

Lode Parish Council

Minutes of ordinary meeting held at 7.30pm on Monday 8 October 2018

These minutes comprise 5 pages

Present: Cllrs R Stevens (Chairman), F Platten, I Faulkner, R Small, T Fitzgerald, T Crickmar; D/Cllrs D Chaplin, A Sharp; M Lord (Neighbourhood Watch); M Platten (LLVT); P Ingham-Watts (National Trust)

99/18 Acceptance of Office: Teresa Crickmar signed the declaration accepting the office of Councillor

100/18 Public Question Time: There were no questions from the public

101/18 Apologies for absence: Cllr P Lane, C/Cllr M Shuter

102/18 Declarations of interest (prejudicial/other): none

103/18 Minutes of September meeting: signed as a correct record

104/18 Matters arising from the September meeting:

- **Issues regarding the Shed:** D/Cllr Sharp reported that discussions were still going on between the Enforcement Officers of ECDC and the proprietor of the Shed. He will advise when a solution is reached
- **Recreation Ground – removal of thistles:** Cllr Small reported that the thistles have been successfully eradicated from the area treated. Further work will be undertaken next spring. Members thanked him for all the work he has done on this challenging task
- **School transport:** The Clerk reported that C/Cllr Shuter had chased officers to get a response to this issue. They responded saying that they were currently burdened with appeals and would respond as soon as they could. C/Cllr Shuter said he plans to attend the Parish Council meeting in November. Cllr Small said that there were complaints from residents of Beechwood Avenue in Bottisham about traffic problems and the risk these can cause to children. It was agreed that the Clerk should write to Bottisham Parish Council in case they wish to link up with the efforts being made to resolve this issue by Lode Parish Council
- **Cycle Way verge cutting:** The Clerk reported that he had raised the issue with CCC three times by email having previously spoken with an officer and been advised to raise the matter in writing. On each occasion there has been an acknowledgement saying that a reply will be sent in due course. Having spoken again with an officer, he was able to report that the Council's normal schedule would be to make the first cut during May/June and a second one in September. The Council agreed that members of the Council would monitor whether this programme is adhered to next year and also whether it is sufficient before considering whether it wishes to offer to fund a further cut

105/18 County Council Report: None (but see comment on School Transport above)

106/18 District Council Report: D/Cllr Sharp reported that, following a conversation with Cllr Stevens, he raised the failure of the District Council to cut the grass in Northfields, Millard's Lane and Fairhaven Close. As a result the grass had been cut on 4 October. Cllr Sharp confirmed that the Dog Fouling Order had been implemented and that where there was sufficient evidence of infringement available to the Dog Warden, the Council would initiate prosecutions. It was pointed out that all may have a role to play in identifying either car numbers or addresses of people they observe offending against the Order. On Planning, he advised that the Local Plan was still being considered by the Inspector and encouraged attendance at the next Parish Forum in Cheveley on 30 October where Rebecca Saunt from the District Council Planning Team will be speaking

107/18 Parish Reports:

- **National Trust & Anglesey Abbey:** Cllr Stevens welcomed Polly Ingham-Watts to the meeting in her new role as General Manager for Anglesey Abbey. He explained that Liaison Meetings had been taking place quarterly rather than less frequently because her

predecessor found it difficult to attend regular meetings of the Parish Council where the General Manager (or someone deputed by her) is welcome to attend. Ms Ingham-Watts explained that she had been in post for 6 days but had already established that visitor numbers, which had been steadily increasing for some years, had been dented by the poor weather at the beginning of the year. There was some catch up during the summer during the spell of good weather. She explained that she is spending time familiarising herself with issues affecting the Abbey and its surrounding land before committing to firm plans for the future. In the meantime, successful events which have become part of the annual timetable, such as the Winter Lights, will continue. A spatial planning exercise is being undertaken with architects in order to develop a Spatial Masterplan to cope with large visitor numbers – she will share details of this when it is available. Cllr Stevens commented parking had been an issue though this improved recently with greater availability of parking within the site. The area of the village most affected is Abbey Lane and Mill Road which are closest to the Abbey. Emily Tydeman, the Trust's surveyor, is going on maternity leave imminently and her work is being covered by Jenny Scarfell who will be focusing on land management. Ms Ingham-Watts said the Fairhaven Estate have entered into the Countryside Stewardship Scheme this year which supports farmers to boost diversity and make the countryside a haven for wildlife.

- **Wicken Fen Liaison:** Cllr Faulkner had attended the recent meeting of this group. He reported that the focus had been on the area within Wicken itself rather than the wider area encompassed by the Wicken Fen Vision which includes Oily Hall and White Fen Drove within Lode. Cllr Small asked if there had been any update on the planned appointment of a Community Liaison Officer but was advised that there had not
- **Lode with Longmeadow Village Trust (LLVT):** Charlie Platten reported that a course to train people in the use of the defibrillator had been set up for 6 November at the Fassage Hall. It was planned to encourage attendance by sports clubs using the Fassage Recreation Ground as well as local people. On the basis that the course would be offered free to people living within the Parish, the Parish Council agreed to reimburse the hire charge for the Fassage Hall. Cllr Stevens had identified that the pads on the defibrillator need replacement and had secured new ones. In reviewing the information about the use of the defibrillator, he had learnt that the advice is to call 999 when an incident occurs. Those offering first aid would be asked to attempt CPR before using the defibrillator and he advised that the course needed to cover this as well.

Regarding the purchase of the Sunray allotment site, Charlie Platten advised that the wording for the covenant required by the National Trust was still awaited. He will convene a meeting with the solicitor acting for the Trust and Council once it has been received. The aim is to complete the purchase in January when LLVT will have funds available.

The event to consult with local residents about how the Sunray site can be developed as an amenity for the community is to be held from 11am-2pm on Saturday 27 October. Plans showing options would be displayed at the Fassage Hall and visitors would also be able to visit the site. The Parish Council agreed a budget of £100 for the event to include the cost of printing A0 size plans. Charlie Platten and Charlie Rickard are planning to mow paths to facilitate access to the site on the day.

Charlie Platten asked about the availability of places for storage of items such as the marquee. Cllr Stevens responded that the marquee was in fact the property of the fete committee and as such the responsibility for finding storage lies with them. He said that he had established who holds the keys to the storage sheds on the allotments and that they would be suitable for storing bulky items

- **Speedwatch:** The long awaited interactive sign is due for delivery in November
- **Neighbourhood Watch:** Mr Lord reported that he is now receiving alerts for the S Cambs area which include neighbouring areas such as Quy. A lot of crime is currently associated

with commercial buildings and outbuildings on farms. Horse boxes and agricultural equipment are frequent targets

- **Tree Warden:** It was noted that one of the mountain ash trees in the cemetery had died – apparently from the drought rather than obvious sign of disease. Cllr Small suggested that a replacement could be planted at the same time as the new tree proposed for the area of the allotments near to the cemetery which it has been agreed will not be relet. He said that a volunteer day in the Orchard would be arranged shortly. The East Anglia Orchard Project are offering two training days in February 2019 covering the care of trees less than and older than 10 years respectively. Cllr Stevens said that although the County Council have made the dangerous trees near the road safe, they have still not dealt with the other tree which has fallen and is resting on its branches. Although this is not a danger to traffic and passers by, it could be a risk to children so will be reported to the County Council with a suggestion that it be dealt with before half term

108/18 Parish Council Reports:

- **GDPR:** The Clerk reported that Privacy Notices had been customised from the model prepared by the National Association of Local Councils and would be published on the Council's website. He also advised that the role of Data Protection Officer is a requirement of the Regulation. As it represents an analogous function to that of internal auditor it cannot be fulfilled by either a Councillor or the Clerk. Bearing in mind that the duties of such a post should not be onerous for small Councils, CAPALC (Cambridgeshire & Peterborough Association of Local Councils) have arranged with an organisation called Priviness Ltd to deliver this service on behalf of Councils who wish to contract with them. The annual fee of £50 was agreed by the Council
- **Finance:** The following payments were agreed by the Council:

J E Giles	Salary & PAYE	£360.58	Local Govt Act 1972 s112
J E Giles	Paper & ink	£22.50+VAT	Local Govt Act 1972 s112
W Jaggard	Cemetery	£155.36	Open Spaces Act 1906 ss 9 & 10
W Jaggard	Fuel	£8.31	Open Spaces Act 1906 ss 9 & 10
W Jaggard	Part for strimmer	£3.28+VAT	Open Spaces Act 1906 ss 9 & 10
Truelink	Grasscutting	£tba	Open Spaces Act 1906 ss 9 & 10
Green Energy	Fassage Hall	£73.75+VAT	Open Spaces Act 1906 ss 9 & 10
CAPALC	GDPR Protection Scheme	£50	Local Govt Act 1972 s112
Wave (Anglian Water)	Cemetery	£55.02	Open Spaces Act 1906 ss 9 & 10
R Stevens (Standard Hse Chandlery)	Fassage Hall: barrier locking – eye plate	£9.08+VAT	Open Spaces Act 1906 ss 9 & 10
R Stevens (Homebase)	Fassage Hall: barrier locking – padlock	£14.75+VAT	Open Spaces Act 1906 ss 9 & 10
R Stevens	Fassage Hall: barrier	£18.75+VAT	Open Spaces Act 1906 ss 9 & 10

(Screwfix)	locking – chain		
R Stevens (Screwfix)	Fassage Hall: Ventilation blower and Y-piece	£47.91+VAT	Open Spaces Act 1906 ss 9 & 10

• **Planning:**

Ms L Rice 3 Mill Rd, Lode CB25 9EN	18/00976/FUL Amendment involving obscured glass in proposed sash window to east elevation	The Council had no comments about this amendment but reiterated its wish that the plan to render the exterior of the existing extension be considered by the Conservation Officer
Mr R Haynes 1 Longmeadow Lode CB25 9HA	18/01074/FUL New industrial unit, JJ Haynes & Sons Depot, adj to 1 Longmeadow	The Parish Council commented that additional traffic could be generated by the development and recommend liaison by ECDC Planners with County Council Highways to reduce the speed limit at the junction of Longmeadow with the B1102 to 40 mph. The Parish Council could not determine from the information in the application whether more activity on the site would have an impact on neighbouring properties and recommend that this is considered when deciding on the application. The Council noted the potential for the development increasing employment in the local area

- **Allotments:** The Clerk had written to the tenant of the uncultivated allotment who has not paid the rent and advised that the tenancy would be terminated if no response had been received by 14 October
- **Cemetery:** Cllr Platten asked to be advised what remains of funds donated to the Special Projects fund for the cemetery. Cllr Stevens advised that he had cut back the shrubs which were impeding use of the turning space at the far end of the cemetery
- **Fassage Hall:** Cllr Stevens agreed with the Fassage Hall Management Committee that the Parish Council is responsible for the defibrillator. He will check with the Ambulance Service that they hold the code for opening the cabinet when it is needed in an emergency. He has prepared preliminary guidance for use of the defibrillator as an interim measure until the training session in November
- **Play area:** Cllr Fitzgerald said that he had asked a contractor to quote for the replacement of the fence so that the Council will know what might be required in the budget. Cllr Stevens said that in the meantime one off repairs to rotting posts appear to be sufficient. Members of the Council thanked Cllr Fitzgerald for obtaining the goal posts for young people and were pleased to note that they were being well-used. Cllr Stevens pointed out that the full sized goal posts were the property of the Parish Council rather than the Fassage Hall Management Committee and should therefore be included in the annual ROSPA safety audit of equipment on the Recreation Ground. This was agreed by the Council

109/18 Correspondence: Among items received was one suggesting that the phone box opposite the Post Office could be developed as library/gallery with the Parish Council taking over responsibility for it from BT. A box of books had been placed in the box. Cllr Stevens has checked and the phone box is still live. He pointed out that it is essential that there is access to such a phone in the event of an emergency requiring use of the defibrillator given the unreliability of mobile signals in the locality. He has removed the books as they might lead people to believe the phone was no longer live and placed them with other books which are available for people to borrow at the back of St James' Church. Members were grateful for the suggestion to develop this facility and would be interested to hear of other possible locations within the village

110/18 John Salisbury Charity: Cllr Stevens reported that as he had been given information about the charity this week he felt it important to give a briefing to the Council. The John Salisbury Charity dates back to the 17th century when it was set up to support education for children in Bottisham. At that time Lode did not exist as a separate village; the land held by the charity used to generate its income now falls within the boundary of Lode village and the current beneficiaries are children from both villages attending the primary schools in Bottisham and Swaffham Bulbeck. The funds are distributed in the proportion of two thirds to Bottisham and one third to Swaffham Bulbeck. The charity has three trustees, Pip Lane, Philip Dean and Arthur Tomlinson. The most active role has been taken by the latter and he has announced that he and Philip Dean are no longer eligible to serve as they are no longer members of the Council. The most recent governing document for the charity dates from 1981. This provides for a Trustee body comprising the Vicar(s) of the two parishes as ex officio appointee with two further members nominated respectively by the Parish Councils of Lode and Bottisham. Contrary to what was stated by Mr Tomlinson, the document states that nominees "may be but need not be a member of that Council". It is clear that the document does not specify a role for the Clerks of the Parish Councils of Lode or Bottisham.

Cllr Stevens identified further issues arising from his examination of the documents: there do not appear to be signed copies of the tenancy agreements, the agreements that exist in draft form date back to the last century and the rents would not appear to have been reviewed during that period. The land is divided into three strips of which the middle one is let to a local resident while the outer strips are let to someone now resident in France who has arranged for them to be maintained by another local resident.

Cllr Stevens concluded that there is a role for the Parish Councils of Lode and Bottisham in seeking nominees to the Trustee body. He also raised the question of whether the Lode with Longmeadow Village Trust may be interested given that one of its objects is education.

111/18 Date of next meeting: Monday 12 November, 7.30 pm

The meeting closed at 9.25 pm