

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 3rd April 2007 7.30pm

Present: Cllr's Bristow, Norman, Warham, Fox, Mudd, Simms, Clarke, Collinson, Bradney, Wotherspoon, Gautrey and Leeks. CCC Cllr Jenkins, SCDC Cllr's Bolitho and Edwards.

Apologies: Cllr's Nicholas, Hollins and Johnson

1. **Chairman's Introduction and Apologies for Absence**
2. **Any Questions from the Public/Press** – None present
3. **Declaration of Interest**
4. **Minutes of Ordinary Meeting 6th March 2007** – Cllr Leeks proposed a true and accurate account, seconded Cllr Mudd, all agreed. **Planning Meeting 8th March 2007** – Cllr Warham proposed a true and accurate account, seconded Cllr Gautrey, all agreed. **Planning Meeting 22nd March 2007** – Cllr Clarke proposed a true and accurate account, seconded Cllr Mudd, all agreed.
5. **Matters arising from these minutes not on this Agenda** – Item 9 – Quality Status, Cllr Norman questioned the need for Parish Councils to be involved in Country wide matters in order to obtain QS, Cllr Wotherspoon stated the need for Parish Councils who obtain QS to act as an example of how Parish Councils can be involved in issues relating to local government. Item 30 – BC Group, matter still to be dealt with. Item 35 – Townground, ongoing. Item 15 – Section 38 Agreement, ongoing.
6. **Reports**
 - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – See attached Report. Feedback from Traveller Liaison Forum – It is expected that potential sites will be identified by September 2007. There was a discussion re possible conflicts that may arise from both the Traveller community and the settled community. Cllr Norman stated that Parishes that may be involved should be informed now. Cllr Wotherspoon stated that it had been suggested that involvement of the press now would be helpful in order to publicise meetings or potential sites. Cllr's Wotherspoon and Edwards are to attend 'Pride not Prejudice' event, a celebration of Traveller Youth. Cllr Edwards commented on the impact of the Inspectors Report re Northstowe. Where whilst the plans were deemed sound the Inspectors then proceeded to remove the requirement of 200m in separation, the need for a country park and increased the number of houses to 10,000. PPS12 states that SCDC has to accept this decision legal advice is being sought. Stock Option Appraisal, it is proposed to undertake one to look into the options available.
 - **CCC** – Cllr's Bradney and Jenkins – See attached Reports

7. Finance

Income

- | | |
|--|---------|
| • Cottenham Bowls Club – Water/rent | £740.27 |
| • Ladybird Pre-School – Water | £130.00 |
| • Cottenham United Colts – pitch usage | £407.00 |

Expenses

• Paula Johnson – Expenses – Phone/petrol	£35.15
• Cottenham Garden Services – April 2007 Invoice	£1008.00
• Cottenham Garden Service – Emptying bins – 21 weeks	£735.00
• Cottenham Brass Band – New Instrument	£811.60
• South Cambridgeshire District Council – Office rates	£421.80
• Prime Irrigation – Consultancy re rec water supply	£404.20
• BC Group Trust – January 07 Invoice	£275.42
• BC Group Trust - March 07 Invoice	£317.25
• NFU Mutual – Renewal of Insurance for Tractor/mower	£584.95
• LGS Services – Internal Audit Fee	£235.00
• Fen Edge Community Association – Family Festival	£5000.00
• Cottenham Village College – Sports Development Project	£5000.00
• Cottenham Village College – Swimming Pool Association	£600.00
• Cottenham Village College – Arts Development Project	£1,750.00
• Victim Support – Donation S137	£250.00
• Citizens Advice Bureau – Donation S137	£250.00
• Mobile Warden Scheme - Donation S137	£1,000.00
• Shrievally Trust – Bobby Scheme - Donation S137	£1,000.00
• Cottenham Village Design Group - Donation S137	£698.00
• Cambridgeshire County Council – Summer Reading Challenge - Donation S137	£75.00
• Over Day Centre - Donation S137	£500.00
• Cottenham Roller Hockey Club - Donation S137	£192.00
• Clerk – Salary – April 2007	
	Gross £1077.12
	Tax £124.79
	NI £70.67
	Net £881.66

Parish Council NI £82.19

- Inland Revenue - April 2007 £277.65
- Resolution that the Clerks salary be increased to £11.22 per hour as recommended by Nalc – Proposed Cllr Fox, seconded Cllr Bradney all agreed.
Resolution that the above invoices be paid – Proposed Cllr Mudd, seconded Cllr Simms, all agreed.

8. **Consider nominations for Chair/Vice Chair for AGM – 1st May 2007** – Councillors were reminded of the need to consider nominations.
9. **Level of Involvement of Cottenham Parish Council in District, County and National Issues** – After discussion it was concluded that for the future any issue would be considered on an individual basis and the council would decide whether or not it would be appropriate to comment. If it was decided to comment then a group would be formed to consider a response.
10. **Quality Status** – Update – Clerk to look at cost of training
11. **Old Village Green** –
 - Resolution, following objections received from concerned residents, that the Parish Council cease to investigate the possibility of usage of the Old Village Green by motorise mini bikes or similar automated machinery. Proposed Cllr Mudd, seconded Cllr Norman, all agreed.

- Resolution to investigate the possibility of fencing this area. Proposed Cllr Norman, seconded Cllr Mudd, all agreed. Clerk to contact CCC for advise, possibly a hedge rather than a fence.
12. **Recreation Ground**
- Water Supply – update – Cllr Norman stated that the investigations for a new supply via a borehole had shown that it was highly unlikely that there was sufficient water. As yet no information re irrigation system has been received. There is a possibility that there may be a need for a new main supply via Anglian Water, Cllr Norman to investigate.
 - New Pavilion – update – Initial brief for Architect – Information only.
13. **Traffic Issues** – Feedback from working party
- Resolution to reply re ‘Proposed seasonal prohibition of motorised multi-axle vehicles on specified byways’ – Resolution fell.
 - Cllr Warham stated that there were concerns that CVC are not involved with the Safer Routes to School Scheme, Cllr Bradney to investigate.
 - The Clerk contacted Papworth Parish Council asking how they had obtained their bypass, the reply was not helpful as funding for this came via the housing developers.
 - The Traffic Group are meeting with Richard Preston on Friday 20th April at 2.30pm for a walk around the village.
 - Cllr’s Norman and Warham have received a reply re their meeting with David Tripper. Following a request for further clarification David Tripper stated that he had found Cottenham Traffic Census a useful document. Cllr Warham had further stated the need for a Traffic Template to be applied to all new developments. David Tripper replied that all developments have the right to use their own templates but he agreed that this idea should be taken seriously.
14. **Northstowe Member Briefings** – 10th April 2007 – LDF – Resolution to attend – There has been a change to the topic for this meeting it will now be on Cambridge Challenge Update. LDF topic will now be held on 24th April 2007, Resolution to attend, proposed Cllr Warham, seconded Cllr Bradney, all agreed. Cllr’s Wotherspoon, Simms and Norman to attend.
15. **Cambridgeshire Acre Service User Survey** – Resolution to reply – Proposed Cllr Simms, seconded Cllr Mudd.
16. **Summer Reading Challenge** – Request for funding – As agreed at Finance meeting donation of £75.00 to be made – Information only.
17. **New Office Working Party** – Update – Matter to be placed on May Agenda
18. **Emergency Access** - update –
- Section 38 agreement re roads at Tension Manor – response to request – still awaiting response.
19. **Plastic Recycling** – Update – Matter to be placed on May Agenda
20. **Ladybird Pre-School** – Request received that the Parish Council considers underwriting repayments of a loan if it is necessary to take out a loan with the Charity Bank enabling the extension to be built – Cottenham Parish Council cannot underwrite any loans resolution fell.
21. **Drainage Issues**
- Flap Valve – Update – A meeting has been arranged with the Environment Agency on 5th April 2007 at 2pm.
 - Drainage maps re Tenison Manor and Brenda Gautrey Way – Map for Brenda Gautrey Way has been received but no copy of map for Tension Manor can be found. Cllr Wotherspoon to look into this matter.
22. **Malary** – Response received – awaiting a response re letter of 24th June 2006, Clerk to contact Environment Agency, CCC Minerals and Waste and Environmental Health.
23. **Toy Library** – request to use car park at CUSSC for a car boot to be held on 19th May 2007. Resolution to agree subject to agreement of CUSSC – Proposed Cllr Clarke, seconded Cllr Fox, all agreed.

24. **Traveller Issues**
 - Letter sent to Gareth Jones, cc Cllr Manning, re lack of action on resubmitted applications (August 06) from 5, 5a, 6, 10 and 11 Orchard Drive – update/response- Matter being discussed at SCDC 4th April 2007.
25. **Parish Council Web site** – possible link to new village web site – Cllr Leeks and Cllr Fox to look into, matter to be placed on May Agenda.
26. **Rubbish bin outside Barkers Bakery High Street** – Request for a new one – Proposed Cllr Warham, seconded Cllr Simms, all agreed.
27. **Cottenham Parish Council Youth Council** – Resolution to explore the possibility of this proposal – Possible conflict with a scheme already in progress. Cllr Warham to contact CVC. Resolution fell.
28. **BT Phone Box** – Junction Broad Lane/High Street – Resolution to respond to residents concerns re damage – BT Phone Box has been repaired Clerk to contact residents, Proposed Cllr Warham, seconded Cllr Fox, all agreed.
29. **Letter re Crime Reduction Report** – Information only
30. **Cottenham Methodist Church** – Information only – Clerk to write expressing the councils regret that the church must close also to mention the clock as the council contributed towards its refurbishment and it would not like to see it go missing if site is re-developed.
31. **Members of the Public and Press excluded for the following items**
 - CUSSC – report received from Structural Engineer – Cllr Warham proposed that all necessary checks be carried out and that the Recreation Group meet to discuss the outcome, seconded Cllr Bristow, all agreed.
 - CUSSC – Options for the future – current usage/assistant Clerk – Agenda Item for May meeting.
32. Matters for consideration at the next meeting – Web site and Townground.
33. Date of next meeting – Annual Parish Meeting 26th April 2007 – Annual General Parish Council Meeting 1st May 2007.
34. Close of meeting – 9.40pm

Signed _____ Chair Date _____