

**COTTENHAM PARISH COUNCIL**  
**MINUTES OF AN ORDINARY PARISH COUNCIL MEETING**  
**HELD ON TUESDAY 15<sup>th</sup> February 2005**  
**IN THE LIBRARY OF COTTENHAM VILLAGE COLLEGE AT 7.15PM**

Present: Cllr's Johnson, Nicholas, Mudd, Harding, Collinson, Gautrey, Fox, Leeks and Johnys. Clerk: Mrs J Groves. 2 Members of the Public  
 Apologies: Cllr's Clarke, Allin, Warham, Buckley, Norman, Dixon, Edwards and Wotherspoon.

1. **Chairman's Introduction and Apologies for Absence.**
2. **Introduction of Co-opted new Cllr – Hilary Johnys**
3. **Any Questions from the Public/Press.** Joanna Gordon Clark informed the council of her position in regard to the Enforcement Notice made upon her by SCDC. The council expressed their sympathy for her plight and offered some advice on future strategies. It was proposed by Cllr Collinson, seconded by Cllr Fox that the Clerk to write to Daphne Spink, Leader of the Council asking for her assistance with this matter. All agreed. Cllr Johnson to contact Ms Gordon Clerk after the Parish Council meeting with SCDC on 21<sup>st</sup> February 2005.
4. **Declarations of Interest - None**
5. The Minutes of the Ordinary Parish Council Meeting 18<sup>th</sup> January 2005, two amendments, Cllr Collinson, item 16 replace "that generally" with "that he believed". Item 26, Zebra Crossing put in location, "on the High Street". After these amendments the minutes were signed as a true and accurate record, proposed Cllr Mudd, seconded Cllr Collinson, all agreed. The Minutes of the Planning Meeting held on 27<sup>th</sup> January 2005 and the Extraordinary Parish Meeting held on 2<sup>nd</sup> February were signed as a true and accurate record, proposed Cllr Nicholas, seconded Cllr Harding, all agreed
6. **Matters arising from these minutes not on this Agenda.** Location of the swings, to be discussed at the next meeting. CUSSC, rent issues, to be discussed at the next meeting after discussion with Kidzone and CUSSC. Cllr's Johnson and Clarke attended the Traveller Liaison Meeting, which they found interesting; another meeting is to be arranged. Rec User Groups, a steering group has been formed with representatives from all user groups and the Parish Council. They will meet again next month. Cllr Mudd to contact possible sources of funding, Cllr's Mudd and Johnson to meet with the Sports Development Officer from SCDC next week. The Culvert, the Clerk contacted the Old West Drainage Board, they confirm that to the best of their knowledge this is the responsibility of Anglian Water, Clerk awaiting written confirmation. Old village Green, on advice from CALC this land cannot be leased. Cllr Clarke has contacted Paul Smith but as Cllr Clarke is absent Cllr Johnson to contact him in order to clarify situation. Future use of this land needs to be discussed. Article 4 General Permitted Development Order 1995, Cllr Norman to contact Phillip Kratz this matter to be placed on March Agenda. Cllr Nicholas attended the LDF meeting. Traffic issues, vehicle count still to be done, Highways has been contacted. Bunding of oil tanks, to be discussed at March meeting.

## 7. Reports

- SCDC – Cllr’s Dixon, Edwards and Wotherspoon absent, but an email from Cllr Wotherspoon was distributed.
- CCC – Cllr Stroude absent, no report

## 8. Finance

### Income

• Living Spaces	£3844.00
• Cottenham United Football Club – Pitch usage	£528.00
• Church & Causeway Charity	£3000.00
• Cambridge Magistrates Court	£20.00
• Cottenham United Colts Football Club – Pitch usage	£370.00
• Cottenham Cricket Club – Pitch usage	£192.00
• Ladybird Pre-School – Rent	£1554.95

### Expenses

• Cllr Norman – Expenses	£17.65
• Public Works Loan Board	£3058.23
• CALC – Affiliation Fee	£508.89
• CBS Office Supplies- New photocopier	£2943.38
• CBS Office Supplies – Staples & Toner	£78.13
• Powergen – Xmas Lights	£50.09
• Fen Edge Patch Youth Club - Donation	£4000.00
• Cottenham Garden Services	£1164.42
• Ladybird Pre-School-Pest control	£61.10
• Clerks Expenses-Phone three months/new mouse/stamps	£174.91
• Clerk – Salary – February 2005	Gross £724.00
	NI £36.30
	Tax £51.96
	Net £635.74
• Inland Revenue	£130.50

Cllr Nicholas payment, seconded Cllr Collinson, all agreed.

9. **S106 Agreement** – Peter Giddens to contact Persimmon. Persimmon has still not carried out remedial works on the emergency access; whilst not part of the S106 Agreement this still needs to be done. It is up to the legal department at SCDC to ensure works are completed. Our District Councillors have been pressing Chris Taylor with regard to this matter this needs to be maintained. Cllr Nicholas commented that whilst the Parish Council were unhappy with the standard of works carried out so far SCDC representative, Rob Mongavan was, therefore decision to take over as soon as possible a wise one. Cllr Mudd is still concerned with insurance issues re water in the moat area and will look into this for the next meeting. Clerk to contact BC Group Trust when we have a handover date. **Cllr Mudd Clerk**
10. **Adopting Standing Orders** – Cllr Collinson asked if part of this process would include public consultation, Clerk to contact CALC for advice. Quality Parish Initiative – will put this item of the May Agenda. **Clerk**
11. **Reply to ODPM** – Comments to Cllr Johnson, Cllr Johnson will draft a reply.

12. **Planning Appeals – Victoria View 17<sup>th</sup> May 2005** – The agent for the appellant cannot meet this date so appeal deferred. All Cllr's very disappointed. Clerk to write to Inspectorate, cc James Paice and ODPM, expressing the Parish Council's concern regarding the constant delays. Proposed Cllr Collinson, seconded Cllr Nicholas, all agreed. All of the Parish Council's evidence needs to be updated. All letters need to have a proper letterhead. It was decided to contact the Primary Care Trust and the Education Department requesting a meeting. Their evidence would be of vital help for the appeals, a copy to be sent to Fire Service and Highways. **Clerk**
13. **Venue/Speakers – Annual Parish Meeting** – Clerk to contact the Village College to book the Hall and the PA system. All to consider, for next meeting, possible guests to invite.
14. **Resolution re possible request to film/record any meeting** – for information only
15. **Clean Neighbourhoods and Environment Bill** – This bill appears to allow the Parish Council to give fixed penalties to individuals who litter/fly post. It is not clear how this can be enforced, Cllr Nicholas to look into and report back. **Cllr Nicholas**
16. **ODPM – Discussion documents – Vibrant Local Leadership/Citizen Engagement and Public Services** – Documents have been distributed, feedback next time. **All**
17. **Development of Land at Rampton Road/Oakington Road – new housing** – They have requested a meeting, Clerk to contact. **Clerk**
18. **Anti-Social Behaviour** – Cllr Mudd reported that there has been an increase in anti-social behaviour on Tennison Manor, he has been in contact with CPSO Steve Gilbey. In response to an article recently published in the Cambridge Evening News Cottenham Parish Council would like to put on record their full support of the role played by CPSO Gilbey, his efforts have provided a valuable service for all parishioners.
19. **Anti Litter Campaign** – The winners have been chosen. Posters to be done, results to be put in the Newsletter and Cambridge Evening News. Cllr Johnson to contact the WI in regard to their Litter Pick in April. **Cllr Johnson**
20. **Fen Edge Patch – Request to use lights on the green** – Clerk to contact them and inform them as to the costs. **Clerk**
21. **Request from Primary School – Litter bin** – Clerk to ask Cllr Clarke to do this. **Clerk**
22. **CBS – Service Agreement for new Photocopier** – More information is required, Clerk to contact CBS and obtain further quotes. **Clerk**
23. **Highways** – Still awaiting reply.
24. **Bus Shelters** – A quote has been received whereby every time a shelter is defaced it will be painted. £40 per time. Cllr Johnson proposed that we accept this quote, seconded Cllr Collinson, all agreed. Cllr Clarke not present but he is looking into prices of new shelters. **Cllr Clarke**
25. **Community Services Funding Kit** – Information only.
26. **Calc – Special Conference March 8<sup>th</sup> 2005** – Contact the Clerk for further information.
27. **Calc – Gypsy & Traveller Issues – Meeting March 16<sup>th</sup> 2005** – Cllr's Johnson, Gautrey and Nicholas to attend, Clerk to contact CALC
28. **Networking** – Agenda to be sent, to include Planning Appeals and S106 Agreements. **Clerk**

29. **Church and Causeway Charity** – £3000 has been received from the charity, Cllr Johnson proposed payment of £1500 to Dissenters Cemetery and £1500 to the Goode Bequest, seconded Cllr Nicholas, all agreed.
30. **Request from Thurston's Fair** – Clerk to contact and confirm that they may use the Green 18<sup>th</sup> April – 23<sup>rd</sup> April 2005, at a cost of £100. Clerk to advise of possible increase in rent in the future. This to be reviewed at the next meeting.
31. **New telephone line for Clerk** – Clerk requested a new line due to out of hours phone calls. It was proposed by Cllr Fox that this was done, seconded Cllr Johnson, all agreed.
32. **Matters for consideration at the next meeting** – Broad Lane and Pelham Close road surfaces.
33. **Date of next Ordinary Parish Meeting** – 15<sup>th</sup> March 2005
34. **Close of meeting** – 10pm

Signed \_\_\_\_\_ Chairman \_\_\_\_\_ Date \_\_\_\_\_