

CALDECOTE PARISH COUNCIL

(South Cambridgeshire District)

MINUTES

A meeting of this Council was held Online On Thursday 3rd December 2020.

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 John Barker (JB), Cllr Chris Corcoran (CC), Cllr Polly Field (PF), Cllr and District Cllr Tumi Hawkins (TH), Cllr Jack Lang (JL), Cllr Nicola Pritchard (NP) and Cllr C. Robinson (CR).

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

Election of Chairman for the meeting: Councillor Cartwright was unable to attend the meeting. In accordance with the Standing Orders (adopted 7th March 2019) section 3p, Councillors elected Cllr Tumi Hawkins as the Chairman for the meeting. Proposed CC, seconded CR.

- 1. Public open forum** – Mr P. Claridge provided an update on the drainage situation on the Linden Homes site, noting that a recent email communication from Linden indicates that many of the ditches should be completed by 4th December and will be constructed in such a way that water will drain away from the village. An attempt will be made to confirm that this work has been carried out. It is also noted that all the soil has been stripped from the Phase 2 site and a road appears to be being constructed. Cllr Hawkins noted that they have permission to build the main road through the site. It was further noted that there has been extensive damage to the verges on the opposite side of the road to the site entrances. Cllr Pritchard also raised an issue with water runoff onto the main road and the blockage of existing drains with mud and will provide Cllr Hawkins with photographs of the problem.
- 2. Apologies for absence** – Apologies were received from Cllr Helen Cartwright and County Cllr Lina Nieto.
- 3. Members declarations of pecuniary or non-pecuniary interests** – Cllr J Barker declared an interest in planning applications 20/04093/FUL and 20/04094/LBC, as the applicant.
- 4. Chairman's Announcements** – There were no announcements.
- 5. Minutes of the last Meeting** – The minutes of the meeting held on 5th November 2020 were approved as a correct record. The Parish Clerk will arrange for the minutes to be signed by the Chairman in due course.

5a Actions

- **Land Transfers** – The Clerk reported that the Council's solicitor has supplied the title deeds for the land adjoining the properties in Grove Close and Dorral Dean, as well as the rest of the land owned by the Parish Council. The Clerk will now formally instruct them to begin the exchange as agreed.
- **Pavilion – Update** – The Clerk reported that he has received sketched plans of the proposed extension, which will be shared with the Councillors in due course.

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- **Pavilion Security – Update** – The Clerk reported that the fire alarm has now been updated and work will begin on the CCTV and security lighting installation on 7th December.
- **Website** – The Deputy Clerk reported that the new website has now launched. Cllr Hawkins thanked the Deputy Clerk and Cllr. Chris Corcoran for their work in getting the website up and running.
- **Bourn Airfield – Appointment of representative** – Councillor Chris Corcoran agreed to represent the Parish Council's views at the Planning Committee meeting taking place on 18th December.

6. Report from the District Councillor – District Cllr T Hawkins provided a monthly report (see attached). The report included the following points:

- The district has now moved out of lockdown and into Tier two restrictions, which include the 'rule of six' for outdoor meetings and no indoor socializing. Full information can be found here: <https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know>
- Guidance has also been released on the formation of 'Christmas bubbles'. Residents are urged to read the guidance here: <https://www.gov.uk/guidance/guidance-for-the-christmas-period>
- Support is available for businesses in the form of grants issued by the government and SCDC
- Financial support for those self-isolating continues to be available: <https://www.scams.gov.uk/self-isolation-support-payment-launches-in-cambridgeshire/>
- Government funding is available to make homes more energy efficient, through the green homes grant scheme - details are here: <https://www.gov.uk/guidance/apply-for-the-green-homes-grant-scheme>. The scheme ends on 31st March.
- A consultation on proposals to change the flight path and holding areas for Luton Airport has launched and will run until 5th February 2021. The proposed area is likely to include much of South Cambridgeshire. It is recommended that the Parish Council consider making a response to the consultation.
- The Greater Cambridge Shared Planning Service's new pre-application service has now launched.
- The Local Plan is progressing and workshops with stakeholders have been held at which various aspects of the plan have been discussed.
- The alternative route for the Cambourne-Cambridge busway proposed by the Mayor failed to gain approval at the Transport Committee. Therefore, the current GCP proposed route is still being considered and will now undergo an independent audit.
- The Bourn Quarter planning application will be considered by the Planning Committee on 9th December.

7. Report from the County Councillor – There was no report.

8. Planning Applications

[20/03383/S73](#): Variation of condition 13, Highway Works, pursuant to planning permission S/2764/16/OL. For Information Only

Cllr J Barker left the meeting for the consideration of the following two applications

[20/04093/FUL](#) and [20/04094/LBC](#): External lime render over wood fibre insulation as a replacement for current concrete render.

It was **RESOLVED** to support the application. Proposed CC, seconded PF. Cllr T. Hawkins abstained from the vote.

20/04702/OUT Outline planning for the erection of 2 No. dwellings with all matters reserved. Land At The Back Of 4 And 6 East Drive Highfields Caldecote Caldecote CB23 7NZ

It was **RESOLVED** to object to the application on the grounds that the gardens of the proposed development fall outside the village framework. Proposed PF, seconded CR. Cllr T. Hawkins abstained from the vote.

9. Financial Reports –

- **Summary of receipts and payments.** A report on the on current budget vs. expenditure dated 27th November 2020 was received and approved.
- **Bank Reconciliation.** The bank reconciliation dated 25th November 2020 was received and approved.
- **Accounts for payment.** The schedule of payments (attached) was received. It was **RESOLVED** that the payment of bills be approved.
- **Precept 2021/2022.** The Clerk provided a report on the forthcoming process to agree the budget for the 2021/ 2022 financial year and set the precept, which must be completed at the January 2021 meeting. It was noted that the tax base has increased by only 0.8 houses, owing to the introduction of Local Council Tax Support. An initial proposal of an increase of 1.5% to the precept has been made by the Clerk and Chairman; this will be brought to the January meeting with the full budget proposals for discussion.

10. Leisure and Amenities report – Cllr P Field reported that the work on the new playground equipment for the Furlong Way Park was delayed and will now begin on 7th December. The park and pavilion car parks will need to be kept clear for the first 3 days of the works for the delivery of heavy equipment and materials.

Cllr Field requested that new tenders be sought for the maintenance of the village public open spaces, following the failure of the current contractors to complete the work agreed in the contract despite several written complaints and site visits. It was **RESOLVED** that the current contractors CGM, will be put on notice that the contract will be terminated and new tenders will be sought. Proposed PF.

11. Linden Homes – Parish Offer - Update – No further information has been received.

12. Correspondence – The Clerk reported that correspondence has been received from Mrs Fiona Whelan requesting that the Parish Council provide £250 support towards the provision of Christmas Hampers to families with children eligible for free school meals. It was agreed that, as the scheme appears to have sufficient funds to support the families currently signed up to the scheme and the village food bank is well-stocked, the Parish Council will not release further funds at this point. However, if an identified need arises before the next Parish Council meeting, the Clerk can be contacted and will be able to release the funds as needed.

Cllr J Lang noted that Raspberry Pi may be able to supply some computers to children that need access to be able to complete schoolwork at home. It was agreed that this opportunity should be pursued.

The Clerk reminded Councillors that names have been sought for the new road in the development by Balfour Beatty. It was agreed that the name 'Grafton End' will be put forward. Proposed JB, seconded CR.

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- 13. Clerk's report** – The Clerk reported that the External Auditors report has been received and the information in sections 1 and 2 of the AGAR found to be in accordance with proper practices, with the following exceptions: that the Council should have answered 'No' to Section 1, Assertion 4 (that the authority made proper provision during the year 2019/20 for the exercise of public rights) and to Section 1, Assertion 7 (that the authority took appropriate action on all matters raised in reports from internal and external audit).

The auditor further noted that the period for exercise of public rights in the current financial year (2020/21) was less than 30 consecutive working days and the Council must therefore answer 'No' to Section 1, Assertion 4 in the AGAR for 2020/21 and ensure that it makes proper provision of public rights during 2021/22. Finally, the auditor reported that the authority did not provide evidence of the budget setting arrangements during 2019/20; however, the Clerk noted that this information was sent within the required time frame and that this has been acknowledged by the auditor.

Members discussed the report and agreed that arrangements would be made to ensure that these requirements are met during next year's audit process.

14. Councillor Reports–

Cllr P Field reported that the Christmas Tree lighting will take place on 6th December and that there will be a small Christmas Fair in the Peace Garden, which has been arranged in a COVID compliant manner (with advice from SCDC officers).

- 15. Dates and times of the next meeting** – Thursday 14th January 2021

The Open Meeting Closed at 8.24 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.

Payments made since last meeting that require Council approval

Payment date	Voucher #	Amount	To	For	Budget Code	Freq
9/11/20	116	87.72	BT	Pavilion broadband/ phone	38	M
9/11/20	121	7661.18	Playdale Playgrounds	VAT on playground equipment (missed on Nov list)	49	O
12/11/20	125	33.51	E-On	Cabin electricity	45	M
17/11/20	126	35.04	British Gas	Pavilion electricity	36	M
25/11/20	131	132.47	Cambs. Pensions	Pension contributions Oct. 2020	32	M
25/11/20	130	396.63	HMRC	PAYE Oct 2020	33	M
25/11/20	127-129, 132	2109.30	Staff salaries	Salaries Nov 2020	26,27,28,29	M

New payments yet to be made requiring Council approval

Amount	To	For	Budget Code	Freq
19.50	Katy Reeves	Expenses Nov 20	6	M
230.29	Alan Melton	Expenses Oct 20	5	M
720.00	PKF Littlejohn	Audit	66	A
112.00	SLCC	SLCC membership (Deputy Clerk)	18	A

South Cambridgeshire District Council – Caldecote Ward

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

Councillor's Monthly Report – December 2020

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

General

Please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. These are housing, housing repairs for council tenants, planning, benefits, council tax, bin collection, environmental health issues etc. Don't fight 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>. What I post on there is my view and not LibDem or South Cambs official policy unless I state that it is.

COVID19 UPDATES

The maxim **Hands – Face – Space** still very much the rule.

Lockdown 2 has now ended and the country has entered into a state with three Tiers of restrictions as from 2nd December 2020. Most of the country is in Tier 2 High Alert, including South Cambs. This is defined as areas with a higher or rapidly rising level of infections where additional. Tiers set

out guidance on what we can or cannot do and can be found on the government website at <https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know?>

The guidelines include the Rule of 6, not social with anyone not in support bubble indoors, businesses and venues can operate but in a Covid-secure way. Pubs, bars and nightclubs must close unless they operate as restaurants. And then they must provide table service only, stop taking orders after 10pm, and close between 11pm and 5am. Places of leisure activities such as cinemas, theatres, bowling alleys, fun fairs also close by 11pm, organised outdoor sport and activity can continue, but indoor sport only if there is no mixing with people outside your support bubble. There's a whole raft of guidelines summarised in **posters** that are on the government website at <https://www.gov.uk/government/publications/tier-posters-medium-high-and-very-high>

Support for Businesses

We have created a local business directory <https://www.scams.gov.uk/local-business-directory> to help residents find out more about what local businesses are offering. The listings include details of Covid-secure measures that businesses have put in place, and information about current opening arrangements/online ordering/click and collect facilities.

Businesses are able to add their details to the directory via the link above, and are promoting the directory from to help residents support local business in the run up to the festive period and beyond. During December we will also be inviting businesses to tag us on Facebook, Twitter and Instagram in their own posts with information about any festive offers or seasonal specials, so that we can help to share these promotions with our followers.

Businesses that were forced to close their doors during the last national lockdown can now apply for new Government grants that are being distributed by South Cambridgeshire District Council. The new grants are designed to help them keep going till they can begin trading again.

The grants are (1) Local Restrictions Support Grant (LRSB) and the Additional Restrictions Support Grant (ARSG). Businesses can find information on how to apply, along with eligibility criteria, via the Council's website <https://www.scamb.gov.uk/businessgrant>.

District Councillor Tumi

South Cambridgeshire District Council aims to support as many businesses as possible, and so is also making available a third scheme, the Local Restrictions Discretionary Hardship Scheme (LRDHS). This is to support those facing extreme hardship but are not eligible to claim under the first two schemes and/or have received limited state aid or financial assistance to date. It is awarded at the discretion of the Council, and application is via a written statement and supporting evidence. Further guidance on eligibility is also available via the above link.

Self-Isolation Support

Anyone contacted through track & Trace and instructed to self-isolate resulting in loss of income could be entitled to £500 support from the Council. Apply online at <https://www.scamb.gov.uk/self-isolation-support-payment-launches-in-cambridgeshire/>

Support for Local Community Groups

The District's Communities Team continues to provide support for the community support groups by providing information, signposting for help, online meetings etc.

Christmas holidays bubble

From 23 December to 27 December, you may choose to form a Christmas bubble. A Christmas bubble will be able to spend time together in private homes, to attend places of worship, or meet in a public outdoor place. The general rule is that up to three households can form a Christmas bubble.

There is additional guidance for the Christmas period including how to meet friends and family, visit pubs and restaurants, and attend places of worship which you will find at <https://www.gov.uk/guidance/guidance-for-the-christmas-period>. Please take the time to read it as each family situation will be different on how the bubble is formed.

ENVIRONMENTAL HEALTH

Green Homes Grant scheme

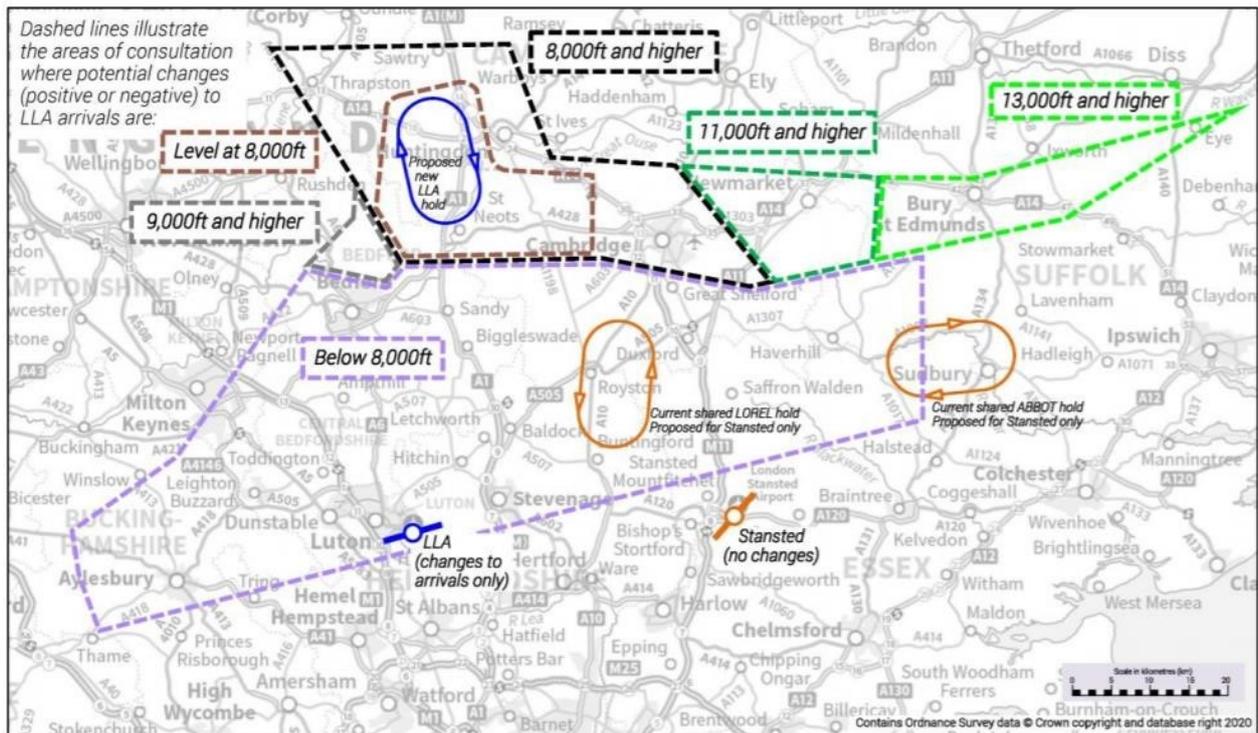
Government funding is now available to make homes more energy efficient, helping home owners do their bit to move to net zero carbon by 2050 while saving money on household bills. The grant could help the cost from two thirds to full cost of improvements, from £5000 to £10,000 depending on your circumstances. Find out more if you are eligible at <https://greenhomesgrant.campaign.gov.uk/?> and <https://www.gov.uk/guidance/apply-for-the-greenhomes-grant-scheme>. The scheme closes on 31 March 2021.

Luton Airport Flight Path Consultation.

There is an ongoing consultation by London Luton Airport (LLA) on proposals to change its flight path and holding area for flights arriving at the airport. Essentially it is looking to stack flights at or above approximately 8,000ft. The consultation closes on 5th February 2021.

I am encouraging all our parishes to go on the consultation website at https://consultations.airspacechange.co.uk/london-luton-airport/ad6_luton_arrivals/. This shows the plans in full and a virtual exhibition and other tools to help you view how it will affect your village. Most of the southern part of South Cambs is within the 8000ft zone as shown in the diagram below. So please take the time to check this consultation and give your response.

There is also another website here but on the same topic. <https://www.london-luton.co.uk/corporate/community/noise/current-airspace-changes/ad6>



PLANNING

Greater Cambridge Shared Planning Service (GCSPS)

Pre-Application Service

The GCSPS has launched an improved LLA pre-application planning advice service for Greater Cambridge. The new pre-application service offers a wide range of advice from a 15 minute free consultation with a planner about minor household applications, through to paid-for specialist advice on a number of aspects of planning, including listed building expertise, ecology and housing. The aim of the service is to help potential applicants develop the best quality proposals that will meet with planning requirements in the area, which should lead to applications being validated and decided more quickly.

The revised scheme has been devised based on feedback we received from consulting those who have used the service or use if frequently like local home-owners, agents, architects etc.

Parish councils and small charities will have their fees waived, as will applications specifically required for the needs of disabled people. Read more about it on our website.

Local Plan Update

The GCSPS commissioned some works with experts to provide us with data and evidence base that we can use in creating the new Greater Cambridge Local Plan. The initial reports for these studies were published and discussed by the JLPAG (Joint Local Plan Advisory Group) meeting on 24th November.

We are now in the next stage of the plan making process. This is an additional step that was not in the previous plan making. We are meeting with stakeholders including parish councils, residents associations, infrastructure providers, businesses, landowners, developers and agents etc. to talk about some of the findings and ask their views on the potential housing numbers to deliver, the spatial options available, and the implications of some of the findings for example on water on what we can build and where.

Under the standard method set by national government, the minimum number of new homes that would need to be built in the area is around 1,900 per year. This is about 180 more homes per year than we currently have in our development pipeline. The government also expects us to build homes to take account of economic growth in the area, and this means we could be planning for between 2,200-3,000 homes per year, to help reduce pressure on house prices and commuting into the area. This would mean finding sites for up to 1,250 extra homes per year.

Evidence so far suggests we could have real challenges in achieving very high levels of housebuilding due to market forces, but that the minimum level set by the government's standard method will not support the current forecast growth in jobs in the area, potentially leading to higher house prices and more commuting in.

Also new and innovative modelling suggests that the carbon emissions associated with each new home in Greater Cambridge would be between 6-13 tonnes of CO₂ per year, depending on the type and location of the home. If ambitious zero carbon policies are brought in, this could reduce emissions to around 2-9 tonnes per home.

Water supply analysis shows that the minimum required level of growth could be plausibly achieved through adjustments to current water resource management plans, such as greater water efficiency, reducing leakages and shifting to more sustainable water sources. Medium or high growth levels would need new regional scale infrastructure, such as reservoirs and transfer schemes, and this will inform plans currently being developed by the water industry. Under normal means of provision, these will take time to implement, and this could be a 'deal breaker' that means high growth levels cannot be achieved within the period of the new Plan.

About 19% of Greater Cambridge's land area is green or blue infrastructure, which means the network of natural and semi-natural spaces, including water bodies. This compares to farmland, which accounts for 74% of the land in Greater Cambridge.

Initial viability testing suggests that market-led development in Greater Cambridge should be able to pay for 40% affordable housing as part of the mix in each major development, but there is further work being developed to look at the costs of infrastructure and potential policies such as zero carbon measures.

For further details and the documentation linked to this stage of developing the plan, see <https://www.greatercambridgeplanning.org/emerging-plans-and-guidance/greater-cambridge-localplan/where-to-build-and-how-much/>

We are working on how communities that wish to send in comments on the sites suggested and listed in the call for sites can do so and send out communications on how to do this later.

BROADBAND

Covid19 has shown up the need for good broadband connectivity. Caldecote and Bourn had the good fortune to have had fibre broadband installed back in 2013/14 after their respective exchanges were two of the six winners in the BT Race to Infinity. Unfortunately, Openreach did not fulfil its promise to connect 99% of the communities on the exchanges, and left parts of Bourn untouched.

Old Caldecote and Kingston have been upgraded through the Connecting Cambridgeshire project. But there are still parts of the Ward like Longstowe and Little Gransden that are suffering slow broadband speeds. These villages are part of the “hard to reach” (apparently) areas.

Those that are suffering from low broadband speeds (less than 30 Mbps) can still take advantage of the Government’s Gigabit Broadband Voucher Scheme

<https://www.connectingcambridgeshire.co.uk/funding-schemes/rural-gigabit-voucher-scheme/>. Voucher is worth up to £3500 for small businesses and £1500 for residential premises. It remains open till 31 March 2021 or until the funds run out. The funds can then be used to commission service from suppliers such a BT or others.

Connecting Cambridgeshire has secured £500,000 extra [“top-up” funding from the Cambridgeshire and Peterborough Combined Authority](#) to provide an additional “top-up” of £1,500 per residential premise and SME in order to help connect groups of rural properties getting less than 30Mbps to more than double their speeds.

Check out the website links for information or email contact@connectingcambridgeshire.co.uk.

HOUSING

Consultation on Allocation of Social Housing

Reminder that South Cambs District Council owns and maintains around 5,500 Council homes, and many other housing associations own homes in the district. The council has proposed making some changes to how these houses are allocated with the aim of making sure allocations are to those most in need, and done in a transparent and fair way. One of the proposed changes is to how the “local connection” is defined.

Villages To find out more and take part, go to <https://www.scambs.gov.uk/comment-on-proposedchanges-to-social-housing-allocation-policy/>. The consultation ends on 18 December 2020.

TRANSPORT

Greater Cambridge Partnership and Combined Authority - Transport

As you know, the Cambourne to Cambridge busway plans by the Greater Cambridge Partnership was paused following the intervention of the Mayor who claimed some to have an alternative route that could fit into his plans for the CAM metro.

Unfortunately, he was unable to get his proposals through his own Transport committee back in November, and that meant it could not be considered by the GCP board in its next meeting. This means the current GCP proposed route is still on the table. This route has raised concerns about the impacts on local communities and the environment.

However, in the meantime, we have proposed and the GCP has agreed to have an Independent audit to be done on the current GCP proposal, especially since it was one of options first presented some years ago. It will look at the assumptions and constraints which underpin the selection of this route. It is sensible to review the reasons for the rejection of other route options, including a route to the north of the current M11 bridge.

This is the best chance of re-opening up the question of route options so I am encouraging parish councils who want to see other options on the table to engage fully with the audit review.

LOCAL ISSUES

Bourn Quarter 20/02568/FUL

The application for redeveloping the former TKA Tallent site is going to planning committee on Wednesday 9th December 2020. It will mainly be circa 288,000 sqft/26,757 sqm of commercial space – research and development, warehouse and distribution, light industry-with café/restaurant, creche and gym for those working on site. The recommendation from planners is to approve it,

Bourn Airfield New Village S/3440/18/OL

The journey of this proposed new village is taking another step forward as it is now going to go before the South Cambridgeshire District Council planning committee on Friday 18th December 2020. The villages of Bourn, Caldecote, Hardwick and Knapwell have all expressed their concerns about this development over the years since 2012/13 when the then Conservative administration at the Council put it as an option in the current adopted Local Plan.

The delivery of Bourn Airfield hinged on the provision of what the County Council called a "High Quality Public Transport" route. This is now commonly known as the Cambourne to Cambridge C2C busway. That has its own ongoing saga in terms of its delivery.

Casework

Irrespective of the current Covid19 lockdown, please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. I will help as best I can.

Tumi

Tumi Hawkins
3 December 2020

Email me @:	tumi@tumihawkins.org.uk
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