DRAFT

MINUTES OF DUXFORD PARISH COUNCIL MEETING
HELD AT DUXFORD PRIMARY SCHOOL ON THURSDAY 12 JANUARY 2012

Present Parish Councillors Mrs D Brown, Mrs C Brown, Mrs Chudleigh, Mr Chudleigh Mr Clarke, Mr Dee, Mr Foster, Mr Head together with Parish and District Councillor Mr Martin and Mr Paulding in the chair. There were two members of the public present.

ACTION

1 **Apologies for absence** - Parish Councillor Mr Butler and County Councillor Mr Stone

2 **Minutes** of the Parish Council Meeting held on the 8 December 2011, 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 he had attended the recent Police Neighbourhood meeting. The Police Authority have to decide next month if they are going to accept a one-off Government grant this year in which case their budget will revert back next year or, alternatively, raise their precept to provide ongoing finance.

4.2 The problem with allotment crime was discussed and the Police emphasised the need for all such crimes to be reported.

5 **Planning**

5.1 **Applications Received**

Ref C/11/40/024	R English	2 Kintbury, Duxford
	Recommend approval to remove conifer tree in front garden	
Ref C/11/40/024	M Atack	15 Markby Close, Duxford
	No recommendation to crown reduce/shape sycamore tree in the grounds of Duxford Lodge Hotel. Referred to SCDC	

5.2 **SCDC Decisions Received**

Ref S/2226/11/F	Hexcel Composites	Ickleton Road, Duxford
	Approval to erect water storage tank and pump house building	
Ref S/2169/11/F	M Shah	41 St Peter's Street, Duxford
	Approval to install refrigeration motors	
Ref S/0448/11	P Baker	6 The Green, Duxford
	Retrospective approval for dwelling and garage as amended	
Ref S/2177/11	Mr Murphy	9 Chapel Street, Duxford
	Refusal for extensions and internal alterations	

5.3 **Correspondence**

5.3.1 Letter from SCDC advising that Planning Application Ref S/2313/11 to erect an instrument kiosk at the Gas Compressor Station in Ickleton Road has been amended - for information only.

5.3.2 Email from SCDC advising that permission has been given for urgent work to be carried out to a walnut tree at 18 St John's Street, Duxford - for information only.

6 **Open Forum**

6.1 Mrs Steinberg (Moorfield Road) suggested that consideration should be given to planting an oak tree to commemorate the Queen's forthcoming jubilee.

6.2 Mrs Steinberg also suggested that the Council should tidy overgrown gravestones in the cemetery. Mr Clarke advised that the Council were not authorised to touch personal gravestones, as they were the property and responsibility of relatives.

Note As no decisions can be made during Open Forum, both suggestions will be referred to the Footpath, Recreation Ground & Burial Committee for consideration.

7 **General Correspondence**

7.1 Letter from CCC advising that a Formal Notice was issued on 14 December 2011 in respect of changes to Public Footpath Nos 4, 8 & 12 - Duxford to Ickleton and Hinxton. There is now a six-week consultation period for representations, which can only be made on valid legal grounds. If no objections are received the Order will be legally confirmed in February.

8 **County Council Matters** - Deferred to next meeting

9 **District Council Matters**

9.1 Councillor Martin reported that SCDC had a (very) small fund allocated for community transport. CCC had requested assistance in conducting a survey on community transport, which Councillor Martin had suggested should be a 'bus stop' survey to obtain the views of actual bus passengers.

10 **Finance**

10.1 **Accounts for Payment**

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

			Ch No
F C Butler & Sons	Maintenance contracts	£ 84.00	1809
GLS	Maintenance contract	£ 1,435.00	1810
MHB Services	Streetlighting contract	£ 223.67	1811
Duxford School	Community Room hire	£ 83.85	1812
DCSUA	Membership fee 2012	£ 5.00	1813
CCC	Youth Club staffing and resources	£ 1,100.00	1814
Moore Stephens	External Auditor basic fee for 2010/11	£ 342.00	1816
M J Parker	Parish Clerk duties	£ 752.04	1817

10.2 **Correspondence** - None

11 **Approval of Precept for 2012/2013**

11.1 Following the recommendation of the Finance Committee, it was proposed by Mr Head, seconded by Mr Foster and agreed by all that the Council's Precept for £ 2012/2013 should be set at £ 38,680.00 representing a 3.15% increase on the previous year.

12 **Diary** - The diary for January - February was circulated to all members**.**

The Clerk advised that the Allotment Committee meeting has now been confirmed for Thursday 16 February 2012

13 **Next Meeting** - Thursday 9 February 2012

14 **Close** - The meeting closed at 8.45pm

Chairman

Date