

Attendees:

Matt Eaton, Chair
Ray Jakes, Vice Chair
Bill Watts, Councillor

Donna Linsey, Councillor
Emmi Nicholl, Councillor
David Hurrell, Councillor

Graham Cone, CD Councillor
Claire Daunton, SCD Councillor
Tracey Thorby, Parish Clerk

Members of the Public:

Simon Harris

No	Agenda Item	Action
1.	Election of Sub Committees/Groups/Trusts:	
	Financial Sub Committee (4PCs):	1. Matt Eaton 2. Ray Jakes 3. Donna Linsey 4. Tracey Thorby Bill proposed, David seconded
	Tree Warden:	1. Bill Watts Bill proposed, David seconded
	Childes Charity Trust (4 Parishioners):	1. Gregg Foster 2. Brian Thorby 3. Andy Rowlinson 4. Jason Hall Bill proposed, David seconded
	Quy Fen Trust (2 Parishioners):	1. Bill Watts 2. James Heckford Bill proposed, David seconded
	Village Hall Representative (1PC)	1. Donna Linsey Bill proposed, David seconded
	Bottisham United Charity (1PC)	1. David Hurrell 2. Richard Watts Bill proposed, David seconded
	Quy Village Association (1PC):	1. Ray Jakes Bill proposed, David seconded
2.	Apologies: John Williams, CCC Councillor, Geoff Hall, Councillor	
3.	Members' Declaration of Interest for items on the Agenda None	
4.	Minutes from 15 January 2020 Agreed and signed as a true record.	
5.	Matters arising from previous meeting including:	
	A Cambridge C.C. Highways matter: Update provided by Local Highway Officer, CCC Highways	
	1. NM-83671 Footpath by Mr & Mrs Carr very bad. The footpath will be scraped and given slurry coating. This footpath has been patched. Will be slurry coated postponed from 25 March 2020. Advised now commencing work on 1 June 2020.	Tracey
	2. NM-83678 Wheatsheaf to offices path in a terrible state. The footpath will be scraped and given slurry coating. This has been recoated. All agreed remove from agenda.	Remove
	3. Reference: 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. Nicola advised it is still ongoing and still a work in progress. No update received from CCC Local Highways Officer.	Tracey
	4. Reference: 00314102 reported on 7 May 2019. Drain completely full of mud under grating and parishioners concerned of flooding as previously experienced here as large vehicles catch the grass verge causing mud to fill in the drain, between bungalows 77 & 79 Station Road, Stow-Cum-Quy, Cambs CB25 9AJ. David explained the drain is a constant concern as the drain and pipe after bend fills up with mud, is compacted and once dried will not clear as too compacted. When the drain is cleared out the drain/pipe going down is emptied but the mud remains in the pipe going underground and will not clear so drain gets blocked up again quickly. When rains heavy the road floods which is very concerning. John advised previously he would follow up.	Tracey

<p>5. Reference: 00325551 reported on 26 October 2019. Pinch Point on Stow Road near 31/39 Stow Road, Stow-Cum-Quy CB25 9AD. Bollard has been broken off, only posts remain. Bollard has been replaced. All agreed remove from agenda.</p> <p>6. Reference: 00335810 reported on 23 February 2020. Pothole on Main street, close to No 19 & 21 Main Street, CB25 0AD (close to Village Hall). 1 1/2ft by 1 1/2 ft, several inches deep. Could be bad incident for a person walking, cyclist or motor vehicles. Pothole has been filled in. All agreed remove from agenda.</p> <p>7. Reference: 00335811 reported on 23 February 2020. Pothole on Station Road, opposite 14 Station Road, Stow-Cum-Quy, CB25 9AJ. Pothole about 2ft by 1 1/2 ft about 3inches deep. Pothole has been filled in. All agreed remove from agenda.</p> <p>8. Reference: 00335812 reported on 23 February 202. Manholes and grating on Main Street, under hedge opposite 17 Main Street, Stow-Cum-Quy, CB25 9AB. Drain/Grating is blocked</p> <p>Tracey confirmed footpath between Stow Road and The Wheatsheaf had been completed. It was noted that weeds are starting to come through but is still a vast improvement. E-mail received confirmed full coating of footpaths along Main Street (Village Hall to Stow Road), Herrings Close and Stow Road to commence on 1 June 2020.</p> <p>Claire confirmed Church footpath is not included in slurry coating of footpaths in village but CCC Highways are aware. Tracey to report Church Road footpath on CCC Highways map. Advised as many people report as possible as moves concern up the list.</p>	<p>Remove</p> <p>Remove</p> <p>Remove</p> <p>Tracey</p> <p>Tracey/ Parish Council</p>
<p>B Internet/Website: Matt approved 'Agenda and Minutes 2020' tab, live on website and advertised how to join Webex meeting.</p> <p>'Cricket Club' and 'Pavilion' tabs will need work.</p> <p>Two photographs from 'Village Hall' tab missing, Matt advised due to link and will mend.</p> <p>All agreed remove from Agenda.</p>	<p>Matt</p> <p>Remove</p>
<p>C Rec maintenance: <u>Play Area:</u> Due to COVID19 Ray has sectioned off the play area as currently out of bounds.</p> <p><u>Pavilion:</u> Drip bead needs some maintenance, previously advised Geoff would complete in spring 2020. Geoff advised gutters require some maintenance. Geoff to attend to drip bead and gutters.</p> <p>No more moles have appeared.</p> <p>Branches are bit low on some trees for tractor to go underneath. Grant and Ray are going to resolve and add an additional fee.</p>	<p>Geoff</p> <p>Grant/ Ray</p>
<p>D Parishioners Concerns: <u>Footpath Surfaces:</u> Tracey awaiting update from CCC Highways whether grant has been obtained. Reported, raised with CCC Highways, Agenda Item 5.A.2 and provides current update. Works have started and further planned to complete the footpath surfaces. All agreed remove from agenda.</p> <p><u>Cycle path between Stow-Cum-Quy and Lode:</u> Concern raised from parishioner concerning cycle path to Lode. Hedge height at dog leg which is on Lode and Longmeadow Parish Council boundary. John was due to contact Mathew Shuter, Councillor of the ward.</p> <p>Ray contacted Fran Patterson, Parish Council for Lode and Longmeadow Parish Council to follow up the concern and action taking place after meeting in January 2020.</p> <p><u>Vehicles parking on corner to entrance/exit to Vicarage Meadow:</u> Concern raised regarding people parking badly again on the corner of entrance/exit to Vicarage Meadow on the Main Road</p> <p>Tracey has written letter and sent to Bob Smith who manages Stow Court Site. Letters have been distributed to the 8 Units on site. Parish Council will continue to monitor, Mr Smith has requested if the parking issues persist please can the Parish Council let him know and he will contact the business to reiterate the issues.</p>	<p>Remove</p> <p>John</p> <p>Ray</p> <p>Parish Council</p>

<p><u>Parking/Blocking Gateway of Island Bungalow, Quay Waters:</u> Parishioner has raised concern regarding parking and blocking the gateway at Island Bungalow, Quay Waters. 'Keep Clear' writing on lay-by for entrance to Island Bungalow, Newmarket Road, Stow-Cum-Quay CB25 9AG worn away. General public using lay-by are now blocking the only entrance/exit to the bungalow regularly and being verbally abusive when asked to move by owner or visiting family. John advised the line has been painted the 'Keep Clear' has not been written but confirmed a works order has been raised and the 'Keep Clear' will be painted.</p> <p><u>No 47 Stow Road - Tarmac 'slab' placed on shingle - Fri 21/02/2020 pm</u> Houseowner of No. 47 Stow Road was not at home Friday 21 February 2020 in the afternoon and dismayed and upset to find on her return a 'slab' of tarmac (5.5ft by 2ft) on her driveway. This tarmac has been laid on top of her 'yellow' shingle, beside a manhole which has a concrete collar around the outside. Parishioner advises there was a dip/sunken section but was planning to sort this relevant part of her driveway, several feet inside the boundary line and to purchase more 'yellow' shingle. Tracey took photographs and raised complaint with Nicola and John at how to proceed. Nicola has been to review and taken further photographs. Nicola has raising with her manager and proceed.</p> <p><u>Hedge on Church Road Overhanding:</u> Hedge overhanging footpath again, this is a constant problem. Tracey to write to parishioners.</p> <p><u>Steps opposite Village Hall to Bungalows:</u> Five steps leading to the back of bungalows to Wheelwright Way. Two lights on the steps which are wired into 1 Wheelwright Way and they are not working as parishioner pays own electricity and not going to pay for lighting so has understandably turned off.</p> <p>Ray suggested purchasing solar motion activated lights for £25.00 each, they contact 200LED. Purchasing two would resolve and address this issue. Matt proposed, Bill seconded. Ray will purchase.</p> <p>Claire advised she will investigate who the steps belong to and will raise with the housing officer.</p>	<p>Tracey</p> <p>Tracey</p> <p>Tracey</p> <p>Ray</p> <p>Claire</p>
<p>E Jackdaw Chatter: <u>Jackdaw Chatter Award:</u> Jackdaw Award 2019. Jackdaw Chatter Award Committee is Donna, David, Geoff require to review the articles written in Spring, Summer, Autumn and Winter 2019 additions of the Jackdaw Chatter and advise at March 2020</p> <p><u>Jackdaw Chatter Content:</u> Articles need to be submitted by first week in June 2020. Items to be included: Tree planting – rec and allotment/cemetery.</p>	<p>David / Donna / Geoff</p> <p>Matt</p>
<p>F First Aid Training: A 2.5hr training session covering initial assessment of casualty, CPR and use of the AED. The session can have up to 12 people for a cost of £75.00 (plus hire of village hall/hut). From experience other parishes have held these sessions for Parish Councillors and parishioner and charge £10.00 pp to confirm their place (money lost if they do not attend).</p> <p>No further interest has been shown and due to current COVID19. All agreed to remove from agenda.</p>	<p>Remove</p>
<p>G Planting Trees: Brought six trees and three planted in rec by Ray and three planted in Cemetery/Rec by Matt. Tracey should have removed from agenda.</p>	<p>Remove</p>
<p>H Jim Watts: Plaque has been designed and kindly being engraved for free.</p> <p>All agreed remove from agenda</p>	<p>Remove</p>
<p>I Cycle path hedge – cutting: Truelink have cut hedge and invoice received.</p> <p>All agreed remove from agenda.</p>	<p>Remove</p>
<p>J Precept: Precept of £10,650.00 First Quarter, £2,662.50 paid April 2020. Second Quarter £2,662.50 paid May 2020 Third and Fourth Quarter, £5,324.00 will be paid together in September 2020</p> <p>All agreed remove from agenda</p>	<p>Remove</p>

<p>K Orchard Street – hedge overhanging footpath: The hedge outside 12 Orchard Street hangs over the footpath about 3 feet. Matt has spoken to the family and no action. Tracey wrote on behalf of the Parish Council on 16 March 2020. No action so Parish Council agreed by e-mail to send further letter, giving certain amount of time, and then escalating to CCC Highways. Tracey posted letter 18 May 2020 and they have until 14 June 2020 (4wks) to clear footpath.</p>	Tracey
<p>L The Wheatsheaf: Work has taken place at The Wheatsheaf but due to COVID19 no further action has taken place. Rumour has the that the people at The Five Bells in Burwell have taken on The Wheatsheaf. Time will tell.</p> <p>All agreed remove from agenda.</p>	Remove
<p>M Road Safety Improvements B1303 – Trees: In February 2020 Chris Foyle, Project Manager (Development, Highways Project and Road Safety advised “Following the tree removal along the A1303 local parishes have been offered replacement trees to plant to mitigate the environmental effects of the safety scheme. Each interested party can claim up to 15 trees to plant in areas approved by Cambridgeshire Highways. Should any of these locations be on parish owned land and not adjoin the highway then permission will not be needed. The types and sizes of tree can be discussed between us to ensure suitable species are purchased for the given location. In general a mixture of native, semi-mature species would be preferred.”</p> <p>Tracey responded back to Chris Foyles “Regarding planning to plant the trees, we are going to discuss in more detail at our meeting on 18 March 2020 but it has been suggested that 6 trees could be planted on the boundary of our recreations ground, 3 trees could be planted on the boundary at the allotments (all Parish Council Land) and 3 trees in the churchyard or surrounding area and further suggestion that trees could be placed on the small green/island in Herrings Close.</p> <p>Your previous e-mail advised 'The types and sizes of tree can be discussed between us to ensure suitable species are purchased for the given location. In general a mixture of native, semi-mature species would be preferred.'. I presume after we have confirmed the areas to plant the tree at our meeting this month, discussions can be held regarding types, size etc?</p> <p>On another note, I attended a meeting at Bottisham Parish Council on 4 December 2017 as CCC Highways were making a presentation regarding the A1303 Road Safety Improvements. CCC Highways did advise no trees would be removed and informed that the safety barriers would be put in, but they would be the 'wooden' effect safety barriers, this was raised as a concern as the 'metal' looking ones are a severe look. I note the safety barriers are the 'metal' looking ones and wondered who made the decision to change them from the 'wooden' effect safety barriers which we were informed and assured about on 4 December 2017?”</p> <p>Chris Foyle advised in March 2020 “present 15 trees are available. More could become available should the other parish’s not require all 15.</p> <p>Yes, once locations are agreed we can discuss species etc. In general I am happy to go with your request, we just need to be mindful that we do not plant anything that is difficult to maintain or causes any other problems.</p> <p>With regards to your other question. We had to remove trees in locations where it was not possible or financially viable to install barrier in accordance with the legal requirements. Wooden clad barrier was an option that was investigated, but was not pursued as it was unaffordable and is also a maintenance liability. This decision was made by the project board which was chaired by Andy Preston, who was the Highway Projects and Road Safety Manager at the time.”</p> <p>Ray advised they have not removed as many trees as planned but several metal barriers are now present.</p> <p>Cannot plant trees for six months. Tracey to contact Chris Foyles to advise are we able to go ahead but later in year? What times do they require to make decision?</p> <p>Parish Council discussed places to plant trees and the following were suggested:</p> <ul style="list-style-type: none"> • Hedge in between the allotment and cemetery, take 3-4 trees (Parish Council Land) • The Recreation Ground, depends what size to how many (Parish Council Land) • Quy Mill Driveway field on corner (Cambridgeshire County Council Land) 	Tracey
<p>N Annual Parish Meeting: Annual Parish Meeting on 22 April 2020 postponed. Government have changed the regulations for this year and no Annual Meeting required for 1 April 2020 to 31 March 2021.</p> <p>All agreed to remove from agenda.</p>	Remove

	<p>O Review of Complaint Procedures: Tracey has drafted Complaint Procedures. Amendments suggested by Parish Council. Tracey will amend and e-mail around to Parish Council for further comments. Tracey advised the latest version has corrupted and she will have to redo and resend to Parish Council.</p>	Tracey						
	<p>P Cambridge United Football Club Ground: Moving the current football ground to opposite Quy Waters. Will not know any further information until the 'call for sites' is made public.</p> <p>All agreed remove from agenda</p>	Remove						
	<p>Q Three Tree Free Scheme: Tracey applied for the £60.00 voucher from SCDC and Bill used voucher collected three small trees (or one larger tree). Brought one tree for £70.00 and the bit and pieces and brought two trees for £15.00 from another venue.</p> <p>All agreed remove from agenda.</p>	Remove						
6.	<p>Agenda items</p> <p>A Review Fees: Recreation Maintenance: £330.00 per six months (last increase 1 January 2019).</p> <p>Parish Clerk: £10.00 per hour, 25hrs per month (last increase 1 January 2019). Increase to £11.00, Ray proposed £1.00 increase and David seconded, agreed commence 1 June 2020. Tracey to provide Matt with payroll contact.</p> <p>Allotment Fees: £25.00 per plot per year. Parish Councillors reviewed and agreed to remain the same.</p> <p>Cemetery Fees: Parish Council agreed to keep the same.</p> <p><u>Cricket Fees:</u> Usually we received £286.00 from Cherry Hinton Cricket Club but due to COVID19 Tracey has not current sourced. Parish Council agreed not to source as doubt any cricket will be played this year. If any cricket is played there will be a review. Tracey will e-mail Martyn to advise.</p> <p>All agreed remove from agenda.</p> <p>B Bench Down Avenue: Wooden bench down avenue blown over in Storm Denis in February 2020 and was destroyed. Andy Rowlinson kindly donated the bench. Bill advised he has received complaints. Bill commented in the Jackdaw Chatter that "he hoped the Parish Council would purchase a bench with a back on it".</p> <p>Parish Council did not feel they should necessarily purchase bench with back, split review. Ray (and Margaret) kindly offered his second wooden bench from garden. Bill will be collected from Ray and place alongside the metal bench with no back.</p> <p>All agreed remove from agenda.</p> <p>C St Mary's Church Car Park Fencing: Bill raised by e-mail on 18 February 2020 to advised several of the church green car parks posts were broken at ground level. Bill offered to source a quote, Ray suggested wood treatment would also be required.</p> <p>17 March 2020 James Heckford provided quote:</p> <p>"8 posts need replacing each post will cost £5, totalling £40</p> <p>Put post-concrete in each post if you like that will strengthen them and help stop them falling over again will add £2.50 for each post.</p> <p>For the creocote which is a substitute for creosote, I reckon I will need to get two 20 L drums in light brown, costing £45 each and should take me 4 hours max I think to paint all the posts but could take longer, Ideally two coats would be applied but I would need to get more creocote.</p> <p>Labour</p> <table data-bbox="197 2063 738 2152"> <tr> <td>£ 10 per post</td> <td>£80</td> </tr> <tr> <td>£ Creocote posts and rails</td> <td>£80</td> </tr> <tr> <td>Total</td> <td>£160</td> </tr> </table>	£ 10 per post	£80	£ Creocote posts and rails	£80	Total	£160	<p>Tracey/ Matt</p> <p>Tracey</p> <p>Remove</p> <p>Bill</p> <p>Remove</p>
£ 10 per post	£80							
£ Creocote posts and rails	£80							
Total	£160							

<p>Posts each @ £5 X 8 £40 Concrete @ £2.5 per post X 8 £20 Creocote 20L drum @ 45 each X 2 £90 Total £150</p> <p>Grand Total £310”</p> <p>Ray advised the Parish Council should accept but not have the posts concreted but wrap base in plastic. The rec ones broke off at ground level because the plastic did not reach ground level! Matt agreed.</p> <p>Bill informed James. Bill advised there is a current detail as James unable to get products due to COVID19 and not all products able to get as not classed as ‘essential’. No rush, as and when James can complete.</p>		James
<p>D Quoy Fen Trustee: Chris Butler has been one of Quoy Fen Trustee for several years but has decided to stand down.</p> <p>James Heckford was suggested would make an ideal trustee to take Chris’s place. Tracey e-mailed James on behalf of the Parish Council on 9 March 2020 asking if he would consider the Quoy Fen Trustee position, alongside Bill Watts. There are only three meetings held each year but if James would like to be more involved in some of the projects that need to be organised, he would be most welcome. This is an entirely voluntary post but hope that James would enjoy the involvement in this role.</p> <p>We had a Parish Council Meeting planned for Wednesday 18 March 2020 James confirmed on 17 March 2020 that he would be interested in the role. Bill Watts proposed James Heckford to become Trustee on behalf of Stow-Cum-Quoy Parish Council for Quoy Fen Trust on 18 March 2020 via e-mail and Ray Jakes (Vice Chair) seconded the proposal via e-mail on 18 March 2020 and is recorded in our minutes. Bill informed James and once approved a copy of these signed minutes will be provided to Andy Clarke, Secretary to Quoy Fen Trust.</p> <p>All agreed remove from agenda.</p>		Tracey Remove
<p>E CAPALC Affiliation Fee: Affiliation Fee for the period 1 April 2020 to 31st March 2021 Annual membership fee to be paid before 30 April 2020 is: £269.81 Data Protection Officer Membership Scheme For the period to 31 March 2021 £50.00 (Optional) TOTAL amount including DPO Membership Option: £319.81</p> <p>Tracey advised that CAPALC and NALC had been and continue to be extremely helpful and support through the COVID19, with help, support and guidance.</p> <p>Tracey e-mail Parish Council on 21 April 2020 for vote ‘yes’ continue or ‘No. Voting: 7 voted yes.</p> <p>Tracey raised cheque and the Parish Council have renewed.</p> <p>All agreed remove from agenda.</p>		Remove
<p>F Quoy Fen Trust have applied for Countryside Stewardship and request the approval of this Parish Council: <u>Letter from Bill Watts, Chairperson of Quoy Fen Trust dated 11 March 2020:</u> You will know that Quoy Fen, some 72 acres of grassland which is situated within Quoy Parish Boundary, is jointly and equally owned by the Parish Councils of Quoy, Fen Ditton and Horningsea. Quoy Fen is a SSSI (Site of Special Scientific Interest) and is managed by Quoy Fen Trust, on behalf of the three parishes. The site is so designated because of the very rare species of flora and fauna which live there, and in several cases are only found in one or two other places in the UK.</p> <p>We are writing to you because we need your help in securing Countryside Stewardship funding to support the Trust in looking after Quoy Fen.</p> <p>Before getting to the detailed request for help, I would like to tell you some of the site’s history. It was probably allocated to the three villages when the Fens were drained. It was designated Common Land where all residents of the three villages could roam. This continues to this day, but in addition public footpaths cross the Fen where everyone can walk.</p> <p>While all villagers could roam there, only those with common rights (usually farmers, smallholders, and other leading village figures) could cut hay, pea sticks, peat, and pick up firewood there. My mother recalled spending many happy days there in her childhood around 1912. She would recall that there were always several children there from each of the three villages playing while their fathers, mostly smallholders, worked.</p>		

In the 1830s coprolites were found there, and an industry which, at its height employed over 30 workers dug these for export to London, and in doing so dug out "The Cut", which is now so much of a feature of the Fen. I am told it was once as deep as Quy church is high (probably 60 feet). I am not sure how this work affected the common rights, but there would still have been a very large area for hay and wood gathering.

Probably during the second world war, it was decided to fence the whole Fen and rent it out for grazing. The Fen was also partly ploughed up at one stage, but this caused uproar in the three villages, and it was quickly returned to grassland. Presumably from the time it was fenced as one field the common rights holders would have lost the right to take their horses and carts down there and cut hay and sticks, but I am told they reserved the right to roam and no bull was ever allowed. I also think that at this time it was agreed that all profits should be divided equally into three and allocated to the three villages.

In the 1950's the government nature conservation body (now Natural England) proposed that the site be designated as an SSSI. This imposed many restrictions to its management and I remember in my youth there were many open village meetings in all three villages to discuss this. The main bone of contention was that it was (and still is) decreed that a maximum of 30 cattle could graze it through the summer, when the norm for 72 acres at that time would be about 72. Thus the villagers contested the rental value would be less than half what it had been. Also as no sprays or fertilisers would be allowed it would cost much more to maintain the area in keeping weeds at bay. It was eventually agreed that it could be an SSSI provided English Nature would pay to Quy Fen Trust annually the difference in cost that making it an SSSI would incur.

The SSSI designation took place in 1959 and around this time the parishes established the Quy Fen Trust as a registered charity. A constitution was drawn up setting out how the Trust would operate and the interests of each of the three parishes would be represented. This was approved by the Charity Commission and is in effect the constitution which we still work by today. This document stated that there would be seven trustees who managed the Fen. These trustees would be nominated annually, 2 by each of the three Parish Councils plus an environmental expert nominated by in effect Natural England or similar body.

It also laid down that 1/3 of the profits, if any, were each year to be allocated equally to each of the village accounts but retained by the Trust until needed. Each Parish Council could apply for money from their account, and it would be released by the Trust as long as the Trust was happy that the amount asked for was for a scheme which would benefit that whole village, with a preference for environmental projects. Over the years all three of the villages have applied for and received several donations from their accounts, thus the amounts held are different, although each year when profits allowed, an equal amount has been added to each fund. The Quy account held by Quy Fen Trust currently stands at £1762.85. The Horningsea account at £1459.25, and the Fen Ditton account at £1700.

After the advent of agri-environment schemes, Natural England (and their predecessor bodies) have agreed a formal Countryside Stewardship agreement with the Quy Fen Trust. This sets out the management that should be undertaken in return for an annual payment to "compensate" for adhering to the less intensive management necessary to conserve and enhance the natural environment of Quy Fen. Additional grant has on occasions been paid for capital works to improve the management of the Fen. Details of the agreement always have to be submitted first to Natural England for their approval.

Our last Stewardship scheme ran from 2008 and expired in 2018. The maintenance grants included payment to annually mow the whole area once, to pull ragwort by hand if necessary, cut hedges, and mow glade ways through the scrub and graze up to 30 cattle. These have normally amounted to £3-4000 per year. The capital grants have helped pay for digging new ponds, pollarding willow trees, clearing areas of overgrown scrub to form new glade ways, and setting new hedges etc. These amount to an estimated cost of the job required, but have totalled over £20,000 over the years.

Now I come to the reason why I am writing this letter to you. Responsibility for administration of the Countryside Stewardship scheme has transferred from Natural England to the Rural Payments Agency and with this a new set of rules have been introduced. These include more onerous rules surrounding Common Land such as Quy Fen. We applied for a new Stewardship agreement last year, but it has failed because of these new Common Land rules.

The new rules require us to consult with all common rights holders (are there any?) and give them a chance to comment on the Stewardship application. We must also prove that we have done so. As the common rights are held equally amongst parishioners in the 3 parishes, the only effective way for us to meet this new test is for our application for Countryside Stewardship to be advertised, discussed and formally agreed at each of the Parish Council meetings.

Without a Stewardship agreement the Trust will have to use existing funds to carry out the essential maintenance work (much of which is a legal duty as landowner). This will reduce the management we will be able to organise and also reduce the surplus funds available to support the three Parish Council funds.

<p>We therefore wish to re-apply for Countryside Stewardship in 2020, to cover the next 5 years, but to do so we need each Parish Council's help. Please could your Parish Council:</p> <ol style="list-style-type: none"> Advertise as an Agenda item for a Parish Council Meeting that "Quy Fen Trust have applied for Countryside Stewardship and request the approval of the Parish in submitting the application." This meeting advert to be displayed for seven days before the said meeting. Ensure that the application is discussed at an open Parish Council meeting, where objections could be heard. That the agenda item be formally minuted, and the Parish Council endorse the application. That a signed copy of the minutes for this meeting be sent to Quy Fen Trust secretary. <p>This information is required by end July, but could be sooner, please. I am sure you will realise that without at least this maintenance grant we would not be able to maintain Quy Fen in its current state.</p> <p>I look forward to receiving a copy of your meeting's minutes as soon as you are able to process this request. If you have any detailed queries please do get in touch, or speak to me ,or one of your parishes nominated representatives on the Quy Fen Trust.</p> <p>Tracey placed the posters on the noticeboards on 24 April 2020. Advertised on Agenda which was advertised on noticeboards and village website.</p> <p>Stow-Cum-Quy Parish Council Endorse the application, Matt Proposed, Donna Seconded.</p> <p>Once approved a copy of these signed minutes will be provided to Andy Clarke, Secretary to Quy Fen Trust.</p> <p>All agreed to remove from agenda.</p>	<p>Tracey</p> <p>Remove</p>
<p>G Zurich Insurance: Invoice received for £1,760.85, Tracey will raise a cheque.</p> <p>Tracey raised do we need to advise Zurich about the play equipment which was remove and the new addition to the play equipment at the rec? Ray will update Zurich and will send e-mail and picture</p> <p>All agreed to remove from agenda.</p>	<p>Tracey</p> <p>Tracey</p> <p>Remove</p>
<p>H COVID19: Great community spirit. Emmi and Mat have produced a volunteer group/database so any requests of help and support are able to actioned as soon as possible. Prad and Twinkle at the village shop/Post Office have been a amazing help and support and are certainly looking after their parishioners! Ray has kindly produced and provided food parcels to some parishioners.</p> <p>Flyers and letters have been provided to parishioners through this time. Great support has been received by SCDC, CAPALC, NALC but mostly parishioners.</p> <p>Tracey advised she has prepared a further letter, but Parish Council did not feel any need to send another letter out. Emmi advised the village has about 45 volunteers, 5 requests. Ray will not give out any more food parcels unless requested.</p> <p>Bill advised Jean will commence collecting donations for Newmarket Open Door, donations able to be left at Village Post Office. Ray will advise Prad and Twinkle.</p>	<p>Ray</p>
<p>I Allotments: Two plots were given up, one due to moving out of village. Tracey advertised on village noticeboard and both plots have new tenants.</p> <p>All payments received, one cheque to bank but difficult due to COVID19. Tracey requires to scan and e-amil the tenancy agreements she has received, the outstanding signed documents is due to COVID19 which Tracey will resolve.</p> <p><u>Concern Raised regarding Yearly Fee due to COVID19:</u> The allotment contracts for 1 April 2020 to 31 March 2021 have been dispatched. One of the allotment plot tenants is surprised that the Parish Council has not 'waived the charge this year, in view of the restricted usage and lack of access to garden centre to buy seed etc due to COVID-19 and asked that Tracey raise this with the Parish Council'.</p> <p>Tracey e-mailed the Parish Council on 2 April 2020 regarding this concern raised and requested the Parish Council voted either 'yes' or 'no' as to whether the Parish Council should waive the yearly charge of £25.00 per plot for each tenant this year.</p>	<p>Tracey</p>

<p>Voting 6 No, the Parish Council should not waive the fee 1 Sustained as Declared an Interest.</p> <p>It was noted that allotment holders were still able to attend to their plots and already have produce planted. The Parish Council agreed this could be assessed on an individual case if there is a tenant who has found him/herself in financial difficulty because of Coronavirus. Tracey advised the allotment plot holder.</p> <p>All agreed remove from agenda.</p>	Remove
<p>J Dog Poo: Dog poo is not being picked up in the fields and is affecting farmers grazing their cattle. If the cattle are pregnant the cow could abort calf. No point purchasing signed to put up. Ray will produce sign and print sign and Donna will laminate them.</p> <p>Move item to 'Parishioners Complaints'.</p>	Ray Move
<p>K Public Footpath (Avenue to Station Road): People from village and external walkers are not adhering to the public footpath down the avenue and across the field, coming out opposite Bush Farm, or vice versa. Primrose Walk is only supposed to be privilege to parishioners but that is not the case.</p> <p>For those which walk round all the fields (or across as they please), are actually on private land. This used to be a privilege for villagers but there are too many other people who come walking in village who then think it is alright. There was also an incident when a dog got in with the sheep and mauled one and caught three others and they were not from the village and walking round the 'big park'. People do not walk on the perimeter of the field (which is growing grass to be cut and turned into hay – always has been) but dog poo is not cleared up and people leave their rubbish on the floor which is then baled and potentially fed to livestock/animals.</p> <p>Tracey has designed notice but unable to print. Tracey has not managed to view before the meeting but been advised signage is not clear enough. Parishioners have been arguing with other people who are not sticking to public footpath. Bill and David clarified if you walk down the avenue (from Orchard Street) to Bush Farm, you are supposed to go through both the kissing gates as the public footpath runs along the fence in bottom field (barbed wire fence to your right) which leads you in a straight line to kissing gate opposite Bush Farm (and one in between). Discussed there was an additional sign with 'Public Footpath' with arrow. If the bull was in the bottom field (years ago) then you could walk along the other side of fence and there is a kissing gate at the other end.</p> <p>Bill kindly agreed to take look as said there used to be a clear sign. Bill can look for sign with arrow and David or Matt would dig the hole if additional post required.</p> <p>Move item to 'Parishioners Complaints'</p>	Bill Move
<p>L Duck Pond/Parking: The sign warning peoples 'thieves in action' has been removed and taken away.</p> <p>3-4 cars have been broken into whilst owners have gone for a walk (though I believe they have left items on show). Also unwanted visitors have been noticed later in the evening. Tracey raised this with Julie, PSCO on 30 April 2020. Julie advised she would go to area to view and place more signs, but Tracey has not managed to visit Duck Pond to check. Ray confirmed PSCO have been and put two signs up at the duck pond and gave Ray one who has put on at top of avenue</p> <p>Bill seeking a good clear sign, like what was previously on show.</p> <p>Move item to 'Parishioners Complaints'</p>	Bill Move
<p>7. Claire Daunton, District Councillor report: South Cambs District Council – separate attachment Claire Daunton and John Williams: Combined Authority – separate attachment Graham Cone, Conservative District Councillor report: Separate attachment.</p>	
<p>8. Correspondence: <u>Proposed changes to planning decision procedures at SCDC:</u> Parish Council agreed they would like to retain the current system, as agreed Tracey wrote to Cllr Smith and Cllr Daunton.</p> <p><u>Eastern Access Transport:</u> Parish Council would like a briefing from GCP. Tracey to invite to March Meeting. Unable to attend and as May meeting first virtual meeting and large agenda perhaps next meeting. Claire advised give Eastern Access a short while and invite to a meeting later in year, early next year.</p>	Tracey Tracey

9.	Cheques In:	£70.00	M Gaskin	£65.00 R Burgess Plot, £5.00 donation to church
		£400.00	Quy Village Hall	Donation towards VH floor
		£50.00	G Clarke	Allotment Plot 5 & 9
		£520.00	TOTAL	
	Cash In:	£-		
		£-	TOTAL	
	Bacs In:	£2662.50	SCDC	¼ of precept
		£40.00	Ivett & Reed	Additional Inscription
		£25.00	C Reid	Allotment Plot 6
		£25.00	J Lamming	Allotment Plot 8
		£25.00	J Bell	Allotment Plot 4
		£25.00	K Harris	Allotment Plot 7
		£25.00	D Levy	Allotment Plot 1
		£2662.50	SCDC	¼ of precept
		£25.00	D Kerney	Allotment Plot 10
		£50.00	M Eaton	Allotment Plot 2 & 3
		£5,565.00	TOTAL	
		£6,085.00	GRAND TOTAL IN	
	Bacs Out:	£57.29	E On	Pavilion Electricity
		£31.71	Cambridge Water	Cemetery Water
		£27.96	Cambridge Water	Pavilion Water
		£17.16	OPUS	Street lighting: Wheelwright Way: 20.01.20 - 29.02.20
		£6.17	OPUS	Street lighting: The Square: 20.01.20 - 29.02.20
		£46.17	O On	Pavilion Electricity
		£12.56	OPUS	Street lighting: Wheelwright Way: 01.03.20 - 31.03.20
		£5.05	OPUS	Street lighting: The Square: 01.03.20 - 31.03.20
		£204.07	TOTAL	
	Cheques Out:	£131.88	Mr M Eaton	Heart Internet
		£250.00	Miss T Thorby	Clerk Wages (January)
		£82.90	Miss T Thorby	Broadband & Mobile (Nov & Dec), Ink Cartridges
		£52.00	Mr R Jakes	Moles and Keys cut
		£28.80	JS Electricals	PAT test Pavilion
		£14.40	Cambridge Payroll Limited	Parish Clerk Payroll
		£250.00	Miss T Thorby	Clerk Wages (February)
		£492.00	Truelink Ltd	Cycle path hedge
		£14.40	Cambridge Payroll Limited	Parish Clerk Payroll
		£5.00	Stow-Cum-Quy PCC	Donation from R Burgess
		£250.00	Miss T Thorby	Clerk Wages (March)
		£720.00	Gaskins Brothers Ltd	Village Hall Wall
		£14.40	Cambridge Payroll Limited	Parish Clerk Payroll
		£94.04	Miss T Thorby	Broadband & Mobile (Jan, Feb & Mar)
		£34.95	Mr R Jakes	Varnish Rec & COVIID19 Flyer
		£250.00	Miss T Thorby	Clerk Wages (April)
		£319.81	CAPALC	Affiliation Fee and DOP
		£14.40	Cambridge Payroll Limited	Parish Clerk Payroll
		£250.00	Miss T Thorby	Clerk Wages (May)
		£3,268.98	TOTAL	
		£3,473.05	GRAND TOTAL OUT	
10.	Balance of accounts:			
	C/A £5,698.80			D/A £6,330.61
				Plus £11,816.63 Mr H Legacy
11.	Planning Applications/Update:			
	S/0054/20/VC			
	Removal of condition 7 (Removal of Permitted development rights) pursuant to planning permission S/1929/13/FL Church View, Newmarket Road, Stow Cum Quy, Cambs CB25 9AQ			
	No plans to view so nothing to consider. Recording brought to Parish Council's attention.			

	<p>S/3737/19/FL (incorrect SCDC reference number advertised on Agenda) Proposed part conversion of existing open sided barn into 2 no. new laboratory facilities, new link corridor, internal office alterations, new amenities building with covered cycle stands and cooling plant enclosure. Antenova Ltd, Farfield House, Albert Road, Stow-Cum-Quy, Cambs CB25 9AR (eg Technology Ltd)#</p> <p>SCDC Approved on 29 January 2020.</p> <p>S/3907/19/FL Single storey rear extension and single storey front porch extension. 32, Church Road, Stow Cum Quy, Cambs CB25 9AF</p> <p>SCDC Approved on 6 January 2020.</p> <p>Also the following has been approved as work has commenced on site:</p> <p>S/3792/19/FL Removal of existing garage, alterations to existing externals, plus side and rear extension to form two storey dwelling 31, Stow Road, Stow Cum Quy, Cambridge, CB25 9AD</p> <p>SCDC Approved on 23 March 2020.</p>	
12.	Items for Raising:	
	<p>A Suckers (outside bungalows on Stow Road): Sucker under trees outside the bungalows on Stow Road need remove. Tracey requested to ask Richard if he would remove and add to invoice. Parish Council agreed.</p>	Tracey
	<p>B Bottisham, Swaffham and Horningsea Greenways – GCP Consultation and Outcome: Bill raised concern when we will find out about where planned cycle path will go. No contact since we responded to consultation.</p> <p>Matt agreed we cannot just wait to receive response and is going e-mail Greater Cambridge Partnership regarding the consultation and outcome.</p>	Matt
13.	<p>Date of next meeting: Wednesday 15 July 2020 at 19.30hrs Wednesday 16 September 2020 at 19:30hrs Wednesday 18 November 2020 at 19:30hrs</p>	