

Draft until signed

380

**Minutes of Madingley Parish Council Meeting**

**Monday 8<sup>th</sup> April 2019 at 7.30pm, Madingley Village Hall**

**Present:** D Ousby (DO) (Chair), J Stevenson-Hinde (JSH) (Vice-Chair), F Naughton (FN) (Councillor), R Crichton-Stuart (RCS) (Councillor)

**Attending:** S Etherington-Meech (SEM) (Clerk/RFO), Cllr D DeLacey (DD) (District Councillor), C Baldwin (Madingley Village Hall), R Buckley (RB) & L Buckley (LB) (Madingley News/Public), 5 members of the public

**1. Apologies for absence and declarations of interest**

Cllr Bygott (District Councillor), no apology received from Cllr Nieto, no declarations of interest

**2. Public Forum**

A few members of the public were in attendance to discuss the loss of trees in the village, how to minimise the trees that are felled and replacing trees that have been removed. A member of the public as a professional within this area questioned why one big ash had been removed on Church Lane. He advised that if it was due to it being dangerous it could have been reduced to a safe height of 18-20ft whilst still keeping both landscape and habitat, although it is outside of the conservation area in the village the public would like to know how it was taken down without village consultation, there should be a new tree planting scheme in place before trees removed. One member of the public asked about Tree Preservation Orders (TPO) and whether any of the trees removed may have had one. It was advised that each tree has a number although it is unlikely to have a TPO if it is outside a conservation area, a TPO can be requested for any tree by anyone. Some trees are failing and in 2013 a hedge was taken out and landscape changed, it has been shown that if you open up a space the speed of traffic increases and there are concerns already of traffic moving quicker. A member of the public asked if it would be quicker for trees to be replanted if residents are willing to assist. It was advised that permission would be required from Cambridge University that owns much of the land and any new trees would then be the responsibility of the parish council.

Cambridge University are currently 10 years behind the planting scheme and residents need reassurance that the replanting will happen. DO advised of the South Cambs District Council (SCDC) tree warden scheme that was set up last year for any residents that may like to join, he also advised that a letter has been sent to planning regarding the Church Lane trees. It was questioned as to whether a recent survey has been conducted for the trees that have been taken down. JSH advised that Peter Wilderspin (PW) for estates management has attending a MPC meeting to discuss tree works although he was not very aware of birds nesting, food etc. There is currently a disease affecting ash trees and they are slowly dying although they are best taken down in the winter. DO advised that he thought that DEFRA should be notified regarding dying trees and believes that replanting is part of this process. Two members of the public advised that they would be happy to meet with PW to discuss these concerns further, RCS and JSH agreed to try to attend the meeting also.

A resident of 25 years from opposite the Stephen Perse (SP) school was in attendance to raise concerns over the increase in traffic through the village. They raised dangerous parking outside of the school with parking on the yellow lines and believes the school should be monitoring and supervising parents at drop offs and pickups. Residents have been abused by parents and their drive was used for vehicles to turn around. DO advised that the Stephen Perse school had advised MPC that they would send over a proposal regarding the traffic issues although this has not yet been received. A local

resident stated that he hopes the proposal will consider more supervision and changing of drop off time, DO agreed that it is a good point to raise regarding the school managing traffic. DO advised that the best way forward would be to invite the Stephen Perse school to a parish council meeting to discuss this further with the council and the parish. **Action** – Clerk to invite the Stephen Perse school to discuss concerns with MPC and the village at the May meeting.

A member of the Speedwatch team highlighted that the need for applying for speedwatch signs was raised nearly two years ago and in January there was an action and it is believed it was raised again at the last parish council meeting but nothing was included in the minutes, reassurance is requested that MPC are dealing with this as it is falling off the agenda and more traffic is coming through the village. DO advised that the last thing he was aware of was an email from Simeon Carroll advising what would be required, the email trail then stopped, it was noted that Dry Drayton have recently had signs erected. The clerk advised that in July 2018 an application was put in for 3 locations, clerk was instructed that a fourth sign is also required for The Avenue. **Action** – Clerk to chase up with Simeon Carroll and add to the next agenda.

The public also raised that the damaged post and chains opposite the village hall have still not been rectified and asked for a progress update. FN has written to PW again today after being told six weeks ago that works would be completed in two weeks' time. FN also queried as to whether there is anything MPC can do to assist and identify whom exactly should be dealing with this issue. **Action** – RCS to add this as an item for discussion at the tree meeting.

**3. Approval of minutes of meeting held on Monday 25<sup>th</sup> February 2019**

Cllr DeLacey had been marked as being in attendance at this meeting although he was absent. DO amended the minutes and then signed and dated as a true and accurate copy.

**4. Matters arising from minutes**

All matters were dealt with and no outstanding action points.

**5. County Councillor/District Councillor/Parish Council Chair Reports**

District Councillor Report – See Appendix 1 – DDL mentioned that with regards to tree planting as discussed earlier he knows that highways are unhappy for trees to be planted on verges as they destroy the ground and if anything is to be planted the responsibilities for it need to be fully understood.

Chairs Report which DO read out – See Appendix 2

**6. Transport & Highways**

**a. The Avenue including LHI application and reopening**

Information of this is included in Appendix 2. DO explained that if The Avenue was to remain closed it would still be accessible for horses, farm traffic, pedestrians or cyclists and the closure would be reversible. He advised of many benefits if The Avenue was to remain closed. It was raised as to whether unsuitable for HGV signs would make the route better, DO advised that those signs are in fact advisory and not mandatory. The new local access road has opened 3-4 weeks ago and do not know yet the effect of this, however, DO highlighted that Dry Drayton has wider roads and houses set further back than in Madingley.

DO advised that he has started working on a proposal to the A14 legacy fund although he would like assistance from the parish, RB suggested a sub-committee. JSH questioned if Dry Drayton Parish Council and MPC would be better and stronger if they worked together, co-ordinating and not confronting. DO advised that Cllr Harford is a driving force for the

parishes that she represents and DDPC need to consider what would be of help to them in their parish. DO proposed that a resident of Madingley attends the Dry Drayton Parish Council meeting tomorrow night, some residents agreed that they would try to attend.

**b. Chair update – Meeting 25<sup>th</sup> March – Dry Drayton/Girton/Highways/District and County Councillors**

Information regarding this is included in Appendix 2

**c. A14 legacy fund meeting update from chair**

Information regarding this is included in Appendix 2.

**7. Planning**

**a. Applications received for consideration**

**i. S/0907/19/LD – Belvoir Cottage, The Avenue – Certificate of lawful development for a proposed side extension.**

This was applied for previously and the neighbours advised that still on this occasion they did not receive notification. **Action** – Clerk to advise SCDC that neighbours have never been notified of this or the previous application.

**b. Decisions received from South Cambs District Council**

**i. S/4767/18/FL – Madingley Hall, Church Lane CB23 8AQ – Installation of temporary office building for a period of 3 years – Granted**

**ii. S/0259/19/FL – Avenue House, High Street – Conservatory – Granted**

**iii. S/0706/19/TC – Avenue House, High Street – Tree works – No objections**

**iv. S/0410/19/FL – Madingley House, Dry Drayton Rd – Conversion & extension of detached double garage to form ancillary accommodation – Granted**

**v. S/0789/19/TC – Cambridge University, Land around Madingley Hall – Tree works (previous consent expired) – No objections**

**8. Cambridgeshire and Peterborough Minerals and Waste Local Plan - Further Draft Consultation - 15 March 2019 to 25 April 2019**

**Action** – RCS to review this document and advise MPC of any concerns or issues

**9. Flooding of drains – see Lina email 5<sup>th</sup> March 2019**

SEM read out the email received from the local highways officer advising:

*'All the gullies on Cambridge Road, High Street and Church Lane in Madingley were cleaned out in June 2018. Unfortunately, I have just discovered that two gullies 'outside no 5 and opposite no 10 Church Lane' have broken lids and therefore couldn't be cleaned at the time. I therefore assume that these gullies are the two that the parish have reported.*

*In order to rectify the problem, I will need to get the gully frames replaced which I will only be able to do in the new financial year. I will continue to monitor these and if they are causing flooding on the road then I will arrange the works as soon as I'm able.'*

**Action** – Clerk to confirm that these works will go ahead now we are in the new financial year and also to chase up the speedwatch signs as discussed earlier in the meeting.

**10. Missing/damaged street signs – Felicity Buckle response**

SEM has been liaising with Felicity Buckle from SCDC and whilst they carried out some site visits, they also visited Madingley and inspected the areas and took photos and advised that they will fix the signs in their next batch of works.

**11. Tree felling/planting on Church Lane – see resident email**

This item was included in Item 2

**12. Defibrillator including village hall permission for erection/electrical quotes/housing/grant funding**

CB advised that he put forward the erection location for the defibrillator to the management committee for the village hall and they agreed for the defibrillator to be housed on the side wall of the village hall. CB has also received two quotations for the electrical works for installing the defibrillator the lowest being from the contractor whom carries out other electrical works at the village hall and his price is £191.60. FN has received a quotation for the defibrillator housing and it is £604.92 including VAT and £494.10 excluding VAT. **Action** – Clerk to forward grant funding application she has previously submitted for another council to FN to assist grant funding request for defib housing.

**13. Play area including Stephen Perse grant funding offer and community projects**

DO had a meeting with the Vice-Principal at the Stephen Perse School after the last parish council meeting to discuss if the school would be willing to make a contribution to the maintenance and upkeep of the play area as it is understood that they regularly use it. It was confirmed in email exchanges that the school are happy to contribute £1,100 towards maintenance costs and would like to further discuss community project. Unfortunately, written confirmation was not received before the parish council meeting.

**14. Road marking outside Stephen Perse School**

MPC are awaiting more information on this item in writing from the Stephen Perse School.

**15. Parish Noticeboard costs and purchase**

Immediately after the last parish council meeting, JSH arranged for a proforma invoice from GreenBarnes for the new parish noticeboard, a grant application was then submitted by DO to SCDC for the remainder of the cost for purchase of the noticeboard. DO has subsequently received confirmation that the application has been successful. Councillors and residents have agreed to assist with the removal and erection of the existing and new noticeboards and CB confirmed he is happy to receive delivery to his home address. **Action** – Clerk to order the noticeboard and provide CB details for delivery.

**16. Play Area Inspection – booked for April**

Clerk advised MPC that the ROSPA report will be carried out in April.

**17. Internal Audit Instruction**

MPC advised that they were happy to use the same internal auditor as last year, LGS Services.

**18. Meeting Dates May 2019 onwards**

Dates agreed for 2019/20 by MPC all on a Monday – 1<sup>st</sup> July 2019, 9<sup>th</sup> September 2019, 28<sup>th</sup> October 2019, 9<sup>th</sup> December 2019, 20<sup>th</sup> January 2020, 2<sup>nd</sup> March 2020, 6<sup>th</sup> April 2020 and 18<sup>th</sup> May 2020. An additional meeting for 17<sup>th</sup> June was also agreed to carry out staff appraisal/review, budget/forward planning and policy updates.

**19. Barclays – standing order amendment (clerks SCP increment 01/04/19)/change of address/mandate (removal and set up of signatories)**

A standing order amendment form was signed and dated by DO and JSH to reflect the SCP increment for the clerk's monthly salary, a change of address letter was also signed. DO provided a change of mandate form and FN took form to arrange for both hers and RCS signature to be added to the current account.

**20. Finance**

- a. **Accounts review to date** – Clerk had circulated the finance spreadsheets for 2018/19 & 2019/20 to councillors for their perusal. The Barclays current account balance as of 1<sup>st</sup> April 2019 was £3,507.03 and the Cambridge Building Society account remains at £10,379.03. The majority of outstanding monies owed were included on this agenda with only the speedwatch signs invoice left to be received.
- b. **Payments received**
  - i. **Sally Warr – Madingley News Advert - £40.00**
- c. **Payments to hand**
  - i. **S Meech – Clerks Overtime & Expenses – £62.62** - All councillors agreed payment – Cheque Number 101150 signed by JSH and DO. *Local Government Act 1972, S.112*
  - ii. **Cllr Crichton- Stuart – Taxi fare for training - £32.00** - All councillors agreed payment – Cheque Number 101151 signed by JSH and DO. *The Local Authorities (Members’ Allowances) (England) Regulations 2003.*
  - iii. **VisionICT – Website Hosting/Support (Apr 19/Apr 20) - £150.00** - All councillors agreed payment – Cheque Number 101152 signed by JSH and DO. *Local Government Act 1972, s.142.*
  - iv. **Vernon Print & Design – March Newsletters - £289.00** - All councillors agreed payment – Cheque Number 101153 signed by JSH and DO. *Local Government Act 1972, s.142.*
  - v. **Madingley Village Hall – Hall Hire (25/03/19) - £20.00** - All councillors agreed payment – Cheque Number 101154 signed by JSH and DO. *Local Government Act 1972, s.133.*
  - vi. **Roger & Lesley Buckley – Editorial Expenses March ed. - £25.00** - All councillors agreed payment – Cheque Number 101155 signed by JSH and DO. *Local Government Act 1972, s.142.*
  - vii. **Colour Frog – Play Area Sign - £37.20** - All councillors agreed payment – Cheque Number 101156 signed by JSH and DO. *Public Health Act 1875, s.164 & Public Health Act 1875, s.164.*
  - viii. **Cambridgeshire County Council – Street Light Energy 10/17-09/18 - £1,035.93** - All councillors agreed payment – Cheque Number 101157 signed by JSH and DO. *Parish Councils Act 1957, s.3 & Highways Act 1980, s.301.*
  - ix. **Cambridgeshire County Council – LHI scheme contribution Church Lane - £750.00** - All councillors agreed payment – Cheque Number 101158 signed by JSH and DO. *Highways Act 1980, s.274A.*
  - x. **CGM Group – Grass Cutting (March) - £144.00** - All councillors agreed payment – Cheque Number 101159 signed by JSH and DO. *Public Health Act 1875, s.164 & Public Health Act 1875, s.164.*
  - xi. **CAPALC – Clerks CILCA Training - £200.00** - All councillors agreed payment – Cheque Number 101160 signed by JSH and DO. *Local Government Act 1972, S.112*

**21. Any business for inclusion on the next agenda****22. Date and time of next meeting – Monday 20<sup>th</sup> May 2019 at 7.00pm (APCM & APM)**

Meeting closed at 9.41pm

## Appendix 1

On 15 March I attended a briefing for County and District members on our Minerals & Waste Local Plans, the Combined Authority's Local Transport Plan, and the Greater Cambridge Partnership. The CA and the GCP, despite overlapping membership, still seem to be working in separate silos except that the Mayor is trying to control the GCP's transport plans to ensure they allow for his Metro. But both seem to be offering us a large slice of sky-oriented pie for the far future with little in between. However, the CA has agreed to take a long hard look at options for the A10. Meanwhile the new local road between the A428 and the Dry Drayton crossroad has opened, and seems surprisingly congested. The Avenue has also been reopened; I'm aware that's a matter of concern to both Dry Drayton and Madingley.

The JDCC had a briefing on odour as a precursor to any applications which may come in for redevelopment of the Cambridge Northern Fringe. Since the Government has now approved funding to move the sewage works some members questioned the point, but it will be a long time before the move (no-one has yet begun to think seriously about an alternative site) and applications must be decided on what is, not what might be in the future. The issues are very technical, and in the Chairman's briefing session I persuaded officers to produce a glossary of terms which I think saved us all a great deal of time at the meeting. It is interesting that the device for determining the acceptability or not of a pong remains the human nose. As well as accepting the odour report, we approved another large section of the University site, blocks of flats down by the P&R for a total of 186 units.

It is customary for the Council Chairman to host a reception. This year, in a break with tradition, I invited my choir, Choir2000, to allow me to present a charity concert and they enthusiastically agreed. Although the attendance was smaller than I would have liked, the evening of Handel extracts (Messiah and Water Music) was rapturously received and raised over 1000 for charity. And since the choir refused to accept any payment the overheads were very small; so many thanks indeed to Choir2000.

The next day (19 March) I attended the High Sheriff's awards to community groups at what he dubbed his end of term party. Although the moneys he had raised put mine into the shade, he was able to work on a far larger canvas; and was able to support a range of good causes. The one which most caught my eye was Power2Inspire, led by John Willis who despite having no legs and only half an arm has taken part in all the Olympic sports and spends his time encouraging schoolchildren to realise that, whatever they may think their disadvantages are, they too can succeed. You might like to invite him to speak to children of your village.

Scrutiny received a further dismal report on our ICT service as we examined its business plan, but with assurances that we are working on the problems. We also assessed the business plans for our other shared services. We assessed our Homelessness Strategy and approved it for Cabinet consideration, being told that we have a team working with clients in danger of eviction after moving to Universal Credit. On a happier note we also approved for Cabinet a proposal to work with the City to resettle up to 5 Syrian refugee families, after assurances that the impact on our own housing needs would be negligible (these are likely to be larger families than we normally help and we have adequate large properties). After that, and three-and-a-half hours after starting, we decided to call it a day leaving a Vision and Ambition paper for another time.

After 10 months in office the Leader gave members a full briefing on the current Administration's priorities and method of working. Consultants have been employed to help understand where we are and our options (and the Opposition has been vocal in objecting to the cost). The Council has 4 main goals: Growing local businesses and economies; Housing that is affordable for everyone to live in; Being green to our core; and Being a modern and caring Council. Now we have to turn the rhetoric into action. At a time when we have lost several senior officers, we have an opportunity to revise the way we work and explore new ways of satisfying internal and external demands, using our combined skillsets more wisely, and also working out how we can raise funding to replace diminishing Government grants. My own role in this as Chairman, I think, is to encourage a sense of community within the Council to ease the problems of recruitment and retention by making our officers feel more valued and more a significant part of the team. They already tend to be highly motivated; we need to learn to encourage and channel that.

One of the advantages of our new mode of scrutiny with its mammoth meetings is that Cabinet is much more efficient. It accepted our recommendations in a blessedly short meeting. And I was able to cancel April's Full Council for lack of business.

Douglas de Lacey

## Appendix 2

### Chair's Highways report to Madingley Parish Council meeting Monday 8<sup>th</sup> April 2019

#### Meeting with Dry Drayton and Girton Parish Councils, Monday 25<sup>th</sup> March, 6pm

I met with the Chairs of both Parishes with Joshua Rutherford (Highways Officer), County Cllr Harford (representing Dry Drayton and Girton) and District Cllr De Lacey (representing all three parishes) also present, to discuss shared traffic and highways concerns in the context of Madingley's proposal to close The Avenue to through traffic. County Cllr Lina Nieto (representing Madingley) was invited but not in attendance.



I explained that the most densely populated roads in Madingley Village that carry through traffic are narrower than those in either Dry Drayton or Girton, especially at the most critical 'pinch points' including:

- High Street: houses front directly onto the pavement and through traffic routinely mounts the pavement to avoid collisions (see photo)



- High Street: at the double bend near the Village Hall there is insufficient carriageway width for two HGVs to pass one another
- High Street: near the gates to Madingley Hall the speed and volume of traffic is a risk, especially for older people and children crossing the road, and cyclists
- Church Lane: it is hazardous to cycle and to cross the road safely, especially in morning peak hours due to the volume and speed of traffic.

The above are already high-risk locations and places where we can expect to see more incidents in future if the connection of The Avenue to the new Local Access Road results in the increase in traffic volumes projected by Highways England's (HE's) traffic modelling data.

Girton and Dry Drayton Parish Chairs raised questions on the proposed closure and are considering potential impact on their parishes.

Cllr Harford said she understood that HE would undertake monitoring when the southern bypass section of the A14 (around Huntingdon) is opened, which she believed would be around December 2019. Cllr Harford thought that any monitoring would have to wait until April 2020 and agreed to follow this up with HE and report back.

*Note: information provided via email by Bob Pettipher of Highways England indicates that no traffic flow monitoring will commence until after the whole A14 Upgrade scheme is completed, and not until some time after completion, to allow traffic flows to stabilise. This would mean no monitoring would take place until after December 2020 at the earliest.*

#### [A14 Legacy Meeting, Highways England Swavesey Compound, Tuesday 2<sup>nd</sup> April 7pm](#)

Representatives of 28 parishes around the A14 were invited to attend (including Dry Drayton and Girton who did not attend). Also in attendance were Andy Preston of Cambridgeshire Highways, Cllr Harford (again) and District Cllr Bunty Waters (Bar Hill). Pam Hobson of HE led the meeting.

HE has a £1M fund to spend by March 2020 on applications from the selected parishes for traffic calming measures. This is in addition to other measures already being funded as part of the A14 improvement scheme, in some cases with S106 funding from other developments as well.

The schemes nearest us that are already being funded (or have been proposed for other funding) in advance of the Legacy Fund include:

- Girton footpaths 4&5 upgrade including M11 underpass (funded)
- Huntingdon Road ridgeway to Local Access Road link for Non Motorised Users (NMU, i.e. pedestrians, cyclists and horse riders) to enable better access to Girton (proposed)
- Girton to Oakington NMU route improvement (proposed)
- Dry Drayton to Local Access Road NMU (proposed)

None of these above funded or proposed schemes have been discussed with Madingley Parish Council. As there are no funded or proposed improvements that would benefit the our parish, it is therefore down to our parish to make a proposal to the legacy fund to seek the improvements we would like to see in our parish, such as the closure of The Avenue to through traffic.

HE officers will decide which applications will be funded. When asked for a deadline for proposals, Pam suggested ideally by the end of May 2019. No match funding is needed, so the £1M pot could be used for 100% of project costs. It's not clear what oversight there will be of the decisions the officer will make and how much they may be influenced (by County Councillors, for example).

The fund is intended for more ambitious projects that are too big for the Local Highway Initiative scheme. Examples that were given by Pam of what could be funded included Speedwatch signs,

pinch points and chicanes, and improvement to existing muddy footpaths. Pam suggested that some of the works could be done directly by HE subcontractors, if still on site.

Parishes in attendance took the opportunity to tell HE about problems resulting from the A14 works – especially those having HGVs using their villages as a diversion route when sections of the A14 are closed. There were harrowing stories of how badly villages are affected on a regular basis and the damage HGVs are causing to local roads. HE confirmed that at handover they will discuss with the County any road repairs needed, and these would not be funded from the £1M legacy fund.

Madingley has also suffered HGV problems during the A14 Upgrade, causing damage to road surfaces and verges, road name signs and bollards being damaged or destroyed as well as periodic nighttime noise and disturbance. Beck Brook Farm has been particularly badly affected, experiencing property damage from an articulated lorry turning round on its lawn and destroying a tree in the process.

With regard to the Local Access Road, Pam explained that it will not be fully open until the scheme is complete, and that completion will be in piecemeal sections dictated by the works programme for the improvements around the Bar Hill junction. Any local traffic monitoring would therefore need to be done after the A14 upgrade scheme has been completed and HE has left the site, i.e. after December 2020 when the scheme is due to be completed.

If the parish wishes to progress with the closure of The Avenue to through traffic and seek funding from the project from the £1m legacy fund, it would not be possible to wait until any traffic monitoring is completed. This is because HE are seeking proposals by May 2019 that can be implemented by March 2020, and the suggested monitoring is unlikely to take place before February 2021 at the earliest.

David Ousby

Madingley Parish Council (Chair)

8<sup>th</sup> April 2019