

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 5th June 2007 at 7.30pm**

Present: Cllr's Collinson, Nicholas, Fox, Warham, Wotherspoon, Simms, Bristow, Hollins, Leeks, Gautrey, Norman, Johnson and Clarke.

SCDC Cllr Bolitho

Clerk: Mrs J Groves

1 Member of the Public

Apologies: CCC Cllr Jenkins

1. **Chairman's Introduction and Apologies for Absence** – Cllr Bristow stated that the recently refurbished Alms Houses were officially opened on Friday 1st June and that James Paice MP was in attendance. The project has been very successful and the gardens are lovely.
2. **Declarations of Interest** – Cllr Clarke – Item 7 Finance
3. **Any Questions from the Public and Press** - None
4. **Minutes of Annual General Meeting 1st May 2007** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Fox, all agreed. **Planning Meeting 3rd May 2007** – Cllr Johnson proposed a true and accurate account, seconded Cllr Norman, all agreed. **Planning Meeting 17th May 2007** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Johnson, all agreed.
5. **Matters arising from these minutes not on this Agenda** - None
6. **Reports**
 - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – see attached report. SCDC is to employ two people to encourage people to comply with imminent Smoking Ban. Cllr Wotherspoon stated that the Inspectors Report re Northstowe has been published on SCDC web site. Cllr Norman asked if the consultation on the 'master plan' had involved SCDC members. Cllr Wotherspoon replied that there were discussions with officers but not members. Comments were made that the members should be involved and that all should take the opportunity to attend the consultations. Cllr Wotherspoon further stated that within the Inspectors Report there are many areas of concern i.e. surface water drainage, where changes made by the Inspector do not address the possible risk of flooding. Cllr Bristow asked if SCDC proposed to reject the Inspectors Report possibly with a judicial review. Cllr Wotherspoon to discuss this with officers and legal staff at SCDC. Cottenham Parish Council to consider their reaction to the implications of this report. Cllr Bristow thanked Cllr Wotherspoon for his work re Temporary stop Notice response. Clerk to contact enforcement SCDC re lack of action on overcrowding at Setchell Drove.
 - **CCC** – Cllr's Bradney and Jenkins – see attached report. Cllr Bristow asked if there had been any progress re the need for Cottenham to have its own 'transport plan'. Cllr Jenkins to follow up this matter.

7. Finance

Income

- | | |
|--|----------|
| • Ladybird Pre-School – rent | £1554.95 |
| • Ladybird Pre-School – water | £130.00 |
| • Cottenham United Football Club – pitch usage | £507.00 |

- CUSSC – rent Jan/Feb/March + water £2018.09

Expenses

• Robert Clarke – Bin/repairs to trailer mower	£317.25
• Robert Clarke – Petrol allowance re roller/mower	£98.79
• Cottenham Garden Services – June 2007 Invoice	£1008.00
• Health & Safety Works Ltd - Asbestos survey	£693.25
• Health & Safety Works Ltd – Fire Risk Assessment	£1,057.50
• Bob Hopper – cooker CUSSC	£1428.80
• Herald Contract Services – Spray around new hedge	£111.63
• Cottenham Tyre & Autocentre – Fuel	£37.00
• Business Consultancy Service – Accounts	£370.13
• A. Mappedoram – light tubes/office	£54.63
• Berrycroft Stores Ltd – Chalk/weed feed	£219.56
• Rospa – Play ground inspection	£179.78
• PA Collacott & Co – Electric testing CUSSC	£398.33
• CBS – Photocopier	£66.77
• BC Group – April Invoice	£264.38
• BC Group – May Invoice	£264.38
• Cambridge Water Company – recreation ground	£680.72
• EDF – electric supply recreation ground	£49,698.63
• Clerk – Salary – June 2007	
	Gross £1178.10
	Tax £157.59
	NI £81.74
	Net £938.77

Parish Council NI £95.12

- Inland Revenue - June 2007 £334.45

Cllr Clarke left the meeting. Cllr Nicholas proposed payment, seconded Cllr Fox, all agreed. Cllr Clarke returned to the meeting.

8. **Code of Conduct** – Resolution to look into Section 12(2) Considerations and that the code is updated for adoption at July meeting – Proposed Cllr Nicholas, seconded Cllr Fox all agreed.
9. **RoSpa Report** – Resolution that Cllr’s Mudd and Nicholas look at report and make recommendations for July meeting – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed
10. **Society of Local Council Clerks** – Resolution to join – Proposed Cllr Warham, seconded Cllr Fox, all agreed.
11. **Public Consultations SCDC** – Resolution to respond – July meeting
12. **Malary/M2**
 - Resolution to meet on 11th June 2007 at 7pm – Proposed Cllr Clarke, seconded Cllr Norman, all agreed.
 - Resolution to write again to the environmental authorities demanding action against the public nuisance caused by the excessive noise and smells emanating from the site – Proposed Cllr Bristow, seconded Cllr Nicholas, all agreed.

13. **Village Clean Up Day** – Resolution to contact the Community Association to arrange this – Proposed Cllr Simms, seconded Cllr Nicholas, all agreed. Cllr Bolitho to discuss this with SCDC.
14. **Accounts** – Resolution to seek valuations on Council owned property in order to update accounts – Proposed Cllr Collinson, seconded Cllr Nicholas, all agreed. Clerk to contact CALC for advice.
15. **Joint Parishes Working Group** – Update
 - Resolution to allow the appending of Cottenham Parish Council’s signature to letters written jointly with other Parishes in the pursuit of the best interests of this village on matters pertaining to planning and specifically traffic, drainage, Gypsies & Travellers and S106 Agreements – Proposed Cllr Fox, seconded Cllr Nicholas, all agreed.
16. **Quality Status** – Update – Clerk is booked on training course.
17. **Travellers**
 - EERA Meeting 21st May 2007 – feedback – Cllr’s Bristow, Norman and Johnson – Cllr Johnson stated that this meeting had been interesting. SCDC to compile a list of suitable sites this will be published in September 2007. Maximum pitches 120, minimum 70/75. CCC has stated that they have no spare land to accommodate Travellers. Cllr Jenkins to look into this matter. A further comment was made for the need for access to schools for Traveller children and that all school age children attend school, this is in direct opposition to information held by the Parish Council. Cottenham Parish Council will need to respond to the Planning for Gypsy & Traveller Accommodation in the East of England, Issues and Options Consultation Document May 2007 by 31st July 2007. A draft to be circulated prior to July meeting.
 - Resolution that Cllr’s Bristow and Norman accept an invitation from CCC to attend an up-date on Traveller matters with SCDC at Shire Hall 8th June 2007 – Resolution amended – Meeting to be held on 22nd June 2007, Proposed Cllr Johnson, seconded Cllr Nicholas, all agreed.
18. **Recreation Ground**
 - Water Supply – update – Cllr Norman to contact Anglian Water and needs detailed site plan and volume of water used by all user groups - Clerk
 - New Pavilion – update – Cllr Johnson stated that there had been a meeting with the architect and Jim Hill from Cambridge FA. Further meetings needed to confirm that the brief conforms with FA requirements for funding towards the project. This building will also be designed so that in the future it may easily be extended if required. The FA may fund between 50/60% of the cost of this project.
 - CCTV – update – awaiting quotes
 - Resolution to spend £390 on 24 sheets of plywood to be used in the making of mock-goals for the recreation ground – Proposed Cllr Clarke, seconded Cllr Nicholas, all agreed
19. **Traffic Issues** – Feedback from working party
 - Safer Routes to School – update – Funding will be available for Lambs Lane but lack of input from CVC meant that their application was incomplete and therefore unlikely to be considered this year for inclusion. Clerk to write to Chair of the Governors stating the Parish Councils disappointment. In regard to Lambs Lane there has been no reply asking when works are due to start, Cllr’s Norman and Bradney to look into this matter. Cllr Warham attended a meeting on 1st June 2007 at CCC re Guided Busway and Nuttalls, who aim to put in a tender for the work. Various issues were discussed, flooding, problems with construction traffic using the B1049. Any further observations need to be made by 7th June 2007. Cllr’s Warham and Norman to work with Impington and Histon and submit a letter.

20. **CALC-**
 - Resolution to attend Liaison Meeting with SCDC June 7th 2007 – Proposed Cllr Bristow, seconded Cllr Nicholas, all agreed. Cllr Bristow to attend.
21. **New Office Working Party** – Update – Resolution to decide on whether or not to negotiate for new premises with existing landlord – To be discussed at July meeting. Cllr's Clarke, Leeks and Johnson to meet to discuss.
22. **CVC Youth Council** – update Cllr Warham – July meeting
23. **Village Green** – Resolution to allow Paul Smith to park his horse van on the green on the evening of 29th June 2007 for 1 hour – Proposed Cllr Clarke, seconded Cllr Nicholas, all agreed.
24. **Parish Council Website** – possible link to new village website – Cllr Leeks to obtain costs for a proposal for July meeting.
25. **New Village Website** – Resolution to help fund this site, cost £70 plus approx £130 for promotional banners – Resolution fails
26. **Cambridgeshire Acre** – Resolution to invite Laura Razzell to July meeting – Proposed Cllr Nicholas, seconded Cllr Collinson, all agreed.
27. **Tree Works** – Resolution to accept recommendations from Eastern Landscape – Proposed Cllr Clarke, seconded Cllr Fox, all agreed.
28. **Ladybird Pre-School** – Update – Building work will start on July 2nd 2007.
29. **Drainage Issues**
 - Flap Valve – Letter from Environment Agency/Anglian Water – Information only
 - Meeting held on 30th May 2007 at Cambridgeshire Horizons – feedback – Cambridge Horizons to arrange a meeting with Persimmon and George Wimpey Homes in an effort to discover who is responsible for upkeep of various watercourses. Clerk to write to owners at Tenison to ask for clarification.
30. **Letter received from Cottenham & District Sports Centre** – info only
31. **Email from Village Design Group** – information only
32. **SCDC Improvement Plan** – Information only
33. **Members of the Public and Press excluded for reasons of confidentiality for the following items**
 - CUSSC – Reports/recommendations – Ongoing – July meeting – CUSSC AGM to be held 15th June 2007.
 - CUSSC – Options for the future – current usage/assistant Clerk – Ongoing – July meeting
 - Townground – Resolution to increase the revenue from Townground with effect from 1st July 2008
 - (i) to write to the existing tenant giving notice that the tenancy will be determined at the 30th June 2008 but that a second tenancy agreement effective from 1st July 2008 would be acceptable to the Parish providing the rent is increased to £xxx per annum
OR
 - (ii) to write to the tenant and advise that the tenancy will be determined on June 30th 2008 and, as others are interested in renting the land, the Parish will shortly be inviting sealed tenders for a rental agreement to commence 1st July 2008.
'Resolution to adopt motion 1 or 2'
Resolution amended – Resolution to contact a solicitor for advice, Proposed Cllr Simms, seconded Cllr Johnson, all agreed.
34. Matters for consideration at the next meeting – Dog bin – Tenison Manor, Bus Shelter on Histon Road. Future of Methodist Chapel building,
35. Date of next meeting – Ordinary Parish Council Meeting 3rd July 2007
36. Close of meeting – 10.15

Signed _____ Chair Date _____

