

CASTLE CAMPS PARISH COUNCIL

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

MINUTES

FOR ZOOM MEETING HELD ON THURSDAY 12TH NOV 2020 AT 7.30PM

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

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

The meeting started at 7.30pm

1. Apologies and reasons for absence None

2. Approval of Minutes of meetings: Council meeting 10th Sept 2020, proposed by Cllr Herbert, seconded Cllr Smith. Minutes were signed. Planning meeting 8th Oct 2020, proposed Cllr Herbert, seconded Cllr Smith. Minutes were signed

3. Declarations of interest. None

4. District and County Council items of interest.

John Batchelor – District Councillor

COVID Grant of £500/week from SCDC is available for anyone in poverty as a cause of COVID

Isolation at SCDC offices, 70 – 80 employees are currently off work

Henry Batchelor - County Councillor

Businesses should prepare for No Deal Brexit. Helpful advice has been published on Chamber of Commerce website

Highways Officer – Nicola Burdon has moved within the department, at present there is no designated officer. Contact will be via Dennis Vatcher for the time being

Support for small businesses affected by COVID to max £3k can be applied for via application on Cambridge County Council website.

5. Parishioners' Question Time. None

6. Discuss and vote on Planning applications

6.1 Parish Council –

Reference	Address	Proposal
20/04071/FUL	Willowmere Barn Camps End Castle Camps	Erection of a stable block, creation of manege exercise arena and installation of horse walker and improvement of access onto Camps End. Resubmission of 20/03348/FUL
Decision	Cllrs all agreed to support this application	
S/3301/19/CONDA	Park Farm, Haverhill Rd	INFO ONLY Submission of details required by condition 6 (Contamination) of planning permission S/3301/19/FL

6.2 District Council

Reference	Address	Proposal	Status
S/4538/19/RM	Land South of Bartlow Rd (Orchard)	Addition of door and windows on Plot 5	Permission granted 9/10
S/3302/19/COND5 S/3302/19/COND8 S/3302/19/COND4	Park Farm, Haverhill Rd	INFO ONLY Condition 5 Doors and windows Condition 8 Flues & Vents Condition 4 Internal finishes	Awaiting decision
S/4472/19/CONDA	Land off Bartlow Rd (Saddlery side)	Submission of details required by conditions 3 (Traffic Management plan), 4 (Surface water drainage), 5 (Carbon emissions) and 6 (Hard and soft landscaping) of planning permission S/4472/19/FL	Awaiting decision

S/4469/17/CONDA	Land South of Bartlow Rd (Orchard)	INFO ONLY Submission of details required by conditions 5 (Surface water Drainage) and 6 (Foul water drainage) of planning permission S/4469/17/OL	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
20/03285/HFUL	Owls Hoot, Homer Lane	1) Removal of an existing oil storage tank and replacement with a modern equivalent 2) Removal of an existing shed and erection of a replacement. 3) Erection of a greenhouse	Permission granted 9/10
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
20/02853/HFUL	Harvest Cottage, The Green, High Street	Single storey rear extension	Permission granted 01/10

6.3 Planning enforcement. Clerk to find out who parishioners contact with Development Site issues. Problems of damaging verges is possibly due to the site entrance opening width being too small for large lorries to turn in

7. Parish Tree Warden

7.1 Tree warden report – Cllr Harper is stepping down as Tree warden. Councillors thanked him for his time and effort in the role. New Warden advert to be put in Camps Review's next issue. Cllr Biggs will support role until new volunteer is in place
RH

7.2 Maintenance of Oak tree on the Green and dead Goat Willow by pond - Quotes £1200, A Talbot / £1020 inc VAT, Shelford Tree Service. Cllr Herbert proposed A Talbot £1200, seconded by Cllr Chapman. All agreed. Cllr Biggs will move forward with arranging
JB

7.3 Tree preservation order (TPO) oak on The Green – No update.
RH

8. Matters Arising – For information only

8.1 Parish lighting energy supplier switch – in hand
Clerk

8.2 Bartlow Road flooding. Cllr Batchelor is currently chasing. Work carried out to date has stopped waterflow from houses 1 – 8 but water has burst through verge further up street
SH

8.3 Zoom Pro annual subscription for PC meetings has been agreed by Cllr's on email
Clerk

8.4 Camps Review. All Councillors thanked Ali Norden for her time, commitment, editing skills and contributions producing the Camps Review and agreed she's doing a great job. Feedback has been very positive. Cllrs suggested a pdf of each issue is published on website
Clerk

8.5 Halloween Trail. COVID safe event was a great success and feedback has been very positive. Requests have been made from Parishioners to hold event again next year. 88 children attended. Cllrs send thanks to Mr Prentice for his generous donation of free hotdogs for participants. All agreed to run event again next year
CS

9. Matters for the council to discuss / vote on

9.1 Telephone Box levelling. Cllr Biggs has made progress with Power Networks and application is now being processed. Waiting for final quote and start date
JB/Clerk

9.2 Replace hedge edging Bowling Green entrance with Laurel - work to be carried out by Bowling Green Committee. Cutting and maintenance also to be by Bowling Green Committee
SH

9.3 Grass cutting contract to include use of targeted weed killer in play area
Clerk

9.4 Memorial maintenance. Clerk to speak to Hundon PC re their maintenance program
Clerk

9.5 Purchase signs for Rec – awaiting prices
SH

9.6 Carry out Village Safety check. All Cllrs agreed to putting in fixed bollards between The Shrubby / Pear Tree Cottage due to drain being cracked several times. Cllrs agreed up to £100 for replacement drain cover
CG/TC

10. Recreation Ground

10.1 Sport England preliminary grant request – currently on hold
Clerk

10.2 Multisport surface cleaning. Cllrs agreed cracks need proper attention and court needs clean and scrub in spring. Cllr Chapman will obtain quotes. Cllr Smith will suggest Playground group apply for a Community grant towards maintenance of cracks. Cllr Germany will look at fixing goal posts at both ends as has previously quoted TC

10.3 Playground maintenance. Cllr Herbert will forward maintenance list to Cllr Peirson who will carry out work and source matting. Cllr Harper and Cllr Basham will sort out a rubber hinge guard for small gate. Cllr Peirson will fill holes under fence to stop dogs from entering play area. Clerk and Cllr Biggs to look at dogs usage of Rec SH

10.4 Style and price of bicycle racks were agreed and 2 are to be purchased. Cllr Germany will check they can be fixed to MUGA boarding

Clerk

11. Finance

The Clerk

11.1 Receipts

Date	Payer	Item	Amount
7/09	Woodland Trust	Grant towards grass cutting of Millennium Wood	£350.00
17/09	C Daunt	Advert in Camps Review	£30.00
17/09	C Germany	Advert in Camps Review	£30.00
17/09	Capri Blinds	Advert in Camps Review	£30.00
25/09	SCDC	Balance of Precept	£9,900
30/09	T C Ltd	Advert in Camps Review	£63.00

11.2 Payments since last meeting

Date	Payee	Item	Amount
30/09	Unity Bank	Service charge	£18.00
5/10	M Laing	Clerk wages Aug & Sept	£493.65
5/10	M Laing	Zoom Pro Annual membership (split with HPC)	£71.94

11.3 Payments to be agreed

Payee	Item	Amount
Shiney	2 x bus shelter clean	£17.00
M Laing	Clerk wages Oct	£219.40
CCC	Street lighting	£637.50
Essex Cares Ltd	Nov Review printing	£140.00
Viking	Stationery	£47.24

11.3 Payment above proposed by Cllr Herbert, seconded by Cllr Hoddinott. All agreed

11.4 Account balances as of 31/10/2020

Maintenance	£671
Online account	£36,728
Sinking Fund & Grants	£11,234
Saver account #2	£191 (S106)

12. Clerks Items

12.1 Notification received from PKF Little John that Exemption Certificate has been accepted

12.2 Date for Finance meeting to discuss precept – 10th Dec

12.3 The National Joint Council for Local Government Services (NJC) agreed pay increase for Clerks for 1st Apr '20 SCP 21 new rate of £11.27 Cllr Herbert proposed payrise and backdated, seconded by Cllr Hoddinott

13. Parish Maintenance

High Street plainings to be used on footpaths. Clerk to send request to Cllr Batchelor and Highways

14. Matters for next Agenda and Notes

15. Date of Next Meeting: Planning – 10 Dec, 11 Feb / Full Council – 14 Jan, 11 Mar

Meeting finished at 9.33pm. Melanie Laing