

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 16th August 2005

Present: Cllr's Bristow, Wotherspoon, Fox, Warham, Norman, Leeks, Harding, Collinson, Gautrey, Johnson, Clarke and Nicholas

CCC Cllr Jenkins

Clerk Mrs Groves

Apologies: Cllr's Allin, Buckley and Mudd SCDC Cllr Dixon

1. Chairman's Introduction and Apologies for Absence.
2. Statement from Cllr Collinson – Cllr Collinson referred to a recent email circulated to parish cllr's. This email referred to Cllr Collinson attending a planning appeal in support of Mr and Mrs Jones. Cllr Collinson wishes it to be minuted that this was not the case. Cllr Collinson has given the Clerk a copy of the decision letter, which shows clearly that his name is not on the list of those who did appear at this appeal.
3. Any Questions from the Public/Press – A complaint has been received re cycling on the paths and evidence of cannabis smoking outside of the Methodist Church. The Clerk to contact the police. The Clerk confirmed that the petition re request lowering of speed limit at Smithy Fen has been sent. A representative from Smithy Fen may speak. The Clerk to contact SCDC re their gaining legal advice over the recent sub-division of plots at Smithy Fen. **CLERK**
4. Declarations of Interest – Cllr Gautrey – Finance, Cllr Wotherspoon - letter received from Mrs Rosemary Jones
5. Minutes of Ordinary Meeting held on 12th July 2005 – Cllr Norman proposed a true and accurate account, seconded Cllr Harding, all agreed. Planning Meeting held on 14th July 2005 – Cllr Harding proposed a true and accurate account, seconded Cllr Collinson, all agreed and Planning Meeting held on 28th July 2005, Cllr Bristow proposed a true and accurate account, all agreed
6. Matters arising from these minutes not on this Agenda – Clerk to send a formal letter to Mr Paul Smith in regard to Old Village Green, Clerk to also contact Zurich in regard to insurance for the Old Village Green **CLERK**
7. Letter to Mrs Rosemary Jones – Cllr Wotherspoon left the meeting. All Cllr's have received a copy of the draft reply, Cllr Johnson proposed that this be sent to Mrs Rosemary Jones, seconded Cllr Norman, all agreed. **CLERK**
8. Reports
 - SCDC – Cllr's Dixon, Edwards and Wotherspoon – Cllr Wotherspoon commented that SCDC had resolved to absorb the 2.6 million council tax cuts over the next two years. SCDC has also decided not to seek the views of residents over housing stock options.
 - CCC – Cllr's Jenkins and Bradney – No report given.

9. Finance

Income

- Post Office refund on postage £19.00
- Ladybird Pre School – rent £1554.95

Expenses

- Powergen – Office electric £12.90
- UK Sprayers Ltd – Spraying recreation ground £587.50
- CALC – electronic Standing Orders £14.98

• CUSSC – New keys for fire door	£84.20
• H.Gautrey – Fen Reeves grass cutting	£40.00
• Martin Graves – Guttering CUSSC/sign replacement	£106.77
• Spiral Business Services – Accounts CUSSC	£425.94
• Zurich Municipal – Renewal local council membership	£99.88
• Peter Giddens – Transfer open spaces/ancient monument	£1120.95
• Cottenham Tyre & Autocentre	£15.40
• Public Works Loan repayment	£3058.23
• Hewitsons – Barrister Appeals Fees	£7050.00
• Cottenham Garden Services – August Invoice	£1158.00
• Julie Groves – Expenses telephone/stamps 3 months	£175.78
• Clerk – Salary – August	Gross £856.52
	NI £49.50
	Tax refund £188.90
	Net £995.92
	Parish Council NI £57.60
• Inland Revenue - August	£00.00

Cllr Gautrey left the meeting, Cllr Warham proposed that the above invoices be paid, seconded Cllr Clarke

10. Traveller Issues

- Update on ongoing issues with SCDC – Information received from SCDC
- Appeals – feedback from Cllr’s Johnson and Norman – Cllr Norman commented that he was disappointed by the lack of support at the appeals.
- Feedback from Smithy Fen working party – This has met and will meet again. Cllr Norman has withdrawn from this working party
- Resolution to attend meeting with CCC Education on Wednesday 7th September 2005, 1.00pm at Shire Hall. Cllr Norman proposed that the council attend, seconded Cllr Nicholas, all agreed. Cllr’s Norman, Bristow and Johnson to attend. Previous letter sent to Education with questions asked to be circulated. CCC Cllr Jenkins has been invited to attend
- Letter from Inspectorate – Information only

11. Resolution that Cottenham Parish Council adopt Financial Regulations – Cllr Johnson proposed that the council adopt Financial Regulations, seconded Cllr Nicholas, all agreed

12. Resolution that Cottenham Parish Council adopt Standing Orders – Cllr Johnson proposed that the council adopt Standing Orders, seconded Cllr Harding, all agreed.

13. Resolution that the council meet with the Police Authority in regard to lack of police cover for Cottenham – The Clerk to contact. **CLERK**

14. Request from a resident – resolution that a dog bin be placed in Brenda Gautrey Way – Cllr Johnson proposed that Cllr Mudd identify 2 possible locations, seconded Cllr Nicholas, all agreed. **CLLR MUDD**

15. The Old Village Green – Update from Cllr Leeks – Cllr Leeks confirmed that the council owns this land and has spoken to SCDC in regard to planning permission. Further investigations need to be made. Clerk to place a resolution on September agenda. **CLERK**

16. County Farms Lease – update – Cllr’s Norman and Mudd – The outstanding issues in regard to the lease have been resolved but the council has still not received an up dated version. Cllr Norman has met with an engineer in regard to the widening of the access

onto the recreation ground. Clerk to place a resolution, on September agenda, that we have a detailed survey done, plus working drawings, at a cost of £1000.

17. S106 Tenison Manor

- Transfer documents received – information only
- Letters received re Emergency Access – Resolution that the Clerk contacts SCDC to enquire as to progress made – The Clerk has spoken to Colin Tucker, the new Head of Legal Services at SCDC. Mr Tucker is arranging a meeting with all parties involved and is determined that this issue will be resolved.
- Vandalism at the Ancient Monument – Cllr Mudd to place an article in the next Cottenham Newsletter
- Resolution that Cottenham Parish Council instructs BC Group Trust to start works on the Ancient Monument – Proposed Cllr Clarke, seconded Cllr Johnson, all agreed. Clerk to contact also to ask for ongoing cost predictions. **CLERK**

18. Northstowe – Resolution that a working party be formed to look at plans and to report back at September meeting – Proposed Cllr Johnson, seconded Cllr Clarke, all agreed. Cllr's Norman, Warham and Leeks to form working party, Clerk to give CD to them.

19. Jointly Funded Improvement Scheme – Resolution that Cottenham Parish Council apply for speed reduction measures on the Twentypence Road – Proposed Cllr Nicholas, seconded Cllr Bristow, all agreed. **CLERK**

20. Clean Neighbourhoods Act – Cllr Nicholas proposes that a resolution be passed that if the situation ever arises, when incidents of fly posting or graffiti ever become really serious, then the council takes whatever measures are deemed appropriate in accordance with the relevant section of the Act, seconded Cllr Fox, all agreed.

21. Health & Safety – Cllr's Mudd and Nicholas – Cllr Nicholas and Cllr Mudd have carried out an inspection of all equipment on the rec and passed the completed paperwork to the Clerk. Cllr's Mudd and Nicholas to continue inspections.

22. Play Park – update – This should be completed by the end of August.

23. Risk Assessment – Finance – Clerk (as required for our external audit) Resolution that the Clerk has carried out the risk assessment on all financial matters concerning the council – Cllr Johnson proposed that this had been completed to the satisfaction of the council, seconded Cllr Nicholas, all agreed.

24. Recreation Ground

- Recreation Ground Issues – Cllr Mudd – Cllr Mudd absent, place on September agenda.
- CCTV – quotes received – resolution that the council asks an independent person to look at quotes and report back in September, proposed Cllr Johnson, seconded Cllr Nicholas, all agreed.
- Recreation Ground Development Group – update. Resolution that works, drainage/levelling/seeding, be carried out on County Farms land – this matter to be placed on the same agenda as resolution to sign the lease.

25. BT – removal of telephone box located near the Memorial - resolution to reply stating the councils disappointment that this is proposed – Proposed Cllr Collinson, seconded Cllr Johnson, all agreed. **CLERK**

26. Accounts – Information only, internal audit due to take place in August

27. CUSSC

- Resolution that the Clerk contacts CUSSC re recycling of glass bottles – proposed Cllr Johnson, seconded Cllr Warham, all agreed. **CLERK**
- Resolution that Cllr's Norman and Johnson meet with CUSSC – proposed Cllr Nicholas, seconded Cllr Collinson, all agreed.

28. Cottenham Feast – Proposal from Cottenham Brass that they conduct a small concert on the green in place of the feast parade – Cllr Johnson proposed that we welcome this, seconded Cllr Clarke, all agreed. Clerk to contact Colin Watson. **CLERK**

29. Petition – speed limit Smithy Fen – information only
30. Anti – social behaviour, email from Swavesy Parish Council – Resolution to reply and in principal agree to meet – proposed Cllr Johnson, seconded Cllr Nicholas all agreed. Clerk to contact. **CLERK**
31. Funding Fair, resolution that a councillor attends, Cllr Johnson proposed that the council attend, herself, Cllr Leeks and Cllr Norman will look into this, seconded Cllr Nicholas, all agreed. Clerk to pass information on. **CLERK**
32. Transfer of Licence, Hopbind, information only
33. Sabertons Corner – Parking Issues – complaints have been received, Clerk to contact the police and request the mobile traffic warden to visit and also to contact Highways to ask for parking bays to be reinstated. **CLERK**
34. Nene housing – information only
35. Cameroon Wild Life Centre – Fundraising fun day – information only
36. Matters for consideration at the next meeting – The legal position of the extra land at the green due to new road lay out. Vandalism.
37. Date of next meeting – Ordinary Parish Meeting 20th September 2005
38. The meeting closed a 9.19pm

Signed _____ Chairman Date _____