

CASTLE CAMPS PARISH COUNCIL

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MINUTES

FOR ANNUAL MEETING HELD ON THURSDAY 20TH MAY 2021 AT 7.30PM IN CASTLE CAMPS VILLAGE HALL

PRESENT: Sue Herbert (Chairman), Chris Basham (Vice Chair), Clive Germany, Terry Chapman, John Biggs, Cindy Smith, Mike Peirson & Roy Harper

In attendance: Melanie Laing (Parish Clerk), Henry Bachelor (County Councillor) & 2 Parishioners

The meeting started at 7.33pm

1. Apologies and reasons for absence Cllr Hoddinott – work commitments & District Cllr Batchelor – work commitments. Apologies were accepted.

2. Re-elect Chairman and Vice Chairman. Sue Herbert was elected as Chairperson, proposed by Cllr Peirson, seconded by Cllr Biggs. All present voted in favour. Mike Peirson has been elected as Vice Chairman proposed by Cllr Basham, seconded by Cllr Biggs. All present voted in favour.

3. Declaration of Acceptance of Office were completed

4. Appoint Finance, Planning, Playground and Safety working parties

Finance	Planning	Maintenance & Safety	Recreation Ground
Sue Herbert	Mike Peirson - lead	John Biggs	Sue Herbert
Terry Chapman	Sue Herbert	Roy Harper	Roy Harper
Cindy Smith	Terry Chapman	Clive Germany	Mike Peirson
Mike Peirson	John Biggs		Clive Germany

All councillors voted in favour

5. Appoint leaders for projects

Speedwatch: Cindy Smith, Vehicle Activated Sign (MVAS) & Parking: Mike Peirson & Sue Herbert. CCTV: Sue Herbert. Other projects overseen by Maintenance & Safety working party are Footpaths, Benches & Phonebox. All Councillors agreed

6. Approve minutes of virtual meeting Full Council meeting on 11th March 2021. All present agreed, Minutes were signed. Planning minutes approval carried over to next meeting

7. Declarations of interest. Cllr Chapman item 10.1 Walnut Tree Cottage & Willowsmere Barn planning applications

8. District and County Council items of interest.

Henry Batchelor - County Councillor

Apologies sent from John Batchelor

Additional items since last report are:

New Administration. In recent local elections Conservatives lost the majority of seats and no single party won a new majority so County Council is in a hung status. New documents are being prepared to share joint administration between Liberal Democrats & Labour for the next 4 years. Lib Dems are taking on responsibility for overhauling the Highways department

COVID Business Grants, third round of grants are now open for local business rate paying companies who have been affected by the pandemic to apply. CC Village Hall would be eligible

New Mayor elected for Cambridge & Peterborough is Nik Johnson, Labour, who won on second round of votes. No policies as yet. Outgoing Mayor James Palmer's ideas and plans for Camb Metro have been scrapped and large housing developments to fund this idea along the A1307 Haverhill / Cambridge corridor are less likely to happen

49% of Castle Camps Parishioners voted in the local elections

High Street Pavement Resurfacing Highways have raised a works order for resurfacing all paving running alongside current new road surface and will be carried out this financial year

Social Housing on Bartlow Rd development SCDC have been invited to make a bid to buy the 4 houses and then plan to rent out

9. Parishioners Question Time. – Mr Hemming thanked the Parish Council for all the help and effort provided for the community during COVID lockdown. Question raised on what the earth works are for on land between the school and All Saints Church. PC response: The land owner Mr Haylock is at present stock piling dirt and creating banks for which he has permission from Environmental Agency to do. He wants to create a pond/lake as there used to be one here in medieval times. On agricultural land this can be created first then he will be applying for planning permission

and for grants from DEFRA to create this wildlife area and point of interest for the village. DEFRA are encouraging farmers to be eco friendly and there is more money in this at the moment as opposed to general farming. The contractor is Norwood Plant. Birchwood Road, Saffron Walden. 01799 394550. Cllr Peirson is in contact with the site manager and will request no lorries to be driven around school at opening and closing hours for safety reasons. He has also discussed the contractor chipping any felled trees and for them to be spread by PC on footpaths. Cllr Peirson will invite the site manager to speak at the next meeting

10. Planning

10.1 Parish Council

Reference	Address	Proposal
21/01164/HFUL	Walnut Tree Cottage Camps End	Erection of ancillary annexe following demolition of existing barn
Decision	All Cllrs agreed to support the application	
21/01347/FUL	Willowmere Barn Camps End	Change of use from garden to equestrian manege, construction of a manage, erection of 2 stable stalls, improved site access and new hardstanding
Decision	All Cllrs agreed to support the application	
21/01947/PRI03Q	Mascals Barn Olmstead Green	Prior approval for change of use of an agricultural building to 1 No. dwelling house (Class C3)
Decision	All Cllrs agreed no comment for this application	
21/01032/LBC	Owls Hoot Homers Lane	Removal of rotten wooden single glazed window and replacement with new wooden double glazed window
Decision	All Cllrs agreed to support the application	
S/4469/17/CONDB	Land South Of Bartlow Road	Submission of details required by conditions 5 (Surface water Drainage) and 6 (Foul water drainage) of planning permission S/4469/17/OL
Decision	To be discussed at next planning meeting in more detail	

10.2 District Council

Reference	Address	Proposal	Status
21/00744/HFUL	The Old Castle High Street	Erection of a new timber garden studio.	Awaiting decision
21/00930/S73	Land Off Bartlow Road	Variation of condition 1 (approved plans) of planning permission S/3429/18/VC (Variation of condition 1 (Approved plans) of planning S/4299/17/RM) in order to provide more private amenity space by relocating the car ports, removing the pumping station and shortening the road, in line with the boundary of Plot 1	Awaiting decision
21/0236/TTCA	The Old Inn, Park Lane	Thuja = reduce height by 2.5m shape top round, lightly trim middle and upper canopy. Sycamore = reduce height by 2m and spread by 1.5-2m on all sides by reduction of longest branches down to suitable growth points within the canopy remove deadwood and ivy throughout crown	Awaiting decision
20/03641/S73	Land off Bartlow Rd (Saddlery side)	Variation of condition 1 (Approved plans) of planning permission S/4299/17/RM - approved landscaping plan to be changed - no longer require pumping station to reference the new Landscaping Plan.	Awaiting decision
20/02736/FUL	Oakview Barn Camps End	Conversion of existing agricultural buildings into a new 3 bedroom dwelling with a glass link, to including alterations, restorations and associated landscaping works.	Awaiting decision
20/05139/S106A	Land Off Bartlow Road	Modification of planning obligations contained in a Section 106 Agreement dated 16 November 2017 and made between (1) South Cambridgeshire District Council (2) Hill Farms (Castle Camps) Limited and (3) National Westminster Bank PLC of planning permission S/0415/17/OL	Awaiting decision

10.3 Planning queries: None

11. Parish Tree Warden

JB

Maintenance of Oak tree on the Green and dead Goat Willow by pond have been completed

12. Matters Arising – For information only

12.1 Parish lighting energy supplier switch has taken place	Clerk
12.2 Bartlow Road flooding, nothing new to report	SH
12.3 Telephone Box, electricity has been disconnected. ACTION : Other quotes needed for work to level box or set date from Mr Goodwin to commence. New glass pane needed	JB
12.4 Road closure – Bartlow rd 1 st Jun – 18 th Jun for sewage connection and pavement installation	Clerk

13. Matters for the council to discuss / vote on

13.1 Date for Annual Parish meeting set for 22nd Jun 7.30 depending on COVID restrictions

13.2 War Memorial maintenance – ACTION: Clerk to contact HJ Paintin for quote to repair and clean monument.

Also circulate email from War Memorial Conservation re grant process

Clerk

13.3 Benches. £250 each was agreed for purchase of 2 x eco park benches, proposed by Cllr Herbert, seconded by Cllr Harper. All agreed. Concrete bases to be costed. Community bench to be sited at village pond, PC benches at All Saints Church lane and Camps End to replace existing. ACTION: Clerk to order 2 x benches with inscription to match Community bench. Maintenance to cost concrete pads. Maintenance to work with Miss Norden to fix bench nr pond. Clerk/JB

13.4 Clock, bell and tower on United Reform Church ownership and maintenance. As per Parish Council letters dated 1968/71 neither the clock nor the tower is owned by the PC. The letters state the PC sought legal advice on responsibility of the tower which was deemed part of the church building structure. The letters also state that the PC has agreed to maintain the clock since the Queen's Coronation. Councillors suggested that the United Reform Church send information on current repair work to be carried out to the tower and a proposal of money contribution towards costs. ACTION: Clerk to circulate once received

Clerk

13.5 20's Plenty – for next meeting

Clerk

14. Recreation Ground

SH

14.1 New tennis net and storage box are needed. Suggested that Tennis Club apply for a Community Chest Grant

14.2 Playground gate. Cllr Harper ordered a finger guard for gate but it was incorrect fitting. ACTION: Maintenance - Gate post needs straightening. Guard needs fitting to stop finger trap

JB/RH

14.3 Question raised by Village Hall Committee at to whether a pavement is necessary down outside of building as current slabs are in poor order. Councillors agreed a pavement was needed and a concrete shuttered one would be most suitable. ACTION; Maintenance – 3 x Quotes required for concrete shuttering pavement for next meeting

15. Finance

The Clerk

15.1 Receipts

Date	Payer	Item	Amount
22/03	G Speakman	Camps Review Ad	£36.00
21/04	SCDC	Precept 1 st payment	£10,100.00

15.2 Payments since last meeting

Date	Payee	Item	Amount
23/03	ICO	Data Protection Registration	£35.00
23/3	Shineys	Bus Shelter Cleaning - Mar	£17.00
23/3	No Butts Bin Company	Bike Racks	£76.08
23/3	D Hoddinott	Playground Maintenance	£19.28
31/03	Unity Bank	Service Charge	£18.00
07/04	Melanie Laing	Clerk wages Mar	£281.75

15.3 Payments to be agreed

Payee	Item	Amount
Essex Cares Ltd	Camps Review Feb/Mar/Apr	£168.00
Age UK	Small Village Warden Scheme	£400.00
C Germany	Village Maintenance	£425.00
CAPALC	Annual membership	£352.76
M Laing	Clerk wages - Apr	£225.40
M Laing	Clerk Expenses	£296.25
A Talbot	Tree work	£1200.00
CCPC transfer	Transfer from Unity to Natwest Sinking & reserves	£5000.00
CCPC transfer	Transfer from Unity to Natwest Maintenance	£5000.00

Cllr Herbert proposed the above payments, seconded by Cllr Peirson. All agreed

15.4 Account balances as of 30/04/2021

Maintenance	£671
Online account	£40,401
Sinking Fund & Grants	£11,208
Saver account #2	£191

16. Clerks Items

16.1 Certificate of Exemption 2020/21 was agreed and signed

16.2 Internal controls for the completion of 2020/21 Annual Return were discussed, agreed by all and confirmed by signing

16.3 Account statements for the completion of 2020/21 Annual Return were agreed by all and confirm by signing

16.4 Insurance renewal due 1/06/21 ACTION: Clerk to circulate long term agreement prices

17 Other meetings

Cambridge South East Transport public meeting – MP

Parish/ Cabinet Liaison meeting Wed 2nd Jun 6pm

ACTION: Clerk to forward details of A1307 Forum to Cllr Peirson

17. Matters for next Agenda

Gypsy & Travelling Community report JB

Add Maintenance section to next agenda

Cllr Chapman gave apologies for Planning Meeting on 10th Jun

18. Date of Next Meeting: Planning – 10 Jun / Full Council – 8 Jul

Meeting finished at 9.26pm.

Melanie Laing