

CASTLE CAMPS PARISH COUNCIL

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MINUTES

FOR MEETING HELD ON THURSDAY 11TH JANUARY 2024 AT 7.30PM IN CASTLE CAMPS VILLAGE HALL

PRESENT: Sue Herbert (Vice Chairman), Clive Germany, Terry Chapman, Roy Harper, Chris Basham, Cindy Smith & Graeme Gibson

In attendance: Melanie Laing (Parish Clerk), Henry Batchelor (County Councillor), John Batchelor (District Councillor) & 3 parishioners

The meeting started at 7.30pm

1, Vice chairman welcomed all present

2. Apologies and reasons for absence Cllr Biggs (Chairman), Cllr Kent. Apologies were accepted.

3. Approval of Minutes of meeting on 9th Nov. Proposed by Cllr Herbert, seconded Cllr Harper. All agreed.

Extraordinary Meeting on 28th Nov Proposed by Cllr Herbert, seconded Cllr Chapman. All agreed. Planning meeting on 14th Dec 2023. Proposed by Cllr Herbert, seconded Cllr Chapman. All agreed. Minutes were signed.

4. Declarations of interest. None

5. District and County Council items of interest.

Henry Batchelor

Additional items since Dec report received are:

Civil Parking – 2 traffic wardens are now active. They would like a list of any parking issues and times sent from each parish to aid planning their routes

20mph zones – Bidding opens for funding on 15/1 until 15/3

A1307- work on Bartlow Rd roundabout and Dene crossing will be completed by mid Feb

John Batchelor

Claydon Close Parking – not all residents have received letters, neither has the Parish Council. Cllr Batchelor to chase

6. Parishioners' Question Time Following points were raised: * Traffic cones used to save parking space outside New Row need to be addressed. **ACTION** – PC to write to resident. Cllr H Batchelor to send PCSO details to Clerk

7. Planning

7.1 Parish Council - None

7.2 District Council

Reference	Address	Proposal	Status
EN/00492/21	(Lake) Moat Farmhouse Park Lane	Appeal against Enforcement Notice Without planning permission, an engineering operation comprising the excavation and formation of two lakes and the creation of earth bunds associated with the excavation of lakes	Appeal in progress
22/05031/PRIOR	Moat Farm Park Lane	Against refusal of permission Creation of 2 No. irrigation reservoirs	Appeal in progress
20/02736/CONDB	Oakview Barn Camps End	Info Only. Submission of details required by condition 3 (Materials and details), 4 (Hard and soft landscaping incl. boundary), 5 (Landscape imp.), 9 (External lighting), 10 (Access drainage), 11 (Surface and foul water drainage), 12 (Renewable energy) and 13 (Water conservation) of planning permission 20/02736/FUL	Awaiting decision
23/03511/FUL	The Oak High Street	Change of use to existing annex at the rear of The Oak Public House from bed & breakfast accommodation to single bed dwelling	Awaiting decision
23/1286/TTCA 23/1310/TTCA	The Pavilion & 7 Camps Castle	Tree 1 (Ash tree) pollarded Tree 2 (Ash tree) pollarded approx. 8-10m	Withdrawn

23/04155/HFUL	The Cedars Haverhill Road	Part single storey, part two storey rear extension and installation of sky lights to side elevation	Granted 27/12
23/04397/PRIOR	Land At 2 Homers Lane	Prior approval Change of use of Agricultural building to dwellinghouse (Class C3) and for building operations reasonably necessary for the conversion.	Awaiting decision
23/00043/CONDA	Meadow Cottage High Street	Info only Submission of details required by conditions 3(Joinery) and 4(Sample of Materials) of planning permission 23/00043/LBC	Awaiting decision
20/02736/CONDB	Oakview Barn Camps End	Info only Submission of details required by condition 3 (Materials and details), 4 (Hard and soft landscaping incl. boundary), 5 (Landscape imp.), 9 (External lighting), 10 (Access drainage), 11 (Surface and foul water drainage), 12 (Renewable energy) and 13 (Water conservation) of planning permission 20/02736/FUL	Awaiting decision

7.3 Planning queries - none

8. Parish Tree Warden - none

9. Matters Arising – For information only

9.1 War memorial cleaning. Update on grant – None

9.2 Village Hall Car Park – 2 quotes have been received and awaiting a third. Quotes for tarmac and free drainage permeable paving grids. Cllr's Biggs & Smith have started the project. Once the full range of quotations are received then these will be presented to the council and a wider discussion group sought

10. Matters for the council to discuss / vote on

10.1 LHI application. Elenor Seymour hasn't replied with costings for suggested proposals so no application can be submitted

10.2 United Reformed Church, High St, has been withdrawn from auction for the time being whilst they deal with the issues raised by professional property lawyer, parishioner Fiona Larcombe, (for which we are most grateful). Essentially this is only a holding position until the next auction planned for the end of March /early April. In the meantime we have raised an application to make the URC an asset of community value which may make it an area that cannot be developed and may enable us to raise funds.

The URC have said that they have a preference to sell to the community or for it to be sold for the use of the community, this will need further exploration. At the Extraordinary meeting it was unanimously agreed that the building should be kept in the community, that it is not developed wholly differently and that access to the clock & cemetery is maintained. Whatever happens the purchase will need to be funded, legal costs covered and a plan developed to be able to run and maintain the premises. This is likely to be a substantial sum. All agreed the way forward was for the PC to facilitate a working party to involve the whole community **ACTION Clerk** to send out flyers asking for interest

10.3 Multi Sports Area cleaning. **ACTION Clerk** to chase for date and specify cold water connection in store room only

10.4 Flooding through * S' Bends & Nosterfield End – Highways in talks with land owners. *Bartlow Rd spring – Bradley Southwell needed for site visit **ACTION Cllr Biggs**. *Bartlow Rd sewage works – **ACTION Clerk** sent video of flowing to Mr Southwell

10.5 Grass cutting contract 2024/25 **ACTION Clerk** to amend contract, circulate to councillors and then get quotes

11. Recreation Ground

11.1 Playarea repairs costing from Caledonia Play

Code	Product Description	Unit Price	Qty	Price ex VAT
CP-REP	Top Pole 18cmØ x 3.5m	£0.00	1	£0.00
CP-REP	Top Pole 14cmØ x 4.0m	£0.00	1	£0.00
K-77L	Log Trailer 2.0m	£0.00	1	£0.00

CP-MS	Mushroom Stools & Table	£0.00	1	£0.00
	Assembly & Installation			£1,150.00
	Delivery			£450.00
Total Price ex VAT				£1,600.00

Work above proposed by Cllr Herbert, seconded Cllr Smith. All agreed. **ACTION Clerk** to send photos of weather damaged equipment to Caledonia Play and move forward with work

11.2 Rec hedge cutting – In hand

12. Finance

The Clerk

12.1 Receipts

Date	Payer	Item	Amount
19/12	Eastern power Network	Wayleave payment	73.53

13.2 Payments since last meeting

Date	Payee	Item	Amount
6/11	s/o K Frost	Grass cutting	625.00
4/12	s/o K Frost	Grass cutting	625.00
5/12	G Gibson	Parish meeting food	18.29
5/12	Age UK	Community warden	400.00
5/12	C Germany	Gravel for car park + step ladder	170.00
5/12	Community Heartbeat	Defib maintenance contract x 2	396.00
5/12	K Frost	Extra cuts	850.00
5/12	Shineys	Bus shelter clean x 2 Oct	20.00
5/12	PKF Littlejohn	External audit	252.00
5/12	M Laing	Clerk wages sept & oct	540.96
6/12	M Laing	Clerk wages nov	270.48
6/12	C Herbert	New laptop battery	29.99
8/12	Royal British Legion	Poppy wreath and donation	30.00
31/12	Unity Bank	Service charge	18.00

12.3 Payments to be agreed

Payee	Item	Amount
M Laing	Clerk wages Dec	270.48
Red Side Up	Camps Review printing Dec	169.00
Red Side Up	Public meeting flyers	25.00
CC Village Hall	Electricity charges 5/10/22 – 16/11/23	146.30

Above payment proposed by Cllr Herbert, seconded Cllr Smith. All agreed

12.4 Account balances as of 31/12/2023

Maintenance	£15,671
Online account	£10,177
Sinking Fund & Grants	£26,486
Saver account #2	£193

13 Maintenance - None

14.Clerks Items

14.1 Date for Finance meeting – precept 2024/25 18/1. **ACTION Clerk** to book V.Hall

14.2 Agreement to renew yearly subscriptions. CAPALC, SLCC, CommuniCorp. Proposed Cllr Herbert seconded Cllr Chapman

14.3 Agreement to use J Pledger as Internal Auditor. Proposed Cllr Herbert seconded Cllr Chapman

15. Any other business / Matters for next Agenda

AOB.Camps Review – need meeting before next issue. Suggest 22nd or 29th Jan 7pm **ACTION - Clerk** to book V.Hall

16. Date of Next Meeting: Planning – 8 Feb / Full Council – 14 Mar

Meeting finished at 8.38pm. Melanie Laing