

COTTENHAM PARISH COUNCIL

Ordinary Meeting of the Cottenham Parish Council

Minutes of
Cottenham Parish Council Ordinary Meeting
Held in the Library of Cottenham Village College, High Street, Cottenham
On
Tuesday 14th February 2006 at 7.30pm

Present: Cllr's Fox, Harding, Clarke, Bristow, Mudd, Gautrey, Johnson, Collinson, Warham, Allin and Leeks
CCC Cllr's: Bradney and Jenkins
Mr Neville Rice
Clerk: Mrs J Groves
Apologies: Cllr's Buckley, Norman, Wotherspoon and Nicholas, SCDC Cllr Edwards

- 1. Chairman's Introduction and Apologies for Absence.**
- 2. Ancient Monument – Contract with the BC Group Trust– Members of the public and press to be excluded under Section 1(2) of the Public Bodies (Admission to Meetings Act 1960) – See attached minutes**
- 3. Any Questions from the Public/Press – None present**
- 4. Declarations of Interest – Cllr Johnson – Item 10 - Finance**
- 5. Minutes of Ordinary Parish Meeting 17th January 2006 – Cllr Warham proposed a true and accurate account, seconded Cllr Allin, all agreed. Planning Meeting 26th January 2006 – Cllr Harding proposed a true and accurate account, seconded Cllr Johnson, all agreed.**
- 6. Matters arising from these minutes not on this Agenda – No matters raised**
- 7. Recreation Ground – Mr Neville Rice**
 - 8 Trees to be replaced – Clerk to check if CCC still has a tree scheme.
 - The Cricket Club would like to use both pitches; this raises several issues – additional costs, the need for additional equipment and fencing for the bowls club. Clerk to request a meeting with them and the matter to be placed on the March Agenda. **Clerk**
 - Tennis Courts – Clerk to contact the Tennis Club to clarify who will be using these courts. Mr Rice commented on the need for a ride on mower, quotes to be obtained. Also to be decided charge to be levied for use of these courts – matter to be placed on March Agenda, Clerk to contact other Parish Councils to find out how much they charge. **Clerk**
 - The boundary fence is badly damaged – the Clerk to obtain quotes. **Clerk**
 - There is a problem with the water pressure – Clerk to arrange for a plumber to meet with Mr Rice to discuss this. **Clerk**
 - Work needs to be undertaken on the Village Green – Mr Rice to obtain quotes and matter to be placed on the March Agenda.
 - Mr Rice to obtain quotes for re-seeding the training area.
 - Trees on the Green – low branches are causing a problem – Clerk to contact Eastern Trees and Landscape.
 - A rubbish bin needs to be located at Tenison Manor – Clerk to order one and to look into price of a large bin to be located at the rec.
 - The damaged conifer trees are to be removed.

- Storage shed to be repaired and painted.
 - Mr Rice to let the Clerk know approximate costing for repairs to the tractor/mower
 - Mr Rice to obtain necessary supplies of loam for the cricket pitch.
 - The large heap of soil – to be moved when works begin on the new area? Matter to be placed on March Agenda.
 - Cllr Clarke stated that the Recreation Ground Committee should be resurrected – matter to be placed on March Agenda. **Clerk**
 - Letter of thanks to be sent to Mr Rice, proposed Cllr Allin, seconded Cllr Fox, all agreed. **Clerk**
- 8. BC Group – Mr Blackford** – Mr Blackford signed the agreement for the current year. Mr Blackford stated that they hoped to seed the area with a suitable mix of grasses/wild flowers and pond edge mix for the banks of the moat. They also plan to plant suitable bulbs. A quote for this work to be sent to the Clerk. Cllr Clarke proposed that the BC Group adhere to instructions from SCDC, English Heritage and English Nature, Mr Blackford suggested that a committee be formed to manage the ancient monument and adjacent public open space – matter to be placed on March Agenda. **Clerk**

9. Reports

- SCDC – Cllr’s Dixon, Edwards and Wotherspoon – not present – no report given.
- CCC – Cllr’s Bradney and Jenkins – Cllr Jenkins commented on the Footway Lights issue: that the upkeep of these lights is not expensive but replacement would be in the region of £700 per light, also an issue of insurance. SCDC is to reconsider retaining ownership of these lights whilst Parish Councils to pay for basic running costs. Traveller Issues: Cllr’s Bradney and Jenkins are to meet with Alan Davidson. Traffic Issues: It was stated by Cllr Collinson that it is of vital importance that within any planning permissions granted for new developments such as Northstowe or the construction of the route for the Guided Bus there be written agreements for transport arrangements to ensure that the route for construction traffic does not use the roads through Cottenham for access.

10. Finance

Income

- | | |
|--|----------|
| • Cottenham United football club -pitch usage | £408.00 |
| • Donation for Recreation Ground from Cottenham WI | £100.00 |
| • SCDC – Recycling Credits | £1122.00 |
| • CUSSC – rent Oct/Nov/Dec | £677.50 |

Expenses

- | | |
|---|-----------|
| • Paula Johnson – Telephone Nov-Jan | £22.56 |
| • Public Works Loan Board | £3,058,23 |
| • Cottenham Garden Services – February Invoice | £1184.00 |
| • Cottenham Garden Service – underpayment –Clerks error | £208.00 |
| • BC Group Trust – Habitat sites – Ancient Monument | £399.50 |
| • Madingly Mulch – Playbark | £50.00 |
| • Cottenham Village College – room hire | £424.75 |
| • Powergen – Office electric supply | £114.98 |

• Powergen – Green electric supply		£85.29
• Viking Direct – paper/envelopes		£65.93
• Spiral Business Services – book-keeping		£467.06
• Clerk – Salary – February 2006	Gross	£816.80
	NI	£44.97
	Tax	£71.72
	Net	£700.11
	Parish Council NI	£52.33
• Inland Revenue - February		£169.02
• Clerk – underpayment 10 months minus tax/NI		£347.38
• Inland Revenue – Clerk tax – £375.50, Clerk NI - £79.92, PC NI £105.26		
– total due		£560.68

Cllr Johnson left the meeting. Resolution that the above invoices be paid – Cllr Allin to contact Madingly Mulch. Cllr Clarke proposed payment with the exception of payment to Madingly Mulch, seconded Cllr Fox, all agreed.

11. Letters received/sent – Mr Curzon – information only

12. SCDC – Resolution to reply re Land Terrier – Matter deferred

13. Town and Country Planning Act 1990 – Appeal by Mr W Willett – Land Adjacent Appletrees Close, Histon Road, Cottenham – Resolution that the Parish Council attend the appeal to be held on 21st March 2006 – Cllr Clarke proposed that Cllr's Bristow, Nicholas, Norman and Johnson attend, seconded Cllr Fox, all agreed.

14. Litter/bin emptying – Resolution that the Clerk contact SCDC for clarification – Awaiting a reply

15. Resolution that the green hire fees be increased – Cllr Clarke proposed an increase to £30 per day, seconded Cllr Johnson, all agreed. Increase from April 1st 2006, matter to be reviewed at next Finance meeting January 2007.

16. Meeting with Dickersons – Environmental Issues – Cllr Clarke stated that Dickersons has put in a tender for the collection of rubbish for East Cambridge and the City. They also plan to build a new building to cope with this increase.

17. Recreation Ground

- Recreation Ground Development Group – update – Cllr Johnson stated that various funding bids have been made and that a meeting had been held between Cambridge FA, SCDC and Cottenham Village College about funding an all weather pitch at the college.
- Resolution that we accept the quote of £7500 plus VAT from Herald Contract Services for fencing new area at the rec – Clerk to check height requirement 1.2m or 1.8m – quote is for 1.2m, subject to this clarification Cllr Collinson proposed that this quote be accepted, seconded Cllr Clarke, all agreed.
- Resolution that we accept the quote from Herald Contract Services for seeding - £7948 plus VAT – proposed Cllr Johnson, seconded Cllr Harding, all agreed. Clerk to write to Herald Contract Services to ask for initial spraying to be done prior to levelling and drainage.
- Cottenham Tennis Club – notification of fence works, request to install a small metal container near the courts – Proposed Cllr Johnson, seconded Cllr Clarke, all agreed.

18. Working party - traffic issues – Update – Petition/Survey – Clerk to contact Count on Us for clarification/guidance. Resolution to reply to letter from Mr

- Jones and to letter from Stevens Close and Victory Way Residents Association, Cllr Collinson proposed that the Clerk reply, seconded Cllr Fox, all agreed. Clerk to contact Highways re light at Zebra Crossing and to request that road markings be repainted.
19. **Parish Plan** – update – Cllr’s Johnson and Nicholas met with Stan Rees from Cambridgeshire Acre. Mr Rees stated that they were very impressed with the Parish Plan also with the fact that Cottenham is one of only a few villages that has acted upon information received.
 20. **Traveller Issues**
 - Update on pre-emptive injunctive action – Ongoing.
 - Resolution to contact SCDC in regard to non-enforcement of notices – Clerk to contact
 - Letter sent to CCC Cllr’s by Cllr Bristow – information only
 21. **Resolution to reply to letter from Persimmon** – Cllr Johnson proposed that the Clerk reply stating that the Parish Council do not agree that extensive works had been undertaken at the Ancient Monument prior to its transfer to the Parish Council, seconded Cllr Allin, all agreed. Clerk also to contact re balancing pond.
 22. **Histon Neighbourhood Panel – Meeting on Thursday 23rd February 2006 at 7.30pm at Histon and Impington Junior School** – Resolution that the Parish Council send a representative, Cllr Johnson proposed that Cllr’s Warham and Allin attend, seconded Cllr Fox, all agreed
 23. **Resolution to reply to request for funding from Cambridgeshire Libraries** – Cllr Johnson proposed that a donation of £70 be made, seconded Cllr Collinson, all agreed.
 24. **Planning Applications Workshop** – Cllr Clarke proposed that Cllr’s Bristow and Johnson attend, seconded Cllr Fox, all agreed.
 25. **Request for a rubbish bin at Coolidge Gardens** – Cllr Johnson proposed that a bin be purchased, seconded Cllr Fox, all agreed. Clerk to order bin.
 26. **Working Party – Village maintenance** – Matter to be placed on March Agenda
 27. **Letter received from Mr Sanderson – rubbish left at the Parish Pound** – resolution to reply and to look into this matter – Cllr Johnson proposed that the Clerk reply, seconded Cllr Fox, all agreed.
 28. **Proposed changes to Postcode addresses** – Resolution to reply – Cllr Clarke proposed that the Clerk reply stating that the Parish Council do not accept that this proposal is necessary, seconded Cllr Johnson, all agreed.
 29. **CALC** – Area Meeting 2nd March 2006
 30. **Cottenham Charities** – Letter received – information only
 31. **Toy Library** – Request to use CUSSC car park for a carboot sale – Cllr Johnson proposed that the council grant this request, seconded Cllr Fox, all agreed.
 32. **Annual Parish Meeting** – Resolution to advertise in the Cottenham Newsletter. Resolution to consider inviting guests. Proposed Cllr Johnson, seconded Cllr Allin, all agreed.
 33. **Parish Council Office** – Resolution to form a working party to look into future premises – Cllr Warham proposed that Cllr’s Bristow, Allin and Collinson form a working party, seconded Cllr Johnson, all agreed.
 34. **Parish Council Elections** – information only
 35. **Press Release**

36. Matters for consideration

37. Date of next meeting – Ordinary Parish Council Meeting 14th March 2006

38. Meeting closed at 10.20pm

Signed _____ Chairman Date _____