

GUILDEN MORDEN PARISH COUNCIL

NOTICE OF MEETING

The Meeting of the Parish Council will be held in the Village Hall on Monday 18 November 2019 at 7.30pm

The Public and Press are cordially invited to be present

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon business to be transacted as set out below



Mrs Gail Stoehr, Clerk

11/11/2019

AGENDA

Comments and observations from members of the public and from the County & District Cllrs

1. To receive apologies for absence and declarations of interest

- 1.1 To receive written apologies and reasons for absence
- 1.2 To receive declarations of interests from councillors on items on the agenda
- 1.3 To receive written requests for dispensations (if any) and to grant any requests as appropriate

2. To approve the minutes of the September and October meetings

3. Matters arising from last or previous meetings carried forward for discussion/decision

- 3.1 (4.6) To consider MVAS costs ^(KL)
- 3.2 (4.9) Webmaster – to consider volunteer’s offer and if to appoint ^(JRD)
- 3.3 (6.4) Zero Carbon Scheme – to consider report and consider the next steps ^(NB)
- 3.4 (7.6) SCDC Housing Trajectory and five year housing supply
- 3.5 (10) Parking opposite Silver Street and by the junction, and parking by any junction
- 3.6 (10) Guilden Morden Primary School SATs and letter from CCC
- 3.7 Village Hall insurance – response regarding noting the Parish Council’s interest on the policy

4. Financial, procedural and risk assessment matters

- 4.1 To receive the financial report and approve the payment of bills
- 4.2 Risk assessments including play inspections and tree reports
- 4.3 To note actions taken under Clerk’s delegated powers
- 4.4 Grass cutting contract renewal – to consider if any changes need to be made to the current specification before tenders are sought

5. Members, Working Groups items for discussion and decision

- 5.1 Proposal that the Parish Council considers request from Gamut for printing ^(BH)
- 5.2 Proposal that the Parish Council orders free litter picking kits from SCDC ^(BH)
- 5.3 Proposal that the Council agrees to the request from the Floodlights Trust that the Council releases Trust funds to cover the cost of changing the floodlights to LED lights ^(BH, GH)
- 5.4 Proposal that the Parish Council considers appointment of Trustee for the Mobile Warden Scheme ^(GH)
- 5.5 Allotment holders’ meeting report
 - 5.5.1 Proposal that the Council purchase and installs a sign on the gate by the Church requesting dogs are kept on leads ^(RN)
- 5.6 CAPASP – Invitation to join the Cambridgeshire and Peterborough Against Scams Partnership

6. To consider correspondence/communications received

- 6.1 Resident – grass cutting frequency for roadside verges
- 6.2 St Mary’s Church – request to create a wild flower meadow
- 6.3 Buchans request that the Parish Council purchase a new bin liner – to consider options
- 6.4 SCDC – LED upgrade to South Cambs footway lights
- 6.5 CCC – Operation London Bridge
- 6.6 Climate Conservations request that the Parish Council declare a Climate Emergency

7. To consider planning and tree works applications and decision notices received since the last meeting

- 7.1 Planning applications received ^(KL)
 - 7.1.1 S/3485/19/FL – 33 Church Street – Erection of a timber garage
 - 7.1.2 S/3482/19/FL – Hooks Mill, Potton Road – Provision of an outdoor horse riding arena for private use
- 7.2 SCDC Decisions and appeal notifications
- 7.3 Tree works applications

8. Gamut Items

9. Items for the next agenda and closure of meeting

GUILDEN MORDEN PARISH COUNCIL
Clerk Report to the Parish Council meeting on 18 November 2019

1. Apologies – will be reported to the meeting.
2. To approve the minutes of the last meetings on 16 September and 21 October - attached
3. Matters Arising
 - 3.1 (4.6) To consider MVAS costs
Deferred at the last meeting. Cllr Lock to report.
 - 3.2 (4.9) Webmaster update
Deferred at the last meeting.
 - 3.3 (6.4) Zero Carbon Scheme – to consider report and consider the next steps
Cllr Buckland to report.
 - 3.4 (7.6) SCDC Housing Trajectory and five year housing supply
Deferred at the last meeting.
 - 3.5 (10) Parking opposite Silver Street and by the junction, and parking by any junction
Proposed at the last meeting.
 - 3.6 (10) Guilden Morden Primary School SATs and letter from CCC
Proposed at the last meeting.
 - 3.7 Village Hall insurance – response regarding noting the Parish Council’s interest on the policy
A copy of the latest policy has been received. The Village Hall Committee has responded that:
“There is very little to update the parish council on. The policy, as previously supplied, is in place and the hall is insured in a manner similar to previous years.”
4. Financial, procedural and risk assessment matters
 - 4.1 To receive the financial report and approve the payment of bills – attached.
 - 4.2 Risk assessments including play inspections and tree reports
 - 4.3 To note actions taken under Clerk’s delegated powers
The Clerk used her delegated powers for the sale of two exclusive rights (Plots K33 and K34 and an interment in Plot K33.
 - 4.4 Grass cutting contract renewal – to consider if any changes need to be made to the current specification before tenders are sought
Current specification attached for reference.
5. Members’ items
 - 5.1 Proposal that the Parish Council considers request from Gamut for printing ^(BH)
The Chairman to report. The Editor has written:
“Just some initial thoughts on the way ahead, under the new printers.
 - The guys are a bit odd to say the least, but have produced a much higher standard product.
 - I’m waiting for Hales to refund what is left of our printing funds. I’ve asked for it to be paid to me, so as I can manage the payments.
 - When the PC funds runs out, I would like Keprintt to invoice the PC directly, so that we can pay on a monthly basis rather than them having a pot which we would inevitably have to top up. The annual cost will almost certainly be > £800 but <£ 900.

What has struck me is that Hales never charged us enough for the job. Our quote from Keprintt is MUCH lower than any of the local printers could offer. Prospect have gone with Olive printers and they were quoting £132 for a 16-page edition. Keprintt have invoiced me for £82 for the same product. I'll pay this month and then just deduct it from the Hales refund - whenever that may be (they only stopped trading yesterday).”

5.2 Proposal that the Parish Council orders free litter picking kits from SCDC ^(BH)

The Chairman to report. SCDC have written:

“We are pleased to offer you **free litter picking kits for your communities** which have been funded as part of the Government’s High Streets Community Clean Up programme. To meet the funding criteria we are offering the kits first to larger places with high streets.

These kits include: litter pickers, bag hoops, Hi Viz vests and gloves. You can have up to **20 kits** delivered; you can keep and store them to use as you wish, thereby avoiding the need to request these on an ad hoc basis.

Please can you respond to Waste.Enquiries@scams.gov.uk, with the subject line of *Litter pick kit - your parish name*.

We need the following information:

- number of kits you require
- delivery address

Please respond by **15 November 2019.**”

5.3 Request from the Floodlights Trust that the Council releases Trust funds to cover the cost of changing the floodlights to LED lights

Cllr Harper to report.

5.4 Proposal that the Parish Council considers appointment of Trustee for the Mobile Warden Scheme

Cllr Harper to report. He has written:

“Could we please include on the November PC meeting agenda the appointment of a Trustee for the Warden Scheme. The AGM of the Warden Scheme is before our meeting and I would like to be able to say that we have it on our Agenda to appoint a new Guilden Morden Trustee.”

5.5 Allotment holders’ meeting report - attached

5.5.1 Proposal that the Council purchase and installs a sign on the gate by the Church requesting dogs are kept on leads ^(RN)

5.6 CAPASP – Invitation to join the Cambridgeshire and Peterborough Against Scams Partnership

“I would like to invite your Parish Council to join our growing legion of [Cambridgeshire and Peterborough Against Scams Partnership \(CAPASP\)](#) supporters. More than **3 million** people fall victim to scams in the UK every year, losing £5-10 billion in the process and whilst the financial detriment is huge, victims’ health and wellbeing is also hugely affected. In fact a person defrauded in their own home is 2.5 times more likely to die or go into care within a year. Please help us to spot scams and stop scams in your village by becoming a CAPASP supporter and make sure victims do not suffer in silence.

Supporters are local councils, community groups, charities, schools, housing associations etc. who receive communications from the partnership to share onward within their community (such as topical information about the latest scams) and who self-serve resources from our website (e.g. posters, leaflets etc.) to raise awareness of scams in the local area and the support available. It doesn't cost anything to become a supporter and we list supporters on our website and celebrate the great things supporters are doing through our social media channels and other media. So if your Parish Council are inspired to deliver the ["5-simple steps"](#) and do your bit to spot scams and stop scams we'd love to welcome you as an official supporter!

Perhaps you would discuss the matter at your next council meeting and kindly contact me soon afterwards to let me know the council’s decision? I would be happy to discuss any queries you may have in advance of this if you would like to contact me. Please note I do not work on Mondays or Fridays.”

Sarah Freeman
Community Protection Officer
Strengthening Communities Service
People and Communities Directorate
Po Box 450
Great Cambourne
Cambridge CB23 6ZR

Tel: 01954 284636 or 07836 334843

Please join the fight against scams by registering to become a Friend Against Scams at <https://www.friendsagainstscams.org.uk/elearning/Cambridgeshire>
Follow the Cambridgeshire and Peterborough Against Scams Partnership (CAPASP) on Facebook <https://www.facebook.com/CAPASP19/> or Twitter @CambsPboroAgainstScams or visit our website <https://cambridgeshireinsight.org.uk/capasp> for more information.”

6. To consider correspondence/communications received

6.1 Resident – Grass cutting frequency for roadside verges

A resident writes:

“There’s been a lot in the news recently.

<https://www.telegraph.co.uk/news/2019/09/26/grass-verges-will-cut-just-twice-year-bid-boost-biodiversity/amp/>”

I’m not sure what this means as regards the Parish Council and its cutting regime for next year. And there’s this:-

<https://www.plantlife.org.uk/uk/our-work/publications/road-verge-management-guide?>”

6.2 St Mary’s Church – request to create a wildflower garden

“Part of the church yard has been left unmown for a few months now. The PCC would like to create a low maintenance flower meadow so we hope the Parish Council will agree to this. The volunteer grass mowers are delighted with the reduction in mowing duties.”

6.3 Buchans request that the Parish Council purchase a new bin liner – to consider options

“The bin in Guilden recreation ground nearest the cricket net has disintegrated at the bottom of the metal liner, if the bag falls down the guys are having to pick all the rubbish out by hand, would the council be able to replace the metal liner?”

6.4 SCDC – LED upgrade to South Cambs footway lights

“As per previous emails regarding the planned upgrade to SC lights, please find a list of lights in Guilden Morden for your information/review, following the inventory review and structural testing works, as part of planning for the upgrade.

Please note that:

- no ornate/heritage SC lights were identified in Guilden Morden.
- The light highlighted in yellow has already been upgraded to LED.
- The light in blue is due to be replaced/upgrade sooner as required by the conditions survey.

As per previous emails, I am aware that you will have recently been contacted by Cambridgeshire County Council regarding changes to their administration of billing for electricity use and they too will have sent you a list of lights. Please continue to use the list they provided you with for the purposes of setting up your future billing arrangements and once we have completed the upgrade in your area we will issue you with a new inventory with all the relevant codes for the new LEDs to reduce your bills.

In terms of timescales for the works, our Business Plan commits us to upgrade the footway lights by March 2021. I will share further details of the upgrade as we move forward.”

Helen Taylor | Development Officer, Environment Commissioning

Schedule of lights attached for review.

6.5 CCC – Operation London Bridge

“I am writing regarding Operation London Bridge, which is the protocol that will be followed to mark the death of the sovereign.

Cambridgeshire County Council leads on the protocol for Cambridgeshire through the Lord-Lieutenant’s office, however we understand that local councils across the county have been developing their own local plans for marking the event. Gillian Beasley, the Chief Executive of Cambridgeshire County Council and Peterborough City Council, held a workshop on Operation London Bridge on Friday 20 September. District and Town Councils attended this event, and Gillian will shortly be writing to you all with more information about the Cambridgeshire protocol, an example of a protocol you can use locally, and more information about coordination across the county.

Some of you may have seen Superintendent Laura Hunt give a presentation on Operation London Bridge at the annual meeting of the Cambridgeshire and Peterborough Association of Parish Councils in June. Superintendent Hunt has let me know that the constabulary would like to understand how planning is progressing across the county, and has asked me to get in touch with you all to find out what your local plans are.

Please can I ask you to let me know the following information:

1. If you have a protocol in place, or are planning to develop one;
2. If you are planning to run any local events, including the reading of a proclamation. If so please can you tell me any details you may have about the venue and number of people anticipated;
3. If you will be running an event, have you considered how you will provide First Aid and/or Stewarding? If so, please can you provide me with any details.

This information will feed into a police meeting which is being held in early November.

I understand that levels of planning are varied across the county, so if this timescale is not possible please can you let me know and this information can be fed into the planning at a later stage.

Thank you for your assistance with. If you have any questions about local planning please can I suggest contacting your local Town or District council in the first instance. If you have any immediate questions about the county protocol please do direct these to me, however Gillian will be in touch in the next few weeks with some detailed information about the protocol and the countywide planning.”

Sally Bard

Executive Officer to the Chief Executive and Leader

Chief Executive’s Office

Cambridgeshire County Council and Peterborough City Council

6.6 Climate Conservations request that the Parish Council declare a Climate Emergency

Andy Tanser has written “With regard to the next PC meeting on the 18th Nov, we Climate Conversations would like to raise the Parish Council declaring a CLIMATE AND ENVIRONMENT EMERGENCY

Below is a very rough first draft document assembled from various online sources

I am sending it very early to you with idea that maybe we should meet up soon to discuss if your around, so that we can feed your ideas and comments back into the document we present

Have a read and let me know your thoughts - the bottom half is just reference material and would not need to be included in the actual document

GULDEN MORDEN PARISH COUNCIL 18 November 2019 DECLARATION OF A CLIMATE AND ENVIRONMENT EMERGENCY

Guilden Morden Parish Council notes that:

1. The global scientific consensus is that humans have already caused irreversible climate change, the impacts of which are being felt around the world. The Inter-governmental Panel on Climate Change (IPCC) reports that human activities are estimated to have already caused 0.8-1.2°Celsius of global warming above pre-industrial levels.
2. To reduce the chance of runaway global warming and limit the effects of climate breakdown, it is imperative that we as a species significantly reduce our CO₂ (carbon equivalent) emissions to less than 2 tonnes per person per year as soon as possible. Carbon emissions result from both production and consumption.
3. Individuals cannot be expected to make this reduction on their own. Society needs to change its laws, taxation, infrastructure, etc., to make low carbon living easier and the new norm.
4. Current plans and actions are not enough. The world is on track to overshoot the Paris Agreement’s 1.5°C limit before 2050.(i)
5. The IPCC’s Special Report on Global Warming of 1.5°C, published in November 2018, describes the enormous harm that a 2°C rise is likely to cause, compared to a 1.5°C. However, limiting global warming to 1.5° C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities.(ii)
6. Local Councils around the world are responding by declaring a ‘Climate Emergency’ and committing resources to address this emergency.(iii)

Guilden Morden Parish Council believes that:

1. All governments (national, regional and local) have a duty to limit the negative impacts of climate breakdown. Local governments that recognize this should not wait for their national governments to change their policies. It is important for the residents of this parish and the UK that parishes, towns, cities and counties commit to carbon neutrality as quickly as possible.
2. Parishes, Towns, Cities and Local Authorities at all tiers are uniquely placed to lead the world in reducing carbon emissions; they are well placed to help de-carbonise villages and more remote areas as they have closer links with their residents.(iv)
3. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be humanity’s number one priority.
4. Bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities, as well as improved personal, social and environmental well-being for people, locally and worldwide.

Guilden Morden Parish Council thus:

1. Declares a ‘Climate and Environment Emergency’;
2. Aims to encourage and support the community of Guilden Morden to:
 - A. become carbon neutral by 2030, taking into account both production and consumption

- emissions (scope 1, 2, 3 (v))
B. increase biodiversity;
3. Calls on Westminster, Cambridge County Council and South Cambs District Council to provide the powers and resources to make the 2030 target possible;
 4. Calls on Westminster to appoint Citizens Assemblies to develop the policies to deliver this target;
 5. Agrees it will work with other local authority organisations such as neighbouring town and parish Councils, and appropriate government departments (both within the UK and internationally) to determine and implement best practice methods to limit global warming to less than 1.5° C above pre-industrial levels;
 6. Agrees it will continue to work with partners across the district, county and region to deliver this new goal through all relevant strategies and plans;
 7. Agrees it will place this issue on Parish Council agendas to agree strategies and action plans;
 8. Agrees it will report the actions the Parish Council will take to address this emergency within X months?
 9. Set up village meetings / Citizen's Assembly to seek parishioners ideas and approval for measures proposed to date, to bring the community with you

With regard to 2A & B above some initial ideas we should be working towards:

2A above - become carbon neutral by 2030

- An ethical procurement framework to ensure suppliers reduce their carbon footprint.
- promote parishioners knowledge and actions to reduce their Carbon footprints i.e. setting up a bulk buying solar panels discount scheme, providing electric car charging points, home insulation advice and schemes (We can borrow a Thermal imaging camera from SCDC and check all our homes to see where we need to improve insulation levels)
- Consider setting up educational talks, free online video screenings and events to help educate parishioners / us all
- Our mantra should be Refuse, Reduce, Re-use, Recycle

2B above - increase biodiversity

- Verges cutting schedule ideally once per year (apart from line of site / footpaths) Look into encouraging / planting wild flowers in the verges. Only cut say 1m from the road edge and no further. <https://www.plantlife.org.uk/uk/our-work/publications/road-verge-management-guide>
- Hedge cutting - Wimpole apparently cut one side of a hedge only each year. Visit Wimpole to find out how they are managing their land
- Bio-diversity & tree planting (see PP word document) Planting trees in Guilden Morden, plus looking after the trees and wild areas we have and strengthening the planning laws to protect them
- Look to re-wild parts of the Craft if the category can be changed from the current wrongly itemised soil / area type to what it actually is ?
- Promote parishioners re-wilding part of their gardens
- Minimise / stop using pesticides

References:

- i. World Resources Institute: <https://www.wri.org/blog/2018/10/8-things-you-need-know-about-ipcc-15-c-report>
- ii. The Intergovernmental Panel on Climate Change (IPCC)'s Special Report on Global Warming of 1.5 °s Celsius: <https://www.ipcc.ch/report/sr15/>
- iii. For example Bristol and Manchester City Councils: <https://www.businessgreen.com/bg/news/3066475/bristol-andmanchester-unveil->

- [fresh-plans-to-tackle-climate-emergency](#) Also US cities, Berkley: <https://www.theclimatemobilization.org/blog/2018/4/25/hoboken-resolves-to-mobilize> And the C40 cities: <https://www.c40.org/other/deadline>
- iv. ICLEI – Local Governments for Sustainability, provides many examples of good practice, models and toolkits for Climate Change Adaptation and Urban Resilience: <http://iclei-europe.org/topics/climate-change-adaptation-urban-resilience/>
- v. Scope 1,2 and 3 of the Greenhouse Gas protocol explained: <https://www.carbontrust.com/resources/faqs/services/scope-3-indirect-carbon-emission>
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GUIDANCE / REFERENCE MATERIAL:

DECLARING A CLIMATE AND ECOLOGICAL EMERGENCY

Resources to help communities and councils declare a climate and ecological emergency

Council and community Action in the Climate Emergency

Building the safe climate campaign from councils up

<https://www.caceonline.org/a-guide-for-councils.html>

<https://www.caceonline.org/your-climate-emergency-plan.html>

<https://www.climateemergency.uk/>

<https://www.climateemergency.uk/blog/campaign-guide-for-a-climate-emergency-declaration/>

<https://climateemergencydeclaration.org/about/>

<https://www.campaigncc.org/node/1910>

<https://www.campaigncc.org/node/1887>

Hope for the Future supports anyone and everyone who is concerned about climate change to raise their local MP's awareness of the issue.

<https://www.hftf.org.uk/working-with-your-local-councillors>

<https://climateemergencydeclaration.org/>

<https://www.hftf.org.uk/current-councillor-measures>

<https://www.uk100.org/>

You can find copies of all successful motions, both the originals and the amended ones, at www.climateemergency.uk We recommend the following components:

- A target date of 2030
- A Citizen's Assembly to generate ideas and bring the community with you.
- A working Group, chaired by Cabinet member/Committee chair, involving as wide a participation from local community as possible, to report within x months, or at least in time for their recommendations to be funded in the next budget cycle.
- Interim targets and action plan.
- Disinvestment from fossil fuels.
- A call to Government to provide the necessary policy changes and funding available.
- An ethical procurement framework to ensure suppliers reduce their carbon footprint.

CLIMATE AND ECOLOGICAL EMERGENCY further information / what it should ideally include:

Council therefore commits to:

- Declare a 'Climate Emergency' that requires urgent action.
- Make the Council's activities net-zero carbon by 2030
- Achieve 100% clean energy across the Council's full range of functions by 2030
- Ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to zero carbon by 2030.
- Support and work with all other relevant agencies towards making the entire area zero carbon within the same timescale;
- Ensure that political and chief officer leadership teams embed this work in all areas and take responsibility for reducing, as rapidly as possible, the carbon emissions resulting from the Council's activities, ensuring that any recommendations are fully costed and that the Executive and Scrutiny functions review council activities taking account of production and consumption emissions and produce an action plan within 12 months, together with budget actions and a measured baseline;
- Request that Council Scrutiny Panels consider the impact of climate change and the environment when reviewing Council policies and strategies;
- Work with, influence and inspire partners across the district, county and region to help deliver this goal through all relevant strategies, plans and shared resources by developing a series of meetings, events and partner workshops;
- Request that the Council and partners take steps to proactively include young people in the process, ensuring that they have a voice in shaping the future;
- Request that the Executive Portfolio holder with responsibility for Climate Change convenes a Citizens' Assembly in 2019 in order to involve the wider population in this process. This group would help develop their own role, identify how the Council's activities might be made net-zero carbon by 2030, consider the latest climate science and expert advice on solutions and to consider systematically the climate change impact of each area of the Council's activities;
- Set up a Climate Change Partnership group, involving Councillors, residents, young citizens, climate science and solutions experts, businesses, Citizens Assembly representatives and other relevant parties. Over the following 12 months, the Group will consider strategies and actions being developed by the Council and other partner organisations and develop a strategy in line with a target of net zero emissions by 2030. It will also recommend ways to maximise local benefits of these actions in other sectors such as employment, health, agriculture, transport and the economy
- Report on the level of investment in the fossil fuel industry that our pensions plan and other investments have, and review the Council's investment strategy to give due consideration to climate change impacts in the investment portfolio;
- Ensure that all reports in preparation for the 2020/21 budget cycle and investment strategy will take into account the actions the council will take to address this emergency;
- Call on the UK Government to provide the powers, resources and help with funding to make this possible, and ask local MPs to do likewise;
- Consider other actions that could be implemented, including (but not restricted to): renewable energy generation and storage, providing electric vehicle infrastructure and encouraging alternatives to private car use, increasing the efficiency of buildings, in particular to address fuel poverty; proactively using local planning powers to accelerate the delivery of net carbon new developments and communities, coordinating a series of information and training events to raise awareness and share good practice;

NHDC North Herts District Council

TITLE OF REPORT: NOTICE OF MOTIONS 21 May 2019

The following motion was submitted, due notice of which was given in accordance with Standing Order 4.8.12, prior to cancellation of the Council meeting on 4 April 2019. It has been included in the agenda with the agreement of the former Chairman of the Council.

To be moved by Councillor Elizabeth Dennis-Harburg and seconded by Councillor Sue Ngwala.:

“Council notes that:

- a) the recent 2018 Intergovernmental Panel on Climate Change (IPCC) report states that we have just 12 years to act on climate change if global temperature rises are to be kept within the recommended 1.5 degrees Celsius;
- b) all governments (national, regional and local) have a duty to limit the negative impacts on climate breakdown, and the governments that recognise this should not wait for their national governments to change their policies. UK county, district and city councils need to commit to aggressive reduction targets and carbon neutrality as quickly as possible;
- c) districts are well placed to lead the world in reducing carbon emissions, as their responsibility for planning policies opens up a range of sustainable transport, buildings and energy opportunities;

In light of the above, the Council therefore agrees to:

- 1 Join other councils in declaring a Climate Emergency;
- 2 Ask the Leader to write to the Secretary of State requesting that they provide the necessary powers and resources to make local action on climate change easier;
- 3 Request that, in light of the IPCC report, officers review the council’s Climate Change Policy with the aim of bringing a report to Council in autumn of 2019, after consideration by Overview and Scrutiny. The review should include an action plan to achieve a target of zero carbon emissions by 2030 and proposals for regular reporting to Overview and Scrutiny Committee of the progress with the plan;
- 4 Ask officers to ensure that, as the Council’s policies are routinely reviewed, specific consideration is given to how policies and our related decisions and actions, affect our contribution to climate change, and where necessary, update these policies to reduce our impact wherever possible;
- 5 Ask officers to investigate the most appropriate training for Members and officers about how to promote carbon neutral policies for consideration by Council;
- 6 Continue to work with partners across the district, county and wide region to deliver widespread carbon reductions.”

7. Planning

7.1 Planning applications received

7.1.1 S/3485/19/FL – 33 Church Street – Erection of a timber garage

7.1.2 S/3482/19/FL – Hooks Mill, Potton Road – Provision of an outdoor horse riding arena for private use

7.2 SCDC Decision notices - Are available on the Planning Portal.

7.2.1 S/2584/19/FL – Dovecote House, 32 Church Street – Internal alterations, erection of a glazed link side extension, alterations and conversion of outbuildings and associated landscaping – Permission granted.

7.2.2 S/2585/19/LB – Dovecote House, 32 Church Street – As above, listed building application – Permission granted

7.2.3 S/3030/19/PA – Barn 2, Rectory Farm, New Road – Prior approval for a proposed change of agricultural building to a dwellinghouse (Class C3) and for associated operational development – Permission granted.

7.3 Tree works applications

Tree works applications and decisions are now published on the SCDC Planning Portal where the details may be viewed.

None at the time of writing.

9. Gamut items

10. Items for the next agenda and closure of meeting

GUILDEN MORDEN PARISH COUNCIL FINANCIAL STATEMENT

Nov-19

Summary of Month

£

Balance brought forward

117,106.23

Adjustments/Corrections

Expenditure approved at last/between meetings

SALARIES		-174.38
BUCHANS	GRASSCUTTING	-504.96
CARTER JONAS	CRAFT RENT	-350.00
GM FOOTBALL CLUB	SOIL & SEED	-780.72
CAME AND CO	INSURANCE	-793.68
PKF LITTLEJOHN	AUDIT FEE	-240.00

Receipts

SCDC	PRECEPT	18192.50
PLOT 13C	ALLOTMENT RENT	30.00
PLOT W23	INTERMENT FEE	300.00
PLOT 12D	ALLOTMENT RENT	7.00
PLOT 13B-1	ALLOTMENT RENT	7.00
PLOT 12C & 13C	ALLOTMENT RENT	14.00
PLOT 14E	ALLOTMENT RENT	10.00
BARCLAYS BANK	INTEREST	8.47
CCLA	INTEREST	67.06
PLOT12B	ALLOTMENT RENT	7.00
PLOT 14F	ALLOTMENT RENT	7.00
PLOT 12A	ALLOTMENT RENT	7.00
PLOT 14B	ALLOTMENT RENT	7.00
PLOT 14C	ALLOTMENT RENT	7.00
PLOT 13D	ALLOTMENT RENT	7.00
FLOODLIGHT TRUST	FUNDRAISING	50.00

Total Adjustments 15884.29

Balance revised after adjustments **132990.52**

Bank Reconciliation

Account	Funds	Statement	Outstanding
Barclays Community Account	41,261.73	41,237.73	24.00
Barclays Business Premium Accour	16,990.41	16,990.41	
Cambridge & Counties Account	74,738.38	74,738.38	
Total	132,990.52	132,966.52	24.00

Expenditure for approval at meeting

£

SALARIES		213.20
ST MARYS CHURCH	FLOODLIGHT ELECTRICITY	150.00
VILLAGE HALL	ROOM HIRE	108.00
FOXCOTE FENCING	MOWER SERVICE	62.68
LGS SERVICES	ADMIN SUPPORT	801.17
LGS SERVICES	ADMIN SUPPORT	868.79
BUCHANS	GRASSCUTTING	755.76
BUCHANS	GRASSCUTTING	1430.99

Total

4390.59

Balance C/F

128,599.93

Gail Stoehr

Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

A CHEQUE FOR £500 HAS BEEN WRITTEN TO OPEN THE UNITY TRUST ACCOUNT.

GULDEN MORDEN PARISH COUNCIL

(South Cambridgeshire District)

CHAIRMAN: Mr Barry Holme

CLERK: Mrs LG Stoehr
30 West Drive
Highfields Caldecote
Cambridge
CB23 7NY

Telephone: 01954 210241

E-mail: guildenmordenpc@lgs-services.co.uk

December 2016

Village maintenance specification for 2017, 2018 & 2019

(to be read in conjunction with accompanying maps and tender form)

Tenders are invited, **by Friday 6 January 2017**, for the three year contract for the grasscutting/maintenance of the following:

- The Parish Cemetery, New Road (including extension - 0.5acre approx.) (map 1)
- The Recreation Ground, Fox Hill Road (map 1)
- The Craft (map 3)
- The Public Open Space, Thompsons Meadow (0.24acre) (map 2)
- The Parish verges (maps 5 and 6)
- The Vineyard (map 7)
- Buxtons Lane (map 8)

Herbicides may be used, for example on graves and around young trees, providing that statutory regulations are followed. Planting and maintenance of young trees (up to five years old) will be the responsibility of the Parish Council. Strimmers must not be used around the base of young trees and hedge plants. All arisings from hedge trimmings are to be cleared away.

Detailed specifications

Cemetery

- (a) Cutting all grass at least sixteen times during the growing season including at least once a week during the months of April, May and June. (per cut)
- (b) Pruning suckers from the base of the lime trees (pa)
- (c) Maintaining the central path in a weed free condition (pa)
- (d) Levelling uneven areas allow approximately 10 small areas per year (pa)
- (e) Ensuring there is an adequate water supply for vases (pa)
- (f) Disposing of rubbish (pa)
- (g) Pruning the perimeter hedge once a year and removing all cuttings (pa)
- (h) 27 mature lime trees – pollard/reduce the crown every 2 years; i.e 2015, as last done 2013 (per time)
- (i) New lime trees in the cemetery extension – general maintenance (pa)
- (j) Hedging in the cemetery extension – general care until ready for regular trimming then annual trim (pa)

Recreation Ground

- (a) The main open area of the ground capable of being cut with gang mowers. N.B. **the grass must not be cut below 1.5inches on any cut** (per cut). The cricket outfield to a minimum of 18 mm.
- (b) The area approximately 4m in from the boundary fence on the older part and 2m in from the boundary of the new extension including the grass around the central line of trees. (See note above regarding maintenance of young trees)
- (c) Application, if necessary, of a spring and/or autumn fertiliser to the grass (per application)
- (d) Application of broad leaf weed treatment if necessary (per application)
- (e) Maintenance of the recreation ground including the whole adventure park area – keeping litter & weed free and keeping the safety surfaces free of moss, algae, leaves etc (pa)
- (f) Strimming around play equipment as necessary (pa)
- (g) Keeping the entrances, fences and the car park free of weed growth (pa)
- (h) Emptying litter bins as necessary (pa)

- (i) Removal of dead or overhanging branches of trees and hedges as necessary (pa)
- (j) Trim the side and the top of the hedge to East and South of new recreation area once a year to the same height as the fence (pa)

Thompsons Meadow

- (a) Cutting the grass on the Green 4 times during the year (per cut)
- (b) Maintenance of the trees and borders and plants in spring, summer & autumn (pa)
- (c) Keeping the planting areas in a weed free condition (pa)

The Craft (includes the back meadow near the school)

- (a) Grass cut (for hay) three times per annum; beginning of May, July & September (per cut)
- (b) Trimming the perimeter hedge annually to 5 feet high and A shape (pa)

The Parish Verges

- (a) Cutting the grass on the parish verges four times per year (per cut) strimming around obstacles as necessary
- (b) An additional cut may be advised or requested if necessary (Parish Council must confirm first) (per cut)

The Vineyard (off Ashwell Road)

- (a) Cutting the Vineyard and Buxtons Lane three times per year, in the first week in April, first week in July and first week in September

Buxtons Lane

The side to be cut in 2017 is the left side (as you stand in Buxtons Lane looking towards Trap Road), with the right side being cut in 2018 and so on.

Please note:

- *To ensure a fair tender process your tender must be itemised and detailed on the accompanying form Tender for Grass Maintenance.*
- *You shall tender for a net price per cut exclusive of VAT. The season should be anticipated 1 March to 31 October, but this may vary depending on each season.*
- *The grass is to be cut during the growing season the other tasks e.g. maintenance is to be undertaken year round.*
- *All tenders should be placed in the enclosed envelope and sealed.*
- *Insurance will be required at the time of tender and thereafter annually evidence of Public Liability Insurance cover of £5,000,000 (five million pounds).*
- *Each area above will be considered individually by the Parish Council and therefore may be awarded to different contractors.*
- *This Council does not accept any costs incurred in the preparation and submission of any tender.*
- *If successful, accounts for payment must be submitted monthly itemised and dated with the date of the cut.*
- *Neglect of litter bins, rubbish on car park or dead wood left on play areas will delay payment.*
- *Location plans are enclosed.*
- *The Council is not obliged to accept the lowest or any tender submitted.*
- *The contract for the hedges and trees may be awarded separately to the rest of the contract.*

Yours sincerely

Mrs Gail Stoehr
Clerk

Enc

**Draft minutes from a meeting of Allotment Holders held on Wednesday 18th
September 2019 at 19:00 in Guilden Morden Village Hall.**

1. The minutes from the previous meeting were agreed.
2. From [REDACTED] *"I would like to note, with gratitude, how much work [REDACTED] [REDACTED] has been doing on the site and the vast improvement to the look of the allotments and helping other allotment holders, especially me, to get my plot under control ready for next year."* AH agreed that much of the allotment site was looking extremely tidy.
3. AH had issued payment reminders by email where possible. The annual rent for a plot has increased this year. Tenants were informed of their rent increase last year. AH will confirm the rents with those who need a reminder.
4. Tenants were reminded that the Parish Council could not be responsible for the theft of any tools that were left on the allotment site.
5. Cllr Newman confirmed that there would not be a problem to have a manure heap by the allotment site as before.
6. AH confirmed that the installation of a water supply at the allotment site would not be economically viable.
7. AH reminded allotment holders that having bonfires on the site was not a problem as long as they were not left unattended and consideration be given to neighbouring properties so as not to be a nuisance.
8. It was noted that non-allotment holders had been using the gate near the church to access the Craft. It was suggested that rather than restricting the use of the gate to allotment holders only, a sign requesting that dogs should be kept on a lead be placed on the gate. Cllr Newman to raise this with the Parish Council.
9. It was reported that a 'summer barbeque' had been held on the allotment site and had been a great success.
10. AH agreed to issue a plan of the allotment plots so that all could be aware of who was responsible for which plots.
11. Cllr Newman has asked to be notified if any maintenance (of gates, hedgerows) needs to be carried out on the Craft.

The meeting closed at 19.23.

<u>Zone</u>	<u>Street</u>	<u>UnitNumb</u>	<u>UnitType</u>	<u>Location</u>	<u>Easting</u>	<u>Northing</u>	<u>RoadSpeed</u>	<u>ColumnMaterial</u>	<u>ColumnType</u>
GUILDEN MORDEN	ASHWELL ROAD	SC1	STREET LIGHT	OUTSIDE 1	527728.3	243111.6	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	ASHWELL ROAD	SC2	STREET LIGHT	OUTSIDE 7	527732.5	243108.4	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	ASHWELL ROAD	SC32	STREET LIGHT	OUTSIDE 15	527691.3	243029.4	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	CANNONS CLOSE	SC12	STREET LIGHT	CORNER OF FOXHILL RD	527919.4	244400.8	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	CANNONS CLOSE	SC13	STREET LIGHT	OUTSIDE 5	527951.7	244452.8	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	CHURCH STREET	SC22	STREET LIGHT	OPPOSITE 25	527910.8	244093.4	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	CHURCH STREET	SC23	STREET LIGHT	OUTSIDE NR 36	527833.2	243992.3	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	CHURCH STREET	SC27	STREET LIGHT	OPPOSITE 46	527784.9	243949.9	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	DUBBS KNOLL ROAD	SC11	STREET LIGHT	OPPOSITE 38	527780.8	244298.1	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	FOX HILL	SC15	STREET LIGHT	SIDE OF NO.4	528020.8	244404.5	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	FOX HILL	SC16	STREET LIGHT	OPPOSITE NEW RD	528010.8	244284	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	FOX HILL	SC17	STREET LIGHT	OPPOSITE CHURCH ST	528036.3	244145.6	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	FOX HILL	SC14	STREET LIGHT	CORNER OF OF FOXHILL	527970.7	244350.9	UP TO 30 MPH	CONCRETE	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC3	STREET LIGHT	OUTSIDE 107	527747.1	243205.6	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC4	STREET LIGHT	OUTSIDE 87	527826.5	243504.7	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC4A	STREET LIGHT	OUTSIDE 63	527823.8	243502.4	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC5	STREET LIGHT	OUTSIDE 57	527829.5	243547.1	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC6	STREET LIGHT	OPPOSITE PUBLIC HOUSE	527839.5	243668.7	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC7	STREET LIGHT	OPPOSITE 14	527800.5	243799	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC8	STREET LIGHT	OPPOSITE CHURCH ST	527724.6	243897.2	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	HIGH STREET	SC31	STREET LIGHT	JUNCTION BUXTON LANE	527823	243453.5	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	NEW ROAD	SC20	POLE BRACKET	OUTSIDE 45	528434.6	244573.2	UP TO 30 MPH	WOOD	NOT HINGED
GUILDEN MORDEN	NEW ROAD	SC29	STREET LIGHT	NEAR 10	528073.3	244333.5	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	NEW ROAD	SC19	STREET LIGHT	OPPOSITE 40	528307.1	244519.8	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	NEW ROAD	SC18	POLE BRACKET	OUTSIDE 13	528108.8	244368.9	UP TO 30 MPH	WOOD	NOT HINGED
GUILDEN MORDEN	NEW ROAD	SC33	STREET LIGHT	OUTSIDE 2	528048.6	244309.5	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	POUND GREEN	SC10	STREET LIGHT	OPPOSITE WARBOYS CT	527719.4	244071.8	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	POUND GREEN	SC21	STREET LIGHT	OPPOSITE SWAN LANE	527712.9	243951.4	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	POUND GREEN	SC24	STREET LIGHT	OUTSIDE 41	527722.6	244186.5	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	POUND GREEN	SC25	STREET LIGHT	OUTSIDE 8	527721.8	244031.8	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	TRAP ROAD	SC28	STREET LIGHT	OUTSIDE 6	528062	244080.6	UP TO 30 MPH	GALVANISED STEEL	NOT HINGED
GUILDEN MORDEN	SILVER STREET	SC9	STREET LIGHT	OUTSIDE 6	527786	243588.3	UP TO 30 MPH	CONCRETE	NOT HINGED



CAMBRIDGESHIRE AND PETERBOROUGH
AGAINST SCAMS PARTNERSHIP

cambridgeshireinsight.org.uk/capasp

[@CambsPboroAgainstScams](https://twitter.com/CambsPboroAgainstScams)

[@CAPASP19](https://www.facebook.com/CAPASP19)

Just five simple steps...

... is all it takes for your parish or town council to increase the protection of local residents from the **financial** and **emotional harm** caused by scams.

Nobody knows your community as well as you do and you are best placed to make a real difference to people's lives. Here are five quick-win steps you could take to increase the resilience of local residents to scams and fraud. We encourage you to follow some or all of these steps in support of the Against Scams Partnership.

1. **Print and display scams awareness posters** on parish noticeboards and in key locations such as your village or town hall, schools, churches, pubs and post office.
2. **As many councillors as possible to become a 'Friend Against Scams'** by completing the 20 minute 'express' online training at www.friendsagainstscams.org.uk/elearning/Cambridgeshire
3. **Promote the easy online Friends Against Scams training across your community** by including the link on your parish council website, community Facebook page and in your local newsletters.
4. **Ideally identify a local SCAMchampion or champions** to spread the word on how to spot a scam. This could include having a display of information, running their own Friends Against Scams training session, holding a drop-in advice session or anything else that you can think of.
5. **Distribute scams awareness materials to the most vulnerable members of your community** and those who cannot access the internet. Perhaps your Friends Against Scams could hand deliver leaflets, hand out information at coffee mornings or give it to the organisers of local community groups and local churches to share with their members.

We told you it was simple! If you have any questions, would like to discuss any of the suggested steps above or suggest other ways you can support, please do not hesitate to contact us. We'd love to hear from you.

Anyone completing the training is eligible for a free Friends Against Scams pin badge – contact charlotte.homent@cambridgeshire.gov.uk

NatWest Community Bankers offer a face-to-face Friends Against Scams training session. Contact bernadette.merry@natwest.com (Cambridgeshire) or mohammad.chauhan@natwest.com (Peterborough) to arrange or for more details.