

CALDECOTE PARISH COUNCIL
(South Cambridgeshire District)

MINUTES

**A meeting of this Council was held at the Sports Pavilion, Caldecote
On Thursday 5th December 2019.**

Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website, <http://caldecote.gov.uk> or upon request to the Parish Clerk.

Present: Cllr Polly Field (PF), Cllr Helen Cartwright (HC), Cllr John Barker (JB), Cllr Jack Lang (JL).

In Attendance: Alan Melton, Parish Clerk, Katy Reeves, Deputy Clerk. There were 2 members of the public present

1. **Public open forum** – A question was received about whether the money donated by the former Sports Association has been allocated. The Clerk reported that once the cheque has cleared the money will be ringfenced for use as requested by the Sports Association.
2. **Apologies for absence** – Apologies were received from Cllr and District Cllr Tumi Hawkins.
3. **Members declarations of pecuniary or non-pecuniary interests** – There were no declarations of interest or requests for dispensations.
4. **Chairman’s Announcements** –The Chairman thanked PCSO John Coppard, County Cllr Lina Nieto and Cllr Field for their help in setting up two special meetings about recent security concerns and a drug-related incident in the village and reported that the meetings were well attended and had been very useful.
5. **Minutes of the last Meeting** – An amendment to the minutes of the Council meeting held on 7th November 2019 was proposed: that item 14 should be amended to note that Cllr T Hawkins has responsibility for obtaining suggested street names. The minutes, as amended were approved as a correct record and duly signed by Cllr H. Cartwright.
6. **Actions and matters from the Minutes**
 - **Streetlighting:** The Clerk reported that the sourcing of quotes for streetlight energy supply is proceeding as planned.
7. **Report from the District Councillor** – District Cllr T Hawkins provided a monthly report (see attached).
8. **Report from the County Councillor** – There was no report
9. **Planning Applications** –

[S/3643/19/PO](#), Modification of planning obligations (affordable houses) contained in section 106 agreement dated 2nd June 2017. At: land adjacent to 6 Highfields Road, Highfields Caldecote. For information.

[S/3777/19/VC](#), Variation of condition 23 (Water drainage scheme of planning permission S/2510/15/0. At: Land east of Highfield Road, Highfields Caldecote.

A resident (Mrs Mary-Ann Claridge) was given permission to speak about the application and reported that they have submitted an objection and will be attending a meeting with representatives of the District Council next week. Mrs Claridge outlined some of the major aspects of the objection.

It was agreed that Mrs Claridge should be given authority to speak on behalf of the Parish Council at the meeting and **RESOLVED** to object to the application on the grounds outlined below: Proposed HC, seconded PF.

Objection comments:

Variation S/3777/19/VC seeks to amend a condition imposed by the planning inspector by adding the underlined text:

... The submitted details shall be in accordance with the Site Specific Flood Risk Assessment (5933/R2) dated July 2015 and the Drainage Strategy & SUDS Report (project ref 7135) dated October 2019 and shall ...

This variation is totally unacceptable and must be rejected.

If the amendment stands it effectively accepts the Drainage Strategy & SUDS Report complete with all of the errors and issues previously notified to SCDC in detail in response to S/3660/19/DC including:

1. The Drainage Strategy is still based on sandy soil – it is heavy clay
2. Permeable road paving will not work on heavy clay and requires additional drainage
3. The planned ditch dimensions are inconsistently and inadequately stated,
4. Minor re-routing of the ditch is required away from Damms Pastures

Supporting detail previously submitted to S/3660/19/DC is also copied onto the following pages, together with the detail of the corrected runoff calculations for soil type 4.

Linden must now submit a new revised Drainage Strategy and site design for approval by SCDC addressing the above issues.

In addition, the Drainage Strategy & SUDS Report specifies only drainage of the northern (Phase 1) part of the site. It does not address drainage of the remainder of the site at all. The original inspector's condition refers to the whole site. If the variation is accepted, there would be no requirement to specify any drainage conditions of developments on the southern (Phase 2) part of the site. Objections to drainage to the southern part of the site have already been accepted by the Drainage Officer (eg use of French drains was rejected).

S/4074/19/DC: Discharge of conditions 2 (External materials). At: land opposite 97 to 127, Highfields Road, Highfields Caldecote.

It was **RESOLVED** to object to the application on the grounds that the plans apply only to half of the site (phase I) and thus cannot discharge the conditions placed on the whole site. Proposed HC, seconded PF.

S/4836/18/DC: Discharge of conditions (Electric vehicle charging, infrastructure and implementation plan). At land east of Highfields Road, Highfields Caldecote.

It was **RESOLVED** to object to the application on the grounds that the plans apply only to half of the site (phase I) and thus cannot discharge the conditions placed on the whole site. Proposed HC, seconded PF.

[S/3879/19/LD](#): Certificate of lawful development for an existing use of the land to the rear of 4-6, East Drive as a private amenity area in domestic use. At: 4-6, East Drive, Highfields Caldecote.

It was **RESOLVED** to make no comment on the application

[S/4080/19/E2](#): EIA Scoping opinion. Bourn Quarter, Bourn Airfield, St. Neots Road, Bourn. For Information.

[S/3835/19/RM](#). 56 units at: land off Grafton Drive, Highfields Caldecote.

A letter outlining resident's objections to the application was considered. It was **RESOLVED** to object to the application on the following grounds:

- That the affordable housing has been clustered on the site, contrary to current guidance.
- There is extensive use of parking in front of houses, contrary to current guidance.
- The back-to-back separation distance between houses is too small to comply with current guidance.
- There has been no attempt to consider the Village Design Statement in drawing up the plans.

In addition, if the District Council intends to approve the plans, conditions for operation of the development site should apply, included restrictions on the hours of work (avoiding school drop off and pick up times), the use of banksmen for moving vehicles, a mud plan. Vehicles should be requested to enter and exit the site via the north end of the village. Proposed HC, seconded PF.

10. **Motion to the Council, in Support of the Local Electricity Bill.** It was **RESOLVED** to support the motion.
11. **Financial Report** – A report on the on current budget vs. expenditure dated 29th November 2019 and the bank reconciliation dated 25th November 2019 were received and approved.

The schedule of payments (attached) was received. It was **RESOLVED** that the payment of bills be approved, with the exception of the final (October) payment to CGM for 1/8 ground maintenance contract, which will be held back until all work has been completed.

The Clerk reported that he has written to Cambridge Building Society to inform them of the change of the Clerk and to seek further information on the Council account.

The Clerk further reported that he has received notice from SCDC of their intention to remit £81,801.75 of S106 monies payable towards the extension of the sports pavilion and the provision of outdoor sports facilities, associated with the development SCD-S106-012229 (Land off Highfields Road Caldecote), to the Parish Council upon execution of the appropriate Indemnity. The Indemnity was signed by two Parish Councillors.

12. **Leisure and Amenities report** – Cllr Field reported that at the L&A meeting on 21st November, Cllrs and PCSO John Coppard addressed the concerns of residents about drug issues and a recent incident in the village. A subsequent drugs awareness meeting was held at the School.
13. **Security matters, (Pavilion and Playing Field)** – The Clerk reported that he and Cllr Cartwright met with a police officer and were advised that improvements to the lighting

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and security of the Pavilion are recommended. A full report will be provided by the police and quotes will be sought for the work required. It was agreed that alterations to the existing security light to allow it to be overridden and to the external door to fit an interior bolt, should be arranged without further delay. **Action: Clerk**

14. Street Naming. Members are invited to suggest names for streets and roads – Development off Highfields Road, Highfields Caldecote – This item was deferred until the following meeting.

15. Correspondence – There was no correspondence to report.

16. Council Vacancies Update – The Clerk reported that he has received an application for co-option to the council that will be considered at the January meeting.

17. Clerk’s report – There was nothing further to report.

18. Councillor Reports

Cllr J Barker requested information on the planned visit to Beaulieu. The Clerk reported that he has been chasing the individual that is arranging the visit.

Cllr J Barker reported that the hedges at the bottom of the village (from Bourn Brook northwards) need to be cut back.

Cllr J Barked noted that there are several errors in the Council information in the latest issue of the Caldecote Journal.

Cllr J Barker reported that it appears likely that the East-West rail route will pass through Cambourne and noted that this is something to keep an eye on.

Cllr H Cartwright requested that plans for Operation London Bridge be added to the agenda for the next meeting. **Action: Clerk**

Cllr P Field highlighted a scheme that will supply free trees to each Parish and requested that information be sought with a view to placing these in the Peace Garden (a Rowan, Holly and Birch tree are sought). **Action: Clerk**

Cllr P Field requested that information on the [Stay Well Heating Grants](#) from CCF be placed on the Council website. **Action: Deputy Clerk**

Cllr P Field requested that an application for an alcohol licence for the Pavilion be included on the agenda for the January meeting for discussion. **Action: Clerk**

Cllr P Field requested that the Clerk contact the Arthur Rank Hospice to arrange for the use of the Pavilion for Christmas tree collection **Action: Clerk**

19. Dates and times of the next meeting – Thursday 9th January 2020 at 8pm in The Pavilion

The Meeting Closed at 9 pm

Signed: _____

Dated: _____

SCHEDULE OF PAYMENTS: to consider and approve the schedule of payments. * = cost incurred as a result of vandalism.

Key to Frequency (Freq) codes:

O = 'one-off' or intermittent regular payment with no set frequency.

T = Termly (usually associated with youth club payments which get invoiced on a termly basis) **A** = Annually. **M** = Monthly. **Q** = Quarterly. $\frac{1}{2}$ = Half-Yearly.

Payment Date	Vo #	Amount	To	For	Budget code	Freq
Payments made since last meeting that require Council approval						
Salaries						
26/11/19	139	375.79	HMRC	PAYE Oct 19	31	M
26/11/19	138	207.52	County Council	Pensions contributions – Oct 19	30	M
26/11/19	136,137, 140,141	1683.32	Staff salaries	Oct 19 salaries	25,26,27	M
Direct Debits						
06/11/19	122	91.51	HG3	Mobile phones	9	M
08/11/19	123	160.80	BT	Pavilion phonelines and broadband	37	M
21/11/19	135	43.57	British Gas	Pavilion electricity	35	M
2/12/19	XXX	24.94	E-On	Cabin electricity	44	M
New payments yet to be made requiring Council approval						
		19.50	Katy Reeves	Expenses – Nov 19	5	M
		257.15	Alan Melton	Expenses – Nov 19	5	M
		1769.24	CGM	1/8 Grounds maintenance October	54	O
		842.75	LGS services	Journal printing	1	O
		25.00	Caldecote primary school	Room hire	?	O
		109.00	SLCC	Membership renewal (Katy)	17	A
		618.30	Cambs County Council	Streetlighting energy 1/10/18-30/9/19	60	A

South Cambridgeshire District Council – Caldecote Ward

(comprises the Parishes of Caldecote, Childerley, Kingston, Bourn, Longstowe & Little Gransden)

Councillor's Monthly Report – December 2019

This report is for all the Ward, so please be aware that some of the content may not be relevant to your particular Parish.

1 General Election

Its now just one week to polling day. A reminder that the polling stations in the Ward villages are at Caldecote Village Hall, Kingston Village Hall, Bourn Village Hall, Longstowe Village Hall, and Little Gransden Village Hall. Please think about how and when you want to go vote and make arrangements ahead of time, especially if you wish to avoid going out in the dark!

2 Planning

2.1 Greater Cambridge Planning Service (GCPS)

Following the good news last month that the service is now up to date with registering planning applications, I can report that GCPS continues to meet the performance targets that the government has set for determining applications. The new service is also working on creating more efficient & streamlined processes to help it improve and deliver great outcomes for our residents

2.2 Greater Cambridge Local Plan – Issues and Options Consultation

Keeping this high on the agenda in the hope that it encourages everyone to engage with the process.

We are doing things differently with this new local plan. For a start, there are four key themes that have already emerged (1) Climate change (2) Biodiversity and green spaces (3) Wellbeing and social inclusion (4) Creation of great places. These will help us shape the local plan in a way that creates a better outcome of where homes and jobs and supporting infrastructure should be built.

A new website is being created to help people get involved more easily. This will also mean people can find and comment more easily on the issues that they are more concerned about.

The consultation will start on 13 January 2020 and run until 24 February 2020. This will be an opportunity for everyone who is interested in the Greater Cambridge area to have their say in shaping the future of this area.

Please remember to watch and share this video

<https://www.youtube.com/watch?v=D9p3BZ8oS3M&t=161s>

2.3 Call for Sites

In February and March 2019, GCPS we carried out a 'call for sites', allowing people to suggest potential sites or broad locations for development. This is an early step in the process of the development of the new Greater Cambridge Joint Local Plan. We received a wide range of housing and employment site suggestions ranging from small sites in villages to new communities. Some are on brownfield (previously built on) land, some on greenfield (countryside but not built on before) land, and some in the greenbelt (30% of south cambs is green belt land)

The service received over 500 sites suggestions (not planning applications) and has now almost completed the registration of these sites. Then the sites will be located or “mapped” onto the map of the district making it easy to see where they are at a glance.

District Councillor Tumi

Please note that none of these sites have been selected for anything. There is no status to them whatsoever, other than that the owners “hope” that their sites will be selected. All of these sites will need to be assessed for their planning merit in 2020, and none of them have any planning status in respect of the new Local Plan. There are site owners going to Parish Councils with their “proposals” for how they hope to develop these sites if selected for the plan. That does not in any way confer any validity to those proposals, nor does it mean it has the backing of the Council. Whilst we cannot monitor what developers say, I would encourage parishes that receive such proposals to please check any claims with the Planning service director.

It is disappointing that some opposition councillors and candidates have been going around accusing South Cambs of encouraging developers to submit planning applications in the green belt. I can assure you that is patently and completely untrue, and furthermore is a deliberate twisting of facts to suit their own agenda. The planning authority is not encouraging developers to submit planning applications for sites in the greenbelt.

The forthcoming issues and options consultation in January 2020 will also ask for any further sites as part of the call for sites process. We expect that all the sites will be publicly available to view in early 2020 following the issues and options consultation

3 Housing –

3.1 Keeping Warm at Home

We recognise that the cost of keeping warm in winter months can be quite high, especially for those that use oil for heating! SCDC could provide funding towards making homes more energy efficient. You can use the funds to replace or repair an existing system, improve home insulation, replace draughty doors and windows etc.

To qualify for a grant, householders will need to have owned and lived in their home for at least two years and be in receipt of one of the following means tested benefits:

- Universal Credit
- Income Support
- Income based Job Seekers Allowance or Income Based Employment Support Alliance
- Working Tax Credit with gross income less than £18,000
- Council Tax support
- Guaranteed Pension Credit
- Or child tax credit with a relevant income less than £18,000

The improvement work is carried out by the Cambridgeshire Home Improvement Agency. Please see [home improvement grants](#) for more information, email at HIA@CambsHIA.org or phone them on 01954 713 330.

4 Environmental Health

4.1 Shout out

The Head of the Greater Cambridge Shared Waste Service, Trevor Nicoll, has been nominated and inaugurated as the 104th President of the Chartered Institute of Wastes Management (CIWM)

Mr Nicoll joined the service in September 2017 and has helped transform the waste service to become more efficient. He has also helped residents across South Cambs and Cambridge City to increase recycling rates. We wish him every good luck in this role as he shares his knowledge and expertise nationwide.

4.2 Fly Tipping campaign

You might remember that the council has been running a campaign to tackle fly-tipping since the summer. This started with a mock fly-tip at Milton Park&Ride, followed by targeted social media advertising, Facebook Lives at the site of fly-tips, coverage in the media and campaign artwork/leaflets. We also introduced the SCRAP code and you can read more about that at the recap website <http://www.recap.co.uk/fly-tipping/>. The offer of 'Let's S.C.R.A.P fly-tipping' leaflets is still open for parishes to have a stock that can be given to residents. Contact Vicky.Lacy@scambs.gov.uk or rebecca.weymouth-wood@cambridge.gov.uk if you need more.

Our next activity is to erect some anti fly-tipping signs in selected identified hotspots. The parishes affected have been informed. It is important however that the rest of the district are aware and to let everyone know to look out for these signs from 13th December and into the following week.

5 Business and Finance

5.1 Council Tax Base for 2020/21

In preparing the budget for the next municipal year 2020/21, the Council is required by law to set the tax base for the district and the contribution from each Ward. So the District Council has set the tax base at £63,6176 band D equivalents, and the tax base for each parish be set as shown in this document [Appendix A to the budget setting report](#). The share from Caldecote Ward is as follows: Bourn - £426.90, Caldecote - £789.40, Childerley - £12.1, Little Gransden - £138.00, Kingston - £129.10, Longstowe - £93.50. Total of £1,589. This is what SCDC will require as its precept from all council tax payers living in our ward. The other budget setting authorities such as County, parish etc., will create

5.2 Community Chest Grant

The South Cambs District Council's Community Chest fund is still open and funding increased to £49,070. Community and voluntary groups, and small parish councils can currently bid for funds up to £1,000 for use on local projects that could help to (1) Promote active and healthy lifestyles (2) Build inclusive communities and (3) Enhance the natural environment

This second half of the fund is open for applications till March 2020 – or when the funds run out. Find out how to apply at <https://www.scambs.gov.uk/community-development/grants/community-chest-grants/> or email ellen.bridges@scambs.gov.uk

5.3 Mobile Warden Grant scheme

The Mobile Warden grant scheme opens for applications on Friday 29 November and closes 5pm on Friday 24 January 2020. The schemes support older people to live independently in their homes and the community they know. They are complementary to statutory care services and can help to combat loneliness and social isolation.

The council supported 14 schemes in 2019/20, covering over 25 villages and supporting approximately 314 residents. For more details on how to apply and download the application form, visit <https://www.scambs.gov.uk/community-development/grants/mobile-warden-scheme-grants/> or email ellen.bridges@scambs.gov.uk.

6 Governance

6.1 Parish Council Liaison Meeting

The next parish council liaison meeting will take place on Tuesday 28 January 2020 in the Council Chamber at South Cambridgeshire Hall, Cambourne from 6:30pm to 8pm.

This time, prior to the meeting from 5.30-6.30pm, there will be the opportunity to talk to the Communications Team about best practice around online accessibility. It is to help you going forward to ensure any documents that you write to the council that is subsequently published online are fully accessible in line with Government legislation. To confirm your attendance please contact: [Email Linda Gallagher](mailto:Linda.Gallagher@scambs.gov.uk) or call 01954 712 928.

6.2 South Cambs Magazine

The winter 2019 edition of South Cambs Magazine is now being delivered to residents. We hope you find the format easy on the eye and the content useful. If you find any problems with delivery, please contact Smart Distribution as soon as possible by email to scdc@smartdistribution.co.uk or phone 0800 6444 011 after the delivery window has closed, which for this edition is Sunday 8 December.

You can view the latest South Cambs Magazine online at <https://www.scambs.gov.uk/your-council-and-democracy/south-cambs-magazine/>.

7 Roads/Transport

7.1 A14 Upgrade

As I previously reported, the 12 mile bypass of Huntingdon between Swavesey and Ellington will be open to traffic from Monday 9th December 2019. It is expected that journey times will be reduced by about 20 minutes for those going westwards and relieve congestion in the immediate road network.

You can find more details on the Highways England website at <https://highwaysengland.co.uk/a14cambridge-to-huntingdon-improvement-scheme-progress/>. Many of the junctions have changes so well worth checking them out.

8 Ward Issues

Some of these may already have been covered in the district wide section above.

8.1 Kingston

The evening of Saturday 16 November 2019 was rather a lot of fun! Yes, you read that right. The Kingston Blues Band performed at the Kingston Village Hall. What made it special for me was that I was invited to jam on my djembe with the band on the final session playing “Route 66”. Though I have been playing the djembe for longer than I care to remember, this was a first for me, playing with a non-church professional band. I thoroughly enjoyed it, and from the feedback afterwards, so did the guests.

8.2 Caldecote

Linden Homes

The saga continues with the next round of applications for Discharge of conditions. As previously reported, the planning committee agreed to my request to consult me and the Parish Council on these issues

The developers went on site to commence work even though the pre-commencement conditions had not been discharged. They had put in an application to vary the drainage condition 23 imposed by the inspector (S/3777/19/VC) and at the same time submitted another application to discharge the drainage condition (S/3660/19/DC). A bit cheeky really, as it is impossible to discharge a condition at the same time as seeking to vary it!!

So thanks to the vigilance of residents, I called in the Enforcement officers who stepped in and the developers have now stopped works on site until they discharge pre-commencement conditions. And especially until the drainage issue is resolved and agreed by the planning authority with guidance from the Drainage & Flood officers from the County Council.

Christmas Tree Lighting & Carol singing.

So, not only do I drum, I sing as well and had the opportunity to dive into the Christmas mood with a spot of carol singing last week at the Village Hall grounds. Thank you to the organisers and all that turned up to make it festive. The mulled wine and mince pies were very welcome indeed.

Land to West of Grafton Drive

Balfour Beatty Homes have submitted a Reserved Matters application (S/3835/19/RM) for building up to 58 houses on the land behind the existing Grafton Drive estate. This was the site that Welbeck Lands got planning permission for when the Planning Inspector ruled in their favour at the appeal in 2017 (details at S/2764/16/OL). The parish council will be considering the application at the December 2019 meeting to consider their response to the planning authority.

9 Casework

Please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services.

If you are having any issues with housing, housing repairs, planning, benefits, council tax, bin collection, environmental health etc, don't fight it on your own, I am available to help you to get the best outcome possible for your situation.

If you have time to spare – check out articles on my blog <http://www.TumiHawkins.org.uk>. Whatever I post on there is my view and not LibDem or South Cambs official policy unless I state that it is.

10 Christmas Greetings

I wish you all – A very Merry Christmas
And a Happy New Year



See you in 2020

Tumi

Tumi Hawkins
5 December 2019

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