

COTTENHAM PARISH COUNCIL
MINUTES OF AN ORDINARY PARISH COUNCIL MEETING
HELD ON TUESDAY 16TH NOVEMBER 2004
IN THE LIBRARY OF COTTENHAM VILLAGE COLLEGE AT 7.30PM

Present: Clr's, P. Johnson, P. Allin, R. Collinson, D. Mudd, R. Clarke, T. Wotherspoon, T. Harding, P. Fox, D. Buckley, H. Gautrey, T. Nicholas, D. Warham, D. Norman (arrived 7.45)
 CCC Clr Stroude, SCDC Clr's Dixon and Edwards
 2 Members of the B C Group Trust re moat area conservation. 8 Members of the Public

Apologies: Clr Leeks

1. Chairman's Introduction and Apologies for Absence

2. Any questions from the Public/Press

- Amanda Sandberg – Letter sent to Parish Council regarding the need for larger premises for the Montessori and request for help and advice from Parish Council.
- Steve Howie – Cottenham has been awarded The Community Village of the Year Award by SCDC. 2 plaques have been awarded. Also £250 prize money. To be considered at next meeting. The Parish Council thanked Steve for all his hard work in securing this award.
- Julia Brand – Commented on a recent news broadcast where two members of the Council were present but did not appear in the broadcast. Clr Johnson replied that they had not been invited by the film crew to be present. They had heard of it by other means but had hoped they would be allowed to speak but unfortunately were not able to do so. Appeals are on the agenda, Item 9.
- Request that Item 14 be moved forward on the agenda, agreed will move and deal with after Item 7 Reports.

3. Presentation by B C Group Trust – Moat Area Conservation

Geoffrey Blackford, for the Trust, gave a brief outline of the Trust's history. They are an independent charity and work alongside CCC and English Heritage in maintaining heritage sites. The B C Group Trust would like to work with the Parish Council on this site. Proposed an on site meeting. Clerk to arrange. Clr Johnson thanked them for attending. **CLERK**

4. Declarations of Interest

Clr's Johnson and Norman – Item 8 Finance

5. Minutes

Minutes of Ordinary Parish Council Meeting, 12th October 2004, Planning Meeting 14th October and 28th October 2004 and Extraordinary Meeting 20th October 2004. Proposed by Clr Johnson that these area true and accurate account of these meetings, seconded Clr Clarke, all agreed.

6. Matters arising from these minutes not on this Agenda

12th October 2004 – Item 9, Second Atkins Report has been received, the second submission has been sent to the Inspectorate. Item 10, Northstowe, the Parish Council has submitted comments. The Parish Council website is up and running, please let the Clerk know if any mistakes are found.

www.cottenhampc.org.uk

7. Reports

- **SCDC** - Clr Edwards commented that the consultation period for Northstowe has now closed. Clr Edwards thanked the Parish Council for their comments especially those concerning access. Clr Edwards will continue to up date the council, further meetings will be held.
- **CCC** - Clr Stroude stated that traveller issues are on the CCC political agenda. Mr Melton has been invited to meet central government. Clr Norman stated that whilst planning enforcement was not an issue for CCC other matters were i.e. education. Clr Norman asked

why CCC would not get involved in the appeal process. Clr Stroude stated that improvements were underway but commented on the importance of central governments involvement in traveller issues.

- **Skateboard Park – Risk Assessment** – Clr Johnson thanked Clr Mudd for all his hard work on this project, which is a huge success. All agreed. Clr Mudd stated that the park is now operational. Cost of equipment included two grind rails but only one was installed. Clr Mudd stated that the cost of one grind rail equalled the cost of the removal of the swings so decided to accept one grind rail in exchange for swing removal. A meeting was held with HagsPlay and Halls and a list of minor problems has been raised. Invoice not to be paid until remedial work completed. SCDC still to inspect. Sign for park itself has been done and matting needs to be laid by entrance gate. Additional insurance premium for equipment and public liability will be £1894.63. RoSpa to be contacted with regard to bi-yearly inspections. Clr Mudd to contact.

CLR MUDD

14. County Farms Lease – update – User groups – Letter received Tennis/Bowls Clubs

- The Clerk has received an email from S. Conrad confirming the Parish Council’s decision to take on this lease in this agricultural year. Clr’s Leeks and Clarke attended a User Group meeting. Attended by the Tennis Club, Netball Club, Football, senior and colts and the Bowls Club. Cottenham Cricket Club did not attend but are very interested in improvements for all users. The users welcomed the decision from the Parish Council and they look forward to working with the Council in converting this land into a usable facility as soon as possible. Clr Johnson commented that this project needs to be managed by the Parish Council and therefore the Parish Council should take the lead in seeking funding. The Parish Council are still negotiating with County Farms regarding the timescale for fencing of this area. Until this work is completed no public access will be available. The possible time scale for this is 3 years therefore there is 3 years to seek funding. The Parish Council aims to get agreement from all users.
- Letter from Tennis Club, request for reinstatement of tennis courts on the recreation ground, proposed agreement, Clr Clarke, seconded Clr Fox, all agreed. Clerk to contact Neville Rice.
- Letter from Bowls Club, proposed replacement of Clubhouse and request for financial assistance, Clerk to contact SCDC re planning permission and CALC re funding.

CLERK

CLERK

8. Finance

Income

- | | |
|--------------------------------------|---------|
| • CUSSC – rent July/August/September | £677.50 |
| • Rent for Townground | £100.00 |
| • Photographs | £50.00 |
| • Thurstons – Fair Hire of Green | £100.00 |

Expenses

- | | |
|---|---------|
| • Powergen-Xmas Lights | £9.74 |
| • Powergen-Office | £11.62 |
| • Berrycroft Stores | £552.71 |
| • Spiral Business Services – Web site | £329.00 |
| • Royal British Legion – Poppy Wreath | £16.50 |
| • Cottenham Tyre and Autocentre – Fuel | £17.90 |
| • LGS Services – Internal Audit | £138.67 |
| • Wright Hassel – Recreation Ground | £625.88 |
| • CBS Office Supplies Ltd – Repairs/Toner | £174.60 |
| • Clr Norman – Expenses, Photocopying/photographs | £30.69 |

• Clr Johnson – Expenses, Phone, Postage, Staples		£24.00
• Clerk – Expenses – Telephone 6 months/stamps/inkjet cartridge Photocopying/Diary		£168.36
• Clerk – Salary – November	Gross	£796.40
	NI	£44.15
	Tax	£67.42
	Net	£684.83

Clr's Johnson and Norman left the meeting, Vice Chair Clr Allin took the chair, Clr Allin proposed payment of their expenses, seconded Clr Collinson, all agreed. Clr's Johnson and Norman returned and Clr Johnson resumed the chair. Clr Johnson proposed payment of outstanding items, Clr Norman seconded, all agreed.

9. Appeals

- Meeting with SCDC, see attached minutes. The Parish Council were somewhat disappointed that SCDC do not appear to have any strategies in place to deal with any situation in regard to traveller issues. The Parish Council do realise that Central Governments lack of involvement is the main problem but the Parish Council does feel SCDC could be doing more. Clr Norman stated that there does not seem to be any strategies in place regarding possible outcomes after the appeal decision is known. SCDC Clr's Dixon and Edwards also disappointed, they were not invited to attend. Clr Edwards would like to promote dialogue between SCDC and Parish Council and had been assured by Tim Wetherfield that the possibility of a liaison group being set up would be discussed. Direct Action was discussed but no commitment made either with plots currently under appeal or those on which injunctions have already been served. With regard to this Clr Wotherspoon commented that he was very disappointed that SCDC legal team had not objected to the granting of a judicial review. Clr Buckley asked who on the Parish Council favoured direct action, in a show of hands, 10 in favour, 2 abstained.
- Barrister – Cottenham Parish Council have instructed a barrister from the same chambers as SCDC barrister.
- Meeting with Andrew Ryder – Feedback. Clr Johnson thought that the meeting was both interesting and informative, looking at the bigger picture with lobbying for changes in legislation. Other clr's felt that it was a little one sided and some disappointment was felt that questions regarding traveller anti-social behaviour was not fully discussed.
- Statement – Clr Johnson proposed that an open letter and statement be produced. This is to be sent out with the Cottenham Newsletter. Also to be sent to Prime Minister, Deputy Prime Minister, James Paice, SCDC, CCC and many others. Clerk to contact Target Print. Seconded Clr Norman all agreed.

10. Resignation of Clr Paul Smith

- Clerk to write to Clr Smith thanking him for his contribution. **CLERK**
- Clr Allin has designed a poster. Poster also to be put on web site. Clr Allin proposed that a copy be posted at the Traveller site along with a copy of the letter and statement. Seconded Clr Johnson all agreed. **CLR'S ALLIN & JOHNSON**

11. ACCOUNTS

Proposed by Clr Johnson that Annual Return be signed, seconded by Clr Norman, all agreed.

12. LDF

Responses have been made

13. Parish Plan

- Litter campaign – Poster Competition – for children Years 7 & 8 from CVC and the Primary School; prize an A3 copy of poster laminated. Proposed Clr Johnson, seconded Clr

Fox, all agreed. Clr's Johnson & Clr Nicholas to organise. **CRL'S JOHNSON & NICHOLAS**

- Very disappointing turn out to Parish Plan meeting held on 19th October. 0.05% of population of Cottenham attended.

14. Dealt with

15. S106 Agreements

KCS Drainage, on behalf of TDS, has been looking at the drainage ditches. Still awaiting reply re emergency access and ransom strip.

16. Letter received from CCC in response to petition about speeding on Twentypence Road. Matter being looked into.

17. SUDS – Sustainable Urban Drainage System

Clr Johnson attended a meeting with CCC. CCC are looking at a European wide project with the use of Cambourne as a reference site. Clr Johnson stated that she made two points. 1) The importance of finding out who owns land adjacent to drainage ditches, 2) The need for District and County Councils to advise Parish Councils on legal and financial issues with regard to S106 Agreements and commuted sums.

18. Meeting with Police Authority

Four points raised – Increase in anti-social behaviour at Bar Hill. Police very proactive prior to and on Bonfire night, reduction in number of illegal usage of fireworks, a Road Tax Evasion exercise will be held soon and there is to be an increase in the number of officers and PCSO's on duty outside public houses. Further funding to be made available for more PCSO's.

19. Notice board

New board to be sited at emergency access when access revamped.

20. Lion Yard Car Park – increase in car parking fees

Letter to be sent to Cambridge City Council.

CLERK

21. CUSSC – Service Level Agreement – Meeting – Clr Leeks – Deferred until next meeting

22. CALC – Meeting 25th November – Willing to Discuss Networking

Clr's Johnson and Norman to attend.

23. Capital Funding Day – 27th November 2004

Clr Mudd and Clr Leeks to attend

24. CALC – Training available – Deferred until next meeting

25. Request to meet Drug and Alcohol Action Team – Deferred until next meeting

26. Christmas Tree Purchase

Clerk to organise.

CLERK

27. Correspondence not otherwise dealt with

- Letter from Stepping Stones Montessori – a discussion took place; all Clr's to give thought to this matter, will be discussed at next meeting.
- Letter from Fen Edge requesting sponsorship for Family Fun Day – Clerk to write and inform them that this matter will need to be discussed at Finance Meeting, to be held in January 2005 and that the Parish Council will help re road closure. **CLERK**
- Letter from resident concerned about road alterations to Rampton Road – Clerk to write to resident and to contact Highways. **CLERK**

28. Matters for consideration at the next meeting

29. Date of next Ordinary Council Meeting – 16th December 2004

30. Meeting closed at 10.25 pm

Signed

Chairman

Date

