

COTTENHAM PARISH COUNCIL

AGENDA REPORTS PACK

FULL COUNCIL

SEPTEMBER 2014

Item 14/253

COTTENHAM PARISH COUNCIL

Full Council Minutes

Held in the Village Hall, Lambs Lane, Cottenham on Tuesday 5th August 2014 at 7.15pm

Present: Cllrs Mudd (Acting Chair), Berenger, Collier, Heydon, Morris, Nicholas, Ward, Wotherspoon, Young, CCC Cllr Mason, SCDC Cllr Harford, Clerk Jo Brook

In attendance: 3 members of the public

- 14/231. Chairman's Introduction and Apologies** – apologies accepted from Cllrs Beckford (work), Bolitho (work), Collinson (holiday), Leeks (holiday), Richards (personal), RFO, SCDC Cllr Edwards (holiday) and CCC Cllr Jenkins (work).
- 14/232. Public participation – Standing Orders to be suspended** - Heidi Allen spoke just to say that she was visiting various parish councils prior to hopefully standing for election next year to replace Andrew Lansley MP.
- 14/233. To accept Declarations of Interest** - To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting – none received.
- 14/234. Minutes** - To resolve that the minutes (circulated to members) of the meeting of the Full Council meeting held on the 1st July be signed as a correct record. **RESOLVED.**
- 14/235. Reports**
- **SCDC** – no report for August and no questions arising.
 - **CCC** – report circulated prior to the meeting. Cllr Ward asked CCC Cllr Mason about CCC Cllr Jenkins comment re. speaking to Stagecoach and why potentially they were only looking at taking the bus as far as Broad Lane and not the Brookfield Business Park. Cllr Mason thought that Stagecoach may resist an extension of the route due to time however he was supportive of the idea and would press for action. He also mentioned the boundary changes and the consultation which starts in September.
 - **Clerk** – report circulated prior to the meeting. Several updates: the village hall sign has now been erected. The Unsuitable for HCVs sign for Telegraph Street will be installed this week. The remaining surface dressing on Histon Road is scheduled for 16/17 August (weather permitting). Ditch clearance on BGW (to alleviate Denmark Road flooding) should happen this week.
 - **Police** – Clerk reported a couple of alerts received via eCops: following an incident outside the primary school on the morning of the Tour de Cottenham a man has been sentenced. There have been 2 burglaries in the past week to business properties and the police would like people to be aware.
 - **Northstowe Parish Forum update** – report circulated prior to the meeting. Cllr Heydon thanked.
 - **Speedwatch update** – report circulated prior to the meeting. Cllr Heydon thanked.

14/236. Finance

Income	Description	Net	Gross
Girlguiding Cambs East	Hire of the Village Hall for 2 hours	£ 20.00	£ 20.00
Jane Williams	Rent of village hall	£ 230.00	£ 230.00
Mitchelle Plowman	Rent of village hall - May invoice	£ 820.00	£ 820.00
Ladybirds Preschool	Quarterly rent	£ 1,554.95	£ 1,554.95
Debbie Prince	Rent for June	£ 40.00	£ 40.00

Cottenham Day Centre	Rent for June	£ 240.00	£ 240.00
CUSSC	Quarterly rent and 4 hall bookings	£ 2,275.00	£ 2,275.00
		£ 5,179.95	£ 5,179.95
Festival Income			
Voland Asphalt	Donation to the Cottenham Festival	£ 150.00	£ 150.00
CUSSC	Donation to the Cottenham Festival	£ 50.00	£ 50.00
Darts club	Donation to the Cottenham Festival	£ 64.50	£ 64.50
		£ 264.50	£ 264.50
Expenses	Description	Net	Gross
Debbie Seabright	24 second class stamps	£ 12.72	£ 12.72
MiJan Limited	Internal audit 2013-2014	£ 87.50	£ 92.90
FECA	Renewal of membership	£ 15.00	£ 15.00
Staples	Stationery	£ 14.16	£ 16.99
A Mappedoram	Repair to oven at the village hall	£ 187.47	£ 224.96
N Rice	Groundsman duties - holiday cover	£ 110.00	£ 110.00
Staples	Printer cartridges for office printer	£ 116.66	£ 139.99
EON	Electricity - Rec Ground (DD) Monthly	£ 390.69	£ 468.83
EON	Electricity - Green (DD) Monthly	£ 14.37	£ 15.09
The BC Group Trust	Crowlands Manor Site	£ 268.00	£ 321.60
Nick West	Cleaning costs for the Village Hall	£ 785.25	£ 785.25
Face 2 Face Legal consultancy	Advice re Contract Andrew King	£ 1,225.00	£ 1,470.00
Debbie Seabright	Mileage costs incurred for training day	£ 14.40	£ 14.40
CPALC	Clerks training days	£ 200.00	£ 200.00
CPALC	Local Councils Explained publication	£ 99.98	£ 99.98
Andrew King	Invoices re hire of equipment	£ 660.00	£ 792.00
Andrew King	Mileage costs	£ 7.20	£ 7.20
Salaries	Salaries August	£ 3,683.65	£ 3,683.65
HMRC	HMRC	£ 979.46	£ 979.46
Urban Sign Solutions Ltd	Sign for Cottenham Moat and fitting	£ 73.00	£ 87.60
Mike Overall	Guttering repairs - village hall	£ 78.00	£ 93.60
Connections Bus Project	Thirteen visits to Cottenham	£ 3,061.00	£ 3,061.00
		£ 12,083.51	£ 12,692.22
Expenses re Cottenham festival			
Graham Beckford	Binatone 2 way radios and batteries	£ 43.98	£ 43.98
Graham Beckford	Trophy and postage	£ 59.99	£ 59.99
Graham Beckford	Hessian sacks and relay race sticks	£ 44.12	£ 44.12
Graham Beckford	Space Hoppers x 4 & Bouncy eggs x 6	£ 45.79	£ 45.79
Graham Beckford	Snacks	£ 14.74	£ 14.74
Dean Minter (disco/PA)	Additional monies for equipment hire	£ 25.00	£ 25.00
		£ 233.62	£ 233.62

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

- 14/237. Co-option** – To consider co-option applications to Parish Council – Clerk received one application from Martin McCarthy. Resolution that Martin McCarthy is co-opted to the Parish Council – **RESOLVED.**

- 14/238. S106 agreement** – Resolution to sign S106 agreement for £4,962.74 for land r/o 315 High Street – **RESOLVED.**
- 14/239. Application for pavement licence, The Chequers** – To consider response to consultation from Cambridgeshire County Council for application to install 3 picnic benches outside the front of The Chequers – Cllr Mudd read out the additional information received from the applicant. Concerns were raised re. the loss of a parking space and the uneven ground where the benches would be sited. There was a consensus that CPC should support local business. Resolution that CPC support the application to install 3 picnic benches outside the front of The Chequers – **RESOLVED.**
- 14/240. Removal of Lime trees** – To consider responses from SCDC and County to questions submitted following the removal of trees from outside 333 High Street – formal responses have not yet been received due to holidays but are expected by the end of August. CCC Cllr Mason spoke to say that it was looking into the TPO situation. He knew nothing about the trees being removed until after it happened, unlike CCC Cllr Jenkins who had known that discussions were ongoing. SCDC Cllr Harford also confirmed that the TPO in question was only a temporary one. Item deferred.
- 14/241. Appointment of members to Committee** - To consider appointment of additional member to the Standards Committee – Cllr Morris detailed the need for a 3rd member as per the Terms of Reference. Cllr Nicholas agreed to join the Committee.
- 14/242. Upgrade to phone mast** – To consider pre-planning consultation for upgrade to Vodaphone communications mast at Watsons Yard – Cllr Morris outlined the plans which are to upgrade the mast in order to provide a 3G service to O2 and Vodafone users. It was acknowledged that this would be of benefit to the village. A full planning application will be submitted to SCDC and CPC will make appropriate comment at that time.
- 14/243. Minor Highways Improvement grant** - Update on potential grant proposals from Cottenham local resident groups and/or CPC re: County Council ‘Local Highways Improvements’ grant (12th September 2014 deadline) – Cllr Morris outlined the initial thoughts of the Highways Committee and to date around 20 community groups and individuals had been contacted to see whether they would be interested in submitting a bid or making comments. He stated that we need to bear any potential project in mind when precept planning. Cllr Nicholas asked for clarification on the proposed crossings mentioned in the report. Some of these may be ‘informal’ crossings with dropped kerbs and tactile surfacing. Cllr Heydon also highlighted County’s control over the Highways compared to the very minor input that a Parish is able to make.
- 14/244. Banking arrangements** – update on new banking arrangements from the Finance Committee – Cllr Young stated that the Committee are looking at splitting our funds across several institutions. This is to limit our liability since there are no statutory provisions in place to protect our money should there be a problem with the bank.
- 14/245. Changing rooms** – update from the Finance Committee – Cllr Young provided an update prior to the meeting and ran over the key points. CPC have 3 main options:
1. Continue with the project as scoped accepting the annual funding requirement and the potential indefinite nature of the need for such funding.
 2. Abandon the current plans, resulting in the loss of the grant funding currently in place.
 3. Continue with the project as scoped seeking alternative funding arrangements involving changing room user groups and/or other third parties to reduce/offset the annual funding requirement from CPC. This could include sponsorship arrangements.
- Finally there are significant time pressures on making a decision given that the FA grant funding is not guaranteed beyond November 2014 and the decision cannot be delayed. It is worth noting that if we lose the FA funding the maximum they are now giving towards projects is just £100k. Cllr Morris has been looking at the W&B contract. There is a fee proposal in place but with no underlying terms and conditions. We could argue that they have therefore accepted our terms. The tender spec is too elaborate and prescriptive by determining the suppliers. He stated that he believed the architects must have known that it wasn’t possible to deliver the project within budget. Clerk to arrange a meeting with W&B in the next 10 days. Cllr Mudd will contact Sport England and Cambs FA with an update following the architect meeting. Cllr Morris stated that the tender spec needed amending to be less restrictive. Cllr Young said that the on-going support by

CPC to the project after it was delivered and the operating deficit needed debating. Cllr Ward was interested in the income figures considering that they were based on the existing figures/usage. Cllr Young confirmed that the income from the better facility would have a negligible effect on the overall picture. Cllr Berenger asked how the bidders were chosen and it was confirmed that all contractors would need to complete a PQQ beforehand to ascertain suitability for the project. Decision on the options deferred. Cllr Collier left the room at 8.53pm.

- 14/246. New skatepark facility** – update from the Finance Committee – Cllr Morris provided an update document prior to the meeting. Cllr Collier returned to the room at 8.55pm. Cllr Nicholas requested clarification of the increase in costs and it was confirmed that the £80k for the actual skatepark had been in the public domain for some time. Cllr Morris also clarified that without any grants the project would cost the Parish £90k + VAT (inclusive of contract admin fees). NB: The following resolutions were put forward to enable us to apply for grant funding; no actual contracts are being signed at this time.

Resolution that Cottenham Parish Council to enter a contract with Wheelscape Limited for delivery of a new Wheeled Sports Facility for a lump sum of £80,000+VAT over a 4-6 week period using a form of the Joint Contracts Tribunal Minor Works Building Contract (with Contractor's design) administered by a Contract Administrator and/or Contract Design & Management Co-ordinator.

RESOLVED.

Resolution that Cottenham Parish Council to enter contracts, in accordance with CPC Financial Regulations, with various suppliers to oversee (Contract Administration and/or Contract Design and Management Co-ordinator) the Wheeled Sports Facility contract with Wheelscape to a value not to exceed £8,000+VAT. **RESOLVED.**

Resolution that Cottenham Parish Council to enter contracts, in accordance with CPC Financial Regulations, with various suppliers to supplement the Wheeled Sports Facility contract (minor variations including signage and cosmetic/durability enhancement) to a value not to exceed £2,000+VAT. **RESOLVED.**

- 14/247. Matters for consideration at the next meeting** – Clerk/RFO salaries, maintenance to land to the rear of Kingfisher Way, Highways grant, changing rooms
- 14/248. Dates of next meetings** – Highways 12th August, Standards 12th August, Facilities 19th August, Planning 21st August, Full Council 2nd September.
- 14/249. Close of Meeting** – 9.17pm.

Signed _____ (Chair) Date _____

Item 14/254

South Cambridgeshire District Councillors' Report to Parish Councils August 2014

The month of August this year will be remembered by some for something less enjoyable than a summer holiday. Unprecedented rainfall on the 08/09 August brought the devastation of flooding to Oakington and, thankfully to a lesser extent, to Rampton. I had never before witnessed such severe and extensive flooding and my sympathies and those of my colleagues go out to those 70+ affected households many of whom will be unable to return to living in their properties for some time to come.

A meeting arranged by Oakington Parish Council for the following Saturday allowed residents to ask questions of the Environment Agency, Anglian Water and South Cambs' Drainage Manager and for those authorities to gather local information about the flood. A meeting for local members of affected villages and South Cambs' officers had taken place the previous Thursday and the date for a multi-agency meeting is awaited. South Cambs officers struggled through difficult road conditions to deliver sand bags to affected areas, secured the necessary temporary accommodation and provided skips afterwards to help with the disposal of sodden carpets and white goods.

The event highlighted the benefits of villages having their own emergency plans and will possibly lead to the development of a plan in villages where none currently exists and the review of existing plans in the light of recent experience.

There have been 2 **Planning Committee** meetings since the last report. At the meeting in July both applications of local interest were refused:

S/0767/13/FL: Cottenham, [Units 13-22 The Maltings, Millfield]

S/0638/14/FL: Cottenham, [1-5 Pine Lane, Smithy Fen]

as was the one at the meeting in August:

S/2544/13FL: Cottenham, [288 High Street, change of use].

Both meetings also included applications for solar farms. In July three were approved at Bassingbourne, Croydon and Great Wilbraham and the largest, at Shingay-cum-Wendy, was approved in August. Concerns were expressed each time about the amount of agricultural land being sacrificed to this temporary use but the NPPF encourages positive consideration of solar farm applications. Having said that, the Wendy decision has been called in for consideration by the secretary of state and we await the outcome with interest. One of the criticisms that have been made about such applications until now is that no community benefit can be demanded. It is interesting [and possibly a bit worrying for developers with applications in the pipeline] to note that opposition to the Wendy application seems to have been overcome by the offer of a legally binding contract that sees this tiny village benefit by £1.25m over the lifetime of the installation. Minutes of July meeting: <http://bit.ly/1p6KISM> Draft minutes of August meeting: <http://bit.ly/1BYjEiS>

Northstowe JDCC At the meeting of 30 July members considered the reserved matters submission for "primary roads and dedicated busways" pertaining to S/0388/12/OL planning permission for phase 1 of Northstowe comprising up to 1,500 dwellings. Cottenham resident, Robin Heydon, addressed the meeting on behalf of Cambridge Cycling Campaign as did representatives of the developers, Gallaghers and there was animated debate about the detail of the primary/secondary road junctions. Members eventually approved the reserved matters submission

with the addition of a condition requiring the requested details to be submitted to and approved by NJDCC. Draft minutes: <http://bit.ly/1tQEWJM>

An informal briefing for NJDCC members on 27 August included an update on the Phase 2 submission and consultation programme. The outline planning application is scheduled to be considered by NJDCC mid-summer 2015 with a separate application for the southern access road [Hattons Road/A14 via the airfield road to the north of the development]. The consultation started 30 August and ends 31 October. Local consultation events include:

Saturday 4 October: Oakington Pavillion, Queensway – 10.30am to 1.30pm

Wednesday 15 October: Rampton Village Hall, Church End – 4pm to 6pm

Tuesday 28 October: Oakington Pavillion, Queensway – 5pm to 7pm

A presentation by Gallagher on the earthworks being undertaken included details of the surface water drainage scheme for Phase 1. There was also discussion about the current planning application proposals for the Phase 1 primary school. Building is due to start early 2015 with completion scheduled in time for opening at Easter 2016.

At his meeting of 15 July, the **Finance & Staffing PfH** considered a report reviewing the operation of the Local Council Tax Support Scheme which was introduced in 2013/14. He agreed to recommend to Council the continuation of the scheme for 2015/16. This will give officers the time to evaluate other local authority schemes in operation and assess the administration impact of the introduction of Universal Credit. He also received a report on Revenues & Benefits performance for Q4 of 2013/14. Despite challenges collection rates remain at very high levels, exceeding the targets set. Agenda reports pack: <http://bit.ly/1tFcOdr> and draft minutes: <http://bit.ly/1mMxBqr>

Leader's Portfolio Meeting on 17 July included a report on grant aided activity and a recommendation, accepted by the Leader, that all future decisions on Community Chest applications should be made in his portfolio meetings. The latest local application [by Cottenham United Sports & Social Club] was subsequently approved at his meeting on 27 August. Agenda pack:

<http://bit.ly/VXDidl> and decisions: <http://bit.ly/1qefChl>

South Cambs also funded the provision of a bench adjacent to the mini wild flower meadow at Coolidge Gardens, Cottenham planted this summer under the direction of the council's ecology officer. Thanks go to a public spirited local builder for installation of the bench during August.

Finally our congratulations go to volunteer, Angela Sanford of Oakington who is the latest recipient of the prime minister's Point of Light Award. <http://bit.ly/1pUrnK5>

As always you can contact your district councillors about these and any other local or strategic issues:

Simon Edwards
cllr.edwards@scambs.gov.uk
07711 079089

Lynda Harford
cllr.harford@scambs.gov.uk
01954 251775/07889 131022

Tim Wotherspoon
cllr.wotherspoon@scambs.gov.uk
01954 25210

We look forward to seeing you at your respective meetings and to receiving your comments/questions.

Monthly report for parish and community council August 2014

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

David Jenkins www.chilibdems.co.uk 07739 748859

ccc@davidjenkins.org.uk 01223 236232

Full Council meeting

There was no council meeting in August.

It will soon be budget time and CCC has started with a consultation. [Click here](#) to participate.

General Purposes

There was no meeting in August.

My meeting with officers to follow up the issue of incomplete reporting of payments will take place Monday, 1 Sep 14.

No new issues have been raised on www.shapeyourplace.org during the month. There appear to have been just five issues for the whole of South Cambs although some may be duplicates and one relates to a Cambridge City issue.

Adults & Wellbeing

There was no meeting in August.

Note that there has been a bit of a noise about the chair of this meeting. UKIP hold this chair but the other party leaders were unhappy with his performance and so he's been replaced. It has all been done rather publicly and I don't know why that had to be the way.

Children & Young People

There was no meeting in August.

Economy & Environment

There was no public meeting in August. However in common with other committees a workshop, which I attended, took place to look at budget options for 2015/16.

I met a post graduate student from University College who interviewed me about the Guided Bus.

He was particularly interested in the impact of the bus on the economy of Histon & Impington.

The consultation on the household waste recycling service runs until 16 Sep 14 (<http://bit.ly/1sn5ljf>)

Health

There was no meeting in August.

Highways & Community Infrastructure

The committee met in August and the decision summary has been posted. It took one key decision viz to approve the carry forward of unused highways maintenance prudential borrowing. About £4million has not been spent and will be carried forward into 2015/16.

There were several Traffic Regulation Orders including the one relating to Orchard Park. I was unable to attend but sent in a supporting email in which I also pointed out that it's up to CCC as a consultee when planning applications come in to ensure that adequate provision is made for parking and not to allow developers to base their plans on the unhelpful South Cambs policy of 1.5 parking spaces per dwelling. I was quoted on this theme in the Cambridge News.

The Cambridgeshire Future Transport consultation seems to have been running for ever but it will come to a close 30 Sep 14 (<http://bit.ly/WWEkYB>)

More local matters

Invitations for projects to be funded under the Minor Highways Improvements scheme have gone

out (<http://bit.ly/1o6zWl0>). The deadline is 12 Sep 14.

Together with representatives of Cottenham Parish Council I visited Cottenham Skips. The recent resurfacing of the B1049 has given rise to complaints about chippings on the cycle path for which the company is not responsible. A protocol to keep the path clear going forward has been agreed.

I met officers together with a Cottenham parish councillor to review bus options for Cottenham and Rampton. The Cottenham ideas will be progressed by the parish council. I will work with Rampton parish council relating to options for this village.

I attended 'flood meetings' in Oakington and Histon and met CCC and Anglian Water representatives. CCC has conducted a review of the heavy rain and subsequent flooding and will be reviewing its report with me during September.

I have met Histon & Impington parish councillors to agree a final layout for new Balfour Beatty lights around Histon Green.

Work has finally started on the scheme to improve the High Street/Station Road junction in Cambridge. The junction will be narrowed and as a result traffic speeds will be reduced and it will be easier to cross. The pavement outside the Co-Op is also being improved.

Diary (public meetings)

4 Sep 1000	*Planning Committee	Shire Hall, Cambridge
8 Sep 1000	*Planning Committee (meeting for the Ely bypass)	Shire Hall, Cambridge
9 Sep 1000	General Purposes Committee	Shire Hall, Cambridge
9 Sep 1400	Adults and Wellbeing Committee	Shire Hall, Cambridge
11 Sep 1400	*Health Committee	Shire Hall, Cambridge
16 Sep 1400	Children and Young People Committee	Shire Hall, Cambridge
16 Sep 1000	*Economy and Environment Committee	Shire Hall, Cambridge
23 Sep 1000	Highways & Community Infrastructure Committee	Shire Hall, Cambridge
24 Sep 1400	Northstowe Joint Development Control Committee	SCDC, Cambourne

*committees of which I am a member

And finally ... I've had an emotionally rather draining month. A good friend of 55 years has been suffering from cancer and I visited him early in the month, Mid-month he died and last Friday was the funeral. It makes you reflect on your own mortality, appreciate your good fortune and commit to getting on and making the most of your life. I was asked to give the eulogy at the funeral and that made me dig deeper into our friendship than I might have done otherwise and it was an illuminating experience. During the process I came across a quote attributed to him to explain why he'd done something specific: 'because I made a promise to a child'. It's pretty powerful to think that a promise to a child is of particular importance.

CLERKS REPORT – September 2014

Highways

- Telegraph Street - unsuitable for HCV's sign has been installed but at the High St rather than Denmark Road end. Highways have been asked to either move or provide additional signage. Still waiting response from Martin Allen (Highways). I have had several meetings with a resident complaining about the problems with HCV's on this road. They are extremely upset and angry at County's inaction on this matter and the length of time it is taking to rectify.
- Harlestones Road - have chased Highways to see whether the capital bid was accepted for resurfacing but no response yet received.
- Pelham Way – pavement along the length of the road has been reported as needing resurfacing.
- Denmark Road – the blockage to the pipe running from Denmark Road to BGW was scheduled for clearance w/c 28th July following resident complaint (see below). The area flooded badly during the recent heavy rains and the break in the pipe was evident with water bubbling up in the garden of one property. Still waiting an update from Martin Allen (Highways).
- Histon Road – all surface dressing has now been completed. Markings to follow. Issues continuing re. the contractors sweeping of the road and cyclepath.
- Meeting attended with Cllr Heydon + CCC Cllrs Jenkins & Mason at Cottenham Skips. The issues were discussed and they confirmed their sweeping arrangements and will implement additional checks. It was acknowledged that there were currently additional issues re. the surface dressing which had increased the number of complaints from cyclists. Furthermore the pathway lights along the verge side are completely hidden by undergrowth (we discovered a couple by kicking back 6" of mud/grass). Maintenance will be followed up with Highways.
- 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. Still waiting response from Jonathan Clarke (Highways).
- Still waiting to hear whether Footpath 8 (public footpath from the Cut bridge to Smithy Fen) will be cut during September.
- White line reinstatement has been requested for Oakington Road and the missing Rampton Road/Lambs Lane junction white/yellow lines have been chased again.
- The brambles along Rampton Road have now been cut back following intervention from County Farms.
- Have followed up with County re. additional work needed for the Knotweed issue on Wilkin Walk.
- Have contacted Sue Reynolds, Highway Development Manager, at County re. the adoption of Tenison Manor. She has stated that *"Adoption of the roads within this development cannot be finalised unless and until the surface water sewers have been vested to Anglian Water Services. The surface water system cannot be vested until a Deed of Grant has been provided for the outfall into nearby watercourse/ditches. Some of the ditches, along with a balancing pond are/were in the ownership of Persimmon Homes. The AWA will not accept a Deed of Grant from a developer and these ditches and pond must be transferred to a suitable authority before the Grant can be created."* It has been left with Persimmon to follow up ownership of the Little Cut and we need to pursue them on this matter.

Village Hall

- New extractor fan has been fitted in the kitchen but work needs finishing off.
- There is a clash of private bookings on the 18th October. Working with Andy Ward to rectify.

Recreation ground

- Aerial runway seat has now been fitted. There is still a delay on the supply of the inclusive boat seat.

Misc admin

- August Issues log distributed separately.
- Newsletter articles for Oct/Nov have been submitted.

- WREN have acknowledged our grant application. It will be assessed mid-November and we will hear early/mid-December whether we have been successful.
- Groundsman has had his van broken into at home and our 2 petrol cans have been stolen.
- Rampton Road dog bin has finally been reinstated. Waiting to see whether height issues with other bins will be rectified as part of the SCDC programme being rolled out in September.
- Have been in touch with Barker Storey Matthews re. getting the hedges around the Brookfields Business Park trimmed following complaint from someone on the site that visibility joining the Twentypence Road was impeded. They have instructed their contractor to do the necessary maintenance but as yet the work hasn't been done. Have chased.
- Still awaiting details from CAPALC re. course details for Chairmanship training.
- Have spoken to groundsman re. a tree on BGW which is in need to cutting back (encroaching onto pavement). May be necessary to get a tree surgeon to do some of the work.
- Ladybirds have reported 2 separate leaks to the roof. Waiting response from ABCO.
- I have attended a meeting with Kingfisher Way residents regarding the overgrown hedges/trees behind their properties. I am contacting tree surgeons for costs. NB: this is a vast project and also affects Woodlark.

Facebook

297 likes.

Item 14/256

Lime tree responses – to follow

Item 14/256

Minor Highways Improvement Grant

1 Local Highway Initiative Process

With submissions due by 12th September, incorporating relevant Police commentary, bids will be screened for legal compliance (Police) and deliverability (Officers) before ranking by a panel of County Councillors whose judgement criteria are **persistence of the problem** being solved, **road safety** and **community improvement**. Winners receive up to £10,000 and bidders must contribute as much as possible and, in any case, at least 10% of the cost. Project delivery is in 2015/6.

1.1 Introduction

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 HCVs and other vehicles using the village as an alternative to the A10, especially when that road becomes over-congested.

1.2 Noise, pollution and safety

Noise, pollution and safety are persistent and serious concerns.

- Noise, whether caused by an unloaded HCV rattling over the village's ineffective traffic-calming measures, an accelerating "boy-racer" or over-enthusiastic motor-cyclist affects some 2,000 resident to some degree. Pollution caused mostly by the increasing number so of diesel-powered HCVs 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, when so many of our roads have minimal separation between pedestrians and motorists

Achieving smoother transit with fewer obstacles with fewer HCVs appears desirable. More convenient parking and crossing places, combined with efforts to reduce the need for vulnerable pedestrians to cross the roads at their

The village has few off-street public parking spaces and many of those are less than accessible leading to frequent parking either on-kerb or on double-yellow lines which erodes respect for the law, reduces visibility and impedes passage of pedestrians. Two locations on the High Street feature blind bends, one of which – at the Co-op store - regularly attracts hazardous casual parking on the bend.

2 Three candidate project outlines

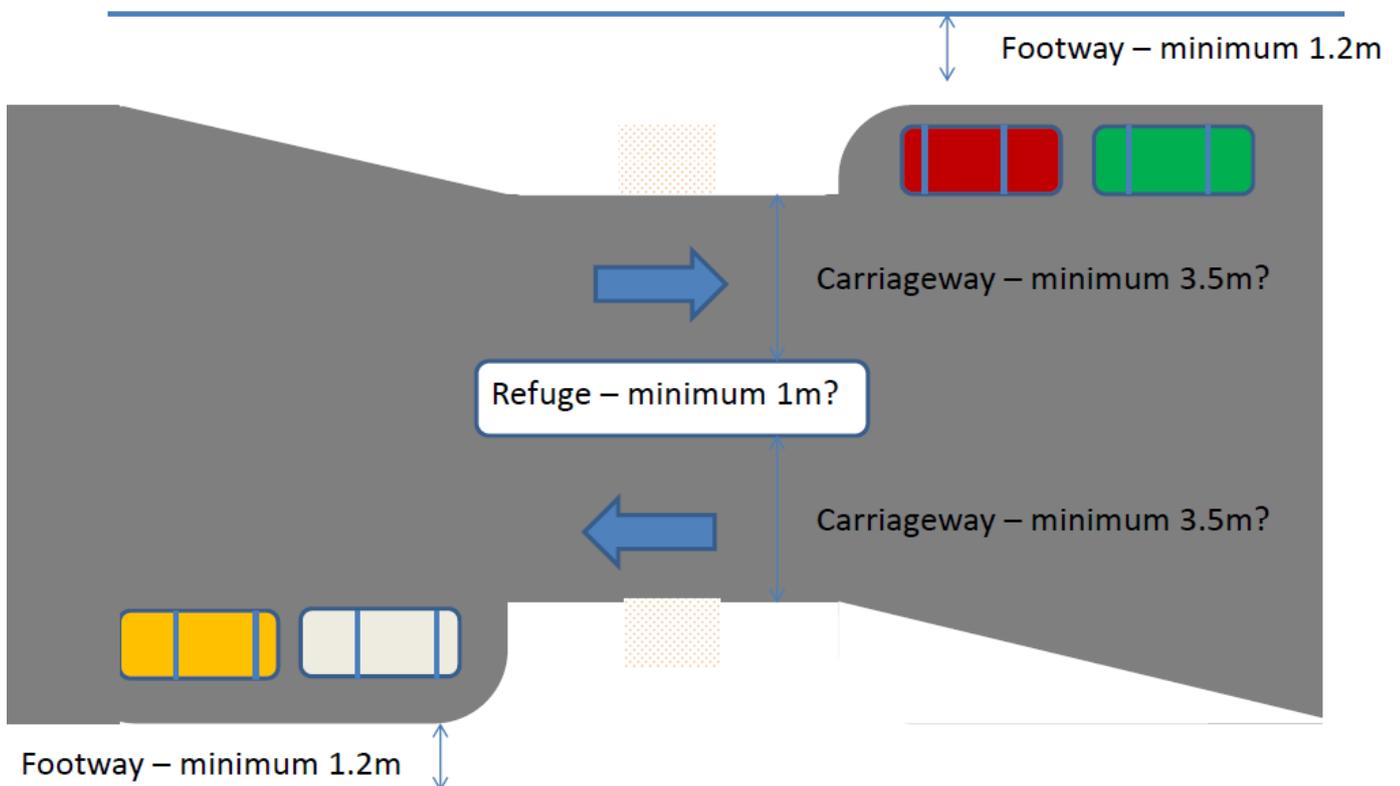
These are only tentative ideas at this stage, the parish Council may choose one, an adaptation of one, or something entirely different to put forward as part of a Local Highways Initiative.

2.1 Project #1 Convenience of drivers / pedestrians

Drivers become pedestrians when they park to visit a business or shop. In a hurry without obvious nearby parking they are likely to park –partially on-kerb or on a double-yellow line “for a few minutes” and then possibly need to cross the road to reach their destination.

This project would seek to add four short-term parking spaces near an informal crossing with a central refuge. The first of several in future if they are successful, this one would ideally be near the Co-op Pharmacy; in which case one or two of the bays could be “disabled” spaces.

Indicative costs should be less than £40,000 based on necessary footway modifications (say £25,000), provision of crossings (say £4,000) and provision of a central, unguarded, refuge (say £10,000).



Street diagram with 2*2 short-term parking spaces near an informal crossing with central refuge.

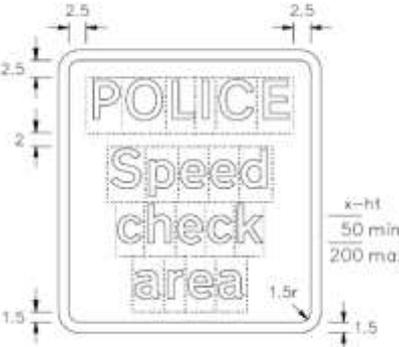
2.2 Project #2 Co-existence

Our current traffic-calming and speed control scheme is not fit for purpose but radical changes are expensive and take time to plan and implement.

This project seeks to remind drivers that they are within an area where they should pay more attention to their speed and likely hazards by introducing additional signage:

1. At the village "edges", subject to Police permission, mounting an unlit white-on-blue P829.5 "POLICE Speed Check Area" sign on each of the five approach roads, several hundred metres outside the 30mph transition.
2. At or near the 30mph signs and at several intermediate High Street locations, subject to Highways permission, mounting a variety of unlit child-designed "Mind that Child", "Please Slow Down" etc signs.
3. Approximately 100m within the built-up area, subject to our peripheral street lights remaining footway lights and/or not legally a "system of carriageway lights", mounting additional 30mph repeater roundels either on-road marking or as lamp-post mounted signs.

Indicative costs should be less than £15,000 based on five P8295 signs (say £2,500), ten Child-designed signs (say £10,000), ten roundels (say £2,000).

Item	Example white on blue "Speed Check Area" sign	Example Child-designed warning	Example Repeater – should be 30mph
Sign			
Where	At National Speed Limit / 50mph or equivalent transition point on access road	At 30mph transition and/or other places where "pedestrians" warning might be fitted	On footway lights or road where no system of carriageway lights exists.
Controls	Requires Police permission	Requires Highways permission unless on private land	Only if no "system of carriageway lighting"
Cost	5 unlit at £500 – say £2,500	10 unlit at £1,000 – say £10,000	10 unlit at £200 - say £2,000

Three types of signage proposed

2.3 Project #3 Mobility

We could help the elderly and less mobile move about the village, especially on the pedestrian / mobility scooter routes linking Coolidge Gardens, Franklin Gardens and Stevens Close with the High Street and Lamb's Lane. As step #1 of 3, we could:

- a) re-align the Victory Way / Lamb's Lane junction pavements to remove wooden posts and widen/level the pavements within, say, 10m of the junction – say £15,000?
- b) provide additional roadside bench near the exit of Stevens Close - say £1,000?
- c) provide additional/improved lighting at the chosen bench site - say £3,000?
- d) re-align/widen say 200m of pavements, including dropped kerbs, along Victory Way to/from Stevens Close – say £10,000?

Indicative costs should be less than £30,000 based on realigning the junction and its pavements (say £15,000), roadside bench (say £1,000), lighting (say £3,000), pavement realignment (say £10,000).



Prioritising

Very tentatively, we might assess these ideas for fit with the three County criteria for LHI and our own evolving strategic themes.

And, of course, we might choose to adapt one or more of the ideas to make them more likely to win!

Fit with LHI

	Persistence	Safety	Community	Cost	Benefit	Best Fit
Convenience	*****	***	***	£40,000	600	#2
Co-existence	*****	*****	*****	£15,000	3,000	#1
Mobility	***	***	***	£29,000	300	#3

Fit with our strategic themes

	Elderly	Children	Drivers	Residents	Bus-users	Best Fit
Convenience	*	*	***	***	**	#3
Co-existence	***	***	**	***	**	#1
Mobility	*****	***	*	**	**	#1

Appendix Purpose

The Highways Committee is consulting various parties to inform two activities:

1. A longer-term strategy for highways-related improvements as we identified in our CPC Highways Committee terms of reference
2. Possible bid for Local Highways Initiative funding by ourselves or others, with or without our financial support.

Consulted parties include around 20 community groups in Cottenham, about 20 "known-interested" individuals, our local District and County Councillors and Cambridgeshire Constabulary's Traffic Monitoring Officer and, shortly, around 20 local businesses. We have had some good feedback ranging from specific ideas to general support.

The assumed context is that, in the absence of significant new housing developments, Cottenham will experience an ageing population over the next years which may make local mobility a bigger issue than traffic which may stabilise through changes in technology.

2 Themes

Our five themes are:

1. **help the elderly and less mobile** move about the village, whether by levelling and widening some pavements to at least 1.2m width, adding crossing points, additional seating, improving pavement lighting or dropping more kerb edges, especially on the pedestrian / mobility scooter routes linking Coolidge Gardens, Franklin Gardens and Stevens Close with the High Street and Lamb's Lane.
2. **help children** walk or cycle to and from school more safely, whether by improving visibility (possibly by convex mirrors supported with "look, listen, live" signage) near junctions, adding crossing points (especially near Shaun's Newsagent, either side of the Co-op corner, the Lamb's Lane junction, and somewhere south of the Green) , reinforcing parking or speed restrictions (signage), and providing safer routes, especially on pedestrian and cycle routes linking Cottenham Primary School and Cottenham Village College via (or avoiding) the High Street, Lamb's Lane and Rampton Road to newer estates.
3. **help drivers** by providing more street-side parking bays and informal crossing points (by partially "notching" pavements, providing adjacent crossing points and possibly central refuges where 1.2m pavement width and 7.5m road width can be maintained) along the High Street, especially near Shaun's Newsagents (North-bound), the Co-op (both sides), the Co-op Pharmacy (North-bound) and the Chinese TakeAway (North-bound).
4. **help residents** by:
 - a. introducing further (or modified) traffic-calming measures on our main roads, including 50mph transition zones, Speed Check Area signage, additional crossing points, informal "look, listen, live" signage, and priority features, especially along the High Street, Beach Road, Denmark Road, Histon Road, Oakington Road, Rampton Road and TwentyPence Road
 - b. introducing further traffic-management measures on the narrow residential roads, (including wider pavements, road markings and one-way traffic management) especially along Corbett Street, Denmark Road, Margett Street, Rook's Street, and Telegraph Steet
5. **help bus users** by encouraging operators to vary their routes and vehicles to ensure better accessibility and coverage, including more bus shelters, especially linking the North end of the village, Coolidge Gardens, Franklin Gardens and Stevens Close with the Citi8 route to Cambridge and 106 route to Ely to facilitate both shopping and school attendance.

To date we have over a dozen positive and informative responses and some very helpful Police input.