

Draft Minutes of the Meeting held on Monday 9 January 2023 at 7pm

Present Caroline Ilott, Peter Tye, Helen Tye, Ian Francis, Pierre Redelinghuys, Deborah Roberts, County Cllr. Peter McDonald and District Cllr. James Hobro. Susan van de Ven and Sarah Grove from the Meldreth, Shepreth and Foxton Community Rail Partnership attended for the first half of the meeting. There were no other members of the public present.

1. Apologies for Absence – Geoff Barnes

2. Open Forum for Public Participation

Cllr. James Hobro raised concern about a parish councillor's posts on the village residents' Facebook site. Foxton Parish Council explained that it could not control comments made in a personal capacity on a Facebook site external to the Parish Council. The Parish Council carefully considers any posts on its Parish Council Facebook page and remains apolitical. Any concern about Facebook posts not made by the Parish Council and on Facebook sites external to the Parish Council should be raised with the respective site moderators directly.

3. Members Declarations of Interest for items on the agenda – none

4. To approve and sign the Parish Council minutes of the meeting of 5 December 2022

Proposed Peter Tye, seconded Ian Francis. All agreed. Caroline Ilott signed the minutes.

5. Matters arising from these minutes:

Including ideas to improve police patrol in Foxton - discuss with other local parish councils; invite Neighbourhood Watch to Parish Council meeting; invite police officer to Annual Parish Meeting in April 2023.

The overgrown tree on the High Street, impeding the light from the lamp post at the junction of Station Road and High St, was not cut back before Christmas as expected. This has been chased and will also be looked into by Cllr. Peter McDonald.

Cllr. James Hobro had requested SCDC building control to come and re-inspect the leaning wall by the village shop to see if enforcement action was needed and was awaiting a response.

Ideas to improve police presence in Foxton will be brought to the Parish Council meeting in March. It was considered to set up a meeting with the Foxton Neighbourhood Watch and invite a police representative to the Annual Parish Meeting in April.

All Clerk actions were completed.

Action Cllr Peter McDonald

- Follow up with Highways re overgrown tree on High Street opposite village shop.
- Accident data and (if available) usage data for crossing at the junction of the A10 with Shepreth road

Action Cllr James Hobro

- Chase response from SCDC re leaning wall
- Send support for Ukraine posters to the Clerk

Action Ian Francis

- Assist with Football Foundation Grant application

Action all

- Parish Council marketing/ recruitment ideas

Action Clerk

- Email Sarah Phillips at SCDC to express an interest in the trial recycling bin scheme.
- Share information on the Rail Partnership group on website/ Facebook
- Submit precept to SCDC by 31 January 2023
- Research Microsoft business package.
- Set up website forms
- Donation to Royston & District Community Transport charity
- Cambridgeshire Acre membership renewal
- Football foundation grant application

6. County Councillor's Report – a written report was published on the Parish Council website and Facebook and circulated to Parish Councillors.

Cllr. McDonald noted the furniture recycling scheme was now running again from the recycling depots.

- a. Update on County Council 20mph speed limit scheme – the scheme will launch in February 2023 and conclude in the summer. £100k will be available this year and £150k in the following two years. It will be run as a separate fund and application timeline to the LHI scheme. The cost of the scheme will depend on the complexity of the project with a basic provision of signs and roundels being in the region of £5-£7k. It was noted that 20mph speed restrictions in Fowlmere had helped to slow traffic but there was still speeding in the village.
- b. Update on scope for a Foxton and Harston bypass – there was no update and there is likely to be no future update until a decision on the proposed Foxton travel hub had been made. There was also no news on the proposed Foxton travel hub.

A councillor highlighted the issue of numerous potholes in local roads and asked what was being done to repair them. Cllr. Peter McDonald explained that extreme hot and cold weather conditions had led to the worsening road conditions, with an increase of about 30% in the number of potholes reported. The dragon patcher being used was able to fix potholes quickly but did not produce such a long-lasting repair as using bitumen banding, and may no

longer be an adequate solution. There were also budgetary constraints. The County Council was making the repairs but there are a lot to do.

7. District Councillor's Report – a written report was published on the Parish Council website and Facebook and circulated to Parish Councillors.

- a. **Update on trial public recycling bin scheme** – Cllr. Hobro had asked SCDC about the possibility of having public recycling bins installed at the recreation ground in Foxton. This is not a service that has been available to date, but a trial scheme is being considered for the next financial year (from April 2023). The Parish Council will email Sarah Phillips at SCDC to express an interest in the trial scheme and review in March.

Cllr. James Hobro explained that the SCDC planning authority was moving towards producing a draft Local Plan this year. An update on the development strategy had been published and will be considered by the SCDC Scrutiny and Overview Committee on 12 January and by Cabinet on 6 February. All residents are invited to a Zoom webinar on Wednesday 18 January 2023 at 12pm where information on the development strategy will be provided.

Cllr Hobro highlighted the following in his report: (i) New grants for electric vehicle charging; (ii) conclusion of the GCP making connections consultation - a huge number of responses were received which will now be reviewed. The results of the consultation will be included in a final report on the proposals and next steps, scheduled for the GCP Board in June 2023; (iii) Planning compliance consultation closing on 20 January 2023; (iv) shared prosperity funding for improving high streets; (v) support for Ukraine posters (these will be sent to the Clerk to put up in Foxton).

Cllr. Hobro gave a tribute to Cllr Dr John Loveluck, District Councillor for Cottenham Ward, who sadly died on New Year's Day. John had recently retired to focus on his family and District Council commitments and he would be greatly missed. Thoughts are with Dr. Lovelock's family.

Peter Tye asked for support from the Melbourn Greenway project and SCDC to install a lamp post at the A10/ Shepreth road junction crossing which did not seem to be included in the Greenway project plans. Susan van de Ven thought this was likely to be an oversight and a legal requirement for a crossing. It was noted that usage data would be useful and Cllr. McDonald will request County Council accident figures for this junction over the last five years. Cllr. McDonald will follow this up with Emma Murden and Daniel Jackson at Cambs. County Council.

A councillor asked for clarification on whether the number of properties proposed under the draft local plan had increased since the First Proposal published in 2021, questioned the calculation method used and expressed concern about the impact on water supply. Cllr. Hobro explained the economic projections had changed due to an increase of around 8000 in the expected number of jobs, principally due to the unexpected resilience of the local economy throughout the pandemic, with a corresponding increase in the housing requirement. Details regarding

sustainability and environmental protection, in particular with regard to water supply, could be found in the published strategic development report.

Moved from Item 10

Rail User Group - presentation & questions (from 8pm)

Susan van de Ven, Chair, and Sarah Grove, project officer, of the Meldreth, Shepreth and Foxton Community Rail Partnership gave background information on the organisation, it's set up, purpose and ongoing projects.

The Rail Partnership is an accredited, grass roots organisation, one of 75 partnerships across the country, supported by volunteers and its paid officer, Sarah Grove (partly funded by Foxton Parish Council). Its focus is to ensure the future and sustainability of local rail services. The partnership promotes rail travel (inc. to local attractions), secures funding for community projects, provides education in schools and to local businesses, looks at ways of overcoming barriers to travel (e.g. supporting young carers/ introduction to rail travel/ access provision) and provides a voice to local communities; during infrastructure consultations; responding to timetable issues; and campaigning for a half-hourly train service. Ridership has fallen since the pandemic leading to a loss of revenue to the rail companies. Govia Thameslink had not voted for strikes and school and community services had in general been running as normal. Pre covid there was a half hourly train all day, this is now hourly off-peak and half hourly at peak time, providing access to school/college, training and jobs. Discounted rail travel is available to students and by purchasing various travel cards or buying tickets in advance. Susan van de Ven stressed the importance of having a representative from Foxton to champion community improvements and attend rail user group meetings. Foxton train station has the lowest footfall between Foxton and Cambridge and was an important resource that needed to be protected. The rail user group provided updates to the Laurentian from time to time. Foxton Parish Council will share rail user group information on Facebook and its website and consider who could represent Foxton at rail partnership meetings.

It was suggested that the rail user group could contact Fowlmere, Thriplow and Harston Parish Councils for support and Mission Street to discuss their transport policy and promoting rail travel to work.

Cllr. McDonald, Cllr. Hobro, Susan van de Ven and Sarah Grove left the meeting.

It was suggested that the rail user group and Mission Street could be invited to the Annual Parish Meeting.

8. Infrastructure

- a. Bypass plan with MP - request meeting
- b. Travel Hub update and next steps

There was no update on any bypass plan nor the proposed Foxton travel hub.

9. Finance

a. Approve budget and precept 2023-2024

An updated draft budget for the next financial year, 2023-2024 had been circulated to the Parish Council. An increase of £3600 in the precept was proposed. It was agreed

to approve the budget and a precept of £48,600 for the financial year 2023-2024.

Proposed Caroline Ilott, seconded Deborah Roberts. All agreed.

- i. Microsoft Office 365 for business - £5.99 per month/ £59.99 per year for clerk only or £4.50+VAT per user for basic business package (£594+VAT per year for 11 users)

It was agreed to approve the payment of £5.99 per month for Microsoft Office for the Clerk. Proposed Caroline Ilott, seconded Deborah Roberts. All agreed. The clerk will research the Microsoft business package.

- ii. Website forms add-on – Aubergine £50 per year. It was considered that this could be a useful facility to engage the local community and receive feedback on surveys and it was agreed to approve a payment of £50 to try this website facility out for one year. Proposed Caroline Ilott, seconded Peter Tye. All agreed.
- iii. Royston & District Community Transport donation request for next budget
It was considered this was a valuable village service that provided door to door access (including wheelchair access) to the elderly, infirm and vulnerable without transport in the village taking them primarily to medical appointments. It was agreed that this service provided direct benefit to the Foxton community and to donate £100 using S137 to the charity. Proposed Caroline Ilott, seconded Ian Francis. All agreed.

- b. Proposal to update Financial Regulation 11(h) to change threshold for 3 quotes from £3000 to £5000

[...] where the value is below £5,000 and above £500 the Clerk or RFO shall strive to obtain 3 quotes

It was considered to increase the threshold for having to obtain three quotes to £5000 in the financial regulations to reflect inflation. Proposed Peter Tye, seconded Pierre Redelinghuys. All agreed.

- c. Approval of quotes:

- i. Cambridgeshire Acre – membership renewal £57

It was agreed to renew the membership with Cambridgeshire Acre. Proposed Caroline Ilott, seconded Deborah Roberts. All agreed.

- d. Approval of payments in attached schedule

Invoices received after the agenda has been published may be brought to the Parish Council meeting for approval

Proposed Ian Francis, seconded Deborah Roberts. All agreed.

Receipts

1. Foxton Tennis Club clearance work contribution - Open Spaces Act 1906 s9-10	£100
2. Unity Trust S106 bank interest - LGA 1972 s111	£57.21
3. Lloyds bank S106 bank interest - LGA 1972 s111	£13.61
4. Lloyds bank general bank interest - LGA 1972 s111	£28.03
5. Barclays S106 bank interest - LGA 1972 s111	£5.24

Payments

Payments made (prior agreed)

1. Salary (SO), pension - LGA 1972 s112, s111	£1105.10
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2. Google Ireland Gmail - LGA 1972 s111, s142	£33.11
3. Opus Metered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301	£32.26 inc VAT
4. Opus Unmetered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301	£97.12 inc VAT
5. Unity Trust Bank service charge - LGA 1972 s111	£18.00
6. Ian Sayer & Co Quantity surveyor - s106	£3967.50 inc VAT
7. CAPALC planning training x 2 - LGA 1972 s111	£100
8. Foxton Village Hall - LGA 1972 s111	£16.20
9. SW Gardens grass cutting November (2) - Open Spaces Act 1906 s9-10	£210 inc VAT
10. Peter Evans village warden - Open Spaces Act 1906 s9-10	£218.75

Payments to be authorised

1. Parish Clerk Salary, HMRC & expenses - LGA 1972 s112/ LGA 1972 s111	£617.29
2. Cambridgeshire County Council Dovecote annual rent LGA 1972 s126, Public Health Act 1875, s164	£105.00
3. Aubergine annual domain registration - LGA 1972 s111	£120.00 inc VAT
4. Foxton Village Hall meeting room hire - LGA 1972 s111	£16.20
5. Foxton Village Hall office hire - LGA 1972 s111	£85.38

Payments received after agenda published

1. Peter Evans - Open Spaces Act 1906 s9-10	£108.00
2. Aubergine annual website hosting - LGA 1972 s111	£238.80
3. Lexis Nexis Arnold Baker Local Govn. Publication - LGA 1972 s111	£131.99
6. Red Shoes Payroll - LGA 1972 s112/ LGA 1972 s111	£76.80

LGA: Local Government Act

10. Rail User Group - presentation & questions (from 8pm)

Considered after item 7

11. R&A

- a. **Football Foundation Grant** – approve terms & Conditions between Foxton Parish Council and Foxton Football Club and approve grant application

It was noted that the Foxton Football Club had agreed the Parish Council's terms and conditions for the grant. The Football Club will be informed that the recreation ground weed management was under the Parish Council's control and would not be funded by the football foundation grant. The Parish Council Terms and Conditions for the Football Foundation Grant and the Football Foundation Grant application were approved. Proposed Ian Francis, seconded Helen Tye. All agreed. The grant application forms will now be completed by the Parish Council.

- b. **Open spaces contracts tenders next steps**

A request for tenders had been circulated to prospective contractors and requested by 20 January 2023. Contracts, with a start date of 1 April 2023, will be approved at the February Parish Council meeting.

Clearance work on the tennis court trees has been delayed until the ground condition is firmer. The Tennis Club has been notified. Final tree work for this budget will be carried out on Friday 13 January 2023.

12. Marketing program for Parish Council recruitment/ awareness and request for ideas for a community plan to consider at the February Parish Council meeting

It was suggested that Parish Council news could be included in the school newsletter and other social media platforms could be considered (although impact on the clerk's time should also be considered). The Parish Council will consider the marketing and recruitment ideas presented at the last Parish Council meeting and whether information could be prepared for the Annual Parish Meeting.

13. Planning Report – no planning applications had been received. In relation to the Burlington Press site application, it seemed that some issues had been addressed by Mission Street (e.g. building height) but there remained some unresolved landscape issues (number of trees/ carpark). Assumptions on transport flow had previously been unrealistic and the number of trips during peak hours had increased.

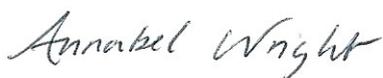
A planning application to remove a tree outside the chapel had been approved.

14. S106 Community playground project update – The full FCC grant application and AMEY expression of interest had been submitted and a response was awaited. The grant evaluation group, Caroline Illott, Peter Tye, Deborah Roberts, Catherine Cairns met with Alistair Russell (project manager/ quantity surveyor), on 16 December 2022 to evaluate the three tenders received for the playground project. The results of the evaluation are awaited from Alistair Russell. The three bidders have been invited to a clarification meeting on 17 February 2023.

15. Items for next agenda – grass cutting tenders

16. Date and time of Parish Council Meeting: Monday 6 February 2023 at 7pm

The meeting closed at 9.17pm.



Annabel Wright