

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 18th October 2005** at 7.30pm.

Present: Cllr's Mudd, Fox, Bristow, Buckley, Gautrey, Wotherspoon, Warham,
Clarke, Leeks, Johnson, Collinson, Allin, Harding, and Nicholas
SCDC Cllr Edwards
Clerk: Mrs J Groves
Members of the Public: 7
Apologies: Cllr Norman, SCDC Cllr Dixon, CCC Cllrs Jenkins and Bradney

1. **Chairman's Introduction and Apologies for Absence** – Cllr Johnson reminded all Cllr's of the importance of declaring an interest in any agenda item. Cllr Johnson also asked if all Cllr's could let the Clerk know if they would be attending the meeting with SCDC.
2. **Any Questions from the Public/Press** – Mr Casey informed the council of the formation of a new group called the Way Forward in regard to looking into traveller issues. Mr Casey is to meet with Sebastian Kindersley. Mr Kelso stated that a light at Malary Oils is on all the time, Clerk to contact Malary Oils. Mr Maynard asked various questions about traveller issues these are to be discussed tonight. Mr Maynard also asked if there had been enough signatures on the petition re speeding on Twentypence Road, Mr Kelso confirmed that there had been and that this issue has been heard at SCDC. Mr Richard Joyce from Securcam attended the meeting and answered any questions raised about proposed CCTV system. These included clarification of proposed system, clarity of any pictures taken, legality of using these pictures, the cost of extra equipment. Richard Joyce confirmed that the quoted price will be held until the New Year. Cllr Johnson thanked Mr Joyce for attending.
3. **Declaration of Interest** – Cllr's Harding and Buckley – Bowls Club
4. **Minutes** - Cllr Nicholas proposed that the Minutes of Ordinary Parish Council Meeting, 20th September 2005 are a true and accurate account, seconded Cllr Fox, all agreed. Cllr Leeks proposed that the Planning Meeting 22nd September 2005 are a true and accurate account, seconded Cllr Bristow, all agreed. Cllr Mudd proposed that the Planning Minutes of the 6th October 2005 are a true and accurate account, seconded Cllr Nicholas, all agreed.
5. **Matters arising from these minutes not on this Agenda** – Item 22, Traffic issues, Cllr Warham stated that there had been two meetings and requested that an item be placed on the November agenda asking for agreement to look into hiring equipment for measuring traffic flows and speeds at a cost of £500 - £1000. Also to ask CCC for their observations following traffic calming schemes. The Clerk is still pursuing the marking of the parking bays.
6. **Reports**
 - **SCDC – Cllr's Dixon, Edwards and Wotherspoon – Northstowe** - Cllr Edwards stated that there are areas of concerns with the application from Gallaghers, in particular road access especially with the proposed route onto Station Road Oakington. Cllr Edwards thought that an independent survey may be of help and that the council should request the support of

our CCC Cllr's in opposing this. **Travellers** – Scrutiny Meetings gives an opportunity for Cllr's to question the Leader on strategies for dealing with Travellers, Cllr Edwards to attend. There is also an opportunity for all to ask questions of Leader via SCDC web site. **Council Tax capping** – the proposed cuts are to be put before the Cabinet, there has been no proposed cuts for dealing with Traveller issues. There is a very real possibility that cuts will affect the number of CPSO's, Cllr Edwards to highlight the very real concerns of the parish council.

- **CCC – Cllr's Jenkins and Bradney** – Not present, no report

7. Finance

Income

• Skateboard park project bank account	£198.29
• Donation from Cricket Club	£150.00
• EDF Energy	£26.90

Expenses

• Royal British Legion – Poppy Wreath	£16.50
• Royal British Legion – Donation	£25.00
• Passmores - Bowls Club – new clubhouse	£9324.65
• Cottenham Garden Service October Invoice	£1158.00
• Cottenham Garden Service – Bins/bus shelters	£699.13
• Zurich Municipal – Inspection of Ancient Monument	£352.50
• Cottenham Tyre and Autocentre – Fuel	£26.50
• LGS Services – Internal Audit	£117.50
• Viking Direct – Ink cartridges	£67.75
• Keith Pomroy – painting Bus shelter	£40.00
• Clerk – expenses – telephone 3 months/stamps	£149.69
• Clerk – Salary – October	Gross £782.04
	NI £41.56
	Tax £64.23
	Net £676.33
	Parish Council NI £48.38
• Inland Revenue	£154.09

Cllr's Buckley and Harding left the meeting. Cllr Mudd queried payment to Zurich Municipal, Clerk to clarify the situation. Cllr Clarke proposed payment, apart from Zurich, seconded Cllr Warham, all agreed.

8. **CCTV – Resolution that we accept the quote from Secura-Cam, £3838.50 plus VAT. Annual maintenance cost £125 plus VAT per visit. Resolution to ask for a further quote for Bowls Club.** - The council discussed several issues, could they justify spending money on a system that may not be an effective deterrent. It was proposed by Cllr Collinson that an amendment to the original resolution be made that the legal situation and limitations of CCTV be explored and the matter reviewed. This matter to be placed on the Finance Meeting in January 06, seconded Cllr Nicholas, all agreed.

9. Traveller Issues

- **Resolution to reply to letter from CCC dated 16th September** – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed. **Clerk**

- **Resolution to contact CCC in light of no reply received re letter sent on 28th September 2005** – Proposed Cllr Fox, seconded Cllr Johnson, all agreed.
- **Appeal Notices received re Land at Plot's 5, 5a, 6, 10 and 11 Orchard Drive Smithy Fen Cottenham. Resolution to appoint Philip Kratz of Taylor Vinters to formalise the Parish Council evidence for these appeals at a cost of £500** – Proposed by Cllr Nicholas, seconded Cllr Fox 13 for proposal, 1 against, carried.
- **Resolution to look into CCTV on Setchell Drove** – Clerk to contact Environmental Health/Police/SCDC about fly tipping. **Clerk**

10. Resolution that the parish council request that our SCDC Cllr's meet with our CCC Cllr's to discuss such issues that affect Cottenham i.e. Travellers/Planning/Highways/Emergency Access – Proposed by Cllr Johnson, seconded Cllr Fox, all agreed. **Clerk**

11. Resolution that the Parish Council attend the Cambridgeshire Neighbourhood Watch Executive Group Annual Conference 5 November 2005 – three workshops have been booked – **Tackling anti-social behaviour, Tackling Environmental Issues and Communication** – Proposed by Cllr Johnson, seconded Cllr Harding, all agreed, Cllr's Johnson, Warham and Leeks to attend if possible.

12. Resolution that the a representative of the Parish Council attends the informal hearing in regard to the Appeal Land adjacent to Appletree Close Histon Road Cottenham to be held on 8th November 2005 – This hearing has been postponed.

13. Accounts – Annual Return – Comments from Internal Auditor

14. Recreation Ground

- **Update from Recreation Ground Development Group** – Cllr Johnson stated that all sports groups would present their plans to the council by 7th December 2005, draft business plans by January and a formal request for the use of piece of land.
- **Resolution that the Parish Council pay for the use of the foyer at CVC for the rec development group to stage an information evening (two evenings 7pm-8pm)** – Proposed Cllr Clarke, seconded Cllr Fox, all agreed.
- **Playpark – update** – Cllr Allin reported that some work still needs to be done, the safety surface under the swings and the zip wire needs to be tightened.
- **Resolution that the Parish Council becomes an environmental agency for the purpose of fund raising** – Matter to be placed on November agenda
- **Oil tanks – bunding** – Cllr Norman reported that this has been done with some minor matters outstanding, one issue to be resolved is how to calculate how much oil each user group has used.
- **County Farms Lease** – The lease has arrived and is to be signed this evening, witnessed by Simon Edwards.
- **Resolution to contact CVC – possible art project - designer graffiti at the skateboard park** – Proposed Cllr Johnson, seconded Cllr Allin, all agreed. The clerk to contact the college. **Clerk**
- **Email received re football games on the recreation ground** – Clerk to reply. **Clerk**

- 15. Resolution that the Parish Council only view any complicated/potentially controversial planning applications at a full council meeting and that relevant supporting documentation be circulated to all members prior to such meetings** – Cllr Collinson proposed an amendment to the above, that we accept this resolution with the proviso that we review this resolution in 6 months time, seconded Cllr Johnson, all agreed.
- 16.**
- **Old Village Green** – Cllr Leeks has met with the Village Design Group. Cllr Leeks proposes to wait for further developments at the recreation ground before further investigations.
 - **Mr Paul Smith – advice from CALC – resolution to reply to letter from Mr Paul Smith** – Proposed Cllr Collinson, seconded Cllr Allin, all agreed.
- 17. Resolution to fund the hire of a digger for a period of two days and a skip for further works by the BC Group Trust at the Ancient Monument at a cost of no more than £1000.00** – Proposed Cllr Johnson, seconded Cllr Leeks, all agreed.
- 18. Resolution that we instruct the BC Group Trust to construct fencing, two kissing gates and one access gate at the Ancient Monument at a cost of £2523.77 inclusive of VAT** – Proposed Cllr Leeks, seconded Cllr Johnson, all agreed.
- 19. Resolution that the Clerk contacts SCDC planning department in response to a letter received from Mr Grant Miller** – Proposed Cllr Collinson, seconded Cllr Fox, all agreed
- 20. Remembrance Sunday - Resolution that a wreath be purchased and the council nominates a Cllr to lay the wreath on behalf of the Parish Council** – Proposed by Cllr Clarke, seconded by Cllr Fox, all agreed, Cllr Johnson to lay the wreath.
- 21. Resolution that a member of the Parish Council sit on the Fen Edge Community Association committee organising the Family Weekend 2007** – Proposed by Cllr Johnson that Alan Leeks takes up this post, seconded Cllr Nicholas, all agreed. **Clerk**
- 22. Resolution to nominate a trustee to Cottenham United Charities** – Cllr Johnson proposed that Cllr Bristow be nominated, seconded Cllr Warham, all agreed. **Clerk**
- 23. Resolution that the Parish Council allows John Lawson Circus use of the green 18th – 21st May 2006** – Proposed Cllr Johnson, seconded Cllr Nicholas, all agreed. Clerk to contact, also mention possible price increase in green hire fees. **Clerk**
- 24. Nene Housing – resolution to reply to letter received** – To be placed on the November agenda
- 25. Legal position re additional land at the village green** – To be placed on the November agenda
- 26. Resolution that a rubbish bin be placed on the Ancient Monument** – To be placed on the November agenda
- 27. Quote received from Eastern Landscape Services Ltd, Clerk to contact Trees and Landscape Officer** – Clerk to seek another quote
- 28. Resolution that we appoint Eastern Landscape Service Ltd to inspect the trees on The Dunnocks** – Proposed Cllr Johnson, seconded Cllr Mudd, all agreed

- 29. Resolution to reply to SCDC re LDF future consultation** – It was agreed that future consultation be by cd-rom, proposed Cllr Johnson, seconded Cllr Allin, all agreed.
- 30. Telephone call received re vandalism/theft Oakington Road BT phone box** – Clerk to contact BT
- 31. Christmas**
- **Xmas lights - resolution that we instruct a qualified electrician to put up the lights -**
 - **Resolution that we purchase a tree**
 - **Resolution that we set a date for the Carol Concert**
 - **Resolution that we purchase charcoal for the bbq**
 - **Resolution that sweets and gratuities be purchased** – Cllr Johnson proposed all of the above, seconded Cllr Allin, all agreed. **Clerk**
- 32. Cottenham Feast Parade – Information only**
- 33. Petitions Smithy Fen – Information only**
- 34. Matters for consideration at the next meeting** – Lease CUSSC, Albano Drove public rights of way issues.
- 35. Date of next Ordinary Council Meeting 15th November 2005**
- 36. The Meeting closed at 10.20pm**

Signed _____ Chairman Date _____