

Balsham Parish Council
Minutes of the Parish Council Meeting held on
Monday 21st September, 2020
Remote meeting via Zoom at 7.30 p.m.

Present: A West, J Kiddy, G Fiddy, D Paton, M Shaheer, H Ford, P Anderson, K Reyes and S Thurgood.

Public: 3

Also in attendance: Cllr Henry Batchelor, Geoff Harvey

Clerk: Tracy Coston

1. **Apologies for absence:** None
2. **Councillors are required to review the agenda, and to declare any pecuniary interest in any item:** None
3. **Public Participation (15 mins):**
Balsham Post Office: The Post Office has received thanks from the Lord Lieutenant. The PC were asked to remind local residents to continue to support the Post Office.
4. **Minutes of the Parish Council Meeting held on 20th July, 2020:** The minutes were approved and signed remotely by Annie West.
5. **Report from District and County Councillor:**
County Councillor:
A1307: LHI Schemes for this year deadline 27th September. Balsham PC not applying this year.
Local authorities have been told by Government that County Council and District Councils can lockdown.
Call for sites have been released for the forthcoming local plan. Very early speculative sites have been put forward. As the process goes through and the sites be evaluated and dismissed if they are not suitable.
Historically only about 10% of the sites put forward do receive planning. There was a call for green sites as well as sites for building on.
A report will be compiled by an expert panel later in the year when the sites are analysed.
District Councillor: The next local plan is a big focus. Historically only about 10% of the sites put forward do receive planning. Call for green sites as well as sites for building on.
A report will be compiled by an expert panel later in the year when the sites are analysed.
The Zero Carbon Communities fund closing date 30th September.
Pond at Hunters Moon: The Planning Officer has responded. The drainage input for the planning application was approved and there was an undertaking to move the pond. The PC are concerned that a pond cannot just be moved the water as the water has to be directed to the new pond. Clerk to correspond with Julie Ayre.
Fox Road tree: The PC explained that a tree along the edge of the land down Fox Road needs some work doing to it, but the contact details of the owners are not known. Clerk to investigate further.
6. **Matters arising from the minutes**
 - a) **Ditch at rear of Balsham Buildings:** The Clerk chased up with Hills again and their legal department.
 - b) **Pond at Hunters Moon:** The PC are concerned that you cannot just relocate a pond and there is more hardcore in the pond. They will have to pipe the area.
 - c) **Letter received from the Diocese:** A letter has been received from Jonathan Green and

the lease on the Church Institute. The PCC and the Diocese are going to discuss at the end of September.

7. Covid-19 support in the Parish

a) Foodbank report: There is £ 1,467.76 remaining in the accounts. A discussion about the second wave took place.

8. Planning:

a) For Discussion:

Proposal: Removal of existing conservatory and refurbishment of new conservatory.

Site address: 110 High Street Balsham CB21 4EP Reference: 20/03371/HFUL

Public Access Link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/03371/HFUL>

PC Decision: Approve

Proposal: Barn conversion to residential use at Worsted Lodge

Site address: Worsted Lodge London Road Old A11 Babraham Reference: 20/01942/LBC

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/01942/LBC>

PC Decision: Approve

b) Decisions: 97 High Street – Planning approved

c) 7 Cambridge Road – planning: The small extension is permitted development.

d) Call for site consultation results: Clerk to find out more information about the timeline for further consultation and decisions.

e) Approval and signing of S106 documents: The Chair and a Councillor signed the S106 documents for 7 High Street and Linton Road. The documents will be sent to SCDC for the money to be released.

f) Tree applications:

Local Planning Authority: South Cambridgeshire District Council

Proposal: Willow - W1 - Fell, outgrown situation, overhangs public path, children's play area and pavilion. Site address: Hatters Church Lane Balsham Reference: 20/1866/TTCA

PC: The PC suggested for the willow tree to be pollarded and not felled.

9. Allotment update:

a) Allotment rents: Allotment rents are being paid and are due by the 30th September.

b) Waiting list: There are 15 on the waiting list and some larger plots are going to be split to make them more manageable. Some tenants have been written to as they are not maintaining their plots correctly. Deposits are taken when the allotment is hired out and then two warnings and then 30 days' notice to improve.

10. Recreation Ground/Pavilion

a) New play area plans: Quotes have been received from Wicksteed Leisure, Sovereign and Kompan.

The PC approved the Kompan design and asked if all the wooden equipment could have a metal sleeve to put the wood in the ground. The Kompan wooden equipment has a warranty of 15 years.

The PC unanimously agreed for the Kompan equipment to be purchased, which will be a 6-8 weeks delivery.

b) Discussion about new fence: The leylandii fence has been felled. The posts of the new higher fence of 1.8 m have 80cm to 1m in the ground.

The PC agreed to apply for planning permission for a 2.55 metre fence to protect the neighbouring property from overlooking and noise. An idea of an extension to the fence was discussed but it would be dangerous as the posts are not high enough.

Quotes are being organised for a 2.55 metre fence.

c) Opening up the pavilion: The pavilion isn't open for groups at the moment due to the 6 rule.

d) New chairs and tables and storage for pavilion: The Bowls Club have offered to make a donation towards tables and chairs for the Pavilion isn't in use at the moment. Costs to be looked at.

11. Church Institute: Opening up the hall procedures: The CI is under pressure to open the hall but it will remain closed at present.

12. Highway Matters:

a) Highway Issues:

b) Double yellow lines on corner of West Wrattling Road/High Street: Highways have reported that the double yellow lines are to be advertised on 23rd September. The parking issues are getting worse.

c) Parking sign on Green for school parking: To be chased up with Highways. Clerk to ask the Meadow School to remind the parents to park at the Recreation Ground car park for school drop off and collection.

d) Water on West Wrattling Road: All correspondence will be forwarded to Highways who are liaising with the Diocese.

e) Access line at the Old Butchers Café: The line has been installed.

13. Correspondence:

a) Tea Pod: The owners have asked the PC if they have any objections for the Teapod trading outside the Butchers Café when the Café is closed. The PC do not have any objections.

14. Finance:- Receipts and payments up to 16/09/2020 and any invoices/receipts received up until 21/09/2020 will be considered at the meeting.

a)

Receipts August/September 2020		
Tesco Bag Scheme x 2 grants for foodbank		£ 1,000.00
SCDC Small Business Grant Rent Relief		£ 10,000.00
Allotments		£ 507.50
S106 money (Hills)		£ 37,238.79
Total Receipts		£ 48,746.29
Payments August 2020		
T Coston Salary	£ 1,018.55 Exp £ 137.54 Pension £ 56.02	£ 1,052.48
M McCall (Gross £)	17 hours £2.70 ex	£ 235.80
S Housden (Gross £)	£ 154.00	£ 154.00
Opus Energy		£ 16.84
C Denny		£ 70.00
Kleen Windows		£ 30.00
Foodbank expenses		£ 1,054.39
Rob Ellam		£ 347.58
Zoom subscription		£ 14.39
Saffron Security		£ 1,414.65
A J King		£ 1,980.00
Nextnorth		£ 180.00
Cyril Denny		£ 60.00
A J King		£ 900.00
Opus Energy		£ 18.48
Zoom subscription		£ 14.39
Haven Power		£ 115.69

Alex Talbot	£ 1,950.00
Northampton Pensions	£ 1,515.60
Total Payments	£ 11,126.90
Payments September 2020	
T Coston Salary £ 1,018.55 Exp £ 145.98 Pension £ 56.02	£ 1,055.09
M McCall (Gross £) 17 hours £15.09 ex	£ 235.80
S Housden (Gross £) £ 154.00	£ 154.00
Furniture@Work	£ 53.60
Staples	£ 52.11
Anglian Water	£ 129.14
HMRC	£ 376.88
Pension	£ 326.95
Haven Power	£ 115.69
Balsham PCC	£ 495.00
Church Institute (S106 money)	£ 6,506.72
A J King	£ 672.00
RSA (insurance)	£ 1,600.39
Cyril Denny	£ 105.00
Staples	£ 69.11
Total September payments	£ 11,947.48

Bank Balances as at 16/09/2020

Community A/C:	£ 6,525.53
H.I. Account:	£ 60,796.44
3 month notice account (Lloyds)	£ 42,490.67
Total	£ 109,912.64

15. Area Report:

- a) **Rosie Green Wood:** Steve Thurgood and James Kiddy to meet at the wood and discuss the work that is required. The Clerk will also contact the Forestry Commission.
- b) **Floodlights at Pavilion:** The lights will be put on at the timer switch and monitored by Mike McCall for the dog walkers.
- c) **Linton Road ditch:** The ditch is 2 ft higher than it should be to make it drain efficiently and needs to be dug out. James Kiddy will look at the documents and the Clerk will contact Highways to see if they are the owners.
- d) **Tree work:** The Parish Councillors will report any trees that are overhanging and the Clerk will contact the residents.
- e) **West Wratting Road:** Garden rubbish has been tipped on the bank which will fall on the road. It is important to be vigilant.
- f) **Community Orchard:** The orchard needs maintaining. Clerk to speak to Melissa Tabecki who set up the orchard.

16. Date of Next Meeting: Parish Meeting will be held on 19th October, 2020 at 7.30 pm Remote meeting via Zoom.

Meeting finished at 10.05 pm

Signed

Date

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