

Cottenham Parish Annual General Meeting
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham
On **Tuesday 5th May 2009 at 7.30pm**

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

SCDC Cllr Edwards, CCC Cllr Jenkins

1 Member of the Public

Clerk: Mrs J Groves, Assistant Clerk: Ms F Gooch

Apologies: Cllr's Ient. Wotherspoon, SCDC Cllr Bolitho

50. Election of Chairman – Cllr Nicholas proposed Cllr Bristow as Chairman, seconded Cllr Norman, all agreed.

51. Signing of the Acceptance of Office as Chairman

52. Election of Vice Chairman – Cllr Bristow proposed Cllr Mudd, seconded Cllr Bradney, all agreed

53. Declarations of Interest – Cllr's to check details and amend if necessary.

54. Parish Council representatives:

- **Finance Working Party** – Cllr's Bristow, Mudd, Simms, Johnson, Kelso and Leeks
- **Recreation Working Party** – Cllr's Bristow, Johnson, Clarke, Simms, Mudd, Nicholas, Kelso, Leeks and Norman
- **Traffic Group** – Cllr's Bristow, Nicholas, Warham, Bradney, Kelso, Heydon and Norman
- **JAG** – Cllr's Norman and Bristow
- **Cottenham Charities** – Cllr's Clarke, Mudd and Heydon
- **Church and Causeway Charity** – Cllr's Bristow and Warham
- **Twinning Group** – Cllr Clarke
- **Mobile Warden Scheme** – Cllr's Collinson and Clarke

55. Any Questions from the Public or Press – Standing Orders to be suspended – None present

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

57. Declaration of Interest - None

58. Minutes of Ordinary Parish Meeting 7th April 2009 – Cllr Johnson proposed a true and accurate account, seconded Cllr Mudd, all agreed. **Minutes of Planning Meeting 2nd April 2009** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Bradney, all agreed.

Action points: Item 19 – Heritage Sign – has been ordered and should be in place by the end of June. Item 16 – Youth Provision – Cllr Bristow stated that there are sufficient funds within the budget to cover the £10,000 for this. Item 35 – Possible locations for the notice board to be identified.

59. Reports

- **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – Cllr Edwards stated that SCDC had been able to obtain written agreement that land at Twenty Pence will not be sold for unlawful development. Cllr Edwards further stated that a review of the Regional Spatial Strategy with its requirement of 75,000 additional houses by 2021 has stated that this deadline should be changed to 2031 in light of the current economic situation.
- **CCC** – Cllr's Bradney and Jenkins – Cllr Bradney stated that the police must prosecute all motorists that exceed the new proposed speed limit of 20mph on certain roads in Cambridge.
- **Parish Council Monthly Update**

60. Finance

Income

- | | |
|------------------------------|------------|
| • SCDC – Precept | £74,000.00 |
| • HM Revenue & Customs – VAT | £45,182.96 |
| • Green Hire | £240.00 |

Expenses

• Ntl business – phone/internet	£86.57
• Fen Reeves – BCTV membership	£226.54
• Spoco – Accounts/book keeping	£138.00
• Team Flitwick – oil Village Hall	£749.70
• CUSSC – oil Village Hall repayment	£196.35
• CUSSC – Padlock keys	£47.54
• E-on – Electric Village Green	£185.28
• Fen Edge Community Association Donation re Family Festival	£2000.00
• Alan Mappedoram – repairs Village Hall	£283.50
• Alan Mappedoram - Electric Supply Village Hall	£927.47
• Viking Direct – Ink cartridges/paper	£78.64
• Fen Edge Community Association – Membership fee	£15.00
• Cottenham Garden Service – May Invoice	£1117.00
• Julie Groves – stamps	£54.79
• Clerk – Salary – May 2009	£875.90
• Assistant Clerk – Salary – May 2009	£686.92
• Inland Revenue - May 2009	£222.17

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

61. **Working Parties** – Resolution that all Working Parties meet to discuss their purpose and aims and that they formalise these and present to full council at the June meeting – Proposed Cllr Bristow, seconded Cllr Norman, all agreed.
62. **Speed Watch** – Update – Cllr Heydon to contact Milton PC in regard to insurance issue
63. **Insurance** – Update – Cllr Mudd is looking at one option, other companies to be contacted
64. **Minerals and Waste** – Update – Cllr Bristow to look at paperwork and circulate
65. **SCDC Parish Forum Meeting 23rd July** – Places booked
66. **Additional Consultation on the Inspectors Larger Site Option for the North West Cambridge Action Plan** – Update – Cllr Bristow to compile response
67. **Consultation on the Draft Public Art Supplementary Planning Document** – Resolution to respond – Resolution falls
68. **Bus Stop** – Resolution to respond to re location of new stop on Lambs Lane – Cllr Johnson proposed approval of new location, seconded Cllr Simms, all agreed
69. **Bus Shelter** – Histon Road – Resolution to replace this and to look into the possibility of re locating it – Matter to be placed on June Agenda
70. **Local Council Advisory Service Seminar 23rd June 2009** – Resolution to attend – Cllr Nicholas proposed that the Clerk and Assistant Clerk attend, seconded Cllr Bradney, all agreed.
71. **Aquarius Liquid Engineering Ltd** – Update – Clerk has asked for works to be done
72. **Joint Parishes Working Group** – Update – Cllr's Norman and Bristow – Cllr Norman stated that there has been a meeting held and it had been decided to continue with JAG despite the fact that SCDC will no longer recognise them as formal representatives of the parish councils involved. Further work on the constitution needs to be done. Cllr Norman further stated that residents of Girton have issues in regard to noise levels re the planned A14 modifications. Cllr Bradney to look into the possibility of financial assistance for specialist advice for those Parishes suffering noise nuisance as a result of the A14 development. Cllr Norman thanked the Parish Council for the use of the office and the Clerk for taking the minutes.
73. **Fen Edge Family Festival** – Resolution to allow a test pit to be dug by the archaeology group – Concerns were raised re insurance cover, matter to be placed on next Planning agenda.

74. **Green Hire** – Resolution to create a formal hire agreement to include a map of the new electric supply and confirmation of public liability insurance and relevant risk assessments – Proposed Cllr Bristow, seconded Cllr Simms, all agreed
75. **Website** – Update and monthly maintenance – Cllr Leeks stated that the current cost for the website was expensive, cheaper ways to keep the site updated to be found. Cllr Leeks and Kelso to look into this matter. Resolution to include photographs and profiles of Cllr's – Proposed Cllr Johnson, seconded Cllr Heydon, 9 agreed, carried. Profile maximum 50 words.
76. **The Pound** – Resolution to attach an information board re history – Proposed Cllr Kelso seconded Cllr Clarke, all agreed. Cllr Kelso to look into the matter
77. **New Pavilion** – Resolution to re think the entire project – Proposed Cllr Norman, seconded Cllr Nicholas, all agreed. Rec Working Party to meet to discuss
78. **Recreation Ground**
- Tennis update re request for hard courts – Update – This matter to be removed from the agenda
 - Resolution to spend up to a maximum of £2000 to install a container to store football equipment – Update – The Clerk stated that the Parish Council needs to obtain planning permission for this. A meeting to be arranged with Michael Jones and the Parish Council needs information re national planning guidance. Cllr Edwards to seek advice on the Parish Councils behalf.
 - Rec Working Party Meeting – Feedback – Resolution that the Rec Group includes the Village Hall within its remit – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed.
 - Resolution to purchase a vacuum cleaner for the Village Hall – Resolution falls
 - Resolution to decide whether or not to appoint a full time groundsman or to employ a contractor – Matter to be placed on June agenda, further information to be obtained
 - Resolution to decide where to place the sign for the Village Hall – Matter deferred
 - Resolution to decide at what time the gates are closed – Matter deferred
 - Resolution to pursue all avenues in an effort to stop people using the rec access road as a race track – See letter attached – The police have been informed and are increasing patrols and Cllr Mudd has included this matter in the next newsletter. Rec Working Party to discuss this matter to seek a possible solution
79. **Traffic Issues** – Update from Working Party – Cllr Warham stated that the issue of weight restrictions would not stop local firms using the roads as they need access. Cllr Norman asked how access is defined outside of the village envelope, Cllr Bradney to seek advice on this. Cllr Nicholas stated that one of the action points raised via the Traffic Exhibition was the need for additional pedestrian crossings, but this is not a straight forward procedure as various details are needed to proceed with a request for a new crossing. Cllr Bristow stated that research will be needed to be done.
80. **Youth Parish Council** – Cllr Leeks - Ongoing
81. **Fen Reeves Woodland** – Update - Ongoing
82. **Dissenters Cemetery** – Update – Clerk has sent a letter and awaits a reply
83. **260 High Street** – Update – Cllr Edwards was asked to look into this matter
84. **Letter from Mobile Warden Scheme** – Information only
85. **CUSSC/Ladybirds**
- CUSSC Lease – Update from the Clerk – King & Co needs to see the deeds, the Clerk cannot find them in the office. Clerk to contact Denise Wilkinson at Hewitsons to see if they can help
 - Village Hall – Update – Cllr Bristow stated that there had been various issues re cleaning by user groups. A meeting had been held with CUSSC re fixtures and fittings and a resolution will be placed on the next Planning Agenda. Resolution that Cllr Leeks sets up a working party to look into obtaining alternative, additional hirers for the hall, including ideas for marketing the hall once renovation work has taken place – Proposed Cllr Bristow, seconded Cllr Bradney, all agreed.

- Ladybird Pre School Lease – Update from the Clerk – the Lease should be finalised this week
86. Matters for consideration at the next meeting – Speedwatch, the Pavilion. Bus shelter, Road Run request for a ramp at Rampton Road end for future use, Dog fouling on the rec, Rospa Health and Safety
 87. Date of next meetings – Planning Meeting 14th May 2009, Planning Meeting 28th May 2009 and Ordinary Meeting 2nd June 2009
 88. Close of meeting – 10.05pm

Signed _____ Chair Date _____