

COTTENHAM PARISH COUNCIL

To: Members of Cottenham Parish Council
 You are hereby summoned to attend a **Full Council Meeting**
 To be held in the Village Hall, Lambs Lane, Cottenham on Tuesday 2nd December 2014 at 7.15pm

AGENDA

The Public and Press are invited to attend

14/310. Chairman’s Introduction and Apologies

14/311. Public participation – Standing Orders to be suspended

Public question time is dealt with prior to the start of the meeting and doesn’t form part of the formal business of the Council. Time is limited to 30 minutes and each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes in order to allow other people to also speak without the public session exceeding its allotted time. NB: Councillors will not be able to respond on items on the agenda, but will take notice of the views put forward.

14/312. To accept Declarations of Interest - To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is pecuniary. An interest is pecuniary if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.

14/313. Minutes - To resolve that the minutes (circulated to members) of the meeting of the Full Council meeting held on the 4th November be signed as a correct record

14/314. Reports

- **SCDC** – report circulated prior to the meeting
- **CCC** – report circulated prior to the meeting
- **Clerk** – report circulated prior to the meeting
- **Police** – update from PCSO James Fuller

14/315. Finance

Income	Description	Net	Gross
Debbie Prince	Use of Recreation ground (Oct)	£ 32.00	£ 32.00
Michelle Plowman	Rent of village hall (July, August & Sept invoices)	£ 2,605.00	£ 2,605.00
Day centre	Rent of village hall (Sept and Oct)	£ 540.00	£ 540.00
Jane Williams	Rent of village hall (Oct)	£ 170.00	£ 170.00
HMRC	VAT repayment	£ 3,250.16	£ 3,250.16
Ladybirds	Recharged utility costs	£ 292.13	£ 292.13
Allotments	Water charges	£ 73.29	£ 73.29
Target Print	Donation towards the Christmas tree	£ 50.00	£ 50.00
Malary	Donation towards the Christmas tree	£ 100.00	£ 100.00
Dentons Carpets	Donation towards the Christmas tree	£ 25.00	£ 25.00
CI Photography	Donation towards the Christmas tree	£ 150.00	£ 150.00
		£ 7,287.58	£ 7,287.58
Expenses	Description	Net	Gross
Salaries & Settlement figure	Salaries and A. King Settlement figure	£ 7,110.80	£ 7,110.80
HMRC	Tax and NI	£ 2,821.97	£ 2,821.97
Jo Brook	Expenses re postage	£ 7.15	£ 7.15
The BC Group Trust	Maintainance of Crowlands Manor Site	£ 315.00	£ 378.00

Andrew King	Mileage costs	£9.20	£ 9.20
Andrew King	Hire of equipment	£370.00	£ 444.00
Green and Purple Ltd	Accountancy support - Changing rooms project	£ 250.00	£ 300.00
Debbie Seabright	Stamps and large envelope	£ 14.55	£ 14.55
Debbie Seabright	Printer Cartridge and paper	£ 27.58	£ 27.58
CSA	Cleaning equipment including toilet rolls at £19.95	£ 37.45	£ 44.94
Cambs County Council	Street lighting energy Oct 13 to Oct 14	£ 876.53	£ 876.53
Old West Internal Drainage	Drainage rates for 1.10.14 - 31.3.15	£ 2.28	£ 2.28
Cromwell Fire Ltd	Fire Extinguisher service charge	£ 209.82	£ 251.78
Royal British Legion	Payment for Wreath and donation	£ 35.00	£ 35.00
Martin Graves Carpentry	Repairs to seats and notice boards	£ 394.70	£ 473.64
Nick West	Cleaning of village hall: Labour £529.88 bulbs £24	£ 553.88	£ 553.88
EON	Electric bill for the Recreation Ground	£ 264.91	£ 264.91
Cambridge Water Co	Water bill for the Village hall	£ 706.11	£ 706.11
Cambridge Water Co	Water bill for Bowls club and Allotments	£ 193.85	£ 193.85
A Mappledoram	Fitting 2 new lights - outside toilet & over exit door	£ 121.09	£ 145.30
Mark Weatherhead	Morris Hydraulic oil 25 Ltr	£ 64.81	£ 77.39
King and Co	Legal costs re transfer of fit of land (Histon Road)	£ 399.00	£ 469.00
Aquarius Liquid	Routine inspection of the pumping station	£ 190.00	£ 228.00
South Cambs DC	Costs incurred in the admin of the May 14 election	£ 3,200.39	£ 3,200.39
Cottenham United FC	Reimbursed costs for the purchase of a Defibrillator	£ 250.00	£ 250.00

Resolution to pay these invoices

- 14/316. Lime Trees** – To consider replacement variety and location following information received from SCDC Trees Officer – Cllr Leeks
- 14/317. Changing Rooms** – To receive an update on the project - Cllrs Morris & Mudd
- 14/318. Budget delegation** - To consider partial delegation of budgets to CALF and Highways Committees – Cllr Morris
- 14/319. Tree surgery – Brenda Gautrey Way** – To consider quotes for various work on BGW - Clerk
- 14/320. Tree surgery – Recreation Ground** – To consider quotes for work to the poplar trees at the recreation ground - Clerk
- 14/321. Insurance premium for buildings** – To consider update following meeting with Ladybirds – Cllr Mudd
- 14/322. Youth Provision 2015/16** – To consider ideas for future youth provision – Cllr Collier
- 14/323. Carol Concert** – To consider update on organisation for the event – Cllrs Berenger & Collier
- 14/324. Exclusion of public** – To exclude the public from the meeting because of the confidential nature of the business to be discussed.
It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the Chairman asks that in the public interest the public and press are temporarily excluded from this meeting and are herewith instructed to withdraw.
- 14/325. Office Space for CPC** – To consider office options commencing April 2015 – Cllr Leeks
- 14/326. Groundsman Contract (closed item)** – To consider progression of contract negotiations
- 14/327. Matters for consideration at the next meeting**
- 14/328. Dates of next meetings** – Planning 4th & 18th December, Highways 9th December, Facilities 15th December, Finance 6th January, Full Council 13th January
- 14/329. Close of Meeting**

Jo Brook - Clerk

Right Side Entrance, Community Centre, 250a High Street, Cottenham, Cambridge, CB24 8RZ

Tel: 07503 328401

clerk@cottenhampc.org.uk

26th November 2014