

CASTLE CAMPS PARISH COUNCIL

PARISH CLERK: MRS MELANIE LAING
4 CLAYDON CLOSE, CASTLE CAMPS
CAMBS. CB21 4TD
TEL: 01799 584428
EMAIL: CASTLECAMSPC@GMAIL.COM

MINUTES

FOR MEETING HELD ON THURSDAY 8TH NOVEMBER 2018 MEETING AT 8.00PM IN CASTLE CAMPS VILLAGE HALL

PRESENT: Sue Herbert (Chairman), Chris Basham (Vice Chairman), Terry Chapman, Mike Pierson, Roy Harper & Kevin Trenter

In attendance: Melanie Laing (Parish Clerk), John Batchelor (District Councillor), Henry Batchelor (County Councillor) & 4 parishioners

The meeting started at 8.00pm

1. Apologies and reasons for absence Apologies received from Dan Hoddinott and John Biggs due to work commitments, Clive Germany due to personal commitments. All apologies were accepted

2. Approval of Minutes of meetings:

Council Meeting 13th Sept 2018, proposed by Sue Herbert, seconded Mike Peirson. All present at that meeting agreed
Planning Meeting 11th Oct 2018, proposed by Mike Peirson, seconded Terry Chapman. All present at that meeting agreed. All Minutes were signed.

3. Declarations of interest. None

4. District and County Council items of interest.

John Batchelor – District Councillor

Local Plan

Next Local Plan will start to be considered in Spring with a call to look at local sites with potential possibility for development.

Flooding

Sand bags are available from SCDC if the PC would like to store some in the village

Henry Batchelor – County Councillor

A1307

There has been no movement on improvements for speed reduction measures to the road. Work need to get underway as the money to fund this is available for 5 years, this time will be up in April.

5. Parishioners' Question Time. Question was raised about the new bins in the village and emptying rota. It was confirmed bins are for both litter and dog poo and emptying schedule is printed on each bin

6. Discuss and vote on Planning applications

7.1 Parish Council

Reference	Proposal	Address
S/3681/18	Extension, alteration, restoration and conversion of agricultural buildings to a 4 bedroom dwelling.	Barns Adjacent Little Biggs Farm, Camps End,
Decision	All Councillors agreed and voted No Objections	
S/3745/18	Conversion of stable block	Charlwood Farm House, Charlwood Farm, Camps End
Decision	All Councillors agreed and voted No Comment	
S/3946/18	Construction of single storey rear extension.	The Glades, Haverhill Rd,
Decision	All Councillors voted No Objections	
S/3844/18	Discharge of condition 3 (Materials) of planning permission S/4299/17/RM For information only	Land off Bartlow Road, Castle Camps
S/3843/18	Discharge of Condition 6, 7, 8 (Drainage) of planning permission S/0415/17/OL For information only	Land off Bartlow Road, Castle Camps
S/3905/18	Discharge of Conditions 12 (Boundary Treatment), 15 (Ecology), 17 (Renewable Energy) & 24 (Footway - No 8) of Planning Permission S/0415/17/OL	Land off Bartlow Road, Castle Camps

	For information only	
S/3795/18	Discharge of conditions 9 (programme of archaeological works), 10 (traffic management plan), 11 (site waste management plan), 13 (arboriculture impact assessment and tree protection strategy) and 18 (programme of measures for airborne dust) of planning consent S/0415/17/OL for outline application for the erection of up to 10 dwellings with all matters reserved expect for access. For information only	Land off Bartlow Road, Castle Camps

6.2 District Council

Reference	Address	Proposal	Status
S/1810/18	Land off Bartlow Rd (Saddlery Side)	Discharge of Conditions 6 (Surface Water Drainage), 7 (Surface Water Drainage), 8 (Foul Water Drainage), 9 (Archaeology), 10 (Traffic Management), 11 (Site Waste Management), 12 (Boundary Treatment), 13 (Arboricultural Assessment), 15 (Ecological Enhancement) and 18 (Airborne Dust), of Planning Permission S/0415/17/OL	Refused 01/10/18
S/0559/18	The Bays, 11 Haverhill Rd	Garage conversion into annex. Roof of double garage raised, the addition of dormer windows on either side of roof, new windows and access door.	Appeal dismissed 20/09/18
S/1886/18	8 Park Lane	2 Storey side extension and single storey rear extension	Approved 12/10/18
S/2970/18	Brownings Farm, Camps End	Prior approval of proposed change of use of agricultural building to dwellinghouse and for associated operational development	Refused 03/10/18
S/3271/18	2 Park Lane,	Proposed new 3 bed dwelling with alterations to driveways	Withdrawn 17/10/18
S/3354/18	The Garden House, Bartlow Rd	Removal of poor quality cypress trees as noted on the sketch plan attached to this application. 4 Trees to be removed as marked.	Approved 22/09/18
S/3429/18	Land off Bartlow Rd	Variation of condition 1 (Approved plans) of planning S/4299/17/RM	Still out for consultation

7. Report from Parish Tree Warden. Overhanging branches have been removed from Oak tree on The Green and Chestnut tree on War Memorial Green. Tree health inspections in hand

8. Matters Arising – For information only

- 8.1 Providing defibrillator for parish – grant has been applied for DH
- 8.2 Permission to locate bench nr All Saints Church – Clerk has sent map to Highways, waiting for reply SH
- 8.3 Moving Vehicle Activated Sign (MVAS) - data has been gathered over 2 different periods and figures are now being used to build up a picture of traffic volumes and speeds on Haverhill Road, Bartlow Road and Park Lane. Kevin Trenter to send data to Mike Peirson who will pass on to School KT/RH
- 8.4 SpeedWatch – Positions to site equipment has been agreed. Clerk to organise a second speedwatch training morning for 2019 and book Village Hall. Parishioner present volunteered to attend along with Councillors Kevin Trenter and Mike Peirson SH/DH
- 8.5 Successful Local Highways Grant. –Work will be carried out this financial year. It has been arranged that entrance gates along Bartlow Road will not be erected due to close proximity to entrance of development site SH
- 8.6 Installation of CCTV at playground – due to be fitted on 12th Nov Clerk/SH
- 8.7 Progress of GDPR compliance – Clerk to ask advice from Village Hall Committee re email footer Clerk/JB
- 8.8 Supply of benches in parish, funded by Bartlow Rd developers – update none CG
- 8.9 New editor for Camps Review / New Footpath Officer – All agreed to include these vacancies in Volunteers letter. Clerk has received 3 further requests from people looking to advertise in Camps Review. All Councillors agreed as there is interest from advertisers then advertising space should be sold and the Camps Review will continue to be distributed. Clerk to go ahead and discuss using Copy Cats as temporary editor. Sue Herbert volunteered to help gather content Clerk
- 8.10 Working party discussions to extend car park on Rec – The first meeting was positive and constructive; a second meeting is to take place in a months' time JB
- 8.11 Mirror on corner of Village Hall drive – in hand. Roy Harper has a second mirror to donate JB/CG
- 8.12 Community Highways Volunteer Scheme – Mike Peirson is registering for scheme along with Winter Gritting. An email address has been created along with a drive containing documents, records and calendar. Volunteer letter to be circulated with wording change to read parish not village MP

9. Matters for the council to discuss / vote on

9.1 Telephone Box conversion to community space – sign recent work off for payment. All agreed to pay 50% of the invoice for this work. Mike Peirson reported that work was not satisfactory with neighbouring resident so a solution needs to be found MP

9.2 20 bollards required for The Green. Materials & Labour £900. Proposed by Kevin Trenter, seconded by Sue Herbert. All present agreed. Work to be carried out as soon as possible. Trial posts to be erected. CG

9.3 Request from Youth Club to put up a Christmas Tree on the Green. Agreement proposed by Terry Chapman, seconded by Kevin Trenter. All present agreed Clerk

9.4 Request from Castle Camps Playground Group to have a fixed bench in Playground. Agreement that a concrete base can be laid to incorporate the current drain man holes but drains must remain accessible. Proposed by Sue Herbert, seconded by Mike Peirson. All present agreed Clerk

9.5 Request grant from Fete Committee for £1000 towards 2 x 5 A-side football goals. Goals cost £600 inc VAT. All agreed to include goals in Sport Relief grant and request grant if and when an un sport related cause comes up SH

9.6 Request permission from Village Hall Committee to place a locked filing cabinet in store room. Terry Chapman will take question to Village Hall Committee Clerk

10. Playground

SH

10.1 Fence needed between CATS building and fence – Material cost estimate £80. Proposed by Terry Chapman, seconded by Kevin Trenter. All agreed. Sue Herbert has postcrete that she will donate DH

10.2 Sport England Grant – Parishioner questionnaire wording to be changed to represent parish not just village KT

10.3 Update on large crack in the support leg of the Toddler swings and status of replacement. Clerk to send second set of photos to Caledonian Play. Clerk

10.4 Update on slide damage on Single Tower. Clerk to find slide guarantee Clerk

11. Finance

Clerk

11.1 Receipts

Date	Payer	Item	Amount
06/09	D Basham	Thursday Football	£150.00
12/09	C Germany	Camps Review advert	£30.00
12/09	Rosewood Studio	Camps Review advert	£70.00
12/09	Avon	Camps Review advert	£30.00
19/09	South Cambs District Council	Second Precept payment	£8750.00

11.2 Payments since last meeting

Date	Payee	Item	Amount
19/09	Village Hall	Grant towards flooring	£1000.00
30/09	Unity Bank	Service charge	£18.00
31/10	M Laing	Clerk wages Sept & Oct	£479.25

11.3 Payments to be agreed

Payee	Item	Amount
Royal British Legion	Purchase of poppy wreath and donation	£30.00
Star Electrical	Supply and fit new electric box MUGA	£324.00
Builder Merchant	Picket fence panel, 2 x posts	Up to £80
The Sign Shed	No Dogs Allowed sign for playground	£39.89
Viking Direct	Stationery	£46.40

Sue Herbert proposed all payments, seconded by Mike Peirson. All agreed

11.4 Account balances as of 31/10/2018

Maintenance	£671
Online account	£16,484
Sinking Fund & Grants	£11,197
Saver account #2	£191

12. Clerks Items

12.1 Update and adopt new standing orders/ retention policy / GDPR – Clerk to circulate once completed

12.2 Annual Return still with PKF Littlejohn for external audit and awaiting sign off.

12.3 Date for Finance meeting to discuss Precept will be Thur 13th Dec 8pm after Planning meeting

13. Matters for next Agenda

Rubbish has been fly tipped on Byway including a sofa and a metal window

14. Date of Next Meeting: Planning – 13 Dec / Full Council – 10 Jan

Full Council in 2017/18: 10 Jan, 14 Mar

Planning Committee in 2017/18: 13 Dec, 14 Feb

Meeting finished at 9.42pm. Melanie Laing