

# 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 17<sup>th</sup> October 2006 at 7.15pm**

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

SCDC Cllr's Bolitho and Edwards    CCC Cllr Bradney

Amy Wormald – Arts Development Manager Fen Edge

**Apologies:** Cllr's Simms, Wotherspoon, Norman and Johnson, CCC Cllr Jenkins

1. **Chairman's Introduction and Apologies for Absence** – Cllr Bristow took the Chair. Cllr Bristow stated that Donarbon are holding an exhibition re new Re-cycling facilities and will be giving a brief presentation to the Council
2. **Any Questions from the Public/Press** – No Public/Press present.
3. **Declaration of Interest** – Item 12 Cllr Hollins – Personal Interest.
4. **Amy Wormald – Arts Development Manager Fen Edge – Presentation of projects to be undertaken** – Amy Wormald introduced herself, Miss Wormald is employed by CVC part funded by SCDC. Miss Wormald is currently working on art projects at Willingham and Waterbeach. Both of these projects include the involvement of the Parish Councils. Miss Wormald further stated that there are plans to set up a Youth Council, which could be consulted by the Parish Council in order to ascertain the opinions/views of the youth of the village. Cllr Bristow thanked Miss Wormald for attending the meeting.
5. **Minutes of Ordinary Meeting 19<sup>th</sup> September 2006** Cllr Mudd proposed a true and accurate account, seconded Cllr Nicholas, all agreed. **Planning Meeting 21<sup>st</sup> September** – Cllr Warham proposed a true and accurate account, seconded Cllr Bristow, all agreed. **Planning Meeting 5<sup>th</sup> October 2006** – Cllr Fox proposed a true and accurate account, seconded Cllr Mudd, all agreed.
6. **Matters arising from these minutes not on this Agenda** - None
7. **Reports**
  - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – See attached Report – Cllr Edwards further commented on Northstowe, the Inspector is due to make a statement re Core Strategy. A report will be available after the 23<sup>rd</sup> October 2006. It appears that the wording of the Core Strategy will be changed concerning the number of houses to be built and the time scale for the completion of the first 4,800 homes. This may have implications on planning development across the county. There are also further complications in regard to the Fairfield Partnership who are trying to halt proceedings in an effort to get their proposal considered. Cllr Nicholas asked if any of these matters had any effect on the time scale for the Guided Bus, Cllr Edwards replied no the scheme will be completed by 2008. Unfortunately any upgrade for the A14 will not be completed by this date, again this may cause implications for planning development across the county with potentially more development being encouraged within existing villages. Rent Services – Cottenham has been re-graded back into the Cambridge Area therefore housing benefits have been restored to

original levels. Cllr Bolitho commented that the planning application for 215 High Street Cottenham had been refused, Cllr Bolitho is supportive of this application. Cllr Bolitho is also looking into the issue off the air conditioning units at Broad Lane. Cllr Bolitho plans to hold a surgery once a month at the British Legion. Cllr Nicholas asked how long the cones outside the Bakery and Building Society were to stay, Cllr Bolitho stated until permanent bollards were installed.

**Cllr Bristow suspended Standing Orders at 7.50pm to enable a short presentation from Donarbon.**

**Meeting resumed at 8.05pm**

- CCC – Cllr’s Bradney and Jenkins – see attached report. Cllr Bradney stated that there had been a meeting with Jeremy Smith, CCC, in regard to the Northstowe Traffic Assessment and whilst CCC accepts the data from the Traffic count carried out by Count on Us all questions asked are still to be fully answered. Cllr Bradney will continue to ask for more details

**8. Finance**

*Income*

- SCDC – Grant £6475.00

*Expenses*

- Paula Johnson – Expenses – Petrol £41.81
  - Cottenham Garden Services – October 2006 Invoice £1184.00
  - Collier Turf – Loam/seed/fertiliser – Cricket square £990.66
  - Business Consultancy Services – Accounts £217.38
  - Business Consultancy Services – Website upkeep £211.50
  - Coulson Building Group – Repairs water supply – Rec £246.70
  - Cottenham Tyre and AutoCentre – Fuel £18.00
  - Clerk Expenses 3 months telephone/stamps £ 163.98
  - Clerk – Salary – October 2006
- |                   |         |
|-------------------|---------|
| Gross             | £901.12 |
| Tax               | £90.19  |
| NI                | £52.92  |
| Net               | £758.01 |
| Parish Council NI | £61.58  |
- Inland Revenue - October 2006 £204.69

Clerk to check if web site has been updated. Resolution that the above invoices be paid. Cllr Clarke proposed payment, seconded Cllr Fox, all agreed.

**9. Finance Sub-committee – Meeting date to be arranged**

**10. Recreation Ground**

- Recreation Ground Management Committee - feedback

**11. CUSSC – Damaged wall – update – A further quote still to be received.**

**12. Traveller Issues –**

- Reply sent re: “A draft Revision of the Regional Spacial Strategy for the East of England to address the provision of Gypsy & Traveller Caravan sites” – Information only
- Reply sent re letter received re relationship Traveller community/resident community – Information only
- Update on response to letter received from Cllr David Bard, resolution that if this is unsatisfactory to seek further information possibly with use of the Freedom of Information Act – A further letter has now been received the Clerk to circulate to all, comments at the next full Council Meeting

- Resolution to respond to ODPM – DCLG – Gypsy 7 Traveller Unit – Site Design Consultation – Proposed Cllr Mudd, seconded Cllr Rodway, all agreed.
- 13. **Emergency Access** – Update – no further progress
- 14. **South Cambridgeshire Community Strategy 2007/2010 – Consultation Workshop 15<sup>th</sup> November 2006** – Resolution to attend, proposed Cllr Nicholas, seconded Cllr Mudd, all agreed. Interested Cllr's to contact the Clerk
- 15. **Fen Edge Community Association** – Resolution to reply to request for permission to look into costing for an additional electric supply for the Village Green, permission to install an additional electric supply – Cllr Nicholas proposed that the Council give permission to look into the costs for this, seconded Cllr Collinson, all agreed. Issue of installation to be discussed at a later point.
- 16. **Consultation on the North West Cambridge Area Action Plan Issues & Options Report** – Resolution to respond, proposed Cllr Bristow, seconded Cllr Leeks, all agreed. Cllr Mudd to look at documents, Cllr Warham to look at traffic issues, all comments to the Clerk.
- 17. **Quote received re Village sign** – Resolution to accept this quote - £500. Resolution to accept the quote of £50 to repair notice board – proposed Cllr Collinson, seconded Cllr Fox, all agreed.
- 18. **Community Planning Open Evenings 2<sup>nd</sup>/14<sup>th</sup> November 2006** – Resolution to attend – Cllr Bristow proposed that Cllr Leeks attend, seconded Cllr Fox, all agreed.
- 19. **Joint County Councillor/Parish Council Meeting on Highways Issues** – Resolution that three Cllr's attend – Cllr Fox proposed that Cllr's Rodway, Hollins and Clarke attend, seconded Cllr Mudd, all agreed.
- 20. **Flooding High Street/Broad Lane** – Reply received – Information only – Clerk to contact Environmental Health for a reply.
- 21. **BT Phone box Broad Lane** – Resolution to ask for its removal – Proposed Cllr Rodway, not seconded resolution falls.
- 22. **Small Tree on boundary of 110 High Street** – Request for its removal – Proposed Cllr Rodway, seconded Cllr Nicholas, all agreed, Clerk to contact Trees and Landscape Officer
- 23. **Gully Drain on the High Street opposite Rook Street** – Resolution that Highways are contacted re state of repairs – Proposed Cllr Rodway, seconded Cllr Bristow, all agreed. Clerk to contact Highways
- 24. **Street Lights** – Resolution to contact CCC in regard to the painting of them – Proposed Cllr Rodway, seconded Cllr Bristow, all agreed. Cllr Rodway to inform the Clerk of the Street Light numbers – Clerk to contact CCC.
- 25. **Kerb Painting** – Resolution to contact Highways to ask that all protruding kerbs be painted – Kerbs have now been painted
- 26. **Traffic Issues** – Feedback from working party.
  - Meeting with CCC and Stagecoach re Citi 7 service – feedback – Cllr Warham met with representatives of the above in regard to the possible extension of the service down the High Street to the Church. The response was that this was not possible and that the village does now enjoy an excellent service with buses every ten minutes. They did look at the possibility of extending onto Tenison Manor but due to the poor road layout buses would be unable to turn round. Both parties support 'pavement shapes' at bus stops and are keen to keep in contact with the Parish Council.
  - Patrick Lanaway has submitted costings for any advice given, the Traffic working party has asked for a detailed breakdown of these costs.
- 27. **Village Maintenance Working Party** – feedback
  - Resolution to take legal advice to determine actual Parish Council owned land at Smithy Fen Landing – Matter to be placed on November Agenda

- Resolution to increase the rental paid for 'Cowpasture' on Twentypence Road – Matter to be placed on November Agenda
28. **Litter on Smithy Fen**
    - Response to recent Press Release re Fly tipping – Resolution to invite Mr Webster and Cllr Reynolds to visit Smithy Fen – Proposed Cllr Nicholas, seconded Cllr Warham, all agreed, Clerk to contact.
    - Update re litter bins – Cllr Bristow – Matter to be placed on November Agenda, cost of bins to be looked into.
  29. **Resolution to reply and support letter from Cambridge Constabulary re distraction burglaries** – Proposed Cllr Bristow, seconded Cllr Fox, all agreed. Cllr Mudd to include this matter for Cottenham Newsletter article.
  30. **Quote received from BC Group** – re grass cutting at Tension Manor – Resolution to accept BC Groups offer to do a final cut of this area – Not proposed resolution falls
  31. **Resolution to consider alternative use of the Old Village Green** – re request from a resident – Matter to be placed on Recreation Ground Management Agenda, advice to be sought re activities allowed on village greens.
  32. **Resolution that Cottenham Parish Council embraces the SCDC Race Equality Scheme 2005 – 2008** – Proposed Cllr Nicholas, seconded Cllr Collinson, all agreed. A comment to this effect to be included with article for Cottenham Newsletter.
  33. **Calc Meeting 24<sup>th</sup> August 2006 – Northstowe & English Partnerships Workshop 30<sup>th</sup> August 2006 – LDF Workshop 5<sup>th</sup> October 2006 – Traveller Liason Forum 5<sup>th</sup> October 2006 - Northstowe Member Briefing, Education 10<sup>th</sup> October 2006 - Calc AGM 14<sup>th</sup> October 2006** – Opportunity for questions to those Councillors that have attended these meetings – Cllr Bristow stated that at the Calc meeting (24<sup>th</sup> August 2006) the matter of becoming a Quality Council was discussed. Cllr Bristow distributed a booklet with further details. Cllr Bristow and Cllr Fox to look into this matter and would appreciate feedback from all Cllr's.
  34. **Invitation to attend Fen Edge Art Exhibition – 27<sup>th</sup> October 2006**
  35. **The Public & Press to be excluded for the following items**
    - New Office Working Party – Resolution to renegotiate terms of lease with existing landlord – Matter to be considered at November Meeting. Cllr Bolitho to contact Royal British Legion re possibility of renting office space.
  36. Matters for consideration at the next meeting – Xmas Tree, Carol Concert.
  37. Date of next meeting – Ordinary Parish Meeting 14<sup>th</sup> November 2006
  38. Close of meeting

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