

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 2<sup>nd</sup> June 2015 at 7.15pm

**AGENDA**

The Public and Press are invited to attend

**15/132. Chairman’s Introduction and Apologies for absence**

**15/133. 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.*

**15/134. 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.

**15/135. Minutes -** To resolve that the minutes (circulated to members) of the meeting of the Full Council meeting held on the 5<sup>th</sup> May be signed as a correct record.

**15/136. Reports**

- **SCDC** – report circulated prior to the meeting
- **CCC** – report circulated prior to the meeting
- **Clerk** – report circulated prior to the meeting to highlight matters on agenda & update on matters arising since last meeting
- **Northstowe** – Cllr Heydon
- **Speedwatch update** – Cllr Heydon

**15/137. Finance**

Income	Description	Net	Gross	
Kids Only	Rent for March 15	£ 741.67	£ 890.00	
Debbie Prince	Rent for April 15	£ 21.00	£ 25.20	
Jane Williams	Rent for April 15	£ 161.00	£ 193.20	
Day Centre	Rent for April 15	£ 200.00	£ 240.00	
SCDC	For use of village hall for polling station	£ 62.50	£ 75.00	
Rambling Club	Donation for new gate	£ 352.80	£ 352.80	
CUSSC	Quarterly rent for the village hall	£ 1,729.17	£ 2,075.00	
Voland Asphalt	Payment for repairs to the broken gate	£ 35.91	£ 35.91	
Ladybirds	50% of boiler service reimbursed	£ 120.32	£ 120.32	
Rec refreshments	From trial event	£ 17.80	£ 17.80	
		<b>£ 3,442.17</b>	<b>£ 4,025.23</b>	
Expenses	Description	Net	Gross	code
Salaries	Salaries	£ 2,619.39	£ 2,619.39	
HMRC	PAYE and NI	£ 730.41	£ 730.41	
AJ King	Monthly contract cost	£ 2,536.24	£ 3,043.48	282
Green and Purple	Accounting support/Prep of the Year End accounts	£ 600.00	£ 720.00	281
BC Group Trust	Crowlands manor upkeep	£ 350.00	£ 350.00	273
Travis Perkins	Barrier fencing 50m	£ 37.00	£ 44.40	266
Playsafety Ltd	Annual Inspection of the playground	£ 110.00	£ 132.00	267
C J Murfitt Ltd	Works completed to date as per W & B Certificate No 1	£ 58,283.93	£ 69,940.00	268
AJ King	Remedial work to moat - additional work	£ 120.00	£ 144.00	269

AJ King	Work on trees on the green - additional work	£ 100.00	£ 120.00	270
Virgin Media	2013 Broadband charges at Ebenezer House	£ 24.03	£ 24.03	271
Ladybirds	50% share of repair works on boiler	£ 67.90	£ 67.90	272
Barton Oil	Boiler service charge for Sports and Social Club	£ 87.98	£ 105.58	274
Martin Graves	Re-assemble new village sign	£ 150.91	£ 181.09	275
Currys PC World	2 Laptops 1 Black & White printer/ 1 Colour printer	£ 1,247.65	£ 1,497.16	276
Balfour Beatty	New column at 13 Lyles Road	£ 1,516.66	£ 1,819.99	277
Cambridge Water	Water bill for Sports and Social Club (DD)	£ 1,015.93	£ 1,015.93	278
Cambridge Water	Water for Bowls Club/Allotments/new CR's (DD)	£ 81.16	£ 81.16	279
Debbie Seabright	Paper/Key cutting of office keys/Mileage costs	£ 33.30	£ 33.30	280
Jo Brook exps	Refreshments for Rec (trial event)	£ 26.00	£ 26.00	
Barton Oil	Replacement of the oil line from the tank to the boilers - emergency works	£ 520.00	£ 624.00	283
Wheelscape	Works carried out at the Skatepark as per valuation No 1	£ 47,500.00	£ 57,000.00	284
		<b>£117,758.49</b>	<b>£140,319.82</b>	

Resolution to pay these invoices

- 15/138. Management accounts** – to review the monthly management accounts - FLAC
- 15/139. Bank reconciliation** – to review monthly bank reconciliation – FLAC
- 15/140. Year-end accounts and annual return** – to review and consider approval - FLAC
- 15/141. Changing Rooms** – To receive an update on the project - Cllrs Morris & Mudd
- 15/142. Skatepark** – To receive an update on the project including opening event - Cllrs Morris/Berenger/Collier
- 15/143. King George Vth Trustees** – to consider recommendation from FLAC committee that the majority of current Parish Councillors also act as charity trustees - FLAC
- 15/144. NALC Awards** – to consider submission in the category of Young Councillor of the Year
- 15/145. Neighbourhood Plan** – to consider key points and next steps in the development of the Neighbourhood Plan
- 15/146. Child-designed road signs** – to consider judges for the competition – Cllr Collier
- 15/147. Smartwater signs** – to consider installation of signs following Operation Oaklands – Clerk
- 15/148. Gladman Developments** – to consider delegating authority to 2/3 Cllrs to attend a fact finding meeting with Gladman Developments re. possible Rampton Road development – Cllr Mudd
- 15/148. Projector** – to consider use of the OHP for Council/Committee meetings – Cllr Heydon
- 15/149. FLAC Committee** – to consider additional members for the Committee – FLAC
- 15/150. Consumables reimbursement** – Consider reimbursement of paper/Ink or IT equipment for councillors – Cllrs Bolitho & Young
- 15/151. 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.*
- 15/152. Recruitment of Assistant Clerk** – to consider HR working party recommendation of applicant to the position of Assistant Clerk
- 15/153. Matters for consideration at the next meeting**
- 15/154. Dates of next meetings** – Planning 5<sup>th</sup> June, CALF 16<sup>th</sup> June, Planning 18<sup>th</sup> June, Highways 23<sup>rd</sup> June, Full 7<sup>th</sup> July
- 15/155. 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](mailto:clerk@cottenhampc.org.uk)

27<sup>th</sup> May 2015