

COTTENHAM PARISH COUNCIL
MINUTES OF AN ORDINARY PARISH COUNCIL MEETING
HELD ON TUESDAY 18th January 2005
IN THE LIBRARY OF COTTENHAM VILLAGE COLLEGE AT 7.30PM

Present: Cllr's Johnson, Leeks, Clarke, Warham, Gautrey, Collinson, Buckley, Mudd, Fox, Harding, Norman and Allin. CCC Cllr Stroude Clerk: Mrs J Groves.
 Apologies: Cllr Nicholas, SCDC Cllr's Dixon, Edwards and Wotherspoon.

- 1. Chairman's Introduction and Apologies for Absence.**
2. A minute's silence was held in memory of Roland Bartingale, District Councillor for Cottenham and Rampton for 25 years, who died on Tuesday 5th January 2005.
3. There were no questions from the Public or Press.
4. **Declarations of Interest**, Cllr's Johnson and Clarke – Finance.
5. The Minutes of the Ordinary Parish Council Meeting 14th December 2004 were read and signed as a true and accurate record, all agreed. The Minutes of the Finance Meeting 11th January 2005 need to be amended, to include in declarations of interest, Cllr's Mudd and Clarke, Cottenham United Charities. The Minutes of the Planning Meetings of 9th December 2004, 30th December 2004 and 13th January 2005 were read and signed as a true and accurate record, all agreed.
6. **Matters arising from these minutes not on this Agenda.** Work is still to be carried out on the Play Area. Neville Rice to do. Drug and Alcohol Action Group to be contacted again. Clerk to contact PCSO Gilbey and Roger Daw to invite them to the next Parish Council Meeting to discuss Drug issues in Cottenham. The Traveller Liaison Meeting is to be held on 19th January 2005, Cllr's Johnson and Clarke to attend. Litter Campaign, flyers have been sent to the Primary School and to the College. Recreation Ground User Group, a letter to be sent requesting a meeting. Cllr Allin is compiling a list of local business re funding for new equipment for the play area, could all Cllr's help with any details. Review of Clerks hours, the Clerk to keep a detailed log of hours worked for the next three months, role as RFO to be reviewed at the end of this financial year.
7. **Reports**
 - SCDC – Cllr's Dixon, Edwards and Wotherspoon absent, but an email from Cllr Edwards has been distributed.
 - CCC – Cllr Stroude stated that a recent Government inspection had gone well. Budget consultation is on going; a possible increase of 3-5% is expected. Drugs, this is a serious issue CCC operates a Drug Advisory Service, Parish Council to contact. The Fire Authority is meeting to discuss the issue of arson attacks in the countryside all welcomed to attend. Cllr Norman commented about the lack of assistance received from CCC re Appeals at Smithy Fen. James Paice has been contacted with regard to his and he is to contact the Chief Executive.
8. **Finance**

Income

 - Ladybird Pre School – Rent £1554.95
 - Cambridgeshire Magistrates Court £40.00

Expenses

• Paula Johnson – Expenses – Sweets – Petrol		£90.49
• Elveden Farms Ltd – Xmas Tree		£351.07
• Cambridge Water Company – Water usage Rec		£663.50
• Robert Clarke – expenses – Carol Concert		£54.96
• Robert Clarke – Collection of Xmas Tree		£123.38
• A. Mappedoram – Xmas Lights		£681.50
• D K Till – Charcoal – BBQ – Carol Concert		£21.00
• Cottenham Garden Service – January Invoice		£1164.42
• Julie Groves – January Salary	Gross	£832.60
	Tax	£75.93
	NI	£48.18
	Net	£708.49

Cllr's Johnson and Clarke left the meeting Cllr Allin took the Chair, Cllr Norman proposed payment of the expenses, seconded Cllr Fox, all agreed. Possible need to replace Christmas Lights this year, item to be placed on October Agenda. Cllr Johnson resumed the chair.

9. **Precept 2005/2006** – a discussion took place, the following points were noted. The commuted sum re the buffer zone and extension at the Recreation Ground can be spent on a new lawnmower, as this would be equipment used for its upkeep. The need to budget for future purchase of new machinery. Cllr Clarke proposed that we request a 3% increase from last year, a precept of £92,000, seconded Cllr Norman. Cllr Mudd commented that when we receive the commuted sum of £52,000 we will seem to have a large reserve, which will then be questioned by the auditors. Cllr Collinson proposed an amendment to Cllr Clarke's proposal, that we keep the precept request to the same as last year, £90,000; this amendment was put to the vote, 2 against, one abstained, 9 in favour. Cllr Norman proposed that the precept request be £90,000, seconded by Cllr Collinson, 11 in favour, substantive motion carried.
10. **S106 Agreement** – a meeting has been arranged with the BC Group Trust and Adrian Scruby CCC for Thursday 20th January at 2pm all Cllr's invited to attend. A meeting has been arranged for a site inspection with Rob Mongavon SCDC and Persimmon for Friday 21st January again all Cllr's invited to attend.
11. **Letters received in response to letters/statement/response to Select Committee** – a very poor response, Clerk to send statement etc to all major political parties. **Clerk**
12. **Feedback from meeting with SCDC** – 20th December 2004 – The majority of Parish Councillors attended. The general feeling though was that very little was gained from this meeting.
13. **Culvert Broad Lane** – Cllr Gautrey is concerned that this is not working properly, Cllr Gautrey to contact the Environment Agency. **Cllr Gautrey**
14. **Old Recreation Ground** – Reply received from CALC – CALC have stated that we cannot lease this piece of land. Clerk to find original lease. Clerk to contact Mr P Smith to discuss this issue and return rent cheque. To be discussed at the next Ordinary Parish Council meeting. **Clerk**
15. **Maintenance of Traffic Calming Measures** – Cllr Leeks brought to the council's attention various problems, missing luminous strips on bollards in Broad Lane, lack of visible road markings throughout the village also broken bollards on Histon Road. Cllr Clarke commented that hedges on Twentypence

- Bridge and on Landbeach Road need to be cut back. Clerk to contact Highways. **Clerk**
16. **'Article 4 General Permitted Development Order 1995'** – Cllr Leeks stated that he would like more information regarding this piece of legislation. Cllr Collinson stated that generally it was used as an order issued on a piece of land to prohibit the use of the land for occupation. It is used as a special measure to protect significant areas i.e. areas of historical interest. It was decided that Cllr Norman would contact Phillip Kratz for advice.
 17. **LDF Meeting 20-21st January** – Council informed of meeting anyone wishing to attend to contact the Clerk for details.
 18. **High Street – Traffic Issues** – Cllr Warham stated that he has grave concerns re speeding on the High Street at Church End. Also it was felt that there has been an increase in the number of heavy goods vehicles. Cllr Clarke suggested that many of these vehicles were in fact going to businesses in Cottenham, located in Broad Lane and the Brookfields Industrial site. It was suggested that the Parish Council do its own vehicle count at these locations. Cllr Clarke to organise. Clerk to contact Highways with regard to our concerns. **Clerk**
 19. **ODPM** - Consultation document re traveller sites, Parish Council response. Cllr Norman commented that it is very important that we respond to this document. The document has completely ignored the majority of recommendations made by the Select Committee. In addition there is no mention of limiting site sizes. The Parish Council must respond by 18th March 2005, any comments to Cllr Johnson. This matter will be discussed at the next Ordinary Parish Council meeting. **All**
 20. **Networking – Agenda** – Date of meeting possibly 22nd February 2005, meeting to be held in Swavesy. Clerk to contact Swavesy Parish Clerk. Clerk to contact all parishes interested, also to suggest limit numbers to 2 per parish. Items for agenda, S106 Agreements and our experience re Planning Appeals. Clerk also to ask for suggestions for additional items. **Clerk**
 21. **Co-option of new Cllr** – The Parish Council has received one application for this post. Clerk to contact to arrange a meeting with herself, Cllr Johnson and applicant. Cllr Collinson proposed that the applicant be co-opted, seconded Cllr Buckley, all agreed. **Clerk**
 22. **Street naming** – Cllr's agreed Cossingtons Close more appropriate than just Cossingtons. Park Lane – Cllr's felt that it was inappropriate to comment on this as it appears to be on land that does not have planning permission. The Parish Council feels that SCDC should not be looking into the possible naming of this road. Clerk to write to SCDC expressing these thoughts. **Clerk**
 23. **Zebra Crossing** – A letter has been received requesting a zebra crossing Clerk to contact Highways. **Clerk**
 24. **LDF Workshop – 5th March 2005** – Any councillors interested to contact the Clerk.
 25. **LAF Meeting – 25th January 2005** – Any councillors interested to contact the Clerk.
 26. **Bunding – Oil Tanks CUSSC** – Cllr Norman stated that as of 1st September 2005 all tanks holding more than 200 litres need to be bonded. Cllr Norman has spoken to CUSSC Chair Andy Ward. To buy ready banded tanks will cost £700 each. One tank at the cost of £1000, plus meters, cost £100-£200, could be shared by CUSSC and Ladybird Pre-School. Andy Ward to find quotes and report back.

- 27. **Location of swings** – Next time
- 28. **Matters for Consideration at he next meeting** – Quality Parish Initiative
CUSSC, rent increase for user groups
- 29. **Date of next Ordinary Parish Meeting 15th February 2005**
- 30. **Close of meeting** – 10.04pm

Signed _____ Chairman _____ Date _____