

Minutes of Cottenham Parish Ordinary Meeting  
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham  
On Tuesday 12th January 2010 at 7.30pm

**Present:** Cllr's Bristow, Mudd, Simms, Kelso, Clarke, Heydon, Bradney, Collinson, Ient and Johnson

SCDC Cllr Bolitho

Clerk: Mrs J Groves

**Apologies:** Cllr's Norman, Warham, Leeks, Nicholas and Wotherspoon

CCC Cllr's Gymer and Jenkins

Assistant Clerk: Ms F Gooch

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

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

**3. Chairman's Introduction and Apologies** – The Chair informed the Council that Mrs Nicholas was much better – Clerk to send flowers on behalf of the Council

**4. Declaration of Interest** – Cllr's Bristow and Kelso – Item 9

**5. Minutes of Ordinary Parish Meeting 1<sup>st</sup> December 2009** – Cllr Mudd proposed a true and accurate account, seconded Cllr Johnson, all agreed, points raised: Item 392, Clerk to ask Cllr Edwards if a meeting could be arranged, Item 397, Clerk to see if payment has been made and Item 402 Fencing at Old Village Green, Clerk to contact Simon Ward. **Planning Meeting 10th December 2009** – Cllr Kelso proposed a true and accurate account, seconded Cllr Bradney, all agreed **Finance Meeting 5<sup>th</sup> January 2010** – Cllr Simms proposed a true and accurate account, seconded Cllr Mudd, all agreed, the Chair commented that the accounts and setting of the budget had been made much easier and clearer for all thanks to the contribution and hard work of Ms F Gooch **Planning Meeting 7<sup>th</sup> January 2010** – Cllr Simms proposed a true and accurate account, seconded Cllr Clarke, all agreed.

**6. Reports**

- **SCDC** – Cllr's Bolitho, Edwards and Wotherspoon – Cllr Bolitho stated that the Citizens Advice Bureau are looking for locations for information kiosks, they are also looking for funding for these kiosks, possibly via the Parish Council. Cllr Bolitho to ask further questions in regard to the type of information the kiosk may have, if it will be connected to the internet and privacy issues for users. Possible location at the Cottenham Community Centre. Matter to be placed on the February agenda. Cllr Bolitho further commented on the 30mph sticker scheme, it is up to the police where these stickers can be placed, funding can come from all the emergency agencies plus CCC, Cllr Bolitho to find further information and to report back at the February meeting.
- **CCC** – Cllr's Jenkins and Gymer
- **Parish Council Monthly Update**

**7. Finance**

**Income and Payments for January 2010 Agenda**

**Income:**

Willingham Parish Council	Planning Fees repaid	239.47
Day Centre	October Rent	240.00

Day Centre	November Rent	240.00
Jane Williams	October Rent	160.00
Kidzone	October Rent	400.00
Kidzone	November Rent	364.00
CUSSC	3 x Hall Rental	300.00
C Gawthrop	Town Ground Rent 2009	245.00
Cambridge Water	Refund of overpayment	230.92
Ladybirds	Oil usage for Oct & Nov	187.58
<b>Total</b>		<b>£2,606.97</b>

### ***Expenses***

Bowls Club (B Goodin)	Repairs to Hedge/Fencing	384.92
CUSSC	Padlock keys	58.72
JHJ Partnership	Buildings Insurance	56.90
JHJ Partnership	Office Rent Jan – Mar 10	2012.50
Cottenham Garden Services	Groundsman Fees December	1117.00
Cottenham Garden Services	Grass cutting March – October	3052.00
Cottenham Garden Services	Bins & bus shelters July – Nov	792.00
Cottenham Garden Services	Plants for Memorial and round bed	90.00
Wright Way Cleaning	Cleaning Village Hall November	552.00
Wright Way Cleaning	Cleaning Village Hall December	552.00
NTL	Office Phone bill (paid by D/D)	46.00
Berrycroft Stores	Fertiliser & White Lining	135.59
ABCO Construction	Village Graffiti removal & guttering at Ladybirds	375.41
Open Spaces Society	Annual subscription Jan 10 – Dec 10	40.00
Herald Contract Services	Fencing at Old Village Green Broad Lane	1923.95
Ladybirds	Repairs to sewage pump controls at Ladybirds	155.00
Ladybirds	Oil pump failure at Ladybirds	560.00
Barton Oil	Boiler Service (£103.76 charged on to L/Birds)	238.65
Elveden Farms	Xmas tree	456.77
Tri Star Packaging	Toilet rolls for village hall	99.31
Simon Ward Architects	Planning costs for storage container on Rec	487.50
Julie Groves	January 10 Salary – Net wages	<b>859.90</b>
	Tax	103.40
	EE's NI	60.23
	ER's NI	70.08
Fiona Gooch	January 10 Salary – Net wages	<b>696.56</b>
	Tax	67.80
	EE's NI	35.64
	ER's NI	41.47
HMRC	January 10 Taxes	<b>378.62</b>
<b>Total</b>		<b>£15,121.30</b>

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

8. **Precept 2010/2011** – Resolution to set precept – Cllr Simms proposed a request of £153,000.00, seconded Cllr Bradney all agreed
9. **Planning Application for consideration** – S/1178/09/F – Temporary permission for chalet, touring caravan and wooden day room (Retrospective) – Plot 12 Victoria View Smithy Fen Cottenham – Cottenham Parish Council recommends Approval, this was a unanimous decision, copy of letter sent attached.
10. **Review of the Advisory strategic Freight Route Network** – update - none
11. **Bt Invite to adopt red telephone kiosk** – Update – Clerk stated that the Parish Council would need planning permission to relocate it, Clerk to seek information in regarding to the possibility of it being located on private land
12. **South Cambridgeshire Local Development Framework Statement of Community Involvement and Supplementary Planning Documents** – Comments sent – Information only
13. **Planning Parish Forum Meeting 10<sup>th</sup> December 2009** – Feedback Cllr Bristow and Cllr Clarke – Cllr Bristow stated that this was an interesting meeting discussing such matters as the new S106 Agreements whereby monies from new builds will be given to parish councils for new projects, not to be used for maintenance or existing projects
14. **Age of Stupid DVD** – Ideas to be raised re advertising a future viewing – Ideas to Cllr Kelso
15. **Clerks Training** – Resolution that Ms Gooch attend Cpalc training – Accounts Year End at a cost of £55 and Clerks Intensive at a cost of £200 – Proposed Cllr Bristow, seconded Cllr Collinson, all agreed
16. **Working Parties** – Feedback from Working Parties – Rec Working Party, a meeting has been held with Simon Ward and planning permission is to be sought for a pavilion in the original proposed location, A meeting is to be held next week to discuss the applicants for the groundsmans post.
17. **Old Village Green** – Fence – update – The Parish Council need to obtain proper drawings and will contact Simon Ward
18. **Balancing Pond Fence** – Letter received from Persimmon information only
19. **Tree works Village Green** – Additional quote received – Resolution to decide which quote to accept – Resolution deferred, Clerk to obtain an additional quote
20. **Cycle Racks** – Update – None
21. **The Rec** – Swings update – Clerk to speak to Martin Graves for advice, and to obtain a brochure from the firm at Wisbech
  - Storage Container – Update – Awaiting quote for moving containers
22. **Double Yellow Lines Rooks Street** – Update – Clerk - None
23. **Lambs Lane** – Resolution to contact Highways re standing water at junctions – Proposed Cllr Bristow, seconded Cllr Bradney, all agreed – Clerk to contact Highways
24. **Pot holes/Pavement damage** – Resolution that Cottenham Parish Council ask CCC to repair all pot holes and damaged pavements within Cottenham – Proposed Cllr Bristow, seconded Cllr Mudd, all agreed
25. **Street Lighting Maintenance and Energy** – Resolution to accept charge of £1,443.90 for 2009/2010 – Proposed Cllr Bristow, seconded Cllr Johnson, all agreed, Cllr Bradney commented that he had asked CCC Cllr Jenkins for information re the PFI on street lighting but has still not had a reply
26. **64 Rampton Road** – Resolution to respond to letter received – Proposed Cllr Bristow, seconded Cllr Mudd, all agreed – copy of letter attached
27. **Speed Limit Review** – Resolution to respond – Proposed Cllr Collinson, seconded Cllr Heydon, all agreed

28. **Exception Sites Parish Review Group Meeting 18<sup>th</sup> January 2010** – Resolution to attend – Cllr Bristow to attend, Proposed Cllr Simms, seconded Cllr Heydon, all agreed
29. **Yesteryear Road Run** – letter received – Resolution to respond – Proposed Cllr Mudd, seconded Cllr Simms, all agreed – copy of letter attached
30. **Provision of salt bins** – Resolution to have salt bins installed – matter deferred and to be placed on February agenda – Clerk to seek clarification of legal position
31. **Community Facilities Audit** – Information only
32. **Election Dates** – Information only
33. **Bus Shelters** – Histon Road – Resolution to paint/refurbish them – Item deferred
34. **30mph warning stickers** – Update – see Cllr Bolitho's report item 6
35. **Joint Parishes Working Group** – Update – Cllr's Norman and Bradney – Cllr Norman has stepped down as Chair, Cllr Douglas De-Lacy Chair and Cllr Bradney, Vice-Chair
36. **A14 Ellington to Fen Ditton** – comments sent, information only
37. **Fen Reeves Woodland** – Update re insurance issue – Cllr Mudd to contact Andrew Snelson
38. **Dissenters Cemetery** – Update - None
39. **260 High Street** – Update – letter received information only
40. **CUSSC/Ladybirds**
  - CUSSC Lease – Update from the Clerk – Lease has been signed
  - Ladybird Pre School Lease – Update from the Clerk - None
41. Matters for consideration at the next meeting
42. Date of next meetings – Planning Meeting 21<sup>st</sup> January 2010, Ordinary Parish Council 2<sup>nd</sup> February 2010
43. Close of meeting – 9.25pm

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