**A meeting of Croydon Parish Council was held on Wednesday 19th June 2024 in the Reading Room at 7.30pm.**

**Apologies:** Cllr Kindersley - election issues, Mr Wenman - unwell.

**Present:** Mr Wheeler, Mr Barnes, Ms Newland, Mr Sole, Mr Buchanan, Mrs Sole, 4 members of public and the Clerk.

**Minutes:** of the May meeting were agreed and signed.

**Declarations of Interest:** None

**Matters Arising and Village Issues:**

**Community reports**: The Big Lunch - this was well attended and well received by the village. Council would like to thank Ms Newland on behalf of the village and the patrons of the Café for organising the event, purchasing and preparing the spread, which included vegetarian and vegan foods, and cakes. An invoice for £24-00 the hire of the Reading Room for this event will be presented in Finance.

**Members' interest form:** Acknowledgement from SCDC that they have received Mr Buchanan's updated form.

**Litter Pick signs:** These have been received, well packaged, and will be passed to the team for storage ready for the next litter pick.

**LHMI Panel submission:** An update regarding our applications for the 24/25 LHI funding round has been received from CCC Highways.

*Officers are currently finalising the scoring of our non-complex applications and undertaking moderation to ensure these are consistent, and there are the final two member panels for Huntingdonshire and Cambridge City planned next week for the complex LHI projects. The recommended delivery programme for this funding round will then be taken to Septembers Highways and Transport committee meeting for approval. This is later than previously indicated to some applicants on panel day, unfortunately the lead in times for committee process have necessitated this change.*

A long skid mark has appeared in the road outside Mr Sole's house. This has been photographed in case the evidence is needed re: Council's application to panel.

**Uberto Columbo:** The Clerk sent details of the website to this gentleman, who sent his thanks.

**Community Chest:** It appears that the application for the mower is not now required as one has been offered on loan to the PCC. It may now be required for a battery powered strimmer. It was decided to wait for the PCC to decide which implement they would like Council to apply for, to the biodiversity fund section of the Community Chest.

**War memorial:** The resident who originally quoted for this is aiming torepaint the letters on the war memorial this year, hopefully before November 11th.

**Insurance:** Confirmation of acceptance of insurance and the relevant certification have been received.

**Consider producing guidance** to encourage considerate residential on-street parking along the High Street to minimise inconvenience to residents. Apparently this was an anonymous request, relayed to Council by one of the Councillors. Council's anonymous communications policy states:-

**Definition of Anonymous Letter or Other Anonymous Communication:-**

*A letter or communication giving no name, identity or address of the sender*

Anonymous letters and those marked Confidential but are unsigned, will be registered as received but no action will be taken by the Parish Council.

If required, normal correspondence of a confidential nature may be discussed in a closed meeting.

Although the Councillor who presented this to Council is aware of the identity of the complainants, they did not want to be named. He has taken copies of the parking information, which Clerk had already circulated to Councillors, to pass on to them.

**Any updates** on a community group, vehicle or trust investigating land purchase within the village for community benefit.

**Discussion** on how the PC could assist a community group, for instance supporting or contributing to a pre-planning application for housing for community benefit.

There is no formal update on these two items, but there may be by July. This item will be carried forward to the July agenda.

**Follow up information:** Gmail address: The Clerk is still waiting for the last gmail address from a Councillor.

**Correspondence:**

**Electoral Register:** Circulated to Councillors to read. There are two creations and three amendments, and these will be added to the main Electoral Register.

**SCDC Parish Liaison meeting:** This meeting, due to be held on 17 June has been cancelled due to the General Election and has been rearranged for Wednesday 11th September. It is not clear from the correspondence whether the four-day week agenda item will still be in operation then.

**CCC Highways**: Following the County Council's decision to stop spraying weeds on residential roads without a consultation, there has been a survey of Councils and the spraying reinstated unless a parish states otherwise. Parishes who do not have the weeds sprayed may receive a small financial payment to deal with the weeds as they choose.

**Circulated to Councillors:-**

 SCDC Parish weekly agendas/e-bulletin

 Crimewave Ltd

 Anthony Browne's weekly updates

 Microfibre updates

 BRTA news

 Cambridgeshire Matters

 EWR - Cambridge Approaches

 CPRE campaign

 Defib newsletter

**Any subsequent receipts**

**CPRE - Rights of the River Cam:** CPRE is holding a River Rights Festival being run by Friends of the Cam.  This is due to take place on 21st June at 4.30pm at Jesus Green, Cambridge (between the lock and the tennis courts). Further details are available from the Clerk.

**Drainage and Sewage Maintenance Advice:** An infographic has been put together by Greater Cambridge Planning, with helpful information and contact details for whom to get in touch with if there are any problems. This may be obtained from the Clerk, preferably by email, but can be printed out on request.

**New Dwelling:** The latest Street Naming & Numbering Notification.

Allocation of addressing to a conversion of an agricultural building into a dwelling at Croydon Hill, Croydon, to be known as:-:

The Old Grainstore, Croydon Hill, Croydon, Royston, SG8 0EA

**Finance**

**Bank statement :** The current account at the end of May was £8254.39 and this includes the VAT of £91-80 reclaimed for expenditure made in the tax year of 2023 - 24,

**Audit Regulations** - discuss effectiveness of the system of internal control and consider the findings.

**Effectiveness of internal control:** Two out of three signatories are required to both the current account and NS&Iaccount for a payment/withdrawal. All invoices and bank statements are presented at meetings and the Clerk is not a signatory to either of the accounts. The Clerk was recently approved to hold a mandate, enabling her to discuss Council's account with Barclays. Croydon Parish Council does not handle cash and all invoice payments are made by cheque. Any miscellaneous expenditure is made by the Clerk, recorded in a notebook and claimed annually in May. Councillors resolved that this is a sufficient form of internal control.

Council went on to deliberate and action the following:-

1. approve the Annual Governance Statement by resolution
2. consider and approve the accounting statements by resolution
3. ensure the accounting statements are signed and dated by the Chair of the meeting
4. agree that the Council's financial position allows exemption and sign certificate

It was proposed by Mr Barnes and seconded by Mr Sole that all the financial requirements had been met. All were in favour of the resolutions.

The Certificate of Exemption will be sent to the external auditor and the mandatory documentation will be available to inspect on application to the Clerk, and will be on the village website, as required by law.

**Internal auditor invoice:** The internal auditor's invoice for £75-00 was presented for payment. It was proposed by Mrs Sole and seconded by Mr Buchanan that a cheque for this amount should be raised

All were in favour. Mr Locke is happy to continue as the Internal Auditor if Council would like him to do so. All were in favour of Mr Locke continuing in this role.

**Big Lunch Reading Room invoice:** As mentioned in Community Reports, an invoice for £24-00 for the Reading Room hire has been received, It was proposed by Mr Buchanan and seconded by Mr Barnes that a cheque for £24-00 should be approved and signed. All in favour.

**Confirmation of Bank signatories:** Mr Wheeler was pleased to confirm that, after an interesting 40 minutes on the phone to Barclays, he has passed the required identity check. He and the Clerk have completed the paperwork and this has been sent off to Barclays by Signed For post, in order to complete the application. He should be approved as the third signatory in the next 10 -14 days.

**Stop Press:** A text from Barclays was received by the Clerk on 18 June - the mandate change has been approved and a letter confirming this will be sent in the next five days.

**Gamlingay Division Councillors Report – South Cambridgeshire District Council & Cambridgeshire County Council – June 2024**

The Gamlingay Division comprises the Parishes of Abington Pigotts, Arrington, Barrington, Croydon, Gamlingay, Guilden Morden, Litlington, Hatley, Orwell, Shingay-cum-Wendy, Steeple Morden, Tadlow & Wimpole. This report is for all Division Parish Councils but please be aware that it will include items that may have little or no relevance to your particular Parish. Apologies in advance!

**Annual Council:** Annual meeting for all Councils - including Parishes - have now concluded. At Cambridgeshire County Council Sebastian continues as Chair of Council which is a great honour and privilege with the role including weekly Citizenship ceremonies, welcoming VIPs visiting the County, attending a wide range of civic events and of course chairing Full Council meetings. For the forthcoming year I will be on the County’s Planning Committee (Waste and Minerals - NOT to be confused with development control at South Cambs!) and the Constitution & Ethics Committee. I am also appointed to the Fire Authority, where I chair the Scrutiny and Overview Committee; and I am CCC’s Military Covenant Champion - did you know we have over 29,000 veterans living in Cambridgeshire?

**June 2024 Parish Councils:** With the General Election pre-election period underway, district and county council communications have been restricted in order to comply with election period rules. To register to vote head to [www.gov.uk](http://www.gov.uk) and remember - to vote you will need photo ID.

**First School:** We now know the Meridian Trust will be running the new special school on the First School site and it will be known as the Greensands Academy; and will cater for 60 pupils between 11-16 years old. As we advised last month the ‘new’ part of the school will be demolished and the ‘old’ listed part likely to be developed for housing.

**Road Repairs:** The County Council has advised that Church Street Gamlingay will be closed for resurfacing between November 11th and November 22nd 2024. There will be more detailed timings/dates closer to the time BUT there will be no parking on the road with a tow away service on site; and works may take place overnight. It is likely that these will be significant engineering works so we will be keeping a close eye on how parking, delivery and access is to be managed; and will keep you up to date.

 At the same time significant works are scheduled for Croydon Hill which will also be closed at some point between November 11th and 22nd with more details to come closer to the time. It is likely that the same team will be undertaking both projects so hopefully only one road will be closed at a time.

**Tiger Bus Scheme:** Anyone under the age of 25 can now apply for a Discount Card which entitles them to travel anywhere within Cambridgeshire for £1. Obviously you need to be able to get on a bus to do this but the Mayoral Led Combined Authority is developing the business case for ‘bus franchising’ which will mean control for the bus service rests with the Combined Authority rather than with the bus operators. Had a congestion charge for Cambridge been approved there would have been an additional £50 million per year to subsidise rural services but since that is not the case we are unlikely to see all of our villages connected by bus. What we hope is that some key services will run more often and at more suitable times to cater for children getting to school and people getting to work.

**Community Vegetable Gardens:** South Cambs District Council is awarding small grants of up to £500 to community groups to grow vegetables. Details of the simple application process are on the website. The Community Growing grants will enable local groups to buy equipment and tools to help start a Community Growing Project. It is envisaged that funding will be spent on items such as raised beds, seeds, soil, and gardening equipment. Anyone can apply for this grant, as long as they are able to demonstrate they have brought a group together to look after the project!

**Adjustments to South Cambs Magazine summer 2024 edition:** South Cambs District Council has had to adjust its approach to the delivery of the summer 2024 issue of South Cambs Magazine, to ensure it complies with pre-election period guidelines. Just prior to the announcement, all 73,600 copies of the magazine had already been printed and were due to be delivered to residents, with the majority of the magazines being put through letterboxes during the w/c Monday 3 June. However, this would have fallen inside the pre-election period. It was not possible not allow these deliveries to take place, because the magazine contains quotes and images of many Cllrs.

 A small replacement for the magazine has been produced containing useful information around registering to vote / Voter ID and the usual middle page inserts from the magazine – i.e. the bin calendar and what goes in which bin. It will be delivered to residents during the week commencing Monday 10 June. The full magazine, already printed, will be sent out immediately following the general election.

**Quality of Life Survey:** Cambridgeshire County Council has launched the second annual countywide Quality of Life survey, speaking to a random sample of 5,500 residents to understand their views on the quality of their lives. The survey – run by an independent market research company Thinks Insight – aims to speak to 1,100 people aged 18+ living in each of the five Cambridgeshire district areas. In addition, they will be talking to people from specific groups who are less often heard from including people who may have been homeless or are from migrant or Gypsy/Roma/Traveller communities. The online version of the survey can be found on the website so any resident who wants to can take part can.

**Why ditches must be kept clear:** If you live near or adjacent to a watercourse, please bear in mind the importance of keeping it clear and free of debris. If your property abuts a watercourse then you have a legal ‘riparian owner’ responsibility for keeping the ditch clear - and not a lot of people know that! If a branch or rubbish from your land blocks the water flow further downstream you can be done for a form of fly tipping - and if it causes a flood you may be liable for consequential damage.

 The County Council has produced a very useful mapping tool on the website which identifies who has responsibility for all watercourses at <https://www.cambridgeshire.gov.uk/business/planning-and-development/flood-and-water/watercourse-management>

**Good Life Fund, CPSL Mind:** This is a small community fund, part-funded by the County Council which offers grants of up to £1500 to people in the community to help set up groups that connect people, such as book clubs, craft classes, or activities that encourage people to learn new skills. You can apply to the Good Life Fund if your activity is promoting wellbeing, there are at least four people involved and everyone involved is prepared to volunteer their time, energy and strengths - to learn more about the Good Life Fund get in touch by emailing goodlifefund@cpslmind.org.uk or by calling 0300 303 4363.

**Fire Authority News:** Matthew Warren is being recommended as the new Chief Fire Officer/Chief Executive Officer for Cambridgeshire Fire and Rescue Service after a nationwide recruitment search with a robust selection process. Matthew is currently Deputy Chief Executive and has worked for the Service for over 20 years - and was the unanimous choice of the Appointments Committee. The current chief - Chris Strickland - is retiring having served over 40 years in the fire and rescue service.

**Children’s Services:** Children’s Services at Cambridgeshire have recently been inspected by Ofsted who say that CCC has created strong foundations to drive improvement in Children’s Services, but the service overall requires improvement; acknowledging that “This improvement was initiated by a new chief executive and assisted by the appropriate decision to decouple shared leadership and service arrangements from Peterborough” and that “there has been significant political and corporate investment and commitment to the improvement of outcomes for children in Cambridgeshire.” There is still a considerable amount of work to be done.

**Five year land supply:** South Cambs has published the most recent Greater Cambridge housing trajectory with housing land supply calculations. This is important as without it a lot of protective planning policies fall away as happened in the years to 2018. In any event, the trajectory - which shows anticipated delivery of new homes across Cambridge and South Cambridgeshire up to 2041 - demonstrates that jointly for Greater Cambridge there are 6.5 years of housing land supply for the 2024-2029 period.

**Fen Reservoir at Chatteris:** The much reported water crisis in our region means 2 new reservoirs are required in the next 15 years. The first to be constructed will be the Fen Reservoir at Chatteris. Even though the reservoir is not on our patch the piping and other infrastructure will be and full details are now available as part of the recently launched non-statutory consultation. See more here:

<https://www.anglianwater.co.uk/news/bold-new-vision-unveiled-for-proposed-reservoir-in-the-fens-ahead-of-second-phase-consultation-launch/>

**Visit South Cambs:** Our website for the local tourism, hospitality, leisure and independent retail sectors offers businesses and event organisers a free listing on the site, which is seen by nearly 2,000 visitors worldwide each month. If you would like a free listing for your events, or know any businesses or organisers who would, please use this link to fill in the submission form or email visit@scambs.gov.uk

**Community Cooking Programmes:** South Cambridgeshire District Council, in partnership with Let’s Cook Project, are delivering FREE sessions, aiming to support residents of South Cambridgeshire to improve their confidence and knowledge in healthy eating and cooking. We are looking to deliver 4 cohorts across the district, and we offer 2 different programs for adults and families. All equipment and ingredients will be provided.

For more info please contact Emma Jarvis emma.jarvis@letscookproject.org

**Police want to hear from you!:** Cambridgeshire Police is undertaking community engagement events with the next on Wednesday 28 August at 7pm. You can register now to receive the meeting link and more details of both the engagement event on the Police website.

**Have you considered being a Special Constable?:** ​Cambs Police have just launched a recruitment drive for Special constables - Specials have all the powers of a police officer and work alongside their regular colleagues. It only requires a minimum commitment of four hours a week and is a great opportunity to give something back to your community, while receiving professional training, skills and experience that can be used in everyday life and career progression.

 Over the past 12 months, Specials have racked up more than 23,000 hours on the job, launched an impressive 400 investigations and stopped 1300 vehicles. If you, or someone you know, would like to find out more about becoming a Special, and maybe even apply, please visit the Police website pages.

Your Councillors are always ready to help. Please do not hesitate to contact County Councillor Sebastian Kindersley on 01767 651982 or skindersley@hotmail.com or write to the Manor Barn, East Hatley, SG19 3JA. You can also follow your councillor on Twitter, @SebKindersley

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**Planning:**

**Site address:** South House 34 High Street Croydon Cambridgeshire

Reference: 24/0593/TTPO

Proposal: T1 Cedar - Fell.

Reason: Principal cause of clay shrinkage subsidence to applicant's property

Public access: <https://applications.greatercambridgeplanning.org>

Council considered the application and it was proposed by Mr Buchanan and seconded by Mr Sole that Council has no objections to the tree being felled. All in favour. The Clerk will update the planning website.

**Items for next agenda:** None put forward

**Carried forward to July**

**Any updates** on a community group, vehicle or trust investigating land purchase within the village for community benefit.

**Discussion** on how the PC could assist a community group, for instance supporting or contributing to a pre-planning application for housing for community benefit.

**Date of next meeting:** Wednesday 17th July 2024 in the Reading Room at 7.30pm.

As there was no further business the Chairman thanked everyone for attending and declared the meeting closed at 8.06pm.

Signed .............................................................. Date ...............................................