

# CASTOR PARISH COUNCIL



## Minutes of Castor Parish Council Meeting

Thursday 7<sup>th</sup> November 2019 in The Village Hall, Castor at 7.30pm

199. **PRESENT:** Cllr. William- Baxter, Cllr. Neil Boyce (Chairman), Cllr. Steve Davies, Cllr. Jane Greene, Cllr. Fiona Rowlands, Cllr David Shaw and Cllr. Dennis Surgeon Officers present: John Haste, clerk; also, in attendance Members of the public.
200. **APOLOGIES** – Cllr. Richard Anker, recovering from optical treatment.
201. **DECLARATIONS OF INTEREST** None declared.
202. **MINUTES OF PREVIOUS MEETING** – The clerk reported that he had attended the Metro Bank and completed the bulk of the paperwork to set up the new account. It remained for Cllrs Anker and Davies to complete the bank ID checks and mandate forms.
203. **OPEN FORUM** – A resident of Splash Lane expressed concerns of herself and neighbours at the parish council request for a footpath down Splash lane to serve pedestrian traffic to and from the Woodlands Development. The clerk confirmed that the request had been made following consideration at the previous meeting and in anticipation of increased vehicular traffic to serve the 68-bed care home. Given that the new planning application changes included six flats for Staff accommodation the resident questioned the category of those units. Cllr Shaw responded that since the units would be exclusively for on site staff it would not, in his opinion, be necessary to change the classification of the staff accommodation.
204. **PLANNING and associated matters**
  - a) **Status report** - We noted the current status of Planning applications received in the current year as circulated with the agenda papers.
  - b) **19/01462/HFUL- 59 Peterborough Road** – We noted that the proposed reconstructed ground floor extension would be more modern and have a different character. We have no objection to make on this application.
  - c) **9/01488/CTR – Village Manor, 48 Peterborough Road** - T.1 Cherry - Fell. T.2 Field Maple - Fell. T.3 Field Maple - Selective branch removal. T.4 Cherry - Fell. T.5 Silver Birch x 2 - Fell. T.6 Silver Birch - Small stem removal. G.1 Apple x 2 - Thin. G.2 Cherry x 2 - Fell. G.3 Cherries - Raise crowns. G.4 Poplar – Fell – We have no objections to these multiple tree works and support good tree management.
  - d) **19/01507/FUL – Woodlands, Splash Lane** - Change of use from D2 Sports Centre to C2 use, comprising 24 assisted living units and ancillary Community Hub, the erection of a 68 bedroom care home with 6 staff apartments at second floor and associated parking and landscaping- resubmission.

We noted that the variation to conditions application considered at our previous meeting had been withdrawn and replaced by this full planning application. Taking in to account the views of Splash Lane

residents and represented by a resident in the public forum; we, by a majority decision, instructed the clerk to write to the planning authority withdrawing our previous request for consideration of a footpath. In doing so we urged the applicant to explore alternative routes for additional pedestrian access particularly adjacent to the village hall.

In addition, we were of the opinion that the transport plan had not changed from the original version and did not cater for the whole site, including the use of the sporting facilities. Furthermore, it may need amending to accommodate the possible withdrawal of Delaine bus services.

The construction Management plan needed to make clear that construction traffic should only be via the eastern route, avoiding the start and finish times of our primary school.

If the revised plans to create 6 accommodation units were to be approved then they should be conditioned so as to be exclusively tenanted by full time members of staff. We remain supportive of the development of the Woodlands site and bringing the sports facilities into public use but urge the planning authority to take these observations in to account when Framing the condition attached to any planning consent.

- e) **19/01519/CTR – 2 HIGH STREET** - T.1 Sycamore - Light thin (approx. 1:4) of crown to remove crossing / compromised branches and open up the crown. Also to carry out a light crown raise to remove small downward sweeping branches so that the crown begins at the large lateral limbs – We support the application and the principle of sound tree management.
- f) **19/01518/CTR – The Grove, 19 Church Hill** - Fell.2 small conifers – We have no objections to felling these trees.
- g) **JOINT COMMUNITY ACTION PLAN (JCAP)** – This was a topic discussed at the joint meeting with Ailsworth Parish Council on 9<sup>th</sup> October and actions agreed that we will be taking forward in the coming months.
- h) **NEIGHBOURHOOD PLANNING (NP)** – There was nothing further to report and we had previously agreed to defer any further action until the Woodlands development had received approval and work commenced on site.

## 205. LAND & ALLOTMENTS:

### LAND MANAGEMENT REPORTS -

- a. **TWEENTOWNS SURVEY** we noted that the plan attached to the report included a field, belonging to Ailsworth Parish council, to the north of our site. We asked for a revised quote for work to be done excluding that field and subject to price agreed that the work should be carried out by the contractor. Furthermore we accepted the advice that the survey should be carried out every two years.
- b. **CRICKET GROUND VEGETATION SURVEY** – The clerk confirmed that the present lease excluded “Tree” work from Cricket club responsibilities and noted this would include the hedges and vegetation at the perimeter of the site. We accepted the need for the work to be done and accepted the contractors quote (£2200+VAT) to carry out the work. We were also of the opinion that whilst we should retain responsibility for Tree Management, the cricket club should take on the responsibility for keeping undergrowth clear at the perimeter of the site and that this should be included in the next annual review of the cricket club lease

- c. **SURVEY INVOICE** - We received an invoice for £8075+VAT from the contractor for the above survey work and approved payment as we were assured that this was in line with the land management contract approved at a previous meeting.
- d. **PRESCHOOL PLAYHUT** – The chairman advised us that this had been taken down as agreed by the Pre-school, but that the site had not been cleared. We asked the clerk to write allowing 4 weeks for the site to be cleared

## 206. GOVERNANCE MATTERS

- a) SLCC Subscription – We unanimously agreed to meet a share (£83.65) of the clerks' registration fee (£175) of the Society of Local Council Clerks. The balance being met by Glinton Parish Council. (subject to the approval by that parish council)
- b) **Policy Review** - We received a report from Councillor Steve Davies on the progress to producing revised policy documents for approval by the parish council. In particular we noted the content of a draft Website policy and draft privacy statement. We agreed that these should be considered by councillors with a view to formal adoption at our next meeting.

Cllr. Davies also reported that, in conjunction with Cllr Shaw, they had prepared a planning process policy document. We agreed that this should be circulated with the agenda for the next meeting with a view to formal adoption.

## 207. HIGHWAYS – VILLAGE GREEN COBBLESTONE KERB – Cllr. Baxter had, prior to our meeting, circulated an email setting out how the highway authority would look to replace the cobble kerbstones with a suitable alternative. We asked the clerk to write to Martin Benn of the Highway authority to express our gratitude for the positive response to the issue.

The chairman also reported that Mr Tebb of the highways department had met with Ailsworth Parish Council to discuss implementation of the 20 MPH speed limit and location of signage. We asked the clerk to write requesting a similar meeting and a timetable for full implementation.

## 208. COMMUNITY MATTERS –

- a) **Play equipment** – The clerk reported receipt of a formal agreement with PCC to fund the project and an invoice from KOMPAN on completion of the installation of the new equipment. The chairman reported that safety standards for the gate to the play area had moved on since it was installed with the old equipment and that current standards included a gap between the gate and the post to avoid children fingers being caught. We instructed the clerk to seek a quote from our fencing contractor to bring the gate up to current standards. We also agreed to seek a price for temporary fencing round the mound to allow the grass to grow.
- b) **Community Allotment** –
  - i. **Wild life pond.** - Cllr. Mrs Greene reported on the sterling voluntary work by Mike Horne of the Langdyke Trust, and his volunteer, in creating, landscaping and stocking the Wildlife pond. We agreed to ask Plough environmental to provide additional topsoil to raise the ground level up to the fence around the pond. We further agreed to provide a £100 grant to the Langdyke trust and a bottle of wine or similar token of our gratitude to Mike Horne up to a maximum value of £30, chairman to arrange.

- ii. **Community Allotment signage** - Cllr. Mrs Greene had provided a draft for some notices for the community allotment site and we approved a budget of £220 for their acquisition. The final wording to be agreed by email between Cllrs., but following the parish council style of notice and acknowledging the support of Peterborough City Council.
- iii. **Community Allotment – allocation of Raised beds** – We agreed that these should be numbered 1 – 5 starting at the gate and that there should be a simplified version of the allotment tenancy agreement to be agreed by each group allocated a raised bed.
- c) **Village Hall AGM** – In the absence of Cllr. Anker the chairman reported briefly on the meeting and in particular that the present Village Hall Management Committee had indicated that they would continue in office for a further year but intended then to stand down.
- d) **VE day celebrations** – Cllr. Mrs Greene provided a brief update of the organising committee and expected there to be little progress in the run up to Christmas and the New Year but considerable activity thereafter.
- e) **Christmas Tree at the Village Hall** – We agreed to fund the tree again this year up to a Maximum of £200.
- f) **Litter Pick** - The chairman gave a brief update and we agreed to share the costs of this with Ailsworth parish Council in the ratio CPC 52% and APC 48%. The Chairman would settle any bills and provide the receipts to the clerk and Responsible Financial Officer.

**209. OFFICIAL ANNOUNCEMENTS & CORRESPONDENCE:**

- The chairman read out a letter from an allotment holder regarding keeping Bees in a disused part of the allotment site. Overall, we are supportive of the idea and agreed to ask if the applicant would consider fencing off the area to deter inquisitive persons from approaching the hive(s). Cllr. Baxter agreed to seek advice and report back to parish Council.
- The chairman reported that after many iterations of the constitution documentation, the good neighbour scheme had received charitable status. We recorded our thanks to Cllr. Boyce for his tenacity in pursuing the charitable status and acknowledged that it would not have done so without his relentless efforts to satisfy the requirements of the charity commission.

**210. FUTURE AGENDA ITEMS –**

- Policies - Final approval of Privacy Statement, Website policy and Planning Process protocol

The Chairman declared the meeting closed at 10.02pm

Clerk & RFO 12th November, 2019

<b>DATE OF NEXT MEETING – 5<sup>th</sup> December 2019 in The Village Hall at 7.30pm.</b>		
<b>APPROVED BY CASTOR PARISH COUNCIL</b>		
<b>Signature of Chairman of approving meeting:</b>		<b>5<sup>th</sup> December, 2019</b>