DRAFT

MINUTES OF DUXFORD PARISH COUNCIL MEETING HELD AT DUXFORD PRIMARY SCHOOL ON THURSDAY 14 JUNE 2012

Present Parish Councillors Mr Butler, Mr Clarke, Mr Dee, Mr Foster and Mr Head with Parish and District Councillor Mr Martin and Parish Councillor Mr Paulding in the chair. There were five members of the public present

ACTION

1 **Apologies** Parish Councillors Mr & Mrs Chudleigh and County Councillor Mr Stone

2 **Minutes** of the Annual General Meeting of the Parish Council held on the 10 May 2012, circulated to all Councillors prior to the meeting, were agreed and signed by the Chairman.

3 **Matters Arising** - None

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5 **Matters Arising** - None

6 **Chairman's Announcements**

6.1 The Chairman announced that SCDC were asking for nominations for their annual Village Hero's Awards. Any nominations to be sent to the Chairman — All

7 **Planning**

7.1 **Applications Received**

Ref S/1012/12/FL	S Tongue	38 Ickleton Road, Duxford
		Recommend approval for single storey rear extension
Ref S/1009/12/FL	C Poore	The Old House, The Green, Duxford
Ref S/1010/12/LB		Recommend approval and Listed Building consent for insertion of roof light
Ref C/11/17/024/02	P Wade	8 Mill Lane, Duxford
		Recommend approval for general maintenance of 3 No. chestnut trees

Note Mr Martin declared an interest in the following application and took no part in the discussion or vote

Ref S/1039/12/FL	Imperial War Museum	Royston Road, Duxford
		Recommend approval of children's outdoor activity zone and screen fencing

7.2 **SCDC Decisions Received**

Ref S/0316/12/FL	S Weathermore	8 Moorfield Road, Duxford
		Refusal for change of use of part ground floor from Financial use to Dwelling
Ref S/0610/12/FL	Aircraft Restoration Co	IWM, Royston Road, Duxford
		Approval for side extensions to Building 425
Ref S/0671/12/FL	D James	16 Ickleton Road, Duxford
		Approval for first floor side extension
Ref S/0658/12/FL	M Cozens	5 Mangers Lane, Duxford
		Approval for garage conversion, external cladding and front canopy

7.3 **Correspondence** - None

8 **Open Forum**

8.1 Mr Cottle (St John's Street) raised concern at branches overgrowing the footpath along Polecat Lane. The Clerk would investigate and Mr Martin agreed to check the boundaries with SCDC Planning Dept. — Mr Martin, Clerk

8.2 Mrs King (Grange Road) asked whether the Jubilee commemorative medals had been distributed. The Chairman advised that the WI had distributed some at their Jubilee tea party,

9 **General Correspondence**

9.1 Letter from CCC advising of their flood risk management scheme and partnership funding opportunities. For information only.

9.2 Letter from the Secretary of State for Communities and Local Government confirming approval of the Council's Section 8 Application for a 25-year lease for the Scout Group to remain on land their currently occupy at the Moorfield Road allotment. It was agreed that the Clerk should now contact the Council's solicitor to formalise the proposed lease. Clerk

10 **County Council**

10.1 In his absence County Councillor Stone submitted a written report covering the following matters :-

10.1.1 The new Citi7 and 7a bus services had now started together with the shuttle bus from railway station to the Imperial War Museum

10.1.2 CCC has received around 6,000 responses to their superfast broadband registration process.

10.1.3 CCC is proposing to expand the Babraham Park & Ride with an additional 510 parking places and 80 covered cycle bays. A consultation will run until the 21 June and a decision made by the autumn

11 **District Council Matters**

11.1 District Councillor Martin advise that new rules would be applied to Council rented properties whereby under occupancy could affect residents that receive housing benefit.

12 **Finance**

12.1 **Accounts for Payment**

12.1.1 It was proposed by Mr Head seconded by Mr Foster and agreed by all that the following accounts be passed for payment :-

			Ch No
F C Butler & Sons	Maintenance contracts	£ 202.92	1837
RoSPA	Recreation Ground safety inspection	£ 82.80	1838
ESPO	Stationery	£ 115.20	1839
Tower Mint	Jubilee commemorative medallions	£ 953.40	1840
Duxford School	Community room hire	£ 89.60	1841
CPALC	Membership 2012/13	£ 608.61	1842
AON	Insurance premium 2012/13	£ 2,762.33	1843
CAB	Donation	£ 50.00	1844
Royston Community Transport Scheme	Donation	£ 50.00	1845
Duxford WI	Jubilee grant	£ 150.00	1846
J Steinberg	Donation towards Jubilee Picnic from Mrs R Canon re credit for return of cemetery deed of grant	£ 19.00	1847
M J Parker	Parish Clerk duties	£ 713.63	1848

12.2 **Correspondence** - None

12.3 **Youth Trust Grant Application** - Finalised at 10 May 2012 Council meeting

12.4 **Approval of Accounts for 2011/2012**

12.4.1 A copy of the full accounts for the year ending 31 March 2012 was circulated to all members prior to the meeting. It was proposed by Mr Paulding seconded by Mr Martin and agreed by all to approve the accounts which were duly signed by the Chairman and Clerk.

12.4.2 The Clerk advised that the Council's Independent Internal Auditor, Mrs J Collett, had donated her audit fee of £ 160.00 for village use. It was agreed to appoint Mrs Collett

13 **Duxford Tennis Club – Proposed New Pavilion**

13.1 Mr J Addison of Duxford Tennis Club submitted the Clubs proposal for the installation of a pavilion adjacent to the tennis courts on the Recreation Ground. Plan layouts etc were circulated to all members prior to the meeting.

13.2 The Clerk advised that Mr Addison was in the process of producing more detailed drawings of the proposed pavilion for further discussion at the next Council meeting.

13.3 Following discussion it was agreed that the Council had no objection in principal to the proposal.

14 **Duxford Colts Football Club and Future of the Football Pavilion**

14.1 The Clerk advised that a resident intended to set up a youth football club starting with an Under-8 team for the forthcoming season. In the first instance the new club were seeking financial support from the Council for equipment and football kit. They intended to play matches on the Recreation Ground and make use of the football pavilion.

14.2 Duxford United FC now had an organising committee and new manager for the 1st team and could now continue playing league matches in the forthcoming season.

14.3 The football pavilion is in urgent need of refurbishment both internally and externally and would require around £ 20K to be spent on any major refurbishment. Following discussion it was agreed to arrange a site meeting with representatives of Duxford United FC and the Colts to assess what could be done on a voluntary basis to put the pavilion into a satisfactory state for the 2012/13 season. Clerk to arrange a meeting asap at which Mr Paulding, Mr Clarke and Mr Head would attend. Clerk

15 **Village Litter Clearance**

15.1 Discussion took place with regards the possibility of organising a village clean up and litter clearance. Mr Martin advised that Ickleton had recently completed a similar event and it was agreed the Clerk would contact them to discover where they obtained the necessary equipment. It was further agreed that the Council's two village wardens, Mr Foster and Mr Chudleigh should assess what work needed to be done. If the proposal seemed feasible then a suitable Sunday in September would be scheduled. Mr Foster
Mr Chudleig
Clerk

16 **Diary**

16.1 The diary for July to August was circulated to all members prior to the meeting with the following amendments :- F1 Test Day at the IWM now 3 July and the FDC (Brewery Field) Committee meeting now confirmed for the 17 July.

17 **Next Meeting** - Thursday 12 July 2012

18 **Close** - The meeting closed at 9.11pm

Chairman

Date