

**Draft until signed**

**Minutes of Madingley Parish Council (MPC) Meeting**

**Wednesday 22<sup>nd</sup> January 2020 at 7.30pm, Madingley Village Hall**

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

**Attending:** S Etherington-Meech (SEM) (Clerk/RFO), Matthew Brown (MB) (Superintendent – Cambridge American Cemetery), 8 members of the public

**1. To Accept Apologies for Absence**

Cllr DeLacey (District Councillor), Cllr Bygott (District Councillor)

**2. To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**

No declarations of interest were declared.

**3. To Agree to hold a Public Forum**

A member of the public raised concern that an update on the A14 legacy fund application that MPC submitted was not included on the agenda. RCS advised that a meeting has been arranged for Friday 24<sup>th</sup> January 2020 with David Forbes (DF) from the A14 team and the application is to be raised at this meeting. The public requested that this item stays on the agenda in order to track progress as monies are due to be allocated by the end of March 2020 with potentially up to £35,000 worth of funding available for the parish, an update of the Stage 2 complaint appeal was also requested. RCS agreed and assured the public that he will raise all issues at his meeting on Friday. The public advised that they are concerned that if DF advises at the meeting that funding is not within his remit the next parish council meeting is not until March, and they are worried that MPC do not have a contingency. RCS said that he believes the intention of the meeting will be to discuss what they will be able to do for the parish; the public thinks it is to agree the works for the money that is due to be released in March 2020. RCS advised the public that they have to understand that the parish is to have a face to face discussion on Friday which is more advantageous than emails and messages alone. The public questioned MPC as to whether they feel confident that they have done everything that they can and have a plan if the meeting does not go well. RCS advised that there are then options for holding an extraordinary meeting, however, he reiterated that contact has been made for a meeting with MPC which is a positive step. If there had not been any contact then a referral to Lina and her manager would have been made.

The public highlighted that they are still unaware of any formal response to the Stage 2 complaint appeal, RCS stressed that this is for a different matter than the works to be carried out through the LHI application and is in relation to closure of The Avenue, however the public stated that they believe it was related to an assessment of our application generally. RCS stated that it is primarily for closure of The Avenue, the public advised that this was in fact the first option of the LHI application and RCS informed the public that we could risk losing grant monies if the Avenue closure is to take priority. RCS advised that the best course of action would be to go ahead with the improvements that can be agreed whilst the Stage 2 complaint progresses and that the focus of Fridays meeting is to change the locations of the original application and to arrange commencement of works. It was stated by the public that they feel personally that MPC is not clear about what it is willing to do and that it is risky to leave this item until the March parish council meeting. RCS advised that he was not suggesting to leave this until March, there is a meeting on Friday scheduled and this is an ongoing issue.

RCS advised that option 3, the roadworks on Dry Drayton Road was the favoured option from Highways for the LHI application, however MPC are going to try to either get these placed on the Avenue instead or in addition to Dry Drayton Road. The public advised that they feel that if discussions do not go well than a separate meeting will be required to pursue this. All members of MPC agreed that if no progress occurs on Friday then they will contact Lina and also push the Stage 2 complaint. Another member of the public highlighted that it was a positive step that a member of the A14 team had arranged a meeting on Friday and hopefully something positive should derive from it.

RCS advised that if they come and advise not to fund, we will then still push our Stage 2 complaint, however, this separate matter cannot force them to use their legacy fund on our project. The public advised that this was not what they were suggesting and that they have simply raised that they feel it is risky not to have a backup plan following Friday's meeting. RCS reiterated to the public that the meeting on Friday was related to agreeing what works are to be carried out as part of the LHI application and not agreeing the Stage 2 complaint process or the closure of The Avenue as this will not be within the remit of DF. The public stated that they are not concerned about The Avenue but the lack of outcome to the Stage 2 complaint and that there was no item on tonight's agenda to advise of any update or progress on the matter. RCS advised that there is currently no update, the public said that they are concerned that the parish will receive less funding or the least amount of funding in relation to this matter.

The previous chair was in attendance as a member of the public and highlighted that it would be worth revisiting the comments that were received in relation to funding Option 3 on 19<sup>th</sup> July 2019 before works to resurface The Avenue and footpath works were completed. He highlighted that option 3 was not written as a standalone option and it was not imagined that just one of the three options was to be agreed, option 3 had been window dressing for options 1 & 2. This included speed cushions on Dry Drayton Road which were to mitigate the impact of more traffic on this road if The Avenue was closed so consideration is now needed for these on The Avenue and not Dry Drayton Road. Speed cushions are unable to be placed along Dry Drayton Road as it is not lit or within a 30mph limit, HGV signage restrictions were not applicable but no reasoning was given, however a 40mph buffer limit and lining could be possible for some of Dry Drayton Road. He informed areas to be considered include warning signs, chevrons, road markings within the restricted section, refreshing of road markings through the village and repairs to existing speed cushions. It was advised this is to be the starting brief at Friday's meeting together with questioning what works are possible now that the Avenue is open.

MPC was questioned as to whether the meeting is to be approached from a delegated negotiating position or just as a chance to find out what DF has to say. RCS advised that there will be no negotiation as there is nothing to negotiate, we get what we are given and cannot force otherwise. RCS explained that he is to politely meet and explain the issues that the parish has and ask for works to be considered, such as the creation of buffer zones throughout the village to assist traffic calming especially since the re-opening of The Avenue. The public questioned if RCS has the remit for discussion or decisions and RCS advised that this has been the plan MPC has had all along with many discussions at previous meetings, the previous chair said that Highways England may request approval from MPC, all councillors were in agreement for RCS to represent them as a whole as he will be attending the meeting as chairman of MPC.

A member of the public questioned if funding is received now whether it would affect a future application for closure of The Avenue. RCS advised possibly but it would be taking a risk not to apply for anything now as it is likely the Avenue will remain open for at least 4 more years and it would be preferable to have other measures put in place now. We could risk no measures at all being placed on The Avenue while it remains open, or we can attempt to mitigate as much traffic coming through and apply for it to be shut at a later date. It was discussed and agreed that it would be beneficial for DF to see the traffic at the peak time of 7.30am rather than 10am on Friday morning – **Action** – SEM to contact DF to change meeting time from 10am to 7.30am.

MB introduced himself and sought to show his presence for any concerns that residents would like to raise with him. He also wanted to highlight plans at the cemetery for VE day on Friday 8<sup>th</sup> May 2020. The cemetery is looking to conduct a large celebration, anticipating it will be similar to previous Memorial Day celebrations with around 2,000 people in attendance and also with a small event called 'Faces of Cambridge' where photographs will be displayed of service men around the cemetery. MB wanted to make the community aware and to see if any local activities had been planned to ensure that they synchronised and didn't overlap, RCS advised that MPC was not aware of any activities and suggested MB liaising with the school as they may have plans. MB advised that there will still be a Memorial Day ceremony on Monday 25<sup>th</sup> May 2020. Madingley News asked MB for details of the event by 10<sup>th</sup> February so that they could place information in the March newsletter.

**4. To co-opt Parish Councillors to fill the vacancies**

No members of the parish came forward for the current vacancies. RCS advised that a resident has discussed joining and will hopefully be co-opted at the next parish council meeting.

**5. To Approve the Minutes of Meeting held on Wednesday 13<sup>th</sup> November 2019**

The minutes were signed by RCS as a true and accurate copy of the meeting.

**6. Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting – See Appendix 1**

**7. To Accept a Report from County and District Councillors**

CLlr D DeLacey Report – Appendix 3

CLlr T Bygott Report – Appendix 4

**8. Transport & Highways**

**a. To discuss any issues that have occurred now that The Avenue is open**

Discussion regarding this item within Item 3 (Public Forum)

**b. To discuss damage to verges on Cambridge Rd from sugar beet lorries**

It was noted that some issues have been raised in relation to the movements of sugar beet lorries on Cambridge Road. Fields and verges have been damaged and dangerous road conditions created by restricted visibility on the roads in Madingley. It has been questioned why the Moors Barn farm track was not used as in previous years for crop collection e.g. potatoes. Road safety concerns were raised with Peter Wilderspin around 10 days ago by the speedwatch team. **Action** – FN to investigate this issue and to write to PX Farms to enquire as to whether repairs will be carried out.

**Action** – SEM to email CLlr Nieto to advise the rights of way officer that Bridleway 2 is currently inaccessible and requires attention.

**c. To discuss email from CLlr Nieto/Highways/Policy & Regulation re: process for weight/HGV restrictions & repairing of potholes**

RCS gave details of the email as follows from Policy & Regulation *“Given the current financial climate and our present level of resources, unless a project has been prioritised within our Transport Delivery Plan, unfortunately there are no funds available to progress any potential solutions. If third party funding is secured, Cambridgeshire County Council would be happy to offer advice to assist in investigating alternatives..... Implementing any traffic control measures requires the making of a legal order.”* The email also recommended the utilisation of an LHI application for this purpose for which MPC would have to contribute 10%.

Simeon Carroll advised Lina that he had repaired a pot hole last week on Church Lane outside the churchyard, however, he has not received any other reports of potholes from the parish and didn't see anything when he recently drove through the village.

**d. To discuss an email from CLlr Nieto sent by the Highways and Infrastructure Committee requesting information regarding the impact on the county road network from the A14**

RCS advised that photographic evidence would be required for this, however, it would be very difficult to demonstrate that damage was specifically caused by the A14 works.

**9. To Discuss Planning Matters**

**a. Applications received for consideration – None received**

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

i. S/3717/19/FL – 10 Church Lane CB23 8AF – Erection of detached dwelling – Refused

ii. S/4044/19/TC - Home Farm, Cambridge Road CB23 8AH – Tree works – No objections. MPC were unable to discuss or make comment for this application due to declaration of interest from councillors

iii. S/3383/19/FL – Apple Cottage, St Neots Rd CB23 7PH – Single storey rear extension - Granted

**10. Matters for discussion/correspondence received**

**a. To discuss another defibrillator training session, if another donation would be necessary and whether a record of attendees at training sessions is required**

FN advised that following the defibrillator training session with the East Anglian Air Ambulance, the Three Horseshoes and other people have requested that an evening training session is carried out in order for them to be able to attend. RCS said that he believed it would be beneficial for another session to be held and to arrange if at least 10 people will be

attending. RCS proposed booking and donating to another training session, all councillors were in agreement RESOLVED. Madingley News advised that if a date is agreed before their deadline, they could place the date in the next issue of the newsletter. **Action** – FN to arrange further defibrillator training once a minimum of 10 people request it.

b. **To discuss maintenance requirements at the play area and consider any quotations for works that have been received**

FN advised that further to quotations for maintenance works at the play area she was very impressed with ideas and plans put forward by a local and trustworthy business, the Design Branch. The other quotation suggested selective removal of some of the saplings. It was raised that the Stephen Perse school like to use the area for their forest school sessions and the contractor would have to be aware and cautious to this when removing saplings. RCS proposed to proceed with the quotation from the Design Branch for £898.40, all councillors agreed RESOLVED. **Action** – SEM to instruct the Design Branch to carry out works detailed in the quotation.

c. **To discuss obstructions and inappropriate parking at Home Farm**

FN advised that she has been approached by Home Farm regarding obstructive parking close to the farm and the tenant has requested help to overcome this. Yellow lines would be expensive but H lines much more reasonable. The property is rented from the university. MPC felt this is something the tenant or landlord would have to pay themselves therefore suggested the tenant speaks directly to the landlord. **Action** – FN to advise Home Farm

d. **To discuss a letter received from 'No Expressways Group' – campaigning against the proposed Oxford to Cambridge Expressway**

MPC decided that it was not in their remit at present to comment on this campaign and they will await a consultation.

e. **To discuss the SCDC - Three Free Trees for Parishes – Application deadline 14<sup>th</sup> March 2020**

Unfortunately, MPC are unable to take part in this scheme due to not owning any parish council land.

f. **To discuss proposed changes to planning decision procedures at SCDC – letter from Fewes Lane Consortium Ltd and SCDC**

This was for information – options still remain the same for MPC

## 11. Consultations

a. **Cambridgeshire County Council Climate Strategy Consultation – Deadline for comments 31<sup>st</sup> January 2020**

No comments to be made by MPC **Action** – SEM to add to the website for residents to comment

b. **Cambridgeshire Fire and Rescue Service: Integrated Risk Management Plan Consultation – Deadline for comments 24<sup>th</sup> January 2020**

All councillors agreed to review this document and respond individually if required

c. **Greater Cambridge Local Plan Issues and Options Consultation – Deadline for comments 24<sup>th</sup> February 2020**

SEM printed documents for the noticeboard. **Action** – Clerk to put details on the website for consultation and FN posters in the noticeboards.

d. **Have Your Say on Police Funding Survey – Deadline for comments 27<sup>th</sup> January 2020**

**Action** – Clerk to add this consultation link to the website

## 12. Finance and Policy

a. **To accept account review to date and bank reconciliation**

Finance spreadsheet and bank reconciliation (Appendix 2) were circulated to councillors before the meeting and approved.

b. **To advise of payments received – None received**

A donation from the Three Horseshoes was received after the agenda was produced. **Action** - Clerk to send a letter of thanks for the donation monies.

c. **To approve the following payments to hand**

- i. **Clerks overtime and expenses – £29.46** - All councillors agreed payment RESOLVED – Cheque Number 101190 signed by RCS and FN. *Local Government Act 1972, s.112*
  - ii. **Roger and Lesley Buckley – Madingley News Expenses (Dec) – £25.00** - All councillors agreed payment RESOLVED – Cheque Number 101191 signed by RCS and FN. *Local Government Act 1972, s.142.*
  - iii. **Vernon Print & Design – Dec Printing - £344.00** - All councillors agreed payment RESOLVED – Cheque Number 101192 signed by RCS and FN. *Local Government Act 1972, s.142.* The editors for Madingley News queried if invoices received from Vernon Print & Design could be settled as soon as possible as MPC meetings are less frequent meaning there can be a long delay for payment to be sent. All councillors gave authority for this RESOLVED.
  - iv. **Vision ICT – Hosted email for Cllr Crichton-Stuart - £21.60** - All councillors agreed payment RESOLVED – Cheque Number 101193 signed by RCS and FN. *Local Government Act 1972, s.142.* **Action** – Clerk to send RCS contact details for VisionICT due to issues with his hosted email
- d. **To finalise the budget and precept (extension for submission granted to 23/01/20) for 2020/21**  
No adjustments to the budget were required and a precept amount of £12,938.00 was agreed by MPC, clerk to submit paperwork for this amount tomorrow to SCDC. It was discussed that an increase in the precept was required as the precept has decreased over previous years or increased only slightly and expenditure for the parish is now increasing.
- e. **To discuss Barclays online banking restrictions and to consider opening a new business current account**  
**Action** - Clerk to compose report and details of alternative bank accounts (to include Unity Trust, CAF bank and Lloyds) that offer the services that MPC require.

### 13. To accept notices and matter for the next agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

- Feedback on meeting with Highways/David Forbes
- Litter pick – suggested 21<sup>st</sup> March 2020 at 10am outside Village Hall – DO to arrange litter pickers, hi-vis etc and RCS to put in chairman’s report in Madingley News
- Future meeting dates
- Stage 2 complaint progress

### 14. Date and time of next meeting – Wednesday 25<sup>th</sup> March 2020 at 7.30pm

#### **EXCLUSION OF THE PUBLIC AND PRESS**

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

**No items to be discussed that need to exclude the public and press**

Meeting closed at 9.29pm

Appendix 1

MADINGLEY PARISH COUNCIL  
ACTION LIST FROM MEETING HELD ON 13/11/2019

a.	<del>Inadequate speed sign erection – Church Lane – Simeon Carroll (RESOLVED)</del>	<del>SEM</del>
b.	Telephone Kiosk – Relocation/restoration – Request for ideas in Madingley News (RCS) – (Ongoing)	FN/JSH/RCS
c.	<del>Defibrillator installation (RESOLVED)</del> & additional training session	FN
d.	Noticeboard – plaque supply and erection – (Ongoing)	RCS
e.	Councillor vacancy – co-option – (Ongoing)	FN/JSH/RCS
f.	Street Furniture Breakdown on insurance (Ongoing)	SEM
g.	Weight restriction/buffer zones (on agenda) – <b>To discuss with David Forbes at meeting on Friday 24<sup>th</sup> January 2020 unsuitable for HGV signs for the parish</b>	RCS/LN/Greenways
h.	Girton Footpath 8 – contact with Peter Wilderspin (Ongoing) – no action	Greenways
i.	<del>Add defibrillator &amp; cabinet to insurance and asset register (RESOLVED)</del>	<del>SEM</del>
j.	<del>Streetlighting Energy setup (RESOLVED)</del>	<del>SEM</del>
k.	<del>CAPASP – Scams scheme – Register support of scheme (RESOLVED)</del>	<del>SEM</del>
l.	Pension Regulator – Re-declaration (Ongoing)	SEM

## Appendix 2

### Bank reconciliation

#### Madingley Parish Council

Prepared by Sarah Etherington-Meech – Parish Clerk and Responsible Financial Officer

Date – 21<sup>st</sup> January 2020

Balance per bank statements as at 24<sup>th</sup> December 2019:

Barclays Bank – Current Account	£4,051.51	
Cambridgeshire Building Society – Savings Account	£10,379.03	
<b>Total:</b>		<b>£14,430.54</b>
Petty Cash Float (if applicable)		n/a
Less: any unrepresented cheques as 24 <sup>th</sup> December 2019		£0.00
None		
Add: any un-banked cheques at 24 <sup>th</sup> December 2019		£0.00
Net balances as at 24 <sup>th</sup> December 2019		£14,430.54

### Appendix 3

Report from District Councillor Douglas de Lacey  
6. 1. 2020

The Joint Development Control Committee has had a very interesting briefing on problems of contaminated land at Wing. The contamination is a result of firefighting chemicals (PFAS: polyfluoroalkyl substances) and is a problem not encountered before by us or even by the EA. The applicants are working on the problem. We then had a tricky decision about extending the working hours of a waste collection centre in the City, and briefings on the Wing school and a proposed 'South West Travel Hub' which we agreed is merely a Park and Ride in all but name, and one which prioritises the car above other travel modes.

On 19 December I held a Reception for the SCDC staff and officers. With the help of my Vice-Chair I awarded prizes for the best-dressed Christmas desks, I joined a group of singers for karaoke carols, and we served mulled wine and mince pies. The enthusiastic participation suggests that this is an important part of encouraging our colleagues and maintaining morale.

I recently noticed a small fly-tip which our officers have now removed. You may be aware of the Council's latest attempt to tackle fly-tipping via a poster which seeks to play on the conscience of the offender. Sadly I believe that most fly-tipping is done consciously and cynically and I doubt this campaign will meet much success. Meanwhile please report any fly-tipping you encounter to [refuse@scambs.gov.uk](mailto:refuse@scambs.gov.uk) or to me.

Three consultations are open for your comments this month:

Network Rail is consulting from 20 January on a new station at the biomedical campus: details at <https://www.networkrail.co.uk/running-the-railway/our-routes/anglia/cambridge-south-station/> (or <https://tinyurl.com/twl3sys>).

Our own consultation on the issues and options for the new Local Plan starts on 13 January when details should be available via <https://www.scambs.gov.uk/consultations/>

There you can also find details of the revised version of the taxi licensing strategy which closes at the end of the month.

The Greater Cambridge Partnership is going out to public consultation shortly on proposals for walking and cycling improvements on Madingley Road. More details as I have them, but I shall be attending a Councillors' briefing shortly.

Finally, SCDC has a New Year offer to Parish Councils: a voucher for 3 trees (and all necessary accoutrements) to be planted in each Parish. Please contact [Emma.Dyer@scambs.gov.uk](mailto:Emma.Dyer@scambs.gov.uk) for details and to obtain your trees.

Douglas de Lacey



## District Councillor's Report to Madingley Parish Council

CLlr Tom Bygott

22<sup>nd</sup> January 2020

### Consultation to prepare for the next Local Plan

The Issues and Options Consultation for the next Local Plan is now open and will run until February 24th 2020. A new website has been set up: [www.greatercambridgeplanning.org](http://www.greatercambridgeplanning.org) (“the Plan website”)

A series of consultation and discussion events has been scheduled. The largest, known as the “Big Debate”, will be held at the Cambridge Corn Exchange at 6:30pm on Tuesday 18<sup>th</sup> February. Tickets for this need to be booked online at <https://www.eventbrite.co.uk/e/greater-cambridge-local-plan-thebig-debate-tickets-88648697641>

Other roadshow events are listed on the “Plan website”, those nearest Madingley are:

<u>Date</u>	<u>Location</u>	<u>Time</u>
Friday 31 January	Cottenham Community Centre - Café	10am to 12pm
Saturday 1 February	Cambourne Morrisons	10am to 12pm
Friday 7 February	Histon Tesco Express – in front of the store	12pm to 2pm
Saturday 8 February	Bar Hill Tesco – foyer	10am to 11:30am

Short comments can be made on the “Plan website”. More detailed comments can be made through another website <https://cambridge.oc2.uk/>, or by a written form (see How to Comment on the “Plan website”) and email to [localplan@greatercambridgeplanning.org](mailto:localplan@greatercambridgeplanning.org) or request one from 03450 450 500 and send to Planning Policy Team, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge CB23 6EA.

### Need for more charge points for electric cars

A resident of Dry Drayton recently asked me to look into the question of how easy it is to charge electric cars and suggested that much more needs to be done.

Planning permission is not required to install a home charging system, which are available from a variety of suppliers for several hundred pounds. Internet search: “home vehicle charger”. The first step to owning an electric vehicle is to buy one of these, as it enables the car to be charged overnight, which is an easy habit to get into. Charging an electric vehicle costs considerably less than buying the equivalent amount of petrol or diesel, and it can be even cheaper still if you have solar panels installed. Home chargers can generally charge at up to 32 Amps (7.2kW) on a dedicated circuit, or more if you have three phase electricity.

The next step is to find electricity when you are somewhere else. Many cars now have in-built software to find charging points, or there is an app called zap-map which is quite useful. The best places are where you are busy doing other things, such as at work, eating in restaurants, shopping or going to the gym, and you don’t need to wait around.

According to zap-map, there is in fact only one public charging point in Girton, Dry Drayton and Madingley ward, which is a Tesla destination charger at the Felix Hotel on Huntingdon Road. Nearby, there are two sites in Cambourne, one at the Madingley Road Park & Ride and one at the Extra Services on the A14. There is an immediate need to increase the number of charging points, and this is something that local councils should be encouraging. If you own a business, installing a charging

point is a great way to encourage strangers to turn up unexpectedly and ask to buy your goods or services while charging.

There are three main types of electric vehicle that you can buy: full electric vehicles (which need to have a range of at least 300 miles to be practical), vehicles with a range extender (typical range 100 miles and a small petrol engine that starts when you run out of electricity) and plug-in hybrids (which are like ordinary hybrids with a battery that can travel up to 30 miles before the engine starts).

According to the SMMT (Society of Motor Manufacturers and Traders), nearly 38,000 full electric and 35,000 plug-in hybrid vehicles were registered last year compared to 1.5M petrol and 583,000 diesels. Diesel sales are down from 1.3M in 2016 (a 54.6% fall over three years). Since petrol and diesel vehicles are more expensive to run and to maintain than electric vehicles, it is likely that their second hand values will fall much more rapidly than in the past.

More information is available from the Energy Saving Trust:

<https://energysavingtrust.org.uk/transport/electric-cars-and-vehicles/electric-vehicles>

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