MINUTES OF COTTENHAM PARISH COUNCIL

Ordinary Meeting of the Cottenham Parish Council

Held in the Library of Cottenham Village College, High Street, Cottenham
On **Tuesday 7th August 2007 at 7.30pm**

Present: Cllr's Mudd, Nicholas, Fox, Norman, Hollins, Wotherspoon, Collinson, Leeks, Warham, Bristow, Clarke (8.10pm).
SCDC Cllr Edwards, CCC Cllr Jenkins
Clerk: Mrs J Groves
Apologies: Cllr's Johnson, Bradney, Gautrey and Simms

1. **Any questions from the Public or Press -** None
2. **Chairman's Introduction and Apologies for Absence.**
3. **Declaration of Interest –** Cllr Collinson – Item 16, personal interest, Cllr Wotherspoon – Item 16, personal interest.
4. **Minutes of Ordinary Parish Meeting 3rd July 2007 –** Cllr Norman proposed a true and accurate account**,** seconded Cllr Nicholas, all agreed. **Planning Meeting 28th June 2007 -** Cllr Nicholas proposed a true and accurate account, seconded Cllr Mudd, all agreed. **Planning Meeting 12th July 2007 –** Cllr Fox proposed a true and accurate account, seconded Cllr Hollins, all agreed. **Planning Meeting 26th July 2007 –** Cllr Nicholas proposed a true and accurate account, seconded Cllr Norman, all agreed.
5. **Matters arising from these minutes not on this Agenda –** Clerk to contact Mr Gawthroup re meeting re Town Ground.
6. **Reports**
   - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon - Cllr Edwards stated that there has been a ballot to elect Tenant Representatives. That SCDC had recently been criticised in the CEN in regard to how they handle complaints, improvements are being made but will take time to implement. Cllr Wotherspoon has been appointed Chair of the Northstowe Development Committee. Cllr Edwards informed the council that SCDC has frozen all uncommitted Capital Grants. Cllr Wothespoon stated that consultation on the Practice Guide Companion deadline is 20th August 2007. Cllr Edwards further stated that the deadline for responses to the Housing Green Paper is 27th October 2007.
   - **CCC** – Cllr's Bradney and Jenkins – See attached Reports
7. **Finance**

Income

- Ladybird Pre-School – water £130.00
- Cottenham United Football Club – donation re floodlights £175.00

Expenses

- Cottenham Garden Services – August 2007 Invoice £1058.40
- Cottenham Garden Service – Bins/Bus shelters £770.00
- Cottenham Tyre & Autocentre – Fuel £39.00
- Business Consultancy Service – Accounts £176.25
- Powergen – Electric – Office £33.16
- Saunders Boston – Architects £3,370.78
- ABCO – Manhole repairs – Green £101.05

- Fen Edge Community Association – membership fee £20.00
- Coulsons – Repairs water supply recreation ground £222.08
- CALC – Chairman's Workshop £40.00
- Viking Direct – Ink Cartridges/note books/envelopes £79.92
- A Mappledoram – Electric works at CUSSC £682.86
- BC Group Trust – June Invoice £264.38
- NFU – Insurance £431.55
- Uttridge & Grainger – Ladybird Extension £25,585.89
- Mr G C Groves – New laptop/printer/hard drive £871.94
- SCDC – Planning Application – floodlights £175.00
- Clerk – purchase of new telephone £29.75
- Clerk – Salary – August 2007

Gross	£1144.40
Tax	£142.26
NI	£78.03
Net	£924.11
Parish Council NI	£90.80

- Inland Revenue - August 2007 £311.00

Resolution that the above invoices be paid. Proposed Cllr Fox, seconded Cllr Nicholas, all agreed. Clerk to write to CUSSC re payment to A. Mappledoram.

ACTION

8. **Northstowe**

- Northstowe Master Programme – Resolution to respond to lack of consultation/notification of this document – Proposed Cllr Clarke, seconded Cllr Fox, all agreed, letter to be sent to Cambridge Horizon, cc Joint Village Action Group. **CLERK**
- SCDC – Local Development Framework – Adoption of Development Control Policies Development Plan Document & Northstowe Area Action Plan

9. **Village Clean Up Day –** Feedback – Cllr Leeks to speak to Youth Council at the start of the new school year. Possibly contact the Scout group and contact Community Service. **CLLR LEEKS**
10. **Brenda Gautrey Way –** Resolution to seek advice re cost of clearing and maintaining ditches, and then to contact TDS with proposal of sum required – Proposed Cllr Bristow, seconded Cllr Norman, all agreed **CLERK**
11. **Drains/Ditches –** Resolution to arrange a meeting with the Old West Internal Drainage Board and SCDC to determine the extent of their joint responsibilities for ditches/drains within the Parish – Proposed Cllr Collinson, seconded Cllr Clarke, all agreed. **CLERK**
12. **2007 Funding Fair –** 15th September 2007 – Resolution falls
13. **SCDC –** Annual Report Consultation – Resolution to respond – Proposed Cllr Bristow, seconded Cllr Nicholas, all agreed. Answers to the Clerk. **CLERK**

14. **SCDC –** Public consultations – Information only
15. **SCDC –** Sustainable Community Strategy – Information only
16. **Cottenham Village Design Group Consultation –** Resolution to respond/comment – Resolution falls.

- CVDG – Public Meeting 9th August 2007 – Information only

17. **Cottenham Scout & Guide Group –** Resolution to consider request for a grant. Clerk to write and ask that they put an official request for a grant to be considered at the Finance meeting to be held January 2008. **CLERK**
18. **Cambridge and Peterborough NHS –** Foundation Trust Application – Resolution to respond – Proposed Cllr Clarke, seconded Cllr Bristow, all agreed. Clerk to contact and pass on Cllr Clarke's contact details. **CLERK**
19. **Joint Parishes Working Group –** Update – The group have received several replies to letter sent but have not heard from the Developers or Cambridge Horizons. A meeting has been provisionally arranged with James Paice and Andrew Lansley for 19th September 2007. Advice is being sought as to whether or not this group can formally be a group under section 101.

- Resolution that Cottenham Parish Council agrees that any cost incurred by the JPWG, postage/stationary/Clerks time be fairly shared between all councils involved – Proposed Cllr Warham, seconded Cllr Nicholas, all agreed.

20. **Travellers**

- Resolution that the Parish Council comment re Appeal APP/W0530/A/07/2049741/NWF Land at Plots 5, 5a, 6, 10 and 11 Orchard Drive Smithy Fen Cottenham and that they seek legal advice on updating representations already made to the Inspectorate – Proposed Cllr Nicholas, seconded Cllr Norman, all agreed. **CLLR NORMAN**

21. **Recreation Ground**
    - Water Supply – update – ongoing.
    - CCTV – Resolution to install CCTV and that the Rec Management Committee be given the authority to chose which quote to accept – Item to be placed on 18th September 2007 Agenda. **CLERK**
22. **Traffic Issues** – Feedback from working party – The working party met with the Village Design group, it is felt that it is important that all groups work together especially on how to reduce speed/number of vehicles using the streets throughout Cottenham. The working party have still had no response from CCC in regard to a meeting with Richard Preston and Graham Lowe over practical solutions suggested. A meeting is to be held on Friday 10th August 2007 with Joseph Whelan re Traffic Modelling Northstowe.

- Safer Routes to School – update – ongoing
- Letter from concerned resident – Reply – Information only
- Pavements – Resolution to contact Highways re condition of pavements – Proposed Cllr Bristow, seconded Cllr Warham, all agreed, Cllr's Nicholas and Mudd to contact. **CLLR'S MUDD & NICHOLAS**
- Resolution to contact Highways for repairs to pot-holes on Lockspit Hall and Engine Droves at Smithy Fen – Proposed Cllr Bristow, seconded Cllr Fox, all agreed. **CLERK**

23. **CALC-**

- Resolution to attend meeting to be held on 23rd August 2007 – Proposed Cllr Clarke, seconded Cllr Nicholas, all agreed, Cllr Bristow to attend. **CLLR BRISTOW**

24. **New Office Working Party –** Update – Letter received from Landlord – Working party to investigate possible office space at the Ebenezer Chapel also to investigate possible portacabin at CVC. **WORKING PARTY**
25. **CVC Youth Council –** September Agenda
26. **Parish Council Website –** Resolution to have a new web site – Cllr Leeks to organise – Proposed Cllr Clarke, seconded Cllr Fox, all agreed. **CLLR LEEKS**
27. **Ladybird Pre-School** – Update

- Resolution that Cottenham Parish Council considers the request from the pre-school re costs of additional electrical works. Cllr Bristow proposed that the pre-school are responsible for costs of additional electrical works and any proposed additional internal works to existing building, seconded Cllr Clarke, all agreed. **CLERK**
- Letters to CCC/Pre-School solicitor – Information only

28. **Members of the Public and Press excluded for reasons of confidentiality for the following items**

I. Options for the future – current usage/assistant Clerk

II. New Pavilion – Update re meeting user groups 1st August 2007 – Cllr Norman stated that the User Groups will attend the meeting to be held on 18th September 2007 to present the final business plan. A request has been made that this be available for all Cllr's by the 12th September 2007.

III. Debate re Finance for a New Village Hall – The Clerk to arrange an Extra – Ordinary Meeting to discuss these three items. **CLERK**

- CALC – advice received re obtaining a loan

29. Matters for consideration at the next meeting
30. Date of next meeting – Ordinary Parish Council Meeting 18th September 2007
31. Close of meeting – 10.04 pm.

Signed_____ Chairman Date_____