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 13 JUNE 2019

		ACTION BY
	Present: Parish Councillors: Cllr Dickson, Cllr Harris, Cllr Hyde, Cllr O'Grady, Cllr Pell-Coggins, Cllr Skeates-Hall, Cllr Tarrant, Cllr Young. Chairman Cllr Dee. Parish Clerk Joanne Depradines-Smith. Forty seven members of the public in attendance. **Presentation from Gonville & Caius representatives regarding possible developments on their Duxford land holdings, including Q&A session.** Key points: • The concept of developing commercial premises (including an aviation campus for the University) along the A505, along with extensive residential housing to the north and west of the village, was in response to a call for sites from the District Council (Local Plan), and unconnected to the proposed relocation of the Marshall Group from Cambridge Airfield. • Questions included: Transportation studies; nature and volume of housing; lack of infrastructure; loss of agricultural landscape; retaining the character of the village; proximity to the flight path, and previous applications (MOTO & car dealership). • Praise was given for the community consultation, and for listening to the Parish Council and local residents. • The Parish Council agreed to continue communications with the University going forward, and the District Councillor, Peter McDonald, agreed to meet in the meantime. **Open Forum:** • The Chairman requested that members of the public stay and offer feedback in respect of the presentation. • A parishioner raised concern about the location of the Brewery Field access gates, which are located as per non-negotiable guidelines from Highways. **The Meeting commenced at 8.42pm -** The Chair welcomed all attendees to the meeting.	
97	**Apologies**: Cllr Heath	
98	**Declaration of Interests**: 102: Cllrs Dickson and Pell-Coggins as residents of Blakeland Hill. 109: Cllr Tarrant as a member of the DCC charity. 111: Cllr O'Grady as a Laceys Way resident.	

		ACTION BY
99	**Minutes**: The agenda and minutes of the Parish Council Annual General Meeting and monthly meeting held on 9th May 2019, circulated to all members, were agreed and signed by the Chairperson.	
100	**Matters Arising:** **82d:iv: Local Taxi Firm's discount:** this item was carried over. **82f: Zero Carbon schemes:** this item was carried over. **87: Cemetery fees:** this item was carried over.	
101	**Chairman's Announcements: The Chairman shared the following:** **a. Marshalls Aerospace** are looking at three possible location sites, including Duxford. **b. Pet Crematorium**: Heidi Allen, MP as contacted the Environment Agency to share concerns. **c. Brewery Field dog management**: Following two emailed concerns, the Brewery Field working party will consider dog management on Brewery Field. Animal waste bins for the field are pending from SCDC. **d. Information Commissioners' Office Annual Data Protection Fee**: It was noted that the obligatory annual direct debit for the ICO is due in July. **e. St. Peter's Street Bus Shelter:** Reports of anti-social behaviour were noted, and a contractor was instructed to refit the bin, and remove rubbish at the site / monitor litter. **f. Whittlesford Parkway Transport Masterplan Consultation:** It was noted that the consultation for the new railway station has opened; closing on 22nd July 2019.	**Cllr Heath** **Clerk** **All**
102	**Planning:** **a. Planning applications received from SCDC: See appendices.** **b. Planning decisions confirmed by SCDC: See appendices.** **c. Planning correspondence:** The Chairman thanked Cllr Harris for his extensive input and SCDC attendance in respect of the A505 car dealership (Porsche / Aston Martin) planning application; ensuring Duxford Village was superbly represented. The most recent application has been refused.	
103	**Finance: Accounts for payment: See appendices.** **a. Section 137: Section 137:** As per the 2019 audit, it was unanimously agreed to retrospectively agree a poppy wreath for 2018, and to attribute this to Section 137 in the DPC accounts **b. Accountancy Software:** It was unanimously agreed to purchase new RBS software for £147, and pay annual cost of £165, to add the asset register to our accounts	**Clerk** **Clerk / Cllr O'Grady**
104	**District Council Matters: see appendices.**	
105	**County Council Matters: see appendices.**	
106	**Allotments Report: None.**	
107	**Operations (FRG&B) Report:** **a. Cemetery railings repair options:** This item was carried over. **b. The Biggen fire signage:** It was unanimously agreed to spend up to £25 on signage to prevent fires on the site. **c. Land Registry extra fees (£170**): It was unanimously agreed to pay extra fees to register the Rec with the Land Registry. **d. Tennis Club letter of support:** The wording of a letter of support to help the Tennis Club with fundraising was unanimously agreed upon.	**Clerk / Cllr Heath** **Clerk**

		ACTION BY
108	**Brewery Field report:** **a. Discuss dog waste bins:** Covered in item 101c above.	
109	**Village Hall Report:** The wording of a Letter of Intent to be issued to the DCC charity was unanimously agreed upon, detailing the need for a long term lease at a peppercorn rent, and account receipts, for audit purposes.	**Chairman**
	Section 106 consolidation: The Chairman confirmed that all funds held for the Community Centre needed to be brought together into one pot of funds, and so all Section 106 community facility monies previously agreed to be used for this purpose, are to be consolidated.	**Chairman/ RFO**
	Solar Panels: The Chairman confirmed that, due to a lack of subsidy, solar panels on the Community Centre are not cost effective at this time, as approximately 23 years to pay back, not including repair / replacement costings. Solar energy options will be regularly revisited going forward, should this change.	
110	**Public Art Contribution: Biggen entrance sketches:** Cllr Tarrant shared a 3d card vision of how the gates could look, and feedback was given as to how this could be further enhanced. Once unanimously agreed upon, the Chairman thanked Cllr Tarrant for an excellent design and presentation.	**Cllr Tarrant**
111	**Road Safety: LHI application:** After much discussion, it was decided to create a Local Highways Initiative for much needed dropped curbs in Laceys Way.	**Cllr Tarrant**
112	**Parish Clock maintenance**. After much discussion, it was unanimously agreed that DPC pay the Cumbria Clock Company Ltd directly for the clock's annual service (£185 plus VAT this year), to represent the Parish Council's obligation towards the clock's maintenance. This will not include any repairs outside of the annual service.	**Clerk**
113	**Surgery Report:** No attendance in June. It was unanimously agreed to continue Parish Council surgeries until December 2019, with six Cllrs participating.	**Clerk**
114	**Diary and next meetings:** • 6th July at 10.30am - Monthly Parish Council Surgery. • 11th July at 8pm – Monthly Parish Council Meeting	
115	**Meeting closure:** 9.54pm.	
	Signed: **Dated:**	
	Appendices to follow:	

Appendix 1: Planning: As presented by Cllr Harris

a. Planning applications received from SCDC:

APPLICATION REF	LOCATION	PROPOSAL
S/1639/19/OL	31, Blakeland Hill, Duxford	Outline planning permission with all matters reserved except for Access, layout and scale for the demolition of existing garages and development of 1No. detached dwelling house for SCDC Self-Build programme.
S/1769/19/FL	The Old School House, 7 St Johns Street, Duxford	Part demolition of existing extension and erection of two storey side extension, garage conversion and 1.8 m railing boundary.
S/1927/19/FL	Duxford Grange, Grange Road, Duxford	Erection of detached pool house to existing outdoor swimming pool.

b. Planning decisions received from SCDC:

APPLICATION REF	LOCATION	PROPOSAL	DECISION A/R
None			

Appendix 2: Accounts for payment:

NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT £
Zurich Insurance	**Retrospective payment:** Annual insurance	**Bank Transfer**	1717.49
Mercer Tree Services	**Retrospective payment:** Tree works at the Rec November 2018: Inv: 441/18	**Bank Transfer**	240.00
H. M. Land Registry	**Retrospective payment:** Rec Land Registry	**Cheque 002216**	170.00
Post Office Ltd	Postage to Land Registry re Rec	**Debit Card**	7.40
Canalbs	2019 Internal Auditor	**Bank Transfer**	194.47
Envirocare	Contractor fees: The Biggen maintenance: Invoice: 109613	**Bank Transfer**	45.00
Envirocare	Contractor Fees: St. John's Churchyard maintenance: Invoice: 109614	**Bank Transfer**	66.00
Laytons LLP	Community Centre: Legal services re S106 amendments (Sopwith Grange) Inv: 100886.16	**Bank Transfer**	684.00
Jaggard Projects Ltd	Community Centre: building works (valuation 1) Inv: 19015	**Bank Transfer**	30233.75
RH Building Consultancy Ltd	Community Centre: Building Inspector fees Inv: INV1298	**Bank Transfer**	1134.00
Andrew Firebrace Partnership Ltd	Community Centre: Structural and Civil Engineering Services Inv: 6404	**Bank Transfer**	4200.00
Cadent Gas Limited	Community Centre: Quote charge for new premises gas	**Bank Transfer**	428.40
Alan Lamb Associates	Community Centre: Inv: 16/113/11 includes: Cam Network application fee (water) £70.00 / Soil investigations £1045.00 / Hixtra Invoice (CBR testing) £695.00 / FES invoice (SBEM) £950.00	**Bank Transfer**	6912.00
J Depradines-Smith	Clerk duties & expenses (postage)	**Bank Transfer**	1301.84
		TOTAL	**£47334.35**

Automatic payments from previous agenda publishing date:

1st of each month	Roy Gill	Maintenance contracts	**Standing Order**	945.83
07/05/2019	Nest	Clerk pension	**Direct Debit**	46.99
06/06/2019	Nest	Clerk pension	**Direct Debit**	60.83
			TOTAL	**£1053.65**

Appendix 3: District Councillor Report:

Parklife - For those of you who attended this free event hope it was enjoyable, Parklife was on Sunday 19th May. The event is our free family fun day run in partnership with Cambridge Sport Lakes Trust. Lots of activities were available including mobile caving system, inflatable zorbs, archery, climbing walls, bouncy castles, balance and all ability bikes, bush craft and pond dipping. We will probably run again next year.

SCDC Performance Measures - Although I haven't circulated to you before I thought important to look at performance half way through the year. The following measures are considered by Scrutiny & then the Cabinet 1 x quarter. You can see from the reds that's the contact centre performance is poor. Target is 90% calls answered and we are 70-80%. Average call answering time is 272 seconds but should be max. of 100 seconds. We are now addressing this through the Scrutiny committee.

Brexit - The SCDC Brexit advisory group will be re-convened to look at possible impact of a no-deal Brexit on local business, resources, operation of the Council. This is of course all down to the Brexit head-bangers in the Tory party.

Cambridge Transport Planning & Pollution Concerns - It won't have escaped your notice about ideas for a congestion or pollution charging options for Cambridge. The NO2 levels in Cambridge are a problem however as much of this is from buses as diesel cars so a congestion charge is not the single answer.

Bourn Airfield - This 3,500 house development has now been considered by Scrutiny and sent back to look at the transport modelling which I think has a decimal point in the wrong place!

SCDC Planning Performance - As with the SCDC performance measures on contact centre the Planning Performance is under pressure both with satisfaction and appeals. This is urgently being addressed.

Local Developments - Latest Status:

AgriTech - The draft agenda for the appeal days is published. I will attend and request to speak on the opening day June 11th.

Wellcome Genome Campus - WGC made their presentation to Planning Committee Members on May 31st. Latest view is a July meeting of Planning Committee.

A 505 Porsche Dealership - By the time you read this the Planning Committee may have considered the Porsche dealership on June 12th

I have submitted my support to the Parish objections. It's at the wrong time in the wrong place with landscape impact.

Local Headline Issues

Babraham: H1b was approved. Discussions now getting underway on possible boundary changes and S106 allocations between Sawston and Babraham.

Duxford: Road signage has been replaced.

Hinxton: See above on AgriTech/Genome Campus.

Ickleton: See above on Genome Campus and AgriTech.

Pampisford: Chasing the requests Aureole made on road signage.

Appendix 4: County Councillor Report

Greenacres I escalated the lack of discussion between the county council highways and the developers of the site at the end of Greenacres about repairing the road. I am pleased to say that they then had a site meeting and we have confirmation that the work will now be done.

Emissions from Vetspeed chimneys - I have had confirmation back from Heidi Allen's office that she has forwarded to the chair of the Environment Agency the letter that I drafted and sent. I have seen a response from the monitoring team locally, so it may be that the pressure is resulting in them paying more attention to what is going on.

Planning application for car showrooms to south of A505 between Duxford and Whittlesford - As a member of the planning committee of South Cambs I have followed the arguments for and against these proposals but have not pre-determined myself. I listened to the arguments put forward at the committee meeting yesterday and read all the case papers prepared by the officer. I spoke against the application and I voted against it yesterday. The committee decision was unanimous. I do think the applicants may appeal – but the grounds on which the planning officer set out her recommendation to refuse, the objections from statutory consultees, as well as the local parish councils' objections, were compelling.

Agri-tech planning appeal

I attended the opening day of the appeal, taking place at South Cambs, and I also attended the afternoon session on the second day as I wanted to listen to the cross-examination of the economic arguments. I have written to the Inspector setting out my objections, and I am due to give evidence to the planning appeal next week. I have had meetings with county council highways to understand the county position.

Local Highways Initiative bids - The time for considering putting in a bid is here and I urge the parish council to give this some consideration – Whittlesford, Pampisford, Thriplow and Foxton were successful this last year and Duxford should be trying to access some of the county council's money!

Slightly further afield - I attended the briefing by the Hinxton Genome centre on their plans to significantly enlarge their site at Hinxton, and I am trying to find out whether the Garden Village proposed by Uttlesford District Council at Gt Chesterford is still going ahead.

Grass cutting - The county council will be cutting the verges from this month. I have asked them to bring it forward after having had requests re visibility at junctions. I have also got agreement that the verges will not be cut back completely so as to protect wildlife. I've also had confirmation that the county council only sprays weed killer on the weeds between the kerb and carriageway – it doesn't use round-up on the grass verges.