

Minutes of Cottenham Parish Ordinary Meeting  
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham  
On **Tuesday 1st December 2009 at 7.15pm**

**Present:** Cllr's Bristow, Kelso, Mudd, Johnson, Leeks, Collinson, Bradney, Simms, Heydon, Norman, Warham, Clarke, Ient (8.25pm)

SCDC Cllr Edwards

Clerk: Mrs J Groves

Assistant Clerk: Ms F Gooch

**Apologies:** Cllr's Nicholas and Wotherspoon, SCDC Cllr Bolitho, CCC Cllr's Gymer and Jenkins

PCSO Shaun White – Introduction and Update

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

None present

**385. Standing orders to be re-instated**

**386. Chairman's Introduction and Apologies** – Cllr Bristow reminded all that elections are due to be held in May 2010.

**387. Declaration of Interest** - None

**388. Minutes of Ordinary Parish Meeting 3<sup>rd</sup> November 2009** – Cllr Mudd proposed a true and accurate account, seconded Cllr Clarke, all agreed. **Planning Meeting 12<sup>th</sup> November 2009** – Cllr Clarke proposed a true and accurate account, seconded Cllr Norman, all agreed. **Planning Meeting 26<sup>th</sup> November 2009** – Cllr Clarke proposed a true and accurate account, seconded Cllr Collinson, all agreed.

**389. Reports**

- **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – Cllr Edwards stated that a new blue bin is to be issued to all households to replace the green boxes. That the Revenue and Benefits Service is to be shared with Uttlesford District Council with a potential saving of £350,000. Cllr Edwards to contact the Communications Department re non delivery of SCDC Magazine to some householders within the village.
- **CCC** – Cllr's Jenkins and Gymer
- **Parish Council Monthly Update**

**390. Finance**

**Income and Payments for December 2009 Agenda**

*Income:*

Ladybirds	Oil Bill for Sep 09	42.02
John Lawson Circus	Electricity usage on green	24.52
CUSSC	Rent for Jul-Sep 09	2025.00
Jane Williams	Rent of village Hall for Sep 09	180.00
Cottenham Day Centre	Rent of village Hall for Sep 09	240.00
Kidzone	Rent of village Hall for Sep 09 & PAT tests	316.46
Dr Kit Kilgour	Rental of village Hall on 11/10/09	140.00
		<b>2968.00</b>

**Total**

*Expenses*

DMH Stallard	General Planning advice	703.80
Eon	Electric bill for rec ground	2350.53
Viking	Office stationery	106.57
BC Group Trust	Crowlands site Sep & October 09	633.42
NTL	Office phone bill November 09 (by D/D)	46.09
Ladybird	Half costs of oil leak repairs – Shelford Heating	79.00
Cromwell Fire Ltd	Fire extinguisher Service charges – rec buildings	136.77
Cottenham Tyre & Auto	Fuel for rec vehicles – Oct 09	28.00
Cottenham Tyre & Auto	Fuel for rec vehicles – Jun 09	19.00
Cottenham Garden Service	Groundsman Fees November 09	1117.00
Cambridge Water	Water bill – Rec ground	269.67
Cambridge Water	Water bill – Rec building	453.43
Julie Groves	December Salary – Net wages	<b>859.90</b>
	Tax	103.40
	EE's NI	60.23
	ER's NI	70.08
Fiona Gooch	December Salary – Net wages	<b>676.06</b>
	Tax	61.60
	EE's NI	32.34
	ER's NI	37.63
HMRC	December Taxes	<b>365.28</b>
<b>Total</b>		<b>7844.52</b>

Resolution to pay these invoices – Proposed Cllr Mudd, seconded Cllr Johnson, all agreed.

Cllr Bristow suspended Standing Orders to introduce CPSC Shaun White, CPSO White stated that he is to be our Community Support Officer until January when we will have a new CPSO appointed to replace Stuart Ison. CPSO White aims to concentrate on parking issues on double yellow lines and outside of the Co-op, anti social behaviour and graffiti. Cllr Bristow thanked CPSO White for attending the meeting and then reinstated Standing Orders.

- 391. Financial Regulations** – Resolution that these are amended – That the Clerk is empowered to pay any invoice that would otherwise incur an additional charge if payment were to be deferred until it was presented on an agenda for consideration. Resolution amended that the Clerk is empowered to pay any such invoice only with the agreement of the Chair or Vice Chair, proposed Cllr Norman, seconded Cllr Simms, all agreed.
- 392. Review of the Advisory strategic Freight Route Network** – Update - Cllr's Norman and Warham – Cllr Norman showed maps of existing and proposed recommended routes. One problem that has been highlighted is that the colours used to show strategic freight routes differs from county to county, this causing problems for drivers. For example in Cambridgeshire the colour for these routes are green whilst Suffolk uses red. The revised map shows a possible downgrading on the A1123, this would be of help for Cottenham and the B1049. There is support from East District Council for this but there appears to be less from SCDC. Cllr Edwards stated that that a report is being compiled and will be presented to Cllr Bard, Cllr Bristow asked if Cottenham Parish Council could be represented at such a

meeting, Cllr Edwards to ask. Further points made included, the need for all routes country wide to be shown as the same colour on all maps, that the fact that the B1049 is the 19<sup>th</sup> road listed re statistics on those killed/seriously injured, all others bar 2 on this list are A roads, Cllr Bristow asked that the traffic group pursue ways to implement weight restrictions on the High Street and that all the above matters be included in the response to the consultation and to be included within our response re A14 Ellington to Fen Ditton consultation. Cllr's Warham and Norman to report back to full council.

- 393. Bt Invite to adopt red telephone kiosks** – Update – Clerk still awaiting reply
- 394. South Cambridgeshire Local Development Framework Statement of Community Involvement and Supplementary Planning Documents** – Update – Cllr's Simms, Kelso, Warham and Heydon – Comments to be passed to the Clerk and responses sent to SCDC.
- 395. SCDC Meeting Parish Council's 25<sup>th</sup> November 2009** – Update – Cllr's Bristow and Clarke – Cllr Bristow stated that this had been a good and informative meeting, matters discussed included, the review of the housing situation and the cuts needing to be made, the fact that 56p of every £1 received in rent goes to Central Government, and that changes will need to be made to Warden controlled housing. Cuts will also have to be made re Grounds Maintenance – Clerk to check details received. Also discussed was the fact that for every new property built in the village the Parish Council will receive up to £3,000 for Open Space provision.
- 396. Planning Parish Forum Meeting 10<sup>th</sup> December 2009** – Resolution to attend – Cllr's Bristow and Mudd to attend, proposed Cllr Bristow, seconded Cllr Johnson, all agreed.
- 397. New Arrangements for Indemnity agreements for the transfer of open space contributions** – Update – Clerk – The Parish Council are due to receive monies re the building of a house on Rooks Street
- 398. Stagecoach re Citi 7** – Update - None
- 399. Sustainable Parish Energy Partnership (SPEP)** – Feedback re meeting held 25<sup>th</sup> November 2009 – Cllr Kelso stated that the new group will be called Sustainable Cottenham, the next meeting is to be held on the 19<sup>th</sup> January 2010. The main project at the moment is to get Cottenham insulated via the Eastern CRI Scheme. The group also plans to re show the Age of Stupid DVD. Also to be arranged is a visit to Donarbon. Also are energy monitors available on loan, please contact Cllr Kelso for further information.
- 400. Age of Stupid DVD** – Resolution to hire dvd – Item deferred until it is decided how to publicise this event.
- 401. Working Parties** – Feedback from Working Parties - none
- 402. Old Village Green** – Fence – update – Clerk commented that this is now complete and that we are now waiting for agreement from the EA re fence/gate on the cut bank.
- 403. Balancing Pond Fence** – Resolution to mend – Matter deferred Clerk to contact Persimmon.
- 404. Parish Path Partnership** – Resolution to apply – Proposed Cllr Bristow, seconded Cllr Clarke, all agreed
- 405. Eastern Landscape Service Ltd** – Resolution to accept quote – Clerk to obtain 2 further quotes
- 406. Cycle Racks** – Resolution to agree terms and sign letter – Resolution amended to accept the location outside the Co-op but ask that those on the rec be re-located to the first parking space on the stretch leading up to the bowls club, proposed Cllr Bristow, seconded Cllr Norman, all agreed.
- 407. Oakington Road** – Speed Checks – CCC Cllr Gymer absent no update
- 408. The Rec** – Swings update – Ongoing
- Storage Container – Update - Ongoing

- Health & Safety –Cllr’s Mudd and Nicholas – Cllr Mudd stated that the tyre swing has been removed for repair/replacement and that the non rocking rocking horse needs to be removed. The metal shutters need to be painted at the village hall and the gutters at the pre-school need to be repaired. Clerk to contact ABCO. Also needing attention is the latch on a gate in the toddler area.
409. **Bowls Club** – Hedge replacement update – Cllr Mudd stated that works have been completed.
410. **Tree Warden Scheme Meeting 8<sup>th</sup> October 2009** – Feedback – Cllr Bolitho
411. **Double Yellow Lines Rooks Street** – Update – Clerk – a meeting has been held with Highways and the Clerk is to be sent an example of a letter for residents.
412. **Bus Shelters** – Histon Road – Resolution to paint/refurbish them – Awaiting quote for this work, matter deferred.
413. **Vehicles using the High Street entrance to the Co-op** – Update - None
414. **30mph warning stickers** – Update - None
415. **Joint Parishes Working Group** – Update – Cllr’s Norman and Bradney – Cllr Norman stated that the last meeting was on Air Pollution re the A14. Cllr Norman further stated that there is a major error re the existing traffic figures in the traffic assessment for the B1049.
416. **A14 Ellington to Fen Ditton** – Update – Matter dealt with at Item 392
417. **Fen Reeves Woodland** – Update – Clerk to look for current insurance details
418. **Dissenters Cemetery** – Update - None
419. **260 High Street** – Update – Work has commenced
420. **Cottenham Charities** – Letter received information only
421. **Environment Agency** – Letter received information only
422. **CUSSC/Ladybirds**
- CUSSC Lease – Update from the Clerk – Final copies for signing have been received.
  - Ladybird Pre School Lease – Update from the Clerk – Clerk to chase solicitors
423. Matters for consideration at the next meeting – Lying water on Lambs Lane/Victory Way, Lacks Close and end of Lambs Lane
424. Date of next meetings – Planning Meeting 10<sup>th</sup> December 2009, Finance Meeting 5<sup>th</sup> January 2010, Planning Meeting 7<sup>th</sup> January and Ordinary Parish Council Meeting 12<sup>th</sup> January 2010
425. Close of meeting – 9.40pm

Signed \_\_\_\_\_ Chair Date \_\_\_\_\_