

COTTENHAM PARISH COUNCIL
Minutes of Ordinary Meeting of the Cottenham Parish Council

Held in the Library of Cottenham Village College, High Street, Cottenham
On **Tuesday 18th September 2007 at 6.45pm**

Present: Cllr's Fox, Wotherspoon, Norman, Mudd, Bristow, Hollins, Simms, Johnson, Collinson, Warham and Clarke

SCDC Cllr Edwards and 6 Members of the Public

Apologies: Cllr's Nicholas, Leeks, Bradney and Gautrey, SCDC Cllr Bolitho and CCC Cllr Jenkins

- 32. Neighbourhood Policing Sergeant Sarah Webb** – Apologies sent
- 33. Presentation of Business Plan re proposed Pavilion** – David Tassell and Andrew Simmons – Andrew Simmons gave a short presentation. Cllr Mudd mentioned a couple of incorrect details and asked if the document would be updated and photographs available, Andrew Simmons confirmed this. Cllr Bristow asked Cllr Edwards if the £75,000.00 grant via SCDC is still available, Cllr Edwards confirmed that this is likely but will check. Cllr Bristow confirmed that a meeting will be arranged to discuss this on 27th September 2007, the Clerk will circulate the agenda for this meeting on the 21st September 2007.
- 34. Any Questions from the Public or Press** - None
- 35. Chairman's Introduction and Apologies** – A card is to be sent to Cllr Gautrey. Cllr Bristow reminded all that all Planning Meetings are, as such, full council meetings and therefore if they are on the rota to attend they must do so or find a replacement and inform the Clerk
- 36. Declaration of Interest** – Cllr's Norman and Clarke, Item 40 Finance, personal interest, Cllr Wotherspoon, Item 48 Village Design Group, prejudicial interest.
- 37. Minutes of Ordinary Parish Meeting 7th August 2007** – Cllr Clarke proposed a true and accurate account, seconded Cllr Hollins, all agreed, **Planning Meeting 23rd August 2007** – Cllr Fox proposed a true and accurate account, seconded Cllr Mudd, all agreed, **Planning Meeting 6th September 2007** – Cllr Clarke proposed a true and accurate account, seconded Cllr Collinson, all agreed,
- 38. Update on matters arising from the minutes that are not on this Agenda.**
- 39. Reports**
 - **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – see attached report. Cllr Edwards stated that there are to be changes to Grant budgets. As of April 08 there is to be a change to how bus passes are obtained. Cllr Wotherspoon stated that there had been no legal challenge made to the Northstowe Action Plan, as yet. Cllr Wotherspoon suggested that we accept the offer of a presentation by the developers of Northstowe. Traveller Sites at Northstowe, this matter is being taken seriously and a further meeting is due to be held on 26th September 2007.
 - **CCC** – Cllr's Bradney and Jenkins – see attached report.

40. Finance

Income

- NFU – Insurance overpayment £40.95
- CCC – Pre – School extension funding £107,000.00

Expenses

- David Norman – photocopying Master Plan – Northstowe £18.82
- Robert Clarke – repairs/skate park/bus shelter/spray rec £573.40
- Zurich Insurance Company – renewal £7199.39
- Cottenham Garden Services – September 2007 Invoice £1058.40
- Cottenham Tyre & Autocentre – Fuel - July £16.20
- Cottenham Tyre & Autocentre – Fuel/puncture - August £58.50
- Powergen – Electric supply – Green Xmas Lights £140.25
- BC Group Trust – July/August Invoice £264.38/£581.63
- Anglia Land Surveys – survey of Recreation Ground £1551.00
- Cambridge Environmental Services – Wasp treatment – rec £47.00
- Herald Contract Services – Spray rec £270.25
- Herald Contract Services – Spray new hedge – rec extension £282.00
- Public works Loan Board £3,058.23
- Madingley Mulch – play bark – rec £702.50
- Clerk Expenses – Phone – May/June/July/August – Stamps £197.39
- Clerk – Salary – September 2007

Gross	£1122.00
Tax	£107.43
NI	£75.57
Net	£939.00

Parish Council NI £87.94

- Inland Revenue - September 2007 £270.94

Resolution that the above invoices be paid. – Cllr’s Norman and Clarke left the meeting, Cllr Fox proposed payment, seconded Cllr Johnson, all agreed. Cllr’s Norman and Clarke rejoined the meeting.

41. Northstowe

- Northstowe Master Programme – Reply received re lack of consultation, Resolution to respond, proposed Cllr Simms, seconded Cllr Mudd, all agreed. **CLERK**
- Northstowe Transport Scoping Report – Resolution to comment on this document, proposed Cllr Norman, seconded Cllr Warham, all agreed. **CLLR WARHAM**

42. Brenda Gautrey Way – Update – Resolution to create an Open Spaces map to send a copy to TDS, cc Cambridgeshire Horizons, stating that the Parish Council will take over these open spaces for the £12,000.00 – Proposed Cllr Mudd, seconded Cllr Johnson all agreed. Resolution that if the S106 Agreement is supportive of the exclusion of the ditch that the Parish council will suggest to TDS that the Parish Council will assume responsibility for the ditch (but not the culverts from Denmark Road nor that under Beach Road) for the sum of £12,000.00 providing that the ditch is firstly cleared and dredged to an acceptable

standard agreed by the Parish Council – Proposed Cllr Fox, with the amendment that the Council seeks legal advice re culverts, seconded Cllr Collinson, all agreed.

CLLR'S CLARKE & COLLINSON

- 43. Drains/Ditches** – Meeting with the Old West Internal Drainage Board and SCDC to determine the extent of their joint responsibilities for ditches/drains within the Parish – Ongoing
- 44. Mereham** – Resolution to attend the Public Inquiry commencing 9th October 2007, Proposed Cllr Bristow, seconded Cllr Warham, all agreed. Cllr Bristow stated that we need to organise who can attend and when, maybe review our comments. Cllr Wotherspoon stated that he will be attending on the first day and the Inspector has indicated that they would need to know when the Parish Council would like to speak.
- 45. Consultation on Cambridge City Council Affordable Housing** – Resolution to comment by 14th October 2007 – Resolution falls
- 46. Review of polling districts and polling places** – Resolution to respond/comment – Resolution falls as we were out of time to respond
- 47. 2007 Funding Fair** – 15th September 2007 – Feedback – Cllr's Johnson & Bradney – Cllr Johnson stated that this had been of interest. Spoke to a rep from Donarbon, they are keen to support specific areas within a project ie pay for flooring. Also met with a rep from Sport England who stated that additional funds are available in addition to funding from the FA.
- 48. Cottenham Village Design Group** – Resolution to write to SCDC suggesting that the influence of the Design Group is restricted to its design statement and that any other opinion given on issues outside of the statement be ignored. Cllr Wotherspoon left the meeting. Proposed Cllr Clarke, seconded Cllr Fox, all agreed
- 49. Joint Parishes Working Group** – Update – Due to this group the Parish Council has finally received the Northstowe Scoping Reports.
- 50. 10 Telegraph Street Cottenham** – Proposal from Andrew Turner – This house needs to be demolished as it is falling down. Frontage to be rebuilt in exactly same style with two starter homes replacing existing structure. Is the Parish Council, in principal, in agreement with this proposal – The Parish Council are unable to comment on this matter until a formal planning application is received by the Council for consideration.
- 51. Travellers**
 - Appeal APP/W0530/A/07/2049741/NWF – Land at Plots 5, 5a, 6, 10 and 11 Orchard Drive Smithy Fen Cottenham – Update – Philip Kratz has applied for rule 6 Status , to have the right to speak at the Appeals, there has been no final date set for the Appeals as yet and the Statement of Case needs to be submitted by 1st October 2007. Terms of Agreement – Information only
- 52. Recreation Ground**
 - Water Supply – update – still awaiting reply from the water company.
- 53. Traffic Issues** – Feedback from working party – to be placed on agenda 27/9/07
 - Safer Routes to School – update – ongoing at the Primary School. Cllr Norman has met with the head of CVC, Tony Cooper who is fully supportive of such a scheme and plans to involve the students in the process. Of interest Tony Cooper feels that he cannot support one major factor, that of encouraging the use of bikes to get to school, as he feels the roads are far too dangerous for students to do so.
 - Letter received from resident – Resolution to respond, Cllr Bristow proposed that a copy be passed to PC Gilbey as this is a police matter, seconded Cllr Fox, all agreed.

- Pavements – Cllr’s Mudd & Nicholas to forward a copy to the Clerk to be sent to Highways. Cllr’s Mudd & Nicholas were asked to continue their excellent work in order that further reports might be submitted in the future
- 54. New Office Working Party** – Resolution to accept terms for Ebenezer House – See enclosed figures – Proposed Cllr Warham, seconded Cllr Fox, all agreed
- 55. Town Ground rent increase** – Resolution to write to Tim Gauthrop confirming the Parish Councils requirement for an increase to £245 per annum with effect from September 29th 2008 – Proposed Cllr Johnson, seconded Cllr Simms, all agreed. **CLERK**
- 56. Bus Shelter opposite Broad Lane** – Resolution to decide future of this shelter – remove/renovate – Matter to be placed on October Agenda when a decision will be taken based on usage, as determined by the bus company.
- 57. Boundary at Cottenham Primary School** – Resolution to reply – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed to accept in principal **CLERK**
- 58. Summer Reading Challenge** – Cllr Mudd presented 77 medals and certificates, this was well attended this year and considered a great success
- 59. CVC Youth Council** – update Cllr Warham, place on October Agenda
- 60. Parish Council Website** – Update – work is in progress
- 61. Ladybird Pre-School** – Update – Building work is about 1 week behind due to having to remove a tree.
- 62. CALC** – confirmation of CILCA training sessions for the Clerk/Confirmation of advertising Model Code of Conduct – Information only.
- 63. Following Items to be placed on an agenda for an Extra Ordinary Meeting to be held on 27th September 2007**
- New Pavilion
- Debate re Finance for a New Village Hall
- Transport Report
- Security at the recreation ground
- 64.** Matters for consideration at the next meeting
- 65.** Date of next meeting – Ordinary Parish Council Meeting 9th October 2007
- 66.** Close of meeting – 9.45pm

Signed _____ Chair Date _____