

Minutes of Cottenham Parish Ordinary Meeting
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham
On **Tuesday 6th October 2009 at 7.30pm**

Present: Cllr's Bristow, Kelso, Simms, Heydon, Collinson, Mudd, Clarke, Leeks, Norman, Ient and Johnson. SCDC Cllr's Edwards and Bolitho, CCC Cllr Gymer

Clerk: Mrs J Groves

3 Members of the Public

Apologies: Cllr's Nicholas, Bradney, Wotherspoon and Warham, CCC Cllr Jenkins, Assistant Clerk: Ms F Gooch.

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

Concerns were raised re the stopping up of the adopted public highway outside 64 Rampton Road, one resident expressed concerns re the potential of a dropped kerb being laid along the entire length of the frontage of 64 Rampton Road whilst the owners of the property listed the reasons behind this request.

275. Standing orders to be re-instated

276. Chairman's Introduction and Apologies – Cllr Bristow informed the meeting that Ladybird Pre-School had recently been awarded second place in a national competition, congratulations are to be passed to all staff. Cllr Bristow proposed that the Council pays the staff expenses for attending the award ceremony, matter to be placed on November Agenda. Cllr Bristow stated that the cut bank going towards the church had not been cut due to the instability of the bank, Cllr Bristow had asked Cllr Jenkins in June 2009 to ask CCC to ask the EA why lighter equipment could not be used.

277. Declaration of Interest - None

278. Minutes of Ordinary Parish Meeting 1st September 2009 – Cllr Heydon proposed a true and accurate account, seconded Cllr Mudd, all agreed. **Planning Meeting 17th September 2009 –** Cllr Simms proposed a true and accurate account, seconded Cllr Heydon, all agreed.

279. Reports

- **SCDC –** Cllr's Bolitho, Edwards and Wotherspoon – Cllr Edwards stated that non payment re Smithy Fen sewage works will be actively pursued. Cllr Bristow asked if licences could be withdrawn pending payment, Cllr Edwards to ask if that would be possible. Cllr Edwards further stated that due to several reasons i.e. loss of revenue due to less planning application and a reduction in the rate of interest has led to a 1.4 million pound deficit. Additional costs include an increase in employer's contribution towards pension schemes which will add an extra 3 million over a period of 6 years. There is a need to make savings of 10% for 2010/11. To help try to address this deficit there will be job cuts and a pay freeze.
- **CCC –** Cllr's Jenkins and Gymer – Cllr Leeks asked if the issue of a congestion charge was still being discussed, Cllr Gymer stated that it was still a possibility but the infrastructure to support such a proposal would need to be in place prior to any charge being made. Cllr Bristow asked for further information re the Citi 7 bus, Cllr Gymer stated that Stagecoach had been unhelpful and in fact as of November the Citi 7 bus times will be reduced to every 15 minutes. Cllr Gymer stated that she had met with the Co-op manager and the police and a new gate is to be installed on the driveway.
- **Parish Council Monthly Update**

280. Finance

Income and Payments for October 2009 Agenda

Income:

HMRC	VAT claim for Apr 08-Mar 09 paid in full	11049.95
SCDC	2 nd Instalment of Precept	74000.00
Kidzone	Jul Rent & Sanitary bin rental	341.40
Day Centre	Jul Rent	240.00
Ladybirds	Hall rental Apr – Jul 09	110.00
John Lawson Circus	Rent of village Green	120.00
Cottenham Cricket Club	Donation towards upkeep of cricket squares	150.00
Jane Williams	Jul Hall rental	140.00
Total		86,151.35

Expenses

Cambs County Council	Youth Provision – 4 th Quarter	1875.00
Viking Direct	Stationery	169.92
Viking Direct	Cleaning prods for Village Hall Inv Balance	26.99
A Mappedoram	Water heater repairs at Village Hall	105.22
Ladybirds	Half payment of oil leak repairs	239.00
Wright Way Cleaning	Cleaning Village Hall Aug 09	391.00
Wright Way Cleaning	Cleaning Village Hall Sep 09	471.50
NTL	Phone Bill Sep 09 (paid by Direct Debit)	46.32
J C Engineering	Repairs to shutters at Village Hall	172.50
C P Richards	Repairs to Changing Rooms at Village Hall	380.00
Wicksteed Leisure	Replacement seat for Snail at Play Area	66.13
Cottenham Tyre & Auto	Fuel for Rec ground vehicles	70.80
Cottenham Garden Services	Groundsman Fees Aug & Sep	2556.00
British Legion	Poppy Wreath for Remembrance Sunday	16.50
P A Collacott	PAT testing at Village Hall	51.75
Crime Prevention Products	CCTV for Play Area	133.79
Fiona Gooch	Postal expenses to Auditors	5.40
Julie Groves	October Salary – Net wages	859.90
	Tax	103.40
	EE's NI	60.23
	ER's NI	70.08
Fiona Gooch	October Salary – Net wages	593.26
	Tax	37.60
	EE's NI	19.14
	ER's NI	22.27
HMRC	October Taxes	312.72
Total		8543.70

Resolution to pay these invoices. Concerns had been raised re poor cleaning of the village hall, payment to Wright Way Cleaning to be deferred until a meeting with them is held. Cllr Bristow proposed payment of remaining invoices, seconded Cllr Ient, all agreed.

281. **Finance Report** – Attached.
282. **Audit issues** – Resolution to review Standing Orders, Financial Regs and Finance Risk Assessment – Proposed Cllr Norman, seconded Cllr Johnson, all agreed. Resolution to review the role of the Internal and External Auditor. – Matter to be placed on November Agenda.
283. **Chairman’s Delegation** – Resolution to dispute the claim that Parish Council’s are not statutory consultees and that legal advice is sought – Matter deferred as a decision is due from SCDC re this matter.
284. **New Arrangements for Indemnity agreements for the transfer of open space contributions** – Letter sent
285. **Gypsy & Traveller DPD Issues and Options 2: Site Options & Policies Consultation 10th July – 9th October** – Update – Comments has been submitted.
286. **The Lakes Twenty Pence Road Cottenham** – Resolution to attend Planning Committee 7th October 2009 – Proposed Cllr Bristow, seconded Cllr Mudd, all agreed. Cllr Bristow to attend.
287. **Stopping Up of the adopted public Highway outside 64 Rampton Road Cottenham** – Resolution to respond – Standing Orders suspended. Cllr Bristow allowed the Members of the Public to comment on this matter, concerns raised included ownership of the verge, the status of other verges along Rampton Road and the planning issue of a dropped kerb. Standing Orders re-instated. It was agreed that the Council has insufficient information on which to base any comments on. Cllr Gymer to obtain further details. Matter deferred.
288. **Parish Energy Partnership Working Party and Sustainability Working Party** – Resolution to set up the working parties – Proposed Cllr Bristow, seconded Cllr Simms, all agreed, Cllr’s Kelso, Heydon and Ient to be on the Working Party.
289. **Sustainable Parish Energy Partnership (SPEP)** – Age of Stupid DVD event re recycling and energy saving to be held on the 20th October 2009 at the village hall at 7.30pm – Resolution to pay for the hire of the DVD and refreshments – Proposed Cllr Ient, seconded Cllr Johnson, all agreed. Cllr Bristow asked all Cllr’s to attend.
290. **SPEP SCDC Training Event 12th/13th October 2009 at Impington and Public Meeting re SPEP on the 24th October 2009 at Impington** – Resolution to attend – Proposed Cllr Bristow, seconded Cllr Simms, all agreed, Cllr’s Kelso, Heydon and Ient to attend.
291. **Remembrance Sunday 8th November 2009** – Resolution that a Cllr lay the wreath on behalf of the Parish Council (to meet in the Co-op car park at 10.30am – Cllr Norman to lay the wreath and that the payment re the wreath be increased to £35.00 proposed Cllr Kelso, seconded Cllr Johnson, all agreed.
292. **Working Parties** – Feedback from Working Parties – Rec Working Party to meet on either the 13th/14th October. Clerk to confirm date. **Clerk**
293. **Old Village Green** – Fence – update - Ongoing
294. **The Rec** – Swings update – Ongoing – Clerk to seek advice from structural engineer.
295. **Bowls Club** – Resolution to remove the part of the hedge within the boundary of the Bowls Club which has died/is dying and replace with a different species, probably Yew – Cllr Bristow proposed that the fence be installed but further advice is sought re hedging, seconded Cllr Mudd, all agreed. Clerk to contact Eastern Landscapes. **Clerk**

- 296. SCDC cdrp Anti Social Behaviour Workshop 29th September 2009** – Feedback – Cllr’s Heydon, Collinson and Nicholas – Cllr’s Heydon and Collinson stated that the workshop had been interesting and various issues were discussed including Anti Social Behaviour Orders which can also be issued to adults in regard to any anti social behaviour which would include such matters as parking on double yellow lines. The main problem with any such anti social behaviour is the issue of having the police available to do something about it. Members of the public need to report such behaviour.
- 297. CPALC AGM 21st November 2009** – Resolution to attend – Matter deferred subject to the proposed agenda being received and to be placed on November Agenda
- 298. Tree Warden Scheme Meeting 8th October 2009** – Resolution to send a representative – Cllr Bolitho to attend, proposed Cllr Bristow, seconded Cllr Simms all agreed.
- 299. Voluntary Sector Fayre** – Resolution to send a representative – Cllr Leeks to attend, proposed Cllr Simms, seconded Cllr Collinson, all agreed.
- 300. Community Engagement Strategy Consultation** – Resolution to respond – Proposed Cllr Bristow, seconded Cllr Mudd, all agreed.
- 301. Request from resident re possible footpath** – Resolution to respond – Cllr Norman proposed that we refuse permission, seconded Cllr Simms, all agreed.
- 302. Double Yellow Lines** – Resolution to ask County Council to put down double yellow lines outside of 93 and 95 Rooks Street to prevent vehicles from parking close to the front windows of these properties – see attached letter – proposed Cllr Bristow, seconded Cllr Collinson, 10 Cllr’s agreed, Cllr Heydon against, proposal carried. Clerk to contact Highways for advice.
- 303. Bus Shelters** – Histon Road – Resolution to paint them – Matter deferred and to be placed on November Agenda – Clerk to ask Highways for advice re trees.
- 304. Vehicles using the High Street entrance to the Co-op** – Resolution to seek a solution – see email from Cllr Collinson – Matter deferred.
- 305. 30mph warning stickers** – Resolution to look into this matter – see email from Cllr Collinson – Matter deferred – Cllr Bolitho to look into the matter
- 306. Joint Parishes Working Group** – Update – Cllr’s Norman and Bradney – Cllr Norman stated that the next meeting will be held on the 22nd October 2009 and will be looking at the issue of Air Pollution re the A14.
- 307. Northstowe Parish Forum 10th September 2009** – Feedback – Cllr Norman stated that the meeting had been very disappointing with poor presentations and questions still unanswered.
- 308. A14 Ellington to Fen Ditton** – Resolution to respond – Proposed Cllr Bristow, seconded Cllr Simms, all agreed.
- 309. Kidzone** – Resolution to donate up to £3500.00 for staff training subject to the approval of their business plan – Matter deferred
- 310. Trees** – update on meeting with Tim Hewitt – Cllr Bristow stated that the condition of the trees on the Green are good and that the Lime trees are good for a further 150 years.
- 311. Adoption of bench seat on the village Green** – Resolution to do so – Cllr Leeks – Proposed Cllr Clarke, seconded Cllr Johnson, all agreed.
- 312. Carol Concert 22nd December 2009**

Resolution:

- to order tree and that Cllr Clarke collects
- to ask Alan Mappedoram to put up Xmas Lights on the green
- to purchase new ‘rope’ lights for the Xmas Tree
- to purchase sweets and gratuities
- to order charcoal

Proposed Cllr Johnson, seconded Cllr Mudd, all agreed.

- 313. **Cottenham Feast Parade** – Letter received information only
- 314. **Lambs Lane resurfacing** – Update – None – Clerk to contact CCC Cllr's.
- 315. **Street Naming** – Response received
- 316. **Fen Reeves Woodland** – Update – Issue of separate insurance – Cllr Mudd to look into this and matter to be placed on November Agenda
- 317. **Dissenters Cemetery** – Update - None
- 318. **260 High Street** – Update - None
- 319. **CUSSC/Ladybirds**
 - CUSSC Lease – Update from the Clerk - Ongoing
 - Ladybird Pre School Lease – Update from the Clerk - Ongoing
- 320. Matters for consideration at the next meeting
- 321. Date of next meetings – Planning Meeting 15th October 2009, Planning Meeting 29th October 2009 and Ordinary Parish Council Meeting 3rd November 2009
- 322. Close of meeting – 10.05 pm.

Signed _____ Chair Date _____