

Attendees:

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

Geoff Hall, Councillor
Donna Linsey, Councillor

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

Members of the Public:

No	Agenda Item	Action
1.	Welcome:	
2.	Apologies: David Hurrell, Councillor, Emmi Nicholl, Councillor	
3.	Members' Declaration of Interest for items on the Agenda None	
4.	Minutes from 15 July, 29 July and 10 August 2020 19 July minutes amended. All agreed and signed as a true record.	
5.	Matters arising from previous meeting including:	
	<p>A Cambridge C.C. Highways matter: Update provided by Local Highway Officer, CCC Highways</p> <ol style="list-style-type: none"> Reference: 00335812 reported on 23 February 2020. Manholes and grating on Main Street, under hedge opposite 17 Main Street, Stow-Cum-Quy, CB25 9AB. Drain/Grating is blocked. CCC Highways Officer advised 16 April 2020 to inform you that works have already been ordered for the cleansing of the gully. Reference: 00341048 reported on 14 June 2020. Footway pothole/trip hazard on Church Road, Stow-Cum-Quy. Church Road Footpath damaged, broken, shallow potholes, broken surface. Difficult for people with mobility issues, mobility equipment, push chairs etc. CCC Highways Officer advised refer to e-mail Tracey was sent on 15 June 2020, Tracey has not received so has request to be resent. Reference: 00341735 reported on 22 June 2020. Damaged bollard on Stow Road, Stow-Cum-Quy, on B1102 near crossroads. Hazard yellow bollard destroyed. 26 June 2020 automatic response "We are pleased to confirm that work has been ordered to address this issue which should be carried out within the next 12 weeks, subject to weather conditions." Awaiting new bollard. <p>Tracey needs to raise 'give way' sign for pinch point in church road planted foot or so into footpath. Tracey has taken pictures.</p> <p>David raise drain opposite 20 Station Road is full of mud and is sinking. Concerned there is a danger it could collapse. Tracey to take photograph and raise.</p> <p>Parishioners have raise concerned regarding Station Road near Bush Farm to river, flooding is very bad, verges need cutting back as encroaching on road and road has narrowed considerably. Tracey to raise.</p>	Tracey Tracey Tracey Tracey Tracey
	<p>B Rec maintenance: <u>Gate Post:</u> Gate at back near offices, the two posts have rotted, and Ray has spoken to James who will replace.</p> <p>Does office want the extension before we place new posts in place as they will be moving the fence. Tracey confirmed no further contact received from Malcolm. Ray has offered to go to offices to see if Malcolm available or if offices are aware they want the extension before James replaces the posts. Once James has completed the work, if the offices do wish to extend their parking they will require to pay for fencing/entrance to be altered.</p>	James Ray
	<p>C Parishioners Concerns: <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>	Parish Council

<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. Reference: 00308838, 14 June 2020 automated response from CCC Highways "We are pleased to confirm that work has been ordered to address this issue which should be carried out within the next 12 weeks, subject to weather conditions." Geoff confirmed this has been completed. All agreed remove from agenda.</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>Tracey awaiting further update from CCC Highways. Parishioner has not received any contact directly and currently Tracey is awaiting further update as has not received any updates. Parish Council discussed and agreed the Parish Council were unable to help any further as not receiving any responses. It is between the parishioner and CCC Highways, Tracey to advise parishioner.</p> <p><u>Hedge on Church Road Overhanding:</u> Hedge overhanging footpath again, this is a constant problem. Parishioners have attempted to cut but more needs to be cut back. Agreed Tracey to write to parishioners again to say 'thank you but requires to be cut back to boundary/edge of footpath and this is a very narrow footpath', CCC Highways have reviewed and agreed recently and the Parish Council will escalate to CCC Highways.</p> <p>Parish Council discussed in detail, CCC Highways has reviewed hedge with Geoff and Matt as a opportunity arose as CCC Highways Local Office came to review the footpath surface on Church Road. Tracey advised two households have been written to twice, one were going to cut their hedge back, other household were not happy to receive letter or cut hedge back further as may kill hedge and this has not been an issue before. Tracey advised parishioner had been informed would update Parish Council and will be raised at this meeting and informed they are welcome to attend. Parish Council agreed to escalate to CCC Highways to resolve, Tracey to raise. This also includes the footpath outside 12 Orchard Street.</p> <p><u>Public Footpath (Avenue to Station Road):</u> 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>Bill has got signs and posts, Matt to help dig holes to erect signs.</p> <p><u>Duck Pond/Parking:</u> New Noticeboard with 'thieves in action' sign and sign regarding Primrose Walk, Matt to dig hole.</p> <p><u>Church Road Footpath Surfaces:</u> Church Road has not been resurfaced and condition is very poor. 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.</p>	<p>Remove</p> <p>Tracey</p> <p>Tracey</p> <p>Tracey</p> <p>Bill / Matt</p> <p>Bill / Matt</p> <p>Tracey</p>
<p>D 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 September 2020.</p> <p>Parish Council voted as to whether to continue. QVA should decide whether to continue award. Parish Council to not continue, leave to QVA. All agreed to remove from agenda.</p>	<p>Remove</p>

<p>E 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. Parishioners have attempted to cut but more needs to be cut back. Agreed Tracey to write to parishioners again to say ‘thank you but requires to be cut back to boundary/edge of footpath’ and will escalating to CCC Highways.</p> <p>Wrote to parishioners on 23 July 2020, approval sought from Matt and Ray before sending. Parish Council agreed to escalate to CCC Highways to resolve, Tracey to raise. Move item to ‘Parishioners Concerns’.</p>	Tracey / Move
<p>F Road Safety Improvements B1303 – Trees: Chris Foyles, Project Manager (Development, Highways Project and Road Safety) responded on 28 July 2020: “ Hi Tracey,</p> <p>Thanks for your email it has jogged my memory as I am also only just getting back into a “normal” working routine.</p> <p>Yes the offer of trees is still open and, depending on if the other parishes are still interested, we can supply 15 trees to each parish. More will be available if anyone is no longer interested. If they are going to be planted on parish land, then you can specify any types you would like. If you are not sure I can get some recommendations for you.</p> <p>We are likely to order from Barchams near Ely if you want to take a look at their website?</p> <p>Kind regards</p> <p>Chris”</p> <p>Matt volunteered Bill to look at trees at Barchams. Tracey will find the previous suggestions of where to put trees and e-mail out to Parish Council.</p>	Bill Tracey
<p>G Bottisham, Swaffham and Horningsea Greenways – GCP Consultation and Outcome: The consultation has been completed. GCP assembly approved funding. Executive Board to receive recommendations and detailed consultation to see what the final route will look like.</p>	
<p>H Local Highways Improvement 2021/22: Changing the lay-by on Stow Road, near crossroad to a ‘Bus stop’. If the bus is unable to pull into layby it is high risk that an accident will happen due to pinch point being very close and poor view for traffic travelling either route. Previously suggested to apply for LHI for the lay-by to be marked as a ‘Bus Stop’</p> <p>Matt will submit application very shortly. Applications need to be submitted by Sunday 27 September 2020.</p> <p>John was looking into new tester regarding painting on the roads to give impression of a speedbump. This has worked in other areas; Cambridge is not interested and does not feel is worthwhile doing.</p>	Matt
<p>I Anglia Water’s Cambridge Waste Water Treatment Plant Relocation: Letter/flyer provided to all residents to advise of Parish Council’s response to consultation and explanation why. Matt submitted response to consultation on behalf of Parish Council and has e-mailed round. Wait further information.</p>	
<p>J Annual Returns: Peter Reece has completed the Annual Return. Parish Council require to purchase a couple of bottles of wine to thank Peter.</p> <p>All agreed remove from agenda</p>	Tracey Remove
<p>K Bench Down Avenue: Ray has fixed bench down avenue.</p> <p>All agreed to remove from agenda.</p>	Remove
<p>L Footpath Signs Leading to Quy Fen: Bill wrote to CCC Highways to place one on Brittle Drove leading to Quy Fen and one round back of stables across field to Quy Mill Hotel. Matt advised there is one on Brittle Drove on the railway line but is not noticeably clear as the sign is behind you. Matt and Bill will have review.</p>	Matt / Bill

6.	Agenda items	
	<p>A Recreational Facilities Improvement Request: Letter requesting the Parish Council to consider making improvements to the current recreational facilities in the village</p> <p>“Play provision and recreational opportunities in the village are currently extremely limited. Children, young people and adults that live here don’t have access to suitable, well designed recreational space/facilities. Neither are they fully accessible to those with disabilities.</p> <p>The recreational ground on Albert Road is the only area of designated play space in the village. The current standard of facilities is low and needs improving with a shortfall of 0.33 ha of play space identified. The LEAP (Local Equipped Area for Play) is only designed for children under 8 years of age. A poll published in the Stow-cum-Quy group on Facebook revealed that villagers want to see an improvement in recreational facilities. Comments on the post showed that parishioners thought current facilities were limited and a need for a greater variety was expressed. Suggestions put forward included updates to existing equipment, bowls green, tennis court, permanent outdoor table tennis, recreational gym equipment and a secured fencing area. Some have said they travel out of the area to other villages in order access better play facilities.</p> <p>Most existing facilities are old or don’t provide an exciting play space for all ages and abilities to enjoy. Access to an appropriate range of play facilities would undoubtedly have huge benefits to physical activity, learning, social and emotional development, environmental attitudes, mental health and community/family benefit. As well as these benefits there is also evidence that play provision can contribute to the reduction of anti-social behaviour and vandalism.</p> <p>This is a great opportunity for the Parish Council to listen to parishioners and unite to improve this vital space in the community. The residents of Stow-cum-Quy deserve to have access to play facilities that fulfil the needs of the whole community. I have had brief communications with Louise Lord (Development Officer) and Leah Collis (Physical Activity Locality Coordinator) at South Cambridgeshire District Council. They have advised that there may be funding opportunities available. However, a lot of the grant schemes require the applicant of the funding to be a Parish Council or registered charity in order to be eligible. A few grant opportunities suggested include:</p> <ul style="list-style-type: none"> • FFC Communities Foundation • National Lottery • CCC Communities Capital Fund <p>The National Lottery has prioritised funding in relation to its COVID-19 response. FFC Communities Foundation provide grants between £2,000 and £100,000. There is a requirement that 10% of the grant is paid from a contributing third party. Cambridgeshire County Council are operating a community capital fund to support community led projects which improve health, wellbeing, social and economic communities. I have attached further information on these opportunities.</p> <p>The introduction of new modern play facilities will make a great difference to the village. I am hopeful that the Parish Council will take a favourable approach to improving the recreational facilities and be proactive in bringing this project forward.”</p> <p>Ray and Bill wrote in Jackdaw Chatter suggesting the parishioners make a group and move this suggestion forward. It was also raised who would be responsible for maintaining the additional facilities. It was noted that it had previously been suggested about an outdoor table tennis, Ray will contact Andy Rowlinson to see if any update. The Parish Council felt the play equipment at recreation ground is well off, pieces of play equipment for young to older teenagers with skate ramp. Do not feel a tennis court or bowling green is suitable. Is there anything missing from the play equipment/pieces of equipment that could be suggested and possibly additional gym equipment if not expensive to purchase.</p> <p>There is plenty of room on the recreation ground, additional outdoor gym equipment could be placed at bottom of recreation ground where rollers were kept if not enough area near play area. Previously donations have been raised for equipment, but it was not used to pay for purchasing equipment in the end. Parish Council suggest a group/forum needs to be formed to put ideas forward. Some suggestions are inappropriate, and some are too vague to comment. Parish Council feel Tennis Court and Bowling Green are unrealistic. Matt will respond to parishioner.</p>	Matt
	<p>B Trees: This was regarding the planting five or six trees the Parish Council agreed to plant each year, but the Parish Council are being offered 15 plus trees from CCC Highways due to B1303 Safety Improvement, Item 5.F. Bill, Ray and Matt will meet to discuss, agreed Wednesday 23rd September 2020 at 19:30hrs at Bill’s.</p>	Bill, Ray / Matt
	<p>C Parish Clerk:</p>	

	Start looking for a successor. Require to advertise for Parish Clerk role on Noticeboards, Matt will forward advert to Tracey who will update and place on noticeboards. To allow handover and attendance at Parish Council Meeting on Wednesday 18 November 2020. Applications to be received by two weeks from advert. Matt and Ray to interview candidates.	Matt / Tracey																																																																																																												
D	<p>Parish Council Meetings: Request to hold Parish Council Meetings at the Village Hall.</p> <p>Comment at missing the personal contact of the Parish Council Meeting. Matt reviewed guidance and advice is still to hold the meeting remotely if possible. If holding meetings in Village Hall need to be able to still attend remotely, in previous meetings the Parish Council have had other parishioners/people join the meeting.</p> <p>Confirmed the Village Hall opened to use this week and there is Wi-Fi at the Village Hall.</p> <p>Majority of Parish Council would like to hold meetings in the Village Hall and have access to join the meeting remotely. Agreed to hold next Parish Council Meeting on 18 November 2020 at Village Hall. Matt will review accessing the meeting remotely.</p>	Matt																																																																																																												
E	<p>Allotments: It has been raised by a plot holder that Plot 8 is seeding and requires to be cut back asap before the seeds release and potentially contaminate the surrounding plots. Plot holder has also provided photographs of Plot 2, 6 and 8 which feels are overgrown. Tracey has not viewed in detail and plans to view the allotment plots on the approaching weekend.</p> <p>Tracey has contacted plot holder of Plot 8 concerning contamination from seeding produce and due to be cut back imminently.</p>	Tracey																																																																																																												
7.	<p>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>																																																																																																													
8.	<p>Correspondence: Nothing to report.</p>																																																																																																													
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£303.60	Truelink Ltd	Grass Cutting
£14.40	Cambridge Payroll Limited	Parish Clerk Payroll
£25.49	Huws Gray Ridgeons	Plywood
£6,964.08	TOTAL	
£7,131.91	GRAND TOTAL OUT	

10.	Balance of accounts: C/A £2,135.21	D/A £6,330.61 Plus £11,816.63 Mr H Legacy
11.	Planning Applications/Update: No applications or updates received.	
12.	Items for Raising:	
	A Village Hall Toilet Refurbishment: Quy Village Hall toilets refurbished. Parish Council agreed by e-mail to pay the invoices and Village Hall to make donations and Parish Council able to claim back VAT. Invoices: £3,644.40 Just So Plumbing Refurbishing VH toilets £1,352.00 NRS Carpets Ltd Refurbishing VH toilets Donations: £3,037.00 Village Hall Donation – refurbishment of VH toilets £1,126.67 Village Hall Donation – refurbishment of VH toilets All agreed remove from agenda.	Remove
	B Cemetery: To advise the following who have been laid to rest in the cemetery: Mrs Rosemary Burgess buried 21 August 2020 Mrs Mary Ismay ashes buried on 22 August 2020 Mr Stanley Nicholls ashes buried with Mr Jack and Daisy Nicholls 26 August 2020 All agreed remove from agenda	Remove
	C Cricket Team: Ray advised two cricket teams had played and provided the follow fees to the Parish Council: £90.00 Warriors Cricket Club £90.00 Cherry Hinton Cricket Club All agreed remove from agenda.	Remove
	D Disposing of PPE: PPE Masks require to be placed in black bins. Masks are being placed in blue bin which means whole bin is unable to be emptied. Graham will send link to print posters. Discussed possibility of printing labels and placing on everyone’s blue bins. Next blue bins are due to be collected on Monday 28 September 2020. Matt will investigate the labels.	Graham Matt
13.	Date of next meeting: Wednesday 18 November 2020 at 19:30hrs Wednesday 20 January 20201 at 19:30hrs Wednesday 17 March 2021 at 19:30hrs	