

COTTENHAM PARISH COUNCIL
Annual General Meeting of the Cottenham Parish Council

Minutes of Cottenham Parish Council Annual General Meeting
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham
On **Tuesday 6th May 2008 at 7.30pm**

Present: Cllr's Bristow, Fox, Bradney, Wotherspoon, Mudd, Johnson, Clarke, Nicholas, Leeks, Norman, Warham and Collinson.

SCDC Cllr Bolitho

Clerk: Mrs J M Groves 4 Members of the Public

Apologies: Cllr Simms, CCC Cllr Jenkins

376. **Election of Chairman** – Cllr Nicholas proposed Cllr Bristow for Chair, seconded Cllr Fox, all agreed.
377. **Signing of the Acceptance of Office as Chairman**
378. **Election of Vice Chairman** – Cllr Norman proposed Cllr Mudd for Vice Chair, seconded Cllr Bradney, all agreed.
379. **Signing of Declarations of Interest and Acceptance of Office** – All Cllr's to check details are up to date.
380. **Co-option** – One vacancy, one applicant – Mrs Katherine Heydon – Resolution to co-opt – Proposed Cllr Nicholas, seconded Cllr Johnson, all agreed, Mrs Heydon signed Declarations of Interest and Acceptance of Office.
381. **Parish Council representatives: Finance Working Party** – Cllr's Bristow, Johnson, Leeks, Simms and Mudd, **Recreation Working Party** – Cllr's Bristow, Clarke, Johnson, Simms, Mudd and Nicholas, **Traffic Group** – Cllr's Warham, Nicholas, Fox, Bristow and Bradney, **Cottenham Charities** – Cllr's Clarke, Mudd and Bristow, **Church and Causeway Charity** – Cllr's Warham and Bristow, **Twinning Group** – Cllr Clarke **and Mobile Warden Scheme** – Cllr's Collinson and Clarke. Cllr Norman has decided not to be on any working parties this year; Cllr Bristow thanked him for his very valuable input in the past.
382. **Any Questions from the Public or Press – Standing orders to be suspended** – Residents from Cundell Drive commented that the sewer system for this development remains unadopted by Anglian Water despite vigorous actions by the residents. Cottenham Parish Council to look into this and also to find out how many other roads/sewers are still to be adopted. Clerk to contact Anglian Water to request a map showing all adopted sewer systems. Cllr Bradney to seek advice from CCC. Cllr Wotherspoon commented that whilst the drainage system may need approval from SCDC if this matter is not within the S106 Agreement for any development then they are not involved in any further discussions re adoption. Cllr Norman stated that there did not seem to be any mechanisms in place to ensure that roads/drains are adopted.

Rosemary Miller raised concerns re the traffic on Lambs Lane due to the closure of the High Street. Cllr Bristow stated that a meeting had been arranged with Highways, Anglian Water and Barhale, that the signs needed to be bigger, better placed and more clearer. Cllr Bradney further stated that CCC had applied for a ban on HGV's and this will be implemented next week. Cllr Norman stated that the existing sign 'unsuitable for HGV's' located at the end of Lambs Lane/Oakington Road is not visible and should be moved to a different location.

- 383. Standing orders to be re-instated - Chairman's Introduction and Apologies** – Chair to remind all Councillors that all Planning Meetings must be viewed as full council meetings and therefore if they are on the rota but unable to attend they must ensure that another councillor attends in their place.
- 384. Declaration of Interest** – Item 400 – Cllr Bradney, personal interest
- 385. Minutes of Ordinary Parish Meeting 1st April 2008** – Proposed Cllr Nicholas, seconded Cllr Johnson, all agreed, **Planning Meeting 27th March 2008** – Proposed Cllr Norman, seconded Cllr Nicholas, all agreed, **Planning Meeting 10th April 2008** – Proposed Cllr Mudd, seconded Cllr Collinson, all agreed and **Planning Meeting 24th April 2008** – Proposed Cllr Leeks, seconded Cllr Nicholas, all agreed
- 386. Reports**
- **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – Cllr Wotherspoon gave all Cllr's a copy of the booklet 'Cottenham Landscapes' a copy of which will be delivered to all residents. Cllr Bolitho stated that the Cottenham Club is to have an emergency meeting to see if a new constitution can be adopted in order to save the club from closure.
 - **CCC** – Cllr's Bradney and Jenkins – Cllr Bradney apologised for the lack of report this month and congratulated SCDC Cllr Edwards on retaining his seat. Cllr Bradney further stated that the appeal re removal of school bus, Rampton to Cottenham, will be heard on the 26th May 2008. Re consultation on Congestion Charging, no conclusive view had been obtained; the matter will be discussed by Cabinet in June or July. CCC has also submitted further responses re Northstowe application.

387. Finance

Income

- | | |
|---------------------------------------|------------|
| • Fair – Hire of the Green | £280.00 |
| • SCDC – Precept | £74,000.00 |
| • SCDC – rates refund re Watsons Yard | £111.79 |

Expenses

- | | |
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| • Eon – Electric Bill – The Green | £108.72 |
| • BC Group – works on the Ancient Monument | £285.53 |
| • Ntl – phone/broadband new office | £47.83 |
| • Grant Miller – removal of bus shelter | £205.63 |
| • Martin Graves – replace swings/sprung whale | £258.38 |
| • Cottenham Tyre & Autocentre – Fuel | £33.00 |
| • Aquarius Liquid Engineering Ltd – Sewer pump inspection | £105.75 |
| • Mr T C Eade – Website upkeep | £160.00 |
| • Cottenham Garden Service – May Invoice | £1090.15 |
| • Clerk – Expenses – stamps | £40.98 |
| • Clerk – Salary – May 2008 | |

Gross	£1012.88
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Tax	£123.40
NI	£61.58
Net	£827.90

Parish Council NI £71.66

- Inland Revenue - May 2008 £256.65

Resolution that the above invoices be paid – Proposed Cllr Clarke, seconded Cllr Nicholas, all agreed

388. Resignation of Cllr Hugh Gautrey – Co-option notice to be posted – Cllr Clarke paid tribute to the input from Hugh who had been serving his third term as a Cllr before his resignation due to ill health. Cllr Clarke stated that Hugh can definitely be described as belonging to “Old Cottenham” with a very real interest in the people of the village and the traditions of the countryside. Hugh was very involved with the restoration of the Village Pound and the retention of the Old Village Green for the use of the villagers. Cllr Collinson further stated that Hugh had been very involved with the Wayside Garden and had an extensive knowledge of the countryside. Hugh has served this village well and his presence at meetings will be missed and the Council wishes him the very best for the future.

389. Finance

- Assistant Clerk – Update – Job advert has been posted on the notice boards, also to be posted on web site and placed in the CEN
- Finance Group – Dates to meet to be decided at the meeting with Peter Carter re end of year accounts.
- 2007/08 Accounts – These should be ready end of May, beginning of June.

390. Northstowe

- Northstowe Rights of Way event 15th April 2008 – Cllr Bristow updated the Council at the APM, no further comments.

391. Broad Lane ditch/Balancing Pond/Ransom strip – Update – Cllr Bristow still pursuing Persimmon, will continue to do so.

- Resolution to contact Anglian Water re maintenance of the Little Cut – Reply received – Clerk is awaiting a map of all drains and ditches being sent by the Old West Internal Drainage Board.

392. Tenison Manor – Update re roads/sewer system – reply from Cambridge Horizons and CCC – Unadopted sewers – Resolution to determine how many have not been adopted and to meet with relevant parties to resolve this issue – Proposed Cllr Collinson, seconded Cllr Wotherspoon, Clerk to contact Anglian Water.

393. New Pavilion – Update – Cllr Johnson stated that SCDC have agreed a grant of £49,000.00 towards this project. Cllr Johnson has met with the user groups and it appears that the current plans are unfundable. Architects to be asked to re-do costings based on four changing rooms. A bid to the Football Foundation is to be made by 31st May 2008.

- 394. Ancient Monument** – Resolution to sign the agreement with CCC – Clerk to clarify this matter as no sum of money is mentioned.
- Resolution to place a sign at the moat re deep water and ban on fishing – resolution amended, no mention of ban on fishing, Proposed Cllr Mudd, seconded Cllr Nicholas, 12 for 1 against, carried.
- 395. Fen Edge Twinning Association** - Invitation to Cream Tea at Landbeach Village Hall 11th May 2008 – Resolution to send a PC representative – Cllr's to let the Clerk know if they wish to attend
- 396. Joint Parishes Working Group** – Update – Cllr Norman stated that there is to be a meeting at Cottenham Village College on the 15th May 2008, this is a SCDC led meeting and is an information meeting. 15 Parish Councils have been invited plus SCDC Cllr's, CCC Cllr's and Officers.
- 397. Brenda Gautrey Way** – Letter from Taylor Wimpey – Resolution to accept Deed of Transfer and to instruct King & Co to act on the Parish Councils behalf – Proposed Cllr Warham, seconded Cllr Leeks, all agreed. Clerk to ensure that the name of this development is shown as Brenda Gautrey Way on all relevant paperwork.
- 398. Bus Shelter on the Green** – update – Resolution to meet with residents on 7th May 2008
- 399. Annual ICAS Seminars 2008** – Resolution to attend – Proposed Cllr Johnson, seconded Cllr Mudd, all agreed. Name of delegate to be decided at a future date.
- 400. Ely Masterplan** – Resolution to respond – Cllr Mudd to look at documentation received and to see if the Parish Council needs to respond
- 401. Cottenham Housing Needs Survey 2007** – Update from Cllr's Nicholas and Simms – Cllr Nicholas has contacted Alan Hampton (ACRE) re possible two plots of land suitable for affordable housing within the village. This is being looked into, a meeting with a Housing Association and ACRE is to be held on 11th May 2008.
- 402. Travellers**
- Response received – Resolved not to reply but instead to monitor all future complaints
 - Appeals 11th March 2008 – update
- 403. Recreation Ground**
- Wayleave re water supply – Advice given by King & Co and the Charity Commission – update Cllr's Bristow and Clarke – Clerk has given the solicitor all relevant deeds and awaits further communication.
 - CUSSC – repairs to wall – update – works have started
- 404. Traffic Issues**
- High Street closure – Meeting arranged for the 7th May 2008 – Highways, Anglian Water and Barhale to attend.
 - Cllr Warham has contacted CVC re Safer Routes to School to discuss their plans and to see if some of the suggestions from the Traffic Group can be implemented along with this scheme
- 405. Electricity supply** – Village Green – Cllr Leeks stated that the cost of the box will be £114, it was agreed that the works can go ahead.
- 406. Youth Work in Cottenham** – Resolution to donate the sum of £10,000.00 toward this project – Resolution amended to £7,500, subject to further clarification and assurances re progress reports to indicate whether or not the

scheme is a success – Proposed Cllr Nicholas, seconded Cllr Johnson, 12 for 1 against, carried. Clerk to contact Julie Bristow for further information.

407. **Methodist Church** – Clock and update – The clock is now working and a letter from the Church re the future of the clock is due.
408. **Parish Tree Warden Scheme** – Resolution to appoint a Tree Warden – Matter to be placed on June Agenda and Cllr Clarke to speak to possible candidate for this post
409. **Zurich** – Advice received re Corporate Homicide and Corporate Manslaughter Act 2007 – Information only
410. **Speeding and Parking Issues** – Information only
411. **Members of the Public/Press excluded for the following item**
 - CUSSC Lease – Resolution to accept the recommendations of the Rec Working Party – Matter to be placed on June Agenda
 - New lease Ladybird Pre-school – update – the Draft lease has been received and Cllr Bristow is checking the details – Matter to be placed on June Agenda
412. Matters for consideration at the next meeting
413. Date of next meetings – Planning 8th May 2008, Planning 22nd May 2008, Ordinary Parish Council Meeting 1st June 2008
414. Close of meeting – 10.20pm

Signed _____ Chair Date _____