

**FENSTANTON PARISH COUNCIL**  
**Minutes of the full Parish Council**  
**Fenstanton & Hilton Primary School, Fenstanton**  
**Thursday 14 June 2018 @ 19.30 pm**

---

**Present:** Cllr Kent (Chairman)  
Cllr Buchanan  
Cllr Caswell  
Cllr Henderson  
Cllr Pask  
Cllr Pryke  
Cllr Saunderson  
Cllr West  
Cllr White

**In Attendance:** Annette Eggett – clerk  
Cllr John Davies  
Mr Kevin Mitchell

- 18.021 Election of Chairman for the ensuing year**  
**18.025 Election of Vice Chairman for the ensuing year**  
**Taken together**

Cllr White proposed Cllr Kent take up the role of Chairman for the next 12 months. Cllr Kent acknowledged that he had already held this position for three years but was prepared to carry on for a fourth year but that another Councillor should be encouraged to take this on after a year. To this end, Cllr Kent proposed Cllr Buchanan for the role of Vice Chairman. Cllr Buchanan confirmed he was also happy to take on this role and to stand in for Cllr Kent as and when the need arose. The proposal was therefore for Cllr Kent as Chairman and Cllr Buchan as Vice Chairman.

**Proposed: Cllr White    Seconded: Cllr Henderson    All in favour.**

18.021.1 Cllr Henderson proposed a vote of thanks to Cllr Kent for his Chairmanship during what had been a difficult year for him. All agreed.

- 18.022 To receive the Chairman's Declaration of Acceptance of Office**  
**18.026 To receive the Vice Chairman's Declaration of Acceptance of Office**  
**Taken together**

The Chairman and Vice Chairman signed these forms; they were received and signed by the Clerk.

**18.023 Public consultation** – not needed  
The Chairman welcomed Cllr John Davies and Mr Kevin Mitchell who was a potential new councillor.

**18.024 Apologies for absence**  
Apologies had been received from Cllrs Bates, Mead and Dickinson

(18.025 Election of Vice-Chairman for the ensuing year – see above)

(18.026 To receive the Vice-Chairman's Declaration of Acceptance of Office – see above)

**18.027 To reconfirm the Appointment of Standing Committees**  
Consideration will be given at a later date to new councillors and which committees they could be involved with. The list below will therefore be revised in future.

Finance & Constitution – Cllrs Buchanan, Henderson, Kent and White

General Purposes (and Transport) – Cllrs Buchanan, Caswell, Kent, Pask, Pryke and Saunderson

Planning (and Traffic) – Buchanan, Caswell, Henderson, Kent and White

Burial Board – Parishioner Sally Lee, Cllrs Buchanan, Kent, Pryke and West.

**18.028 To Approve the Minutes of 10 May 2018 already circulated**

These were approved.

**Proposed: Cllr Pryke Seconded: Cllr White. All in favour with one abstention**

**18.029 Matters arising from the Minutes – for information only**

(18.02.01) it was noted that Cllr White and the Clerk have had a productive meeting with representatives from the Diocese of Ely.

(18.12.02) Broken Bollard – Cranesbrook – the company replacing the bollard had asked to remain anonymous.

(18.008) Traffic and transport – these have been absorbed into committees as above.

(18.008.6) Terms of reference for committees – the Clerk to circulate these once found in the office.

(18.017.5) Cllr Dartford (at that meeting) had not approved F&C payments however it was explained at the time the circumstances were exceptional and that committee does have the power to approve payments as was agreed.

(18.018) Dates of meeting – the Standing Orders would reflect some flexibility on meeting

(18.020.1) The Clerk was awaiting a response on the entrance to the village from A14.

**18.030 Councillor Vacancies / Village Sports Day – Saturday 7 July**

**18.030.1 Village Sports Day**

It was decided to go ahead with the 'stall' at the village sports day to promote the council and engage with parishioners. Contact sheets with pictures and short biogs would be prepared and a fact sheet with work completed last year and challenges to come this year including CIL investment. Cllr Caswell asked for volunteers on the day. Availability on the date (7 July) was limited; Cllrs Buchanan, Caswell and Henderson would be present along with the Clerk. Cllr West pointed out that the make-up of the village had changed and it would be hard to attract interest from some residents. Cllr Buchanan and the Clerk would work on a flyer. Cllr Caswell could provide a table. Cllr Buchanan urged members to think ahead to next year on topics including developments, youth work and playgrounds.

**18.030.2 Community Award**

There had been three nominations. A unanimous vote was cast the results of which would appear on the website after the date of the Sports Day when the award was presented.

**18.031 Correspondence & Clerk's Report**

**18.031.1** Cllr Caswell reported on a positive meeting with a representative from the Community Payback Scheme who had explained that the group can be employed to do much more than litter picking. The following list was discussed:

- Clock Tower area - to concentrate on the area around the clock tower (weeding between paving, hedge and nettle trimming, grass mowing) moving down to the end of Hilton Road.
- Subway - nettles at the subway would also be tackled and if vegetation was not on council land then they would clear a metre width giving room to clear any gutters.

- The new estates (Cambridge Road - footpaths would be reclaimed and hedges clipped.
- Pitfield Close and the junction – the verge would be cut back.
- High Street to the Low Road - Footpaths reclaimed and hedges clipped to Vindis.
- Chequer Street – from the King Bill PH to the first house a metre would be cleared on the hedges.

It was noted that the team could not work in any area that was not in the 30 mph limit). There were not sufficient supervisors in general so the time scale could not be set much in advance. Cllr Caswell would talk to the Shell garage as the team would need access to its toilets. Cllr Pryke asked if the car park hedge could also be cut; Cllr Caswell stated that the team needed to be booked a year in advance. Cllr Kent asked that the nettles in the vicinity of The Gables be added as these were growing over the white road markings.

**18.032 Committee reports where available**

18.032.1 *Planning* – noted as per agenda.

**18.033 Representatives Reports**

18.033.1 ***District Councillors report***

Cllr Davis updated members making the following points:

- There was some concern that with many new councillors there would be a loss of continuity;
- Of a total of 52 councillors, 26 were new;
- Conservatives were still in control but Labour, Lib Dems and Independents numbers were all up;
- Cllr Davis is Vice Chairman of the District Council;
- Both County and District were suffering from budget cuts with Council Tax capped at 2% so council would be looking to make savings which could lead to job cuts. An impact on services would be unavoidable although he hoped town and parish councils would not be affected (CC would be reducing the number of grass cuts they fund);
- Concerns had been received from Fenstanton North about noise and infrastructure; there would be money available from CC for an infrastructure study in and around St Ives; Cllr Kent stated any improvement in the infrastructure which affected traffic would be welcomed by all. Cllr Buchanan was concerned that the budget for some of the work the parish relied on would go.

Cllr Davies would keep members updated and asked if a written report if he could not attending meetings would suffice. Cllr Kent felt that personal attendances worked best; Cllr Caswell added that with three District Councillors it is to be hoped that at least one of them could make every meeting.

18.033.2 ***County Councillors*** report – none

18.033.3 ***Other – Cllr Henderson & representatives of CCC (Cycling Projects)***

Cllr Bates had suggested a meeting be organised with Cllr Henderson representing the parish council, Cllr Bates and Mike Davies – Team Leader Cycling Projects for CCC. Cllr Henderson (notes circulated) made the following summary points:

- There was nothing happening in the Fenstanton vicinity; most activity was around the new 'Dutch' roundabout.

- Whilst there were plans for market towns – St Ives, St Neots, Huntingdon and Ramsey, there were no plans for the village. It would be necessary to look in the direction of these towns to see where the village could join up. If the parish council (alone) were to propose work to the Low Road this would get no support; this must be borne in mind for CIL money expenditure.
- The council was much more likely to get support for ideas that have detailed planning using all officers and where particular problems have been identified. He reminded members that the Low Road cycle path and pavement was unsatisfactory and once it reached Vindis it hit a roundabout with no provision for crossing. Consideration should be given to an assisted crossing at this point. Cllr Henderson would canvass opinion at the Sports Day.
- The idea was put forward to use small amounts of CIL to start reconnoitring and planning to get to the stage where it is an intact plan that could be picked up.
- HDC had its own CIL list (the HDC proportion of CIL for developments below 200 houses). The parish council should put in for anything it considered an improvement to infrastructure.
- In terms of cycle routes Cllr Henderson thought there were three important areas :
  - Low Road;
  - Bus stop on guided bus way and proper cycleway (tarmac);
  - Continuation of cycle route to Swavesey School.
- If the council agreed, Cllr Henderson proposed he would prepare a paper on CIL, High Street, parking, lack of pedestrian crossings on the High Street, lack of safe route for children to get to school and the lack of cycle ways. The council should then move quickly to drive this through before the CIL deadline.

Cllr Caswell reported that Hilton were pushing for a cycleway from Hilton over the bridge into St Ives and suggested working with them. Cllr Henderson agreed but pointed out the Low Road was a designated path and he preferred that to using London Road. Cllr Caswell then suggested joining the Low Road cycleway up to the Hilton cycleway.

Cllr Henderson would draft his paper if the feedback from Sports Day was good.

Cllr Caswell agreed an assistant crossing at Vindis was a very good idea which would help walkers as well as cyclists. Not all councillors agreed; Cllr Kent felt any new facilities would help both cyclists and car drivers.

## **18.034 Finance**

### **18.034.1 To receive the financial report and approve payments**

These were approved.

**Proposed: Cllr White Seconded: Cllr Pryke. All in favour.**

### **18.034.2 To approve the transfer of funds**

This was approved.

**Proposed: Cllr Henderson Seconded: Cllr Pryke. All in favour.**

### **18.034.3 Clerk's Pension**

Cllr White pointed out that the pension had previously been approved. Figures presented at this meeting were also approved.

**Proposed: Cllr Kent Seconded: Cllr Henderson. All in favour.**

### **18.034.4 Clock tower noticeboard**

The Clerk's request to get the glass/plastic replaced was approved.

**Proposed: Cllr White Seconded: Cllr Saunderson. All in favour.**

**18.035 Finance and Constitution Committee**

Cllr Saunderson has requested a discussion on council payments. The following points were made:

- It should be ensured that the Standing Orders cover delegated authority for the Clerk;
- The Clerk to consider alternative stationery supplier in due course;

**18.036 GDPR – email addresses**

It was decided that there was no further action to be taken at this time.

**18.037 Police Report**

This was noted; Cllr Kent summarised as six road traffic incidents, two disorderly conduct incidents and one construction site theft. There appeared to be a continued improvement. Cllr Caswell requested future reports contain accidents and crime in the parish but not on the A14 or elsewhere.

**18.038 Summer meeting dates**

These were noted. Cllr Kent could not attend the CIL workshop; Cllr Caswell had agreed to act as facilitator. Cllr Henderson sent apologies in advance for the full council meeting on 26 July. The Clerk would look for future CAPALC training for Chairmen so that Cllr Buchanan could attend).

**ACTION: Clerk**

**18.039 Meeting dates for latter part of the year**

These were noted.

**18.040 Last meeting of the year**

The Clerk's request to change the last meeting of the year to December was approved.

**Proposed: Cllr Kent Seconded: Cllr Caswell. All in favour.**

**18.041 To accept notices and matters for the next agenda**

None.

**18.042 Parish Matters to Note**

**18.042.1 Pitfield Play Area**

Cllr Pryke stated installation would begin on Monday 26 June. The Hunts Post would be invited to the opening. (\*update since meeting – date put back slightly)

**18.042.2 Chequer Street Play Area**

Two complaints have been received about the condition of some of the items and the state of the play area in general. The Clerk to try and track down installer initially and ask Martin to tidy up (Kier Community team could be asked to help if time permits). Cllr Kent stressed Health & Safety issues must always take priority.

**ACTION : Clerk**

**18.042.3 Cambridge Bus Timetables**

Cllr Buchanan asked the Clerk to source some new ones.

**ACTION: Clerk**

**18.042.4 Hilton Road (bottom) to clock tower – possible parking**

Cllr Buchanan asked if the land on the right hand side which appeared to be waste land could be used as a car park. Cllr Henderson pointed out that this was a flood meadow and belonged to CCC.

**18.042.3 Headlands / Rookery Way – tree work**

Cllr Caswell reported that a parishioner had brought to his attention three large trees that needed cutting back – both in height and width. Clerk to organise three quotes.

**ACTION: Clerk**

**18.042.4 Speed Bumps**

Cllr Caswell pointed out that the speed humps past The Tudor went from full in size to part sized and queried the possibility of putting full speed bumps back opposite Headlands. Cllr Pryke stated that villagers had complained about the noise; Cllr Caswell stated that safety

was more important. Cllr Henderson stated that evidence from Speed Watch showed that the main bulk of traffic was early morning or evenings and many meetings had been held with Highways which were all unfruitful. Cllr Saunderson added that CCC were not prepared to do any more about this and agreed with Cllr Caswell that small speed bumps were ineffective. The Clerk to ask Highways about this situation. **ACTION: Clerk**

18.042.5

**Church Street Car Park**

Cllr Caswell reported that trees were overhanging the footpath here to such a severe degree that people were walking in the road. This to be reported to HDC. Cllr White confirmed that HDC were responsible for this car park, the trees and land that surrounded it.

**ACTION: Clerk**

18.042.6

**Church Street Car Park**

Cllr White reported there was a CCC approved charity scheme bin in the car park. This had already been notified to the Clerk who would follow up.

**ACTION: Clerk**

18.042.7

**Deliveries on the High Street**

Cllr West pointed out that a large lorry made a delivery recently to the car park for the Morris Homes showroom office (therefore using the High Street).

Cllr White confirmed the lorry had been delivering turf for the site office and did not need permission. This would all eventually be taken down and the land used for houses. Cllr Kent suggested raising the issue of deliveries with HDC Planning.

**ACTION: Clerk**

18.042.8

**Pot Holes**

Cllr Henderson reported the pot holes on Behagg Way had reappeared. A general watch would be kept on them.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 21.32**