

**AGENDA REPORTS PACK**

**FULL COUNCIL MEETING**

**OCTOBER 2017**

## Item 17/229.

### DRAFT Full Parish Council Meeting Minutes

Meeting held in the Village Hall, Lambs Lane, Cottenham on **Tuesday 5<sup>th</sup> September 2017 at 7.15pm**

**Present:** Cllrs Morris (Chair), Bolitho, Collier, Collinson, Graves, McCarthy, Mudd, Nicholas, Ward, Wotherspoon, Young, and the Clerk and Asst Clerk

**In attendance:** 1 member of the public

- 17/198. Chairman's Introduction and Apologies for absence** – Apologies accepted from Cllrs Dewey (work), Hodson (work), Wilson (holiday) and the RFO.
- 17/199. To accept Declarations of Interest and Dispensations** – Cllr Collier declared a non-pecuniary interest in item 17/207.
- 17/200. Minutes** – Minor amend to 17/166. Resolution that the minutes of the meeting of the Full Council meeting held on the 4<sup>th</sup> July 2017 be signed as a correct record. **RESOLVED.**
- 17/201. Public participation** – No comments.
- 17/202. Reports**
- **SCDC** – Cllr Bolitho commented on government grants for electronic litter bin collections – could we apply? Noted that one new estate in Cambridge are trialling underground receptacles. CCC Cllr Wotherspoon stated that the Greater Cambridge Partnership is installing sensors in litter bins but will check how far outside city centre the scheme is being rolled out.
  - **CCC** – Cllr Young commented on Local Transport Plan; how will Cottenham be engaged/consulted? Cllr Wotherspoon to get further information. Histon Early Years – had meeting recently with Head of Child Services. The EY Centre will remain open and outreach work intensified. In Cottenham the services are currently offered from the Community Centre with significant services being offered to disadvantaged children. Cllr Collier mentioned that there was also a montly service being run from the Baptist Church.
  - **Clerk** – new signs in situ on Wilkin Walk. Cllr Mudd queried ownership of foliage along Leopold Walk pedestrian area; this appears to be excluded from Taylor Wimpey and County Highways Officer is investigating. Road closure during speed Bump at wooden house; County will notify residents. Rec ground/parties – unsure whether PCSO has yet attended. Clerk outlined graffiti issues on and around skatepark. Icecream van – SCDC seem unable to trace using number plate alone. Clerk outlined to Cllr Wotherspoon who will investiagte. Confirmed that the whole of Beach Road being addressed.
  - **Major developments** – SCDC have agreed to pay us £2k towards our legal costs + £154 court fee in relation to the judicial review. Gladman are contesting the burial ground and community bus contributions; meeting S106 Officer next week to discuss. County application was refused on several grounds. They are considering their position and are keen to proceed with something in the near future.
  - **Neighbourhood Plan** – Mini consultation to be distributed to whole village. Need to chase AECOM re. housing needs assessment; current estimate of 30 affordable homes required. CLT – a group of 7/8 trustees are meeting separately to CPC and moving forward with help from SCDC. Any sites identified that aren't in the current NP would be treated as a rural exception site and would still need to show it was the best location to put houses.
  - **Update on Highways projects** – Nothing to report.
  - **Village Hall update** –Village Hall update - Cllr Morris meeting with County Highways on 13<sup>th</sup> September. Architects are concentrating on access. Independant nursery still a possibility on this site.
  - **Library consultation** – Report noted. The good news is that at the moment there are no closures planned however behind this is a government strategy to diversity libraries. More consultations planned and a report due out at Christmas.

- 17/203. Co-option** – Standing Orders suspended 8.12pm. Brian Smith outlined statement from reports pack. Standing Orders reinstated 8.14pm. Resolution to accept nomination for co-option to the Parish Council from Brian Smith. **RESOLVED.**
- 17/204. Distribution of Issues Log** – Consider publishing anonymised version of monthly issues log - Cllr Bolitho requested that an anonymised version of the monthly issues log was published to highlight the ‘behind the scenes’ work done by the Clerks. Summary version to be added as an appendix to the reports pack going forward.
- 17/205. Carols on the Green 2017** – Resolution to hold Carol singing event on 12<sup>th</sup> December with a budget of £1800 + VAT. **RESOLVED.** Cllr Collier to join working party. Cllr Morris to write letter to local businesses re. NP and asking for sponsorship.
- 17/206. WARG Field** – Consider location of bench on WARG Field, plaque wording and dedication event – Clerk outlined. Thanks given to Andrew and Alice King for donating the bulbs. Invitation to go to neighbouring properties inviting them to the event. Need to market further. Clerk to circulate picture of bench + plaque wording. Cllr Morris to introduce Tony Fry at the dedication event.
- 17/207. BGW Treeworks** – Resolution to appoint Atlas Tree Surgery works to walnut and tree of heaven at a cost of £180 + VAT. **RESOLVED.**
- 17/208. The Pond Treeworks** – Resolution to appoint Eastern Landscapes for works to weeping ash at a cost of £90 + VAT. **RESOLVED.**
- 17/209. Code of Conduct** – When does it apply to you – Cllr Morris outlined report. Resolution to adopt the amended Code of Conduct. **RESOLVED.** Resolution to amend the declaration of interest wording on agendas to replace ‘non-pecuniary’ by ‘other’. **RESOLVED.**
- 17/210. CCC Estates** – Consider possible co-operation with CCC on the Neighbourhood Plan – Cllr Morris outlined report. The meeting would be on an exploratory basis only. Resolution to authorise members of the NP working party plus Cllr Mudd and the Clerk to meet representatives of CCC to explore possible options compatible with the draft NP. **RESOLVED.** Possible dates – 11<sup>th</sup> and 18<sup>th</sup> September. Clerk to contact John Macmillan.
- 17/211. Post box** – Consider update on post box petition and possible next steps – Report noted.
- 17/212. Mobile phone** – Resolution for RFO to purchase mobile phone (pay as you go or SIM only) at a cost of up to £10 for handset + top ups. **RESOLVED.**
- 17/213. New Councillor training** – Consider undertaking training (up to 3 sessions) at a cost of £35 per session – Defer.
- 17/214. Village Hall rental** – Resolution to extend half price rates for event bookings until March 2018. **RESOLVED.**
- 17/215. Bootcamp** – Resolution to accept booking of Rec Ground and Village Hall by Feel Good Fitness for exercise classes. **RESOLVED.**
- 17/216. Vertidrainning** – Resolution to vertidrain pitch areas on 3<sup>rd</sup> field of the Rec Ground at the cost of approx. £600 + VAT. **RESOLVED.**
- 17/217. Website amends** – Resolution to amend tick boxes for facilities booking and adding map to website at a cost of £35 + VAT. **RESOLVED.**
- 17/218. Mental Wellbeing in the Community** – Consider attendance at workshop on 9<sup>th</sup> October. Details noted.
- 17/219. Cambridge ACRE AGM** – Consider attendance at event on 26<sup>th</sup> Sept, 2-5pm – Cllr Morris to attend subject to availability.
- 17/220. Church & Causeway** – Resolution to accept donation from the Church and Causeway Estate Charity of £3000. CPC to donated £1500 to the Goode Bequest Cottenham and £1500 to the Dissenters Cemetery. **RESOLVED.** NB: note to accompany to say donation is for the upkeep of public burial ground (Goode Bequest).

**17/221. Finance**

| Income              | Description                               | Net      | Gross      |  |
|---------------------|---|----------|------------|--|
| Cambridge Kids Club | Invoice payment                           | £ 873.92 | £ 1,048.70 |  |
| Cambridge Kids Club | Additional sessions in August & September | £ 200.00 | £ 240.00   |  |
| Debbie Prince       | Invoice payment - July 17                 | £ 21.00  | £ 25.20    |  |
| Jane Williams       | Invoice payment - July 17                 | £ 57.50  | £ 69.00    |  |

|                                  |  |                    |                    |             |
|----------------------------------|--|--------------------|--------------------|-------------|
| Sports & Social Club             | Invoice payment  | £ 2,600.00         | £ 3,120.00         |             |
| Baby Clinic                      | Invoice payment  | £ 103.50           | £ 124.20           |             |
| Church & Causeway Estate Charity | Annual donation  | £ 3,000.00         | £ 3,000.00         |             |
| Ladybirds                        | Oil and Water payment                                  | £ 156.59           | £ 156.59           |             |
| John Lawson Circus               | Invoice payment  | £ 300.00           | £ 360.00           |             |
| SCDC                             | S106 monies re Oxholme Farm                            | £ 3,660.94         | £ 3,660.94         |             |
|                                  |  | <b>£ 10,973.45</b> | <b>£ 11,804.63</b> |             |
|                                  |  |                    |                    |             |
|                                  |  |                    |                    |             |
| <b>Expenses over £500</b>        |  |                    |                    |             |
| <b>Beneficiary</b>               | <b>Description</b>                                     | <b>Net</b>         | <b>Gross</b>       | <b>code</b> |
| Salaries                         | Salary costs for September 17                          | £ 3,472.59         | £ 3,472.59         |             |
| HMRC                             | Tax and NI for August 17 (month 5)                     | £ 741.95           | £ 741.95           |             |
| Connections Bus Project          | 12 visits by the Connections Bus                       | £ 2,964.00         | £ 2,964.00         | 934         |
| Alliance Construction Solutions  | Slab path to Pavilion (Completion of phase 1 Option A) | £ 10,000.00        | £ 12,000.00        | 935         |
| Zurich Municipal                 | Annual Insurance                                       | £ 3,357.80         | £ 3,357.80         | 937         |
| AJ King                          | Monthly contract cost                                  | £ 2,536.24         | £ 3,043.48         | 938         |
| Beacon Planning                  | Heritage report  | £ 753.90           | £ 904.68           | 939         |
|                                  |  | <b>£ 23,826.48</b> | <b>£ 26,484.50</b> |             |
|                                  |  |                    |                    |             |
| <b>Expenses under £500</b>       | <b>Description</b>                                     | <b>Net</b>         | <b>Gross</b>       | <b>code</b> |
| Legal and General                | Pension costs for September 17 (DD)                    | £ 34.56            | £ 34.56            |             |
| Green and Purple Ltd             | Monthly support for RFO                                | £ 50.00            | £ 60.00            | 925         |
| Debbie Seabright                 | Expenses re sim card at the Pavilion                   | £ 8.31             | £ 9.97             | 926         |
| Aquarius Liquid Engineering      | Routine inspection of pumps at Rec ground & Ladybirds  | £ 240.00           | £ 288.00           | 927         |
| Calor Gas                        | Standing charge (DD)                                   | £ 17.13            | £ 17.99            | 928         |
| Sam McManners                    | Expenses re milk for meeting and paper                 | £ 4.00             | £ 4.00             | 929         |
| CSA                              | Toilet rolls for the Pavilion                          | £ 37.44            | £ 44.93            | 930         |
| Eastern Landscape Service Ltd    | Emergency tree work (Brenda Gautrey Way)               | £ 390.00           | £ 468.00           | 931         |
| SSE Southern Electric            | Electric bill for the Pavilion                         | £ 252.73           | £ 303.27           | 933         |
| Business Consultancy Services    | Payroll processing for July 2017                       | £ 28.00            | £ 33.60            | 936         |
| Collier Turf Care Ltd            | Fertiliser   | £ 26.50            | £ 31.80            | 940         |
| Jo Brook                         | Payment to Shred Station - shredding                   | £ 40.00            | £ 48.00            | 941         |
| SLCC                             | Training course for RFO/Clerk/Asst Clerk               | £ 128.00           | £ 153.60           | 942         |
|                                  |  | <b>£ 1,256.67</b>  | <b>£ 1,497.72</b>  |             |

Resolution to pay these invoices. **RESOLVED.**

- 17/222. Management accounts** – to review the monthly management accounts – Noted that legal fees over budget.
- 17/223. Bank reconciliation** – to review monthly bank reconciliation – Report noted.
- 17/224. Matters for consideration at the next meeting** – postbox.
- 17/225. Dates of next meetings** –Planning 7<sup>th</sup> Sept, Standards 13<sup>th</sup> Sept, CALF 19<sup>th</sup> Sept, Planning 21<sup>st</sup> Sept, Highways 26<sup>th</sup> Sept, FLAC 28<sup>th</sup> Sept
- 17/226. Close of Meeting** – 9.35pm.

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_

## Item 17/231. - Reports

### South Cambridgeshire District Council Report September 2017

Since an initial call by SCambs last year for parishes to suggest how links to public transport could be improved, six villages including Oakington have been working with the Council and the **Greater Cambridge Partnership [GCP]** to look at how the idea of rural travel hubs could work in practice. A well attended event was held in September to continue this initiative by the GCP to get more people out of their cars and using public transport, cycling or walking. I have heard different views expressed by attendees from our ward, some more positive than others, about the event but your local councillors are supporting Oakington in its bid. Whilst Oakington Parish Council may be able to use this as an opportunity to address some of unintended consequences of the success of the Cambridgeshire Guided Busway [CGB], its ambition to make a change to the bus route will benefit more than just Oakington and Westwick. The inclusion in the bid of a cycleway between these two villages and Cottenham would widen those benefits even further. The work so far has indicated that connecting SCambs villages to each other as well as to Cambridge is important but other factors have also been highlighted: the issue of space to build a facility, reducing on-street parking around rail stations/bus stops among them. It has been stressed that this should be a 'bottom up' initiative allowing villages themselves to drive the projects and that there is not a one size fits all definition of a rural travel hub. It is, too, an opportunity for neighbouring villages to support each other and investigate mutually beneficial proposals.

Continuing the theme of **transport improvements** for our villages, Tim Wotherspoon gained Council's support for his motion proposing that SCambs partner with the County and City Councils, CPCA and the GCP [in the hope and expectation that they will each be willing to do so] to undertake a comprehensive review of bus services in and around the District and the wider area [not just to/from Cambridge] to assess how significant short and long term improvements can be made for the benefit of residents, employees, employers, students, patients, leisure travellers and all others. To signal its keenness for this review to take place as soon as possible Council also agreed to allocate £50,000 to co-fund it.

The date for the full implementation of 'no paper caddy' **refuse collections** has now been confirmed. From 11 December 2017 paper for recycling should be placed directly into the blue wheelie bins. The withdrawal of caddies means that fewer waste collection vehicles will be needed in future thus saving taxpayers around £670,000 over the next seven years. Co-mingling of paper with general recycling allows the use of single body trucks rather than the split bodied vehicles that are required to keep paper separate. Experience has shown that split bodied trucks have frequently to return to base for emptying. Single bodied trucks carry more material and can complete a collection round without this interruption. It is estimated that the trucks will need to cover around 26,000 fewer miles a year than they currently do leading to lower fuel costs and reduced CO2 emissions.

Highlighting the importance of recycling new research has revealed that, if every household in SCambs and the City recycled the equivalent of just one more shampoo bottle, it would save enough energy to power a typical primary school for 97 days. September saw Recycle Week the aim of which was to encourage everyone to recycle more. It seems that particularly when it comes to packaging from bathroom products like used shampoo bottles, deodorant cans and aftershave containers, only 52% of items are recycled compared to 90% of packaging waste generated in the kitchen. Apparently the material in deodorant and hairspray aerosols can be recycled again and again without any loss in quality and can be given a new life as parts of mobile phones, dishwashers or even .... another aerosol can.

Profiting from its new status as a member of the **Cambridgeshire & Peterborough Combined Authority [CPCA]**, SCambs successfully supported the proposal that a bid for £193m be made to the Government's Housing Infrastructure Fund's Forward Funding Pot to facilitate development of Cambridge Northern Fringe East. If the bid is successful it will allow for the relocation of Anglian Water's Cambridge Water Recycling

Centre and unlock the potential for 7,600 new homes to support new jobs on the Cambridge Science Park and in the Greater Cambridge area generally. The other two proposals considered were for the Huntingdon Third River Crossing and Wisbech Garden Town.

CPCA also endorsed funding bids submitted by constituent District Councils including one from SCambs to the Government's Marginal Viability Fund which seeks to get stalled developments moving. The SCambs bid is for £2m to develop Cambourne High Street and deliver much needed additional affordable homes. The scheme given permission in 2012 for the provision of 8,000 square feet of retail space proved unviable due to the high cost of essential road widening and relocation of a complex network of electric cables, sewers and broadband links. A successful bid would allow for the development of shops and restaurant space as well as 120 additional homes. Successful bids will be announced between December this year and February next year.

The Council's support for **Neighbourhood Plans** continues with the publication of a pack detailing the help that it will give to Parish Councils to develop them. The pack has been developed through the efforts of a working group which included participation by Officers and members of both District and Parish Councils including Cottenham. A six week consultation on the pack commenced on 18 September. Details are available at: <https://www.scambs.gov.uk/npguidance> Deadline for comment is 30 October 2017.

SCambs continues its efforts to increase supply sources for Housing and to support the development of housing that meets with local approval. This month saw the launch of a £50,000 scheme that will support **community led development**. This new initiative builds on the interest already shown by some villages in Community Land Trusts [CLT]. Local communities will be able to benefit from free advice and guidance from specialists, CLT East and can also bid for up to £4,500 to scope a project in their area. The scope of the support is not limited to any one form of community led development; CLTs, Co-housing and self build groups can all apply.

SCambs held its 36th **Annual Best Kept Garden Awards** event this month. There was an increase in the number of entries this year but, despite the additional competition, residents of Franklin Gardens, Cottenham still secured the award for Best Garden at a Sheltered Housing Scheme and Best Community Garden. The hard work on their gardens put in by some of the Council's tenants provides a great deal of pleasure for many. Congratulations and thanks to our green fingered residents.

Finally a reminder that the **Community Chest** was replenished with £30,000 being added this month. Local organisations should be encouraged to make applications as soon as possible as money from this very popular scheme is granted on a first come, first served basis. Full details at: <https://www.scambs.gov.uk/communitychest>

The SCambs **Elite Athlete Award** scheme remains open until 30 November 2017 for applications by able-bodied and disabled athletes living in the district for grants of up to £2,000. To apply, go to: <https://www.scambs.gov.uk/eliteathlete>

Simon Edwards  
[cllr.edwards@scambs.gov.uk](mailto:cllr.edwards@scambs.gov.uk)  
07711 079089  
Follow us on Twitter:  
@Cllr\_S\_Edwards

Lynda Harford  
[cllr.harford@scambs.gov.uk](mailto:cllr.harford@scambs.gov.uk)  
01954 251775/07889 131022  
@2whit2whoo

Tim Wotherspoon  
[cllr.wotherspoon@scambs.gov.uk](mailto:cllr.wotherspoon@scambs.gov.uk)  
01954 252108  
@TimTheMan1

## County Councillor's report for Cottenham, Rampton & Willingham September 2017

I proposed a root-and-branch review of bus services at the South Cambridgeshire District Council meeting on 28 September 2017, which was passed 27 for, 16 against, 1 abstention. I was prompted by:

- (a) the Bus Services Act 2017, which gave combined authorities with directly elected mayors the opportunity to explore bus franchising in their areas;
- (b) withdrawal by Whippet of half its commercial services, ending its accompanying statement with this challenge: "We strongly believe that a franchising model, like that of London, will create the conditions for high-quality bus services to be operated with the single-minded purpose of serving the community here in Cambridgeshire."
- (c) high-level interest in the railways, with the Secretary of State dropping into Cambridge North station, expressing keen interest in East-West Rail, and giving the green light to a Cambridge South station. Did he visit Drummer Street? Or try changing buses in Emmanuel Street?
- (d) the Rural Travel Hubs event, at which many people said it's all very well thinking about interchanges but they aren't much use if there is no bus, or the buses are full at peak times, or the bus takes forever going round the houses to get to the city centre, etc, etc.

The Combined Authority meeting on 27 September 2017 began by noting that Alex COLYER was being seconded from South Cambridgeshire District Council to be interim chief financial officer.

After a bruising internal competition the Combined Authority agreed to submit an exceptional bid to the Forward Funding Pot of the Housing Infrastructure Fund for the game-changing relocation of the Anglian Water Services Waste Water Recycling Works, thereby unblocking 7,600 houses on Cambridge Northern Fringe East (around Cambridge North station). The two runners-up, which are also well worth pursuing with a view to bids in future rounds, are: a third river crossing in Huntingdonshire, which would help facilitate development of sites such as Wyton Airfield 4,500 dwellings, Giffords Park 2,200 dwellings, Sapley Park 1,300 dwellings, and Lodge Farm 3,820 dwellings; and Wisbech Garden Town proposal which would see 10,000 to 12,000 new homes built over 30 – 40 years. Among bids to the Marginal Viability Pot is one from South Cambs for Cambourne High Street, yielding a more modest 120 houses.

The Housing and Strategic Planning working group of the Greater Cambridge Partnership met the City Deal portfolio holder on 18 September to discuss the strands of its input into the future investment strategy. The core will be the Greater Cambridge Housing Strategy, which will feed into the next iteration of the Local Plans (which will be a joint one for Cambridge City and South Cambridgeshire). We will probably begin, as usual, with heated debate about the rate of economic growth that the subregion could generate. That translates into more jobs, and more jobs means more homes. The pushback is our capacity to accommodate and sustain high growth rates without jeopardising the quality of life that makes our part of the world special.

As an example of our burgeoning life sciences cluster, on a very wet 15 September I visited Granta Park, for a tour of the Amenities Centre under construction, as well as a new facility for Illumina, which makes most of the world's big genome sequencing machines, followed by a visit to a new building recently occupied by Gilead, a pharmaceuticals company celebrating its thirtieth anniversary.

I have previously shared my readers' digest version of the government consultation on "Planning for the Right Homes in the Right Places", which opened on 14 September and closes on 9 November.

There is broad aspiration to see an increase in train services to improve connectivity through the county and beyond. In order to increase the number of services we need to look at the impact more trains would have on the level crossings at Queen Adelaide. The B132 from Ely to Prickwillow intersects the Peterborough line, the King's Lynn line and the Norwich line, over three consecutive level crossings within about half a mile. Lucy FRAZER MP attended a public meeting on 14 September.

Meliha DUYMAZ, interim route managing director for the Anglia region from Network Rail said: “The Ely area is a major bottleneck for the rail network and for future growth. Any future increase in the number of freight and passenger trains would mean that there would be a knock-on effect for the level crossings in terms of safety and traffic build up. We want to work closely with residents of Queen Adelaide to understand how it affects their daily lives today and how it may impact them in the future. Understanding the area will help us to develop a pragmatic solution for both road and rail.”

I hosted a dinner on 14 September for Radix, a radical centre think tank one of whose founding trustees is Andrew LANSLEY, former cabinet minister and MP for South Cambridgeshire

On 13 September I represented Cambridgeshire at a meeting at Mildenhall of representatives of county councils for the east of England, the others present being Hertfordshire, Essex, Norfolk and Suffolk. We had presentations from a Department for Transport official about the benefits of setting up a sub national transport body. Then someone from England’s Economic Heartland, which is an umbrella group receiving government support to promote the Oxford to Cambridge expressway [and its passing through Milton Keynes (happy fiftieth birthday) has led to the acronym Camkox], gave a glowing account of everything that it was doing to coordinate east-west transport matters.

I felt that Martin WHITELEY, chief executive of the Cambridgeshire and Peterborough Combined Authority, hit the spot by stressing that the prize had to be rich enough (in terms of extra government funding) to make this worthwhile. We also needed to be very clear what our objectives should be. And with Cambridgeshire being a pivot between Camkox and the Norfolk Suffolk Essex block calling themselves East Anglia, there were membership and governance complications arising from (a) you can only be a (full) member of one SNB and (b) ours is a Combined Authority, and the Local Transport Plan is owned by the Mayor rather than the two constituent Local Highway Authorities. You could, for example, have the absurd situation of the Combined Authority joining Norfolk Suffolk Essex, but Cambridgeshire County Council and Peterborough City Council sticking with England’s Economic Heartland (unlikely, but possible).

The Greater Cambridge Partnership Joint Assembly met that afternoon. The high quality public transport proposal parallel to the A428 passed its next stage much more quietly than its previous appearances. Tim BICK, former leader of the City Council, insisted that an off-road busway was the one to beat, despite the Local Liaison Forum laying claim to a “Do Optimum” on-road option.

The Cambridge end of the project was the focus of much of the discussion at the latest meeting of the West Anglia Task Force on 12 September, hosted by David LAMMY, MP for Tottenham, but still chaired by Sir Alan HASELHURST, even though he has retired as MP for Saffron Walden. The London Stansted Cambridge Consortium is reaching out to Cambridge Ahead, to host a dinner to engage private sector support for four-tracking of the line between Cambridge and Liverpool Street (and Crossrail 2).

The Cambridge Ahead man who was there made the point that for most people in and around Cambridge the Liverpool Street line was very much second fiddle to the King’s Cross line. However, the West Anglia Main Line is an essential component of growth aspirations for the three campuses (Hinxtton, Granta Park, Babraham).

The snarl-up of the Cambridge road network resulting from a spillage on the M11 on 7 September meant that I was the only county councillor to turn up for a business planning workshop with the Chief Executive and service directors, with the absurd result that for about half an hour I was acting Leader.

I attended the preview of an open weekend about the Amey Energy from Waste proposal at the Waterbeach waste management park, the evening of 7 September. I believe there does need to be a serious examination of the precise nature of the emissions out of the stack, how tall the chimney has to be, the area affected by potential fall-out, sensitivity of receptors (for example, if agricultural land, what are the likely cumulative effects on consumers of produce grown on it?), and so on.



I was particularly interested in the reliability of destroying dioxins – which requires at least two seconds at higher temperature than 850 C. I would certainly want plenty of assurance of independent verification of accuracy of the continuous monitoring of air quality which is envisaged. This, for me, being the most significant element of the environmental impact assessment, I am pressing for the best consultants in the field to be commissioned to advise the county council on these issues.

I chaired my first meeting of the Cambridgeshire Flood Risk Management Partnership in Wisbech on 6 September, starting with surface water management associated with the A14 upgrade (replacement of a culvert in Histon is to be financed by the Highways England Legacy Fund, for example), A428, and A47.

Anglian Water mentioned a system they are licensing from Royal Haskoning called TRICO, that is to say Toolset for Rapid Integrated Collaborative Optioneering. Briefly, this is a form of near real-time modelling with graphic interface. There are moves towards this sort of thing in all kinds of modelling, including demonstrating interactive relationships between land-use and transport. The project, one of the evidence bases for Wisbech Garden Town, is 50% funded by the Dutch government. Their supply campaign is “love every drop” and they are working on a drainage campaign called “make rain happy”.

The Environment Agency presented the Great Ouse Tidal River Baseline Report, setting out flood risk issues on the tidal river (which reaches as far inland as Brownhill Staunch, just a little downstream from Webb’s Hole Sluice at Over). One thing I learned from this was that overtopping does not necessarily represent ‘failure’ of a flood defence to perform its function. They are working on the “Future Fens Project”, looking at all the low-lying area in Cambridgeshire, Lincolnshire and Northamptonshire, at strategic, sub-catchment and flood cell levels. There are competing visions for the fens, with Natural England imagining the effect on wildlife of diminishing peat, and the National Farmers’ Union continuing to expect this to be the breadbasket of England. However, plenty of grade 1 agricultural land is already given over to solar farms, anaerobic digesters and so on, and should perhaps therefore be valued, for flood risk assessment purposes, more highly than agricultural land. A potential tidal barrage at King’s Lynn will be repeatedly subjected to cost-benefit analysis and one day a strategic asset of that magnitude may well become more cost-effective than multiple localized flood defences.

The Department for the Environment, Farming and Rural Affairs is about to publish maps suggesting Natural Flood Management opportunities around the country. Leaky dams and trees are not much use to us in this part of the world, but our desiccated peat could act as a huge sponge, mopping up a lot of water in a flood event.

Cambridgeshire County Council is looking to create a network of rain gauges that will help provide accurate rainfall data, to be used in both real time and as an archive for use when conducting flood risk investigations and/or similar work. Fifteen new gauges are proposed for Cambridgeshire. The focus has been on major areas of population and known wet spots.

And a tiny detail, the runnels in Trumpington Street, which are fed by Hobson’s Conduit, seem to be leaking into basements. The listed structures belong to the county council, but the city council attempts to keep them clean as part of its verge cutting service!

In the visit to the £38million St German’s Pumping Station which followed, guided by David THOMAS, chief engineer, at which the Middle Level Commissioners raise water up to the height of the main river, one of the most fascinating things I learned was that strong winds have been known to push the water half a metre higher at one end of a “flat” watercourse than the other. There are six pumps, each capable of shifting twenty tonnes a second. The name of the first pump, chosen by the village primary school, was Tiddy Munn [sic]. According to Wikipedia, Tiddy Mun was a legendary bog spirit in Lincolnshire, who was believed to have the ability to control the waters and mists of the Fens of South Lincolnshire and the Carrs of North Lincolnshire. I was amused that membership of the Board seemed to be inherited. A man named WHITOME was chairman in 2011 at the opening of the new pumping station and an ancestor had been deputy chairman (pumping) at the opening of the previous one in 1934. In the control room we were shown the two

(computer) brains running the station. Everything is on platforms considered high enough to protect the equipment from failure during inundation. We ended looking from the downstream side at the elver bypass channel.

My colleague David JENKINS and I had a meeting with the chairmen of the parish councils of Cottenham and Histon&Impington on 5 September to discuss matters of common interest. We discussed possible implications for the B1049 of the current studies into the A10 between Cambridge and Ely and linking the M11 to the A47 (these being north-south links either side of the road corridor binding our villages to Cambridge). We wondered what we might do to improve our shared bus service, in particular somehow assessing demand for more direct services, and different start and end points. I was surprised that Histon&Impington Parish Council had not been made aware of potential junction improvements consequent upon the major developments in Cottenham.

I attended a seminar on Big Data and Privacy, moderated by Daniel ZEICHNER, MP for Cambridge, at Christ's College on 4 September. Fifty of us engaged in several hours of challenging debate about the invasion of privacy occasioned by big data, its collection and ownership. One of the county council officers leading the Smart Cambridge project, including development of the intelligent mobility platform for our city and the surrounding district, somehow managed to remain optimistic throughout, supported to some extent by one or two fellow speakers. However, I think I would have to characterize the overall mood of the panel as doom-laden and fearful, especially of unintended consequences of well-meaning attempts to apply new and emerging technologies to tackling some of the problems we face. I think I remain positive that we should not be put off seeking beneficial uses of technological innovation merely because there will always be others out there intent on putting the same technology to malign ends. We just need to keep our eyes and ears open to the risks and pitfalls.

My calendar for the first half of September was dense black as everyone returned from holiday, and normal service resumed after the summer. Things seem to have settled down a bit now.

Tim Wotherspoon

## CLERKS REPORT – September 2017

Anything in bold is new or an update.

### Highways

- **Rooks St** - HCVs ignoring advisory signs 4/4 - AC emailed David Lines for advice/suggestions – awaiting response. Emailed 12/5 CCC Cllr Wotherspoon. **New HO has advised this would need to be covered under an LHI bid or similar – he only covers repairs.**
- **Gullies** – Asst Clerk inspected gullies along the High St, Denmark Rd, Telegraph St, The Green, Lambs Lane and Rampton Rd during torrential rain and reported problem areas to HO. **Gully works are programmed in Cottenham but ADC (contractor) are currently inundated due to requests throughout South Cambs area, so the usual 4-6 week wait is turning more into a 8-12 week wait for gully cleansing. HO to push on these and try and move them up if possible.**
- **Wilkin Walk (High St end)** – overgrown laurel and brambles, lightly trimmed, nettles cleared, cuttings left in situ. **Visited as part of village walk with HO. Some areas identified for cutting back. Unsure whether the laurel trees belong to CCC.**
- **Leopold Walk (Pathway to High St)** – overgrown trees/shrubs, blocking light. **Neighbouring property has submitted a tree works application for works to the 7 plum trees.**
- **Beach Road** – HO and CCC Cllr Wotherspoon visited 24<sup>th</sup> August 2017. Road is under guarantee and the contractor has indicated that they will be taking responsibility for remedial works. It is their intention to carry out “Hydroblast Texturing” and patching, TTRO applied for road closure, date of works TBC.
- Rampton Rd/County Farms Hedge – reported 7/7/17 obscuring speed warning sign. 12/7/17 HO trimmed area immediately around the sign and has asked County Farms to request tenant gives the hedge a trim early next month after the end of the bird nesting season.
- Clerk, CCC Cllr Wotherspoon and James Broder (new HO) conducted walkabout on 24<sup>th</sup> August. Various issues discussed and highlighted. Some immediate areas of work identified outside CVC (pavement), on Lambs Lane (near CPS), Victory Way junction and High St (near zebra crossing). Various white lines noted for reinstatement. Clerk passed on photos taken around the wider village. Noted that no sign on the top right side of Denmark Rd; CCC Wotherspoon to follow up. HO and Cllr Wotherspoon also visited Beach Road and Engine Drove.
- Coolidge Gardens – back on 2017/18 schedule for resurfacing.
- Speed Bump at Wooden House - to be removed 31<sup>st</sup> Oct – 1<sup>st</sup> November as instructed by CCCs insurers - road will be closed 9.30am to 3.30pm both days
- Blocked gully outside 243 High St - works ordered, to be completed by end of Sept.
- Damaged bollard outside 267 High St – **been repaired.**
- Junction of Ellis Close/Rampton Rd - Cambridge Water to rectify 'split' in road following on from their emergency water main repairs carried out in July.
- Junction of Victory Way/Lambs Lane - potholes and flooding issues raised with HO, awaiting response.
- **Potholes/Surfaces - HO has inspected and marked up patching works (22<sup>nd</sup> September 2017)**
- **Large pothole reported on Tower Close and marked for repair.**

### Village Hall

- Hydroboil is broken. **Contractors has been called to look at it and quote received. Ceiling leak has been fixed.**
- Clerk obtaining quote for painting of anti-climb paint.

### Recreation ground

- The FA sign has been damaged.
- Quotes being obtained for remedial works in playground following RoSPA inspection – painting of benches. **May now need to wait until the spring.**
- Hedging plant behind 70 Lambs Lane has died, causing gap in the hedge. Need to decide how to rectify. Residents have requested herras fencing either side as an interim.

- **Repair works to slide mound completed w/e 22<sup>nd</sup> Sept. Cllrs Mudd & Nicholas have inspected. Positive reaction from parents.**
- Repair works to roundabout surfacing and multi-swing surfacing ordered and will commence either w/c 9<sup>th</sup> or 16<sup>th</sup> October.
- **Couple of instances of people sleeping rough (one appears to be a one-off). Has been reported to SCDC Cllr Harford.**
- **Vertidrainage to 3 smaller pitches on 3<sup>rd</sup> field completed w/e 29<sup>th</sup> Sept.**
- **Issues with graffiti on skatepark being monitored.**
- **3 rubbish bins have been badly damaged and require replacement.**

#### Misc admin

- September Issues log distributed separately – see appendix for summary.
- Les King Wood – Tree guards still require removal.
- WARG Field – bluebell planting/dedication event scheduled for 30<sup>th</sup> September. Groundsman has offered to donate the bulbs. **Bench completed by Chris Richards (need to arrange concrete plinth). Temporary plaque supplied by Screens & Graphics.**
- Issues to noise nuisance from ice cream van reported to EH. EH now following up but struggling to find details of the van using the registration number.
- Decision notices not received either electronically or in hard copy from SCDC re. Village Hall or Gladman S/1411/16/OL. Mailed Ian Papworth to see if there is an issue with the system and he is going to do a test.
- **New electricity box and base have been installed on the Green. Electricians went in w/c 18<sup>th</sup> Sept.**
- Treeworks required on the Village Green – removal of remaining deadwood plus additional work required to a chestnut and maple.
- Red Cross Emergency First Aid course – takers so far are: Day Centre, Bowls Club, Rugby Club. May want to consider opening up more widely.
- Hibbitts have been contacted regarding hairline crack on war memorial; they will send someone out to inspect. NB: grants are available via the War Memorials Trust. Groundsman has reported broken slab.
- Residents in BGW are liaising directly with Brian Heffernan (County) re. maintenance to the ditch on the estate and TDS regarding maintenance of vegetation etc. Some confusion with Taylor Wimpey as to what part of the treebelt they own. They have only been maintaining a very small section at the College end behind 3 houses at the College end. TW don't believe they own the treebelt/hedge adjacent to the ditch from near Sovereign Way up to Beach Road, this appears to differ from our own records. TW would like to know whether the Council wish to take over the 600mm strip. May have a resolution regarding the ditch clearance. Brian Heffernan was onsite 1<sup>st</sup> Sept and is liaising with landowners. He is prepared to act as go between with TW and CPC. **Meeting to be set up.**
- Post box on Twentypence Road has been missing since approx. March/April. Still chasing Royal Mail for replacement since June and have lodged a complaint re. slowness of response. **Further chase up revealed that the incident still hadn't gone to the correct person however it now appears that a new box has been ordered and may be in situ in the next month.**
- **Treeworks to weeping ash on The Pond have been ordered.**
- **Treeworks on BGW have been ordered (17<sup>th</sup> Nov).**
- **Carols – Tree and reindeer ordered. BBQ, bar, sound, lighting and brass band booked. 3 stall bookings. Will start to formally advertise at the Feast.**
- **Ditch clearance adjacent to Bullfinch Way ordered. Groundsman has failed however only a small section borders our land, with the rest belonging to the building plot on the High Street. Rowan tree growing in ditch and requires removal.**
- **Some treeworks needed to section alongside Bullfinch Way with several trees showing signs of decay. One severely rotted branch and dead trunk to be removed to groundsman asap. NB: none of the trees are of good quality, being tall and spindly due to overcrowding.**
- **Babysitting course being run at CVC is fully booked (with a waiting list). Interest shown in second course being run in January 2018.**

- **Village Green damaged by Lawson's Circus when leaving (rained heavily the previous night). Groundsman to advise how to repair but may need to wait until the spring. Need to retain bond cheque in the meantime. Asst Clerk and Groundsman to meet with John Lawson 30/9/17 onsite. Additionally Cambridge Water came out twice due to illegal standpipe being used. We have the option of hiring one going forward but would need to pass the cost on.**
- **Positive audit received.**

#### **Facebook**

- 732 likes/854 follows.

## Major developments

1. **Bellway** have outline approval for 50 homes of Oakington Road; they have not yet submitted the full “reserved matters” application.
2. **Gladman**, following three successive applications, has effectively got outline approval to build up to 200 homes and up to 70 residential places with care off Rampton Road. They have not yet submitted the full “reserved matters” application.
3. **Persimmon** has effectively got outline approval to build up to 126 homes off Oakington Road. They have not yet submitted the full “reserved matters” application.
4. **County Estates** has been refused permission to build up to 154 homes of Rampton Road.

The school expansion site will now be critical for us, if the County Council ever find the money to pay for it.

- Likely s.106 contributions

Trigger points probably 2 (Bellway) to 4 years (Gladman / Persimmon) away

| Item               | Bellway 50?                   | Gladman 200?+70?              | Persimmon 126?                | Totals      |
|--------------------|-------------------------------|-------------------------------|-------------------------------|-------------|
| Affordable housing | 40% - 20                      | 40% - 160                     | 40% - 50                      |             |
| Affordable Rent    | 70% - 14                      | 70% - 110                     | 70% - 35                      |             |
| Affordable Inter   | 30% - 6                       | 30% - 50                      | 30% - 15                      |             |
| Locality           | 1 <sup>st</sup> 8 + 50%r - 14 | 1 <sup>st</sup> 8 + 50%r - 84 | 1 <sup>st</sup> 8 + 50%r - 29 |             |
| Early Years        | <b>£59,400</b>                | <b>£286,200</b>               | <b>£194,400</b>               | £540,000    |
| Primary            | £148,500                      | £715,500                      | £486,000                      |             |
| Library            | £7,502.50                     | £30,010                       | £18,906                       |             |
| Transport          |                               | £88,281.70                    | £13,000                       |             |
| Sport              | <b>£77,000</b>                | <b>£115,000</b>               | <b>£60,000</b>                | £252,000    |
| Play               | <b>£21,000</b>                | <b>£75,000+</b>               | <b>£70,000</b>                | £166,000    |
| Comm Facilities    | <b>£50,000</b>                | <b>£197,000</b>               | <b>£130,000</b>               | £384,000    |
| Health             | £16,400                       | £80,220                       | £41,420                       | £138,040?   |
| Burials            |                               | <b>£56,700</b>                | <b>£26,460</b>                | £83,160     |
| Comm Transport     |                               | <b>£133,334</b>               | <b>£84,000.42</b>             | £217,334.42 |

## Update on Highways projects

Remembrance Parade - Road signs have been delivered and placed in storage, the TRO has been approved and an article going in October newsletter detailing road closures. Letters to be distributed to local businesses 2 weeks prior to event, informing of road closures. Cllr Dewey to assist Cllr McCarthy on the day.

Traffic and Transport Strategy Working Group - 3 members of the group attended a Mobile Vehicle Activated Sign demonstration – free 2 week trial to take place on the High St (between Broad Lane and the Church), supplied by the A14 Integrated Delivery Team, dates TBC. An article has been submitted to the Cottenham Newsletter to promote the group and ask for volunteers to re-activate Speedwatch (October publication). 35 members. Date of next meeting 26th October 2017.

Road and Pavement Patrols - Cllr McCarthy has written an article to appear in October edition of Cottenham Newsletter encouraging Cottenham residents to report any problem they see directly to the County Council.

Measurement of NO2 levels on High St – Cllr Ward has volunteered to fund 4x NO2 detection tubes to see whether the levels of NO2 (related to the amount of traffic) has increased since the levels were last measured in 2012. To be installed 30th September and will be in situ for 4 weeks.

Cambridgeshire Highways Depot Open day – Cllr Morris and Asst Clerk to attend open day on Monday 16th October at Whittlesford Highways Depot.

## 17/232. CiLCA qualification

### Why should local council officers take CiLCA?

CiLCA helps the officers of your council become more aware of the law and procedures for local councils and helps them work with the planning system. It checks that they can manage the council's activities, its finances and community engagement. In England, a CiLCA-qualified clerk helps the council gain the general power of competence and a Quality or Quality Gold Award.

### What is CiLCA?

CiLCA is like an A-level; it's a Level 3 qualification tailored for the officers of local councils.

### Who can take CiLCA?

Any officer who needs to know how local councils work can take CiLCA.

### How does CiLCA work?

To prepare for CiLCA, an officer attends training. This provides both the knowledge that officers need and guidance on completing the tasks to be assessed. The officer taking CiLCA puts together a portfolio of work for 30 activities. Some tasks involve writing an explanation while others ask for notes accompanying council documents. The aim is to show that the officer knows, understands and can do what is expected at Level 3. There are five units covering the five themes:

- Core Roles in Local Council Administration
- Law & Procedure for Local Councils
- Finance for Local Councils
- Management for Local Councils
- Community Engagement

### How long does CiLCA take?

It might take between six months and a year to complete CiLCA. On average, an officer might complete one task each week.

### How can the council help?

As an employer, the council should do all it can to support someone who wants to take CiLCA.

- Make sure that the officer really wants to do it. Being motivated is a key to success.
- Pay all costs. The investment is rewarded from the outset.
- Manage workload. Too many demands on a student can hinder achievement.
- Provide and protect study time if the employee's hours allow it. It's worth preventing delay.
- Show an interest in progress. This is encouraging and demonstrates support.
- Listen to your trained officer's advice. The aim is to improve the council's performance.

The five units are as follows. Each unit carries a number of credits depending on the work involved. Credits and hours represent a currency required by Ascentis and include training, research, writing and time at work. As an example (in the table below), up to 70% of the 200 hours may be part of your paid work with 20% spent on research and writing and 10% on training and group support. Over a year, 200 hours is about four hours a week but up to three hours can be part of your normal work.

| Unit title                                 | Credit value | Total hours | Paid work  | Writing   | Training  |
|--|--------------|-------------|------------|-----------|-----------|
| Core Roles in Local Council Administration | 3            | 30          | 21         | 6         | 3         |
| Law & Procedure for Local Councils         | 5            | 50          | 35         | 10        | 5         |
| Finance for Local Councils                 | 5            | 50          | 35         | 10        | 5         |
| Management for Local Councils              | 2            | 20          | 14         | 4         | 2         |
| Community Engagement                       | 5            | 50          | 35         | 10        | 5         |
| <b>Total</b>                               | <b>20</b>    | <b>200</b>  | <b>140</b> | <b>40</b> | <b>20</b> |

Each unit involves three to nine learning outcomes. You provide evidence that you have met the 30 learning outcomes and related assessment criteria to an expected standard. The tasks include pieces of work written specifically for the portfolio and council documents that you annotate to show knowledge and understanding.

### Costs

Registration - £250 each

Attendance at up to 6 training modules - £70 each per person (run by CAPALC)

An allocation of additional hours

### 17/233. Reference books

To complete CiLCA we should have access to the latest editions of the following general resources:

- Charles Arnold Baker (£73.60 – SLCC member rate) – current copy is several versions out of date
- The Parish Councillors Guide (£25)

Other resources are required but we either already have copies or they can be downloaded via NALC/SLCC.

### 17/234. Mobile Goalpost specification

Following representations from CUFC supported by the Groundsman, the recommendation is to purchase ONE pair of more expensive Aluminium posts rather than TWO pairs of heavier Steel posts; budget limit is unaffected.

### 17/235. Land purchase and preparation

- The inner corner of the access road has limited visibility
- Following the resolution to pursue, including independent valuation, this can be resolved
- The corner garden land is approximately 9 metres \* 12.5 metres as in the diagrams
- Next steps, subject to approval of this resolution, are:
  - Engage solicitors to draft the purchase contract and title transfer
  - Minimum land sale price to be £10,000
  - Contract to include an overage clause to share gains in case of future development
  - Budget to include:
    - Legal costs
    - Hedge removal; re-positioning and extension of close-boarded fence
    - Limited ground preparation, including low fence (finishing in VH project)
    - Payment for land



Proposed land purchase



## 17/236. BGW Treeworks

### Atlas Tree Surgery:

4 Pines – Remove the major deadwood. Ash – Lift the crown and remove the major deadwood. Birch – Lift the crown and remove the major deadwood.

£280 + VAT

### Eastern Landscape Services:

4no Pines, remove dead wood. Birch – crown lift 2.25m and 4m only. Ash trees – remove major dead wood and crown lift 2.25m and 4m

£450 + VAT

### Dellar Tree Services:


3no. Pines - Remove ivy and deadwood. Smallest leaning pine - fell to ground level. Ash - remove deadwood  
£510.00 (no VAT)

## 17/237. Neighbourhood Plan


- Draft plan is being revised and adapted to “post-development” situation
- Development of the draft plan has benefited considerably from professional input
- “7 question” survey is under way to check residents views prior to site allocations
- More professional help is needed to ensure conformity with key national and local policies
- The professional fee is £500 per day with a minimum commitment of 5 days.
- This budget would allow a highly-recommended planning professional to work with us over the coming months, allowing the Working Group to focus on deliverability of the plan.

## 17/238. Rubbish bins

CALF have identified that we require up to 5 further bins (mix of replacements and new locations). The suggested budget is up to £900 + VAT. If we look at getting recycling bins then we may need to increase this further. NB: this could be incorporated into the Village Hall project.

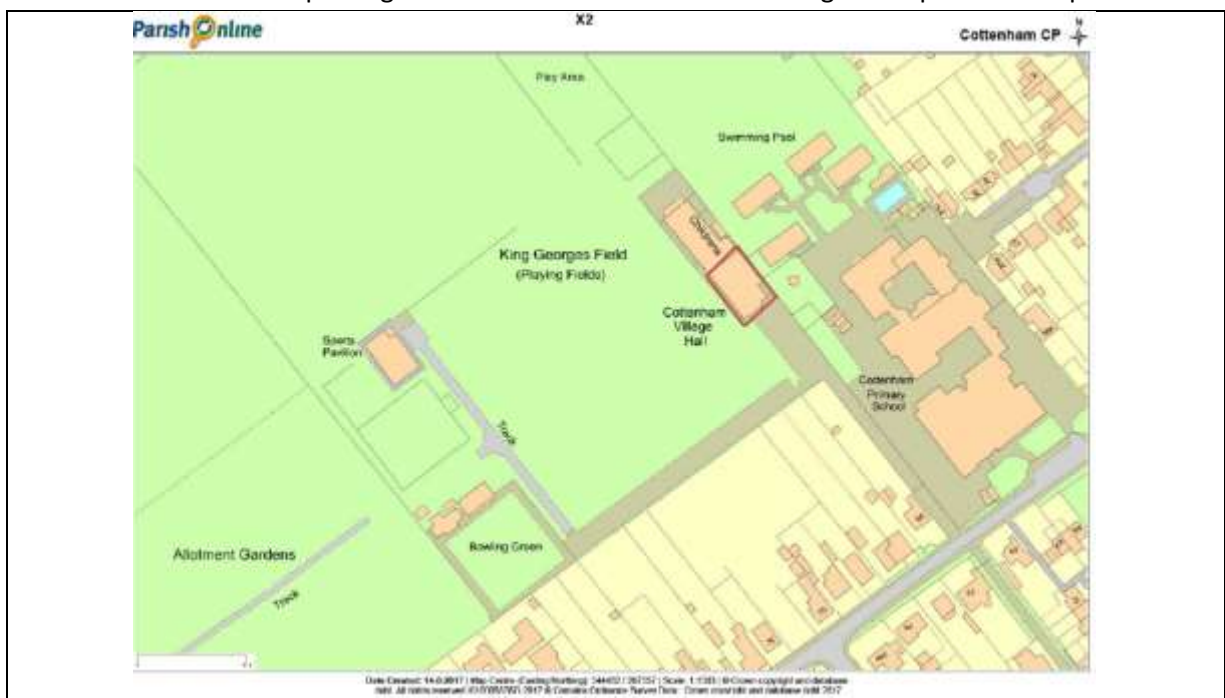
|   |  |   |
|---|--|---|
|  | £155 + VAT<br><br>Inc post and metal liner, 60L<br><br>(Available in assorted colours) 10 yr guarantee | <a href="https://www.broxap.com/derby-hercules-post-mounted.html">https://www.broxap.com/derby-hercules-post-mounted.html</a> |
|---|--|---|

|   |  |  |
|---|--|--|
|    | <p>£49 + VAT 50L</p> <p>Post extra, 1 yr guarantee</p>   | <p><a href="https://www.broxap.com/post-mounted-1690.html">https://www.broxap.com/post-mounted-1690.html</a></p>   |
|    | <p>£136.48 + VAT</p> <p>Incl post and fixings.</p>   | <p><a href="http://www.kingfisherdirect.co.uk/waste-recycling/litter-waste-bins/post-and-wall-mounted-bins/nickleby-post-mountable-litter-bin-40-litre">http://www.kingfisherdirect.co.uk/waste-recycling/litter-waste-bins/post-and-wall-mounted-bins/nickleby-post-mountable-litter-bin-40-litre</a></p> |
|    | <p>£179.54 + VAT incl concrete anchor and metal liner</p> <p>Aperture flaps £56.21 + VAT (per pair)</p> <p>(Available in assorted colours)</p> | <p><a href="https://uk.glasdon.com/litter-bins/outdoor-litter-bins/topsy-2000-tm-litter-bin">https://uk.glasdon.com/litter-bins/outdoor-litter-bins/topsy-2000-tm-litter-bin</a></p>   |
|  | <p>£144.95 + VAT incl fixings</p> <p>(standard colour is black, other colours £15 extra)</p>   | <p><a href="https://www.broxap.com/maelor-trafflex-round-plastic-litter-bin.html">https://www.broxap.com/maelor-trafflex-round-plastic-litter-bin.html</a></p>   |
|  | <p>£149.95 + VAT incl fixings and seagull flaps (!)</p>  | <p><a href="https://www.roadware.co.uk">https://www.roadware.co.uk</a></p>   |
|  | <p>£284 + VAT basic</p>  | <p><a href="https://www.broxap.com/derby-standard-recycle-bin.html">https://www.broxap.com/derby-standard-recycle-bin.html</a></p>   |

|   |                          |  |
|---|--------------------------|--|
|  | <p>£ 389 + VAT basic</p> | <p><a href="https://www.broxap.com/derby-e-double-recycling-bin.html">https://www.broxap.com/derby-e-double-recycling-bin.html</a></p> |
|   |                          |  |

## 17/239. Village Hall

- The “pre-app” work on the access road is well under way
- Our architects and I developed models for the access road for discussion with Highways
- The meeting, also attended by Julie Ayre from Development Control, was positive
- A subsequent meeting with our Traffic Consultant has identified a workable traffic solution
- Subject to no practical increase in parking spaces and better traffic management we have a workable solution; the main concern is to avoid exposure of children to increased traffic
  - Additional temporary parking spaces will be behind gates locked during key times
  - A formal Event Management Plan will define marshalling of significant traffic
  - A Travel Plan will be needed to discourage car movements and co-ordinate minor events better – especially during school entry/exit times
- To progress the work further, we need to develop the outline design of the stand-alone Village Hall so that resultant traffic and parking demand can be assessed and management plans developed.

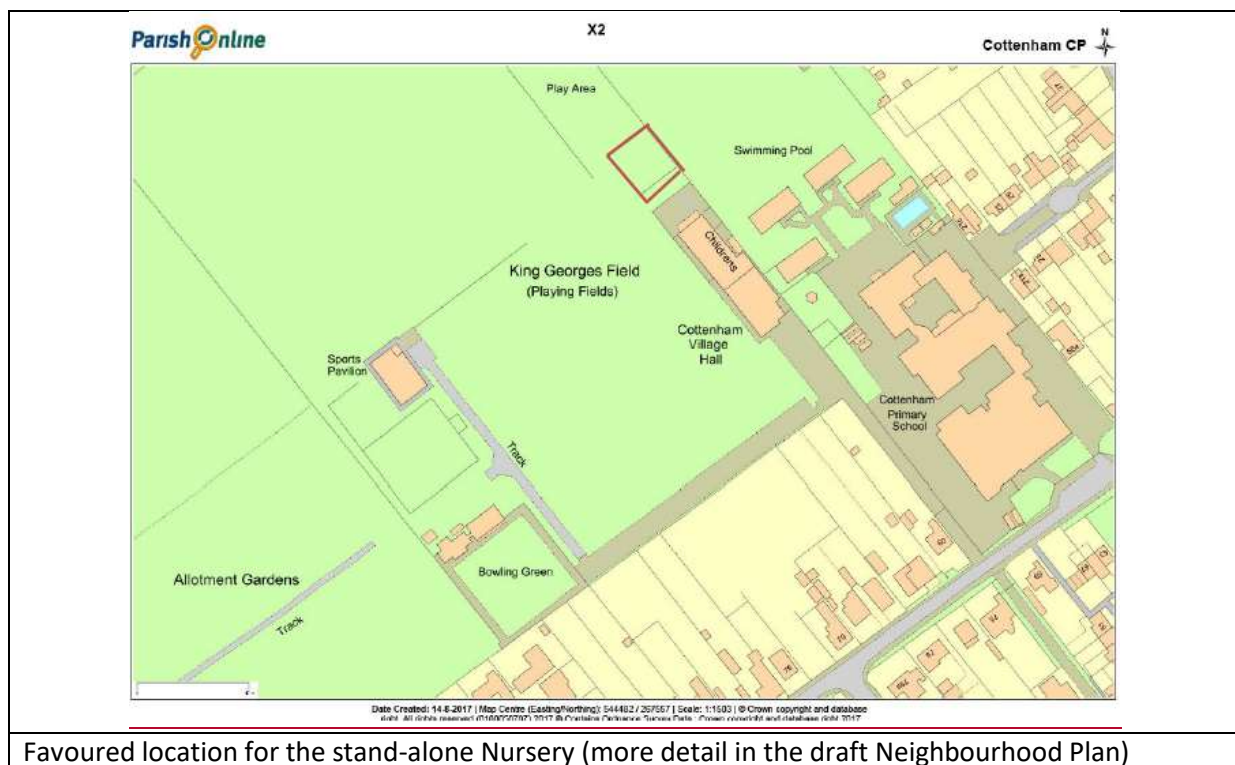


Favoured location for new Village Hall (more detail in the draft Neighbourhood Plan)

- A smaller stand-alone design will impact the business plan and capital cost, although we now have more certainty as regards s.106 contributions in future and the planning approval process will be simpler and shorter.
- The budget is to cover architects fees to develop the outline design during October / November for use in the pre-app in co-operation with the Working Party.
- Earliest follow-through activities are:
  - Planning permission January/February 2018
  - Technical design (detailed) March/April 2018
  - Demolition/construction July 2018/9

## 17/240. Nursery

- The Recreation Ground remains the favoured (by us) location for the Nursery
- A more robust site allocation strategy is needed to support an open countryside application; a question in the current NP survey will – hopefully – help with the evidence
- A stand-alone design will impact the business plan and capital cost, although we now have more certainty as regards s.106 contributions in future and the planning approval process will be shorter.



- The budget is to cover architects fees to develop the outline design during October / November for use in the pre-app in co-operation with the Working Party.
- Concurrent work on two separate pre-apps will accelerate the programme while reducing risk to either element if one is delayed.
- Earliest follow-through activities are:
  - Planning permission January/February 2018
  - Technical design (detailed) March/April 2018
  - Construction July 2018/9

## 17/241. Groundsman

- Groundsman's 3-year contract is due for renewal from 1<sup>st</sup> January 2018
- Over the last 3 years, A J King's work has been more than satisfactory and good value for money
- For continuity and dependability, we recommend re-appointment with revised service scope
  - Reduce hedge work alongside access road
  - Absorb various minor additional grass cutting etc taken on during the existing contract
  - Absorb the Moat maintenance contract (approx. £2K p.a.)
  - Include additional work maintaining cricket strips and football pitches (approx. £2K p.a.)
  - Include Tenison Manor tree belt (after completion of phase 3)
  - Include WARG field care
  - Include bollard management for Connexions bus
- Subject to final negotiation, FLAC recommend a budget of £36,000 p.a.

## 17/242. Cottenham Feast

The Feast event is taking place on Sunday 15<sup>th</sup> October and once again we have a display stall. In addition to the usual general items (who's who, contacts etc) we need to consider what projects to highlight. Could include:

Christmas poster?

Heritage and Character assessment – timeline printout + maps?

Something from Incloure book?

Highways update?

Neighbourhood Plan update inc. mini consultation?

CALF – update on projects this year?

Village Hall update?

Photos from bluebell planting?

## 17/243. Cambridgeshire Parish Council Conference

### Cambridgeshire Parish Council Conference 2017: Moving Forward Together

Burgess Hall, Westwood Road, St Ives, PE27 6WU

Friday 17 November 2017, 9.00am – 1.30pm

**Parish Council's continue to have a unique opportunity to deliver services to their local communities, getting to the heart of what their parishioners want, and making a real difference to their parishes and towns.**

Following on from last year's successful launch conference, we are running a further countywide event bringing local councils together to consider their ambitions and aspirations for the future.

Our two key speakers will be:

- A representative from the National Association of Local Councils talking about the challenges and opportunities faced by Councils from a national perspective; and
- Gillian Beasley, Chief Executive, Cambridgeshire County Council launching the Cambridgeshire Town and Parish Council Development Plan. The Development Plan has been written in direct response to the sector surveys carried out earlier this year and we hope it will stimulate discussion regarding our ambitions and aspirations for Cambridgeshire's Local Council Sector and provide a mandate for action.

The rest of the morning will be devoted to workshops providing bitesize training sessions for clerks and councillors on a number of topics identified as being of greatest interest and priority through the sector surveys:

- Community Engagement – how to better engage with your community and involve them in your Council's work;
- Making Funding Applications – the best ways to make a funding 'ask';
- Using Social Media – an overview of the tools you can use to communicate with your communities and each other; and
- Employment Matters – guidance on best practice for the recruitment and employment of Clerks.

There'll be a marketplace of stalls run by organisations that provide information, support and services to the local council sector, giving you the opportunity to ask questions and get free advice from local sector experts.

The Conference will conclude with an update on the Innovate and Cultivate Fund (formerly the Innovation Fund). Cambridgeshire County Council will provide an update and share details of how communities can apply.

We had a great turn-out to last year's event and we'd like to see even more Town and Parish Councils represented this year. Councillors and Clerks are equally welcome.

## 17/245. Bank reconciliation

Council's Bank Accounts were reconciled to our Sage system and are in order.

In summary:

|              |   |
|--------------|---|
| £667,860.30  | Cash at Bank (as of the 31 <sup>th</sup> August 2017) |
| - £29,533.54 | Creditors   |
| + £1631.90   | Debtors   |
| £639,958.66  | Net balance on bank reconciliation                    |

**+ VAT owed £5144**

**Minus: £2000 Accruals**

**+ Salary Control Account £546**

**Minus: £742 PAYE**

**Net assets: £642.906.66**

### Creditors

- AJ King £3043.48
- Alliance Ltd £12,000
- Aquarius Liquid Engineering £288
- Beacon Planning £904.68
- BCS £67.20
- Collier Turf Care Ltd £31.80
- Connections Bus Project £2964
- CSA £44.93
- Debbie Seabright £9.97
- Eastern Landscapes £468
- Essex Chambers £6000
- Green and Purple £60
- Jo Brook £48
- PHS Group £88.08
- Sam McManners £4
- SLCC £153.60
- Zurich £3357.80

**TOTAL £29,533.54**

### Debtors

- Cambridge Kids Club £1048.70
- Cottenham Day Centre £180
- Jane Williams – £41.40
- Thurstons - £244.20 (OVERDUE)
- William Prideaux-Brune £117.60
  
- **TOTAL £1631.90**

## Appendix 1: Issues log

23 issues were reported to us by residents during September:

- Dog fouling
- Abandoned vehicle
- Bins not emptied x2
- Blocked ditch
- Flooding
- Coolidge noticeboard
- Fallen tree
- Criminal activity
- Boy racers x2
- Rough sleeper
- Lost model plane
- Public footpath access
- Tree works
- Overgrown vegetation x2
- Illegal water use
- Street cleaning
- Amey Cespa odour
- Fly tipping & road maintenance
- Pothole on Tower Close
- Planning query
- Rec car park