08/O Endurance Estates Land at 8 Station Road and rear of 10,12 & 14 Station Road, Whittlesford in the Parish of Duxford
Recommend approval for the development of 21 new homes

Note At this point County Councillor Stone joined the meeting

4.2 **SCDC Decisions Received**

Ref S/1197/08/F P Knightley 39 Blakeland Hill, Duxford
Approval for an extension

Ref S/1224/08/F L Pyle 1 5 St John's Street, Duxford
Approval to extend garage to form garden room

Ref S/1119/08/F M Craig 85 Moorfield Road, Duxford
Approval for an extension

Ref S/0114/08/LDC Mr & Mrs Gilbert 14 Station Road, Whittlesford
In the Parish of Duxford
Certificate of Lawful Use or Development of Garden Land

Ref S/1497/07/F C Awbery-Maskell 83 Moorfield Road, Duxford
Appeal against SCDC's decision to refuse the application for alternations and two storey extension dismissed by The Planning Inspectorate

Note At this point District Councillor Williams joined the meeting

4.3 **Correspondence**

4.3.1 Letter from CCC advising of the Cambridgeshire & Peterborough Minerals and Waste Preferred Options consultation from the 8 September To 20 October 2008. Duxford and its environs not affected.

4.4 **Hanley Grange Eco Town Proposal**

4.4.1 Referred to County Councillor Stone's report at Item 7.1

4 **Planning – continued**

4.5 **Hexcel S106 Agreement**

4.5.1 Letter from SCDC enclosing their final draft of the S106 Agreement for the Council's information and comment. It states that the negotiations have taken place between SCDC, CCC (Highways Authority) and Hexcel and that the proposals differ somewhat from the aspirations of the Parish Council. The Highways Authority view that a pedestrian crossing on Hunts Road is not justifiable and they propose interactive school warning and speed-warning signs at various locations as an alternative.
In addition, a contribution to a cycle path from Ickleton to Duxford has been included albeit not discussed or proposed by the Parish Council. In closing, SCDC point out that the draft is considered to be in acceptable form and will now be progressed to completion.
Following discussion, the Parish Council felt that there was little more that they could do having not been fully engaged in all the negotiations and now presented with a fait accompli.
It was agreed that a letter should be written to SCDC with a copy to Hexcel, raising the Council's concerns and requesting an assurance from Highways that they would implement any proposals that were put forward from the survey of the St Peters Street / Ickleton Road / Hunts Road intersection.
In addition, a re- assurance should be sought that Hexcel's direct contribution to the Parish Council towards a transient parking area on the Recreation Ground remained in place and separate from the S106 Agreement.
Councillor Williams agreed to investigate whether the proposals to mitigate the effect of additional heavy traffic during construction had been addressed and whether Hexcel would be liable for any damage to the highways caused by construction traffic.

4.6 **Any Other Business** - None

5 **Open Forum**

5.1 Mr Mogg (Fairhaven Close), a co-opted member of the Youth Committee, responded to a comment in the Chatterbox as to whether there was an established need to fund activities for young people. Mr Mogg reported that upto 40 young people had attended the Tuesday evening sports activities on the Recreation Ground over the summer holidays. Those who went on the Thorpe Park trip had a thoroughly enjoyable day out, were well behaved and a credit to the village. It was noted that since the introduction of organised activities there appeared to have been a reduction of vandalism in Duxford. The Chairman thanked both Mr & Mrs Mogg for the time and effort they had put into the projects.

5.2 Mr Corness (St Peters Street) asked whether the Hexcel planning application for a carbon fibre pre-cursor plant would be finally approved when the S106 agreement was signed. Mr Martin said he believed that would be the case.

5.3 Mr Holme (Green Street) questioned why the allotment track running up to the Scout Hut had not yet been re-furbished. The Clerk advised that the work could only be completed following a spell of completely dry weather.

5.4 Mr Holme questioned when vacant allotments would be re-let. The Clerk advised that there were now two half size allotment plots available and their assignment was in hand

5.5 Mr Holme asked about the accident black spot survey that was being carried out. Councillor Williams advised that he had started surveying Ickleton / Hunts Road. It was agreed that the project would be further discussed at the next Road Safety Working Group meeting. Mr Foster

6 **Correspondence**

6.1 Email from Mr Smith (Rectory Road) questioning why there were no road or give way signs at the junction of Rectory Road and Highfield Close. Councillor Stone reported that the Highways Department had advised that such road markings from a side road were discretionary for which they did not have a budget. However, the markings could be installed if financed by the Parish Council at a cost of about £ 200.
Following discussion it was agreed to write to CCC requesting that all road markings at village junctions should be inspected and re-lined where necessary (including Rectory Road / Highfield Close) on road safety grounds — Clerk

6.2 Letter from CCC advising that bids are now invited for the 2009/10 Minor Highway Improvement Scheme. To be referred to the next Road Safety Working Group meeting for discussion. — Mr Foster

6.3 Letter from Mrs Pointer (Greenacres) thanking the Council for work carried out on the cemetery hedges that borders her garden.

6.4 Letter from Sawston Village College requesting a grant towards their mobile cinema project. It was agreed to review at the end of the year subject to funds available at that time

7 **County Council Matters**

7.1 Councillor Stone reported that Tesco had officially withdrawn from the Hanley Grange Eco Town proposal. However, it was likely that Tesco would submit plans for a development at Hanley Grange in accordance with the Regional Spatial Strategy Review that is to be completed by 2011. Councillor Stone thanked the Parish Councils and residents for their strong support in opposing the Eco Town proposal. The Stop Hanley Grange Committee will meet at the end of the month to round off the first phase of opposition and decide how to keep the Joint Action Group ready for immediate action should it become necessary. The Committee would also be discussing the disbursement of surplus funds to the Parish Councils that had financially support the campaign.

7.2 Councillor Stone advised that the County Council's bid for a city congestion charge were moving forward but any decisions were unlikely to be ratified by the Council until October 2009

7.3 Councillor Stone advised that he was still waiting a definitive response from the Highways Agency regarding the missing signs on Junction 10 of the M11

8 **District Council Matters**

8.1 Councillor Williams followed on from Councillor Stones report on Hanley Grange, advising that there was still a shortfall in the Local Development Framework of 2,200 new homes by 2016. The Inspectors propose to make up that shortfall by adding sites to the Site Specific Policy and carry out assessments of the various 'objection sites'. Hanley Grange is not one of them but Huntsman is although unlikely to be considered since suburban city centres, satellite towns and 'large villages' are more likely to be considered than rural centres, such as Duxford.

8.2 Councillor Williams reported that he had been contacted by the British Embassy in Paris regarding the possible twinning of Duxford with Toussus. He advised that he would publish further details in Chatterbox with the intention of forming a committee of interested volunteers to investigate the proposal further.

9 **Finance**

9.1 **Accounts for Payment**

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

			Ch No
F C Butler & Sons	Maintenance contracts	£ 613.64	1560
Buchans Maintenance	Maintenance contracts	£ 452.96	1561
P Chappell	Internal Auditor fee	£ 155.00	1562
N Foster	Training course expenses	£ 26.78	1563
Digicopy	Photocopier contract	£ 31.18	1564
M Parker	Salary	£ 471.51	1565

9.2 **Correspondence** - None

9.3 **Any other business** - None

10 **Youth Committee Report**

10.1 Mr Head reported that the Thorpe Park trip was successful with four adults and sixteen young people going. CCC had agreed to pay the entrance cost (£433.40 less £ 180.00 parent contribution) and the Parish Council had agreed to meet the cost of the coach (£ 360.00)

10.2 Mr Head reported that agreement could not be reached with Duxford School for use of the Community Room as a temporary drop-in youth centre. Discussions were now taking place with the URC for use of their hall.

10.3 With reference to the provision of a youth clubhouse on the Recreation Ground, Mr Head advised that there was an opportunity to purchase a portacabin at a very competitive price from a company based at Norwich Airport. Three modules each measuring 9.7M x 9M were available for £ 2.950.00 including delivery and installation. Mr Head advised that he had inspected the units and they were all in very good condition. An additional cost of upto £ 1,800.00 would be incurred to cover foundations, running of services and the provision of a disabled ramp and rails. The interior decorating etc would be handed over to the young club members as a project to secure the materials and manage the work.
Mr Head advised that the final negotiated price is very low due to the fact that the units had to be removed from Norwich Airport by the 26 September. However temporary off site storage had been arranged.
Mr Head advised that a second phase of the project could cost upto £ 4,500 to cover the installation of WC facilities etc if needed. Otherwise the existing WC's at the end of the football pavilion could be used.
Following discussion, it was agreed to proceed with the project and initially approve expenditure £ 2,950.00 for the purchase, delivery and installation of the portacabin units plus upto £ 150.00 for the planning application. Clerk is thereby authorised to arrange the necessary orders, applications and payments. Mr Head Clerk

11 **Football Pavilion Extension & Refurbishment**

11.1 The Clerk proposed that two working groups should be set up to progress the project. One responsible for the actual construction, refurbishment and funding of the building and a separate group responsible for the management, operation and sustainability of the facility once it is completed. Both working groups could be relatively small with co-opted members from the community who have a background or interest in the more specialist areas of the project ie. construction, finance, fund raising, management etc. Councillor Stone advised that ACRE would be an invaluable source of information and advice on such an undertaking.
To be discussed further with a view to setting up the appropriate working groups.

12 **Duxford Web Site**

12.1 Mr Foster reported that following recent concerns that the village web site (www.duxfordvillage.com) was not being kept upto date, coupled with the proposal for the Parish Council to have their own web site for the publication of Council matters, information and news, an ad hoc working group had met to discuss various options. A prototype site (www.duxfordvillage.co.uk) had been launched to demonstrate the design and content of a possible Parish Council site.

12.2 Mr Foster advised that the working group had considered two proposals. One that the existing site continues now that assurances had been received that it would be kept upto date – the other alternative that the Council divorces itself from the existing site and launches its own site (www.duxfordparishcouncil.gov.uk or similar) The prototype site would then be taken down. The existing village site domain name would be sold to the existing web committee for a nominal sum and thereafter run entirely at that committee's discretion with no involvement with the Parish Council.

12.3 Mr Martin drew attention to a report from the existing web committee chairman that had previously been circulated to all Councillors. The committee advised that the recent lapse in keeping the site updated had been resolved. It proposed that the Council could have direct access to the existing site to administer and update their own pages. Mr Martin suggested that with the infrastructure and organisation of a village site already in place it would seem unnecessary and confusing to end up with two village websites.

12.4 Following discussion, it was agreed that the Parish Council should meet with
13 the existing village web site committee to discuss the matter further. Mr Foster

Village Litter Clearance

14 Clerk

13.1 Due to the late hour it was decided to defer this item to the next meeting

Any Other Business - None

15 **Diary**

15.1 The diary for September to November 2008 was circulated to all Councillors prior to the meeting

16 **Next Meeting** Thursday 9 October 2008

17 **Close** The meeting closed at 10.31pm

Chairman

Date