

AGENDA REPORTS PACK

FULL COUNCIL

APRIL 2015

Item 15/080

COTTENHAM PARISH COUNCIL

Full Council Meeting Minutes

Held in the Village Hall, Lambs Lane, Cottenham on Tuesday 3rd March 2015 at 7.15pm

Present: Cllr Leeks (Chair), Bolitho, Collier, Collinson, McCarthy, Morris, Mudd, Nicholas, Ward, Wotherspoon, Young, SCDC Cllr Harford, CCC Cllr Mason, Clerk Jo Brook and RFO Debbie Seabright

In attendance: 2 members of the public

15/052. Chairman's Introduction and Apologies – apologies accepted from Cllrs Berenger (illness), Heydon (personal) and SCDC Cllr Edwards (meeting).

15/053. Public participation – Standing Orders to be suspended – Rick Bristow spoke re. item 14/058. He circulated notes to the Council prior to the meeting and SCDC Cllr Edwards has been sent a separate note today regarding the debts. Mr Bristow attended the site today with Mr Wall and SCDC Office Gary Collins. Mr Wall has offered to clear the ditches. The site has been cleared and could accommodate 15 pitches and if Mr Wall sold the open land it could be used for other purposes. SCDC Cllr Harford said that a written response would be provided to Mr Bristow covering his concerns. Cllr Harford was alarmed that Charlie Swain had been accused of giving permission for the works. He has no authority to do so and he would only be allowed to advise is when permission isn't needed. Currently no Land Registry checks have been done but there may be an offer to do so as part of the written response. Regarding the flattening of the bund it has no legal status. Using the land for grazing or a play area doesn't need planning permission but any hard standing or installing of play equipment would need permission. We cannot prejudge what may happen and Cllr Harford expressed thanks to residents for keeping an eye on this and other planning breaches. She clarified that the land is for agricultural use only which is why permission would be needed for play equipment. Only last week there were diggers reported on the site and Enforcement checked within 2 hours. The bund has been levelled but the intention is to recreate it once the rubbish has been removed. The bund is used instead of fencing. The Enforcement Officer can be contacted via the Clerk or via Cllr Harford if necessary. Resident, Mr Hales, spoke regarding the flooding situation on Denmark Road. There are approximately 10 properties affected. The main puddle on Denmark Road has now been cleared however residents are now getting seepage into their gardens even when it's not raining and this is contaminated with sewage. He met with CCC Cllr Mason on Sunday and they visited various locations including Lyles Road which also smells strongly of sewage. One of the drains had been leaking and an Anglian Water operative was on site to clear the blockage. He stated that it had been previously cleared 3 or 4 times and blamed the blockage on wet wipes which were being flushed into the system. Cllr Richards arrived at 7.30pm. Cllr Mason believes that the contamination on Denmark Road originates from Lyles Road. The drains around the war memorial are also affected. He was concerned regarding the amount of contamination on BGW and stated that Anglian Water should clear this since it is a health hazard. Cllr Nicholas said that he had spoken to an Anglian Water operative a few weeks ago, also whilst working on Lyles Road, and confirmed that the smell started around Franklin Gardens.

15/054. To accept Declarations of Interest and Dispensations – i. To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting. ii. To receive written requests for dispensation. iii. To grant any requests

for dispensation as appropriate. Cllrs Bolitho and Ward declared a non-pecuniary interest in item 15/072 and will leave the room during discussions.

15/055. Minutes - Resolution that the minutes of the meeting of the Full Council meeting held on the 3rd February be signed as a correct record. **RESOLVED.**

15/056. Reports

- **SCDC** – report circulated prior to the meeting – no comments.
- **CCC** – report circulated prior to the meeting. Cllr Young queried the enforcement action at Cottenham Skips which seems to be more monitoring than action. CCC Cllr Mason has asked for a definitive response at the next planning meeting. Clerk to write to Brian Heffernan requesting a timetable for when action will be taken. SCDC Cllr Harford stated that there were planning conditions in place which make it ‘easier’ for action to be taken if needed.
- **Clerk** – report circulated prior to the meeting to highlight matters on agenda & update on matters arising since last meeting. There has been a further email from Balfour which suggests waiting until after the FEF before they do the remaining works. CPC would still like the works done before then. CCC Cllr Mason will support CPC in pushing for works to be done quicker (excluding those on the green). Cllr McCarthy raised queries on the lime trees and HCV sign on Telegraph Street.
- **Police** – update from PCSO James Fuller – no report received. NB: Cllr Morris attended the recent Police Panel meeting whereby it was stated that PCSO’s are less likely to attend meetings but will be providing monthly reports. There are currently 2 police officers and 5 PCSO’s for our patch.

15/057. Finance

Income	Description	Net	Gross
Day centre	Rent - January 2015	£ 240.00	£ 240.00
Jane Williams	Rent - January 2015	£ 150.00	£ 150.00
Kids Only	Rent - December 2014	£ 730.00	£ 730.00
Andrew King	Payment for fuel at Rampton motors	£ 32.00	£ 32.00
		£ 1,152.00	£ 1,152.00
Expenses	Description	Net	Gross
Salaries	Salaries	£ 2,322.99	£ 2,322.99
HMRC	PAYE and NI	£ 566.45	£ 566.45
BC Group Trust	Monthly invoice	£ 105.00	£ 126.00
AJ King	Contract cost	£ 2,536.24	£ 3,043.48
Nick West	Labour costs for the cleaning of the village hall	£ 533.25	£ 533.25
Nick West	Material costs: bin bags, Cillit bang, Duracell, Airfresheners, Spontex	£ 59.60	£ 59.60
Green & Purple	Accountancy support for PC & Management accts (Monthly)	£ 250.00	£ 300.00
N Rice	Groundsman cover during holiday	£ 65.00	£ 65.00
Trojan	Deep clean to Cottenham village hall	£ 350.00	£ 420.00
Aquarius Engineering	Callout (Ladybirds) - blockages removed & heating pump now working	£ 230.00	£ 276.00
Travis Perkins	Combination lock/ Hinge Lights	£ 22.48	£ 26.97
Talk Mobile	Clerk mobile phone bill (paid by DD)	£12.78	£12.78
Cambridge Water	Recreation ground water bill (paid by DD)	£ 706.11	£ 706.11
Cambridge Water	Bowls club water bill (paid by DD)	£ 193.85	£ 193.85
MLM	Building regulation Approval service re: New changing rooms	£ 650.00	£ 780.00
CSA	Loo rolls (72) £19.95/Bleach/loo cleaner/Channel	£ 143.99	£ 172.79

	blocks/soap/floor stripper		
Cambridge Water	Annual Water bill for War memorial	£ 69.11	£ 69.11
		£ 8,816.85	£ 9,674.38

Cllr Bolitho queried the amount that the Bowls Club pay towards their water bill. This will be addressed in the new agreement. It was also confirmed that they have their own meter so accurate billing can take place. RFO clarified the Rampton Motors payment. Discussion on whether VAT could be claimed on receipts from Nick West; this needs further clarification.

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

- 15/058. Planning appeal hearing** – Resolution to write to SCDC to raise concerns regarding the situation on Pine View and Victoria View (Smithy Fen) and requesting response to resident questions raised. **RESOLVED.** NB: Cllrs Mudd and Nicholas attended the appeal hearing. Cllr Nicholas reported that he thought the Inspector to be very down to earth and that all sides presented themselves very well.
- 15/059. Endurance Estates** – To consider options for Endurance Estates to engage with residents re. their proposals for a housing development off Oakington Road – Cllr Leeks outlined. It appears the intention is to press ahead with the plans in lieu of the SCDC 5 year housing supply shortage. It was highlighted that there may be other obstacles i.e. sustainability and it was queried whether Endurance had contacted the LEA. SCDC would take the school capacity issues into account when assessing the application; if County put in a report to say there was no capacity then it would be hard for SCDC to agree the application and any Planning Inspector would have to give this serious consideration. Resolution that Endurance Estates engage with residents by way of an exhibition to present their proposals for a housing development off Oakington Road (without prejudice). **RESOLVED.** It was stated strongly that CPC are in no way endorsing the plans and any exhibition/public meeting would have to be at a ‘neutral’ location.
- 15/060. Changing Rooms** – Report circulated prior to the meeting. The first site meeting is tomorrow.
- 15/061. Skatepark** – Report circulated prior to the meeting. We are hoping for permission from UKPN in the next week re. the cables. Cllr Collinson left the room at 8.45pm and returned at 8.48pm.
- 15/062. Grant applications** – to consider recommendations regarding applications received outside of the S137 guidelines – RFO outlined the grants currently suggested in the 2015/16 budget. Resolution that we pay grants to: CPS (£1k), Traveller literacy programme (£200), Mobile Warden scheme (£1.5k), 1st Cottenham Brownies (£100) and Cottenham Roller Hockey (£400). **RESOLVED.** Cllr Harford left the meeting at 8.56pm. FLAC have recommended that remaining applications, some of which don’t fall under S137 expenditure or were received outside the required timescales, are rejected. Resolution that CPC supports a grant application of £1k for the FEFF under S145 towards a specific entertainment event. **RESOLVED.** Resolution that all remaining grants are rejected as per FLAC recommendations. **RESOLVED.**
- 15/063. King George V Playing Fields Trustees** – to consider updating of trustee information – Cllr Collinson outlined. Cllr Collier left the room at 9.32pm and returned at 9.33pm. RFO stated that we need to submit annual returns if the revenue is over £10k. Cllr Morris said that we need to clarify which land is specifically King George V; RFO to check with solicitor (Peter Giddings?). Cllr Bolitho left the room at 9.29pm and returned at 9.31pm. Also need to determine the number of trustees. Item deferred.
- 15/064. HR Committee** – Resolution to amend the HR Committee to a working party. **RESOLVED.**
- 15/065. Highways Committee 2014/15 spend** – to consider Highways project expenditure of up to £20k (as per reso 14H/026) – Item deferred.
- 15/066. Additional Clerk/RFO resource** – to consider FLAC recommendation for further part-time clerical/technical resources – Cllr Morris outlined. Cllr Young requested that part of the project should be training for the RFO to increase her skillset to reduce reliability on third party supplier in the future. Although the additional resource isn’t budgeted for there is money available in the reserves. Resolution to agree FLAC recommendation for further part-time clerical/technical resources. **RESOLVED.**
- 15/067. Scrutiny Committee** – To consider setting up a Scrutiny Committee. Item deferred indefinitely.

- 15/068. Neighbourhood Planning** – Report circulated prior to the meeting. Resolution that the NP project can be raised at the APM. **RESOLVED.**
- 15/069. Budget 2015/16** – To consider specific budget lines delegated to CALF and FLAC – Cllr Morris outlined. Resolution to agree specific budget lines delegated to CALF and FLAC. Specifically:
- A. Delegate spending authority (within FRs and ToR) for all lines in the following sections to CALF
- Open Spaces
 - Sports
 - Village Hall
 - Play Area
 - And under the section Streets – Bus Shelter Cleaning
- B. Delegate (subject to 15/070 below) spending authority (within FRs and ToR) for all lines in the following sections to FLAC
- General Expenses (excluding Gross Wages & Employers NI which remains with Council)
 - Shared (excluding Groundsmans fees)
- RESOLVED.**
- 15/070. Terms of Reference modification** – Confirmation of FLAC ToR modification to incorporate budget delegation – Cllr Morris outlined. Resolution to accept FLAC ToR modification. Namely: Delegation of financial powers – proposed amendment as per adopted CALF proposal
- 7 Delegation of powers**
- a) The Clerk may spend on any matter (in accordance with the Financial Regulations) deemed as an emergency, up to £5000 in any one quarter and report back to the Parish Council at its next meeting.
- b) *When authorised by a Committee vote, the Committee may approve spending, up to 10% of the budget in a quarter on a delegated expense line item without referring to the Parish Council, provided that the Responsible Financial Officer (RFO) is notified.*
- RESOLVED.**
- 15/071. Exclusion of public** – To exclude the public from the meeting because of the confidential nature of the business to be discussed. Meeting closed at 9.50pm and Cllr Mason left.
- 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.*
- 15/073. Rental/hire agreements and fees (closed item)** – to consider contractor, hire and partnership agreements and revised fees – Cllr Morris outlined. Concerns raised about the cost of cleaning and we may want to look at this again at a later date with a view to tendering. Resolution to accept revised contractor, hire and partnership agreements and revised fees. **RESOLVED.** NB: meetings to be held with hall users to go through the new agreements. Cllrs Bolitho and Ward left the meeting at 10.03pm.
- 15/072. Office space (closed item)** – To consider arrangements for office space from April 2015. The meeting re-opened at 10.23pm.
- 15/074. Matters for consideration at the next meeting** – Co-option (following resignation of Cllr Beckford), Village Hall working party proposals, King George V trustees
- 15/075. Dates of next meetings** – Planning 5th March, Facilities 17th March, Planning 19th March, Finance 26th March, Full Council 7th April
- 15/076. Close of Meeting – 10.25pm.**

Signed _____ (Chair) Date _____

Item 15/081 - Reports

South Cambridgeshire District Councillors' Report to Parish Councils March 2015

Planning

There were no items of local interest at this month's *planning committee*.

Examination of the draft **Local Plan** for South Cambridgeshire resumed on 17/18/19 March. The main subject of the hearings was the 5 year land supply. A large number of developers' agents were present and made great efforts to challenge the draft plan's soundness in this respect. It is clear that they object to the fact that the council proposes delivering the majority of its required provision through large, strategic sites that they feel will not bring forward the requisite number of homes in the timescales suggested and, indeed, required to ensure a continuous 5 year land supply. It would appear that their preference would be for further land to be released from the green belt around the city where the price of property is much higher which presumably has a beneficial effect on profit margins. It would be interesting to know how much impact the cost of the specialists employed to carry out research and the legal support to challenge local plans has on the viability of the sites that developers subsequently bring forward. QC's do not, I am sure, come cheap! The barrister for the council gave a very good performance, responding to their challenges with admirable patience.

Briefings were held for the **Northstowe JDCC** on 09 and 12 March and there was a meeting of the **Northstowe Transport Working Group** on 11 March, all preparatory to the meeting of 25 March when the committee considered the HCA's application for Phase 2. Following a site meeting in the morning, the committee spent over 5 hours listening to public representations and debating various aspects of the application without any decision being made. A date will now be set for committee to once more consider the application. Agenda pack: <http://bit.ly/1EmGP9T>

The **Leader** reviewed the Community Chest eligibility criteria at his meeting of 11 March. A total of £72,000 will become available from 01 April. The maximum grant will remain at £1,500. It was agreed that defibrillators will not be eligible for funding and that the parish paths scheme should be removed, this being a responsibility of the county council. Agenda pack: <http://bit.ly/1yqCds3> and decisions: <http://bit.ly/19jBMcM>

A draft Community Impact Statement was presented to the **Housing PfH** at his meeting on 18 March. This has been prepared in response to an identified need for services to support digital and financial inclusion of the council's tenants particularly in the light of welfare reform. The introduction of Universal Credit will require access to the internet and a bank account. The Financial Inclusion Strategy developed to support the impact statement is aimed at providing alternatives to pay-day loans for those on low incomes and the accompanying Digital Inclusion Strategy will help to provide access to the internet by providing in the first instance wi-fi and PC's in 40 of the council's sheltered schemes' communal rooms. Agenda pack: <http://bit.ly/1Cnq3UE>

The **Economic Development PfH** reviewed the results of the recent consultation on the use of Article 4 Direction and Public Houses and agreed a recommendation to planning committee and relevant research.

Agenda pack: <http://bit.ly/1MI2RON> Decisions: <http://bit.ly/1IlgHy9>

City Deal: Both the Assembly and Executive Board met this month. The recommendation that a joint housing development vehicle [JHDV] be established was supported by the Assembly and considered by the Board at their subsequent meeting. The JHDV would operate as a service provider to partners who wanted to bring forward their own housing plans, either individually or together. Assembly agenda pack: <http://bit.ly/186Pajx> and decisions: <http://bit.ly/1llqHy9> Executive Board agenda pack: <http://bit.ly/1HecSgf>

Waste & Re-cycling: Chocolate lovers across the district are being reminded to think green and re-cycle extra plastic, cardboard and foil from eggs this Easter. Approximately 80 million chocolate eggs are sold in the UK generating almost 5,000 tonnes of re-cyclable waste. Due to the two bank holidays there are some changes to bin collection days. For our villages collections will be one day later than usual during week commencing 06 April.

Congratulations to both Oakington & Westwick [O&WPC] and Cottenham [CPC] Parish Councils for nominations in the recent **South Cambridgeshire Annual Awards** and particularly to Alex Collier of CPC who was named Parish Councillor of the Year.

May will be a quiet month for meetings - no prizes for guessing what will be keeping councillors busy over the next 39 days [as I write]. However, there is an item of local interest on the agenda for **Planning Committee on 01 April:**

S/2625/14/FL 1 Lambs Lane, Cottenham

Speakers must register by 12.00 on Monday 30 March

Please note, too that the **Leader's** next **PfH meeting** will be on **20 April** at which time I anticipate he will consider Community Chest applications which allows 3 weeks for any local applications to be made.

As always your comments or questions on these or any other local or strategic issues are welcome. We look forward to seeing you at your meetings and meanwhile wish you all a very Happy Easter.

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Monthly report for parish and community council March 2015

For the Cottenham, Histon and Impington (CH&I) division of Cambridgeshire which also includes King's Meadows, Oakington & Westwick, Orchard Park and Rampton.

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WAITING REPORT

CLERKS REPORT – April 2015

Highways

NB: Items in red have been outstanding for some while and reported again in bulk to County.

Anything in black is new or an update.

- Histon Road – The path was swept again on the 16th January. The end of the cyclepath hasn't been marked but will be looked into over the spring. Gavin Wiseman is going to inspect the road during wet weather to ascertain whether anything can be done regarding the puddling and water not draining into gullies. Waiting update.
- **Telegraph Street** - unsuitable for HCV's sign will be moved in the new financial year. Gavin Wiseman will forward a location plan before work is carried out. Waiting update.
- **Harlestones Road** – Gavin Wiseman and Graham Armstrong have inspected and we're awaiting their report. The road may be suitable for filling using the new 'fire breaching dragon' pothole machine. Unfortunately the road is too bad to use 'micro surfacing' (as done on Pelham Way). Some areas have now been marked in yellow, indicating that they are about to be repaired, but no news on how this will be done and any longer term plans. Waiting update.
- **Denmark Road** – Huge progress has been made with this project. The ditch on BGW has been cleared, albeit not particularly well in places and this has been reported to County. Camera work on the pipe between BGW and Denmark Road has been undertaken and tree roots removed in the vicinity of Polarglaze. Residents are liaising with owners of 2 Denmark Road re. development plans. These plans will also include a longer term solution to the broken pipe. The matter of foul water seepage has been fully rectified and was due to a Cambridge Water pipe penetrating a County and Anglian Water pipe.
- **Waiting restriction signs (x2) have been requested for the 2 unmarked bays on the High Street (from post office to Hopbine). Without the signs the police are unable to enforce waiting restrictions. Have been informed that this now won't be looked at until replacement for Jon Clarke is found. However following meeting with David Lines he will now look into this for us.**
- Spoke to CCC Cllrs Jenkins & Mason re. taking over land at the back of the Dissenters Cemetary and near Pelham Close/Wilkin Walk to use for additional parking. Suggestion is that it is done via the LHI bid. That way we won't be liable for ongoing maintenance. Gavin is checking ownership of the land.
- **Line reinstatement requested at junction of Broad Lane/Tenison Manor, Twentypence Rd/Smithy Fen and Rampton Rd/Lambs Lane. County looking to do the work in the spring.**
- Lambs Lane – still issues with the gully at the end of Crowlands. Gavin Wiseman awaiting contractors report. Further maintenance may be needed.
- Blocked drain in Lambs Lane reported (near junction with Pelham Way). Causing damage to front wall outside property.
- Pothole on Telegraph St/Denmark Road junction repaired.
- Deep pothole on High St opposite King & Co has been repaired.
- Streetlights – Balfour have responded to apologise for the delays and suggesting that we wait until after the FEF for them to complete all outstanding works.
- There has been an ongoing issue since May 2014 whereby a couple of residents have been directly liaising with County regarding a filled in ditch on Histon Road, in front of the new affordable houses. Response now received from Sass Pledger and I am awaiting residents feedback. CCC Cllr Mason has advised that the location is on the boundary of the Old West IDB catchment area.

- Gavin Wiseman & Graham Armstrong are conducting an inspection of Landbeach Road to look at sinking at the sides which may have contributed to recent car accidents. Awaiting report.
- Histon Road – Enforcement has been out to inspect Cottenham Skips and is continuing to monitor the situation. I have written to Brian Heffernan to request a timetable as to when action will be taken.
- I have contacted Gavin Wiseman re. process/cost for getting yellow lines installed on Lambs Lane as per Highways plans. Waiting response.
- Have chased Karen Lunn for an update on the Beach Road speed sign amends.
- The street light on Lyles Road has been installed and is now operational.
- Blocked gully outside the White Cottage (nr Jolly Millers) has been reported.
- Blocked gully opposite 27 Beach Road reported.
- Large pavement pothole on Coolidge Gardens reported.
- Broken street sign (Goode Close) has been reported to SCDC.
- Sign for Long Drove has been knocked down and left in the verge; reported.

Village Hall

- Lockable cabinet for the cleaning products is being supplied by Graham Beckford. This will be situated in the alarm cupboard.
- New door mats have been installed.

Recreation ground

- Woodwork around the aerial runway has been removed. Quotes obtained for banking, installing safety matting and seeding/turfing.
- 2 x Cradle swing seats have been ordered and received from Online Playgrounds. Waiting installation.
- New signs for 'no dogs/bbqs/camping' to be installed.
- RoSPA have been in touch re. carrying out the annual inspection sometime in April. Skatepark inspection has been cancelled for this year.
- Cllr Richards has been assisting electrician re. repairing floodlights. Cherry picker hired to investigate.
- It has been agreed that for the Colts football tournament on 24th May that parking will be on the first field. They have agreed to pay for the verti-draining of the field after the event at a cost of up to £250 + VAT. The event itself will be held on the third field.
- It has been agreed with the Renegades that all training will be moved to the lit area behind the existing training pitches. This is to allow the grass time to recover. From April onwards it should be light enough for them to use the third field for training purposes.
- Ladybirds gate has broken. Cllr Richards to repair.
- Emergency vehicle access plans have been agreed with Durman Stearn and this has been communicated to the sports clubs.
- Lorry access plans for the skatepark build have been communicated to all rec ground users.
- There have been parking issues relating to vehicles parked close to the entrance of the car park which have impeded lorry access. Bollards have been used but these either get moved or disappear. More permanent solution required. NB: this issue will hopefully be rectified for the duration of the skatepark build.

Misc admin

- March Issues log distributed separately.

- Sue Reynolds is contacting parties involved with Tenison Manor adoption to organise meeting.
- CGM have carried out vertidrainage at the rec.
- Three residents have contacted us regarding article in the last Newsletter requesting suitable land for affordable housing. Site visits ongoing. Have contacted SCDC for advice but informed that we need to submit pre-app paperwork.
- Residents have requested a dog bin for Lyles Road (end of private road linking to Lambs Lane) following dog walkers bagging but then throwing the bags in residents hedges. The dog bin on Coolidge Gardens is still missing and SCDC have been contacted accordingly.
- Cllrs McCarthy and Morris attended a Parish Planning training event on 10th March.
- Cllr Ward attended the Community Awards event on 5th March along with nominee (and subsequent winner) Cllr Collier. Following the win various press releases were sent to BBC Radio Cambs, ITV and Clerks & Councils Direct re. Cllr Collier being the youngest ever winner of PC of the Year award (liaised with SCDC Communications Officers to avoid overlap).
- Endurance Estates were contacted to inform them of our decision to allow them to hold an exhibition and public meeting regarding their plans for a potential development on Oakington Road. Event held at the Community Centre on 31st March.
- Cllr Collinson and Cllr Morris attended Community Land Trust event.
- BC Trust has been contacted re. posts which they 'removed' from around the far side of the Moat. There are still stumps sticking up in numerous locations. Clerk and Cllr Mudd investigated and agreed that proper removal was required. Quotes being obtained.
- April/May newsletter article submitted.
- Have contacted Charlie Swain re. S215's for 2 properties on the High Street. He will investigate and respond accordingly.
- Jo Mills has been contacted regarding questions raised following the recent Tommy Walls planning appeal. Awaiting response.
- Clerk & RFO booked to attend SLCC Regional Roadshow in Thetford on 15th April.
- Have registered our interest in the A14 scheme.
- Notice of vacancy following Cllr Beckford's resignation was posted. There has been no request during the specified timescale for an election therefore a notice of co-option has now been posted.
- Advertising has begun for the Assistant Clerk post.

Facebook

383 likes. The post regarding Cllr Collier's nomination and subsequent win at the SCDC Community Awards drew a huge interest on both the CPC and SCDC Facebook pages. Additionally there was a lot of activity re. the Endurance Estates public consultation.

15/083. Management accounts – to review the monthly management accounts – FLAC

- Full monthly accounts were received and reviewed satisfactorily by FLAC
- Draft end-of year accounts should be available for Annual Parish Meeting

15/084. Bank reconciliation – to review monthly bank reconciliation – FLAC

- Monthly reconciliation (Sage v Bank Statements) completed with no discrepancies
- Over £500,0000 in various Bank accounts prior to start of major contractor payments
- FLAC requested DD and SO authorisations and VAT returns are reviewed next time

15/087 – Changing Rooms update

- Phase 1 nearing completion by Durman Stearn (wind posts now clearly visible)
- C J Murfitt taking over the site post-Easter as Phase 2 begins
- Some overlapped working between two Contractors over next several weeks
- Some Phase 1 work deferred to minimise conflict with SkatePark construction
- First monthly cycle of grant claims in process; second cycle in hand
- UK Power Networks will be engaged to install mains power cable by CPC directly (approx. £4K)
- Reconciliation of on-site water-metering needed
- Quote for options to finish off access road (turning circle, width/finish) being evaluated
- Significant progress on external walls should be visible to spectators on 21st April

15/088 – Skatepark update

- Wheelscape begin work after Easter
- Ground conditions seem to obviate need for track matting
- 50% of WREN grant claimed; 90% of SCDC grant will now be claimed
- Early stages of excavation should be visible to spectators on 21st April

15/090 – Village Hall working party

- WP has developed Plan A and Plan B options (circulated separately) for upgrading the Village Hall over the next few years
- WP now seeks approval to develop a Business Plan by September, including:
 - Obtaining pre-planning advice from SCDC
 - Obtaining limited architect input on alternative approaches and likely costs
 - Identifying major financial and construction milestones

15/091. Dogs on Recreation Ground

To consider relaxing rules to allow dogs on leads only + installation of up to 2 dog bins (following creation of circular walk from LK Wood) – Cllr Morris

15/093 – Aerial Slide – to consider quotes for ground works to aerial slide

Quotation 1

CGM Group

- Remove the dilapidated timber surrounding the rectangle of black mats
- Use soil currently on site to build up the surround of the area, feathering in with surrounding ground
- To supply and lay lawn turf on the soil to finish

Total cost £1260.00 + VAT

Quotation dated 17/2/15 – valid for 30 days

Up to 3 days to complete

Quotation 2

A J King

- To leave bark as existing, apply a layer of soil over the top, lay turf and fit “Safagrass” 1m x 1.5m x 23mm thick safet matting (critical fall height up to 3m)

Total cost £1250.00 + VAT

Quotation dated 7/3/15 – valid 3 months

- Additional work if required – To move topsoil from Building Contractors to site

Total cost £120.00 + VAT

Quotation dated 7/3/15 – valid 3 months

Quotation 3

Sovereign Design Play Systems Ltd

- Provision of Grassguard Tiles
- Existing topsoil to cover existing compressed raised area of bark
- Provision of 113sqm of turf

Total cost £4391.48 + VAT

Quotation dated 27/3/15 – valid for 3 months

Up to 1 week to complete. Work can commence within 4 – 6 weeks from date of an order

We are to provide Heras fencing – quotation is unclear as to whether we pay for the use of the fencing due to comments at variance within the text

Quotation includes a post installation RoSPA inspection

15/094 – Tree works

Ref: The trees on the green.

To trim low branches to height of Christmas light cable hooks, to all trees and remove all waste.

Total	£ 100.00
Plus Vat	20.00
Total	£ 120.00

15/095 – Model aircraft

A resident has approached us re. considering the use of the 3rd field for model aircraft flying. There are a few competent flyers in the village who would welcome the use of the area occasionally subject to conditions:

- Only the 3rd field to be used when not be used by others i.e. sport
- No noisy aircraft, large helicopters or quadcopters.
- Only electric aircraft to be flown – no internal combustion of jet engines.
- BMFA insurance compulsory (British Model Flying Association)
- Restricted to Cottenham residents and their guests only.
- No vehicles to be taken to flying site.
- No flying over the other rec areas, school playing field, playground etc.

15/097 – A14 consultation

Cottenham, a working village of 6,200 residents, has developed along what is now the B1049 linking Haddenham and villages along the A142 and Ely in the north with Histon & Impington, the A14 and Cambridge to the south. In addition the busy, congested A10 route, linking Ely with Cambridge, runs parallel to the B1049. The High Street and five main access roads have around 500 houses, some as dating from 1600, many immediately adjacent to the road. Many pavements are narrow and uneven.

Traffic is often heavy, especially during rush hours with significant numbers of HGVs and other vehicles using the village as an alternative to the A10, especially when that road becomes over-congested.

Cottenham Parish Council, on behalf of its residents, is deeply concerned:

1. about any activity likely to increase the number of HGVs flowing through the village as a direct result of the construction work or increases in all traffic arising from disruption of the A10 or other local roads
2. that measures are taken during the A14 construction to avoid exacerbating, and preferably improve issues arising from noise, pollution or safety:
 - Noise, whether caused by an unloaded HGV rattling over the village's ineffective traffic-calming measures, an accelerating "boy-racer" or over-enthusiastic motor-cyclist affects some 2,000? residents to some degree.
 - Pollution caused mostly by the increasing number of diesel-powered HGVs and other large vehicles, especially during braking/acceleration cycles dealing with traffic-calming or congested traffic, are an increasing concern to the 1,200 or so residents along the main through routes.
 - Safety is an increasing concern to all residents, especially the 1,100 or so school-age children who must cross busy roads to get to and from school and a similar number of elderly or less mobile attempting to visit shops in the High Street or events in sheltered housing areas, when so many of our roads have minimal separation between pedestrians and motorists and pavements are treated as parking spaces.