



**FENSTANTON PARISH COUNCIL**  
**Minutes Parish Council Ordinary Meeting**  
**Zoom Video Conference on Thursday, 11<sup>th</sup> February 2021**  
**at 19.00**

**Present:** Cllr N Ferrier (Vice Chair), Cllr P Kent (Chair), Cllr R McGee, Cllr J Middleton, Cllr K Mitchell, Cllr S Polhill, Cllr, G Pryke and Cllr J Schonfeldt

**In attendance:** J Perez (Clerk), District Councillor David Mead, Cllr A Dickinson and 2 Parishioners

1. **To receive any apologies of absence and to receive any declarations of interest.**  
Apologies received Cllr P Hayes as no access to the internet, Cllr S Collison and Cllr A Puntambekar as attending a Councillor training course, Cllr C White due to illness and Cllr I Bates.  
No declarations of interest.

**Comments and observations from members of the public** (NB comments should be relevant to items on this agenda only) No comments.

2. **To approve the minutes of the Parish Council Meeting held on Thursday 14<sup>th</sup> January 2021.**  
**Cllr G Pryke proposed** that the minutes of the Parish Council meeting held on 14<sup>th</sup> January 2021 were a true record of the meeting, **Cllr K Mitchell 2<sup>nd</sup>, All other Cllrs were in favour.**
3. **To receive reports from the County and District Council**  
District Councillor D Mead reported that the Village Hall contracts have been agreed and will be going to their director and to the Village Hall trustees, they hope to exchange contracts before the end of February 2021.

Cllr Ferrier asked if D Cllr Mead had made any progress on the access issues at the Hamptons, he has not had any further information, but he will chase this.

Cllr D Mead will also draft a response to Joliffe Daking regarding the Glebe planning permission.

Cllr D Mead advised the Parish Council that they will be included in the next round of discussions with HDC regarding the Flooding.



4. **To consider matter arising or carried forward from the last or a previous meeting.**

**4.1 To consider any applications for co-option of Councillors vacancy.**

No applications

**4.2 Signage on the new A14/A1307 to show Fenstanton – update.**

Highways England have updated the PC to say they are not prepared to make any changes to the signage from the A14 or A1307 to further include Fenstanton. They advised that they had consulted CCC prior to the signage being installed. Cllr P Kent will contact Highways England to discuss this matter further.

**4.3 Approve Flood working group, discuss Flooding in the Village over the Festive period submission to HDC and further reporting.**

Cllr N Ferrier advised the PC that he and Martyn Crawshaw had formed a small working group to tackle the issues surrounding the Flooding in Fenstanton in December 2020. Other members of the Parish Council were invited to join the working group, Cllrs K Mitchell and J Schonfeldt expressed an interest. **Cllr P Kent proposed** that the Flood working group, consisting of Cllr N Ferrier (Chair), Cllr K Mitchell, Cllr J Schonfeldt and Martyn Crawshaw be approved, **Cllr G Pryke 2<sup>nd</sup>, all Cllrs were in favour.**

Cllr N Ferrier advised the PC that a letter regarding the issues that were witnessed during the Floods of Dec 2020 has been submitted to HDC along with a map of the areas affected. The letter has also been submitted to CCC, EA, HE and AW. He went on to advise the PC of the issues he and Martyn had identified, he spoke about areas in the Village that are within flood zones 2 & 3 which will always suffer some degree of flooding. He also advised the PC there were several areas that flooded which have not in previous years and these are areas of concern. He advised that the new A14 spans a major flood plain and the flood defences put in place when the road was constructed did not cope with the flooding and this is a major concern that needs to be addressed. Cllr N Ferrier and Martyn Crawshaw have put together some actions required, **Cllr P Kent proposed** that they move forward with these, **Cllr G Pryke 2<sup>nd</sup>, All Cllrs were in favour.**

The PC discussed whether there is a need for an Emergency Flood Plan and coordinating officer. This will be looked at further, but it was felt that it is important that residents and landowners be aware of the risks of flooding and



what their responsibilities are e.g.- keeping waterways clear. There are links on the Parish Council website to show the risk of flooding in the area, where residents can also register for alerts.

The Parish Council are also pushing CCC to keep the drains in the Village clear and is hopeful that there will be more resources and funding available in the next financial year to do this on a regular basis.

The PC has written to Morris Homes regarding the regular flooding of gardens and the drainage issues on the development at Cambridge Road as this needs to be addressed.

There is still further work to be done but the Parish Council would like to extend its thanks for the invaluable contribution so far from Martyn Crawshaw.

19.57 District Cllr D Mead left the meeting.

#### **4.4 Approve wording for the new lecterns for the Clock Tower and Pond.**

Cllr S Polhill has condensed the content for the Clock Tower and Pond lecterns, there may be a little more work to be done, **Cllr K Mitchell proposed** that a mock-up of the proposed layout and words be brought back to the next PC meeting to be approved, **Cllr P Kent 2<sup>nd</sup>, All Cllrs were in favour.** Cllr N Ferrier offered to help Cllr S Polhill.

The Parish Council would like to extend its thanks to John Deeks and Jean Ding for their invaluable contribution.

#### **4.5 To approve New Councillor training for Cllr J Schonfeldt 27.3.21 and Cllr J Middleton 15.06.21 & 22/06.21 split session.**

**Cllr P Kent proposed** approving both Councillors to attend the training, **Cllr G Pryke 2<sup>nd</sup>, All Cllrs were in favour.** The Clerk explained that the session for the 27.3.21 is now full, Cllr Schonfeldt was on the cancellation waiting list, but she will book both councillors onto the June dates instead.



#### **4.6 Further information from Cllr Mitchell regarding software tool used to look at Carbon Footprint.**

Cllr K Mitchell explained how the software tool would work, it would look at both territorial (transport) and consumption (what the Village uses). The benefits to using this tool would be to look to how the PC can help to improve the Village carbon footprint, showing that the PC is active in reducing the carbon footprint and environmental issues. It could be a good asset for future funding. **Cllr R McGee Proposed** that the PC should purchase the software, **Cllr J Middleton 2<sup>nd</sup>**, **All Cllrs were in favour.**

#### **4.7 Online Parish mapping solution – for discussion and approval**

Cllr Mitchell explained this software would enable the Parish Council to list all its assets. This could also include mapping various items, such as Bins, Benches, Trees and could be built up in layers. There are two versions available, the basic version is around a cost of £200.00 per year and the more advanced version is around £2,000 for initial set up and £500.00 per year. **Cllr K Mitchell proposed** that the PC initially purchase the cheaper version with a view to look at the more advanced version at a later date if needed, **Cllr P Kent 2<sup>nd</sup>**, **All Cllrs were in favour.**

#### **4.8 Funding School project – for discussion and approval**

The Primary School is looking to improve the school environment and accommodate the pre-school. It would like to improve the outdoor area for the early years' classes. Cllr K Mitchell advised the PC that there is potentially money available, but he will need to check if the PC is allowed to fund the School. **Cllr G Pryke proposed** that if allowed, the Parish Council match fund the project the ceiling amount of £6,000, **Cllr S Polhill 2<sup>nd</sup>**, **All Cllr were in favour.** Cllr K Mitchell will confirm once he has investigated further.



## 5. Review of Parish Issues Log – outstanding items

The Clerk has had a request from a concerned Parent asking if it is possible to look at a way to stop birds sitting on top of the Childs swing at Pitfields playground as they are causing a mess on the swing, which is a concern for young children. Cllr G Pryke will investigate and see what can be done.

## 6. Clerk's Report

### 6.1 Fenstanton Parish Councillor email addresses – update

Most Councillors are now using their Parish Council email addresses, the Clerk has asked that all remaining Councillors get their Councillor emails set up, so everyone is using the Council email address as soon as possible.

Cllr K Mitchell suggested that it would be useful to have a Parish Council professional drop box, where all shared information could be stored safely and accessed by Councillors. Cllrs thought this would be helpful. Cllr K Mitchell proposed that we go ahead at a cost of approximately £200.00, Cllr N Ferrier 2<sup>nd</sup>, All Cllrs were in favour.

### 6.2 NATS Submission – update

The Clerk has submitted the response from Parish Council: -

Following considerable debate, Fenstanton Parish Council resolved not to object to the LLA and NATS proposals at this time, but we reserve the right to be consulted on any additional information provided and future changes proposed.

## 7. Committee Reports: -

### 7.1 Finance & Constitution - Cllr Mitchell

- **Date for next meeting – 2<sup>nd</sup> March 2021 7.00pm**

### 7.2 General Purposes – Cllr Pryke

- **Benches – discuss and decide on purchase.**

After much discussion **Cllr P Kent proposed** that one Ilkley bench be purchased at this time, **Cllr N Ferrier 2<sup>nd</sup>, 1 Cllr Abstained, 1 Cllr against, 4 Cllrs in favour – Motion carried.**

20.44 Cllr A Dickinson left the meeting

- **Clock Tower & Pond maintenance – update**

Work is progressing, doors have been repaired and painted. The electrical work will be next. The Clerk has gained permission to access Grove House for repairs to the Pond, this cannot start until the flooding has subsided and weather improves.



- **Under Pass – cleaning update**

Highways England has completed the pressure washing of the Underpass, the Clerk has asked when they will be able to return to treat with anti-algae and paint, she will chase this again. The Parish Council agreed to buy the already purchased anti-graffiti paint into stock to be used at a later date.

- **Fen Bridleway – update**

The bridleway is still Flooded, and repair work cannot be carried out until it is clear. CCC hope to repair before the end of March.

- **MUGA –following Cllr K Mitchell trial of Scribe online booking system – discuss and decide upon**

The license wording is being drawn up and everything is in place to commence work in early April and will take around 6 weeks to complete.

The Parish Council discussed how the MUGA will be managed, it was suggested a combination padlock could be used to allow access for bookings. **Cllr K Mitchell proposed** using Scribe booking system to manage the bookings for the MUGA, **Cllr P Kent 2<sup>nd</sup>, All Cllrs were in favour.**

- **Footpaths – update**

At the general purposes meeting it was agreed that the Parish Council will maintain footpath 15 adjacent with the busway, along with the other footpaths it has been maintaining for the past few years. The footpath working group has a meeting arranged with CCC to establish the annual maintenance and funding available and validate if the PC are entitled to claim for previous years. **Cllr R McGee proposed** that Roland Fletcher is asked to add the maintenance of footpath 15 to his schedule and that the PC work with CCC to establish maintenance/funding available, **Cllr P Kent 2<sup>nd</sup>, All Cllrs were in favour.** It was agreed that Chris Behagg be invited to the Footpath working group. The PC would like to thank Nick Toms for his valuable contribution to the working party.

### **7.3 Planning – Cllr Ferrier**

- **PARISH COUNCIL APPLICATION REF: 21/00016/FUL**

Proposal: Sub-division of existing dwelling to form two dwellings (change of use only)

Location: 10 Greenfields St Ives PE27 5HB – **Recommended for approval**

- **PARISH COUNCIL CONSULTATION – APPLICATION REF. 20/00939/FUL**  
**Erection of dwelling and garage and creation of access.**

**Land At 6 The Gables Fenstanton**

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 DESCRIPTION AND AMENDED SUFFIX. ADDITIONAL INFORMATION INCLUDING EXTERNAL MATERIALS AND SITE LEVELS – **Recommended for Approval**

- **Application 20/02128/OUT – Outline planning permission for up to 39 dwellings and 0.2ha of allotments - Land East of Bridge over A1307 (old A14) and Cambridge Road, Fenstanton** – update full PC.

Cllr N Ferrier advised he is working with District Councillor D Mead to draft a letter to be sent to Joliffe Daking to advise them that the Parish Council Planning Committee do not agree with the terms laid out in their recent correspondence.

#### **7.4 Burial Board**

- **Brief update following Burial Board Meeting**

The burial books have now been scanned and a digital version produced. Scribe are uploading all the details to the database. Cllr G Pryke and J Schonfeldt will carry out a physical inspection when weather improves. C Cllr I Bates is speaking with the School and Governors regarding the expansion of the Graveyard. Fee schedule to remain the same. Bench around the tree has been repaired and Cllr K Mitchell and the Clerk will attend a Cemetery training course in April.

#### **8. Transport Working Group**

##### **8.1) Traffic Regulation Order for speed reduction on High Street- update**

Despite Cllr R McGee chasing for feedback, he has still not heard anything. The Clerk will chase the relevant parties for a response to the application.

##### **8.2) LHI Application for Chequer Street parking bays- panel meeting 24<sup>th</sup> February.**

The PC have received the feasibility study back, unfortunately it only addressed the issue of parking and not safety and crossing. Cllr R McGee will submit a 500-word report before attending the panel meeting on 24<sup>th</sup> February.

##### **8.3) A1307 Cambridge Road Slip Road Initiatives & Upgrade – update following submission for funding.**

The Clerk has contacted HDC for an update but so far had no response. She will continue to chase this for a response.

#### **9. Approve Payment Schedule**

See spreadsheet – Cllr K Mitchell ran through the payments, **Cllr G Pryke proposed** that they be approved for payment, **Cllr J Middleton 2<sup>nd</sup>, All Cllrs were in favour.**

#### **10. Councillors items – information only. No discussion and no decisions can be made.**

Cllr K Mitchell mentioned that the Clerk has been contacted by Hilton PC to engage regarding non-motorised access.



Cllr P Kent mentioned the drains at Bell Lane, water is to the doorstep or some properties and he has asked for an emergency order to be raised to clear these.

Meeting closed 21.27.