

To: Members of Cottenham Parish Council

You are hereby summoned to attend a **Full Parish Council Meeting**
To be held in the Village Hall, Lambs Lane, Cottenham on Tuesday 7th March 2017 at 7.15pm

AGENDA

The Public and Press are invited to attend

- 17/044. Chairman’s Introduction and Apologies for absence**
- 17/045. 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.
- 17/046. Minutes** - To resolve that the minutes of the meeting of the Full Council meeting held on the 7th February 2017 be signed as a correct record.
- 17/047. 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.
- 17/048. Cottenham Neighbourhood Development Plan** – overview of pre-submission version – NP working party
- 17/049. Reports**
- **SCDC** – report circulated prior to the meeting
 - **CCC** – report circulated prior to the meeting
 - **Clerk** – report circulated prior to the meeting
 - **Major developments** – Cllr Morris
 - **Update on Village Hall Project** – Cllr Morris
- 17/050. Public Meeting** – Consider preferred date of Public meeting on major applications and our Neighbourhood Plan – Cllr Morris
- 17/051. Colts Annual U6 Festival** – to consider permitting use of the Recreation Ground and facilities for a Cottenham/ Norwich Under 6’s Festival at the end of April or mid-May (timing to avoid clashes with other events/planned work) – Clerk
- 17/052. Community Safety Day** – Consider attendance at event in Cambourne on Saturday 18th March – Clerk
- 17/053. Village Green tree replacement** – to consider suitable species of replacement for Weeping Ash – Cllrs Bolitho/McCarthy
- 17/054. Fen Edge Festival** – Consider having a display stall at the Fen Edge Festival 2017 – Clerk
- 17/055. Recreation Ground** – Consider buying a small 15m x 12m parcel of land to improve visibility on the access to the Recreation ground – Cllr Morris
- 17/056. Finance**

Income	Description	Net	Gross	
Day Centre	January 17 invoice payment	£ 125.00	£ 150.00	
Cambridge Kids Club	February 17 invoice payment	£ 873.92	£ 1,048.70	
Debbie Prince	January 17 invoice payment	£ 28.00	£ 33.60	
Sports & Social Club	Quarterly invoice payment	£ 2,600.00	£ 3,120.00	
Jane Williams	Invoice payment	£ 80.50	£ 96.60	
HMRC	VAT payment	-	£ 5,149.49	
South Cambs District Council	S106 payment (18 Lambs Lane)	-	£ 2,615.90	
		£ 3,707.42	£ 12,214.29	
Expenses over £500				
Beneficiary	Description	Net	Gross	code
Salaries	Salary costs for March 17	£ 3,218.39	£ 3,218.39	
HMRC	Tax and NI for February 17 (month 11)	£ 575.33	£ 575.33	

Cambridge County Council	Street lighting energy (1st Oct 15 to 30th Sept 16)	£ 963.01	£ 963.01	790
Tindall Security Ltd	Installation of CCTV system	£ 6,800.50	£ 8,160.60	791
Aquarius Liquid Engineering	Callout- Manhole overflowing & to supply and install new pump	£ 968.00	£ 1,161.60	792
AJ King	Extra work re Gate to Crowlands manor & Removal of hedge from Rec drive	£ 650.00	£ 780.00	797/ 798
Wheelscape	Release of Retention for works carried out re Skatepark	£ 1,884.25	£ 2,261.10	794
Arbantia Ltd	Fencing at driveway to the recreation ground	£ 3,410.00	£ 4,092.00	795
AJ King	Groundsman monthly contract cost	£ 2,536.24	£ 3,043.48	796
Mudrock	Tree work on Tenison Manor	£ 906.25	£ 1,087.50	803
		£ 21,911.97	£ 25,343.01	
Expenses under £500	Description	Net	Gross	code
Pension costs Feb 17	Pension costs for March 17	£ 25.15	£ 25.15	
Business Consultancy Services	Payroll processing	£ 28.00	£ 33.60	785
Green and Purple Ltd	Accountancy support	£ 50.00	£ 60.00	786
Debbie Seabright	Expenses re sim card at the Pavillion	£ 9.72	£ 9.72	787
Calor Gas	Standing charge	£ 17.13	£ 17.99	788
Cambridge County Council	Part Night street lighting energy for CPC (61 lights from April 16 to Dec 16)	£ 177.89	£ 177.89	789
Southern Electric	Electric bill for the Pavillion (DD)	£ 261.30	£ 313.56	793
Sam McManners	Stamps x 24	£ 13.20	£ 13.20	799
Travis Perkins	Copper tube and clips	£ 20.03	£ 24.04	800
CSA	Toilet rolls/Bleach/Mop head/Soap and Channel blocks	£ 123.33	£ 148.00	801
P Harvey and Sons Ltd	Prismatic Panels for recessed light fittings	£ 62.96	£ 75.55	802
Information Commissioners Office	Data Protection registration	£ 35.00	£ 35.00	795
Jo Brook	Black toner cartridge	£ 15.99	£ 15.99	804
		£ 839.70	£ 949.69	

Resolution to pay these invoices

17/057. Management accounts – to review the monthly management accounts - FLAC

17/058. Bank reconciliation – to review monthly bank reconciliation – FLAC

17/059. Matters for consideration at the next meeting

17/060. Dates of next meetings – Planning 9th March, CALF 21st March, Planning 23rd March, Highways 28th March, FLAC 30th March, Full 4th April.

17/061. Close of Meeting



Jo Brook - Clerk

Right Side Entrance, Community Centre, 250a High Street, Cottenham, Cambridge, CB24 8RZ. Tel: 07503 328401.

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2nd March 2017