

# 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 15<sup>th</sup> August 2006 at 7.30pm**

**Present:** Cllr's Norman, Nicholas, Leeks, Mudd, Rodway, Fox, Wotherspoon, Gautrey, Clarke, Collinson, Warham, Bristow and Hollins.

SCDC Cllr Bolitho

Hannah Gregory and Alistair Frost – CCC re Cowley Road Park and Ride

**Apologies:** Cllr Johnson and SCDC Cllr Edwards

1. **Chairman's Introduction and Apologies for Absence** – Cllr Bristow took the chair.
2. **Park and Ride Presentation re relocation of this site** – Alistair Frost gave a brief outline of the proposal. There had been public consultations and the preferred site was Option 4 located just off Buck Lane. CCC support this option, Milton Parish Council do not. Several issues still need to be addressed, the need for additional traffic lights and the potential problems with traffic. Discussions are currently underway with the landowners of proposed site. Cottenham Parish Council are very concerned with the possibility of additional traffic going through the village as a result of this relocation. Cottenham Parish Council would seek assurances that this scheme would not cause additional traffic using the roads through the village. Cllr Bristow thanked Ms Gregory and Mr Frost for attending.
3. **Any Questions from the Public/Press** – A query re the request for a reduction of the speed limit at Smithy Fen. Cllr Bristow stated that whilst this had not been successful the Traffic Working Party were looking at all traffic issues within the village including the roads at Smithy Fen.
4. **Declaration of Interest** - None
5. **Report from CBO Paul Rodgeron** – Apologies received as unable to attend
6. **Minutes of Ordinary Meeting 11<sup>th</sup> July 2006** – Cllr Norman proposed a true and accurate account, seconded Cllr Nicholas, all agreed. **Planning Meeting 27<sup>th</sup> July 2006** – Cllr Clarke proposed a true and accurate account, seconded Cllr Warham, all agreed
7. **Matters arising from these minutes not on this Agenda** – Additional quote for hedging of recreation ground extension still to be obtained
8. **Reports**
  - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – Cllr Wotherspoon attended the Neighbourhood Panel meeting, which was found to be very useful positive scheme. DCLG – Circular 02 2006 has removed the crown immunity re planning applications. Northstowe core strategy meeting was held on the 18<sup>th</sup> July 2006. All interested parties, Gallaghers, English Partnerships, Fairfield and agents re proposed development at Mereham attended this. There appears to be a question mark as to whether or not Gallagher/English Partnerships could provide the number of houses at the rate required, also highlighted was the very real possibility that the A14 will not have been upgraded by the time the houses have been built. It was noted that the developers need to plan proposed new roads within any proposed schemes. Appletrees – The fence has been repaired and rubbish collected together. Cllr Wotherspoon will inform all of any decisions reached re Pine View. Cllr Wotherspoon has received an additional complaint re HGV's using Telegraph Street. Cllr Bolitho further stated that asbestos had been removed from the Appletrees site. Cllr Bolitho

distributed a letter re noise levels of traffic from our MEP. An individual has been arrested and fined for causing damage to a local shop. Cllr Bolitho has received complaints re cars parking on the white diagonal lines alongside the High Street adjacent to Margett Street. Traffic group to look into this. Cllr Norman expressed concerns with the Travellers Needs Assessment especially over the way that the research had been carried out. Concerns are that these answers may be incorrect and that there are inconsistencies, which will govern future actions.

- CCC – Cllr’s Bradney and Jenkins – not present – see attached report

## 9. Finance

### *Income*

- VAT claim £13,383.75

### *Expenses*

• Cottenham Garden Services – August 2006 Invoice	£1184.00
• Andrew Firebrace Partnership Ltd – Report CUSSC wall	£154.41
• Public Works Loan Board	£3,058.23
• Powergen – Office electric	£24.38
• Powergen - Green electric	£126.56
• Eastern Landscape Service Ltd – Tree works	£411.25
• SCDC – Election expenses	£55.79
• Mark Weatherhead Ltd – Lawnmower parts	£56.18
• Aquarius Liquid Engineering – Pump inspection CUSSC	£261.79
• Zurich Municipal – Membership renewal	£99.88
• Cambridge Drainage Company – rec extension	£15,921.25
• Business Consultancy Services – Accounts	£487.63
• Clerk – Salary – August 2006	Gross £967.84
	Tax & NI £165.06
	Net £802.64
	Parish Council NI £70.12
	July extra hours 28.25 £297.17
	Back Pay April – July due to hourly rate change £106.64
• Inland Revenue - August 2006	£235.18

Resolution to increase the Clerk’s salary in line with National Agreement and to backdate this to whenever the new rate came into force – proposed Cllr Fox, seconded Cllr Mudd, all agreed.

Resolution that the above invoices be paid – proposed Cllr Clarke, seconded Cllr Norman, all agreed.

## 10. Recreation Ground

- Quote for fencing from Universal fencing – information only, additional quote to be obtained
- Bowls Club – request for donation towards fencing – request to remove a section of hedging – to be discussed at the next Recreation Ground Management Committee meeting.
- Resolution to place a sign at the entrance to the playpark detailing contact details for the Clerk – proposed Cllr Fox, seconded Cllr Norman, all agreed

11. CUSSC – Damaged wall – update – A further quote has been received from ABCO – remove render £1310.00, replace render £2634.00 both subject to VAT. It was proposed by Cllr Norman that the Recreation Ground Management Committee look at these quotes and make a decision as to which

- one choose, at a cost of no more than £5500.00, seconded Cllr Nicholas, all agreed
- Resolution to decorate outer walls at CUSSC – next agenda
  - Ladybird Pre-School – Cllr Norman commented that he was disappointed in the poor turn out by Cllr’s re looking at the tenders for the extension. If a decision had been required it would not have been possible due to insufficient Cllr’s attending. Tenders received were higher than budget allowed, additional funding needs to be found.
12. **Traveller Issues** –
    - Resolution to respond to SCDC’s reply to questions asked 24<sup>th</sup> October 2005 – Proposed Cllr Mudd, seconded Cllr Nicholas, all agreed.
    - Resolution to attend Traveller’s Liaison Forum on Thursday 5<sup>th</sup> October 7.30 at Cambourne – Proposed Cllr Bristow, seconded Cllr Clarke, all agreed. Cllr’s Norman, Bristow and Johnson to attend.
    - Resolution to comment on East of England Plan (Draft RSS) – single-issue review of provision of Gypsy and Traveller Caravan Sites – Draft Project Plan and Statement of Public Participation – Proposed Cllr Nicholas, seconded Cllr Mudd, all agreed. Response to be considered.
  13. **Emergency Access** – Update – SCDC are still awaiting final plans from Persimmon.
  14. **Northstowe Public Sector Workshop** – Resolution to attend – Proposed Cllr Bristow, seconded Cllr Norman, all agreed – Cllr’s Norman, Clarke, Warham, Bristow and Johnson to attend.
  15. **Village Sign** – Resolution to have sign re-varnished – Proposed Cllr Clarke, seconded Cllr Nicholas, all agreed. Clerk to contact Martin Graves
  16. **Dog bin** – Resolution to place one between Broad Lane and the Church – Proposed Cllr Mudd, seconded Cllr Bristow, all agreed.
  17. **Dog bin/Waste bins** – Resolution to purchase 1 dog bin and 2 new waste bins – Proposed Cllr Warham, seconded Cllr Mudd, all agreed.
  18. **Standing Orders** – Resolution to amend Financial Regulations 3.4 amendment ‘£500 with the agreement of Chair or Vice Chair, in exceptional circumstances £2000 with the approval of a quorum (5 Cllr’s) one of which must be Chair or Vice Chair – Proposed Cllr Clarke, seconded Cllr Mudd, all agreed.
  19. **Flooding High Street/Broad Lane** – Resolution to contact relevant parties in response to recent flooding – Cllr Rodway – matter to be placed on September Agenda.
  20. **School Budget Cuts** – Update on letter sent to CCC – copies to be sent to Primary School and Village College
  21. **Traffic Issues** – Feedback from working party – Cllr Warham stated that at last months meeting there had been circulated a preliminary Transport Policy Document with the request for comments from all Cllr’s. Cllr Warham is somewhat disappointed with the lack of response and has asked for all to look at this document and comment on it. Cllr Nicholas has done a detailed report on the condition of footpaths throughout the village and has circulated this information to all, again comments please.
    - Email re meeting with CCC and Stagecoach re Citi 7 service, resolution that a meeting be arranged – proposed Cllr Warham, seconded Cllr Nicholas, all agreed. Cllr’s Warham and Rodway to attend
    - Letter received re traffic using Lyles Road – resolution that the working party reply – proposed Cllr Bristow, seconded Cllr Fox, all agreed.
    - Letter to CCC – update – A meeting had been arranged and Cllr Norman felt rather encouraged by the outcome. See attached report.
  22. **Village Maintenance Working Party** – feedback – Cllr Bristow has received a list of assets held by the groundsman.

23. **Cottenham Charities** – Allotments – Cars Parking and pedestrians using the gap to access the Primary School – Information only
24. **Old Village Green** – Resolution that for the moment we maintain this as a dog walking area - Proposed Cllr Fox, seconded Cllr Mudd, all agreed.
25. **Cowley Road Park & Ride Relocation** – Resolution to reply to invitation to co-host a consultation evening – The Traffic Working Party to look into this matter and report back
26. **CALC** – Resolution to attend meeting on 24<sup>th</sup> August 2006 – Proposed Cllr Clarke, seconded Cllr Norman, all agreed. Cllr Bristow to attend
27. **Kidzone** – Rely sent re Play Equipment at the Recreation ground – information only
28. **Request for Access to the Ancient Monument** – Resolution to reply – Proposed Cllr Bristow, seconded Cllr Mudd, all agreed
29. **Proposed changes to post codes** – Information only
30. **Histon Neighbourhood Profile Update** – Information only
31. **Planning for Northstowe** – Information only
32. **Letter from TDS** – Information only
33. **The Public & Press to be excluded for the following items**
  - Resolution to renegotiate the terms of agreement with CUSSC and Ladybird Pre-School, proposed Cllr Bristow, seconded Cllr Norman, all agreed.
  - Cricket Pitches – resolution to look into comments received – Proposed Cllr Norman, seconded Cllr Mudd, all agreed.
  - New Premises – Feedback from New Office Working Party – Cllr Bristow has been in contact with out landlord to discuss various options. Clerk to be considered when options discussed further.
34. Matters for consideration at the next meeting
  - Resolution to form a Finance Sub-Committee
  - Litter on Smithy Fen
35. Date of next meeting – Ordinary Parish Meeting 19<sup>th</sup> September 2006
36. Close of meeting – 10.10pm

Signed \_\_\_\_\_ Chair Date \_\_\_\_\_