

# **COTTENHAM PARISH COUNCIL**

## Annual General Meeting of the Cottenham Parish Council

Minutes of Cottenham Parish Council Annual General Meeting  
held in the  
Library of Cottenham Village College, High Street, Cottenham  
On Tuesday 10<sup>th</sup> May 2005 at 7.30pm

**Present:** Cllr's Nicholas, Mudd, Buckley, Fox, Leeks, Warham, Johnson, Allin, Norman, Clarke and Collinson.

CCC Cllr Jenkins

SCDC Cllr Edwards

**Clerk:** Julie Groves

3 Members of the Public

**Apologies:** Cllr's Wotherspoon, Dixon, Harding and Gautrey, CCC Cllr Bradney

1. **Election of Chairman** – Cllr Nicholas nominated Cllr Johnson, Cllr Norman seconded this nomination, all agreed.
2. **Signing of the Acceptance of Office as Chairman**
3. **Election of Vice Chairman** – Cllr Allin nominated Cllr Warham, Cllr Collinson seconded this nomination, all agreed.
4. **Parish Council representatives:** Recreation Management Committee – to be left in abeyance, Cottenham Charities – Cllr's Mudd and Clarke, Church and Causeway Charity – Cllr Warham, Twinning Group – Cllr Clarke, Mobile Warden Scheme – Cllr's Clarke and Collinson
5. **Chairman's Introduction and Apologies for Absence** – Cllr Johnson welcomed the newly elected CCC Cllr Jenkins
6. **Any Questions from the Public/Press** – Mr Murphy commented that an individual had been identified as the person who had harassed his son.
7. **Declarations of Interest** – Cllr Mudd, Expenses, Cllr Buckley, Bowls Club
8. **Minutes of Ordinary Parish Meeting 12<sup>th</sup> April 2005**, Cllr Nicholas proposed a true and accurate account, seconded Cllr Norman, all agreed, Planning Meeting 7<sup>th</sup> April 2005, Cllr Allin proposed a true and accurate account, seconded Cllr Buckley all agreed and Planning Meeting 20<sup>th</sup> April 2005, Cllr Johnson proposed a true and accurate account, seconded Cllr Mudd, all agreed.
9. **Matters arising from these minutes not on this Agenda.** – Item 5 CUSSC & Kidzone, Cllr's Johnson, Norman, Allin and Mudd to meet with CUSSC. Item 26 Meeting re Drugs & Alcohol, on going, Item 15 Old Village Green, June Agenda, Clerk to find the lease. **CLERK**
10. **Reports**
  - **SCDC – Cllr Edwards** – Cllr Edwards informed the meeting that the road across the airfield at Oakington is to be closed as access roads are put in place for the development at Northstowe. Cllr Edwards also informed the council that there had been difficulties re LDF and due to changes with government regulations public consultations will need to be re done. New

Travellers Direct Action Committee has met to discuss strategies re Pine View. SCDC has appointed a replacement for the Head of Legal Services.

- CCC – No report given due to recent election
- **Cllr Mudd – Health and Safety Seminar and Risk Assessment** – Cllr Mudd reported to the council that this had been of interest. Several important points had been raised especially the need to inspect all equipment owned by the Council once a week and the need for this to be documented. Cllr’s Mudd and Nicholas to look into this matter and report back at the next meeting. **CLLR’S MUDD & NICHOLAS**

## 11. Finance

### *Income*

- SCDC – Precept first payment £45,000.00
- Ladybird Pre School – Rent £1554.95
- Thurstons – Green Hire Fees £100.00

### *Expenses*

- Berrycroft Stores Ltd – White Lining Chalk £62.86
- ABCO Construction – Works at Ladybird £68.15
- Cllr Mudd – Expenses – Health & Safety Seminar £18.18
- Berrycroft Stores Ltd – Fertiliser, spray £160.63
- Powergen – Xmas Lights £150.07
- Powergen – Office £90.52
- Cottenham Garden Services – May Invoice £1158.40
- BCTV – Insurance renewal – Fen Reeves £233.65
- Clerk – Salary – May
 

Gross	£841.12
NI	£49.06
Tax	£77.70
Net	£714.36
Parish Council NI	£57.09
- Inland Revenue - April £183.85
- Clerks Expenses – Telephone 3 months – stamps £154.07

**Resolution that the above invoices are paid** – Cllr Fox proposed payment, seconded Cllr Warham all agreed.

12. **Resignation of Ms Hilary Johnys, resolution that this vacancy be advertised** – Vacancy to be advertised in the Newsletter, closing date 30<sup>th</sup> June 2005.

## 13. S106 Agreement - update

- **Letters received** – The Emergency access is still an issue, Cllr Edwards to look into the matter.
- **Balancing Pond – Report on inspection** – Cllr Mudd stated that majority of work has been done, some tidying to be completed. Major problem rapid re-growth of the bull rushes, Clerk to contact contractor for advice. **CLERK**

## 14. Recreation Ground

- **County Farms Lease, resolution that three quotes be sought for grass seeding of the new land.** - Proposed Cllr Allin, seconded Cllr Fox, all agreed.
- **Resolution that the Clerk arranges for the recreation ground be sprayed in July** – Proposed Cllr Allin, seconded Cllr Johnson, all agreed. Clerk to contact Cambridge City Parks Department for advice. **CLERK**
- **Resolution that Neville Rice will recommend three lawnmowers and that the Clerk will get three quotes for further consideration by the Council** –

Cllr Clarke proposed that Neville Rice recommends one type of lawn mower, Clerk to obtain three quotes, seconded Cllr Johnson, all agreed. **CLERK**

- **Resolution that Neville Rice can order goods required for the upkeep of the recreation ground up to the sum of £100 without contacting the Parish Council for permission** – Item to be placed on June Agenda
  - **Resolution that the rubbish be removed** – Clerk to obtain three quotes, proposed Cllr Mudd, seconded Cllr Fox, all agreed. **CLERK**
  - **The swings** – The old swings to be disposed of, possibility new ones purchased if finances allow
  - **Copy of tender letter re new equipment** – information only – Cllr Allin to report back June meeting
- 15. Adopting Standing Orders and Financial Regulations – Reports and recommendations from the working parties** – Standing Orders to be discussed at June meeting. Financial Regulations, Clerk to contact CALC for advice re regulation 10, report back at June Meeting. **CLERK**
- 16. Traveller Issues**
- **Reply to letter sent to the Chief Executive SCDC. Resolution to reply to this** – Proposed Cllr Johnson, seconded Cllr Fox, all agreed. **CLERK**
  - **Resolution to respond to comments made by SCDC at APM** – It was decided not to respond
  - **Meeting with PCT/Education - update.** – Meetings held so far have proved unproductive, as no one will agree to comment on traveller issues. **Copy of letter received from CCC Education – Resolution that the Clerk replies** – Proposed Cllr Collinson, seconded Cllr Fox all agreed. Cllr Jenkins to pursue this matter for the Parish Council. **CLERK**
  - **Resolution on instructing a Barrister for Appeals** – Proposed By Cllr Nicholas that the Parish Council instruct a Barrister for the 8 days of the Appeal, seconded Cllr Fox, 10 Cllr's in favour 1 abstention, resolution carried, Cllr Johnson to contact Hewitsons. **CLLR JOHNSON**
  - **Meeting with Police and Kidzone** – This was a very good meeting resulting in immediate action from the police resulting in several official warnings. The police have recommended the use of CCTV at the Recreation Ground, Clerk to contact CCTV company for a quote. **CLERK**
  - **Letter from James Paice MP** – Information only
  - **Letter from Andrew Lansley MP** – Information only
  - **Copy of letter sent re Ms Joanna Gordon Clarke** – Information only – Cllr Collinson requested that it be noted that he does not agree with the comment that the Parish Council supports the action of SCDC re enforcement notices served against Ms Joanna Gordon Clark Cllr Allin commented that this matter was discussed at a planning meeting where it was agreed that the Parish Council would support the action by SCDC on all plots at Smithy Fen including that owned by Ms Gordon Clarke.
- 17. Clean Neighbourhoods and Environment Bill – Fly Posting/Litter – Report from Cllr Nicholas, Mudd and Collinson** – June Agenda
- 18. Invitation received from the Romany Theatre Company – “Our Big Land” – Invitation to attend a performance** – Contact Cllr Johnson if you wish to attend.
- 19. Request from Chequers Public House for extended opening hours.**
- 20. Resolution to contact CUSSC to arrange a meeting** – Already agreed.

- 21. Resolution that the Clerk has discretionary powers to pay for any emergency works required up to the sum of £500, proviso being also requires the agreement of either the Chairman or Vice Chairman – June Agenda**
- 22. Cottenham Bowls Club – new club house – update – SCDC are considering the planning application**
- 23. Email received concerning closure of Montessori – June Agenda**
- 24. Development of Land at Rampton Rd/Oakington Rd- new housing –Clerk to contact. **CLERK****
- 25. Vehicle count Industrial Estates – Resolution that Cllr's Clarke, Norman and Warham undertake a vehicle count and report back – June Agenda**
- 26. Letters of thanks from Mobile Warden Scheme and Victim Support – Information only**
- 27. Bus Shelters – Information only**
- 28. Matters for consideration at the next meeting – Upkeep of Old Village Green, Employing a full time groundsman.**
- 29. Date of next meeting – Ordinary Parish Meeting 14<sup>th</sup> June 2005**
- 30. Close of meeting – The meeting closed at 10.05pm**

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