

Little Wilbraham & Six Mile Bottom Parish Council

MINUTES of the Parish Council Meeting held in St John's Church, Little Wilbraham at 7.30pm on Wednesday 20th September 2017

Present: Cllr Humphrey, Cllr Stead, Cllr Brunner, Cllr Chennells, Cllr Carter, Cllr McCubbin
Clerk, Hayley Livermore
District Councillor Robert Turner.
4 members of the public

64/17-18 Open Forum:

The applicant for item 69/17-18 Chris Tebbitt attended the meeting to discuss the planning application. The plans reflect the need for a large family house which they will hopefully not need to extend on in the future. The house next door has planning permission for a new build and the hope is to build at the same time to minimise disruption to the neighbours.

The drive to the left of number 59 will provide access for the 2 new houses. There will be no upstairs side windows. There has been a pre-application assessment of access with the highways department.

The chairman highlighted a letter from a resident sent to SCDC which states that the house will breach sections 1-4 of the planning policy. Cllr Turner confirmed that this is not the case as the local plan has not yet been adopted.

65/17-18: Apologies for Absence:

None

66/17-18: Declarations of Interest:

Cllr Brunner for item 69/17-18

67/17-18: District Councillor report

Appended to minutes

68/17-18: County Councillor report

1. I now represent the County Council on the Greater Cambridge Partnership and I am a member of its Strategic Planning and Smarter Cambridge working groups. The latter group considers the use of new technologies to meet the effects of the economic growth forecast for the Cambridge sub-region.
2. As you may know when the County Council tendered for a new bus operator to replace Whippet on route 18 it got no bids not even suggestions for operating the route in a different way. Since then a meeting of the parish councils' bus group took place with the county public transport officer (at which Sally Remus represented the Wilbrahams and SMB) and a fresh tendering process was started offering the 18 between Teversham and Newmarket only. As a result bids were received for this but they excluded the Saturday service. This has been taken forward with a bidder and the Traffic Commissioner – the latter must grant permission having been satisfied the operator is fit to run the service. The bidder chosen already runs two other routes for the county so this should not be a problem. We also learnt that Whippet has offered to run a service between the City and Little Wilbraham along the 18 route Mondays to Fridays but at the expense of a journey on the 196 so the county council is consulting with Fen Ditton

and Horningsea on this. Meanwhile the new 18 route will serve Newmarket Road Park & Ride to give Teversham village a link to the city and will return to Little Wilbraham giving the Wilbrahams an off peak link with Newmarket Road P&R (and the city) on Tuesdays and Fridays. This is starting on Tuesday 26th September.

3. The County Council is working with South Cambs on an exciting 6-month pilot project named – HOOP (Housing Options for Older People). The project offers specialist housing advice and support to older people. The customer journey starts with a questionnaire asking older people (over 65s) about their home and how it suits them. This can be completed on line or via a leaflet. The answers are then used to put people in touch with local housing options (sheltered housing, extra care schemes), support services and community groups that can provide a mixture of practical support and advice - with the aim of helping people to make informed choices about their housing and wellbeing at an early stage. This is only the second place in the country the service has been localised, up until now HOOP has been a national tool. We want all people to live independently in their own homes for as long as possible and are committed to helping them to do that, therefore this pilot proposes more local solutions and suggests alternative independent housing opportunities and support to help people think through their housing options. It is hoped that if the pilot is successful, a full Cambridgeshire HOOP tool will be developed in 2018. You can keep up date at <https://hoop.eac.org.uk/>
4. In tandem with the public consultation on Children Centres mentioned in my last report the county council has also been using the summer holiday period to consult on the libraries service in order to deliver cuts in its budget. This consultation also finishes on the 30 September but under pressure from my group additional workshops have now been planned for October across the county including one at the Central Library on Monday 2 October from 6.30pm to 9pm.
5. There is a glitch – shortly to be mended we are told – on the County Council's system which means that bus pass holders will not have had reminders at the appropriate time to renew their pass. It would be wise for anyone with a bus pass to check the renewal dates – and in particular if you are visually impaired or know someone who may be.
6. And finally can I remind you that deadline for bids for the Local Highway Initiative scheme is now 15 October. See website for details. The costing of bids will now include all officer time which will increase the cost of a project by about a third. There is now also a privately funded scheme where parish councils together with third parties can pay for minor highway works without funding from the county council.

John Williams
20 September 2017

69/17-18: Planning Application S/2926/17/FL 55 High Street, Little Wilbraham, CB21 5JY

It was voted unanimously to approve the planning application with the following comments:

- 1) There is concern about the height of the new dwelling. Please ensure it is not higher than existing houses nearby
- 2) The council commented that the new dwelling is very large compared to existing houses nearby.
- 3) The back of the plot is in a conservation area so this must be kept in mind, and materials used in keeping with the area.
- 4) Please ensure that as much as possible the building takes place at the same time as the other new dwelling to be built next door (which has gained planning permission) to minimise disruption to neighbours.

70/17-18: Councillor Vacancy

Due to the resignation of Gillian Clifford the council now has a vacancy for the Six Mile Bottom ward. The clerk will let the returning officer at SCDC know, there must then be a 14 working day period where residents can call an

election before the vacancy can be advertised. Hopefully the vacancy can be advertised from mid-October onwards.

72/17-18: Local Highways Initiative bid

Following the meeting with GWPC Cllr Brunner put together a document which has been circulated to all. The plan is to apply to the Local Highways Initiative (LHI) to obtain a Traffic Regulation Order (TRO) to put a 7.5 tonne weight limit on the Wilbraham Road. The cost of this is estimated to be between £2-5000. LW and SMB will contribute £500 and GWPC will match this. Traffic survey is currently being carried out and the deadline for the LHI application is 15th October. Cllr Brunner to work with the clerk to submit this.

73/17-18: Litter bin for recreation ground

Cllr Humphrey suggested that a bin be placed on the recreation ground next to the existing dog bin. This was agreed. Clerk to contact Heidi Duffett at SCDC for details and costings.

The bench was also discussed as this has been moved next to the wooded area at the back. It was agreed to move the bench back to its original site and to lock it so that it cannot be moved again. Cllr Humphrey to purchase a chain lock at a maximum of £50. Agreed by all.

74/17-18: Financial Regulations update

The financial regulations were updated as per the NALC 2016 model. Agreed and adopted by the council. Document signed by the chairman.

75/17-18: Withdrawal of Bus route number 18

See county councillor report

76/17-18: Six Mile Bottom war memorial cleaning

The council have previously obtained quotes from Fairhaven stone Ltd for cleaning of the war memorial at a price of £700 + VAT which will come from S106 funds. It was agreed to proceed with this. Clerk to arrange

77/17-18: Cycling Update

Cllr McCubbin met with GWPC and John Williams has organised a meeting with Lucy Frazer in mid-October re cycleways. The priority and planned first phase is the route from Fulbourn to Cambridge. Cllr McCubbin will bring more details to the November meeting.

78/17-18: Finance

Parish Council Bank Balances and reconciliation

The bank sheet and bank reconciliation was circulated before the meeting. Bank account has a balance of £26,075 as of 25/8/17. Spending is in line with budget.

79/17-18: Manor close parking

The council have received an email from Lynn Roberts the housing officer for the area who suggested writing a letter to all residents, but was not willing to attend a meeting. Lynn has suggested liaising with Neighbourhood Services Team Leader Sherri Lee whose team deal with anti-social behaviour, to see if she can offer any assistance or guidance and Wayne Newman who is the Contracts Manager for the Planned Maintenance Team that manages the budget which includes parking. Cllr Turner to liaise with Cllr Stead to try to move forward with this.

80/17-18: Maintenance of church yards LW and SMB

The council received an email from David Lee as treasurer of the PCC. In the past the Parish Council has kindly given a grant to the Parochial Church Council towards the maintenance of the churchyards at St John, Little Wilbraham and St George, Six Mile Bottom. No grant has been made in 2016/17 so far. A number of people that in the past have cut the church grounds are no longer able to do this due to other commitments and the PCC asked the parish council either for a grant or to add the churchyards to their current grass cutting contract. It was noted that St George in SMB is not in the boundary of this parish council. It was agreed that the clerk will contact Peter Taylor to discuss possibility cutting the Little Wilbraham church grounds as well as obtaining a quote from CGM.

81/17-18: Report on signs for BMX track

It was agreed for Cllr Brunner to purchase the signs needed for the BMX track at a maximum cost of £100.

82/17-18: S106 Outside space money for SMB Social Club

Cllr Stead has met with Geoff Wood and Peter Taylor from the social club to discuss requirements for refurbishment of the outside area. Refurbishment needed includes work to the path, purchase of a barbecue and new tables and chairs.

It was agreed to give a grant of the remaining S106 money which totals £2265 to the social club.

83/17-18: Items for next meeting

Future projects for the village
Defibrillator update

Next Parish Council Meeting: Wednesday 15th November 17

The meeting was closed at 21:30

Signed _____ (Chair)

Date _____ **LITTLE WILBRAHAM & SIX MILE BOTTOM PARISH COUNCIL**

Appendix 1

**September District Councillor's Report for the Wilbraham Ward
11th September 2017**

Parish Planning Forum

There is to be a Parish Planning Forum 6pm, tomorrow Tuesday 12th September in the Council Chamber.

Local Plan

We wait for the inspector to provide a draft schedule of modifications to the council including any changes or additions to the council's schedule. Then, sometime in September, officers will consider the inspector's draft modifications, engage with lead members and raise any concerns with the inspector informally. The inspector publishes the modification and will ask council to conduct public consultation.

If the modifications are considered sound, then our joint trajectory with the city carriers more weight in planning considerations relating to the 5 year land supply.

Related Planning

Discussions with Uttlesford District Council.

A Consultation has taken place between officers and Members of SCDC and Uttlesford DC, and with Cambridgeshire County Council to understand the emerging Uttlesford DC Local Plan proposals and their potential impacts for South Cambridgeshire.

In the proposal, the most impactful development for SCDC was judged to be the proposed North Uttlesford Garden Community (NUGC). From the material and discussions had so far, the Council is not convinced that the evidence provided clearly supports the proposal and it is concerned that there could potentially be negative implications for the District.

(Full response attached)

Domestic Waste Collections

Bin Collections

There have been staff issues so that blue bins were not emptied on Monday 4th September which affected several villages. Unfortunately there was very short notice given as way of informing residents that their bins would be emptied the following day. The issues are mainly down to crew members being off sick and not enough time to make arrangements with agency staff. There are currently adverts for both loaders and drivers to make the full complement.

Review of recycling.

Domestic waste collection in SCDC and Cambridge City is a core activity of the Single Shared Waste Service, and residents achieve a recycling rate of over 50%.

At present SCDC policy is to operate a 'paper-out' recycling collection service where residents are encouraged to present paper for collection separately to other materials using caddies. This paper is then sold separately. The recycling service operates using 12 trucks; in October 2017 eight 'split bodied' vehicles are due for renewal – these are the vehicles used for collecting blue bin contents alongside paper on the same round in SCDC. Any replacement vehicles will have a lifetime of 7 years; the specification for the vehicles is determined by the materials they are transporting, effectively fixing the collection service for that period. The Shared Waste Service is also continually reviewing good practice, industry guidance, safe operating techniques and cost effectiveness, and all of these inform our recommended collection regimes, charges and policies.

Resident acceptability +Feedback from informal discussion with Parishes and individuals has been neutral.

+Simplification is often supported by residents, and is easier to communicate. +Feedback from informal discussion with Parishes and individuals has been neutral.

+ In the 2015/16 residents' survey 90% of residents felt the blue bin and caddy service had stayed the same or improved.

- Of those residents who expressed dissatisfaction with the waste service, issues with the paper caddy were the second most cited reason (13% raised this).

-Typically 3250 caddies are reported lost or damaged each year.

Caddy supply and replacement costs the council £20,000 per year.

Greater Cambridge Partnership – (City Deal)

Rural Travel Hubs - 6th September, 6-8pm at the Main Hall, South Cambs

Rural Travel Hubs have been mentioned as options in the A1307 LLF meetings. The hubs could provide mini park & ride or park & cycle facilities. It is thought that they would be located at existing bus stops but they may also be sited at convenient village locations. There are thoughts that these spaces could be used as a base for council-led, on-demand community transport services.

The concept is part of a wider strategy by the Greater Cambridge Partnership to get more people out of cars and onto public transport, cycling and walking, to tackle congestion and air pollution as the area continues to grow.

Six Parish Councils have come forward with possible sites for investigation however the project is district-wide. It is anticipated that a district-wide review will be conducted.

Next steps

This is viewed as a long-term project, undertaken in a number of stages, and the project team will bring its report, assessment and conclusions to the Greater Cambridge Partnership's Assembly in January 2018 and Greater Cambridge Partnership's Board meeting in February 2018, together with a recommendation about which should be the first two rural travel hubs to be taken forward to detailed design, local consultation and planning permission, and (if approved) construction, including a request for the necessary funding.

Project Manager Kirsty Human (SCDC) or James Blacow (CCC)

Community Awards 2018

Early on in the year, there was an awards ceremony at South Cambridgeshire Hall to celebrate the huge amount of work that local councils, community groups and individuals carried out, in and for, their communities. The awards are very popular and are well received.

The 2017 award categories were:

- (a) Village Hero
- (b) Parish Councillor of the Year
- (c) Environment
- (d) Outstanding Youth Initiative
- (e) Outstanding Local Service or Amenity
- (f) Wellbeing Award
- (g) Special Portfolio Holder Award

It is anticipated that "Community Awards 2018" will be launched in October where nominations will be accepted until mid-January 2018 for the categories that may also include a new "Lifetime Contribution Award".

Community Chest

An additional £30,000 has been allocated to this award, boosting the £55,000 to an impressive £85,000.

Elite Athlete Award Scheme

The Elite Athlete Award Scheme opened for applications on 1 September with £10,000 available to help support local elite athletes reach their potential.

The scheme is open to both able-bodied and disabled athletes, who live in South Cambridgeshire, whether competing regionally, making progress nationally or representing Team GB.

Grants can be used to fund any aspect of equipment, training or competition costs. The maximum grant award will be £2,000 per applicant.

Full details and an online application form can be found at:

<https://www.scambs.gov.uk/eliteathlete>

Advice to Parish Councils for Unauthorised Encampments

Gypsy and Traveller illegal encampment advice

It is the responsibility of the Parish Council as landowner to protect their land. If an unauthorised encampment occurs then only the landowner has the legal authority to deal with any problems associated with it.

Additional support for Parish Councils

Clean up:

We will help parish councils clear up public land they are responsible for, such as a recreation ground, village green or playing field, after an illegal encampment moves on. This may involve collecting bagged litter or helping with litter picking. We will also provide parish councils with details for specialist cleaning contractors if they are needed.

Legal advice:

Further legal advice can also be given by The National Association of Local Councils. This service is available to parish councils who subscribe.

<https://www.scambs.gov.uk/content/gypsy-and-traveller-encampment-your-land-options>