

CASTLE CAMPS PARISH COUNCIL

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MINUTES

FOR MEETING HELD ON THURSDAY 8TH SEPT 2022 AT 7.30PM IN CASTLE CAMPS VILLAGE HALL

PRESENT: John Biggs (Chairman), Sue Herbert (Vice Chair), Clive Germany, Chris Basham, Roy Harper, Cindy Smith & Graeme Gibson

In attendance: Melanie Laing (Parish Clerk),

The meeting started at 7.31pm

1. Chairman's welcome Cllr Biggs expressed sadness over the news of The Queen's passing and lead a moment of silence for reflection and thoughts for The King and his family. God rest The Queen and long live The King

2. Apologies and reasons for absence Cllr Kent– prior commitment & Cllr Chapman – on leave. Apologies were accepted.

3. Approve minutes of meetings – Full Council meeting 14th July 2022 proposed by Cllr Herbert, seconded Cllr Biggs. Minutes were signed.

4. Financial interest forms have been completed by all except Cllr's Chapman & Harper

5. Declarations of interest None

6. District and County Council items of interest None present

7. Parishioners Question Time – None present

8. Planning

8.1 Parish Council

Reference	Address	Proposal
21/03475/FUL	Land South of Coopers Farm Olmstead Green	Appeal against refusal of planning permission: Erection of a single dwelling
Decision	Councillors agreed to continue to support the application	

8.2 District Council

Reference	Address	Proposal	Status
22/03425/PRIOR	Woodside, Bartlow Rd	Prior Approval Single storey rear extension and garage conversion	Awaiting decision
22/03108/FUL 22/03109/LBC	The Forge, Old Forge Cottage, The Green	Conversion of office to dwelling	Awaiting decision
22/02781/HFUL	The Cottage High Street	Removal of existing damaged boundary fence and gates and replacement with new 1m high close boarded fence and gates. Resubmission of 22/00767/HFUL	Awaiting decision
22/02246/HFUL	3 Bartlow Rd	Single Storey Rear Extension	Granted 3/08/22
20/02736/CONDA	Oakview Barn Camps End	Submission of details required by conditions 7 (Construction Ecological Management Plan), 8 (Biodiversity Management Plan) of planning permission Proposed 20/02736/FUL	Conditions discharged in full 24/08/22
22/02019/CLUED	East View, Haverhill Rd	Certificate of lawfulness under S191 for an existing change of use to residential garden land.	Certificate not granted 19/08/22
22/01770/HFUL	2 Crossways	First floor side extension, single storey rear extension to replace existing conservatory & internal alterations	Granted 15/07/22
22/01327/HFUL	Old Pump House High Street	Alterations to fenestration, application of external insulation and render, and installation of PV panels	Granted 16/08/22

8.3 Planning query raised on Barn behind Manor House. Cllr Biggs to raise at the next Combined Parish Meeting.

Clerk to send query to Planning Enforcement

Soil movement re Lake. Mud on road nr RAF War Memorial ACTION Clerk to circulate to Cllrs resident info on no. of lorries unloading. Contamination and soil movement certificates in question

Orchard development – Entrance been created and blocked ditch. ACTION Clerk to report to planning

9. Parish Tree Warden – The 6 free trees are to be planted at the Pond once dredging work is complete and at Camps End
JB & SH

10. Matters Arising – For information only

10.1 Road safety activity - * School, Safe parking bollards are at the school. Safe parking banners are now up and will be reinforced with boarding ACTION Cllr's Germany & Harper. Thanks is sent to Ali Norden for her designs and preparation of banners. Question raised about erecting official no waiting signs, Cllr Herbert to ask Cllr Batchelor. * Speedwatch, 2 sessions have taken place. Project Edward is running on 22/9 so a session will be run in support. There are 7 volunteers wanting to join Speedwatch ACTION Cllr Smith to organise online training - *MVAS, ACTION Clerk to circulate costs with view to purchase
JB/CS

10.2 Dredging of pond scheduled for October. Pond Farm have been notified. John Schneider will remove some lilies and re plant after dredging

10.3 2 x thermal defibs, posts and annual maint have been ordered and awaiting purchase confirmation. Community training to be provided FOC by Saffron Walden Town Council. Sites have been preliminarily identified ACTION Cllr Biggs to meet Peter Cottage to finalise sites. Steps up to the Camps End site has been approved by Highways Officer Bradley Southwell

11. Matters for the council to discuss / vote on

11.1 Clock & chime on United Reform Church – repair update. Letter for claim towards repair has been sent to URC. Agreed to wait 2 weeks for reply
Clerk

11.2 All agreed to buy new Clear up after your dog signs. ACTION Clerk to purchase. Posters to be printed and put on boards in key areas. ACTION Clerk & Cllr Harper
SH

11.3 Cleaning of war Memorial. Unsuccessful in obtaining quotes so far. ACTION Clerk to contact Ivett & Reed and Peasegood & Skeates
SH

11.4 Community targets – Focus on general parking in the village and suggestion of forming a community group. ACTION Cllr Biggs to lead
JB/GG

11.5 Councillor & Chairman training in hand. All agreed. ACTION Clerk to book
Clerk

12. Recreation Ground

12.1 Soil and grass seed needed to resow under play equipment. ACTION Cllrs Herbert, Harper & Germany SH

12.2 Actions required from Annual Maintenance Inspection – in hand

13. Finance

The Clerk

13.1 Receipts

Date	Payer	Item	Amount
22/8	Woodland Trust	Grant towards Millennium Wood grass	£350

13.2 Payments since last meeting

Date	Payee	Item	Amount
3/8	S Herbert	CCPC Flower festival arrangement	£38.30
3/8	D Bracey	Annual playground inspection	£144.00
3/8	A James Jewellers	Visit to get clock & chime working on URC	£291.60
3/8	R F Goodwin	3 x Bench bases, installation & tidy pond area	£2376.00
3/8	M Laing	Clerk wages	£225.40

13.3 Payments to be agreed

Payee	Item	Amount
M Laing	Clerk wages	£338.10
Viking	Stationery	£48.52
Meadow View Accountancy	Internal audit	£50.00
Royal British Legion	Poppy wreath and donation	£30.00
Community Heartbeat Trust	2 x Defibs, 2 x thermal bags, 2 x posts, 2 x annual maint	£6630.00 minus training

Above payments proposed by Cllr Herbert & seconded Cllr Biggs. All agreed

13.4 Account balances as of 31/08/2022

Maintenance	£10,671
Online account	£19,087
Sinking Fund & Grants	£21,241
Saver account #2	£191

14 Maintenance

14.1 Village safety check to be carried out from Oct. Areas to be split into 3 as previous

TC/CG

15.Clerks Items

15.1 Internal audit has been completed

15.2 Certificate of Exemption 2022 has been recorded as received at PKF Littlejohn

16 Other meetings

Combined parishes, Planning with Jane Rodens – Balsham Pavilion Thur 29/9 7pm. Cllrs Biggs & Herbert to attend

17. Matters for next Agenda

Letters required for properties either side of Village Hall drive for overhanging tree pruning

Broadband update – Clerk to email numbers to Cllr Gibson

Apologies received from Cllr Biggs for Planning meeting 13/10

18. Date of Next Meeting: Planning – 13 Oct / Full Council – 10 Nov

Meeting finished at 9.25pm.

Melanie Laing