Clerk: Mrs Joanne Depradines-Smith **Chairman: Mr Roy O'Grady**
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MINUTES OF DUXFORD PARISH COUNCIL MEETING
HELD IN THE DUXFORD COMMUNITY CENTRE ON THURSDAY 09 SEPTEMBER 2021 AT 8PM

		ACTION BY
	Present: Cllr Dee, Cllr Harris, Cllr Heath, Cllr Hyde and Cllr Priestley, Cllr Skeates-Hall, Cllr Young. Chairperson O'Grady and Clerk Joanne Depradines-Smith. One member of the public online. **Open Forum:** None. **Presentation:** Mr Ian McPherson gave a presentation regarding a potential Duxford Music Festival to be held on 29th May 2022 using Section 106 Public Art Contribution monies. The Meeting commenced at 8.16pm; the Chairperson welcomed all attendees to the meeting.	
140	**Apologies**: Cllr Denton, Cllr Dickson and Cllr Wood.	
141	**Declaration of Interests:** Cllr Priestley regarding an item in item 144 in respect of Parsonage Close, as a neighbour.	
142	**Previous Minutes**: The agenda and amended minutes of the monthly Parish Council meeting held on 12 August 2021, as circulated to all members, was agreed and signed by the Chairperson.	
143	**Matters Arising:** **127a – Allotment Trees**: The Chairperson confirmed that a tree surgeon is being sought for all tree works at the site, along with trees in Polecat Lane and The Green. **127b: Telephone Box:** Cllr Hyde confirmed that the windows have now all been secured and paint to resolve the floor issue is being sought. **127e: Playground sinkhole:** The Chairperson confirmed that a professional filling has been purchased and will be installed as soon as possible.	**Clerk / Cllr Heath** **Cllr Hyde** **Chairperson / Cllr Hyde**
144	**Chairperson Announcements:** The Chairperson shared the following: **a. Call for sites:** In Duxford Parish, only the planning proposal for Maarnford Farm is under consideration by SCDC – See appendices. **b. A505 crossing Active Travel Scheme proposal: Tranche 2:** The County Council have requested suggestions as to how the A505 could be improved for pedestrians / cyclists. Cllr Harris agreed to provide feedback before the end of September. It was noted that the future	**Cllr Harris**

		ACTION BY
	of the Highways Depot in Whittlesford remains undecided, as planning nearby.	
	c. Litter picking: A geocaching group has requested permission to litter pick the village in October 2021. This was agreed upon, with thanks.	**Clerk**
	d. Airshow parking on Recreation Ground: Duxford United Football Club have requested to use the Recreation Ground grassed area for parking as a fundraiser in September, as per July 2021. No objections were made.	**Clerk**
	e. Airshow Brewery Field RAF Association stall: No objections were raised to the return of the RAF Association fundraising stall being situated on Brewery Field in September.	**Cllr Heath**
	f. St. Peter's Street overhanging foliage: Following repeated requests for foliage to be attended to, as a pedestrian hazard, a representative from Highways is now in direct communication with the resident, with remedial works expected shortly.	
	g. Parsonage Close bouncy castle request: After much discussion, it was agreed to provide permission for this subject to proof of insurance, and no objections from any neighbours overlooking the area only.	**Clerk**
	h. IWM Flyers Orders breach concern: A parishioner concern regarding volume of flights and proximity to residences was passed to Cllr Denton for information only, as IWM concern contact details are available on the DPC website.	
	i. Street light bulb change: A concern regarding a change of (a brighter) bulb in a street light causing light pollution was acknowledged. The Clerk agreed to contact SCDC directly for remedial action.	**Clerk**
	j. OVO Free trees: Cllr Heath confirmed that 100 saplings have been ordered. These are for use predominantly on Brewery Field and the Recreation Ground.	**Cllr Heath**
	k. Recreation Ground disabled access: A concern was received of cars parking over the disabled access path. Cllr Hyde agreed to paint the path in yellow warning paint.	**Cllr Hyde**
145	**Planning:**	
	a. Planning applications received from SCDC: None	
	b. Planning decisions confirmed by SCDC: None	
	c. Planning correspondence: Cllr Harris shared the following:	
	i. Wellcome Trust: An application regarding a building not within Duxford Parish has arrived. The Clerk will check if a decision is required and request a time extension if so.	**Clerk**
	ii. Mangers Lane: A request for a caravan has been received for information only.	
	iii. United Reformed Church: A revised application has arrived from the owners. This will be discussed when the SCDC application arrives.	
146	**Finance: Accounts for payment:** See appendices.	
147	**District and County Council Matters:** See appendices.	
148	**Allotments Report:** None.	
149	**Operations Report:** See appendices.	
	a. Mobile van request: Flowers: It was agreed to refuse all van requests until further notice as lack of parking and many requests. The Clerk will refer traders to other areas of the village.	**Clerk**
	b. Community Centre paving: It was acknowledged that the paving outside the Community Centre is being used for vehicular access, including playground maintenance. It was agreed to put monies aside for this in future precepts as well as for a new access road to the site.	**Clerk**
	c. Play equipment signage: Signage for the Recreation Ground and Brewery Field was agreed upon (up to £250), including DPC contact details and no dogs allowed near the equipment.	**Chairperson**

		ACTION BY
	Brewery Field ad hoc grass cutting: Cllr Heath shared three quotes for works and a quote for £390 was agreed upon. The grass is to be cut before the September airshow.	**Cllr Heath**
	Community Centre sewage issues: Cllr Hyde confirmed that recent noxious odours have been investigated and solutions are a work in progress.	**Cllr Hyde**
	Basketball Hoop: The Chairperson confirmed repeated instances of detachment from the pavilion wall. Alternative connection options to be investigated.	**Chairperson**
	Recreation Ground exercise equipment damage: Cllr Hyde confirmed a loose base fitting has now been secured.	
	Neglected fertiliser bags on the Recreation Ground: The Clerk will enquire with DUFC regarding ownership and removal.	**Clerk**
150	**Public Art Contribution:** (costs agreed in principle in July 2021) **a. Duxford Music Festival:** This was agreed upon (up to £3000). **b. Film Trailer:** Cllr Heath confirmed that the pilot is expected at the next meeting. **c. Sculpture:** Cllr Heath shared the artist's initial pictures. Cllr Heath agreed to provide feedback and bring revised options to a future meeting.	**Clerk / Cllr Priestley** **Cllr Heath** **Cllr Heath**
151	**Covid-19 memorial event**: It was agreed carry this item over until the pandemic lessens.	
152	**Christmas tree location:** It was decided to continue decorating the Churchyard tree in addition to the smaller War Memorial Green tree, as the smaller tree isn't strong enough to carry most decorations, nor tall enough to avoid vandalism (battery lights only). It was agreed to purchase new white battery lights for the smaller tree, and revisit the decision annually, until the smaller tree is suitable for all decorations.	**Clerk**
153	**2021 DPC surgeries:** It was agreed that due to lack of attendance before the pandemic, that it is not cost effective to run Cllr led surgeries. Instead, the Chairperson and / or Clerk's informal attendance at the Community Centre Wednesday coffee mornings is adequate. It was agreed that room bookings could be block booked going forward to save Clerk time.	**Chairperson / Clerk** **Clerk**
154	**Diary and next meetings:** • 14 October 2021 - Monthly Parish Council Meeting at 8pm • 11 November 2021 - Monthly Parish Council Meeting at 8pm	
155	**Meeting closure:** 9.34pm.	
	Signed: ……..	
	Dated: ……..	
	3 Appendices to follow:	

Appendix 1: Accounts for payment: **As authorised by the Chairman and Cllr Harris:**

NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT £
Cartridge Save	**Retrospective payment:** Clerk printer waste toner	**Debit Card**	30.62
Garden Plants Online	**Retrospective payment:** St. John's Churchyard tree	**Debit Card**	313.89
Fenland Leisure Products t/a Online Playgrounds	**Retrospective payment:** Playground surface area repair kit (toddler equipment slide)	**Debit Card**	115.00
Duxford Community Centre	Room booking for September 2021 Inv. 2020-236	**Bank Transfer**	20.00
Parish Online t/a GeoXsphere Ltd	Annual fee: Inv. 12UG024-0004: Online mapping	**Bank Transfer**	108.00
Envirocare	Maintenance contract - Invoice: 149341	**Bank Transfer**	60.00
Envirocare	Maintenance contract - Invoice: 149342	**Bank Transfer**	66.00
Envirocare	Maintenance contract - Invoice: 149482	**Bank Transfer**	342.00
Envirocare	Brewery Field grass cutting - Invoice: 148292	**Bank Transfer**	84.00
J Depradines-Smith	Clerk duties & expenses (postage)	**Bank Transfer**	1144.77

Total £2284.28

Automatic payments from previous agenda publishing date:

DATE	NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT £
		None		0.00

Total £0.00

Appendix 2: Operations Report:

The DPC Autumn Walk took place on 28th August 2021

Recreation Ground playground
- The sinkhole under the matting needs filling.
- The swing and gate need oiling to reduce noise.

Brewery Field
- All areas will be cut and the clippings removed to areas at the back of the site on Saturday 11th September, in time for the airshow on 18/19th.
- Signs have not prevented the taps on the water containers being left open – again – so we are trying to find suitable locking mechanisms.
- We have had a request to put a small Royal Airforce Association stall on the field for the airshow. Recommend approval as it will not involve any vehicular parking.
- We had to water the trees again this month as they were looking very distressed. The pond is extremely low, but we have been advised to leave it instead of asking the farmer to fill it for us. We will continue to monitor.

Recreation Ground
- The frequent smell of sewage outside the new Community Centre needs investigating and fixing.
- A solution needs to be found to improve access to the Community Centre for mobility scooters and wheelchair users. The current set-up with the gravel drive and the narrow and often overgrown Liberty Lane is not satisfactory. We will investigate long term solutions, including tarmac over the whole driveway and a dedicated disabled access.
- The exercise equipment is extremely well used and is a great addition to the area.
- New saplings will be planted from Woodland Trust free trees this autumn, to replace the ones that have failed around the car park area.
- Replacement bins have been delayed.

War Memorial & Telephone Box
- The London Plane tree is now of sufficient size to potentially take Christmas lights. Councillors will decide whether to dress this tree this year, instead of the one in the churchyard. Lights will need to be battery operated as there is no power source on the War Memorial Green.

• The phone box windows will be properly sealed before winter sets in.

St John's Churchyard
• The tree that was bought to replace the dead one is not healthy – we have consulted the tree warden at SCDC and she agrees. Our Clerk is negotiating for a refund so that we can purchase a different one.
Verges
• The contractor has been reminded to cut Liberty Lane.
• The foliage from the property adjacent to the John Barleycorn pub needs to be cut back.
• The foliage on the corner opposite the war memorial continues to be too low and overhanging the pavement. Needs cutting back to the wall.

Appendix 3: County and District Councillor Report:

South Cambs District Council

Call for Sites
The District Council have now released their much awaited 'short-list' of 19 parcels of land in South Cambridgeshire that they believe have planning merit and will be taken forward to the next stage of the process. This short-list was derived from a 600+ site submission put forward by potential developers and landowners earlier this year. Under the previous plan 600 sites were submitted and 40+ chosen.
The outcome is that the parcels of land in our area are being taken forward by South Cambs, are:

1. Welcome Genome Campus 1,500 dwellings
2. Babraham research campus expansion within the Campus
3. Whittlesford Highways Depot.
4. Maarnford Close Duxford.

So overall thee policy, which has been stuck to, is to generally PROTECT OUR VILLAGES and concentrate the major development into existing and forthcoming settlements, such as Cambourne, Northstowe, Waterbeach, Bourn Airfield etc.

A thank you to all those that had an input into the process so far but there will be further public consultation on these short-listed sites, should anyone wish to make further comment.

Afghan Re Settlement
Three families from Afghanistan will be provided a home and essential support by South Cambridgeshire District Council in response to the international crisis.

The support follows commitments in recent years to provide homes to refugees from Syria, Iran and Sudan. Four families were housed under the previous scheme by the Council and in December 2020 a further commitment to support up to an additional four families per year was made.

Council owned homes are not planned to be used to meet the initial pledge to house three families and therefore it will not have an impact on the waiting time for local families who are already on the Council's housing waiting list.

New Business Growth Fund
The District Council has launched a new fund that businesses looking to grow and expand can now apply for. It's aptly called the 'Growth Fund' and between £1,000 and £50,000 can be applied for at one time. So far c £750k has been awarded.

Visit South Cambs - Business Listings
South Cambs have launched a new business directory of businesses in the District. This is to try to boost local commerce now that we are coming out of Covid restrictions. Any viable, independent, business in South Cambridgeshire can apply to be listed on the website.

6 Free Trees
You may remember a few years ago the District Council ran a scheme whereby they offered vouchers to parish councils for the value of 3 free trees that could be redeemed from local garden centres and planted on parish council land. This is scheme has been rebooted but with the offering doubled at 6, rather than 3 trees. Please do take advantage of this, if your parish council has the land to plant them.

Street Trading
An updated policy is being brought to the Licensing Committee to harmonise the rules across the District.

However Parishes will still have an important input.

Cambridgeshire County Report

A 505 Study
The on-going work on the A 505 is being updated at the Highways Committee this week.

Afghan National Re Settlement
Cambridgeshire County Council is working with partners to help resettle Afghan nationals (and their families) who are at risk because they worked alongside our armed forces and the British Government, or who may be vulnerable for other reasons.
So far around 10 to 15 homes have been identified across the county, while the County Council has also offered one of its vacant outdoor education centres as temporary accommodation for Afghans while they wait for suitable accommodation either in Cambridgeshire or elsewhere in the region.

Each district and the city council have confirmed that they will be accepting and/or supporting Afghan nationals as part of the national Afghan Relocations and Assistance Policy (ARAP), and the broader Afghan Citizens' Resettlement Scheme (ACRS) for other vulnerable Afghans.
A consistent message from all of the discussions has been the need to continue to work collaboratively, while a commitment has been made to establish a county-wide taskforce to share good practice and unblock challenges.

Support being offered by the County Council includes:

. Developing tailored English-language courses through its adult skills service, Cambridgeshire Skills
. Supporting the national effort to transfer qualifications to British standards, through Cambridgeshire Skills
. Exploring employment and apprenticeship opportunities within the council, and its contracted and commissioned services
. Coordination of donations from the public
. Expanding the locally-led donations schemes, especially for high demand items such as beds, wardrobes and white goods
. Extending existing mechanisms to buy goods or to provide food and other vouchers via the County Coordination Hub
. Supporting Afghan families to access online resources through the provision of computer hardware / data
. Working with our public health teams to offer immunisations/vaccinations to those individuals who might need them

The offer of broader social opportunities.

The council is aware that many people are keen to offer help and support. It is especially keen to hear from landlords with suitable and available housing (whole and self-contained houses, rather than rooms or shared accommodation), as well as from anyone able to donate good quality large items of furniture, including beds and wardrobes.

Chief Executive
The County Council is going through the recruitment process for a new Chief Executive, as the current one is retiring.

Civil Parking Enforcement
There is an item on the September meeting of the Highways Committee at the County Council relating to parking enforcement. Currently the parking enforcement (ticketing) is the responsibility of the Police. The County Council are looking to write to the Secretary of State to request that they are allowed to explore carrying this out themselves and actually put some money and momentum behind it. Currently the Police, understandably, can't prioritise parking enforcement over other Policing.

Highways
There is an ongoing programme of micro asphalt treatment this time for Fowlmere.

End