

# COTTENHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of the Cottenham Parish Council  
held in the Library of Cottenham Village College, High Street, Cottenham  
On **Tuesday 14<sup>th</sup> June 2005 at 7.30pm**

**Present:** Cllr's Johnson, Allin, Leeks, Harding, Buckley, Nicholas, Collinson, Gautrey, Warham, Norman and Clarke. SCDC Cllr Dixon

**Clerk:** Mrs J Groves            2 Members of the Public

**Apologies:** Cllr's Mudd, Wotherspoon and Fox. SCDC Cllr Edwards,  
CCC Cllr's Jenkins and Bradney

1. **Chairman's Introduction and Apologies for Absence.** Cllr Johnson reminded all present of the need to be discreet when discussing council business and how important it was that only true and accurate information was given in response to any questions or queries concerning the parish council and its actions
2. **Any Questions from the Public/Press** – None raised.
3. **Declarations of Interest** – Cllr Johnson – Item 7 Finance
4. **Minutes of Annual General Meeting 10<sup>th</sup> May 2005** – Amendment to Item 16 Traveller Issues, Copy of letter sent re Ms Joanna Clark, at the end of line three to include the words “against Ms Gordon Clark” Cllr Nicholas proposed a true and accurate account, seconded Cllr Allin, all agreed. **Planning Meeting 5<sup>th</sup> May 2005** – Cllr Leeks proposed a true and accurate account, seconded Cllr Harding, all agreed, **Planning Meeting 19<sup>th</sup> May 2005** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Norman, all agreed, **Planning Meeting 2<sup>nd</sup> June 2005** – to be amended. **Extra Ordinary Meeting held on 9<sup>th</sup> June 2005** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Collinson, all agreed.
5. **Matters arising from these minutes not on this Agenda** – 10<sup>th</sup> May 2005, Item 12 Vacancy – 3 people have approached the Clerk – Co-option to be placed on the July agenda. Item 13, Emergency Access, Cllr Edwards has talked to the planning department and due to the wording of the S106 it is not possible to force Persimmon to undertake the work required. Cllr Dixon to look into this matter and report back.  

**Cllr Dixon**
6. **Reports**
  - • **SCDC** – Cllr's Dixon, Edwards and Wotherspoon – Cllr Dixon informed the meeting that there had been a meeting of the Development and Conservation Control Advisory Group. This group discusses issues such as enforcement action to be taken, they have no power, and all recommendations then are taken to the Development and Conservation Committee. With regard to Pine View actions may or may not be taken. Cllr Dixon to look into the matter and report back at July meeting.  

**Cllr Dixon**
  - • **CCC** – Cllr's Jenkins and Bradney absent – no report
  - • **Play park** – Cllr Allin has met with 3 Park Equipment salesmen and has received 1 quote, 2 still to come in, agenda item for next meeting.

## 7. Finance

### *Income*

- CUSSC – rent Jan/Feb/March £677.50
- John Lawsons Circus – green hire £60.00

### *Expenses*

- • Cottenham Village College – room hire £14.00
- • Eastern Marquee Co Ltd – Family Festival £850.00
- • Cottenham Tyre & Auto April/May Invoice £31.90
- • Old West Internal Drainage Board £10.26
- • M.G Grab hire – removal of rubbish from the rec £250.00
- • Viking Direct – Stationary/Office supplies £298.72
- • Cottenham Garden Services – June Invoice £1158.00
- • Paula Johnson –Expenses £40.84
- • Clerk – Salary – June Gross £819.28
- NI £42.26
- Tax £88.46
- Net £688.56
- Parish Council NI £52.48
- • Inland Revenue - April £183.20

Cllr Johnson left the meeting Cllr Warham took the chair, Cllr Nicholas proposed payment, seconded Cllr Collinson, all agreed. Cllr Johnson resumed the chair

## 8. Performance V Budget – First two months – April/May 2005 – Information only

9. **Standing orders – Report and Recommendations from the working party** – Cllr Nicholas presented the recommendations of the working party. Part 1 Chairmanship Item 44 – length of meeting amend from 2 hours to 2 and half hours. Part 2 Standing Orders – Item 17 Resolutions Moved on Notice – 7 clear days before the next meeting of the Council. Item 29 – d) No speech by a mover shall exceed 5 minutes and no other speech shall exceed 2 minutes I) The mover of a resolution... Right of reply not exceeding 2 minutes except by consent of the Council. Item 33 – Clerk to find out the date the Code of Conduct was adopted. Item 36 a) Rescission of Previous Resolution – 5 members. Item 39 – Delete brackets. Item 41 – delete a). Item 56 – Estimates/Precepts – 1) the month of January, 2) no later than 31<sup>st</sup> December. All recommendations were accepted, resolution that these Standing Orders be accepted by Cottenham Parish Council to be placed on July Agenda

## 10. Financial Regulations – Advice from Calc – July Agenda

### 11. Health & Safety – Cllr’s Mudd and Nicholas – August Agenda

### 12. Fly Posting – Article to be placed in Cottenham Newsletter, proposed Cllr Johnson, seconded Cllr Warham, all agreed

### 13. County Farms Lease – update – Cllr Norman – still awaiting updated lease. We cannot have access to the land prior to signing lease. Access via County Farms land for levelling etc to be looked into by Cllr’s Clarke and Johnson.

14. **S106 Tenison Manor** – Resolution to nominate 2 Cllr’s to sign the transfer, Cllr Clarke proposed that Cllr’s Johnson and Warham sign on behalf of the council, seconded Cllr Nicholas, 8 members for, 1 against, 1 abstention, resolution carried.
15. **Tax Capping** – Resolution to reply to letter. Cllr Collinson proposed a letter be sent supporting SCDC seconded Cllr Nicholas, all agreed. **Clerk**
16. **TDS** – Brenda Gautrey Way – Resolution to reply to letter **Clerk**
17. **Letter from John Lawson Circus** – Cllr Dixon to look into this and report back at July meeting. **Cllr Dixon**
18. **Resolution to reply to a letter received from Ms Joanna Gordon Clark** – Cllr Norman proposed that Cottenham Parish Council seek independent legal advice to see if SCDC could have used an alternative other than serving an enforcement notice on Ms Gordon Clark, seconded Cllr Nicholas, in favour 4, against 6, proposal falls. Cllr Johnson proposed that a reply be sent to Ms Gordon Clark explaining that the contents of the letter stand, seconded Cllr Allin, all agreed. Letter to apologise for the procedural error that occurred at the meeting held on 12<sup>th</sup> April 2005. **Clerk**
19. **Resolution to obtain quotes re grass cutting of open spaces at Tenison Manor** – proposed by Cllr Johnson, seconded Cllr Allin, all agreed.
20. **Traveller Issues**
- • Appeal update – Cllr’s Johnson and Norman have met with our barrister. Evidence is being updated.
  - • Letter sent to CCC Education and reply – information only
  - • Meeting held at the Church Hall – feedback – Cllr Johnson stated that this was a multi agency meeting discussing various options.
  - • Resolution to publicise the Appeal dates, proposed Cllr Johnson, seconded Cllr Norman, all agreed
  - • Copy of a letter sent by Cllr Mrs Daphne Spink to CEN and their reply – information only.
  - • Cottenham Residents Association – copy of a letter they have sent to SCDC – copy of answers from SCDC to questions raised by CRA.
  - • Resolution to pay petrol allowance to those Cllr’s that attend the Appeals to give evidence, proposed Cllr Clarke, seconded Cllr Allin, all agreed.
  - • Letter sent to SCDC re Pine View
21. **Annual Parish Meeting – Matters Arising**
- Village Pound Signs – Resolution that a Cllr looks into the history of the pound and report back at July meeting. Clerk to contact Cllr Wotherspoon.
  - Proposal that Cottenham Parish Council offer financial assistance to Ms Joanna Gordon Clark re costs involved in recent legal matters. Cottenham Parish Council is not allowed to support individuals financially.
22. **Recreation Ground**
- Recreation Ground Development Group – Update – next meeting 16<sup>th</sup> June.
  - Lawn mower – Resolution that Cottenham Parish Council accept the quote from Ernest Doe for the 4WD Ransomes 2130 Ride on lawn mower at a cost of £19,995.00 + VAT, proposed Cllr Johnson, seconded Cllr Leeks, all agreed.

23. **Old Village Green** – Lease/Upkeep – still awaiting reply from Paul Smith. Clerk to contact Neville Rice with regard to a maintenance schedule. Cllr Leeks proposal of a village hall to be placed on July agenda. **Clerk**
24. **Resolution** that Cottenham Parish Council allows the Fen Edge Patch to use the electricity supply on the green for the Family Festival, proviso that they use a qualified electrician. Clerk to read the meter. Proposed Cllr Johnson, seconded Cllr Norman, all agreed. **Clerk**
25. **Resolution** that Cottenham Parish Council contacts the Police Authority to ask when the village will get replacement for PCSO Gilbey. This letter to also include the councils full support for the role that PCSO's play. Proposed Cllr Allin, seconded Cllr Collinson, all agreed. **Clerk**
26. **Request from Chequers Public House for extended opening hours.** July agenda
27. **Meeting with CUSSC** – Update – A meeting has been held accounts from CUSSC to be looked at.
28. **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. This has already been dealt with under Financial Regulations.
29. **Email received concerning closure of Montessori** - noted
30. **Development of Land at Rampton Rd/Oakington Rd- nene housing** – emails and report of recent meeting – information only.
31. **Vehicle count Industrial Estates** – Cllr's Clarke, Norman and Warham – September agenda
32. **Appletrees** – information only
33. **Matters for consideration at the next meeting** – Cllr Clarke report on Twinning Visit. Proposal that Cottenham Parish Council look into the possibility that building materials for the Bowls Club extension could be ordered via the council.
34. **Date of next meeting – Ordinary Parish Meeting 12<sup>th</sup> July 2005**
35. **The meeting closed at 10.05**

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