

# 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 3<sup>rd</sup> March 2015 at 7.15pm

## AGENDA

The Public and Press are invited to attend

**15/052. Chairman’s Introduction and Apologies**

**15/053. 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.*

**15/054. 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.

*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.*

**15/055. Minutes** - To resolve that the minutes (circulated to members) of the meeting of the Full Council meeting held on the 3<sup>rd</sup> February be signed as a correct record.

**15/056. 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
- **Police** – update from PCSO James Fuller

**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
		<b>£ 1,152.00</b>	<b>£ 1,152.00</b>
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 blocks/soap/floor stripper	£ 143.99	£ 172.79
Cambridge Water	Annual Water bill for War memorial	£ 69.11	£ 69.11
		<b>£ 8,816.85</b>	<b>£ 9,674.38</b>

Resolution to pay these invoices

- 15/058. Planning appeal hearing** – to receive and consider update from SCDC regarding the situation on Pine View and Victoria View (Smithy Fen) – Cllr Leeks
- 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
- 15/060. Changing Rooms** – To receive an update on the project - Cllrs Morris & Mudd
- 15/061. Skatepark** – To receive an update on the project - Cllrs Morris & Berenger
- 15/062. Grant applications** – to consider recommendations regarding applications received outside of the S137 guidelines – Finance Committee
- 15/063. King George V Playing Fields Trustees** – to consider updating of trustee information – Cllr Collinson/RFO
- 15/064. HR Committee** – to consider amending to a working party – Cllrs Nicholas and Ward
- 15/065. Highways Committee 2014/15 spend** – to consider Highways project expenditure of up to £20k (as per reso 14H/026) – Cllr Heydon
- 15/066. Additional Clerk/RFO resource** – to consider FLAC recommendation for further part-time clerical/technical resources – Cllr Morris
- 15/067. Scrutiny Committee** – To consider setting up a Scrutiny Committee (item deferred from January) – Cllr Leeks
- 15/068. Neighbourhood Planning** – to receive an update from the NP working party – Cllrs Morris & Nicholas
- 15/038. Budget 2015/16** – To consider specific budget lines delegated to CALF and FLAC – Cllr Morris
- 15/069. Terms of Reference modification** – Confirmation of FLAC ToR modification to incorporate budget delegation – Cllr Morris
- 15/070. 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.*
- 15/071. Office space (closed item)** – To consider arrangements for office space from April 2015 – Cllr Young
- 15/072. Rental/hire agreements and fees (closed item)** – to consider contractor, hire and partnership agreements and revised fees – Cllr Morris
- 15/073. Matters for consideration at the next meeting**
- 15/074. Dates of next meetings** – Planning 5<sup>th</sup> March, Facilities 17<sup>th</sup> March, Planning 19<sup>th</sup> March, Finance 26<sup>th</sup> March, Full Council 7<sup>th</sup> April
- 15/075. Close of Meeting**

Jo Brook - Clerk

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25<sup>th</sup> February 2015