

**Full Parish Council Meeting Minutes**

Meeting held in the Village Hall, Lambs Lane, Cottenham on Tuesday 6<sup>th</sup> June 2017 at 7.15pm

**Present:** Cllrs Morris (Chair), Bolitho, Collinson, Hodson, McCarthy, Mudd, Nicholas, Ward, Wilson, Wotherspoon, Young, Clerk, Assistant Clerk and RFO

**In attendance:** 2 members of public

- 17/118. Chairman's Introduction and Apologies for absence** – apologies accepted from Cllrs Berenger (personal) and Graves (sick). Cllr Collier will be late. SCDC Edwards arrived at 7.16pm
- 17/118. To accept Declarations of Interest and Dispensations** – *i. To receive disclosures of pecuniary & non-pecuniary interests from Councillors on matters to be considered at the meeting. ii. To receive written requests for dispensation. iii. To grant requests for dispensation as appropriate. (NB this does not preclude any later declarations).* Cllr Bolitho declared non-pecuniary interest in 17/131 and will leave the meeting during discussions.
- 17/119. Minutes** - Resolution that the minutes of the meeting of the Full Council meeting held on the 2<sup>nd</sup> May 2017 be signed as a correct record. **RESOLVED**
- 17/120. Public participation** – Standing Orders suspended at 7.18pm. Resident 1 spoke re. item 17/123. Ran through the context of the Village Hall proposal voting slip and didn't believe enough information was given - rang at the time to express concerns. Astounded at the cost and her preference was to pay 2% more for social care. Expressed views at the time and remained quite angry so is relieved that the planning application has been turned down. Feels that a significant number of residents only became aware of the plans when council tax bills arrived. Wants to know if CPC are aware of villagers' anger? If not is CPC a listening Council? She doesn't dispute the need for improvements but financial costs have not been explained clearly and that CPC haven't been honest and the current fly posting is the result. Q. On behalf of residents; would like to know spend to date, spend in future, budget for Gladman appeal, Judicial Review, value of the S106 agreements the village would lose. CPC seem very focussed on 2 Almshouse residents only. There are possibly 70 people living in isolated situations, possibly current houses aren't fit for purpose etc. Those 70 could apply for an apartment and she knows of 2 people who are interested in purchasing them. Q. Has CPC hand on heart considered the effect on older people? Social care is her business, expertise, we need socialisation. As one of the landowners of the Gladman site she only now feels able to speak since the planning has been approved. Cllr Morris acknowledged questions and stated that the Council had previously considered the homes with care. Resident 2 spoke as another landowner of the Gladman site. He ran through the planning history of the site, which had been promoted since 1980 in various forms. His house will be the most affected by the proposals. In 2001 the site was promoted but the Inspector stated that it was outside the present framework. However if there was future growth the site may be suitable and be sufficiently close to be integrated; can easily be served by local transport. Q: Wants to know how CPC came to the decision that the village doesn't want the development? If CPC lose the appeal the costs will be considerable. Q. Is CPC aware that the NPPF states that Councils should work with developers? Q. Are we aware that the village would lose £850,000 if the development doesn't take place? His business is planning. Q. Who is Charlie Fisher? Q. Can we confirm who reported him to Environment Police? He was not responsible for the posters and if CPC had sense of humour we would laugh. Cllr Morris said that under meeting protocol the questions couldn't be answered now. Clerk stated that since a Freedom of Information request had been made the question will be answered under that procedure; new questions would be answered separately. Mr Gautrey circulated cartoon picture depicting a cow. Resident 2 left at 7.37pm. Resident 1 asked when her questions would be answered? Clerk responded that the questions are minuted and will be answered in writing after the meeting. Standing orders reinstated 7.37pm
- 17/121. Reports**
- **SCDC** – report circulated prior to the meeting – SCDC Cllr Wotherspoon outlined additions to his report. Toolkit being put together for parishes re. social care and a lot of good work has been done by Histon. Cllrs Morris & Nicholas attending meeting with Ageing Well shortly to discuss well-being and how the Neighbourhood Plan can help.
  - **CCC** – report circulated prior to the meeting – CCC Cllr Wotherspoon added further information about bus services. Various mechanisms have been introduced but haven't worked. Franchising being

implemented but unsure whether it will take off outside of London. Cllr Collinson asked what specific difference this would make to Cottenham? CCC Cllr Wotherspoon no difference as yet, it's an enabling bill. There have been some positive developments with Stagecoach in relation to extending the route to the far end of the village. Cllr Young mentioned that at the new Cambridge North station it was only possible to pay for parking by phone? Is this correct? CCC Cllr Wotherspoon will investigate.

- **Clerk** – report circulated prior to the meeting Clerk – Letter received re. servicing pumps at Ladybirds/Village Hall and this has been scheduled for 7<sup>th</sup> July. Boiler in Hall due for service; Clerk to schedule. Issues with Kids Club equipment left on the Rec, Colts using the Rec without booking and training on the first field. Cllr Morris & Clerk met with Head at CPS today. Facebook – review section removed due to malicious abuse. Cllr Mudd asked why SCDC weren't going to renew the wildflower area on Coolidge Gardens. Standing Orders suspended 7.50pm. SCDC Cllr Edwards queried this and told Officer to hold fire until it could be discussed but the area was strimmed next day. Will be reinstated next year. Standing Orders reinstated 7.51pm. Cllr Wilson asked for an update on the meeting with Harradine. Cllr Mudd outlined that Harradine will advise us of large movements. They recognise it's unacceptable and will avoid Cottenham if possible but depends on where spoil is coming from. Cllr Morris pointed out that they can't go through Willingham due to restrictions re. Northstowe. We don't yet know implications of new applications at the Gun Club. At least 12-24mths to go. Cllr Nicholas asked SCDC Cllr Wotherspoon why it was taking so long to get the broken signs on Pelham Close/Wilkin Way repaired? SCDC Cllr Wotherspoon had had trouble finding a human being to deal with – prefers face to face interaction as much more effective than email. Will not give up! Council Officers have been otherwise engaged over recent months. Cllr Nicholas queried when the white lining repairs would be done? Asst Clerk responded that the works had been ordered but the date is TBC. Cllr Collinson suggested that the 2 SCDC Cllrs may try to encourage Street Naming to be more responsive. Cllr Young noted overhanging growth on Histon Road cycle path. Cllr Ward stated that another clearance/litter pick event planned for 8<sup>th</sup> July.
- **Major developments** – Cllr Morris outlined report. SCDC Cllr Edwards was thanked for providing further information about the new Gladman S/1818/15/OL consultation and confirmed this was at request of the Inspector who has requested that the consultation should be done properly.
- **Neighbourhood Plan** – As part of the process we have to prove there has been engagement. Cllr Wilson asked about timescales. Cllr Morris responded that it depended on the feedback from the current consultation and then SCDC deciding which 6 weeks the next consultation would run; possibility of the referendum taking place before December 2017.
- **Update on Highways projects** – Cllr McCarthy outlined various consultations which are currently taking place.

**17/122. Judicial Review** – Consider seeking a Judicial Review of SCDC Planning Committee decisions related to delegated approval of application S/1411/16/OL – Cllr Morris outlined the information from the report and stated that any one of the points would be sufficient to go to a judicial review. The JR won't stop the decision, only delay it. Discussions over the merits of each point. Cllr Morris stated that even if the application is sent back there are 2 possibilities: SCDC may have 5 year land housing supply or we may have the Neighbourhood Plan in place. Cllr Collier arrived at 8.28pm. Discussions as to why the S106 was signed in the knowledge that a JR might take place. Need to focus on grounds set out in report and whether this gives us the confidence to go ahead. Advice has been taken and we need to decide how confident we are on that advice. Cllr Morris stated that the classification of our suggested nine grounds was done by our lawyer. Cllr Hodson queried the costs involved. Cllr Morris said that to initiate the process would cost approx. £3,000. Unless the JR was vexatious then each side would pay their own costs. Cllr Hodson asked if the reason for the JR was supported by the residents. Cllr Morris said the overwhelming majority don't want 25% expansion of village and the duty is on us to protect by reasonable means. Recorded vote requested. Resolution to seek a Judicial Review of SCDC Planning Committee decisions related to delegated approval of application S/1411/16/OL on 23<sup>rd</sup> March. Proposed by Cllr Morris, seconded by Cllr Nicholas

Recorded Vote: For - Cllrs Morris, Bolitho, Collier, Collinson, Hodson, McCarthy, Nicholas, Wilson, Young.  
Against – Cllrs Mudd and Wotherspoon. Cllr Ward abstained. **RESOLVED**  
Resident 1 left at 8.47pm

**17/123. Village Hall** – Consider next steps on Village Hall & Nursery planning application – Cllr Morris outlined the 4 reasons for planning rejection. Now need to look at what we can practically do and Wilby & Burnett are producing a timeline of events. Financial commitment to date is approx. £40k but £20k of that

is for technical reports which won't need re-doing. Cllrs Young/Nicholas/McCarthy and RFO to join WP with Cllrs Collier, Morris and Clerk. Cllr Hodson queried whether a time extension was possible and whether there had been discussion with the Case Officer on mitigation/a way forward. Cllr Morris said we had met onsite for pre-application advice and had other meetings but we received differing advice and the Case Officer was rarely available. Now need to pick through the delegation report. If the Neighbourhood Plan goes through it allocates the site but that is hypothetical at this stage. SCDC Cllr Edwards was prepared to act as a mediator – can set up the meeting but not have an active role. Cllr Wilson asked if there were further options i.e. a direct replacement. Cllr Morris pointed out that nursery wouldn't fit in a single storey building and the County Council were in favour of the nursery and have approved S106 payments towards it. There is no evidence to show that SCDC has worked with us.

Resolution to set up exploratory meeting with SCDC planning team regarding feasibility of way forward of new Village Hall before obtaining pre-application advice. **RESOLVED**

- 17/124. Open Studios** – Resolution to permit Open Studios to put a banner (90cm x 170cm) on the Village Green during June and July. **RESOLVED**
- 17/125. Fen Edge Festival** – Resolution to permit the FEF to put 2 stakeboards on the Village Green (Histon Road & Rampton Road end). **RESOLVED**
- 17/126. Dedication of Bridleway** – Consider comments on proposed dedication of new public bridleway connecting Broad Lane to Les King Wood (by 13<sup>th</sup> June) – Cllr Mudd raised concerns about neighbouring land being accessed accidentally. Cllr Morris wanted to know if immediate neighbouring properties had been consulted. Clerk to respond to James Stringer to say that CPC are supportive of the plans but need confirmation about the consultees and further information required regarding boundary treatment.
- 17/127. Fen Edge Festival CPC stall** – Consider display items and logistics for stall on Saturday 24<sup>th</sup> June – Clerk to circulate rota and list of display items (add WARG Field and litter pick posters). Resolution to spend up to £350 + VAT on a gazebo and leg weights. **RESOLVED**
- 17/128. Post box** – Consider update on post box petition and possible next steps – Heidi Allen has received a holding letter from Royal Mail. Item deferred. Cllr Nicholas left the room at 9.26pm
- 17/129. Tree safety training** – Consider attendance at tree safety training event (date TBC) – Clerk to express an interest in our two tree wardens attending. Cllr Nicholas returned to the room at 9.28pm
- 17/130. CAPALC Training** – Consider attendance at Councillor training events. Item deferred.
- 17/131. Standards Committee** – Cllr Bolitho left the room at 9.29pm. Resolution that Cllr Bolitho joins the Standards Committee. **RESOLVED**. Cllrs Bolitho returned to the room at 9.31pm.
- 17/132. Cabinet & Parish Councils Liaison Meeting** – Consider attendance at event on 27<sup>th</sup> June in Cambourne –Cllr Morris to attend. Questions to be submitted regarding omission sites.
- 17/133. Finance**

Income	Description	Net	Gross	
Cottenham Day Centre	March and April 17 invoice payment	£200.00	£240.00	
Cambridge Kids Club	May 17 invoice payment	£873.92	£1,048.70	
Debbie Prince	April 17 invoice payment	£21.00	£25.20	
Jane Williams	April 17 invoice payment	£46.00	£55.20	
HMRC Vat payment	Vat credit	-	£5,010.08	
Ladybirds	Recouped Oil and Water costs	£1,637.65	£1,637.65	
Karen Celentano	Rent of the Pavilion	£50.00	£60.00	
Cosworth Group	Rent of the landing stage	£83.33	£100.00	
Sports and Social club	Quarterly invoice	£2,600.00	£3,120.00	
		<b>£5,511.90</b>	<b>£11,296.83</b>	
<b>Expenses over £500</b>				
Beneficiary	Description	Net	Gross	code
Salaries	Salary costs for June 17	£3,877.48	£3,877.48	
HMRC	Tax and NI for May 17 (month 2)	£680.73	£680.73	
Community Centre	Office rent April - Sept 17	£1,300.00	£1,300.00	855
Calor Gas	Delivery for the Pavilion (DD)	£619.88	£650.87	859

Wilby and Burnett	Architectural & quantity surveying services up to Final certificate	£936.94	£1,124.33	864
C J Murfitt Ltd	Value of works completed as per Wilby & Burnett Final Certificate	£15,549.31	£18,659.17	865
AJ King	Contract cost (monthly)	£2,536.24	£3,043.48	868
Nick West	Cleaning costs for April 17 and May 17	£1,238.63	£1,238.63	869/ 870
		<b>£26,739.21</b>	<b>£30,574.69</b>	
<b>Expenses under £500</b>	<b>Description</b>	<b>Net</b>	<b>Gross</b>	<b>code</b>
Legal and General	Pension costs for June 17 (DD)	£48.73	£48.73	
Debbie Seabright	Expenses re Sim card for the Pavilion	£9.97	£9.97	850
Green and Purple Ltd	Monthly support for RFO	£50.00	£60.00	851
Rospa	Annual inspection	£234.50	£281.40	852
Cottenham Computers	Work on RFO computer	£40.00	£40.00	853
Business Consultancy Serv's	Payroll processing	£28.00	£33.60	854
Chubb	Work carried out on Intruder Alarm system	£176.33	£211.60	856
Chubb	Additional work carried out on Intruder Alarm system	£165.25	£198.30	857
CSA	Cleaning equipment & Toilet rolls for Pavilion	£48.57	£58.29	858
Sam McManners	Expenses re refreshments for APM & Phone top up	£13.58	£13.58	860
Staples	Ink cartridges/toners	£166.23	£199.48	861
SSE- Southern Electric	Electric bill for the Pavilion	£272.80	£327.36	862
Cyclescheme	Bike and Helmet for Sam McManners	£291.48	£346.47	863
Mark Weatherhead	Padlock for the gas compound	£28.68	£34.42	866
Sam McManners	Cable ties	£1.00	£1.00	867
Sam McManners	Expenses re. refreshments for NP consultation	£5.05	£5.05	
Kompan	Replacement table for playhouse 50% deposit	£67.00	£80.40	
		<b>£1,647.17</b>	<b>£1,949.65</b>	

Cllr Mudd queried the W&B invoice. Cllr Morris confirmed that everything had now been signed off. There is still an issue with the locks but that doesn't fall under Murfitt. 2x Chubb invoices relate to the break in at the Social Club.

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

**17/134. Management accounts** – to review the monthly management accounts – Noted.

**17/135. Bank reconciliation** – to review monthly bank reconciliation – Noted.

**17/136. Matters for consideration at the next meeting** – post box

**17/137. Dates of next meetings** – Planning 8<sup>th</sup> June (Pavilion), CALF 20<sup>th</sup> June, Planning 22<sup>nd</sup> June, FLAC 27<sup>th</sup> June, Full 4<sup>th</sup> July.

**17/138. Close of Meeting** – 9.38pm

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