

# Strategic Housing and Economic Land Availability Assessment

## Call for Sites and Broad Locations

### Response Form 2019



#### Guidance

Cambridge City Council and South Cambridgeshire District Council are starting work on a new joint Greater Cambridge Local Plan to provide a sustainable vision for the future of the area. This includes planning for new housing and economic development to meet our needs and protect and enhance our environment. An early step in the plan preparation process is to gather information on what land is available and suitable for development. As part of this work we are seeking your input through this 'call for sites' consultation.

This response form may be used to put forward potential sites and broad locations for housing or economic development across the Greater Cambridge Local Plan area which is made up of the administrative districts of Cambridge and South Cambridgeshire. An understanding of land availability for development across Greater Cambridge will ensure that the new Local Plan allocates enough land in appropriate locations to meet identified needs. A Strategic Housing Land Availability Assessment (SHELAA) will be prepared to help the Councils choose the right sites from a large number of potential alternatives having assessed their suitability, availability and achievability.

Please complete a separate form for each site being submitted for consideration. For sites to be considered all of the form must be completed.

Housing development includes market housing for sale, affordable housing (including entry level exception sites), housing for rent, student housing, housing for people with disabilities, housing for people receiving care, service family housing, sites for travellers and travelling showpeople, and sites for people wishing to commission or build their own homes. It does NOT however include sites intended for the provision of rural exception site housing.

Economic development includes development for B1 (Business), B2 (General Industrial) and B8 (Storage and Distribution) uses. It does NOT include retail, hotels, leisure or recreation development.

**Only submit sites and broad locations that are capable of delivering 5 or more dwellings or economic development on sites of 0.25 hectares (or 500 square metres of floor space) and above.**

**If you need assistance** completing the form contact the Planning Policy Team at [Planningpolicy@scambs.gov.uk](mailto:Planningpolicy@scambs.gov.uk) or [Planningpolicy@cambridge.gov.uk](mailto:Planningpolicy@cambridge.gov.uk) or call us on 01954 713183.

**COMPLETED FORMS MUST BE RECEIVED BY 5PM ON 25 MARCH 2019**

**Wherever possible the Call for Sites form should be completed online at:**  
<http://cambridge.jdi-consult.net/localplan/>

If you do not have access to the internet, **you can submit forms by:**

**Email:** (using the above email addresses), or by **post** to:

**South Cambridgeshire District Council**  
Call for Sites Consultation,  
Planning Policy Team,  
South Cambridgeshire District Council,  
Cambourne Business Park, Cambourne,  
Cambridge, CB23 6EA

**Cambridge City Council**  
Call for Sites Consultation,  
Planning Policy Team,  
Planning Services,  
Cambridge City Council PO Box 700,  
Cambridge, CB1 0JH

For more information about the call for sites see our webpages at:

[www.scambs.gov.uk/gclpcallforsites](http://www.scambs.gov.uk/gclpcallforsites) and [www.cambridge.gov.uk/gclpcallforsites](http://www.cambridge.gov.uk/gclpcallforsites)

#### **Data Protection**

We will treat your data in accordance with our Privacy Notices: [www.scambs.gov.uk/planning-policy-privacy-notice/](http://www.scambs.gov.uk/planning-policy-privacy-notice/) and <https://www.cambridge.gov.uk/planning-policy-consultations-and-notifications-privacy-notice>. Information will be used by South Cambridgeshire District Council and Cambridge City Council solely in relation to the SHELAA and the Greater Cambridge Local Plan. Please note that all responses will be available for public inspection, cannot be treated as confidential. Representations, including names, are published on our website. **By submitting this response form you are agreeing to these conditions.**

**The Councils are not allowed to automatically notify you of future consultations unless you 'opt-in'.**

Do you wish to be kept informed of future stages of the SHELAA and the Greater Cambridge Local Plan?

**Please tick:** Yes  No

#### **Disclaimer**

**The assessment of potential housing and employment sites through the Strategic Housing and Economic Land Availability Assessment process and the identification of sites with the potential for development does not indicate that planning permission will be granted for development, or that the sites(s) will be allocated for development in the Greater Cambridge Local Plan (GCLP). The SHELAA will be an important evidence source to inform future plan making but it will be for the GCLP to determine which sites are most suitable to meet identified needs.**

For office use only  
Response number:

Date received:

## A - Contact Details

|   |   |   |  |
|---|---|---|--|
| <b>Name:</b>                                    | Ms E Francis                                  | <b>Agent's name:</b>                                    | Ben Pridgeon                                   |
| <b>Name of organisation:</b><br>(if applicable) | Trustees of the Mrs P.E.Q. Francis Will Trust | <b>Name of Agent's organisation:</b><br>(if applicable) | Cheffins                                       |
| <b>Address:</b>                                 | c/o Agent                                     | <b>Agent's Address:</b>                                 | Clifton House<br>1-2 Clifton Road<br>CAMBRIDGE |
| <b>Postcode:</b>                                |   | <b>Postcode:</b>  | CB1 7EA  |
| <b>Email:</b>                                   |   | <b>Email:</b>   | [REDACTED]                                     |
| <b>Tel:</b>                                     |   | <b>Tel:</b>   | [REDACTED]                                     |

|   |              |               |
|---|--------------|---------------|
| <b>Signature:</b>   | <b>Date:</b> | 20 March 2019 |
| <i>If you are submitting the form electronically, no signature is required.</i> |              |               |

## B - Your status

|   |  |
|---|--|
| <b>Status</b> (please tick all that apply):             |  |
| <input type="checkbox"/> Landowner                      | <input type="checkbox"/> Developer                                 |
| <input type="checkbox"/> Land Agent                     | <input type="checkbox"/> Registered Provider (Housing Association) |
| <input checked="" type="checkbox"/> Planning Consultant | <input type="checkbox"/> Other, please indicate:                   |

## C - Land Ownership

**If you are not the landowner, please provide the details of all landowners:**

(If there are more than two landowners please provide the contact details of the additional landowners on a separate sheet)

|  |
|--|
| <b>LANDOWNER 1:</b>  |
| <b>Title:</b> Ms <b>First Name:</b> Ellen <b>Last Name:</b> Francis                |
| <b>Organisation</b> (if applicable): Trustees of the Mrs P.E.Q. Francis Will Trust |
| <b>Address:</b> c/o Agent  |

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| <b>Postcode:</b>                     | <b>Telephone Number:</b>             |
| <b>Email:</b>                        |                                      |
| <b>LANDOWNER 2:</b>                  |                                      |
| <b>Title:</b>                        | <b>First Name:</b> <b>Last Name:</b> |
| <b>Organisation (if applicable):</b> |                                      |
| <b>Address:</b>                      |                                      |
| <b>Postcode:</b>                     | <b>Telephone Number:</b>             |
| <b>Email:</b>                        |                                      |

|   |   |
|---|---|
| <b>If you are not the landowner, please confirm the landowner(s) has been informed of this submission:</b>  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No  |
| <b>Does the landowner(s) support the submission? If yes, please provide evidence of their support e.g. a letter.</b>  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> Don't know |
| <b>Are there any issues that would prevent officers of the Council undertaking a site visit unaccompanied? A site visit may be required to enable a full assessment of the site. Site visits will be conducted unaccompanied wherever possible.</b> | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No  |
| <b>If necessary, please provide details of the person to be contacted to arrange access to the site or for an accompanied site visit:</b>   |   |
| <b>Title:</b> Mr <b>First Name:</b> Ben <b>Last Name:</b> Pridgeon  |   |
| <b>Organisation (if applicable):</b> Cheffins   |   |
| <b>Address:</b> 1-2 Clifton Road, CAMBRIDGE   |   |
| <b>Postcode:</b> CB1 7EA  | <b>Telephone Number:</b> [REDACTED]   |
| <b>Email:</b> [REDACTED]  |   |

## D - Site details

|   |
|---|
| <b>SITE DETAILS</b>   |
| <b>Site location, address and post code:</b> Land south of Albert Road, Stow-cum-Quy  |
| <b>Site Area:</b> 1 in hectares   |
| <b>Site Map:</b> Provide a location map clearly showing site boundaries and land ownership. The site to be edged in red and include all land necessary for the proposed development. Any other land in the same ownership close to or adjoining the site to be edged in blue. |
| <b>WITHOUT A MAP WE WILL NOT BE ABLE TO CONSIDER THE SITE</b>   |

## E - Current and recent land uses

| <b>CURRENT AND MOST RECENT USE</b>   |                                  |
|--|----------------------------------|
| <b>What is the current use of the site?</b>  | <b>Agricultural/amenity land</b> |
| <b>If the site is developed but not currently in use, what was the last use of the site and when did it cease?</b> | <b>Not applicable</b>            |
| <b>Please provide details of any relevant historic planning applications including application number if known</b> | <b>Not applicable</b>            |
| <b>Is the site previously developed land, greenfield or a mixture?</b>   | <b>Greenfield</b>                |

## F - Proposed future uses

|  |  |
|--|--|
| <b>Description of your proposed development:</b>   | <b>Residential development to include open space, access/roads, landscaping and associated development</b> |
| <b>Please indicate which of these uses you consider suitable for the future use of the site or broad location:</b> |  |
| <b>Use</b>   | <b>Yes or No</b>   |
| Market and affordable housing  | <b>Yes</b>   |
| Key worker housing   |  |
| Older persons housing  |  |
| Residential care home  |  |
| Student accommodation  |  |

|   |                            |
|---|----------------------------|
| Custom or self build housing  |                            |
| Other forms of housing (please specify)   |                            |
| Gypsy and traveller pitch   |                            |
| Travelling showpeople pitch   |                            |
| Employment (B1) office  |                            |
| Employment (B1b) research and development   |                            |
| Employment (B1c) light industrial   |                            |
| Employment (B2) general industrial  |                            |
| Employment (B8) storage and distribution  |                            |
| Employment (other)  |                            |
| <b>What accompanying uses are you proposing:</b>  |                            |
| Schools and education   |                            |
| Public open space   |                            |
| Community facilities  |                            |
| Recreation and leisure  |                            |
| Healthcare  |                            |
| Hotel   |                            |
| Retail  |                            |
| Other   |                            |
| Please describe any benefits to the local area that the development could provide:  | See accompanying statement |
| Please provide and explain your estimate of the potential number of residential units of all types and / or potential employment floor space in square meters that can be accommodated: | See accompanying statement |

## G - Suitability – site features and constraints

### Site features and constraints

| <p><b>Are you aware of any physical or environmental or other limitations which may constrain development of the site? If so, describe the extent of the constraint and whether it can be addressed or mitigated to enable the site to be suitable for development:</b></p>  | <p><b>Proposed mitigation</b><br/>(please attach any available evidence such as studies or surveys)</p> |
|--|---|
| <p><b>Site access</b><br/>Is there a current means of vehicular access to the site from the public highway and does this access need to be improved or an additional access created to enable development?</p> <p><b>Yes:</b> <input checked="" type="checkbox"/> (please give details)      <b>No:</b> <input type="checkbox"/></p> <p><b>Details: Off Albert Road</b></p> <p>(Indicate the location of the access on the site map)</p> |   |
| <p><b>Physical constraints</b><br/>Are there any slopes, significant changes in ground levels or unstable ground on the site which could constrain its development in whole or part?</p> <p><b>Yes:</b> <input type="checkbox"/> (please give details)      <b>No:</b> <input checked="" type="checkbox"/></p> <p><b>Details:</b></p>  |   |
| <p><b>Environmental constraints</b><br/>Is the site affected by flood risk, drainage, contamination, biodiversity, heritage or other constraint or risk which could constrain its development in whole or part?</p> <p><b>Yes:</b> <input type="checkbox"/> (please give details)      <b>No:</b> <input checked="" type="checkbox"/></p> <p><b>Details:</b></p>   |   |

|  |  |
|--|--|
| <p><b>Infrastructure</b></p> <p>Does the site have access to key utilities? Will provision need to be made or capacity created or reinforced to enable development? (mains water supply, mains sewerage, electricity supply, gas supply, broadband internet).</p> <p>Is the site crossed or adjacent to a key utility such as a pipeline or by pylons? (Indicate the location of the constraint on a map).</p> <p>Yes: <input checked="" type="checkbox"/> (please give details)      No: <input type="checkbox"/></p> <p><b>Details: See accompanying statement</b></p> |  |
|--|--|

## H - Availability

| When could the site become available for development?  | Available now   | Next 5 years             | Next 6-10 years          | 10+ years                |
|--|---|--------------------------|--------------------------|--------------------------|
|  | <input checked="" type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Please give your reasons:</b>   | <b>Site in single ownership and not subject to any constraints</b>  |                          |                          |                          |
| <b>Please choose the most appropriate category to indicate what level of market interest there is / has recently been on the site:</b>   | <input type="checkbox"/> Site owned by a developer<br><input type="checkbox"/> Site is being marketed<br><input type="checkbox"/> Site is under option by a developer<br><input checked="" type="checkbox"/> Enquiries received<br><input type="checkbox"/> None<br><input type="checkbox"/> Don't know |                          |                          |                          |
| <b>In your opinion, what is the market attractiveness of the site at the current time?</b>   | <b>Highly attractive</b>  |                          |                          |                          |
| <b>Are there any legal / land ownership constraints on the site that might prohibit or delay development</b><br>(such as ransom strips, unresolved multiple ownerships, covenants or long tenancies) | <b>No</b>   |                          |                          |                          |
| <b>If the site has been allocated for development in previous Local Plans and remains undeveloped or has a record of unimplemented planning permissions please provide the reasons why.</b>          | <b>Not applicable</b>   |                          |                          |                          |

## I - Deliverability

|   |  |
|---|--|
| <p><b>Please indicate the likely year when the proposed development will begin to deliver completed buildings, and the year when the development is likely to be completed.</b></p>                                 | <p>Start of delivery: <b>2021</b></p> <p>Completed development: <b>2026</b></p> <p>Development period in years: <b>5</b></p> |
| <p><b>To the best of your knowledge, are there abnormal cost factors which could affect delivery of the site?</b><br/>(such as site preparation costs, infrastructure costs, demolition or ground conditions)..</p> | <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>  |
| <p><b>How could any issues be overcome?</b></p>   | <p><b>Not applicable</b></p>   |

## J - Viability

|   |   |
|---|---|
| <p><b>Do you consider that the site is currently viable for its proposed development taking into account any and all current planning policy considerations and known development costs associated with the site?</b></p> | <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |
|---|---|

## K - Supporting evidence

|   |
|---|
| <p><b>Is there any other factual information regarding the site that we should be aware of?</b></p> |
| <p><b>See accompanying statement</b></p>  |

### Guidance Notes

|   |                      |  |
|---|----------------------|--|
| A | Contact details      | Please include details of the person who should be the main contact regarding the site if we have any queries.                           |
| C | Land ownership       | If there are multiple owners provide details for them all on attached sheets.  |
| D | Site details         | Make sure that we can accurately locate the site and understand its boundaries. Do not assume we have as much local knowledge as you do. |
| F | Proposed future uses | If you have any evidence or studies to support your use preferences and site capacity estimates please provide a copy as an attachment.  |
| G | Suitability          | It would be helpful if you could provide details of proposed mitigations to overcome identified constraints.                             |
| H | Availability         | Only select 'available now' if the site is vacant and unused and has no constraints on its development.                                  |

|   |                |   |
|---|----------------|---|
| I | Deliverability | Please be as realistic as possible when estimating when development can start and be completed.                 |
| J | Viability      | If you have any evidence or studies regarding the viability of the site please provide a copy as an attachment. |

## Ben Pridgeon

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**From:** Ian Smith  
**Sent:** 14 March 2019 17:27  
**To:** Ben Pridgeon  
**Subject:** FW: Stow cum Quy land promotion

**IAN SMITH** BA BPI MRTP C Env  
Director of Planning

  
cheffins.co.uk

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Cheffins Planning & Development  
Cotton House, 1-2 Cotton Road, Cambridge, CB1 7EA

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**From:** Ellen Francis <e...>  
**To:** Ian Smith <...>  
**Cc:** Alec Tompson <Duncan Ogilvy <...>>  
**Subject:** Stow-cum-Quy land promotion

Hello Ian,

Further to your email of Wednesday 13th March I confirm that the land at Stow-cum-Quy is owned by the Trustees of the PEQ Francis Will Trust. Further I confirm that I, Ellen Francis being a Trustee of the Trust, have authorised you to submit representations to the Council to promote the land on behalf of the Trustees and that I have such authority from the Trustees to instruct you. The other Trustees are copied to this email for information.

Best wishes  
Ellen Francis

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By email :  
[p.ann.ngpo@scambs.gov.uk](mailto:p.ann.ngpo@scambs.gov.uk)

Date: 21 March 2019

Dear Sir/Madam,

Reference: 019/22

## LAND SOUTH OF ALBERT ROAD: REPRESENTATION ON BEHALF OF LANDOWNER

This Statement has been prepared by Cheffins on behalf of the landowners to promote and to the south of Albert Road, Stow cum Quy, in the Council's capacity for its consultation. This is with a view to gaining an allocation for residential development in the emerging Greater Cambridge Local Plan.

The sites shown on the site allocation plan, which accompanies this promotion. The total site area comprises 1.07 hectares.

### Sustainability

Stow cum Quy is classified as an 'in village', within which development on a modest scale is acceptable. The Council's Services and Facilities Study identifies that the village contains a range of facilities and services, a few of which are within easy walking/cycling distance of the site, along dedicated pavements. These facilities/services include the following:

- Regular bus service to/from Cambridge and Bury St. Edmunds;
- Dedicated (off road) cycle route (51) to/from Cambridge, Lode and Bottisham;
- Village store/post office;
- Three public houses;
- Village hall/community centre;
- Recreation ground/play area;
- A allotment;
- Church;
- Local employment opportunities (offices) within village at Stow Court and Quy Court;
- Hotel/spa.

The 11 bus service connects Cambridge and Bury St. Edmunds. This is an hourly service which runs from 0650 to 1945 Monday to Saturday at hourly intervals, with some additional services at peak hours. The service links Cambridge/Bury St. Edmunds with Newmarket, Burwell, Reach, Swaffham Prior, Swaffham Bulbeck, Lode and Bottisham. Journey time to Cambridge is approximately 30 minutes. Journey time to Newmarket is approximately 1 hour. The timetable is attached to this representation.

Cambridge is approximately five miles from the site and the Newmarket Road Park and Ride facility is approximately two miles. These are within reasonable cycling distance.

Given the above, it can be said that Stow cum Quy is an 'in village' and is a sustainable allocation and is a sustainable village. As such, it is a suitable candidate for proportionate growth. Such growth would seek to accommodate people working in Cambridge itself as well as providing a sound basis for safeguarding the range and viability of facilities and services in the village.

We consider that the site would promote the three objectives of sustainable development as set out in paragraph 8 of the National Planning Policy Framework:

- Economic development: The site is located in close proximity to Cambridge and the A14 and would seek to promote economic growth in the region by providing housing where it is needed;

Partners:

MWHamilon d, W ee d, J G aw d, M Walshe d, G M Claydon d, N R Harris d, W King d, S J ewis d, C M Ash on d, W epper d, M Woolner d, M O eck d, J A S i d, M Jones d, R W reshwa er d, S C Gooderham d, Goodsell King d

- Socia l deve opment: Deve opment at the site wou d prov de a range of hous ng types, sizes and tenures wh ch wou d meet the needs of oca peop e and the burgeon ng economy n the Cambr dge reg on. The proposed deve opment wou d prov de affordab e hous ng wh ch wou d be advantageous to oca peop e and the community and wou d prov de a range of homes wh ch wou d meet the needs of future and present generat ons;
- Env ronmenta l deve opment: The proposed deve opment wou d prov de the opportunit y for bod vers ty enhancements at the site as we as open space.

### Par sh Council consu tat on

We note the minutes of September 2018 for Stow cum Quy Par sh Council ( Item H; Cambr dgeshere Rura l Affordab e Hous ng Partnershp) wh ch assesses the most suitable and n the v age for a deve opment of affordab e hous ng. The minutes state that, for th s purpose the “... *most realistic land was the land behind Minter Close which also reaches Albert Road (opposite The Recreation Ground).*” Th s s the site subject to th s representat on.

Wh st the site s not be ng promoted as a ocat on for pure y affordab e hous ng, the Par sh Council’s comment does favour the princ ple of deve opment at th s site, n respect of ts susta nab ty and prox mty to the deve opment framework etc. As such, we ght shou d be g ven to the Par sh Council’s pre m nary v ew n respect of th s site, when assess ng the suitability of the site for deve opment.

### Section C: Land ownership

The site s w th n the ownership of the Trustees of the Mrs P.E.Q. Francis W ll Trust.

### Section D: Site details

The site s ocat ed to the south of Albert Road. The ocat on of the site s shown on the site ocat on plan, wh ch accompan es th s representat on. The tota l site area comprises 1.07 hectares. The site s ocat ed adjacent to the estab shed deve opment framework for Stow cum Quy and n the Green Belt. The effect of ga n ng an a ocat on for residenta l deve opment at the site wou d be to remove t from the Green Belt.

### Section E: Recent and current land uses

The site comprises agr cu tura l/amen ty and.

### Section F: Proposed future uses

The site s be ng promoted for residenta l use, to nc ude an appropriate prov s on of affordab e hous ng. Th s use wou d nc ude and for access/roads, landscap ng and pub c open space.

The benefits of the proposed deve opment are w de rang ng and w ll promote the socia l, econom c and env ronmenta l objectives of the Nat ona l Planning Policy Framework. The site s ocat ed n a h ghly susta nab e ocat on, adjacent to the ex st ng deve opment framework for Stow cum Quy and ex st ng serv ces and fac tes. Deve opment at the site wou d promote the de very of hous ng and cont nued econom c growth oca y and n the reg on.

### *Site capacity*

The site has been subject to severa l illustrat ve site ayout plans wh ch show how the site cou d be deve oped. These plans show access be ng taken off Albert Road. The capacity of the site s shown as

Partners:

M W Hamill on d, W ee d, J G aw d, M Walshe d, G M Claydon d, N R Harris d, W King d, S J ewis d, C M Ash on d, W epper d, M Woolner d, M O eck d, J A S i d, M Jones d, R W reshwa er d, S C Gooderham d, Goodsell King d

29 dwellings, which includes a range of dwelling sizes (2-4 bedroom) and tenures. This would include an element of affordable housing which is key to comprise 40%, as required by the adopted Local Plan.

The net density of the site would be approximately 29 dwellings per hectare which is appropriate for an edge of village location. This figure allows for infrastructure such as access, landscaping, drainage attenuation and public open space.

### Section G: Sustainability - Site features and constraints

There are no significant constraints at the site, which could prevent residential development being delivered. We have outlined other constraints which may need to be considered when developing the site.

#### *Access*

Access to/from the site would be taken from Albert Road. This road is straight at the point of access and it is not considered that there would be any issues associated with visibility at a new junction, to serve the development. As such, we do not consider the proposed development would have an impact on highway safety.

Pedestrian and bicycle access could be provided to/from the village via a new pavement along Albert Road and via Minter Close, adjacent to the south west part of the site.

#### *Affordable housing*

The proposed development would seek to deliver 40% affordable dwellings. Therefore, a development of 29 dwellings would deliver 12 such dwellings (figure rounded up). We have consulted the Council's Housing Statistics Information Leaflet (December 2018)<sup>1</sup> which identifies a general need for 22 Council houses in Stow cum Quy and we consider that this reflects the broader requirement for affordable housing in the village.

We understand that a Housing Need Survey has been undertaken for Stow cum Quy and the Council should consider the identified need for affordable housing in the village when assessing this representation. We note the minutes of May 2018 for Stow cum Quy Parish Council (Item K; Cambridge Rura Affordable Housing Partnership) which refers to this Survey. The minutes paraphrase the report and states that there was a spike of building of affordable dwellings between 2007 (Minter Close) and 2009 (Vicarage Meadows) but little development of such dwellings since 2011. The minutes also confirm that the Survey identified the need for 22 affordable dwellings in Stow cum Quy. 12 affordable dwellings would go a long way to delivering this number in the village, particularly where there has been a marked decrease of affordable dwellings since 2011. As such, we might should be given to this consideration (a range of sustainability considerations and accessibility) in assessing the suitability of the site for development.

#### *Biodiversity*

The site comprises agriculture/amenity and does not contain any features of significant ecological interest. An Ecological Assessment would be undertaken as part of any planning application.

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See [https://www.scambs.gov.uk/media/12884/housing\\_statistics\\_information\\_leaflet\\_2018.pdf](https://www.scambs.gov.uk/media/12884/housing_statistics_information_leaflet_2018.pdf)

Partners:

M W Hamilton, W Weed, J Galloway, M Walsh, G M Claydon, N R Harris, W King, S J Lewis, C M Ashon, W Wether, M Woolner, M O'Leary, J A Sibley, M Jones, R Wreshwaer, S C Gooderham, Goodsell King

### *Contaminated land*

The site comprises agricultural/amenity land. Given this use, we do not consider that the site would include any significant element of contamination.

### *Flood risk and drainage*

The site is in Flood Zone 1, which is at the lowest risk of flooding. As such, residential development is appropriate in this location. Any planning application would be accompanied by a Drainage Strategy which would outline how surface and foul water would be managed.

### *Heritage*

The site is not located adjacent to any heritage assets, including listed buildings or conservation areas, which could restrict the scope and extent of development at the site. Any development at the site may need to be accompanied by an archaeological assessment, but there is no reason to believe that this could limit or prevent development at the site.

### *Landscape impact*

The site is well located to the existing urban edge of Stow cum Quy and comprises a natural 'T shaped' infill development between Albert Road and Vicarage Meadow. The Council will note that there is a dwelling to the east of the site (30, Albert Road) which is at some distance from the village. Development at the site would be a natural extension of this built form which would comprise a natural 'rounding off' of the established development framework for the village. Likewise, Minter Close and Vicarage Meadow extend beyond the established development framework and form a natural rounding off of the village using the established field boundaries. This forms the logical boundary to the extent of built development in the village. Such would be the case with development at Albert Road.

The proposed development would provide the opportunity for landscaping along its boundaries, which would enhance the character and setting of the village and the Green Belt. Public open space/drainage attenuation could be located along the eastern periphery of the site. Its location here would serve to mitigate any impact on the openness of the open countryside and Green Belt.

### *Green Belt*

Paragraph 163 of the National Planning Policy Framework states that Green Belt boundaries should not be breached through the preparation or updating of Local Plans and therefore the principle of allocating the site for residential development (thereby removing it from the Green Belt designation) is acceptable.

We do not consider that development at the site would have any significant impact on the openness of the Green Belt or the reasons for including the site within it. The Council should be mindful that development at the site would be relatively minor in scale and extent and would be hard up against the existing built form of the village, with the site providing a natural infill within the village edge. Therefore, development would not affect the overall openness or value of the Green Belt in this location. Views over the site would not be significantly changed once the site was developed - this would be particularly so if the eastern periphery of the site was subject to landscaping and a public open space. Views from the east and south, over the site would not be affected. Views from the north and west, over the site would be obscured by the existing built form and would not be affected. The site would only be visible from a public vantage point, on approach from Albert Road.

#### Partners:

M W Hamill, W Lee, J G Law, M Walshe, G M Claydon, N R Harris, W King, S J Lewis, C M Ashon, W Epper, M Woolner, M O'Leary, J A S, M Jones, R W Reshwar, S C Gooderham, Goodsell King

It is worth noting that there are other areas adjacent to the built form of Stow cum Quy which have greater landscape value than the site subject to this representation. Land to the north of the village dominated by Quy Park which is a landscape of historic and social importance which provides an important setting for the village itself. Therefore, it is reasonable to assume that any development in the village would be restricted to its southern and eastern periphery. Given the proximity of the site subject to this representation, to the village and associated facilities/services and the limited impact on the Green Belt/open countryside, the site is considered to be one of the few suitable sites for development within the village.

Whilst we appreciate that national and local planning policies encourage the use of brownfield sites, it is inevitable that greenfield/Green Belt sites will be required for residential development to meet the Council's housing requirement over the Plan period. Given the limited impact on the openness of the Green Belt and the sustainable location of the site, we consider that the allocation of the site for residential development is fully justified.

#### *Noise*

There are no significant sources of noise nearby – the A14 is remote from the site – and it is not considered that development at the site would be limited by such considerations.

#### *Services and utilities*

The site is located adjacent to the existing development framework for Stow cum Quy and it is considered that connections could be made to existing services – including electricity, gas, sewerage, telecommunications and water.

#### *Public rights of way*

There are no public rights of way across or adjacent to the site.

#### *Topography*

The site is flat with no significant changes in levels. This means that development would not be prevented in whole or part.

#### Section H: Availability

The site is within the ownership of the Trustees of the Mrs P.E.Q. Francis Will Trust which is actively promoting it for residential development. Therefore, it is available for development now.

We consider that Stow cum Quy is an attractive place to live and has a buoyant housing market. As such, we consider that a developer could easily be found to develop the site.

We are not aware of any legal constraints which could delay or prohibit development.

#### Section I: Deliverability

The site is within the ownership of the promoter and it is considered that development at the site could be delivered within five years. This would make a positive contribution to the Council's five year housing and supply. The site comprises greenfield and there are no constraints at the site which could prohibit delivery within this time period.

Partners:

M W Hamilton, W Wee, J G Gaw, M Walshe, G M Claydon, N R Harris, W King, S J Lewis, C M Ashon, W Epper, M Woolner, M O'Leary, J A S, M Jones, R Wreshwar, S C Gooderham, Goodsell King

It should be noted that the promoter has been approached by a number of developers with a view to future residential development at the site. This suggests that the site is desirable and that there would be keen interest from developers, should the site be subject to an application for residential development.

#### Section J: Viability

The site comprises greenfield land and there are no constraints at the site which could impact on viability. The housing market in villages adjacent to Cambridge is particularly buoyant and we have no reason to think that development at the site (including an element of affordable housing) would not be viable.

It should be noted that the promoter has been approached by a number of developers with a view to future residential development at the site. This suggests that the site is viable and that there would be keen interest from developers, should the site be subject to an application for residential development.

#### Section K: Supporting evidence

We have attached the following plans/documents to this representation, which we trust will inform the assessment of the site's suitability for development:

1. Site application plan Land subject to this representation;
2. Aerial photograph of site (reproduced from Google Maps);
3. Adopted Local Plan inset map;
4. Site constraints plan (produced from the Council's online mapping);
5. Flood Zone map;
6. Council Services and Facilities Study;
7. Number 11 bus service timetable;
8. Minutes of Parish Council meeting from May 2018 and September 2018.

#### Conclusion

We consider that the site is suitable for residential development and can be delivered within five years. It has few constraints and is both developable and desirable. The site forms a logical extension to Stow cum Quy and is considered to be a sustainable development. The proposed development is of a proportionate size in relation to the existing village and as such, could be delivered within five years. Thereby positively contributing to the Council's five year housing and supply figures. Given its proximity to Cambridge it will deliver significant economic, social and environmental benefits and would promote the presumption in favour of sustainable development, as set out in the National Planning Policy Framework. We therefore commend this representation to the Council.

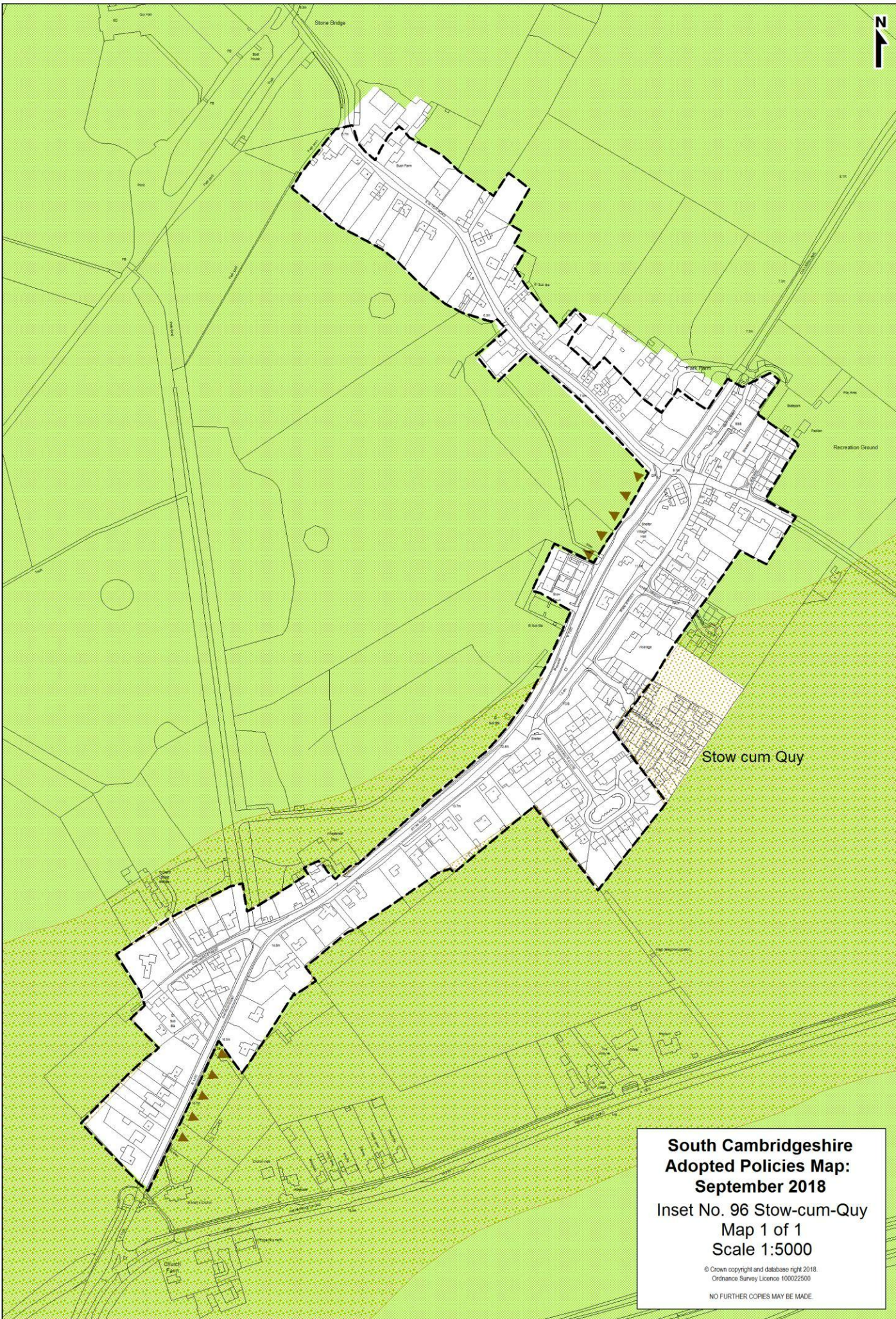
Please do not hesitate to contact us if you have any questions or would like to discuss this representation further.

Yours sincerely,

Ben Pridgeon MRTPI  
Associate  
For and on behalf of Cheffins

Partners:

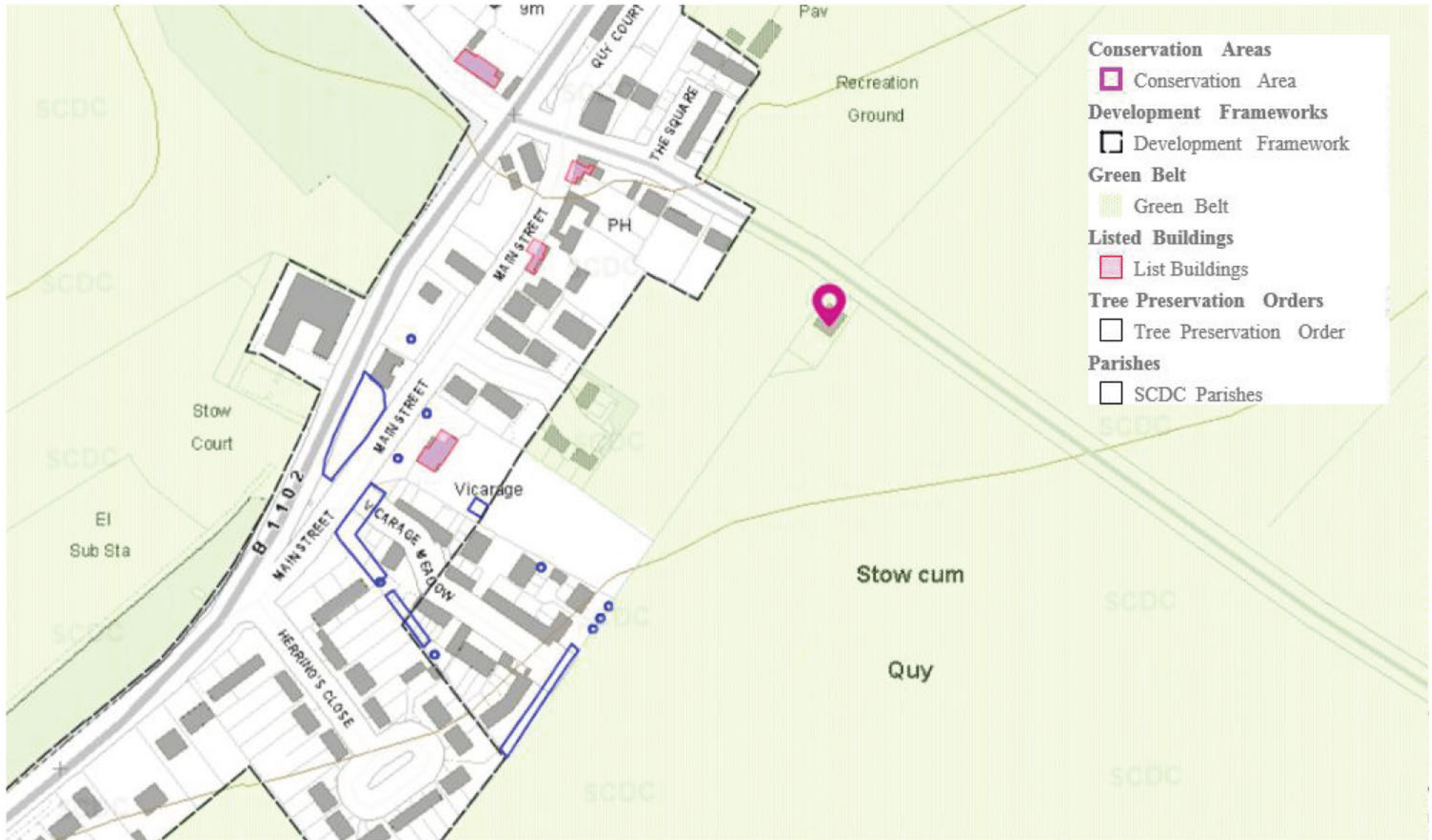
M W Hamill, W Lee, J G Law, M Walshe, G M Claydon, N R Harris, W King, S J Lewis, C M Ashon, W Epper, M Woolner, M O'Leary, J A Siddons, M Jones, R Wreshwiler, S C Gooderham, Goodsell King



**South Cambridgeshire  
Adopted Policies Map:  
September 2018**  
Inset No. 96 Stow-cum-Quy  
Map 1 of 1  
Scale 1:5000

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# Stow-cum-Quy



# Flood map for planning

Your reference  
**Stow-cum-Quy**

Location (easting/northing)  
**552231/260563**

Created  
**14 Mar 2019 11:16**

**Your selected location is in flood zone 1, an area with a low probability of flooding.**

## **This means:**

- you don't need to do a flood risk assessment if your development is smaller than 1 hectare and not affected by other sources of flooding
- you may need to do a flood risk assessment if your development is larger than 1 hectare or affected by other sources of flooding or in an area with critical drainage problems

## **Notes**

The flood map for planning shows river and sea flooding data only. It doesn't include other sources of flooding. It is for use in development planning and flood risk assessments.

This information relates to the selected location and is not specific to any property within it. The map is updated regularly and is correct at the time of printing.

The Open Government Licence sets out the terms and conditions for using government data.  
<https://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

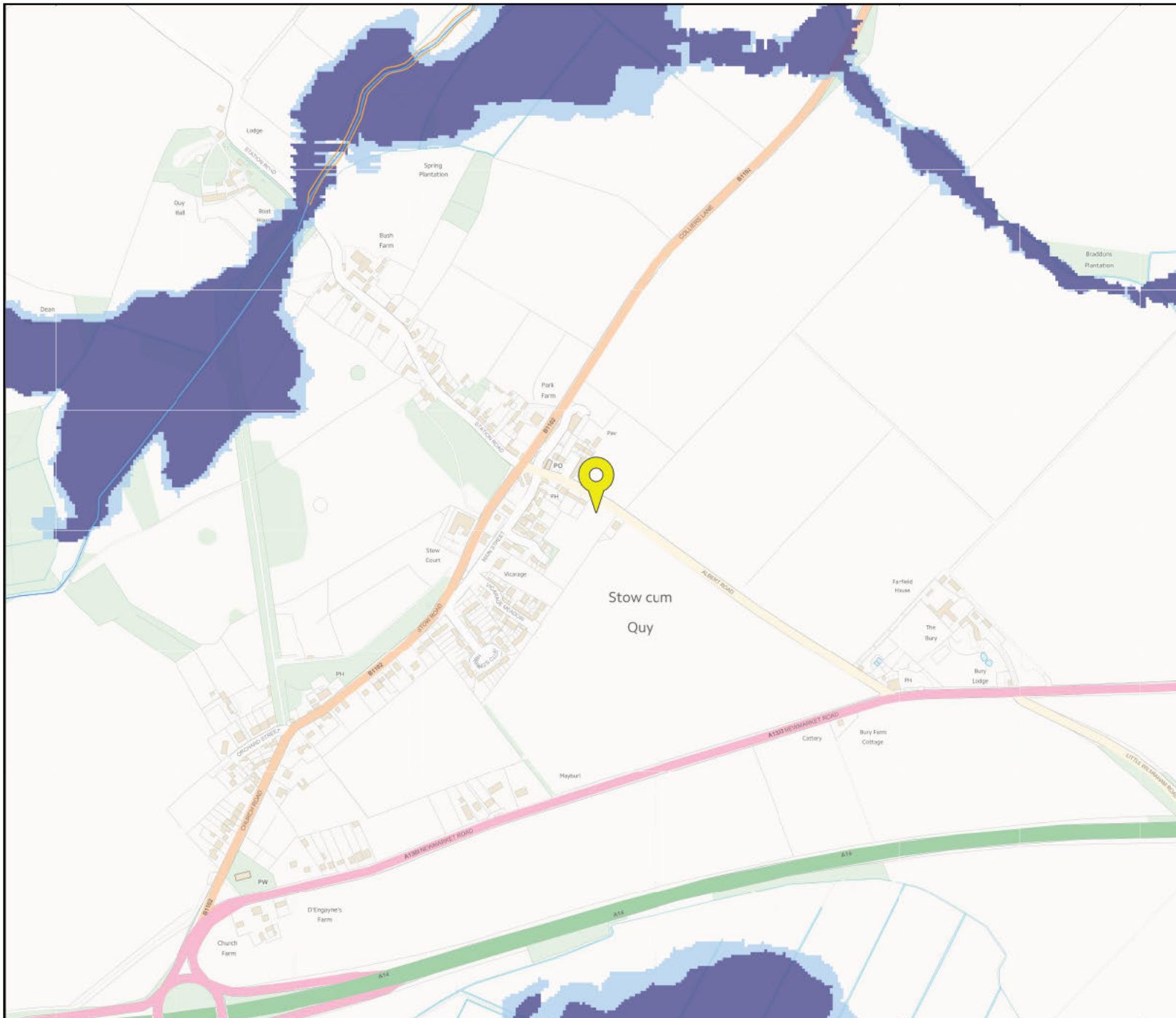
### Flood map for planning

Your reference  
**Stow-cum-Quy**

Location (easting/northing)  
**552231/260563**

Scale  
**1:10000**

Created  
**14 Mar 2019 11:16**



-  Selected point
-  Flood zone 3
-  Flood zone 3: areas benefiting from flood defences
-  Flood zone 2
-  Flood zone 1
-  Flood defence
-  Main river
-  Flood storage area



## STOW-CUM-QUY

### Settlement Size

| Settlement Category | Population (mid-2010 estimate) | Dwelling Stock (mid-2010 estimate) |
|---------------------|--------------------------------|------------------------------------|
| Infill Village      | 530                            | 240                                |

### Transport

#### Bus Service:

##### A) Summary Bus Service

|                     | Monday – Friday Frequency | Saturday Frequency | Sunday Frequency |
|---------------------|---------------------------|--------------------|------------------|
| To / From Cambridge | Hourly                    | Hourly             | No Service       |
| To / From Newmarket | Hourly                    | Hourly             | No Service       |

##### B) Detailed Bus Service

| Cambridge / Market Town |    |         |        |         |            |
|-------------------------|----|---------|--------|---------|------------|
| To Cambridge            | 10 | 4 Buses | Hourly | 2 Buses | No Service |
| From Cambridge          | 10 | 2 Buses | Hourly | Hourly  | No Service |
| To Newmarket            | 10 | 2 Buses | Hourly | 2 Buses | 1 Bus      |
| From Newmarket          | 10 | 3 Buses | Hourly | 1 Bus   | No Service |

| Cambridge / Market Town |    |         |        |         |            |
|-------------------------|----|---------|--------|---------|------------|
| To Cambridge            | 10 | 3 Buses | Hourly | 2 Buses | No Service |
| From Cambridge          | 10 | 2 Buses | Hourly | Hourly  | No Service |
| To Newmarket            | 10 | 1 Bus   | Hourly | 2 Buses | 1 Bus      |
| From Newmarket          | 10 | 3 Buses | Hourly | 1 Bus   | No Service |

| Cambridge / Market Town |    |            |
|-------------------------|----|------------|
| To Cambridge            | 10 | No Service |
| From Cambridge          | 10 | No Service |

| Cambridge / Market Town |    |            |
|-------------------------|----|------------|
| To Newmarket            | 10 | No Service |
| From Newmarket          | 10 | No Service |

### C) Journey Duration

| Cambridge / Market Town |    | Timetabled Journey Time |  |
|-------------------------|----|-------------------------|--|
| To / From Cambridge     | 10 | 25 / 17 Minutes         | Stow cum Quy, St. Mary's Church – Cambridge, Drummer Street          |
| To / From Newmarket     | 10 | 58 Minutes              | Stow cum Quy, St. Mary's Church – Newmarket, The Guineas Bus Station |

### Cycle Route Links:

|                          | Cycle Route Type      |   |
|--------------------------|-----------------------|---|
| Stow-cum-Quy – Cambridge | Pavement Unsegregated | A route runs from the south west corner of Stow-cum-Quy over the A14, along Newmarket Road and into Cambridge |

### Services

|  |
|--|
| Stow-cum-Quy does not contain a secondary school but is located within the catchment area for Bottisham Village College, Bottisham |
| Stow-cum-Quy does not contain a primary school but is located within the catchment area for Bottisham Primary School, Bottisham    |

|  |
|--|
| There are no emergency services based in Stow-cum-Quy. |
|--|

|   |
|---|
| There is no general practitioner based in Stow-cum-Quy. |
|---|

|   |
|---|
| There is no library service based in Stow-cum-Quy |
|---|

## Shopping

There are no food stores based in Stow-cum-Quy.

Post Office, 1 Albert Road, Stow-cum-Quy

|                            |            |                            |                            |                            |            |        |
|----------------------------|------------|----------------------------|----------------------------|----------------------------|------------|--------|
| 9:00-13:00;<br>14:00-17:30 | 9:00-13:00 | 9:00-13:00;<br>14:00-17:30 | 9:00-13:00;<br>14:00-17:30 | 9:00-13:00;<br>14:00-17:30 | 9:00-12:30 | Closed |
|----------------------------|------------|----------------------------|----------------------------|----------------------------|------------|--------|

Public House

The Missing Sock, Newmarket Road, Stow-cum-Quy

The Wheatsheaf, The Wheatsheaf, Stow-cum-Quy

White Swan, 9 Main Street, Stow-cum-Quy

## Recreation

There is no sports centre in Stow-cum-Quy.

|  | Size<br>(hectares) |   |
|--|--------------------|---|
| Stow-cum-Quy Recreation<br>Ground, Albert Road, Stow-cum-<br>Quy | 0.10               | <p><u>Overview:</u><br/>Small play area with grass, wood chippings and rubberised safety surface intended for children under 8 with a large range of equipment</p> <p><u>Classification:</u><br/>LEAP</p> |

|  | Size<br>(hectares) |  |
|--|--------------------|--|
| Stow-cum-Quy Recreation<br>Ground, Albert Road, Stow-cum-<br>Quy | 1.83               | <p><u>Overview:</u><br/>Open space with outdoor sport (football and cricket pitch) and play area</p> |

There are no informal playspace areas in Stow-cum-Quy.

There are no primary school equipped play areas in Stow-cum-Quy.

There are no primary school informal recreation areas in Stow-cum-Quy.

There are no secondary school informal recreation areas in Stow-cum-Quy.

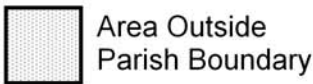
There are allotments in Stow-cum-Quy.

Quy Village Hall, Main Street, Stow-cum-Quy

Facilities:

- Main Hall (134 sqm)
- Meeting Room
- Kitchen
- Toilets
- Storage Space
- Temporary Stage

# KEY



Area Outside Parish Boundary



Area Outside SCDC Boundary

## Transport

### Bus Service

 10 Minute Service

 2 Hour Service


 20 Minute Service


 5 or Less per Day

 Bus Stop

 30 Minute Service

 1 Day Service


 Guided Bus Stop


 Hourly Service


 Guided Busway

### Cycle Routes

 Off Road Segregated

 On Road Recommended Route (Unsigned)

 Signed On Road Recommended Route

 Off road Unsegregated


 Pavement segregated

 On Road Cycle Lane

 Pavement Unsegregated

### Train Service

 Train Line

 Train Station

### Recreation Areas


 Formal Playspace

 Outdoor Sport

 Primary School Recreation

 Informal Playspace

 Primary School Play Area

 Secondary School Recreation

### Services & Facilities


 General Practitioner


#### Education

#### Other Services & Facilities

 Library

 Primary School

 Community Facility

 Library (Mobile/Access)

 Secondary School

 Education

 Food Store

#### Emergency Services

 Health Care

 Post Office

 Fire Station

 Shopping & Retail

 Sports Centre

 Police Station

 Other Service / Facility

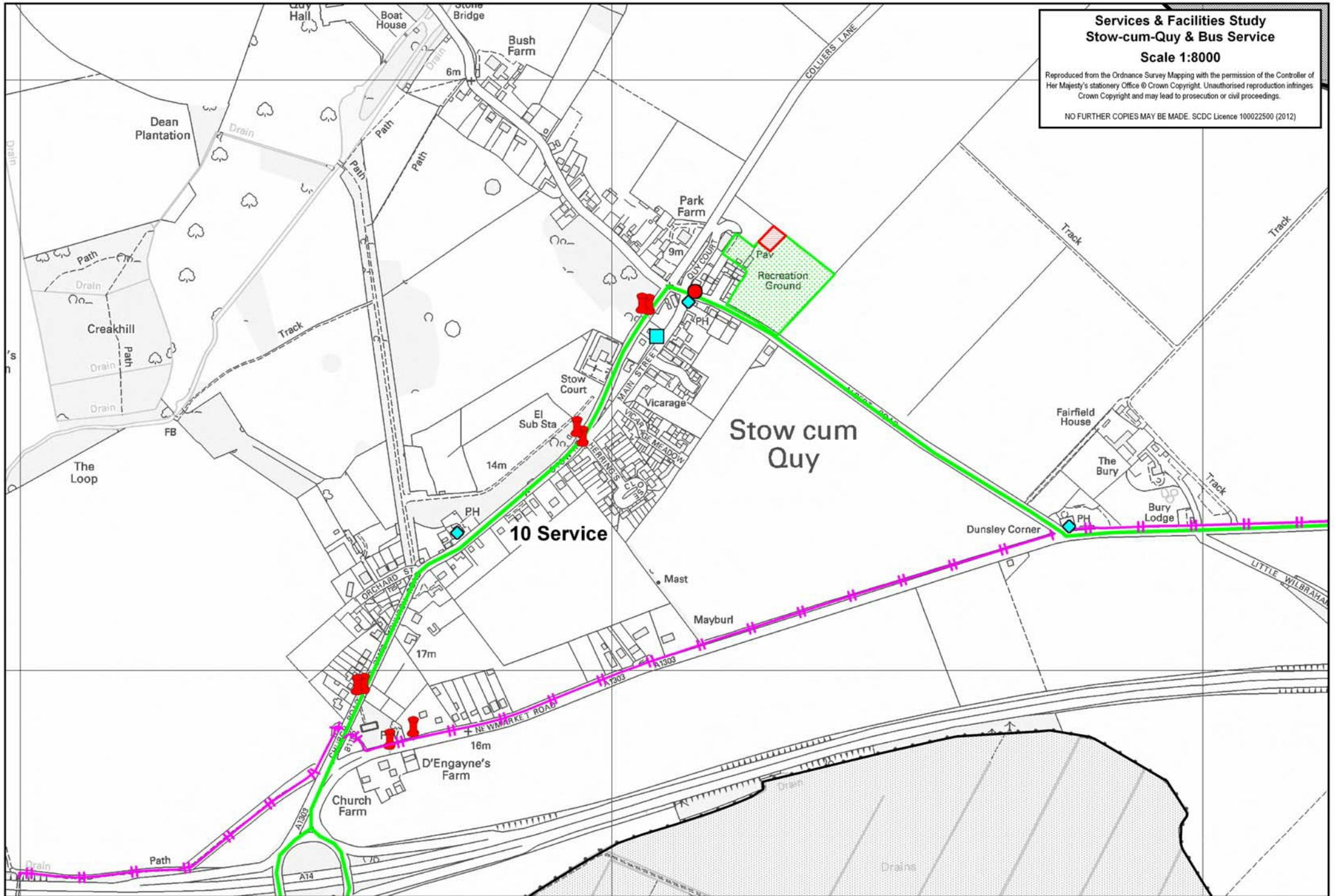
 Village Hall / Community Centre

 Allotment

**Services & Facilities Study  
Stow-cum-Quy & Bus Service  
Scale 1:8000**

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**MONDAYS TO FRIDAYS EXCLUDING BANK HOLIDAYS**

| route number                   | II   | II   | II   | XII  | II   | II  | II  | II  | II  | II  | II   | II  | II  | II  | II   | XII | II |
|--------------------------------|------|------|------|------|------|-----|-----|-----|-----|-----|------|-----|-----|-----|------|-----|----|
| Cambridge Drummer Street bay 9 | 0650 | 0725 | 0750 | 0850 | 0950 | 050 | 50  | 250 | 350 | 450 | 550  | 7 5 | 8 5 | 835 | 9 5  |     |    |
| Cambridge Marshalls A report   | 0705 | 0738 | 0805 | 0905 | 005  | 05  | 205 | 305 | 405 | 505 | 6 2  | 745 | 830 | 848 | 930  |     |    |
| Quy Church Road                | 07 2 | ▼    | 08 2 | 09 2 | 0 2  | 2   | 2 2 | 3 2 | 4 2 | 5 2 | 6 9  | 754 | 837 | ▼   | 937  |     |    |
| Bottisham Turn                 | ▼    | 0746 | ▼    | ▼    | ▼    | ▼   | ▼   | ▼   | ▼   | ▼   | ▼    | ▼   | ▼   | ▼   | 856  | ▼   |    |
| Bottisham High Street          | 07 7 | ▼    | 08 7 | 09 7 | 0 7  | 7   | 2 7 | 3 7 | 4 7 | 5 7 | 6 24 | 759 | 842 | ▼   | 942  |     |    |
| Bottisham Village Coege        | 072  | ▼    | 082  | 092  | 02   | 2   | 22  | 32  | 42  | 52  | 628  | 803 | 846 | ▼   | 946  |     |    |
| Lode Crossroads                | 0723 | ▼    | 0823 | 0923 | 023  | 23  | 223 | 323 | 423 | 523 | 630  | 805 | 848 | ▼   | 948  |     |    |
| Lode Church                    | ▼    | ▼    | ▼    | 0926 | ▼    | 26  | ▼   | 326 | ▼   | 526 | ▼    | 808 | ▼   | ▼   | ▼    |     |    |
| Swaffham Bulbeck Back Lane     | 0726 | ▼    | 0826 | 0929 | 026  | 29  | 226 | 329 | 426 | 529 | 633  | 8   | 85  | ▼   | 95   |     |    |
| Swaffham Prior Bus Shelter     | 0729 | ▼    | 0829 | 0932 | 029  | 32  | 229 | 332 | 429 | 532 | 636  | 8 4 | 854 | ▼   | 954  |     |    |
| Reach Post Office              | 0735 | ▼    | 0835 | ▼    | 035  | ▼   | 235 | ▼   | 435 | ▼   | 642  | ▼   | 900 | ▼   | 2000 |     |    |
| Burwell Manchetts Ness Road    | 0745 | ▼    | 0845 | 0945 | 045  | 45  | 245 | 345 | 445 | 545 | 652  | 827 | 9 0 | ▼   | 20 0 |     |    |
| Burwell Hawthorn Way           | 0747 | ▼    | 0847 | 0947 | 047  | 47  | 247 | 347 | 447 | 547 | 654  | 829 | 9 2 | ▼   | 20 2 |     |    |
| Burwell King William Causeway  | 0750 | ▼    | 0850 | 0950 | 050  | 50  | 250 | 350 | 450 | 550 | 657  | 832 | 925 | ▼   | 20 5 |     |    |
| Exning School                  | 0755 | ▼    | 0855 | 0955 | 055  | 55  | 255 | 355 | 455 | 555 | 702  | 837 |     | ▼   |      |     |    |
| Stundands Park Centre          | 0759 | ▼    | 0859 | 0959 | 059  | 59  | 259 | 359 | 459 | 559 | 706  | 84  |     | ▼   |      |     |    |
| Stundands Park Park Lane       | 080  | ▼    | 090  | 00   | 0    | 20  | 30  | 40  | 50  | 60  | 708  | 843 |     | ▼   |      |     |    |
| Newmarket Tesco                | 0804 | ▼    | 0904 | 004  | 04   | 204 | 304 | 404 | 504 | 604 | 7    | 846 |     | ▼   |      |     |    |
| Newmarket Valley Way           | 08 2 | ▼    | 09 2 | 0 2  | 2    | 2 2 | 3 2 | 4 2 | 5 2 | 6 2 | 7 9  | 854 |     | ▼   |      |     |    |
| Newmarket bus station          | ARR  | 08 7 | 08 8 | 09 7 | 0 7  | 7   | 2 7 | 3 7 | 4 7 | 5 7 | 6 7  | 724 | 859 |     | 9 8  |     |    |
| same bus - no need to change   |      | 8    | 8    | 8    | 8    | 8   | 8   | 8   | 8   | 8   | 8    |     |     |     |      |     |    |
| Newmarket bus station          | DEP  | 06 5 | 0700 | 0824 | 0924 | 024 | 24  | 224 | 324 | 424 | 524  | 624 | 730 |     | 9 8  |     |    |
| Kentford The Coc               | 0625 | 07 0 | 0834 | 0934 | 034  | 34  | 234 | 334 | 434 | 534 | 634  | 740 |     | 928 |      |     |    |
| Bury St. Edmunds bus station   | 0640 | 0725 | 0849 | 0949 | 049  | 49  | 249 | 349 | 449 | 549 | 649  | 755 |     | 943 |      |     |    |

**SATURDAYS EXCLUDING BANK HOLIDAYS**

| route number                   | II   | II   | II   | XII  | II   | II  | II  | II  | II  | II  | II  | II  | II  | II  | II   | XII | II |
|--------------------------------|------|------|------|------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|----|
| Cambridge Drummer Street bay 9 | 0650 | 0725 | 0750 | 0850 | 0950 | 050 | 50  | 250 | 350 | 450 | 550 | 7 5 | 8 5 | 835 | 9 5  |     |    |
| Cambridge Marshalls A report   | 0705 | 0738 | 0805 | 0905 | 005  | 05  | 205 | 305 | 405 | 505 | 605 | 745 | 830 | 848 | 930  |     |    |
| Quy Church Road                | 07 2 | ▼    | 08 2 | 09 2 | 0 2  | 2   | 2 2 | 3 2 | 4 2 | 5 2 | 6 2 | 754 | 837 | ▼   | 937  |     |    |
| Bottisham Turn                 | ▼    | 0746 | ▼    | ▼    | ▼    | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | 856  | ▼   |    |
| Bottisham High Street          | 07 7 | ▼    | 08 7 | 09 7 | 0 7  | 7   | 2 7 | 3 7 | 4 7 | 5 7 | 6 7 | 759 | 842 | ▼   | 942  |     |    |
| Bottisham Village Coege        | 072  | ▼    | 082  | 092  | 02   | 2   | 22  | 32  | 42  | 52  | 62  | 803 | 846 | ▼   | 946  |     |    |
| Lode Crossroads                | 0723 | ▼    | 0823 | 0923 | 023  | 23  | 223 | 323 | 423 | 523 | 623 | 805 | 848 | ▼   | 948  |     |    |
| Lode Church                    | ▼    | ▼    | ▼    | 0926 | ▼    | 26  | ▼   | 326 | ▼   | 526 | ▼   | 808 | ▼   | ▼   | ▼    |     |    |
| Swaffham Bulbeck Back Lane     | 0726 | ▼    | 0826 | 0929 | 026  | 29  | 226 | 329 | 426 | 529 | 626 | 8   | 85  | ▼   | 95   |     |    |
| Swaffham Prior Bus Shelter     | 0729 | ▼    | 0829 | 0932 | 029  | 32  | 229 | 332 | 429 | 532 | 629 | 8 4 | 854 | ▼   | 954  |     |    |
| Reach Post Office              | 0735 | ▼    | 0835 | ▼    | 035  | ▼   | 235 | ▼   | 435 | ▼   | 635 | ▼   | 900 | ▼   | 2000 |     |    |
| Burwell Manchetts Ness Road    | 0745 | ▼    | 0845 | 0945 | 045  | 45  | 245 | 345 | 445 | 545 | 645 | 827 | 9 0 | ▼   | 20 0 |     |    |
| Burwell Hawthorn Way           | 0747 | ▼    | 0847 | 0947 | 047  | 47  | 247 | 347 | 447 | 547 | 647 | 829 | 9 2 | ▼   | 20 2 |     |    |
| Burwell King William Causeway  | 0750 | ▼    | 0850 | 0950 | 050  | 50  | 250 | 350 | 450 | 550 | 650 | 832 | 925 | ▼   | 20 5 |     |    |
| Exning School                  | 0755 | ▼    | 0855 | 0955 | 055  | 55  | 255 | 355 | 455 | 555 | 655 | 837 |     | ▼   |      |     |    |
| Stundands Park Centre          | 0759 | ▼    | 0859 | 0959 | 059  | 59  | 259 | 359 | 459 | 559 | 659 | 84  |     | ▼   |      |     |    |
| Stundands Park Park Lane       | 080  | ▼    | 090  | 00   | 0    | 20  | 30  | 40  | 50  | 60  | 70  | 843 |     | ▼   |      |     |    |
| Newmarket Tesco                | 0804 | ▼    | 0904 | 004  | 04   | 204 | 304 | 404 | 504 | 604 | 704 | 846 |     | ▼   |      |     |    |
| Newmarket Valley Way           | 08 2 | ▼    | 09 2 | 0 2  | 2    | 2 2 | 3 2 | 4 2 | 5 2 | 6 2 | 7 2 | 854 |     | ▼   |      |     |    |
| Newmarket bus station          | ARR  | 08 7 | 08 8 | 09 7 | 0 7  | 7   | 2 7 | 3 7 | 4 7 | 5 7 | 6 7 | 7 7 | 859 |     | 9 8  |     |    |
| same bus - no need to change   |      |      | 8    | 8    | 8    | 8   | 8   | 8   | 8   | 8   | 8   |     |     |     |      |     |    |
| Newmarket bus station          | DEP  | 06 5 | 0700 | 0824 | 0924 | 024 | 24  | 224 | 324 | 424 | 524 | 624 | 730 |     | 9 8  |     |    |
| Kentford The Coc               | 0625 | 07 0 | 0834 | 0934 | 034  | 34  | 234 | 334 | 434 | 534 | 634 | 740 |     | 928 |      |     |    |
| Bury St. Edmunds bus station   | 0640 | 0725 | 0849 | 0949 | 049  | 49  | 249 | 349 | 449 | 549 | 649 | 755 |     | 943 |      |     |    |

SUNDAYS & PUBLIC HOLIDAYS - NO SERVICE

This timetable starts **18 February 2019**



All of our vehicles are low floor and wheelchair access. Each vehicle can carry one wheelchair user.



**MONDAYS TO FRIDAYS EXCLUDING BANK HOLIDAYS**

| route number                   | XII  | II   | II   | II   | XII  | XII  | II   | II   | II   | II  | II  | II  | II  | II  | II  | II  | XII | II   |
|--------------------------------|------|------|------|------|------|------|------|------|------|-----|-----|-----|-----|-----|-----|-----|-----|------|
| Bury St. Edmunds bus stat on   |      |      |      |      | 0645 | 0740 |      | 0905 | 005  | 05  | 205 | 305 | 405 | 505 | 605 | 705 | 805 | 945  |
| Kentford The Coc               |      |      |      |      | 0700 | 0755 |      | 0920 | 020  | 20  | 220 | 320 | 420 | 520 | 620 | 720 | 820 | 2000 |
| Newmarket bus stat on          | ARR  |      |      |      | 07 5 | 08 0 |      | 0935 | 035  | 35  | 235 | 335 | 435 | 535 | 635 | 735 | 835 | 20 5 |
| same bus no need to change     |      |      |      |      |      |      |      |      |      |     |     |     |     |     |     |     |     |      |
| Newmarket bus stat on          | DEP  | 06 5 |      |      | 0656 | 0720 | 08 5 | 0840 | 0940 | 040 | 40  | 240 | 340 | 440 | 540 | 640 | 740 | 835  |
| Newmarket Va ey Way            |      | ▼    |      |      | 0702 | ▼    | ▼    | 0846 | 0946 | 046 | 46  | 246 | 346 | 446 | 546 | 646 | 746 | ▼    |
| Newmarket Tesco                |      | ▼    |      |      | 07 0 | ▼    | ▼    | 0854 | 0954 | 054 | 54  | 254 | 354 | 454 | 554 | 654 | 754 | ▼    |
| Stu and s Park Par er Wa       |      | ▼    |      |      | 07 3 | ▼    | ▼    | 0857 | 0957 | 057 | 57  | 257 | 357 | 457 | 557 | 657 | 757 | ▼    |
| Stu and s Park Centre          |      | ▼    |      |      | 07 5 | ▼    | ▼    | 0859 | 0959 | 059 | 59  | 259 | 359 | 459 | 559 | 659 | 759 | ▼    |
| Exn ng Schoo                   |      | ▼    |      |      | 07 9 | ▼    | ▼    | 0903 | 003  | 03  | 203 | 303 | 403 | 503 | 603 | 703 | 803 | ▼    |
| Burwe Manchett s Ness Road     |      | ▼    | 06 4 | 0639 | 0724 | ▼    | ▼    | 0908 | 008  | 08  | 208 | 308 | 408 | 508 | 608 | 708 | 808 | ▼    |
| Burwe awthorn Way              |      | ▼    | 06 6 | 064  | 0726 | ▼    | ▼    | 09 0 | 0 0  | 0   | 2 0 | 3 0 | 4 0 | 5 0 | 6 0 | 7 0 | 8 0 | ▼    |
| Burwe K ng W am Causeway       |      | ▼    | 062  | 0646 | 073  | ▼    | ▼    | 09 5 | 0 5  | 5   | 2 5 | 3 5 | 4 5 | 5 5 | 6 5 | 7 5 | 8 5 | ▼    |
| Reach Post Office              |      | ▼    | 0629 | 0654 | ▼    | ▼    | ▼    | 0923 | ▼    | 23  | ▼   | 323 | ▼   | 523 | 623 | 723 | 823 | ▼    |
| Swaffham Pr or Bus She ter     |      | ▼    | 0634 | 0659 | 074  | ▼    | ▼    | 0928 | 025  | 28  | 225 | 328 | 425 | 528 | 628 | 728 | 828 | ▼    |
| Saffham Bu beck Bac orse       |      | ▼    | 0638 | 0703 | 0745 | ▼    | ▼    | 0932 | 029  | 32  | 229 | 332 | 429 | 532 | 632 | 732 | 832 | ▼    |
| Lode Church                    |      | ▼    | ▼    | ▼    | ▼    | ▼    | ▼    | 032  | ▼    | 232 | ▼   | 432 | ▼   | ▼   | ▼   | ▼   | ▼   | ▼    |
| Lode Crossroads                |      | ▼    | 0642 | 0707 | 0749 | ▼    | ▼    | 0936 | 036  | 36  | 236 | 336 | 436 | 536 | 636 | 736 | 836 | ▼    |
| Bott sham V age Co ege         |      | ▼    | 0644 | 0709 | 075  | ▼    | ▼    | 0938 | 038  | 38  | 238 | 338 | 438 | 538 | 638 | 738 | 838 | ▼    |
| Bott sham Wh te Swan           |      | ▼    | 0648 | 07 3 | 0755 | ▼    | ▼    | 0942 | 042  | 42  | 242 | 342 | 442 | 542 | 642 | 742 | 842 | ▼    |
| Bott sham Turn                 | 0628 | ▼    | ▼    | ▼    | 0735 | 0830 | ▼    | ▼    | ▼    | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | 850  |
| Quy Church Road                |      | ▼    | 0657 | 0722 | 0802 | ▼    | ▼    | 0948 | 048  | 48  | 248 | 348 | 448 | 548 | 648 | 748 | 848 | ▼    |
| Cambr dge Marsha s A rport     | 0635 | 0707 | 0732 | 08 4 | 0749 | 0842 | 0958 | 058  | 58   | 258 | 358 | 458 | 558 | 658 | 758 | 858 | 857 |      |
| Cambr dge Drummer Street bay 9 | 0655 | 0722 | 0750 | 0832 | 08 0 | 0902 | 0 3  | 3    | 2 3  | 3 3 | 4 3 | 5 3 | 6 3 | 7 3 | 8 3 | 9 3 | 9 2 |      |

**SATURDAYS EXCLUDING BANK HOLIDAYS**

| route number                   | XII  | II   | II   | II   | XII  | XII  | II   | II   | II   | II  | II  | II  | II  | II  | II  | II  | XII | II   |
|--------------------------------|------|------|------|------|------|------|------|------|------|-----|-----|-----|-----|-----|-----|-----|-----|------|
| Bury St. Edmunds bus stat on   |      |      |      |      | 0645 | 0740 |      | 0905 | 005  | 05  | 205 | 305 | 405 | 505 | 605 | 705 | 805 | 945  |
| Kentford The Coc               |      |      |      |      | 0700 | 0755 |      | 0920 | 020  | 20  | 220 | 320 | 420 | 520 | 620 | 720 | 820 | 2000 |
| Newmarket bus stat on          | ARR  |      |      |      | 07 5 | 08 0 |      | 0935 | 035  | 35  | 235 | 335 | 435 | 535 | 635 | 735 | 835 | 20 5 |
| same bus no need to change     |      |      |      |      |      |      |      |      |      |     |     |     |     |     |     |     |     |      |
| Newmarket bus stat on          | DEP  | 06 5 |      |      | 0656 | 0720 | 08 5 | 0840 | 0940 | 040 | 40  | 240 | 340 | 440 | 540 | 640 | 740 | 835  |
| Newmarket Va ey Way            |      | ▼    |      |      | 0702 | ▼    | ▼    | 0846 | 0946 | 046 | 46  | 246 | 346 | 446 | 546 | 646 | 746 | ▼    |
| Newmarket Tesco                |      | ▼    |      |      | 07 0 | ▼    | ▼    | 0854 | 0954 | 054 | 54  | 254 | 354 | 454 | 554 | 654 | 754 | ▼    |
| Stu and s Park Par er Wa       |      | ▼    |      |      | 07 3 | ▼    | ▼    | 0857 | 0957 | 057 | 57  | 257 | 357 | 457 | 557 | 657 | 757 | ▼    |
| Stu and s Park Centre          |      | ▼    |      |      | 07 5 | ▼    | ▼    | 0859 | 0959 | 059 | 59  | 259 | 359 | 459 | 559 | 659 | 759 | ▼    |
| Exn ng Schoo                   |      | ▼    |      |      | 07 9 | ▼    | ▼    | 0903 | 003  | 03  | 203 | 303 | 403 | 503 | 603 | 703 | 803 | ▼    |
| Burwe Manchett s Ness Road     |      | ▼    | 06 9 | 0649 | 0724 | ▼    | ▼    | 0908 | 008  | 08  | 208 | 308 | 408 | 508 | 608 | 708 | 808 | ▼    |
| Burwe awthorn Way              |      | ▼    | 062  | 065  | 0726 | ▼    | ▼    | 09 0 | 0 0  | 0   | 2 0 | 3 0 | 4 0 | 5 0 | 6 0 | 7 0 | 8 0 | ▼    |
| Burwe K ng W am Causeway       |      | ▼    | 0626 | 0656 | 073  | ▼    | ▼    | 09 5 | 0 5  | 5   | 2 5 | 3 5 | 4 5 | 5 5 | 6 5 | 7 5 | 8 5 | ▼    |
| Reach Post Office              |      | ▼    | 0634 | 0704 | ▼    | ▼    | ▼    | 0923 | ▼    | 23  | ▼   | 323 | ▼   | 523 | 623 | 723 | 823 | ▼    |
| Swaffham Pr or Bus She ter     |      | ▼    | 0639 | 0709 | 074  | ▼    | ▼    | 0928 | 025  | 28  | 225 | 328 | 425 | 528 | 628 | 728 | 828 | ▼    |
| Saffham Bu beck Bac orse       |      | ▼    | 0643 | 07 3 | 0745 | ▼    | ▼    | 0932 | 029  | 32  | 229 | 332 | 429 | 532 | 632 | 732 | 832 | ▼    |
| Lode Church                    |      | ▼    | ▼    | ▼    | ▼    | ▼    | ▼    | 032  | ▼    | 232 | ▼   | 432 | ▼   | ▼   | ▼   | ▼   | ▼   | ▼    |
| Lode Crossroads                |      | ▼    | 0647 | 07 7 | 0749 | ▼    | ▼    | 0936 | 036  | 36  | 236 | 336 | 436 | 536 | 636 | 736 | 836 | ▼    |
| Bott sham V age Co ege         |      | ▼    | 0649 | 07 9 | 075  | ▼    | ▼    | 0938 | 038  | 38  | 238 | 338 | 438 | 538 | 638 | 738 | 838 | ▼    |
| Bott sham Wh te Swan           |      | ▼    | 0653 | 0723 | 0755 | ▼    | ▼    | 0942 | 042  | 42  | 242 | 342 | 442 | 542 | 642 | 742 | 842 | ▼    |
| Bott sham Turn                 | 0628 | ▼    | ▼    | ▼    | 0735 | 0828 | ▼    | ▼    | ▼    | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | ▼   | 850  |
| Quy Church Road                |      | ▼    | 0659 | 0732 | 0802 | ▼    | ▼    | 0948 | 048  | 48  | 248 | 348 | 448 | 548 | 648 | 748 | 848 | ▼    |
| Cambr dge Marsha s A rport     | 0635 | 0709 | 0742 | 08 2 | 0749 | 0835 | 0958 | 058  | 58   | 258 | 358 | 458 | 558 | 658 | 758 | 858 | 857 |      |
| Cambr dge Drummer Street bay 9 | 0655 | 0722 | 0800 | 0835 | 08 0 | 0855 | 0 3  | 3    | 2 3  | 3 3 | 4 3 | 5 3 | 6 3 | 7 3 | 8 3 | 9 3 | 9 2 |      |

SUNDAYS & PUBLIC HOLIDAYS - NO SERVICE

This timetable starts **18 February 2019**

All of our vehicles are low floor and wheelchair access. Each vehicle can carry one wheelchair user.

|   |   |   |
|---|---|---|
| <b>Attendees:</b><br>Matt Eaton, Chair<br>Ray Jakes, Vice Chair<br>Bill Watts, Councillor | David Hurrell, Councillor<br>Donna Linsey, Councillor<br>Chris Williams, Councillor | Geoff Hall, Councillor<br>Tracey Thorby, Parish Clerk |
|---|---|---|

| No | Agenda Item  | Action  |
|----|--|---|
| 1. | <b>Election and Signing of Declaration of Acceptance of Office:</b>  |   |
|    | <b>Election of Chairperson:</b>  | Matt Eaton<br>Bill proposed, Donna seconded   |
|    | <b>Election of Vice Chairperson:</b>   | Ray Jakes<br>Matt proposed, Bill seconded   |
|    | <b>Election of Sub Committees/Groups/Trusts:</b>   |   |
|    | <b>Financial Sub Committee (4PCs):</b>   | 1. Matt Eaton<br>2. Ray Jakes<br>3. Donna Linsey<br>4. Tracey Thorby<br>Bill proposed, Geoff seconded     |
|    | <b>Tree Warden:</b>  | Bill Watts<br>Matt proposed, Ray seconded   |
|    | <b>Childes Charity Trust (4 Parishioners):</b>   | 1. Gregg Foster<br>2. Brian Thorby<br>3. David Hurrell<br>4. Richard Watts<br>Matt proposed, Ray seconded |
|    | <b>Quy Fen Trust (2 Parishioners):</b>   | 1. Bill Watts<br>2. Chris Butler<br>Matt proposed, Ray seconded   |
|    | <b>Village Hall Representative (1PC)</b>   | Geoff Hall<br>Matt proposed, Ray seconded   |
|    | <b>Bottisham United Charity (1PC)</b>  | 1. David Hurrell<br>2. Richard Watts<br>Matt proposed, Ray seconded                                       |
| 2. | <b>Apologies:</b><br>None received   |   |
| 3. | <b>Members' Declaration of Interest for items on the Agenda</b><br>None  |   |
| 4. | <b>Minutes from 14 March 2018 meetings</b><br>Agreed and signed as a true record.  |   |
| 5. | <b>Matters arising from previous meeting including:</b>  |   |
|    | <b>A Cambridge C.C. Highways matter:<br/>Nicola Burdon her contact is</b>  |   |
|    | <p>1. <b>Reference: 00260175 (Old Ref: NM-83670)</b> Signpost at top of Albert Road/Newmarket Road still not replaced. This has been ordered but unfortunately unable to give timeframe. I received the following automated response on Mon 05/03/18 'We have a three-year rolling programme of planned highway maintenance works which we regularly review and update to ensure that our resources are targeted at priority areas. The matters you have reported do not require immediate attention and therefore they have been added to a three-year rolling programme of work. At this stage we cannot provide any further timescales or specific dates for this work to be carried out. To find out more please visit <a href="https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-delivery-plan-and-highway-policies/">https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-delivery-plan-and-highway-policies/</a>'</p> <p>The Parish Council will want to know if the previous length of time will be taken into consideration as Tracey has been in post 18 months and the previous clerk had raised this (which is why it has two references as it had been closed but not completed on the previous reference)? Awaiting response.</p> | Tracey  |
|    | <p>2. <b>NM-83671</b> Footpath by Mr &amp; Mrs Carr very bad. Once the footpath has been edged then you will come and review the footpath. Tracey asked as the footpath has been edged, when is Nicola planning to come out and review? Awaiting response.</p>   | Tracey  |
|    | <p>3. <b>NM-83678</b> Wheatsheaf to offices path in a terrible state. Nicola has sought quote for edging the footpath. Once the footpath has been edged then you will come and review the footpath. Tracey asked as the footpath has been edged, when is Nicola planning to come out and review? Awaiting Response.</p>  | Tracey  |

|  |   |
|--|---|
| <p>Tracey advised Nicola <b>concerning points 2 and 3:</b><br/>We have had further concerns raised by parishioners with mobility scooters who have commented to Parish Councillors that they are unable to use some of the paths as they are now wide enough due to the edging being completed which is great, but the path surface is causing them a problem.</p> <p>4. <b>Reference:</b> 00258695 road surface/potholes between Newmarket Road and the cycle path under the A14, CB25 9AG, Cycle Route 51. As of 13 July 2017, still working process due to diverting cyclists. Awaiting update.</p> <p>5. <b>Reference:</b>00270144 reported by Ray on 5 July 2017, Damaged Bollard on Stow Road, bollard has been knocked down and broken off but currently balanced in place (and has been put back in place by the Vice Chair). Awaiting update.</p> <p>6. <b>Reference:</b>00276644, just reported 6 November 2017 (but we did discuss as on Station Road by grass verge and farm vehicles!). Manholes and gratings located opposite driveway between 20 &amp; 24 Station Road, Stow-Cum-Quy CB25 9AJ. The drain opposite the driveway between 20 &amp; 24 Station Road the pipe is blocked. It is situated on the side of the grass verge. One of my Parish Councillors wished me to reiterate that the pipe must be blocked but it is unfortunately situated along the side of the verge which farm vehicles do have to drive along the edge of the verge to get passed the parked cars. Tracey advised Nicola the issue concerning the tarmac surrounding the drain is sinking/breaking up.</p> <p>7. <b>Reference:</b> 00288501 reported on 26 March 2018. 'Manholes and grating' Tarmac breaking up around manhole on road which will become a major problem due to volume of traffic through the village, on Stow Road near where right turning for Main Street/Village Hall. Auto reply received on 27 March 2018 advising will investigate and visit the site shortly. Tracey also advised there is another smaller drain in middle of road near crossroads which the tarmac is breaking up around it but has not been able to view herself yet.</p> <p>8. <b>Reference:</b> 00288500 reported on 26 March 2018. 'Pothole' Quite a large pothole (getting worse - 3ft wide though 2ft is the worst part and several inches deep) which is hard to miss as you are turning onto this road and near middle whether you are heading up Albert Road or turning right into Main Street or Quy Court. There is also a couple of other potholes close which are about a foot wide and few inches deep. Removed, filled in Mid-April.</p> <p>9. <b>Reference:</b> 00288497 reported on 26 March 2018. 'Pothole' 1.5ft wide pothole and several inches deep, at crossroads as you turn onto Albert Road (CB25) from Colliers Lane. Remove, filled in Mid-April.</p> <p>As agreed Tracey e-mailed Nicola and c.c. Matt on 22 April 2018 for update. Nicola called on 27 April to apologise for delay and she will respond next week. Tracey advised Matt. No response received so Tracey e-mailed Nicola on 8 May which admittedly was a bit late but thought she would still have time to respond. No further response received.</p> | <p>Tracey</p> <p>Tracey</p> <p>Tracey</p> <p>Tracey</p> <p>Remove</p> <p>Remove</p> <p>Tracey/<br/>Matt</p> |
| <p><b>B Speeding in the village:</b><br/>Chris raised about Speed Watch Group. Advised old group disbanded. There is a new scheme for getting hold of equipment, local villages get together to purchase equipment and share/rotate. Think Bottisham Parish Council have camera, suggested contacting them to check on situation, would they hire for fee?</p> <p>Matt will include in Jackdaw Chatter and Chris volunteered to take the lead if any interest.</p> <p>It was raised by John at previous meeting and he was going to set up meeting with Parish Council and the Project Team to discuss further and John was asked and agreed to attend meeting. John advised that there is also Third-Party Funding which could be an option. John not at meeting so discuss at next meeting.</p> <p>Tracey advised that a parishioner from Lode has written to Lucy Frazer, MP for her support with removal of the pinchpoints as they are now causing a danger to road users and awaiting a response.</p>  | <p>John</p>   |
| <p><b>C Internet/Website:</b><br/>Tracey received and uploaded copies of Jackdaw Chatter additions: Winter 2017 and Spring 2018 with adverts.</p> <p>‘Agenda and Minutes 2018’ not showing again. Matt will review.</p> <p>Tracey has updated the ‘Planning’ and ‘What’s On’ page.</p> <p>Tracey has been provided with website for ‘Quy Fen Trust’, do we require another tab as all groups we have i.e. bowls, art club etc have separate tabs. Matt will review.</p>  | <p>Matt</p> <p>Matt</p>   |

|  |   |            |                                 |            |                  |  |                  |   |        |
|--|---|------------|---------------------------------|------------|------------------|--|------------------|---|--------|
| <p><u>Transparency Documents Required:</u><br/>Please can we approve the following two documentations:</p> <ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• List of cheque signatories.</li> </ul> <p>Tracey still preparing following documentation/regulations:</p> <ul style="list-style-type: none"> <li>• Standing Order – NALC has uploaded new version so will download.</li> <li>• Financial Regulations</li> <li>• Governance and Accountability</li> </ul> <p>Review these at next meeting.</p>   | Tracey  |            |                                 |            |                  |  |                  |   |        |
| <p><b>D Accounts:</b><br/><u>Precept</u><br/>Half the precept, £5,225.00 received on 20 April 2018 and the further half should be received on 21 September 2018.</p> <p><b><u>End of Year Financial Report</u></b></p> <table> <tr> <td>Balance at end of 31 March 2017</td> <td>£28,731.76</td> </tr> <tr> <td>Balance at end of 31 March 2018</td> <td>£27,961.36</td> </tr> <tr> <td>Receipts in year</td> <td>£20,511.54 – Annual Gross Income for the authority 2017/18</td> </tr> <tr> <td>Payments in year</td> <td>£16,593.54 – Annual gross expenditure for the authority 2017/18</td> </tr> </table> <p>Section 1 – Annual Governance Statement 2017/18 – read through and Chair signed.</p> <p>Section 2 – Accounting Statements 2017/18 – read through and Chair signed.</p> <p>We received a large amount back from VAT over the past three years which helped with the income for 2017/18. The Parish Council had had large expenditure in 2015/16 which had also encroached on last years spend 2016/17. A high amount in ‘savings’ account is Mr H’s legacy.</p> <p>Tracey will seek Internal Audit. Once completed this will be scanned and uploaded on website and noticeboards as required as we are able to complete a Certificate of Exemption as our gross income and expenditure for the year does not exceed £25,000.00.</p> | Balance at end of 31 March 2017                                 | £28,731.76 | Balance at end of 31 March 2018 | £27,961.36 | Receipts in year | £20,511.54 – Annual Gross Income for the authority 2017/18 | Payments in year | £16,593.54 – Annual gross expenditure for the authority 2017/18 | Tracey |
| Balance at end of 31 March 2017  | £28,731.76  |            |                                 |            |                  |  |                  |   |        |
| Balance at end of 31 March 2018  | £27,961.36  |            |                                 |            |                  |  |                  |   |        |
| Receipts in year   | £20,511.54 – Annual Gross Income for the authority 2017/18      |            |                                 |            |                  |  |                  |   |        |
| Payments in year   | £16,593.54 – Annual gross expenditure for the authority 2017/18 |            |                                 |            |                  |  |                  |   |        |
| <p><b>E Cemetery:</b><br/><u>Reserved Graves</u><br/>Concern regarding reserved plot for Mrs Pat Norden (G 8) next to her husband Mr Rod Norden (F 8) with Mrs Anne Watts (H 8) on the other side. Geoff has spoken with Weyman Funeral Home who have advised a coffin can be buried on top even if the first person has not been buried in a double depth grave but requires concrete slabs to be placed over the top of the coffin to stop burrowing animals. Geoff will confirm this is possible and then Mrs Norden will have to be contacted. This is an error of the Parish Council, so they agreed would cover the costs of the concrete slabs required.</p> <p>Concern about space between Mrs Marion Gaskin (T 8) and Mrs Deanne Lucas (O 8). Bill has discussed with Mr &amp; Mrs Norden and found that Jamie Neilson was Janice Neilson, a relative and she does not wish or require the reserved plot so requested donation of £60.00 provided to Church which Matt agreed. £60.00 cheque raised for Stow-Cum-Quy PCC. Issue resolved.</p> <p><u>Headstone</u><br/>Tracey wrote to Mr Gaskin, explaining the situation and fee of £70.00 which he has paid.</p> <p><u>Sunken Graves</u><br/>Richard Watts filled in the sunken graves.</p>   | Tracey<br>Geoff   |            |                                 |            |                  |  |                  |   |        |
| <p><b>F Rec maintenance:</b><br/>Colin has completed both rolls of the outfield this year and a cheque for £60.00 has been raised.</p> <p><u>Moles</u><br/>Ray purchased six moles traps for £20.00 and cheque has been raised. It was raised could the cemetery be done as several molehills have appeared, Ray will ask Colin if he would.</p> <p><u>Zurich</u><br/>Inspection Summary from visit on 28 March 2018:<br/>Number of item reports indicating no defects apparent – 4<br/>Number of item reports indicating no defects apparent – but see observations – 0<br/>Number of item reports with defects affecting continued safe usage (EA Copy) – 0<br/>Number of item reports with defects affecting continued safe usage (Not requiring copy to EA) – 0<br/>Number of item reports with other defects – 7:</p>   | Ray/<br>Colin   |            |                                 |            |                  |  |                  |   |        |

|   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Climbing Frame with Slide attached</li> <li>2. Multi Activity Units (playground) 6-10 activities, Trim Trail – 6 elements, Weaving log, Swing logs, Chain bridge, Balance board, Stepping posts</li> <li>3. Single Swing (Chair type seat)</li> <li>4. Set of Two Swings (Flat seats)</li> <li>5. Playground Equipment – Offset Horizontal bars</li> <li>6. Skateboard Ramp Metal – Half pipe</li> <li>7. Whirling Platform Cyclone – on springs</li> </ol> <p>Number of item reports indicating ‘not available’, 0<br/> Number of item reports indicating ‘not located’, 0<br/> Number of customer advice reports, 0</p> <p>Ray said minor observations as usual. Discussed recommendation for the support structure to be boxed in but Parish Council disagree as will encourage children/teenagers’ underneath ramp area. Ray has contacted Andy Rowlinson and he coming to help this week. Purchase him bottle as ‘thank you’, Ray will find out his tippie and let Tracey know.</p> <p>Purchasing sign advising ‘Play equipment used at your own risk’. Parish Council agreed, and Ray will contact Footprint.</p>   | <p>Andy/<br/>Ray/<br/>Tracey</p> <p>Ray</p> |
| <p><b>G Allotments:</b><br/> All 10 plots allocated, and all yearly fees received.</p> <p>Tracey e-mail ‘round robin’ e-mail to all plot holders to remind about the agreement and toxic chemicals.</p> <p>Chris kindly volunteered to provide report for Allotments for the Annual Parish Meeting in April (forward planning).</p> <p>There is interested in an allotment plot if one becomes available. Tracey has on a list. All agreed remove from agenda.</p>  | <p>Remove</p>                               |
| <p><b>H Cycle path – Quay to Lode:</b><br/> CCC put a bund close to the cycle way. A bund is unable to be cut by hedge trimmer, it requires to be trimmed and would cost a lot of money. Bill spoke with Truelink and suggests that the bund is pulled out/pulled towards the road so that the hedge can be placed along the path. Bill is awaiting a quote to set the hedge.</p> <p>Lode feels that the side of the cycle path will need to be cut this year due to the weeds which will grow until we can flatten grass bunds. Ask Truelink for quote to trim the bund along the cycle path as no other option to get cut. Tracey will seek quote and it will require to be agreed over e-mail as next meeting in July.</p>   | <p>Tracey</p>                               |
| <p><b>I Seat at Duck Pond:</b><br/> Invoice received from Gaskin Brother’s Ltd for £780.00 including VAT, cheque raised. Ray purchased six rolls of turf for £20.00, cheque raised, and turf laid. All agreed remove from agenda.</p>   | <p>Remove</p>                               |
| <p><b>J Celery Trench:</b><br/> The thorny tree is coming from land owned by Mr Hickey at 23 Orchard Street (a pathway used to run along the back of the houses to meet Celery Trench. Some overhanging bits have been cut/broken off by someone and put in pile on floor. Tracey took photos on 13 March 2018 and wrote to Mr Hickey on 6 April 2018. Bill confirmed it has been cut but all been left in a pile! The letter asked them to remove the pile!</p> <p>Concern raised from a villager that No 16 Church Road appears to be encroaching on the public footpath (Celery Trench) with the building works. The heris fencing is encroaching, but Bill feels that is acceptable in the short term.</p> <p>The other issue was that the stands for this fencing was dangerous as it was across the footpath. Bill felt there is some substance in this. On two of the sections the stands are in line with the fencing and don’t intrude, but the other four do. The stands do form a trip hazard in the footpath. Bill asked parishioner if they could turn all these stands so that they are in line with the fencing and put added support inside if necessary.</p> <p>Apologies received from parishioner regarding the passage. They had not realised it was a problem, the builders had made sure of wheelchair access. Will pass message to partner who is running the build and get the builders, as requested to move feet/stand inward so hopefully there is enough clearance.</p> <p>They advised it had been a struggle to get around the site and at times the fencing has been pushed too far out so will make the builders aware.</p> |   |

Warning, the fence might be moved again to get access in next couple days to get a digger round the back so will make sure fence put back.

They then raised concern regarding building at No 26. The workmen are blocking the road with work vans making it very dangerous to pass just before the traffic calming, as they are not parking on the driveway, concern raised that work has started on the build without actual planning permission been granted, which started weeks ago. This parishioner had only received a letter about request a week or two ago which seemed odd.

Tracey advised No 26 had planning permission approved in January 2018 for a Part two and part single storey front extension (S/3938/17/FL). We will be discussing under 'Planning Applications' that they have placed new requests, but it is to render the extension and existing dwelling (S/1453/18/FL) but everything else is the same.

Bill will check fencing again and respond back to No 16/18. No 26 has got approval and will be discussing rendering in 'Planning Applications'. Regarding workmen parking on road outside No 26, Geoff was addiment this was not happening, and they are parking in driveway. The Parish Council felt they were unable to proceed in any way regarding these vehicles. Did discuss whether a white line would stop them parking but unsure.

Bill

**K Cambridgeshire Rural Affordable Housing Partnership:**

The following attended to discussion this item:

Mark Deas, Rural Housing Enabler & Neighbourhood Planning Officer, Cambridgeshire ACRE

Gary Norman, BPHA

Uzma Ali, Housing Development Officer at SCDC

Primarily to deliver affordable housing and local connections in rural communities.

The Housing Needs Survey (HNS) has two objectives:

1. Canvas opinion on the opportunity of a development of a small affordable housing scheme in the village
2. Scale and nature of need for village

250 houses and population of 500 and well served for a small village retaining a general store/post office, church, village hall and recreation ground along with two pubs, hotel and spa. Education and Health facilities must be accessed from neighbouring villages. There was spate of building activity between 2007 (Minter Close) and 2009 (Vicarage Meadows) but little development in the village since. Quy is identified as an infill village in the emerging Local Plan and this should limit future development. Quy has a relatively old population with a particularly high proportion of over 55 . Housing stock, 25% private and 20% affordable housing. No increase in affordable housing since 2011. 50/50 split between council and housing association owned properties. Some of the housing association properties do have a local connection policy. Between March 2008 and December 2013 there were less than five social rented properties available per year. These attracted an average of 38 bids per property. This is lower than SCDC average (54). This may be due to some properties having a local letting policy which will restrict the number of applicants.

The overall conclusion is that the availability and price of properties in Quy is prohibitive to low income families and households looking to retain their roots in their 'home' village.

HNS:

Posted to 250 residents, 63 returns. 75% in favour of opinion. 75% opposing.

Supported:

Benefits of the community for young people to stay in village.

Important to give the next generation of young people the opportunity to raise their families in the village where they often have extended family.

Insufficient low-cost housing for young people

Concerns:

Does not take up valuable productive farming land.

Scale and location – small and in keep with the village and infrastructure of the village.

Only if those houses go to Local People.

If managed correctly, unlike similar schemes previously built in village.

Opposed:

Concern on impact of character of the village.

Damage to infrastructure.

No enough amenities if village expands.

Concern about being built in front/behind housing and spoiling view.

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| <p>15 Households stated that their house was not adequate. 10 of which considered potential for affordable housing candidate, two covered two potential separate new households giving final figure of 12.</p> <p>Combining with Housing Register data suggests 22 household required = 14 one bed, 6 x two bed and 2 x three bed<br/>10 could be bungalows<br/>2 could be shared ownership rather than rental.</p> <p>Cambridgeshire Acre and BPHA would like to start with a blank canvas and work with the Parish Council. Next step would be to organise a village walkabout, with a map and an architect.</p> <p>Information/background regarding BPHA:<br/>BPHA formed 1995 through a voluntary transfer from Bedford Council. They work in Cambridgeshire, Bedfordshire, Oxfordshire, Northamptonshire. They are a responsible landlord and where Local Connections/Letting policies are applied they have systems in place to make sure that this happens on reletting. Works with the Parish Council and SCDC to ensure all are involved and on board with what they propose. BPHA does affordable rent, social rent, shared ownership and outright sale and also has a subsidiary company called Bushmead Homes. The build is seamless. BPHA has in-house management expertise and will retain many affordable homes in perpetuity.</p> <p>They design courteously and in harmony with the village and you would not know which of the houses are affordable or market homes.</p> <p>The scale and nature of any potential scheme will depend on many factors including: the size/area of land available to purchase and having a willing seller prepared to sell at a suitable price. The land would not be sold at market value. The outright sale of house(s) is to generate cross-subsidise the affordable housing. The mix of tenures will also help to create a more balanced community.</p> <p>SCDC will only allow the minimum number of market housing to be built needed to make the scheme viable</p> <p>Size of the site will be limited by the scale of need. The biggest rural exception site that has been built in Cambridgeshire is 39 dwellings (Barrington).</p> <p>Typically a rural exception site will only require a few (2 or 3?) market homes to cross-subsidise 10 affordable homes. However, this depends on the particular circumstances of each scheme.</p> <p>Shared ownership properties tend to be valued at just below market value. Purchasers will only ever be able to purchase up to 80% of the property. They are expected to purchase the largest share they can afford and the minimum share that can be purchased is usually 25%. Shared ownership properties are always restricted to local occupants initially. If a local purchaser cannot be found they are offered more widely. However, the property reverts to a local occupancy restriction each time it comes back on the market.</p> <p>The Housing Association will make the final decision on which applicant is allocated a property based on the SCDC lettings policy. However, households need to be on the housing register to apply. It is also important they have registered that they have Local Connect to the village. Even if they are low in the banding, the local connection will prioritise them.</p> <p>Bedroom tax (under-occupancy) can affect who is allocated a property. However, Housing Associations do have the discretion to allow under-occupancy. This is important in rural communities where households need room to grow.</p> <p>Cambridgeshire ACRE agreed to provide further information on how the Home-Link system enabled households to bid for properties that were larger than their normal eligibility on a rural exception scheme.</p> <p>Cambridgeshire Acre, BPHA would like to proceed with a session with drawings, maps to view with Parish Councillors to attend. Suggested meeting/commencing the meeting at The Hut.</p> <p>Parish Council decided they would like to proceed further and all agreed they would like to do walkabout. Mark will contact Tracey with potential dates and we will progress from there.</p> <p>Mark reminded the Parish Council about the Myth Buster tour which is on 3 July 2018 and could be of interest and get booked onto it. Will send link through.</p> | <p>Mark</p> <p>Mark/<br/>Tracey</p> <p>Mark</p> |
| <p><b>L Vicarage Meadows/Minter Close – Local:</b><br/>Bill advised that Minter Close S106 states Perpetuity. All agreed remove from agenda.</p>   | <p>Remove</p>                                   |
| <p><b>M Waste Incinerator at Landbeach:</b><br/>No further update. All agreed remove from agenda.</p>  | <p>Remove</p>                                   |



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| <p><u>Parked Car</u><br/>Car parked close to entrance of Vicarage Meadows has been there over two weeks and nobody knows who owns. Has been raised by Parishioner and Tracey will report. Parish Council advised to proceed.</p>   | Tracey  |
| <p><b>R SCDC Patch Office Visit - Grants:</b><br/>Tracey sent Matt flyer information on following grants, any good:</p> <p><u>Chest Grants up to £1k:</u><br/>What can be funded:</p> <ul style="list-style-type: none"> <li>• Improvements to community buildings and land spaces (i.e. village halls/pavilion/play areas etc)</li> <li>• Repairs to Historic Buildings/Monuments/Memorials</li> <li>• Tree and hedge planting</li> <li>• Equipment/Capital Purchase</li> <li>• Materials</li> <li>• “Start up” costs (may include training of staff/volunteers, hall hire and other revenue costs).</li> </ul> <p><u>Community Energy Grants up to £3k:</u><br/>Examples of what can be funded:</p> <ul style="list-style-type: none"> <li>• Internal wall installation</li> <li>• Loft/roof insulation</li> <li>• Electric vehicle charging points</li> <li>• Secondary glazing</li> <li>• Replacement windows/doors</li> <li>• Energy efficient lighting</li> <li>• Energy efficient boiler</li> <li>• Battery storage for solar panel or other low carbon energy generation measures.</li> </ul> <p>Forward links to Ray. Suggested the grant(s) could potentially help with updating the changing rooms and toilets in Pavilion.</p> | Ray/<br>Tracey                                |
| <p><b>S BT Internet:</b><br/>John has spoken to Connect Cambridgeshire. John has reported it but has not received a response back. Postpone until next meet as require John’s input.</p>   | John  |
| <p><b>6. <u>Agenda items</u></b></p>   |   |
| <p><b>A Jackdaw Chatter – Article 2017:</b><br/>£10.00 award for best article in 2017 additions. Chris, Donna and Geoff are committee to review best article and contact each other by 23 May 2018 with their favourite article.</p>   | Chris/<br>Donna/<br>Geoff                     |
| <p><b>B Review Charges/Fees:</b><br/>Cemetery and Allotment fees reviewed, and Parish Council are keeping the same. Remove from agenda.</p>  | Remove  |
| <p><b>C Borrowing Table/Chairs:</b><br/>22-24 June 2018 £50.00 donation and £200.00 deposit. Ray advised he is available. Ray advised some of the tables are getting old and QVA has small amount of money so will suggest at next meeting about purchasing three further tables.</p>  | Ray   |
| <p><b>D Pavilion - Toilets:</b><br/>Raised at Annual Parish Meeting that they are scruffy and could do with being updating. Ray is looking into the SCDC grants available as detailed above. Also noted that changing rooms and showers could be reviewed.</p>   | Ray   |
| <p><b>E Pick up Litter Signs:</b><br/>Where cars park down Main Street they throw their litter and it has been asked if ‘Pick up Litter’ signs could be place. The Parish Council understands the frustrations and thoughts but unfortunately do not feel it will be successful. All agreed remove from agenda.</p>  | Remove  |
| <p><b>F Zurich:</b><br/>Insurance due for renewal by 6 June 2018. Cheque raised £1554.17. All agreed remove from agenda.</p>   | Remove  |
| <p><b>F Vandalism:</b><br/>Broken kissing gate at bottom of avenue, reported this morning to Ray. Is on public footpath. Matt to include in Jackdaw Chatter. Needs to be reported to CCC. Gate will be fixed. Bill and David go on holiday shortly, so they are unable to fix until about four weeks. Have asked if Paul Clarke would be able to fix any quicker in their absence.</p> <p>Transits vans seen in village and look like they are scouting out the area recently, please keep your eyes peeled.</p>   | Paul/<br>Bill/<br>David/<br>Tracey<br><br>All |

|                        |  |   |  |                    |  |  |   |                 |   |   |   |                 |   |   |  |                  |                         |                     |                      |                     |  |   |  |                        |  |  |  |  |
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| 7.                     | <p><b>John Williams, County Councillor report:</b><br/>         Congratulations to John on his success on election.<br/>         Report to be provided at next meeting, no report received for tonight.</p> <p><b>Robert Turner, District Councillor report:</b><br/>         No longer our SCDC representative. Parish Council are disappointed and extremely grateful for all Robert's hard work. Tracey will purchase card for all Parish Councillors to sign and couple of bottles of wine.</p>  |   |  |                    |  |  |   |                 |   |   |   |                 |   |   |  |                  |                         |                     |                      |                     |  |   |  |                        |  |  |  |  |
| 8.                     | <p><b>Correspondence:</b><br/>         All relevant information noted</p>  |   |  |                    |  |  |   |                 |   |   |   |                 |   |   |  |                  |                         |                     |                      |                     |  |   |  |                        |  |  |  |  |
| 9.                     | <table border="0"> <tr> <td style="vertical-align: top;"><b>Cheques In:</b></td> <td style="vertical-align: top;">£25.00<br/>£50.00<br/>£70.00<br/>£50.00<br/><b>£195.00</b></td> <td style="vertical-align: top;">M L Flava<br/>G E Clarke<br/>M Gaskin<br/>M Eaton<br/><b>TOTAL</b></td> <td style="vertical-align: top;">Allotment<br/>Allotment<br/>Erection of Headstone<br/>Allotments</td> </tr> <tr> <td><b>Cash In:</b></td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td style="vertical-align: top;"><b>Bacs In:</b></td> <td style="vertical-align: top;">£10.57<br/>£78.04<br/>£25.00<br/>£100.00<br/>£25.00<br/>£25.00<br/>£25.00<br/>£25.00<br/>£5,225.00<br/>£250.00<br/><br/><b>£5,788.61</b><br/><br/><b>£5,933.61</b></td> <td style="vertical-align: top;">-<br/>Barclays<br/>L Garner<br/>K Harris<br/>CCC<br/>J Williams<br/>H Videler<br/>Blackmore&amp;Kerney<br/>M L Flava<br/>SCDC<br/>Hill Kenneth<br/><br/><b>TOTAL</b><br/><br/><b>GRAND TOTAL IN</b></td> <td style="vertical-align: top;">Bank interest<br/>Horse Field Water<br/>Allotment<br/>Donation toward cutting hedge along cycle path<br/>Allotment<br/>Allotment<br/>Allotment<br/>Allotment<br/>Half Precept<br/>£50.00 Donation &amp; £200.00 Deposit – borrow chairs &amp; Tables on 22.06.18 – 24.06.18</td> </tr> <tr> <td style="vertical-align: top;"><b>Bacs Out:</b></td> <td style="vertical-align: top;">£24.66<br/><b>£24.66</b></td> <td style="vertical-align: top;">Eon<br/><b>TOTAL</b></td> <td style="vertical-align: top;">Pavilion Electricity</td> </tr> <tr> <td style="vertical-align: top;"><b>Cheques Out:</b></td> <td style="vertical-align: top;">£60.00<br/>£40.40<br/>£60.00<br/>£780.00<br/>£9.18<br/>£78.33<br/>£40.50<br/>£197.10<br/>£40.00<br/>£15.10<br/>£1,554.17<br/>£196.90<br/>£216.93<br/>£60.02<br/><b>£3,348.63</b><br/><br/><b>£3,373.29</b></td> <td style="vertical-align: top;">Mr C Hall<br/>Mr R Jakes<br/>S-C-Q PCC<br/>Gaskin Brothers Ltd<br/>Cambridge Payroll Limited<br/>CCC<br/>Browns of Burwell<br/>Miss T Thorby<br/>QVH<br/>Cambridge Payroll Limited<br/>Zurich Municipal<br/>Miss T Thorby<br/>CAPALC<br/>Miss T Thorby<br/><b>TOTAL</b></td> <td style="vertical-align: top;">Rolling outfield on Recreation Ground twice<br/>6 x roll of turf for duck seat &amp; 6 x mole traps<br/>Donation to Church – reserved plot given up<br/>Duckpond plinth and bench<br/>Parish Clerk Payroll<br/>Street Lighting 01.10.16 – 30.09.17<br/>Gail Oil Bunkering<br/>Clerk wages (April)<br/>Hire of Hut for PC meetings 01.10.17 – 30.04.18<br/>Parish Clerk Payroll<br/>Insurance<br/>Clerk wages (May)<br/>Affiliation Fee<br/>Broadband &amp; Mobile – April &amp; May, Stationery</td> </tr> <tr> <td style="vertical-align: top;"><b>GRAND TOTAL OUT</b></td> <td></td> <td></td> <td></td> </tr> </table> |   |  | <b>Cheques In:</b> | £25.00<br>£50.00<br>£70.00<br>£50.00<br><b>£195.00</b> | M L Flava<br>G E Clarke<br>M Gaskin<br>M Eaton<br><b>TOTAL</b> | Allotment<br>Allotment<br>Erection of Headstone<br>Allotments | <b>Cash In:</b> | - | - | - | <b>Bacs In:</b> | £10.57<br>£78.04<br>£25.00<br>£100.00<br>£25.00<br>£25.00<br>£25.00<br>£25.00<br>£5,225.00<br>£250.00<br><br><b>£5,788.61</b><br><br><b>£5,933.61</b> | -<br>Barclays<br>L Garner<br>K Harris<br>CCC<br>J Williams<br>H Videler<br>Blackmore&Kerney<br>M L Flava<br>SCDC<br>Hill Kenneth<br><br><b>TOTAL</b><br><br><b>GRAND TOTAL IN</b> | Bank interest<br>Horse Field Water<br>Allotment<br>Donation toward cutting hedge along cycle path<br>Allotment<br>Allotment<br>Allotment<br>Allotment<br>Half Precept<br>£50.00 Donation & £200.00 Deposit – borrow chairs & Tables on 22.06.18 – 24.06.18 | <b>Bacs Out:</b> | £24.66<br><b>£24.66</b> | Eon<br><b>TOTAL</b> | Pavilion Electricity | <b>Cheques Out:</b> | £60.00<br>£40.40<br>£60.00<br>£780.00<br>£9.18<br>£78.33<br>£40.50<br>£197.10<br>£40.00<br>£15.10<br>£1,554.17<br>£196.90<br>£216.93<br>£60.02<br><b>£3,348.63</b><br><br><b>£3,373.29</b> | Mr C Hall<br>Mr R Jakes<br>S-C-Q PCC<br>Gaskin Brothers Ltd<br>Cambridge Payroll Limited<br>CCC<br>Browns of Burwell<br>Miss T Thorby<br>QVH<br>Cambridge Payroll Limited<br>Zurich Municipal<br>Miss T Thorby<br>CAPALC<br>Miss T Thorby<br><b>TOTAL</b> | Rolling outfield on Recreation Ground twice<br>6 x roll of turf for duck seat & 6 x mole traps<br>Donation to Church – reserved plot given up<br>Duckpond plinth and bench<br>Parish Clerk Payroll<br>Street Lighting 01.10.16 – 30.09.17<br>Gail Oil Bunkering<br>Clerk wages (April)<br>Hire of Hut for PC meetings 01.10.17 – 30.04.18<br>Parish Clerk Payroll<br>Insurance<br>Clerk wages (May)<br>Affiliation Fee<br>Broadband & Mobile – April & May, Stationery | <b>GRAND TOTAL OUT</b> |  |  |  |  |
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| 10.                    | <p><b>Balance of accounts:</b><br/> <b>C/A £7,137.05</b></p> <p>Keep £4,000 in C/A and Tracey to transfer rest to D/A account.</p>   |   | <p><b>D/A £4,080.61</b></p> <p><b>Plus £17122.63 Mr H Legacy not to be included with general funds</b></p>   |                    |  |  |   |                 |   |   |   |                 |   |   |  |                  |                         |                     |                      |                     |  |   |  |                        |  |  |  |  |
| 11.                    | <p><b>Planning:</b><br/>         S/1453/18/FL<br/>         Part two and part single storey front extension and render extension and existing dwelling.<br/>         26 Church Road, Stow Cum Qu, Cambridge, CB25 9AF</p> <p>S/3938/17/FL approved in January 2018 for Part two and part single storey front extension. New quest S/1453/18/FL is same already approved but requesting render extension and existing dwelling. Parish Council do not contest.</p>   |   |  |                    |  |  |   |                 |   |   |   |                 |   |   |  |                  |                         |                     |                      |                     |  |   |  |                        |  |  |  |  |

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| 12. | <p><b>A.O.B.:</b></p> <p><b>A Paths:</b><br/>Cycling on the path along Church Road. Parishioners have had near-misses pulling out of their driveways and wondered if the Parish Council are able to help. Unfortunately, Parish Council unable to help but cyclists should not technically be cycling on paths and if they are they should be aware of entrances to house/driveways but unfortunately this is not the case. All agreed remove from agenda.</p> <p><b>B Truelink:</b><br/>Sign at top of Station Road has not been strimmed underneath. David to check there are no daffodils, if none, Tracey will contact Truelink to ask them to make sure they strim under the sign.</p> <p><b>C Police and Crime Commissioner:</b><br/>Matt wrote to Police and Crime Commissioner regarding PSCO and they have 10 working days to respond, seven days have passed, and no response received yet.</p> <p><b>D Church Car Park:</b><br/>Bill advised CCC Highways are taking over Church Car Park as their depo whilst completing work on the A1303 (Newmarket Road). For information, do not include on next agenda.</p> | <p>Remove</p> <p>David/<br/>Tracey</p> <p>Matt</p> <p>Remove</p> |
| 13. | <p><b>Date of next meeting:</b><br/>Wednesday 11 July 2018 at 19.30hrs<br/>Wednesday 12 September 2018 at 19.30hrs<br/>Wednesday 14 November 2018 at 19.30hrs</p>  |  |





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| <p>A few problems levelling the bund. Andrew Hall thinks they buried a lot of rubble in the bund and he would have to pay an enormous amount of money to get rid of it. He is reluctant to give us a quote. Bill suggested that we may ask him to quote to level say 50 yds for a start, and then carry on if OK. Not very satisfactory, so Bill agreed with Andrew that Bill and someone else (volunteer required) will meet Andrew to discuss. Any volunteers please? Bill will arrange time and date when he gets back. Still time to get job going before hedge setting should start in about October/November. Ray volunteered to meet with Bill and Andrew.</p>   | Tracey/<br>Bill/ Ray                             |
| <p><b>H Cambridgeshire Rural Affordable Housing Partnership:</b><br/>Walkabout took place on 4 September 2018.</p> <p>The most realistic land was the land behind Minter Close which also reaches Albert Road (opposite The Recreation Ground). Land was also suggested on Newmarket Road and Church Road. Cambridgeshire ACRE/bhpa need to complete feasibility study and contact the land owners. Await further contact.</p>  |  |
| <p><b>I Church/Fable Farm:</b><br/>Mr William Trotter, Planning Enforcement Officer for SCDC advised Tracey “Summons have been issued for the prosecution of the parties involved. The first of the prosecutions will commence on 9 August at Cambridge Magistrates Court.” Awaiting further update.</p>  | Tracey   |
| <p><b>J Cambridge Greenways (cycle paths):</b><br/>John has confirmed that the cycle path through village process would not include removing the pinch points. They are not able to use Greenway money for Highways Road Safety. The Highways Road Safety comes out a much smaller money pot.</p> <p>John advised about a new process which is being trialled which is road markings which are painted on the road which give impressions of a speed hump, London have done this. They are currently trialling this process in Suffolk. If John can persuade Andy Preston to trial these road markings it would be a good way forward. Concern raised that regular drivers of village will abuse the markings, John advised that apparently it is your brain that registers the road markings on the road and reacts naturally, a study has been completed.</p>   | John   |
| <p><b>K General Data Protection Regulations (GDPR):</b><br/>Until 31 March 2019 CAPALC are able to provide cover rather than parishes requiring to hire a Data Protection Officer. As we are members, the cost is £25.00. Parish Council agreed and cheque raised.</p> <p>Data Audit – Tracey has commenced but would appreciate going through again as raising further requirements of Parish Council (other committees will require to do this). Matt is happy to help if Tracey needs any assistance.</p> <p>Privacy Notices – two types (suggest putting on website):</p> <ol style="list-style-type: none"> <li>1. General Privacy Notice for residence and require consent form or a tick box on website if active page (other committees will require to do this)</li> <li>2. Privacy Notice for staff, councillors, and other role holders</li> </ol> <p>Tracey has prepared the two types of privacy notices but would like to read through them again before raising with Parish Council.</p> <p>Parish Council internal regulation of processing activities.</p> | Tracey<br><br>Tracey<br><br>Tracey<br><br>Tracey |
| <p><b>L Parish Clerk:</b><br/><u>Parked Car</u><br/>Parked car has disappeared from location. Will keep eye out if returned. All agreed remove from agenda.</p> <p>25 October 2018, Tracey will be in post two years. Matt, Ray and Tracey will meet at 19.00hrs on 21 November 2018 for review.</p>  | Remove<br>Tracey/<br>Matt &<br>Ray               |
| <p><b>M SCDC - Grants:</b><br/>Parish Council are unable to seek these grants as advised by Cllr Daunton. Remove from agenda</p>  | Remove   |
| <p><b>N Internet Issues:</b><br/>Connection Cambridgeshire have advised this work will be completed by end of this year. Open Reach will insert cabinet and then 90 days before it can be activated. Earliest improvement will be by Easter.</p> <p>Phone/internet cables been destroyed on Church Road due to high loads of farm vehicles coming through village. Twice the cable has been ripped off in one week. They would normally move the severed cable up to a ‘safe’ height on the masts, but these masts are topped by electric supply cables. Phone line cables are not allowed to be attached within 1 metre of the live cables so problem reattaching the cable for second time. Matt suggested that the works to Newmarket Road have diverted some more farmers through our village than usual.</p>   |  |

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|----|---|---------------------------|
|    | <p>Matt advised he did watch a double decker going through village and he would suggest there was only a metre leeway to the cable going across the road. John advised the height limit is suggested for vehicles/loads as 14ft 6in (height of double decker bus).</p> <p>Matt suggest sign with height restricts – Highways issue. John will try and raise.</p> <p>All agreed remove from agenda and seek update in New Year.</p>  | <p>John</p> <p>Remove</p> |
|    | <p><b>O Jackdaw Chatter – Article 2017:</b><br/>Tracey met Mike Chapman as was over from Canada. He was pleased to have won the article and donated the £10.00 to the church. Tracey has raised a cheque. Tracey also encouraged him to keep writing articles to include in the Jackdaw Chatter. All agreed remove from agenda.</p>   | Remove                    |
|    | <p><b>P Borrowing Table/Chairs:</b><br/>Deposit of £200.00 returned. All agreed remove from agenda.</p>   | Remove                    |
|    | <p><b>Q Vandalism:</b><br/>Tracey has contacted Chris Butler regarding the gate in field along river as you walk to Lode from river bridge and awaiting update.</p> <p>Ray advised this may have been removed when they were trying to dredge the river to lower the water levels.</p>  | Tracey                    |
|    | <p><b>R Trees overhanging footpath:</b><br/>Tracey wrote to the occupant of the Walnut Tree near the Wheatsheaf on Stow Road who has trimmed the tree but was going to check again. All agreed remove from agenda.</p>  | Remove                    |
|    | <p><b>S Church Car Park Fence:</b><br/>It has been raised that part of the church car park fence may have been hit, near entrance. Geoff going to check and if needs fixing we will contact Paul to see if he is able to do the repairs. Tracey to e-mail Geoff as back part of fence leading and would be grateful for his opinion. Geoff will look after future repairs to fencing. The Parish Council thank ed Geoff. All agreed remove from agenda.</p>   | Remove                    |
|    | <p><b>T Bank/Erosion at the Duck Pond:</b><br/>Duck pond banking near the new seat is eroding rapidly. Ray contacted Paul who collected concrete rocks from Ray’s neighbour. Ray and neighbour have been in the river and placed the rocks in place. Ray has contacted Paul who will come and place gravel and soil by the rocks.</p>   | Paul/<br>Ray              |
|    | <p><b>U Seat Down Avenue:</b><br/>Ray contacted Ellen and Henry to seek permission. Ray kindly provided the bench and donation to church. Bench now in situ down avenue (not placed for view due to farm vehicles needing access to fields and gates). Donation of £20.00 provided to St Mary’s Church. All agreed remove from agenda.</p>  | Remove                    |
|    | <p><b>V Pavilion:</b><br/><u>Toilets:</u><br/>Ray seeking quotes, difficulties in getting quotes, £2,910.00 for basics. Need to seek second quote, Donna suggested parishioner who lives on Church Road, Tracey/Ray to ask. Ask the Cricket Club to claim for the grant.</p> <p><u>E-on</u><br/>Tracey finally spoke to E.on re installing a modem to boost meter signal which will enhance the AMR meter and will be capable of automatic readings. They should be in area again around December. They have Tracey’s Parish Clerk e-mail, address and mobile number.</p> <p><u>Water</u><br/>Letter received asking to check meter as believe there maybe water leak as bill much higher than usual. Ray advised this will probably be due to the fabulous hot summer but The Square and Cricket Pitch were the ‘greenest’ areas in the village during that time as cricket pitch required watering.</p> | Tracey/<br>Ray            |
| 5. | <p><b>Agenda items</b></p>  |                           |
|    | <p><b>A Dog Fouling on Recreation Ground:</b><br/>Tracey e-mailed the SCDC Housing Officer of Parish Council’s concerned regarding a tenant in The Square. Tracey has been advised on 18 September 2018 that the tenant has started to put a fence up so this issue should be resolved shortly. All agreed to remove from agenda.</p>   | Remove                    |
|    | <p><b>B Box for Tent Poles:</b><br/>Bill kept the new tent poles bought in June at his house. They came in cardboard boxes but really need wooden boxes to keep them safely. Bill is happy to build two boxes for them through Winter if Parish Council will agree to pay for materials. Bill would get materials on Parish Council’s account at Ridgesons. Parish Council agreed. Tracey to advise Bill. All agreed remove from agenda.</p>  | Tracey/<br>Bill           |

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|    | <p><b>C SCDC – Emergency Plan:</b><br/>SCDC are in the process of updating their records for Parish Emergency Plans. SCDC strongly recommend that you have a completed plan for your Parish in case of an emergency event.</p> <p>Tracey recommends the Parish Council have an emergency plan, hopefully it will not be needed but is a good plan to have in process. There is a tree hierarchy should an emergency happen, and the parish require to react. It is to states people you could call upon i.e. nurses, doctors, first aiders, electricians etc, ‘places to rest’, people with equipment i.e. tractors, JCBs, 4.4, diggers, chainsaws etc that may be required (permission will be required from them for their contact details and to be included in the ‘Emergency Plan’).</p> <p>Tracey advised she has started to complete the plan but may need help with suggestions. Agree Tracey will complete plan as best as possible and e-mail to Parish Council for comments/suggestions.</p>  | Tracey   |
|    | <p><b>D Parishioners Concerns:</b></p> <p><u>Footpath Surfaces:</u><br/>A further letter has been raised regarding the condition of the footpath surfaces in the village. Tracey has acknowledged receipt and updated parishioner. Tracey sought permission to forward an anonymous copy of letter to CCC Highways, parishioner is happy for letter to be forwarded. Tracey has updated Nicola at CCC Highways that a further letter raising concerns has been received and also requested update regarding when will know if grant request has been successful. Tracey awaiting update.</p> <p>Donna advised she nearly fell walking the path that leads from Main Road to the Village Hall, it’s in a terrible state, especially with the darker mornings and nights.</p> <p><u>Defibrillator:</u><br/>Letter receive from parishioner suggested that Parish Council purchased a defibrillator. Tracey has acknowledged receipt and advised parishioner that Parish Council contributed toward one which is situated in the bike shed at Stow Court which all parishioners are able to access. It appears parishioners are not aware of the defibrillator and this needs to be advertised more clearly for villagers, perhaps an article/poster in Jackdaw Chatter, more like the advert and include web link. Agreed this was good idea.</p> <p><u>Blue Bins:</u><br/>Concerns has been raised that the binmen do not return the empty blue bins to where they were retrieved, and they were completely blocking the pathway along Stow Road. Tracey to write to SCDC.</p> <p><u>Tree near Middle Pinch Point on Stow Road:</u><br/>Concern has been raised regarding the tree near John’s Bungalow, Mr &amp; Mrs Waters and the pinch point. Apparently, the large vehicles are hitting the large branch and concern this looks brittle and may break off causing an accident or injury to someone.</p> <p>From investigations, it appears the tree could be 1/3 responsibility of John’s bungalow, Mr &amp; Mrs Waters and CCC Highways. Tracey has initially raised with Nicola at CCC Highways. Nicola is raising with the Search Team who will hopefully be able to confirm who is responsible. Once Tracey receives the response back she will be able to process with addressing this issue.</p> <p><u>Straw on Roads:</u><br/>Complaint received regarding farm vehicles/loads coming through village and straddling straw over the roads. Parishioner is partially due to catching trees. Parish Council feels unable to process further as we live in a village and during seasons in the year this is to be expected due to farms producing hay and straw etc.</p> <p><u>Barking Dog:</u><br/>Complaint received about barking dog down Orchard Street in a house own by Quy Estates. Suggested they have spoken to tenant, landlord (Cheffins) or raise with SCDC Environmental Health. 21 Orchard Street, 3-4 dogs (small) which run in garden day and night, foul outside driveways and lawns and upsetting the horses. There is a van advertising pet services during the day. Two neighbour affected attended meeting to discuss. Matt volunteered to broach the subject with the tenants, who have not been in situ for long in the first instance. If no improvement then the Parish Council to write to Cheffins, Letting Agent and SCDC Environmental Health.</p> <p><u>Dumped Large Litter on Albert Road Verge:</u><br/>Tracey has been advised that a 5-gallon canister of oil and 4-6 car tyres (which are hidden) have been dumped on the grass verge half way up Station Road. Tracey to raise with SCDC as Parish Council are unable to destroy.</p> | Tracey<br><br>Matt/<br>Tracey<br><br>Tracey<br><br>Tracey<br><br>Remove<br><br>Matt/<br>Tracey<br><br>Tracey |
| 6. | <p><b>John Williams, County Councillor report:</b><br/>Two years away from the Northampton situation. Due to Adult Social Care and Young Children and we are facing the situation that CCC are going to run out of money. There is a crisis and the items which are going to hit hard are concerns like Highway Maintenance.</p>   |  |

|                     |   |                           |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
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|                     | <p>Report on Friday by Cambridge Ahead looking at future growth in Cambridgeshire. Report is called 'CPIER' and Mayor is using and suggests radical ideas i.e. building on greenbelt and building new villages and new towns to keep up with the growth of Cambridge. Mayor is keen to develop the Cambridge Metro.</p> <p>Suggestions of Park and Ride over at Harston. Mayor only wants this temporary, but this would require going through the planning process and would require to have lighting, toilets, surface for vehicles to park on so it would be unlikely to be temporary.</p> <p><b>Claire Daunton, District Councillor report: South Cambs District Council</b> – separate attachment<br/> <b>Claire Daunton and John Williams: Combined Authority</b> – separate attachment</p> <p><b>Graham Cone, Conservative District Councillor report:</b> Separate attachment.</p>  |                           |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
| 8.                  | <p><b>Correspondence:</b><br/> All relevant information noted<br/> CCC Community Gritting – volunteers<br/> SCDC – Views of draft of New Town Supplementary Planning Document.<br/> CBWIN – Waterbeach Incinerator. Planning had approved but BBC News reported on 18 September 2018 advised plans rejected by CCC. CCC informed both local landscape and heritage were the key points for refusal.</p>   |                           |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
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|                     | <b>£5355.00</b>   | <b>GRAND TOTAL IN</b>     |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
| <b>Bacs Out:</b>    | £67.44  | E.on                      | Pavilion Electric                              |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | <b>£67.44</b>   | <b>TOTAL</b>              |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
| <b>Cheques Out:</b> | £196.90   | Miss T Thorby             | Clerk wages (July)                             |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £29.43  | Mr R Jakes                | Thank you wines for Peter, Paul and Robert     |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £159.99   | Mr W Watts                | Tent poles                                     |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £20.00  | Stow-Cum-Quy PCC          | Donation to church for bench down avenue       |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £200.00   | Mr K Hill                 | Return deposit for borrowing tables and chairs |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £113.99   | Mr M Eaton                | Heart Internet Website Jan – Jun               |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £14.10  | Cambridge Payroll Limited | Parish Clerk Payroll                           |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £20.37  | Miss T Thorby             | Broadband & Mobile – August                    |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £197.10   | Miss T Thorby             | Clerk Wages (August)                           |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £10.00  | Stow-Cum-Quy PCC          | M Chapman donated Jackdaw Award to church      |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £31.93  | Mr R Jakes                | Recreation Ground equip and pavilion key cut   |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £14.40  | Cambridge Payroll Limited | Parish Clerk Payroll                           |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £41.40  | Miss T Thorby             | Broadband & Mobile – September, stamps         |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £356.28   | Truelink                  | Grass cutting, spraying and cycle path         |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £196.90   | Miss T Thorby             | Clerk Wages (September)                        |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £121.60   | HMRC                      | PAYE Tax Months 4-6                            |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | £25.00  | CAPALC                    | GDPR DPO until 31.03.19                        |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | <b>£1,749.39</b>  | <b>TOTAL</b>              |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
|                     | <b>£1,816.83</b>  | <b>GRAND TOTAL OUT</b>    |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
| 10.                 | <p><b>Balance of accounts:</b><br/> <b>C/A £7,625.42</b></p> <p>Keep about £4,000 in C/A</p> <p>Tracey transferred £2,250.00 to D/A account on 12 July 2018.</p> <p>Tracey to transfer £2,500 to D/A account</p>  |                           |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |
| 11.                 | <p><b>Planning:</b><br/> S/2408/18/FL<br/> Removal of existing timber cladding on existing building, render (cement) to existing building and new extension.<br/> Church View, Newmarket Road, Stow Cum Quy, Cambridge, CB25 9AQ</p> <p>16 August 2018 SCDC approved application.</p>   |                           |  |         |                      |              |  |                |              |  |                 |   |   |   |                 |          |      |                        |  |                 |                       |  |                  |        |      |                   |  |               |              |  |                     |         |               |                    |  |        |            |  |  |         |            |            |  |        |                  |  |  |         |           |  |  |         |            |                                  |  |        |                           |                      |  |        |               |                             |  |         |               |                      |  |        |                  |   |  |        |            |  |  |        |                           |                      |  |        |               |  |  |         |          |  |  |         |               |                         |  |         |      |                     |  |        |        |                         |  |                  |              |  |  |                  |                        |  |

D/A £6,330.61

Plus £17122.63 Mr H Legacy not to be included with general funds

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|-----|--|--|
| 12. | <p><b>Items for Raising:</b></p> <p><b>A Traffic Management Course:</b><br/>Ray attended a Traffic Management Course run by CCC Highways on 19 September 2018. Ray is full trained and has full procedures should a road require to be closed within the parish. Agreed Ray can claim travel expenses, 45p per mile. Ray will e-mail Tracey. All agreed remove from agenda.</p> <p><b>B Allotments</b><br/>One allotment holder is leaving stuff around the allotment walkways which is causing more time and effort with cutting the grass. Tracey will send round robin e-mail to all allotment holders to keep walkways clear for ease of grass cutting.</p> <p>Mr Flack has repaired his fence but there are now holes. Need to re-rabbit proof the fence but need to purchase. Geoff suggested a separate fence against Mr Flacks fence, he has recently replaced his. Matt and Geoff to look into.</p> <p>Gooseberry bush being moved from plot 4 to plot 2/3.</p> | <p>Ray<br/>Remove</p> <p>Tracey</p> <p>Matt/<br/>Geoff</p> <p>Matt</p> |
| 13. | <p><b>Date of next meeting:</b><br/>Wednesday 21 November 2018 at 19.30hrs</p>   |  |