

## **STEEPLE MORDEN PARISH COUNCIL**

### **Minutes of the Parish Council Meeting held at St Peter and St Paul Church on Monday 8<sup>th</sup> November 2021 at 7.00pm**

**Present:** Councillors: G Belson (Chairman), K Austin, M Carroll, S Wheatley, C Upchurch, M Bird, N Badger, S Traverse-Healy  
District Cllr Williams  
In attendance: Mrs S Walmesley (Clerk) with two members of the public.

**In the absence of Cllr Clayton the meeting was chaired by Cllr Belson**

#### **1 Apologies for absence, declarations under the code of conduct and requests for dispensations**

Apologies were received from Cllr Clayton and County Cllr Kindersley. There were no declarations made.

#### **2 County and District Councillors' reports**

##### **2.1 County Council**

Cllr Kindersley had circulated a report. He was not in attendance.

##### **2.2 District Council**

Cllr Williams reported that the main topic at the present time was the Local Development Plan consultation which was running until the 13<sup>th</sup> December 2021. She advised that she had ordered a paper copy of the plan and offered sight should Councillors need it. A lot of work had gone into compiling the plan and there was a lot of information on the website. Although there were no site allocations in Steeple Morden the general policies were relevant. The District Council wanted to encourage as much feedback as possible. Cllr Traverse-Healy added that this was important for the village as there was no Neighbourhood Plan in place. The village relied on the Local Development Plan for policies etc. He had extracted information from the website which he felt was important and suggested interested Councillors study this.

It was agreed that a working party would meet at the end of the month to go over the Plan and prepare a response to the consultation. The Chairman, Cllr Clayton, Cllr Bird, Cllr Traverse-Healy and Cllr Carroll would form the working group.

Cllr Williams then referred to the food waste trial which Steeple Morden was a part of. She advised that a lot of people had asked for this. A trial in Milton had gone very well.

There was a lack of communication from SCDC ahead of the trial which was highlighted. Council meetings were currently taking place in the Guildhall. A review of safety procedures was underway so Cllr Williams was currently not holding any surgeries.

As the sugar beet harvest was starting there was likely to be a lot of complaints about mud on the roads. Cllr Badger stated that the contractors should have the provisions to keep the roads clear.

The Chairman thanked Cllr Williams for her report.

#### **3 Comments and observations from parishioners and members of the public**

##### **3.1 North Brook End Land**

Councillors were advised that some agricultural land was for sale. If enough people could be brought together to purchase the land for a wood, on a similar arrangement as that of Whiteponds and Twins Town woods, Councillors were asked if they would support the action.

After discussion with the resident Councillors asked for a proposal to be put together for the Parish Council to consider at a future meeting. Cllr Williams advised that there might be grants available under the zero carbon initiative.

#### **4 To approve the minutes of**

##### **4.1 The Parish Council Meeting held on the 13th September 2021**

On a proposition by Cllr Upchurch, seconded by Cllr Austin, the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.

#### 4.2 The Parish Council Planning Meeting held on the 26<sup>th</sup> October 2021

On a proposition by Cllr Austin, seconded by Cllr Bird, the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman

### 5 **Matters arising and carried forward from last meetings**

#### 5.1 Gypsy, Roma and Traveller Policy Update

The Clerk reported that she had read the documentation and had started to put guidelines together for an action plan should an encampment arrive. She would liaise with Cllr Upchurch before sharing with Councillors ahead of the next meeting. -**Clerk**

#### 5.2 Care Home

Concern was raised over the way that the disturbances reported at the last meeting had been dealt with and minuted. Councillors acknowledged that village disturbances were not within the remit of the Parish Council but agreed that it was important that concerned residents were directed to the right place. In this case the concern could have been made to the person responsible at the Care Home. The home would also be OFSTED regulated.

### 6 **Finances**

#### 6.1 To receive the financial statement and to approve the payment of bills

E-ON

Reading Room electricity November 2021 DD £ 39.00

DRAX POWER

Street light electricity Sept-Oct 2021 DD £ TBA \*

PRO CLEANING

Disabled toilet clean October 2021 £ 11.74

CAMBRIDGE WATER BUSINESS

Water rate April-October 21 (inc £79.04VAT) £474.21

Water rate Allotments April-Oct 21 £ 87.87 £562.08

ROFELO FORESTRY LTD

Removal of conifers around play area (inc £900.00VAT) £5400.00

MRS C UPCHURCH

Re-imb for Jubilee trophy engraving £ 7.00

TOTAL £6019.82

The following payments had also been made since the September 2021 meeting –

BHIB

Insurance Premium October 21-September 22 £944.14

The Clerk had obtained two quotations which had been circulated to Councillors. It was agreed that a three year contract with BHIB be ?

PRO CLEANING

Disabled toilet clean September 2021 £ 19.56

EW PEPPER LTD

Allotment rent 2021/22 £400.00

MRS S WALMESLEY

Salary and expenses July-September21 £1418.43

AGREED. Proposed Cllr Traverse-Healy, Seconded Cllr Bird

Cllr Bird asked if the clubs had all paid the invoices relating to the water/electricity charges. The Clerk advised that the Football Club, Magpies and Tennis Club payments were still outstanding. She would urge the payments.

#### 6.2 Budget/Precept 2022/23

The paperwork from South Cambridgeshire District Council had been circulated to Councillors. Receipts and Payments to date, with estimated financial position by the end of March 2022, would be provided to the Finance working group. The draft Budget would then be distributed to Councillors so that discussion and agreement of the Budget/Precept 2022/23 could take place at the January 2022 meeting.

Cllr Traverse-Healy asked Cllr Williams the position of the District Council regarding the devolving of responsibilities to parishes and the associated costs. She was not aware of anything but suggested that as there was no cap for the parish precepts, Parish Councils budget for their requirements. The SCDC grant system was unlikely to change.

## **7 Recreation Ground/Conservation Area**

### **7.1 Update on Leylandii Tree Work and ratification of contractor**

The contractor had been appointed at the meeting on the 9<sup>th</sup> August 2021.

Cllr Badger reported that the Leylandii trees had now been removed and the stumps were due to be ground out on the 10<sup>th</sup> November. He was obtaining quotations for fencing and hedging.

A discussion took place on the increased area now that the trees had been removed with a suggestion of a formal picnic area.

After further discussion it was agreed to get the fence and hedge installed and then look at the space again.

### **7.2 Recreation Ground Checks**

Cllr Badger confirmed that all was in order.

### **7.3 Steeple Morden Magpies request for Floodlights**

Cllr Badger had been approached by the club who asked if they could put some additional flood lights up on the existing posts to light down towards the back of the pitch with the dugouts. Cllr Carroll stated that now that the trees had been removed the lights were likely to be seen from Guilden Morden. Cllr Traverse-Healy requested that the lights were, if agreed, down lighters.

It was agreed that the club be asked to provide a thorough proposal to include a lighting plan and power usage. The Parish Council would then consider the proposal. **-NB**

### **7.4 Removal of Tree in Conservation Area**

The tree advised by Cllr Upchurch at the last meeting had been a shrub which the Caretaker of the Primary School had removed. Planning consent was not required.

## **8 Maintenance**

### **8.1 Footpaths /Footways**

#### **8.1.1 Craft Way Footway**

Nothing further had happened. It was noted that the concern was first raised three years ago. The Clerk confirmed that the County Highway Officer had also contacted the resident asking for the Leylandii hedge to be cut back.

It was agreed that the Clerk send a letter to County Highways, copying in Cllr Kindersley, asking that this now be treated as a safety issue and dealt with as soon as possible. Councillors were aware that the County Council could arrange for the work to be carried out and charge the resident.

#### **8.1.2 Overhanging hedge North Brook End**

The hedge had been cut back.

### **8.2 Update On Litter Picking**

The Chairman reported that there had been 2-3 litter picks since the last meeting with new enthusiastic volunteers still coming forward. A session was due to take place in Odsey the following Saturday. She thanked the District Council refuse operatives who were very good and prompt at collecting the bags of rubbish.

### **8.3 Grasscutting**

#### **8.3.1 Conservation Area Cut**

Cllr Badger advised that the area had been cut by the Parish Council contractor. He added that, as it had not been cut for two years, it may need further attention in the new year. He would assess then.

## **9 Parish Council Projects 2021/22**

### **9.1 Update on Quotations for Car Park Resurfacing (in hand –report to be made at next meeting)**

It had been agreed to discuss at the next meeting when Cllr Clayton was in attendance.

### **9.2 Update on Redecoration of Reading Room Quotations**

Cllr Carroll advised that due to the weather this work had been pushed back to 2023. He would obtain quotations so that the work could take place in the Spring.

#### **9.2.1 Feedback from Meeting with Sports Clubs regarding replacement facility**

The Clerk reported that there had been an informal meeting with representatives from the Cricket, Bowls, Tennis and Magpies. A follow up meeting would be arranged in January 2022 once the representatives had reported back to their committees.

## 10 Planning/Tree work Applications

### 10.1 To consider Planning Applications

#### 10.1.1 Planning Ref 21/04403/HFUL

17 Cheyney Street –Dropped Kerb

It was noted that the County Council would have a specification for this. It was agreed no recommendation would be made.

**Recommendation –No Recommendation**

### 10.2 Tree Work Applications (For Information)

#### 10.2.1 Ref 21/1439/TTCA

6 Cheyney Street

#### 10.2.2 Ref 21/1392/TTCA

Amplett, 5 Brook Road

### 10.3 Feedback from Planners on the way representations are recorded on the Planning Portal

Cllr Williams advised that the Planning Officer dealing with the issue had been on long term sick leave. She felt that the details of the Clerk should not appear on the website as they could be a breach in security. Cllr Williams would follow up with the Planners. **HW**

### 10.4 Greater Cambridge Local Plan –First Proposals for New Plan Consultation

As discussed under the District Council report a working group meeting would take place at the end of the month to agree a draft response from the Parish Council.

## 11 To consider correspondence received including;

### 11.1 Community Facilities and Village Hall Audit

Cllr Austin advised that he was having problems with some of the questions. Cllr Bird agreed to assist. **-KA & MB**

### 11.2 Sports Facilities Survey

The survey had been completed by Cllr Badger.

### 11.3 Church Street Trees

Concerns had been raised by residents of Church Street over the trees around the perimeter of the Church asking if the Parish Council would consider spending money on reducing the height down by 2/3rds to a manageable, presentable and less dangerous level. A request was also made for a road sweeping lorry during the Autumn to clear the leaves.

The Clerk had reminded Councillors that as the trees belonged to the Church the Parish Council were unable to contribute to any maintenance/upkeep of the Church or the open Burial Ground. The road sweeping was arranged by South Cambridgeshire District Council.

Cllr Traverse-Healy reminded Councillors that the trees were in the conservation area and therefore any work would require SCDC approval. The Parish Council would be notified at that time to give its view. He added that an Arborist report may be required.

It was agreed that the Clerk contact the residents and ask that they redirect their request to the Church. **-Clerk**

## 12 Councillors' items for information and requiring the urgent attention of the Clerk

### 12.1 CCTV Signage

Cllr Bird advised that further signage was needed. He agreed to purchase. **-MB**

### 12.2 Church Farm Lane Hedge

It was reported that a hedge from a piece of private land needed attention. It was advised that the owner of the land lived abroad. Cllr Williams was aware of the owner's details and would ask that contact is made with the Clerk. **-HW**

### 12.3 30 mph Repeater Signs

Cllr Austin reported that following some building work on North Brook End the repeater sign had not been reinstated. The sign on Brook End Road was also missing. To report on the County Council website. **-Clerk**

**13 Date of next meeting**

It was agreed that in order to meet the deadline for representations relating to the Local Plan Consultation a Planning meeting would be held on the 6<sup>th</sup> December 2021. The next full Parish Council meeting would be held on the 10<sup>th</sup> January 2022.

There was no further business. The Chairman closed the meeting at 8.10pm

Chairman

Date