

## M5 MINUTES

The Parish COUNCIL Meeting of Kings Ripton was held on Tuesday 27 November 2018 at 7.00pm in Village Hall

Present P Rayner, Chairman, P Bassitt, Vice-Chairman, R Rayner, K Martin, David Sattelle Parish Councillors.  
Ms R Mimiene, Clerk.  
CC Cllr S Criswell  
HDC Cllr S Bywater  
HDC Cllr D Tulpin  
4 members of the public.

**Chairman suggested to reorder the Agenda for best use of the time and interaction with the public. PC agreed with the suggestion.**

**181127/297 To Receive Apologies and Reasons for Non Attendance**

181127/297.1 There were no apologies for absence.

**181127/298 Declaration of Interests for Members (Disclosable Pecuniary Interests)**

Cllrs PR and RR will not enter into discussions regarding: 181127/303 points 2-3 and will declare a personal interest in item 181127/303.2.

Cllrs PR and RR asked for a dispensation for the planning items listed above.

**Proposal Proposed by Cllr PB, seconded by Cllr DS, 1 objection and it was RESOLVED that the dispensation approved. Carried**

Cllrs PR and RR will stay in the room when the issues discussed as PC voted and decided to approve the dispensation.

Cllr KM declared a personal interest in Agenda item 181127/310 Allotments.

**181127/299 To Receive Reports from District and County Councillors**

181127/299.1 CCC Cllr SC reported on Highways issues re: Sawtry Way crematorium. There is no justification to oppose on the Highways grounds. Cllr SC and read the report out loud.

181127/299.2 HDC Cllr SB reported re: Sawtry Way crematorium, the hearing is set on 5 Dec 18 for 2017 application. Feedback on the local plan received. Parish Councils are getting together to share good practice and discuss the problems. Jan 19 meeting will be hosted in Sawtry. Tour of Cambridgeshire for the next year.

181127/299.3 HDC Cllr DT reported that Local Plan is almost there, no major issues raised by the inspector. Re: Sawtry Way crematorium impact on countryside and lack of public transport are the key issues for refusal. CIL money set for PCs – 15% without NP, and 25% when NP is in place. Abbotts Ripton done the NP.

### **Close of Meeting**

**181127/300 Public Participation Session with respect to items on the Agenda and other matters of mutual interest.**

Speaker 1: Issue brought up re: Agenda item 181127/298 Dispensation.

Speaker 2: A thank you expressed for the village tidy up. Traffic and roads concerns raised. Wyton roundabout stated as dangerous. Question raised are there plans for upgrade, junction improvement and capacity issues, work is ongoing. Transporters reported coming to A1 through here.

### **Re-opening of the Meeting**

**181127/301 To Receive and Approve the Minutes of the Parish Council meeting 18 September 2018**

Minute 180918/274.1: add 'which was approved, declaring Personal Interest for B1090 Crematorium'.

Minute 180918/274.2 add 'and request dispensation which was approved'.

**Proposal Proposed by Cllr KM, seconded by Cllr RR, all in favour and it was RESOLVED that the minutes of PC Meeting 18 September 2018 to be accepted and signed as the true record of the meeting with the above amendment. Carried**

*Chairman signed the minutes.*

**181127/302 Matters Arising for those Minutes**

All covered under the Agenda.

**181127/303 Notification on Planning Items**

- 1) Proposal: Reserved matters application for 192 dwellings for appearance, layout, scale, landscape and access in respect of Key Phase 1 pursuant to outline planning permission 1201158OUT. Site Address: Alconbury Airfield Ermine Street Little Stukeley Reference: 18/01536/REM No comments. – No PC comments.
- 2) Construction of a new crematorium with associated car parking, memorial gardens, access road, access and landscaping. Site Address: Land North Of Wyton Piggery Cottage Sawtry Way Wyton Reference: 18/00700/FUL – Further additional info received 29 Oct 18, comments within 21 day.

Appeal has been made against the decision of the Local Planning Authority (HDC) to refuse planning permission for the development of Land North of Wyton Piggery Cottage Sawtry Way Wyton Construction of a new crematorium with associated car parking, memorial gardens, acces road, access and landscaping. *Received 22 Oct 18.*

Construction of a new crematorium with associated car parking, memorial gardens, access road, access and landscaping. Site Address: Land North Of Wyton Piggery Cottage Sawtry Way Wyton Reference: 18/00700/FUL – received 15 Aug 18 while Clerk on holidays, comments within 21 day – responses by 7 Sep 18 – no PC comments due to not quorate at the Sep PC meeting, PC comments stay as submitted before. Cllr PB represented PC at the Development panel Meeting on 17 Sep 18. Note: Next DMC meeting is 19 Nov 18.

Appeal 17/00969/FUL Land North Of Wyton Piggery Cottage Sawtry Way Wyton Construction of a new crematorium with associated car parking, memorial gardens, access road, access and landscaping – *Appeal, 20 Nov 18*

Construction of a new crematorium with associated car parking, memorial gardens, access road, access and landscaping. Land North Of Wyton Piggery Cottage Sawtry Way Wyton 1 Air Quality Assessment submitted (16/11/2018) – received 22 Nov 18

PC recommend refusal to the above planning consultation – because there is no sustainable transport which excludes certain categories of the public who choose not to have a cremated funeral; the affect of the development to the countryside and the detrimental effect on the local business:

- No footpath access.
- No public transport access – thus challenging access for those with limited resources.
- Not inclusive – 1 in 5 opt for burial and their needs not met.
- Not inclusive – some faiths, which are well represented in the area also opt for burial and their needs would not be met.
- Damage to an existing, eco-friendly, sustainable, tourism business – a caravan park which directly overlooks the site and would be adversely affected by the resulting landscape and visual harm.

**Proposal**

**Proposed by Cllr KM, seconded by Cllr PB, all in favour and it was RESOLVED to recommend refusal to the above planning consultation. Carried**

- 3) 18/01439/FUL Proposed new crematorium and cemetery development: including administration and café building, memorial gardens, traditional and natural burial areas, car parking and landscaping. Land Opposite Mayfield Heath Farm Sapley Road Kings Ripton. The District Council has received further information in connection with the planning application that has been made for the development of the site. This information provides for: 1 Revised Plans received (24.09.2018) – received from HDC 25 Sep 18

Proposed new crematorium and cemetery development: including administration and cafe building, memorial gardens, traditional and natural burial areas, car parking and landscaping. Site Address: Land Opposite Mayfield Heath Farm Sapley Road Kings Ripton Reference: 18/01439/FUL – Additional info received 25 Sep 18, PC comments within 21 day.

Additional documents received by HDC, PC letter dated 12 Nov 18. PC comments within 21 day

Proposed new crematorium and cemetery development: including administration and cafe building, memorial gardens, traditional and natural burial areas, car parking and landscaping. Site Address: Land Opposite Mayfield Heath Farm Sapley Road Kings Ripton Reference: 18/01439/FUL – received on Mon 12 Nov 18

18/01439/FUL Proposed new crematorium and cemetery development: including administration and café building, memorial gardens, traditional and natural burial areas, car parking and landscaping. Land Opposite Mayfield Heath Farm Sapley Road Kings Ripton

The District Council has received further information in connection with the planning application that has been made for the development of the site. This information provides for: 1 Air Quality Assessment submitted (16/11/2018) – additional info received on 20 Nov 18

PC recommend approval with the condition that local business is to be considered as well as the hours of operation.

Proposal

**Proposed by Cllr DS, seconded by Cllr PB, all in favour and it was RESOLVED to recommend approval to the above planning consultation.** Carried

181127/304

#### **Fibre broadband**

Fibre broadband 'Fibre to the home' is very high speed. Support businesses in the area. People can go onto BT website and request the service to be delivered. PC can ask for flyers, put notices on the website, NB. Cllr PR will seek the leaflets. Cllr KM volunteered to drop them off.

KM

181127/305

#### **Highways and Verges**

181127/305.1

Bridge over the Bury Brook – Cllr RR shared experience about the tress and hedges, which are highways responsibility. Signage to be cleared, need reporting on line <https://highwaysreporting.cambridgeshire.gov.uk/>

Cllr MK reported that she approached various bodies.

Cllr KM provided links for the Environment Agency for the Bridge over the Bury

Brook project: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

<https://www.gov.uk/government/publications/environmental-permitting-regulations-exempt-flood-risk-activities/exempt-flood-risk-activities-environmental-permits>

Exemption "5. Footbridge over a main river not more than 8m wide from bank to bank (FRA5)" doesn't seem to apply because the works would be "within 100m of any non-agricultural building in the floodplain or another man-made structure on or in the main river" i.e. the roadbridge.

<https://www.gov.uk/government/publications/sr2015-no28-installing-a-clear-span-bridge-on-a-main-river>

Standard Rule permit "SR2015 No 28: installing a clear span bridge" doesn't seem to apply either as it can't be installed within 200m of any other bridge (2.2.3g).

<https://www.gov.uk/guidance/flood-risk-activities-environmental-permits#bespoke-permits>

This leaves PC with only option of a bespoke permit. A Risk Assessment is the first step. If the activity can meet most of the rules for the Standard Rule permit PC only need the Risk Assessment to address those factors which don't meet the Standard Rules. PC may want to consider finding a Consultant to do the Risk Assessment and Management System for us. There is a Search Engine linked to the EA website to search for a consultant, this came up with Harcombe Environmental <http://www.harcombe-environmental.co.uk/> All of this is dependent on finding the funding of course.

<https://www.cambscf.org.uk/is-your-group-ready-to-apply.html>

Cambridgeshire Community Foundation requires us to put 10-20% of funding into the project from 'other sources' & normally only offer up to £10,000. As PC protected its reserves this year PC could possibly use reserves for the 10% if can't get other funding from elsewhere. PC need to be 'Grant Ready' before submitting an application and would need the following policies in place, Equality, Health & Safety & Safeguarding (maybe CAPALC has templates for these). PC would also need to provide a copy of our Governing Document (Constitution) & up-to-date accounts. Applications are matched against appropriate funds. If PC don't have these policies in place could PC approve them at the next meeting so that we can apply?

181127/306

#### **Speeding in the village: Roadwatch data**

Traffic calming in the village is not working very well as cars are still speeding. Small donation of £10 agreed to be made to the monitoring the crematorium entries and both village accesses. 300/400 cars an hour go down the single carriage way. Nothing can be done at the junction as according to the Highways if there is a constant queue at the junction, then it is an issue.

*CCC Cllr SC and HDC Cllr DT leave the meeting.*

181127/307

**Correspondence** – all relevant correspondence circulated to PC.

181127/308

#### **Allotments**

There is no need for the allotments. PC keep maintain the area using PC funds. There is a from 2 residents to consider a play area there instead. It would cost around £15,000 for a simple one. It has to have appropriate fencing and equipment. There are funding available. PC raised a question is a suitable area for the play area as crossing the road is difficult and the pavement on the bank is steep. There are options to have bee hives, woodland area or affordable housing. It is the only land available in the village at the moment. If PC sold it it could only be used for another capital purchase. Previously PC considered other areas for Play Area. Cllr KM presented a report o the age groups in the village.

*HDC Cllr SB leaves the meeting*

181127/309

#### **Defibrillator**

Cllr KM reported that C-pad can be purchased for the price of around £600, the cabinet to be purchased separately. Members considered the location either by the entrance to the Glebe Farm as there is a CCTV or in the porch of the Village hall which is not locked but not visible from the road but there is no CCTV there. Cllrs PR and RR are happy to support the project. Glebe Farm have a first aid trained staff on site. Training to Councillors and residents can be provided. Cllr KM agreed to look at Lottery funding. Need to check with PC insurance company. Defibrillator will be added to PC Assets list. PC will need to budget for the upkeep and maintenance of the defibrillator, which will be around £200 per year: Pads and batteries will need to be replaced. Glebe farm can provide the cabinet and set the defibrillator up.

Cllr PR noted that Glebe Farm would fund £600 for the defibrillator, then Glebe would also install in it's entrance way which is public highway access too. Glebe would provide an IP66 box (standard wall case) and install a supply for small heater, led light etc from the farm. CCTV is there already.

Stainless box is fine but I would avoid because it tends to make it much more exciting for theft:

<https://uk.rs-online.com/web/p/wall-boxes/8428392/> -stainless

<https://uk.rs-online.com/web/p/wall-boxes/7755325/> -powder coat.

Of course labels and signs to show it's public access are no problem but maybe the defibrillators providers have?

PC would own the defibrillator and so responsible for insurance and consumables. Will need a volunteer to carry out a monthly/quarterly check.

- Proposal** Proposed by Cllr KM, seconded by Cllr PR, all in favour and it was **RESOLVED** that money for the defibrillator, maintenance and training to be added to the budget for 2019/20. **Carried**
- 181127/310** **Village Security**  
Neighbourhood watch is set up. Signs purchased, Invoice to be provided to PC. The resident group set up. They received regular updates on what is happening in the area sent by E-cops. Question was raised who is local PCSO when the one PC had retired earlier this year. To find out who is a local contact person.
- 181127/311** *2 members of the public leave the meeting*  
**GDP (General Data Protection) – outcome**  
Considered.
- 181127/312** **Review Risk Assessment (Finance), last reviewed Nov 2017**  
**Proposal** Proposed by Cllr PR, seconded by Cllr PB, all in favour and it was **RESOLVED** that PC Risk Assessment (Finance) is to be approved. **Carried**
- 181127/313** **Dispensation Procedure, Cllr PR**  
**Proposal** Proposed by Cllr PR, seconded by Cllr PB, all in favour and it was **RESOLVED** that PC Dispensation Procedure is to be approved. **Carried**
- 181127/314** **Complaint Handling**  
**Proposal** Proposed by Cllr PR, seconded by Cllr PB, all in favour and it was **RESOLVED** that PC Complaint Handling is to be approved. **Carried**
- 2 members of the public leave the members*
- 181127/315** **Finance**
- 181127/315.1 To Sign a Bank mandate form for Cllr K Martin to become a signatory  
Mandate completed, Cllr KM is a signatory.
- 181127/315.2 Bank balance as at 31 Oct 18, Cashbook, Bank Reconciliation carried for Sep & Oct 18 (uploaded onto the website), Income & Expenditure  
Bank Balance £8,762.15  
Cashbook balance £8,762.15  
£10.98 VAT received.
- 181127/315.3 Budget for 2019/20 proposals and Precept – Cllr KM will present Budget proposals  
PC discussed the proposal and agreed Budget and Precept for 2019/20 financial year.
- Proposal** Proposed by Cllr PR, seconded by Cllr PB, all in favour and it was **RESOLVED** that **Budget for 2019/20 is £5,392.00 and Precept for 2019/20 is £5,392.00.** **Carried**
- 181127/315.4 Expenditure for approval 27 Nov 18:
- | Date     | Payee and Description   | Amount  |
|----------|---|---------|
|          | <i>Electronic payments:</i>   |         |
| 181127.1 | Clerk's Wages Oct 18 and Tax deductions payable to HMRC Oct 18  | £137.20 |
| 181127.2 | Clerk's Wages Nov 18 and Tax deductions Nov 18  | £137.20 |
| 181127.3 | Expenses on running cost of PC Oct 18 £23.90 and Nov 18 £5.00   | £28.90  |
| 181127.4 | Donation to Roadwatch team for additional route to be included and data collected as agreed at Sep PC | £10.00  |
| 181127.5 | CAPALC Councillor Training x 3 sessions (19/09/18, 26/09/18 & 03/10/18) for 1 Councillor              | £105.00 |
| 181127.6 | Houghton & Wyton PC Councillor Training course x 3 Councillors attending 26 Sep 18                    | £54.00  |
|          | Total Nov 18 expenditure:   | £472.30 |
- Proposal** Proposed by Councillor PB, seconded by Councillor PR, all in favour and it was **RESOLVED** that items listed above under the Agenda item 181127/315.4 are to be paid. **Carried**
- 181127/316** **Members' Reports, round the table invitation to report**  
Cllr KM attended training arranged by CAPALC and Cllrs PR, PB and DS attended training session arranged by Houghton & Wyton.
- 181127/317** **Matters to be raised by members for the next agenda**  
None.

**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.**

**181127/318**

**Clerking services.**

The matter discussed.

**181127/319**

**Date of the next meeting: Mon 21 Jan 2019 at 7pm**

*Meeting finished at 9.52pm*

*These minutes are considered draft until ratified at the Parish Council meeting*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman: Philip Rayner