

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 November 2006 at 7.15pm**

Present: Cllr's Johnson, Norman, Fox, Gautrey, Simms, Mudd, Nicholas, Bristow, Leeks, Collinson, Hollins
SCDC Cllr Bolitho
Clerk: Mrs J Groves
Apologies: Cllr Clarke, Rodway, Warham, Wotherspoon, SCDC Cllr Edwards, CCC Cllr's Jenkins and Bradney

1. **Chairman's Introduction and Apologies for Absence.**
2. **Any Questions from the Public/Press** – A resident commented on recent vandalism and anti-social behaviour at the top of Leopold Walk, culminating in two properties having graffiti painted over the walls. The resident has been in contact with SCDC and CBO Paul Rodgerson, both very helpful. There has been an arrest made for the graffiti, a meeting is also to be arranged to look at possible solutions i.e. lighting upgrade. Cllr Johnson has contacted the College due to litter at lunch times and this has improved. Comments made included the need for the College to take responsibility for children's behaviour during school hours and parents notified if their child misbehaves. A resident commented on how disruptive continued fireworks are. Also how disappointed they were at the small turnout for Armistice Day and that people did not stop whilst the Anthem was played. In addition it was brought to the attention of the Council that there is an increase in the number of bikes being ridden on the pavements. It was suggested that the Council contacts the schools and place an article in the Newsletter, Clerk to contact CBO Paul Rodgerson. Cllr Nicholas commented that although the turnout for Armistice Day may well have been poor the Remembrance Sunday Service was very well attended.
3. **Declaration of Interest** – Cllr Hollins Item 15
4. **Minutes of Ordinary Meeting 17th October 2006** – Cllr Bristow proposed a true and accurate account, seconded Cllr Norman, all agreed, **Planning Meeting 19th October** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Collinson, all agreed **Planning Meeting 2nd November 2006** – Cllr Simms proposed a true and accurate account, seconded Cllr Nicholas, all agreed
5. **Matters arising from these minutes not on this Agenda** – Item 12 – Letter from Cllr David Bard – no further comments thought necessary. Item 16 – 23 Representations were made, Clerk to email to all. Cllr Nicholas commented that the Council are being given a very short time to study weighty documents and make a considered reply. Cllr Nicholas further commented on the cones outside the bakers, only one is left, Cllr Bolitho is monitoring the situation, permanent bollards will be placed here but when this will happen is up to CCC
6. **Reports**
 - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – See attached report. Cllr Norman asked that future reports be kept short and relevant to Cottenham, all Cllr's agreed. Cllr Bolitho stated that there is to be a meeting at the Royal British Legion on Saturday afternoon to discuss its future.
 - **CCC** – Cllr's Bradney and Jenkins – See attached reports
7. **Finance**

Income

- Ladybird Pre School – rent £1554.95

Expenses

- Cottenham Garden Services – October 2006 Invoice £1008.00
- Cottenham Garden Services – November 2006 Invoice £1008.00
- Cottenham Garden Services – Tenison Manor – grass cut £1383.75
- Cottenham Garden Services – Old Village Green – grass cut £246.75
- Cottenham Garden Services – Bins/Bus shelters £575.75
- Cottenham Garden Services – Extra work – plants/lock £189.18
- Zurich Municipal – outstanding cheques due 2004/2005 £1034.24
- Fen Reeves – grass cut/gate key £23.00
- Royal British Legion Poppy Appeal Fund – Wreath £16.50
- PA Collacott & Co – Boiler repair – Ladybird Pre School £44.65
- Cottenham Tyre and AutoCentre – Fuel £20.00
- Ernest Doe & Sons Ltd – Lawn mower repairs £100.97
- Powergen – Electric Office £23.81
- Powergen – Electric the Green £85.76
- Viking Direct – Paper/ink cartridges/pens/year planner £165.49
- Keith Pomroy – Painting bus shelters £215.00
- Atlas Tree Surgery – Tree works at the rec £70.50
- DRE Pest Control Ltd – removal of wasp nest £47.00
- Hags Play Limited – replacement play equipment £232.26
- Berrycroft Stores Ltd – white lining £72.04
- Herald Contract Services – 50% payment for fencing at rec £4406.25
- Clerk – Salary – November 2006

Gross £925.76

Tax £95.70

NI £55.63

Net £774.43

Parish Council NI £64.74

- Inland Revenue - November 2006 £216.07

Resolution that the above invoices be paid, proposed Cllr Johnson, seconded Cllr Bristow, all agreed. Cllr Mudd to meet with the Clerk to look at Zurich invoices if they are due to be paid then payment to be made.

8. Recreation Ground

- Recreation Ground Management Committee – feedback – Cllr Norman has obtained quotes for possible additional water supply at the recreation ground. A geographical survey needs to be undertaken costing approximately £400. This matter to be discussed at next Recreation Ground meeting. There has been a meeting held with Peter Giddens and Andy Ward (CUSSC).

9. Traveller Issues

- South Cambridgeshire Local Development Framework – Gypsy and Traveller Development Plan Document – Issues and Options Report 1: General Approach – Public Consultation – Resolution to respond to this document. Response needed by 24th November 2006 – Proposed Cllr Johnson, seconded Cllr Bristow, all agreed. Comments to the Clerk by 20th November 2006. Clerk and Cllr Johnson to submit comments.

- Resolution to contact SCDC in regard to condition of site following clearance of unauthorised plots at Smithy Fen. – Proposed Cllr Johnson, seconded Cllr Bristow, all agreed. Clerk to circulate draft for comments.
 - Public Consultation – East of England Plan – letter received – information only
10. **Joint County Councillor/Parish Council Meeting on Highways Issues** – Feedback – see attached notes from Cllr Rodway
11. **Flooding High Street/Broad Lane** – Environmental Health still to reply.
12. **Traffic Issues** – Feedback from working party.
- Letters received re Citi 7 Bus service
 - Letter received re speeding – Cllr Norman proposed that the Council writes to Secretary of State for Transport fully supporting the comments made in this letter, seconded Cllr Johnson, all agreed, copies to be sent to CCC, James Paice and the resident.
 - Resolution to work with neighbouring villages in regard to traffic/highway/drainage issues re proposed housing developments – Proposed Cllr Norman, seconded Cllr Johnson, all agreed, meeting arranged for 27th November 2006, Cllr's Norman, Bristow and Gautrey to attend
 - Questionnaire received from CCC Highways – Resolution that Traffic working party respond – proposed Cllr Johnson, seconded Cllr Fox, all agreed
 - Guided Busway Public Exhibition to be held at CVC on 20th November 2006, 5-7pm – Cllr Norman asked all Cllr's to attend and to ask the following questions – How are the building materials for the concrete casting base being transported to the site at Longstanton? Which routes will be taken?
 - Parking on paths – Resolution to look into a solution – Cllr Johnson proposed that the police be contacted, seconded Cllr Gautrey, all agreed.
 - Letter from CCC in regard to possible bridle path being constructed between Cottenham and Northstowe – Resolution to invite Peter Duthie, Northstowe Rights of Way Project Manager to attend a council meeting – Proposed Cllr Johnson, seconded Cllr Nicholas, all agreed
13. **Village Maintenance Working Party** – feedback
- Update on Parish Council owned land at Smithy Fen Landing – Cllr Bristow has clarified this the Council only owns a very small piece of land.
 - Resolution to contact the tenant of 'Cowpasture' on Twentypence Road to discuss an increase in rent paid. – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed.
14. **Litter on Smithy Fen**
- Response to recent Press Release re Fly tipping – Resolution to invite Mr Webster and Cllr Reynolds to visit Smithy Fen – Clerk to contact and remind them of our request
 - Update re litter bins – Cllr Bristow – matter to be placed on December Agenda
15. **Cambridge and Peterborough Minerals and Waste Preferred Options Consultation** – Resolution to respond – Proposed Cllr Bristow, seconded Cllr Norman, all agreed, comments to the Clerk. Resolution to ask an Officer to attend a council meeting – Proposed Cllr Bristow, seconded Cllr Collinson, all agreed
16. **Northstowe Member Briefings** – Feedback 7th November 2006 – Transport
17. **Fen Edge Association** – Resolution to allow them use of the green for the Family Fun Weekend, 22nd – 24th June 2007 – Proposed Cllr Johnson, seconded Cllr Fox, all agreed
18. **Plastic Recycling** – Resolution to seek facilities for Cottenham – Proposed Cllr Leeks, seconded Cllr Johnson, all agreed, Clerk to contact Donarbon
19. **Emergency Access** - update – Cllr Johnson to ask to meet with Cllr Bard, also to ask our SCDC to attend and lobby on our behalf.
20. **Xmas Carol Concert – 19th December 2006**

- Resolution to accept the quote from Elveden of £348.65 for Xmas Tree – Proposed Cllr Johnson, seconded Cllr Fox, all agreed
 - Resolution that Cllr Clarke collects the tree at a cost of £100.00 + VAT - Proposed Cllr Johnson, seconded Cllr Bristow, all agreed. Cllr Clarke will be able to collect the tree on 14th December and asks for volunteers to assist in putting it up on the 15th December
 - Resolution that a qualified electrician is employed to put up the lights – Proposed Cllr Johnson, seconded Cllr Bristow, all agreed.
 - Resolution that sweets and gratuities be purchased for the carol concert – Proposed Cllr Johnson, seconded Cllr Fox, all agreed, Cllr Leeks to purchase
 - Resolution that charcoal be purchased for the BBQ – Proposed Cllr Johnson, seconded Cllr Fox, all agreed
21. **Street Lighting Maintenance and Energy 2006/2007** – Information only – annual charge for 29 lamps for 2006/2007 - £945.69
 22. **Royal British Legion** – Resolution to donate the sum of £25.00 – Cllr Norman proposed an amendment – Resolution to donate £50.00, seconded Cllr Simms, all agreed
 23. **Ladybird Pre School** – Cllr Mudd – CCC has agreed to provide additional funding, total funds now stand at £120,000.00. A second application has been made to the Lottery. 3 quotes have been received re new electric supply.
 24. **Franklin Gardens** – Loss of wardens – Resolution to contact SCDC – Proposed Cllr Johnson, seconded Cllr Nicholas, all agreed.
 25. **Resolution to consider alternative use of the Old Village Green** – re request from a resident – Cllr Bristow proposed an amendment that the Council joins Open Spaces and obtains legal advice over future usage, seconded Cllr Johnson, all agreed
 26. **Calc Meeting 22nd November 2006** – Resolution to attend – Proposed Cllr Norman, seconded Cllr Johnson, Cllr Bristow to attend, any other Cllr's wishing to attend to notify the Clerk
 27. **Neighbourhood Panel Meeting 6th December 2006** – Resolution to attend – Proposed Cllr Johnson, seconded Cllr Mudd, all agreed, Cllr's Johnson, Mudd and Nicholas to attend
 28. **Letter received from Mr Colin Watson** – information only
 29. **Response sent re Cambridge North West Transport Strategy** – Information only
 30. **The Public & Press to be excluded for the following item**
 - New Office Working Party – Cllr Bolitho re possibility of renting office space at the Royal British Legion – Matter to be placed on December 2006 Agenda
 31. Date of next meeting – Ordinary Parish Meeting 12th December 2006
 32. Close of meeting – 10.02pm

Signed _____ Chair Date _____