

Draft Minutes of the Meeting held on Monday 1 July 2019

Present – Simon Bugghey, Jane Trevanion, Andrew Brown, Caroline Illott, Geoffrey Barnes, Dean Howe, Peter Tye and Louise Lord. There were 2 members of the public present.

1. **Apologies for Absence** –Peter Howell and Cllr. Peter Topping.
2. **Laurentian Reporting** – Dean Howe will report to the Laurentian this month.

Geoff Barnes arrived at the meeting.

3. **Open Forum for Public Participation** - None
4. **Members Declarations of Interest for items on the Agenda** – Dispensation has been granted to Dean Howe for his interest in item 12f consideration of a new website and email service.
5. **To approve and sign the minutes of the Meeting on 3 June 2019** Proposed Peter Tye, seconded Jane Trevanion. All agreed.
6. **Matters arising from these minutes:**

Action Cllr Roberts

Confirm that SCDC will be taking on the social housing on Station Road.

Action R&A

- Advertise for a new local village warden locally.
- Speak to Foxton Dynamos about who monitors training lights and parking on match days.
- Plan for managed wild area.
- Schedule of works and requirements for health and safety, insurance liability, correct working processes and risk assessments mostly in place – review to ensure nothing has been missed.
- Inventory of keys and master keys should be ready in the next few weeks.
- Recreation Ground Rules.
- Consider where to put replacement trees which will be provided by CC Highways.
- Organise a meeting of the friends of Foxton Play Area.
- Quotations for new access gate to Recreation Ground and viability.
- Assess limit of size and weight of vehicles that come onto the grounds.

Action CI

- Contact This Land about removal or pruning of lower branches of the tree on the Trinity School site which is obstructing pedestrians.
- With Geoff Barnes investigate speed watch and seek support from residents to support LHI bid next year.
- Enquire about SCDC waste disposal for bins on the recreation ground.
- Melbourn Greenway consultation response.
- Contact the strategic assets manager at Cambridgeshire County Council to register the Parish Council's interest in land that may be available for rent.
- Ask David Salmons to clean old village signs and store in Dovecote and check Dovecote padlock.
- Waiting for confirmation from Anglian Water that the upgrades to the Foxton and Barrington pumping stations have been done. Will request that the storm drains (CC Highways) are checked and flushed out at completion of the site.
- Chase SCDC estate management work in Hillfield/Chalk Hill.
- Purchase covered noticeboard.

Action GB

- With Caroline Ilott investigate speed watch and seek support from residents to support LHI bid next year.
- Follow up with the police on drug related incidents in the village and seek additional police presence to combat this.

Action LL

- Facebook notice of youth projects.
- S106 report detailing options for using S106 money for next Parish Council meeting.
- Circulate Foxton Woods online questionnaire

Action DH

- Set up new domain holder, website and g-suite emails. Provide training as required.
- Consolidate the terms & conditions for use of the recreation ground.

Action PT

- To research the idea of a jointly funded village police officer and associated costs.

Action AB

- Provide pension report for next Parish Council meeting.

Action Parish Clerk

- Contact the clerks for Barrington, Fowlmere, Newton, Thriplow, Harston, Shepreth, Meldreth, Melbourn and Haslingfield to gauge interest for a meeting of the Chairmen at Foxton village hall to consider a joint village working party for transport proposals.

- Submit funding request for passenger benefit fund to the Rail User Group for submission to Govia Thameslink by the end of July.
- Purchase lockable noticeboard for recreation ground.
- Add notice to Facebook re theft of lead roofing from churches.
- Add notice to website and Facebook re. no trains to Kings Cross from 23-25 August.
- Submit signed Lloyds bank mandate.
- Set up Lloyds savings accounts for reserves.
- Organise purchase and delivery of 3 benches.
- Notify Cricket Club re payment of June invoice.

Action RGT

- Consider contribution towards recreation ground maintenance

Geoff Barnes advised that the Police are aware of the issue with speeding on Barrington Road.

The Parish Clerk has contacted the church warden to advise on the NALC guidance regarding the ban on Parish Council's to fund church maintenance and to ask if there is any other way the Parish Council could help the church in accordance with NALC's guidance.

7. County Councillor's Report – none

8. District Councillor's Report

Cllr. Roberts expressed concern that Mr Kratz, the planning consultant used by Foxton and Fowlmere Parish Councils, was leaving Birketts and the ability of local Parish Councils to obtain good value legal advice. Both Fowlmere and Foxton Parish Council have benefitted from Mr Kratz's expertise. With the development of the new Local Plan, legal advice may be required in the future for planning applications.

Fowlmere Parish Council is very concerned about the traffic implications of a new grain store and has requested County Council Highways to attend a Parish Council meeting to discuss this. A representative from Foxton Parish Council may wish to attend this meeting which would be on the third Tuesday of the month.

9. Feedback from meetings and events

SCDC Parish liaison meeting 26 June 2019

Peter Tye and Geoff Barnes attended the SCDC Parish liaison meeting in June. It was a useful and enjoyable event with useful discussion on waste management and council contributions to deal with fly tipping which is on the increase. Guides to recycling will be distributed to the village. Shared parking wardens have been employed by some Parish Councils.

Louise Lord arrived at the meeting.

Operation London Bridge and the death of the Queen or a senior member of the Royal Family was also discussed. Suggestions were made for Parish Councils to be prepared for such an event. To consider at a future Parish Council meeting.

Rail User Group 19 June 2019

Thanks were given to all those that have provided funding suggestions for the passenger benefit fund. Suggestions will be put together and costed to be reviewed at the next rail user group meeting. There will be no trains running to and from Kings Cross on the bank holiday weekend between Saturday 23 and Monday 25 August due to a new tunnel being opened to declutter tracks. A notice will be put on the PC website.

10. Planning Committee Report, applications and decisions by Caroline Hott (Planning Committee minutes under Appendix 1)

A planning report has been circulated to the Parish Council.

A Planning Committee meeting was held on 24 June 2019. Details of applications are in the minutes.

Trinity School Site

The Parish Council has responded to planning application S/1616/19/FL for this site recommending refusal on current designs. If officers are minded to approve this application, it is requested to go to SCDC Planning Committee. See Planning Committee minutes for more detail. Asbestos has been removed from the old school and a certificate of reoccupation has been passed and a copy sent to the Parish Council. The Highway Authority has objected to the application in its current form due to insufficient transport information. It is thought the earliest this application will be considered is in September.

Other Applications (see Planning Committee minutes for more detail)

S/1760/19/FL Request for annexe of 59 Fowlmere Road to become a residential dwelling – Parish Council recommended refusal.

S/1628/19/FL Air conditioning units at 1 Station Road – Supported by Parish Council, approved by SCDC.

S/0204/16/CW – County Council application for a 5-metre buffer be added to the plans on either side of the railway sidings from Foxton station to Barrington Quarry. This will eventually become a cycle/pedestrian route. Supported by Parish Council.

Station Road Development

Building has started and construction traffic seems to be running well helped by all construction traffic going onto the site and not staying on Station Road. Confirmation that SCDC will be taking on the social housing is awaited.

11. Infrastructure Report by Caroline Ilott

SCDC

The change of use to the roadway in Hillfield (S/3434/16/FL) from pedestrian to vehicular access was due to start by early June. SCDC estates management work is being chased up in Hillfield and Chalk Hill.

SCDC officers have confirmed in writing that lights will be installed in the Chalk Hill estate and a light will be installed opposite the entrance to Chalk Hill. The lights in the estate will possibly be solar powered.

Sherri Lee has taken over the role of Liam Flatters at SCDC and is now the contact for grounds maintenance at Hillfield and Chalk Hill. Routine maintenance is scheduled in the next few weeks.

County Council Highways Works

County Council Highways has put in a dropped curb in Rowlands Close, to provide access for people coming from Hillfield, and carried out some pavement patching.

County Council Highways have been asked to create grips on a section of Barrington Road from the railway spur level crossing and a central bollard on the A10 outside 14/16 Cambridge Road is still to be repaired.

Two whitebeam trees in Rowlands Close have been inspected by County Council Highways and are due to be removed next week. Highways no longer plant trees in pavements but will provide two replacement trees to the Parish Council to be planted in a location of their choice. Where to put the replacement trees will be considered by the R&A working party. It may be prudent to wait until the Station Road development is finished to see if any screening is required.

The white lines along Station Road and the High Street will be redone.

Two no entry signs were sourced from County Council Highways for free and have been placed on the posts by the entrance to the parish council office and school car park.

a. LHI Bid

A report by Caroline Ilott was circulated to the Parish Council.

The Parish Council considered whether to submit an LHI application for 2020/2021, the deadline for which closes on 4 August 2019.

The last 2 LHI bids by the Parish Council for moving the 30pmh signs further back on Fowlmere Road at Chalk Hill and for a 40mph buffer zone were unsuccessful.

Feedback from the last failed bid from Highways officers was as follows:

- The 40mph zone was recommended to the Parish Council as 30mph is only considered where there are built up areas on both sides of the road.
- If the Parish Council had offered to contribute 20% instead of 10% towards the cost this would have given more weight to the application (the Parish Council is advised to do this for all future LHI applications).
- It is recommended to carry out speed watch surveys - the data provided carries a lot of weight.
- Consider expanding the application to cover all the village entry points to make it a bigger and more consistent scheme across the whole of Foxton.

The 4 'entrance roads' to Foxton are Shepreth Road, Station Road, Fowlmere Road and Barrington Road. Ideas for each are as follows:

Shepreth Road - Turning off the A10 onto Shepreth Road there is a 50mph speed limit. It then very quickly reverts back to 60mph before changing to 30mph road by the Beech Tree Farm entrance. The Gladman's planning application of 2014 has detailed traffic flows. Would traffic calming options such as mobile vehicle activated signs (MVAS), speed humps/cushions or road narrowing help here?

Station Road – There is a 30mph speed limit along Station Road. Speeding is not common due to parked cars. Do we link this into the Greenway initiative of having 20pmh limits throughout the village or are any other traffic calming measures required?

Fowlmere Road - Do we repeat the same bid as last time or would MVAS, speed humps/cushions or road narrowing help?

Barrington Road – Do we consider the same options as for Shepreth and Fowlmere Roads? The Parish Council must be prepared to offer a minimum of 20% of the cost of any traffic calming measures chosen.

Advice from the current County Council Highways officer is that the best option for slowing down speeding traffic is road narrowing, followed by speed tables. Speed humps can still be driven over at speed and do not have a good record of lasting long before replacements are needed.

Advice has been sought from Fowlmere Parish Council who were successful in their last two bids for traffic calming measures in Fowlmere. Speed watch data was carried out over a 6-month period. A bid for MVAS was approved with a contribution of 15% of the cost from Fowlmere Parish Council. A second bid for cushions and buffer zones was approved with a contribution from Parish Council reserves of 2/3 of the cost. Sadly, there had also been a fatality proceeding this.

The Neighbourhood Plan showed there was far greater support for informative rather than physical barriers.

Cambridgeshire police have advised that they do not encourage enforcement by number plate recognition.

Approximate costs:

MVAS flashing signs: £4-7k

Speed restriction signs/ change of zoning: £4.5-16k

Speed cushion set: £11.5-20k

Road narrowing (as on Barrington Hill): £8-12k

A speed watch would require a group of 10-12 volunteers and training would be provided. It was considered that support from the village should be sought before any speed watch is carried out.

It was considered that there would be a time lag of delaying the bid until 2020, with implementation, if approved, by 2022. It was agreed to delay the application to allow time for the Parish Council to seek support from the village for speed watch, collate data for the next application, await the outcome of the Melbourn Greenway consultation on a 20mph village wide speed limit and build costs into the next budget.

Geoff Barnes and Caroline Ilott will look into the requirements for a speed watch.

b. Melbourn Greenway consultation response

The deadline for responding to this consultation is 5 August 2019. It was agreed to prepare a Parish Council response to the Melbourn Greenway consultation to support all recommendations. It will be noted that children travelling from Foxton to Melbourn Village College will still have to cross the A10 twice if they use the proposed cycle path. Crossing points on the A10 need to be made safer and be well lit at night. Proposed Simon Buggey, seconded Andy Brown. All agreed.

c. Joint village working party to consider rail and road infrastructure proposals

It was proposed to investigate support for a joint village working party to consider rail and road infrastructure proposals and to provide joint responses to these proposals. The Parish Clerk will contact the clerks for Barrington, Fowlmere, Newton, Thriplow, Harston,

Shepreth, Meldreth, Melbourn and Haslingfield to gauge interest for a meeting of the Chairmen at Foxton village hall.

d. Railway station improvements – Passenger Benefit Fund

Govia Thameslink Railway will be dispersing funds across its stations most impacted by the 2018 timetable meltdown, including £80K each for Meldreth, Shepreth and Foxton stations. This arises from a £15m fine imposed as a result of the 2018 timetable meltdown.

The Meldreth, Shepreth and Foxton Rail User Group has been asked to provide a submission for each station, on the basis that it is most closely representative of rail users for the deadline in late July and has sought Foxton Parish Council's view on funding requirements for Foxton station.

After considering the example schemes provided, it was agreed to request the following:

A ticket machine on platform 2 (up to £25k)

A covered two-tier cycle parking facility for 10 bikes (£25k)

A double-sided customer information screen (£25k) on platform 1 that is visible from the length of the platform

Additional seating on both platforms (£5k)

With assurance that there is adequate power supply for the ticket machines and information screen and any power supply issues are fixed. The Parish Clerk will submit this request to the Rail User Group.

Proposed Simon Buggiey, seconded Caroline Ilott. All agreed.

e. Potential lease of County Council land by Caroline Ilott

A County Council lease of some land in Foxton has ended. Enquiries will be made about whether the Parish Council could consider taking on the lease of part or all of this land which could potentially provide the green infrastructure which the Neighbourhood Plan aspires to. It was noted that there are archaeological sites on this area of land. Maintenance costs and the longevity of any lease would need to be considered. It was also considered whether green spaces could be listed as community assets.

Caroline Ilott will contact the strategic assets manager at Cambridgeshire County Council to register the Parish Council's interest in this land.

12. Working Party Reports:

a. Finance Report by RFO

i. Budget review

A budget report had been circulated to the Parish Council.

Receipts of precept, CCC grass cutting contribution and interest are as expected. The main areas to keep under review are the payments of Parish Clerk's salary and corresponding NI/ tax contributions and maintenance costs for open spaces.

Fowlmere Parish Council have agreed to pay half of the consultant fees for the Thriplow Farm grain store application and this has been paid.

The Parish Clerk's salary is within in budget. This will be kept under review.

The budget for the village warden is £3500 and we have paid 3 invoices in this financial year amounting to £1,155.00. The village warden undertook a higher than usual amount of maintenance work in the first 2 months. The balance of the budget split over the remaining 9 months of the financial year is £260 per month for bin emptying and additional maintenance work.

The budget for grass cutting, strimming and weed spraying is £7000. The grass cutting agreements were negotiated after the budget was agreed in December.

The agreed contract costs are as follows:

Cricket Club – match pitches £125 per month. Assuming this is for 12 months of the year
Total Cost: £1500

SP Landscapes – Area 1. Contract for 6 months. (May to October)
Grass cutting £1800; Strimming £720; Spraying x 3 £150
Total cost: £2670

DP Garden Works – Area 2. Contract 7 months (April to October)
Grass cutting £4125; Strimming £1040; Spraying x 3 £630
Total cost: £5795

The overall total is £9,965 which is over the agreed budget by £2,965. It was considered that the over spend may need to be funded by general reserves or could possibly be funded by the Recreation Ground Trust.

The Dovecote lease backdated payment was an unexpected cost of £379.70 and rental payments have increased from £50 to £96.85. The Dovecote budget is £450 which leaves

only £70 remaining with expected costs remaining of approximately £450. It was noted that an S106 payment for the development on Station Road of £5000 for the Dovecote is expected in due course. This will also help to cover the cost of rethatching of the Dovecote when this is needed.

Other costs that differ to or are not in the budget are:

- The DPO fee which has been reduced from £150 to £50 by moving to CAPALC's service.
- Street lighting payable to Cambridgeshire County Council – the budget for this is £1100. The actual cost this year increased to £1140.55 for energy supply during 2018-2019 and was paid last month, however, a final payment of approximately £1280 (a further increase of 12.5%) will be due as a final payment when the service is discontinued in October. This final payment is not in this year's budget and the Parish Council will need to find an alternative supplier from October which is an unknown additional cost.
- Website – a new website and emails are required. This is an unbudgeted cost at present.

ii. Approval of bank mandate for new Lloyds Current Account and bank signatories

It was agreed to approve the bank mandate for a new Lloyds current account with the following signatories:

Annabel Wright, RFO to administer the account and set up online payments
 Simon Buggey
 Jane Trevanion

Proposed Peter Tye, seconded Dean Howe. All agreed.

The Parish Clerk will submit the signed bank mandate to Lloyds.

iii. Approve set up of new Lloyds fixed term savings accounts

Once the Lloyds current account is set up, the Parish Council will be able to set up savings accounts for the general reserves and S106 reserves recently transferred from Metro Bank to Barclays.

It was proposed to set up a 32-day notice account (indicative interest rate 0.75%) for the general reserves currently held in the Barclays Savers Account of £23,791.28 and to transfer this balance once the account is set up.

It was further proposed to set up a 1-year fixed saver account (indicative interest rate 1.15%) for the S106 savings of £60,905.53 being transferred from the Metro 100-day notice account to Barclays between 21 and 25 August 2019 and to transfer this balance once the account is set up. Proposed Andy Brown, seconded Dean Howe. All agreed.

iv. Purchase of lockable noticeboard

It was agreed to purchase a lockable notice board for the recreation ground from Amazon which will display the recreation ground rules at a cost of £58. Proposed Caroline Ilott, seconded Louise Lord. All agreed.

v. Purchase of 3 benches for recreation ground and wood

It was agreed to use S106 reserves to purchase 3 Phoenix benches at a cost of £437.53 +VAT each, two for the recreation ground (one replacing a metal bench and one by the tennis club), and one by the path at the edge of the wood looking down to the village, and to pay David Salmons £600 to install the benches with concrete pads and for this money to be transferred from the Barclays Rate Reward savings account. The total cost being £1,912.59+VAT. It was also agreed to give Mr Salmons permission to put a plaque for his father on the bench near the woods. Proposed Caroline Ilott, seconded Simon Buggey. All agreed.

The Parish Clerk will organise the purchase and delivery of the benches.

vi. Approval of payments

The financial statements and accounts were reviewed by Jane Trevanion.

The Cricket Club submitted an invoice for agreed costs under contract with an addition of £30 for grass cutting along the fence on Harman Road. This work was not approved by the Parish Council and should have been undertaken by SP Landscapes. As the Parish Council is working to a strict budget and had not agreed to the additional works a vote was taken on whether to pay the additional £30. It was voted 6 against 2 not to pay the additional £30 invoiced. The Parish Clerk will notify the Cricket Club.

The following payments were approved. Proposed Caroline Ilott, seconded Jane Trevanion. All agreed.

Payments made:

| Payee | Item | Payment by | Gross (£) | VAT (£) | Legislation |
|--------------------|-----------------------------------|--------------|-----------|---------|--|
| Parish Clerk | Salary | SO | 827.04 | 0.00 | *LGA 1972 s112 |
| npower | Street lighting | Direct Debit | 29.00 | 1.38 | Parish Councils Act 1957, s3; Highways Act 1980 s301 |
| Langhams Press Ltd | Neighbourhood Plan printing costs | BACS | 88.00 | 0.00 | Town and Country Planning Act 1990, S61F (1), (2) Planning and Compulsory Purchase Act 2004, s38C (2) |

| | | | | | |
|-------------------------------|--|------|--------|--------|--|
| Caroline Ilott | Expenses: 2 nd Lockable parking barrier | BACS | 12.99 | 0.00 | Open Spaces Act 1906 ss9, Public Health Act 1875, s164 |
| Foxton Cricket Club | Grass Cutting (May) | BACS | 125.00 | 0.00 | Open Spaces Act 1906 ss9 |
| D. Salmons | Bin emptying | BACS | 140.00 | 0.00 | Litter Act 1983, ss5-6 |
| Cambridgeshire County Council | Dovecote backdated annual rent | BACS | 379.70 | 0.00 | Local Governement Act 1972, s126; Public Health Act 1875, s.164; LGA 1976 (Misc. Provisions) s19 |
| SP Landscapes | Grass cutting | BACS | 612.00 | 102.00 | Open Spaces Act 1906 ss9 |

Payments outstanding:

| Payee | Item | Payment by | Gross (£) | VAT (£) | Legislation |
|----------------------|--|------------|-----------|---------|-------------------------------|
| HMRC | NI Contribution | BACS | 39.99 | 0.00 | *LGA 1972 s112 |
| Parish Clerk | Expenses (subsistence allowance £18, stationary £15.22, travel £5.76 and phone £28.02) | BACS | 67.00 | 0.00 | *LGA 1972 s174/ LGA 1972 s111 |
| Red Shoes Accounting | Payroll Services | BACS | 43.20 | 7.20 | *LGA 1972 s112 |
| Caroline Ilott | PC Office spare keys x 2 | BACS | 10.00 | 0.00 | LGA 1972 s111 |
| Foxton Cricket Club | June Grass cutting (sports pitches) | BACS | 125.00 | 0.00 | Open Spaces Act 1906 ss9 |

Invoices received after circulation of agenda

| | | | | | |
|-------------------|-------------------------------|------|--------|------|---|
| D. Salmons | Village Warden (bin emptying) | BACS | 140.00 | 0.00 | Litter Act 1983, ss5-6, Road Traffic Regulations Act 1984, s72(1), Open Spaces Act 1906 ss9, Public Health Act 1875, s164 |
| D.P. Garden Works | Grass Cutting | BACS | 810.00 | 0.00 | Open Spaces Act 1906 ss9 |

*LGA: Local Government Act

b. MAYD by Louise Lord

At the last MAYD meeting on 3 April 2019, Louise raised the idea of a young people's cross village council. Groundworks were not keen to run this and the steering group did not think that this would work for young people. They considered a more targeted project with an outcome would maintain young people's interest better. After meeting with Cllr Philippa Hart and Cllr Susan Van de Ven and Wayne Talbot (Cambridgeshire County Council) two potential projects have been identified to involve young people in climate change and intergenerational work for food growing and security. It was considered how best to target the young people in the village of secondary school age. A notice will be put on Facebook. The projects could be advertised through Melbourn Village College, although it may be difficult to target Foxton children in this way, or to the year 6 leavers at Foxton Primary School.

The next MAYD meeting will be held on 3 July 2019.

c. S106 Update by Louise Lord

It was agreed to provide a detailed report on S106 options at the next meeting for the Parish Council to discuss. The projects will require input from all Parish Council members due to the large scope of these projects and the amount of work that will be required to implement them.

d. Neighbourhood Planning by Caroline Ilott

The consultation is now closed and 36 responses were received. A budget of £1000 is requested to engage a Neighbourhood Plan expert to advise on preparing the draft plan for inspection. Proposed Caroline Ilott, seconded Louise Lord. All agreed.

A Friends of Foxton Woods family picnic is being held on Sunday 14 July 2019 11am to 2pm.

A short online questionnaire to residents asking how they use Foxton Woods will be circulated shortly.

e. Recreation and Amenities by Jane Trevanion

i. Village warden contract and bin collection

The current village warden will be leaving his position in about 6 weeks' time. SCDC offer a waste disposal management service which could be used in the short term and would cost £3 per bin per week. There are 12 bins in total and it is possible that 8 of the bins could be moved to a bi-weekly collection to reduce the cost. The total cost would be £1246 per year.

Caroline Ilott is enquiring whether any of the bins can be emptied as part of the existing bin collection.

It was agreed to advertise for a new village warden locally in the village (noticeboard and shop), in the Laurentian, through CAPALC and on the website and Facebook. Fowlmere PC may potentially have a contact for providing village warden services.

General Report:

Trees

The working party are relooking at quotes for removal and replacement of dead trees outside the tennis court.

Play Ground and Skate Park Inspection

The Rospa report stated that the wrong seat had been installed on the Norleg swing in the playground, however, it has been confirmed by the manufacturer that the swing seat is the correct one. A log will now be kept of playground inspections and checks by Parish Council members. A meeting of the friends of Foxton Play Area is still to take place.

Weed spraying on the Recreation Ground and Wild Area

This is scheduled for the first week of July and notices have been put around the recreation ground and, on the website, and Facebook. Peter Tye is working with the contractors and other recreation ground users to ensure the correct location of the spraying and to avoid any issues.

Improvement of Wild Area of Recreation Ground bordering Illingworth Way

Caroline has had an initial meeting with Steve Tongish the Chair of Foxton Gardens Association, who will consult the FGA at their meeting on 8 July for ideas on this proposal. Peter Tye is obtaining quotations and reviewing options for the work. Meanwhile the area will be sprayed for weeds at the same time as other areas on the recreation ground.

New Gate for Access to Recreation Ground

The working party continue to review quotations and will review pros and cons and costs vs need later in the year.

Underground Water Pipe on Recreation Ground

The Cricket Club have requested that the Parish Council consider this and are obtaining quotes. It is intended to avoid trailing water pipes across the recreation ground and may be of benefit to the Parish Council if access to water is needed for the wild area.

Padlock/Access to the Recreation Ground

All key copies (apart from one for Dovecote) have now been obtained. The inventory will be circulated to the Parish Council in the next few weeks and master copies of keys will be given to the Parish Council.

Access to Recreation Ground

Until formal policy for conditions and use of recreation ground has been agreed, the Parish Council will try and ensure that there is no conflict with users of the recreation ground. However, in the short term, we need to decide how to assess limit of size and weight of vehicles that come onto the grounds.

f. Website and emails by Dean Howe

An agreement was set up with parishcouncil.net in April 2014 to host and develop the Foxton Parish Council website. There have been a number of problems with the existing website and emails. It has been impossible to get hold of anyone at parishcouncil.net for advice or to address any issues since September 2018. There have been issues with delivery and receipt of some emails and emails disappearing. There are known vulnerabilities with the .gov.uk domain name. A similar lack of communication from parishcouncil.net was experienced in early 2018 following a 2-year period of poor service. Current budgeted costs are £200 for website service and £144 every 2 years for domain holding.

A report, including a cost comparison of websites used by other local parish councils, and an email with Dean Howe's proposal for a new website and email service had been circulated to the Parish Council.

Having researched options and put together a prototype website on GitHub, Dean explained how his proposal could benefit the Parish Council. With GitHub the website would have no database, no security issues and the public would have the option to contribute to the website by suggesting changes with the option for the Parish Council to accept such changes if thought appropriate. There would be no development fee charged by Dean to set up the website.

The domain name is currently held by a company in Southampton and the details connected to the domain name are out of date (with details of a previous clerk and councillor). It is proposed to transfer the domain name www.foxtonparishcouncil.gov.uk to Nimbus Hosting, who Dean has known for 20 years, at a cost of £85+VAT (every 2 years). Proposed Dean Howe, seconded Peter Tye. All agreed.

It was proposed to use the google service g-suite for Parish Council emails at a cost of £4.60 per email per month, with 4 user accounts for the Parish Clerk, Chairman, Website and Councillors. This would be a total cost of £220.80 per year. The g-suite service offers online document editing and good storage capability. The Councillors email could be set up to forward named emails to individual councillors. If councillors wished to do so they

could set up their own separate Gmail accounts for Parish Council business to which g-suite would forward emails. Proposed Dean Howe, seconded Peter Tye. All agreed.

It was proposed that Dean Howe would set up a new website on GitHub at no cost based on the prototype previously circulated. Compared to other options reported, there is no hosting charge to use GitHub. Training on how to use the new website will be required. Proposed Dean Howe, seconded Peter Tye. All agreed.

13. Police Liaison Report by Geoff Barnes

There has been a further scam warning for fake Talk Talk emails offering refunds.

There have now been 4 thefts of lead roofing from churches in the area with recent thefts in Furneux Pelham, Whaddon and another village in Hertfordshire. There is no work due to be carried out at the church at the moment. The police have requested that any suspicious activity near the church should be reported directly to 999. A notice will be added to Facebook about this.

Geoff will follow up with the police on drug related incidents in the village and seek additional police presence to combat this.

14. Correspondence – none

15. Items for next agenda

- S106
- Street lighting energy supplier
- Village warden and waste disposal
- Possible joint funding of a village police officer as discussed at the last SCDC parish council liaison meeting
- Death of a senior member of the Royal Family
- Staff pension

Date and time of Parish Council Meeting: Monday 5 August 2019 at 7.45pm

Any business and payments, to be considered at a Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

Motion to exclude Public and Press: Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 where publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted on the following agenda items 17, 18 and 19.

Proposed Simon Buggery, Seconded Caroline Ilott. All agreed.

Cllr. Roberts and 2 members of the public left the meeting.

16. Staff Pension

Due to the sensitive nature of the matters to be discussed the meeting was closed to the public and press.

The meeting closed at 10.15pm.

Annabel Wright
Foxton Parish Clerk
4 July 2019

Appendix 1
Planning Minutes
FOXTON PARISH COUNCIL

Clerk: Annabel Wright
 Foxton Parish Council, Foxton Village Hall, Hardman Road, Foxton, CB22 6RN
 Tel: 01763 838 430

A MEETING OF THE PLANING COMMITTEE OF FOXTON PARISH COUNCIL
will be held on Monday 24th June 2019
at 7.30pm in Foxton Village Hall

The following items will be considered:

1. **Declarations of interest**
2. **Minutes of Planning meeting on 16th May 2019 and matters arising.**
3. **2 planning applications considered at Parish Council meeting on 3rd June:**
 - a. **Consideration of application Ref: S/1628/19/FL; S/1629/19/LB: 1, Station Road, Foxton**
 This application relates to the installation of 2 air-conditioning units next to electrical substation. They will be grey/white, below sight level from the pavement, and run during office hours only. Concern has been raised by a resident about noise pollution. The noise will be between 65-70 decibels which should not pose a problem considering the nearest house is 100 yards away. It is proposed that the Parish Council support this application providing their use is strictly in office hours only.
 - b. **Consideration of application S/0204/16/CW Barrington quarry (Importation by rail and deposit of inert restoration material to restore former clay and chalk quarry)**
 This application proposes that 5 metres either side of the railway sidings from Foxton Station to Barrington Quarry (and outlined in blue on the plans) are included in the planning application so that the planning conditions can be applied to this land. It was noted that this land will eventually become a pedestrian/cycle route. It was proposed to support this application.
4. **Planning Applications to be considered**

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| S/1616/19/FL | Trinity School, 8, Station Road, Foxton, CB22 6SA Demolition of existing school buildings and erection of three 3-bed houses and three 2-bed houses. Redevelopment of existing chapel into one 3-bed house and one 2-bed house. |
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5. **Planning applications approved since last meeting as below:**

- S/1148/19/FL** 29, Hillfield, Foxton, Cambridge, Cambridgeshire, CB22 6RZ
Part single storey and two storey rear extension and single storey front extension
- S/1548/19/TC** Trees behind Herods Farm Barn adjt to 18, High Street, Foxton, Cambridge, Cambridgeshire, CB22 6SP
(T1) Lime Trees (to rear of barn only)
- S/1142/19/DC** 7-37 Station Road, Foxton, Cambridge, Cambridgeshire, CB22 6SA
Discharge of Condition 2 (Materials) of Planning Application S/2583/18/RM

6. AOB