

COTTENHAM PARISH COUNCIL

Minutes of a Ordinary Meeting of the Cottenham Parish Council

Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham

On **Tuesday 7th October 2008 at 7.15pm**

Present: Cllr's Bristow, Kelso, Johnson, Mudd, Clarke, Collinson, Heydon, Warham, Norman, Leeks, Simms and Ient.

Clerk: Mrs J Groves. SCDC Cllr Bolitho, CCC Cllr Jenkins

Apologies: Cllr's Wotherspoon, Bradney and Nicholas

Cambridge & Peterborough Mineral and Waste – David Atkinson (Minerals & Waste Planning Manager) and Emma Fitch (Planning Officer) – Issues discussed included

(i) Confirmation that the access to Smithy Fen/Long Drove would be only via the A10. Access would be via an under road conveyor belt. There is a possibility of a short term plant access to facilitate this.

(ii) The impact that Mepal traffic would have on the village. Cllr Norman stated that the traffic count that supports this document is at odds to the one recently carried out on behalf of the Parish Council which clearly shows a marked difference in the number of HGV's using the B1049. Also of concern is that no survey was undertaken on the B1050. David Atkinson stated that both of these roads are identified as main distributor roads within the Local Transport Plan 2006 (due to be reviewed in 2011) there are no provisions for any mitigating circumstances i.e. a bypass. This matter could be discussed when the Plan is reviewed.

(iii) In view of the planned expansion to Malary it was put it to CCC that the combination of Mepal and Malary expansion means that the village must have a reduction in the speed limit to 30mph on the Twenty Pence from the Brookside estate and a roundabout at the entrance to the Brookfield estate – David Atkinson stated that the Parish Council needs to discuss this with CCC Highways Department.

(iv) Concerns were raised re noxious smells/noise at the Malary site. David Atkinson stated that there is provision within new legislation to limit noise/smells for new applications. In order to address this issue it may be of help if Malary were invited to join the Local Liaison Forum. A letter to be sent to CCC.

CLERK

Cllr Bristow thanked David Atkinson and Emma Fitch for attending the meeting

Police update – PCSO Stuart Ison

There have been some recent metal thefts and the police are currently undertaking high visibility patrols. There has been very little anti social behaviour recently and a marked decrease was noted during the summer. There is to be a "Not in my Neighbourhood Week" starting on Monday 13th October 2008. A drop in session is to be held on Wednesday 15th October 2008 at the Parish office.

615. Any Questions from the Public or Press – Standing orders to be suspended – None present

616. Standing orders to be re-instated - Chairman's Introduction and Apologies

617. **Declaration of Interest** – Cllr Bristow – Item 620 Finance
618. **Minutes of Ordinary Parish Meeting 2nd September 2008** – Cllr Clarke proposed a true and accurate account, seconded Cllr Heydon, all agreed. **Planning Meeting 28th August 2008** – Cllr Johnson proposed a true and accurate account, seconded Cllr Norman, all agreed. **Planning Meeting 11th September 2008** – Cllr Clarke proposed a true and accurate account, seconded Cllr Heydon, all agreed. **Planning Meeting 25th September 2008** – Cllr Mudd proposed a true and accurate account, seconded Cllr Kelso, all agreed.
619. **Reports**
- **SCDC** – Cllr’s Bolitho, Edwards and Wotherspoon – Email from Cllr Bolitho to be circulated – Cllr Norman to contact SCDC re moving equipment at Unit J
 - **CCC** – Cllr’s Bradney and Jenkins
 - **Parish Council Monthly Update**

620. **Finance**

Income

• Precept SCDC	£74,000.00
• Ladybird Pre School – water usage	£137.42
• Cottenham Cricket Club – Donation	£150.00
• Norwich Magistrates Court – compensation re mower	£50.00
• CUSSC – rent/water	£912.00

Expenses

• Rick Bristow – Ink cartridges	£18.25
• Willflower – funeral tribute	£52.00
• Aquarius Liquid Engineering Ltd – Pump inspection CUSSC	£105.75
• Cottenham Tyre & Autocentre – Fuel	£24.00
• Ntl Business – phone office	£92.17
• Herald Contract Services – Spray green	£105.75
• BC Group Trust – Works at Ancient Monument – September	£361.67
• Cromwell Fire Ltd – call out fee	£82.25
• King & Co – Legal fees re Deed of Easement	£1142.50
• Madingley Mulch – Playbark	£693.00
• JHJ Partnership – Office rent	£1757.66
• P A Collacott – Testing of portable appliances CUSSC	£70.50
• Mr T C Eade – Website update (2) Annual charge & renewal	£260.00
• Viking Direct – Ink cartridges	£28.50
• Berrycroft Stores Ltd – White Lining	£81.66
• Cottenham Garden Service – October Invoice	£1090.15
• Cottenham Garden Service – Extra work on extension	£157.50
• Clerk – Salary – October 2008	
	Gross £1058.92
	Tax £110.40
	NI £66.65
	Net £881.87

Parish Council NI £77.56

- Inland Revenue - October 2008 £254.61

Resolution that the above invoices be paid – Cllr Bristow left the meeting. Cllr Mudd took the Chair, Cllr Johnson proposed payment with the exception of invoice to Collacott (this invoice to be passed to CUSSC), seconded Cllr Warham, all agreed. Cllr Bristow returned to the meeting.

621. **Finance**

- 2007/08 Accounts – Final accounts have been circulated – Cllr Norman queried the figures within the Long term assets ie. for Groundsman building and Ladybird – these are to be reviewed along with all Long term assets.
- Update re assistant Clerk – One candidate, a meeting to be arranged.
- Resolution that any request for expenditure on capital items with a value in excess of £200 shall be accompanied by a written document showing:
 - Purpose, explanation as to need, and, where applicable, extent of annual use.
 - Evaluation of the proposed item against at least 2 comparable pieces of equipment
 - Reasons for choice made – Proposed Cllr Bristow, seconded Cllr Ient, all agreed

622. **Northstowe**

- Letter sent to JAG – information only
- Letter sent to Peter Studdert and Dr David Bard to express the Council’s dissatisfaction of the outcome of the meeting held on 14th August 2008 – no reply has been received, Clerk to forward a copy to SCDC Cllr’s.

CLERK

- Guided Bus – Resolution to reply to email in regard to traffic lights in Oakington and the future impact on traffic – matter to be placed on the November Agenda. **CLERK**

623. **Broad Lane ditch/Balancing Pond/Ransom strip** – No update

624. **Minerals & Waste Preferred Options** – Resolution to respond – Proposed Cllr Norman, seconded Cllr Bristow **Cllr’s Kelso, Simms, Bristow, Norman & Warham**

625. **Appeal** – APP/W0530/A/08/2085475/WF – 64 Rampton Road Cottenham – Resolution to comment further to support the Parish Council’s decision to recommend Refusal – Proposed Cllr Norman, seconded Cllr Bristow, all agreed.

CLERK

626. **Unadopted roads and sewers in Cottenham** – Update.

627. **Quality Council** - Ongoing

628. **The Village Green** - Letter received from Alan Mappedoram in regard to Xmas lights – update – Tree lights to be replaced

629. **Youth Issues**

- Liaison with CVC – Cllr Leeks – no update
- Resolution to look into the possibility of a Youth Shelter – matter deferred
- Anti Social behaviour – Resolution to look into ways that this can be dealt with and minimised – this is not an issue at the moment – matter deferred

630. **New Pavilion** – Update – Cllr Johnson – Still awaiting an update from the football clubs
631. **Transfer of Public Open Space** – Awaiting confirmation of payment
632. **Travellers** –
- Update from SCDC – information only
 - Appeal – APP/W0530/A/08/2081713/NWF – 16 Water Lane Smithy Fen Cottenham – Resolution to offer evidence to the Inspectorate in support of the Parish Council’s decision to recommend Refusal – Proposed Cllr Johnson, seconded Cllr Simms, all agreed. **Cllr Bristow/Clerk**
633. **Joint Parishes Working Group** – Update – Cllr Norman stated that the next meeting is to be held on 16th October 2008, subject S106 Agreements and that the November meeting will be discussing demographics.
634. **South Cambridgeshire Traffic and Speeding Summit 22nd July 2008** – Update – Cllr Bradney re moving/having additional Speed Limit signs
635. **Cutting Crime in the Community** – Meeting held 10th September 2008 – feedback Cllr Heydon via email
636. **Recreation Ground**
- Wayleave re water supply – Waiting for confirmation from King & Co
 - Resolution to grant permission to Cottenham Tennis Club to change the recreation ground tennis courts from grass to hard courts subject to planning permission, all costs to be met by the tennis club. In addition the Parish Council would need assurances that the general public would have access to said courts – Matter deferred, Cllr Johnson to contact Tennis Club for more details **Cllr Johnson**
 - Doug Ralph – Resolution to decide on which piece of equipment to purchase – It was decided that a ‘swing boat’ swing would be appropriate, Proposed Cllr Heydon, seconded Cllr Johnson all agreed. Clerk to contact Mr Ralph’s daughter. **Clerk**
637. **Traffic Issues** – Update from Working Party – Meeting to be arranged.
- Resolution to contact CCC Highways in regard to the condition of Lambs Lane (pavements and road) and the condition of the pavements in Rooks Street (adverse camber) – matter deferred – Cllr’s Mudd and Nicholas to inspect the pavements/road and report back. **Cllr’s Mudd and Nicholas**
 - Resolution to submit a bid re Minor Highway Improvement Schemes 2009/10 and to comment and act upon the letter and petition received re reducing the speed limit on Twentypence Road – A bid is to be made to reduce the speed limit on Twentypence Road – Proposed Cllr Mudd, seconded Cllr Johnson, all agreed, reply to be sent re letter/petition. **Clerk**
638. **Fen Reeves Woodland** – Update re off road car park – Cllr Bristow is awaiting a reply from SCDC Planning
639. **Projector for Planning** – Resolution to accept the recommendations of Cllr Kelso – It was decided to defer this matter until the Parish Council can borrow a projector to ascertain if a projector would be useful
640. **The making and enforcement of Bylaws** – Resolution to respond to consultation document – Proposed Cllr Bristow, seconded Cllr Simms, all agreed. **Cllr Mudd**
641. **CCC Roadshows** – Information only

642. **New guidelines re Planning** – Information only
643. **Cottenham Feast Parade** – Letter received – Information only
644. **Carol Concert 23rd December 2008**
- Resolution to order tree
 - Resolution to ask Alan Mappedoram to put up Xmas Lights on the green
 - Resolution to purchase new ‘rope’ lights for the Xmas Tree
 - Resolution to purchase sweets and gratuities
 - Resolution to order charcoal
- Proposed Cllr Simms, seconded Cllr Johnson, all agreed, Cllr Johnson to purchase sweets, Cllr Clarke to purchase gratuities and order charcoal
645. **Members of the Public/Press excluded for the following items**
- CUSSC Lease – Resolution to accept the recommendations of the working party – Proposed Cllr Norman, seconded Cllr Mudd, all agreed.
 - Resolution to look into the cost of internal redesign and redecoration of the Village Hall (CUSSC building) – matter deferred
 - New lease Ladybird Pre-school – Resolution to present the new lease to the Pre-school and to discuss it with them as required – Proposed Cllr Simms, seconded Cllr Johnson, all agreed.
 - Resolution to give a grant of £1100.00 to Kidzone – Cllr Norman proposed an amendment that a grant of up to £1100 be made subject to the figures within their accounts being satisfactory, seconded Cllr Bristow, all agreed, amended resolution put to the meeting, Proposed Cllr Simms, seconded Cllr Mudd, all agreed
 - Unit J Appeal APP/W0530/A108/2071371/NWF _ Resolution to employ Philip Kratz to present the Parish Council’s and resident’s case at a cost of £600.00 per day – Cllr Norman proposed an amendment that Philip Kratz be employed to present the Parish Council’s case at a cost of £600.00 per day, seconded Cllr Simms all agreed – amended resolution put to the meeting, Proposed Cllr Mudd, seconded Cllr Bristow, all agreed.
646. Matters for consideration at the next meeting
- Youth Work – Julie Bristow
 - Horses on the cut footpath
647. Date of next meetings – Planning 9th October 2008, Planning 23rd October 2008 and Ordinary Meeting 4th November 2008
648. Close of meeting – 10.10pm

Signed _____ Chair Date _____