

Minutes of Cottenham Parish Ordinary Meeting
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham
On **Tuesday 7th July 2009 at 7.00pm**

Present: Cllr's Bristow, Nicholas, Warham, Bradney, Clarke, Leeks, Collinson, Kelso, Mudd, Johnson, Simms, Ient and Wotherspoon (8.50pm)

Assistant Clerk: Ms F Gooch

SCDC Cllr Bolitho, CCC Cllr's Jenkins and Gymer. PCSO Stuart Ison

Apologies: Cllr Heydon. Cllr Norman and Clerk, Mrs J Groves

- **PCSO Stuart Ison – Update on policing within the village** – PCSO Ison stated that there has been some ASB involving young drivers at Broad Lane, this is the same group that were causing problems at the rec. Formal warnings have been given and one vehicle has been served with a Section 59 notice. There has been two burglaries carried out in the village and arrests have been made, in addition 3 other offenders have been apprehended. Further comments were made in regard to ASB by year 11 students from the College on 'leaver's day'. The police did attend the rec where a large amount of alcohol was confiscated. The police did take details from several students and letters were sent to parents. Cllr Bristow stated that a meeting has been held with Tony Cooper in regard to next year and ways in which this kind of ASB can be avoided. Tony Cooper has agreed to write to all parents; also to be considered is to involve Trading Standards in regard to the sale of alcohol to underage teenagers, request a higher police presence and to consider alternative entertainment for the students. In regard to the burglaries PCSO Ison is to look into possible gaps within the Neighbourhood Watch Scheme and an item to be placed in the newsletter.
- **Introduction of new CCC Mrs Sue Gymer and opportunity for the Parish Council to discuss County Council issues** – Cllr Bristow welcomed Cllr Gymer to her first Parish Council meeting. Cllr Gymer stated that it is her aim to do whatever the parish requires of her. Whilst Cllr Gymer has met with many people the initial aim is to be involved with the new bike lane between Cottenham and Histon. Cllr Clarke stated that the bike lane between Cottenham and Rampton is very narrow due to overgrown hedges. Cllr Nicholas stated that improving the existing path between Cottenham and Histon would prove difficult and asked if a survey had been undertaken and if compulsory purchase of land would be needed. It was stated that CCC could be a possible source for the funding of a secure cycle rack at the Co-op, Cllr Heydon to look into this matter. Cllr Mudd asked if Stagecoach could be asked to provide an express bus service between Cottenham and Cambridge, Cllr Jenkins stated that a meeting with Stagecoach has been arranged for the 27th August 2009. Cllr Jenkins further stated that as of the end of July CCC funding for the Citi 7 finishes and the route will become purely commercial from that point. Cllr Bristow asked who at CCC will be dealing with the Flooding Bill, Cllr Gymer to identify the portfolio holder and who is the link between SCDC and CCC.

ACTION: Cllr Heydon, CCC Cllr Gymer

151. Any Questions from the Public or Press – Standing Orders to be suspended

152. Standing orders to be re-instated

153. Chairman's Introduction and Apologies – The Parish Council agreed that the phone bill may be paid by Direct Debit. The Parish Plan has been accepted by ACRE. Cllr Bristow stated that the cost of a container for the rec would be £1200. Cllr's Bristow and Clarke to apply for planning permission. The Colts Football Club has asked for new goals. Cost £900 each, 4 needed with the Colts to contact the FA re possible funding for up to 50% of the total cost. Matter to be placed on next Planning Agenda, Cllr Johnson to contact the Colts to discuss this. Cllr Bristow stated that a meeting needs to be held with Kidzone with a possibility that the Parish Council may help fund this provision. Further details will be needed before formal approval of this matter including a

comprehensive business plan. Cllr Bristow has obtained plans and a quote for a timber framed building to be considered as a possible solution re the propose pavilion. Cllr's Johnson, Kelso, Simms and Bristow to meet to consider this proposal.

ACTION: Cllr

Johnson, Kelso, Simms and Bristow

154. Declaration of Interest – Cllr Bristow – Item 157 Finance.

155. Minutes of Ordinary Parish Meeting 2nd June 2009 – Cllr Simms proposed a true and accurate account, seconded Cllr Clarke all agreed, **Planning Meeting 28th May 2009** – Cllr Mudd proposed a true and accurate account, seconded Cllr Simms all agreed, **Planning Meeting 11th June 2009** – Cllr Collinson proposed a true and accurate account, seconded Cllr Nicholas, all agreed **and Planning Meeting 25th June 2009** – Cllr Nicholas proposed a true and accurate account seconded Cllr Simms all agreed.

156. Reports

- **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – Cllr Bolitho commented that there had been some problems for computer users due to a problem with a lamppost located on Rampton Road, compensation is available but individuals do need to contact CCC.
- **CCC** – Cllr's Jenkins and Gymer
- **Parish Council Monthly Update**

157. Finance

Income and Payments for July Agenda

Income:

Kidzone	Rent Apr & May	£776.00
Cricket Club	Pitch Fees	189.00
Jane Williams	Aerobic Fees	260.00
Thurstons	Electricity costs	123.65
CUFC	Pitch Fees	742.50
Day Centre	Rent Apr & May	440.00
Rick Bristow	Purchase of Plywood	95.01
Total		2626.16

Expenses

CUSSC	VAT on Chattels Invoice	£270.00
CUSSC	Building Fund Rebate	440.90
CUSSC	Cost of Toilet rolls for VH	93.70
CUSSC	Cost of Toilet rolls for VH	110.60
CUSSC	Alarm costs for VH	354.55
CUSSC	Purchase of residual oil in tank	198.03
CUSSC	Refund of Trade waste payment	54.45
Cott Garden Services	Maintenance of grass areas Apr & May	322.00
Cott Garden Services	June Groundsmans Fees	1117.00
Viking	Office Stationery	55.10
Groupbridge	Balance for water supply on rec	567.76
Cott Tyre & Auto	Rec vehicle fuel May 09	71.00
Berrycroft Stores	20kg Grass Seed	102.74
Drainage Board	Rates for Agricultural land	54.36
JHJ Partnership	Office Rent Jul – Sep	2012.50
NTL	Phone Bill June 09	11.50
Team Flitwick	Oil for Rec Ground buildings	545.74
CVC	Room hire for APM on 23/4/09	36.00
Sutcliffe Play	Installation costs for Swing boat	1035.00
BC Group	Crowlands Manor Apr, May & Jun	875.61
Martin Graves	Misc work on play/rec area repairs	893.83
Wright-Way Cleaning	Deep clean of Village Hall	983.25
Rick Bristow	Printing costs	11.94

Julie Groves	Stamps	25.30
Julie Groves	Wages	759.90
	Tax	103.40
	NI	60.23
	ER's NI	70.08
	Overpayment deducted	100.00
Fiona Gooch	Wages	627.76
	Tax	47.60
	NI	24.64
	ER's NI	28.67
	HMRC PAYE & NI	334.62

Resolution to pay these invoices – Cllr Bristow left the meeting, Cllr Mudd took the Chair – Cllr Bradney proposed payment, seconded Cllr Simms, all agreed. Cllr Leeks asked if the Clerk could investigate possible payment made re use of Village Hall for recent elections. **ACTION: Clerk**
Cllr Bristow returned to the meeting.

158. Finance – Resolution to accept the accounts for 2008/09- Proposed Cllr Johnson, seconded Cllr Nicholas, all agreed, Cllr Nicholas thanked the Assistant Clerk for presenting clear, concise accounts and asked for full recognition in regard to the work involved in bringing all accounts up to date. In the future the accounts will be presented quarterly. Resolution that Cllr Bristow signs Annual Return – Proposed Cllr Mudd, seconded Cllr Clarke, all agreed.

159. Gypsy & Traveller DPD Issues and Options 2: Site Options & Policies Consultation 10th July – 9th October – Resolution to respond – Proposed Cllr Bristow, seconded Cllr Kelso, all agreed.

160. Planning Committee Meeting 10th June 2009 – Reply received – Information only

161. Working Parties – Feedback from Working Parties

- Rec Group held a meeting on the 4th June 2009 and has decided to continue as a Working Group for the foreseeable future. The setting up of a Trust may be the way forward and the matter is to be looked into. The group is also looking into the matter of a new groundsman and has considered the pros and cons of employing a full time groundsman as opposed to a contractor.
- Traffic Group has met and is looking into the possibility of weight restrictions, road crossings, road closures, community transport and a bus for the elderly.

162. Request from Landbeach Parish Council re possible cycle way from Cottenham to Landbeach – Resolution fell

163. Request from a resident to have use of the Old Village Green on 1st August 2009 for the purpose of camping overnight to accommodate visitors to the 'Bike Show' being held at the Conservative Club – Resolution to agree to this request subject to various conditions no glass/bonfires/bbq, that a charge of £200 be made and a refundable deposit of £200 is paid. Fee to be donated to a Parish Council determined good cause – Resolution amended to state that there would be a charge of £5 per person with refundable refund of £1000.00 – Proposed Cllr Simms, seconded Cllr Mudd, all agreed.

164. Local Council Advisory Service Seminar 23rd July 2009 – Feedback - Copies to be circulated to all Cllr's. **ACTION: Clerk**

165. Speed Watch – Update – Matter to be placed on August Agenda

166. Insurance – Update – Cllr Mudd stated that he had received one quote which is considerably lower than our current one, awaiting further quotes, matter to be placed on August Agenda

167. Street Naming 12 Plots off Orchard Close Cottenham – Resolution to decide a name, 3 suggestions, Worland Way, Clarkes Close and Cox's Close – Cllr Nicholas proposed Worland Way, seconded Cllr Kelso, all agreed. **ACTION: Clerk**

- 168. Bus Shelter** – Histon Road – Letters from residents to be looked at by the working party matter to be placed on August Agenda, Cllr Nicholas to liaise with CCC Cllr Gymer. Cllr Gymer has agreed to look into the issue of land ownership and to arrange a site meeting/survey with CCC.
ACTION: Cllr Nicholas & CCC Cllr Gymer
- 169. Joint Parishes Working Group** – Update – Cllr's Norman and Bristow – Cllr Bristow is to step down as a representative of the Parish Council at JAG meetings, resolution that Cllr Bradney be his replacement – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed.
- 170. Rospa Report** – Update from Cllr's Mudd and Nicholas – The tyre swing does not conform EN1176 specifications and therefore needs to be replaced. Clerk to seek 3 quotes and matter to be placed on August Agenda.
ACTION: Clerk
- 171. Lambs Lane resurfacing** – Update - Work commences on 3rd August 2009
- 172. The Pound** – Update – Cllr Kelso to send photos to the Conservation Officer
- 173. Request from the Bowls Club** – Invite to play a match – Cllr Mudd stated that the match will take place early September 2009, Cllr's Clarke, Nicholas, Bristow, Bradney, Leeks, Collinson, Kelso and Johnson expressed an interest in playing, Cllr Mudd to confirm date/time.
- 174. Anti Social Behaviour at the Recreation Ground** – Update re meeting with Tony Cooper – matter already dealt with.
- 175. Youth Parish Council** – Update re meeting with Alice Bullock – Cllr Bristow stated that Tony Cooper fully supported this initiative and work to set this up will start in September.
- 176. Fen Reeves Woodland** – Update – Cllr Bristow to update Cllr Clarke
- 177. Dissenters Cemetery** – Update – The Council still has had no reply from the trustees, it has been decided that no payment via the Church & Causeway Charity shall be made to the Dissenters until a meeting with them has been held.
- 178. 260 High Street** – Update – No progress
- 179. South Cambridgeshire District Council Housing Transfer Ballot** – Information only
- 180. A14 Junction 14 (Newmarket) to Junction 31 (Girton): Westbound Repair Works** – Information only
- 181. CUSSC/Ladybirds**
- CUSSC Lease – Clerk to contact King & Co
 - Ladybird Pre School Lease – Cllr Mudd to contact
- 182.** Matters for consideration at the next meeting, Bus Shelter, Insurance update, Rospa, Finance and Rec Ground.
- 183.** Date of next meetings – Planning Meeting 9th July 2009, Planning Meeting 23rd July 2009 and Ordinary Meeting 4th August 2009
- 184.** Close of meeting

Signed _____ Chair Date _____