

Minutes of the Ordinary Meeting of the Cottenham Parish Council
Held at the Parish Office, Ebenezer House, Rooks Street, Cottenham
On Tuesday 6th July 2010 at 7.30pm

Present: Cllr's Bristow, Wotherspoon, Nicholas, Burton, Mudd, Geer, Harford, Collinson, Sparks, Norman, Leeks, Heydon and Simms

CCC Cllr Gymer

Apologies: Cllr's Bolitho, Warham, SCDC Cllr Edwards, CCC Cllr Jenkins, Clerk Mrs J Groves

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

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

277. Declaration of Interest - None

278. Minutes of Annual General Parish Meeting 18th May 2010 Cllr Nicholas proposed a true and accurate account, seconded Cllr Mudd, all agreed. **Planning Meeting 13th May 2010** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Heydon, all agreed. **Planning Meeting 10th June 2010** - Cllr Norman proposed a true and accurate account, seconded Cllr Heydon, all agreed. **Planning Meeting 24th June 2010** – Cllr Nicholas proposed a true and accurate account, seconded Cllr Mudd, all agreed.

279. Reports

- **SCDC** – Cllr's Edwards, Harford and Wotherspoon – Cllr Harford stated that SCDC have agreed to include directions to Worland Way on street signage when the current old signs are replaced. Cllr Leeks asked if the Planning department was closed down. Cllr Harford responded that the IT systems were being replaced and this could take a year. Cllr Wotherspoon stated that planning applications would be processed as a paper system and will not appear on the website until the system update is complete.
- **CCC** – Cllr's Gymer and Jenkins – Cllr Gymer stated that Stagecoach have agreed to run another bus at the end of the day to Rampton. Cllr Bristow requested that Cllr Gymer keep Parish updated regarding Street lighting PFI, Library closures and Flood management. Cllr Norman asked who is in charge of Flood management, Cllr Gymer agreed to send details to the Clerk. Cllr Gymer informed Parish that the Speed limit review of the B1049 had been in the press and that any public feedback received would be presented to the AJC on 19th July 2010. Cllr Collinson suggested we send a letter of support and it was agreed the Clerk should write a short letter and submit it. Cllr Gymer agreed to provide maps showing the critical category roads in Cottenham. Cllr Mudd asked about progress on the cycling lane, Cllr Gymer responded that County had identified all land owners and that compulsory purchase was looking inevitable.
- **Parish Council Monthly Update**

280. Finance –

Income and Payments for July 2010 Agenda

Income:

Jane Williams	Village Hall Rental Apr 10	120.00
Jane Williams	Village Hall Rental May 10	140.00
Bowls Club	Rent & water 08-09 & 09-10	100.00
CUSSC	Village hall rentals Mar 2010	200.00
CUSSC	Rent Jan – Mar 10	1,775.00
Colts	Pitch usage 09-10	1,412.00
Day Centre	Village Hall Rental Apr 10	240.00
Day Centre	Village Hall Rental May 10	240.00
CUFC	Pitch usage 09-10	1,248.00
Cheffins	Proceeds from sale of mower	73.44

Magistrates Court	Vandalism compensation	30.00
HMRC	VAT Refund Jan – Mar 10	2,108.30
SCDC	S106 Monies re Worland Way	29,812.27
Total		37,499.01

Expenses

FECA	Membership renewal for 10-11	15.00
Tri Star Packaging	Cleaning products	160.25
Ernest Doe	Maintenance & repairs to Diesel tank	267.84
Summer Reading	Challenge Donation as previously agreed	100.00
Drainage Board	Drainage Rates	54.36
JHJ Partnership	Office Rent Jul-Sep	306.25
Barton Oil	Oil Boiler Service	89.79
NTL	Office phone bill (paid by D/D)	47.00
Acacia Tree Surgery	Treework on the green	2,127.92
Playsafety Ltd	Annual Play Area/Skatepark Inspection	190.35
Madingley Mulch	Sleepers	163.93
Wright Way Cleaning	Floor scrub & cleaning May 10	658.00
SCDC	Costs for uncontested Election in May	225.00
Redstripe Environmental	Emptying Cess Tank at Well on Green	141.00
Collier Turf	Ongar Loam	769.75
Cambs County Council	Youth Services 1 st Quarter	2,500.00
Julie Groves	Salary July 2010	859.90
Fiona Gooch	Salary July 2010	731.26
Andrew King	Salary July 2010	1,462.20
HMRC	July 10 Taxes	1,038.44
Total		£11,908.24

Resolution to pay these invoices - Cllr Bristow stated that the S106 funds received must be ring fenced for village amenities. Cllr Leeks queried whether we charge rent for the use of the Village Hall for elections. Cllr Bristow stated that we do not. Cllr Nicholas proposed payment, seconded Cllr Norman, all agreed.

- 281. Resolution to open a nominal account** – re any and all funds received via SCDC as a contribution (at £15 per home) towards insulation installation within the village – Cllr Heydon to get clarification from Richard Hayes about whether these funds can be used by Parish for sustainable projects within the village or whether it is for Sustainable Cottenham - Resolution deferred August agenda.
- 282. Computer Tower** – Resolution to purchase new tower and backup software for Assistant Clerk – Up to a maximum of £1000 spend - Proposed Cllr Norman, seconded Cllr Collinson, all agreed.
- 283. Worland Way** – Resolution to pursue SCDC/developer re lack of road sign for the new development – See item 279 above.
- 284. Village Pound** – Japanese Knotweed – Update – Clerk has received 2 quotes one for £200 and one for £3000 and will seek a third. Clerk to contact neighbours as the source may be on their property and not all of the cost would be parish responsibility.
- 285. The Village Green** – Update re manhole cover replacement – Clerk still awaiting a response from Abco. Cllr Mudd expressed concern about safety. Cllr Bristow to speak to Abco and Clerk to consider using another contractor.
- 286. Risk Assessment** – Resolution to adopt new Risk Assessment – Proposed Cllr Norman, seconded Cllr Simms, all agreed
- 287. Website** – Resolution to decide on who is to update information – Ken Kelso was the only interested party and is thus appointed – Proposed Cllr Mudd, seconded Cllr Norman, all agreed.

- 288. Mobility Crossings** – Resolution to accept the recommendations of Working Party – Proposed Cllr Mudd, seconded Cllr Norman, all agreed. Cllr Heydon to send report to CCC Gymer to pass on to Richard Preston
- 289. Street Naming** – Resolution to decide street name for new development off Oakington Road – Cllr Wotherspoon suggested Cox Close, Cllr Bristow suggested Clarkes Close. All Cllrs to think of suggestions for next meeting. Resolution deferred August agenda
- 290. Affordable Housing** – Letter received – Cllrs felt that the two matters were separate – so the resolution was amended to add - Respond to the letter stating that we are unaware of any alternative sites – Proposed Cllr Norman, seconded Cllr Nicholas, all agreed. Resolution to look into other possible sites and to meet with Planning Officers – Proposed Cllr Bristow, seconded Cllr Mudd, all agreed.
- 291. Children & Young People’s Services** – Resolution to respond to letter/attend a stakeholder event – Nobody available to attend stakeholder event as short notice, so was agreed that Cllr Bristow and the Clerk would respond in consultation document format supporting the work done so far and pointing out the potential knock on effect in the village of increased anti-social behaviour – Proposed Cllr Bristow, seconded Cllr Harford, all agreed.
- 292. Trees on the Pond Site Broad Lane** – Complaint received – Resolution to undertake tree works – This falls into the conservation area, so agreed that advice be sought from the Tree Officers at SCDC and at the same time a quote to be requested from Acacia trees – Resolution deferred until further information received.
- 293. Xmas Tree on the Green** – Resolution to plant a permanent tree – feedback from working party – Tree to be a Korean Fir and subject to approval and professional input on location, planting and upkeep – Proposed Cllr Leek, seconded Cllr Heydon, all agreed
- 294. War memorial** – Update – Matter to be deferred to another agenda
- 295. SCDC** – new format on receiving information – Update – Cllr Wotherspoon – Cllr Wotherspoon stated that an article appeared in the Weekly bulletin on 16th June. Can now list names and addresses of all Cllrs, there is an automatic subscription on the website. Cllrs requested that it is made clear which link to click when Clerk forwards information as some are still having access problems.
- 296. Alarm at the Village Hall** – Resolution to update current system at a cost of £1316 including VAT – Update – Clerk – Matter to be discussed with the new chair of Sports & Social Club. Cllr Simms stated that we must ensure any system that is installed is expandable to any new buildings that may be built on the site. – Resolution deferred
- 297. Ditch at Brenda Gautrey Way** – Update – Clerk unable to get a response from anybody. Cllr Bristow suggested contacting Pat Matthews at SCDC, Clerk to contact him, along with Cllr Wotherspoon.
- 298. Sustainable Cottenham** – Update – Cllr Heydon – Action plan agreed , article has appeared in the newsletter and the minutes of the recent meeting are accessible on their website.
- 299. Working Parties** – Feedback from Working Parties
- 300. Old Village Green** – Fence – update – Clerk meeting with Environment Agency on 13th July to ascertain requirements for the drawings.
- 301. Tree works Village Green** – Update – Acacia have carried these out
- 302. The Rec** – Swings update – Cllr Mudd stated Hags Play contact has left and getting no response from them
- Storage Container – Update – Now installed
 - Rospa Report – Feedback – Cllr’s Mudd and Nicholas – no problems to report
 - Architect update re Village Hall renovations and Outline Planning for the Pavilion – Resolution to accept the recommendations from the Rec Working Party, that the plans proposed by Simon Wilson be accepted and that full planning permission be sought – Proposed Cllr Bristow, seconded Cllr Norman, all agreed
 - Resolution to replace red diesel tank at the rec – Resolution amended to say up to a maximum of £1500 plus VAT and proper disposal of the old tank to be investigated with Cllr Mudd, Andrew King and possible Mallory – Proposed Cllr Simms, seconded Cllr Nicholas, all agreed

- Resolution to accept the quote from Ernest Doe for servicing the Ransomes mower – Subject to comparing the quote to another supplier - Cllr Geer to pass details of an alternative contractor to the Clerk – Proposed Cllr Bristow, seconded Cllr Simms, all agreed.

303. Double Yellow Lines Rooks Street – Update – Cllr Nicholas reiterated his view that concrete bollards would be more suitable. CCC Gymer said she thought they cost in the region of £400 each. Concerns were raised about blocking access for pedestrians. Matter to be deferred to the August agenda with a Resolution.

304. Community Orchards – Resolution to look for possible sites – Resolution deferred

305. 30mph warning stickers – Update – Most have been distributed and Cllr Heydon volunteered to distribute the remaining 60 stickers.

306. Joint Parishes Working Group – Update – Cllr Norman stated not much activity due to the deferment of Northstowe and A14 upgrade

307. Ladybirds /Village Hall – Signs – Update – CCC Gymer to chase Richard Preston for a response

308. Letters Received - Information only – No letters received

309. Matters for consideration at the next meeting – Rooks Street, Community Orchards, SPEP Share, Histon Panel Meeting

310. Date of next meetings – Planning Meeting 8th July 2010, Planning Meeting 22nd July 2010 and Ordinary Parish Council Meeting 3rd August 2010

311. Close of meeting – 9.50pm

Signed _____ Chair Date _____