

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 4th August 2015 at 7.15pm

AGENDA

The Public and Press are invited to attend

15/183. Chairman's Introduction and Apologies for absence

15/184. 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.

15/185. 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.

15/186. Minutes - To resolve that the minutes (circulated to members) of the meeting of the Full Council meeting held on the 7th July be signed as a correct record.

15/187. 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
- **Skatepark** – to receive an update on the project
- **Changing rooms** – to receive an update on the project

15/188. Finance

Income	Description	Net	Gross	
Michelle Plowman	Rent for May 2015	£ 770.00	£ 924.00	
Debbie Prince	Rent for June 2015	£ 21.00	£ 25.20	
Jane Williams	Rent for June 2015	£ 264.50	£ 317.40	
Cottenham Day Centre	Rent for June 2015	£ 250.00	£ 300.00	
HMRC	Vat repayment for June 15	-	£ 13,095.05	
Colts Football club	Parking on the recreation ground	£ 150.00	£ 180.00	
Ladybirds	Quarterly rent	£ 1,554.95	£ 1,554.95	
		£ 3,010.45	£ 16,396.60	
Expenses over £500				
Beneficiary	Description	Net	Gross	code
Salaries	Salaries		£ 2,689.13	
CUSSC	Contract services Apr- June 2015	£ 1,080.00	£ 1,080.00	318
Nick West	Labour costs for cleaning of the VH - May 15	£ 621.00	£ 621.00	324
C.J Murfitt Ltd	Works completed Wilby and Burnett cert 3	£ 103,541.74	£ 124,250.09	327
AJ King	Monthly contract cost - July 2015	£ 2,536.24	£ 3,043.48	331
Aquarius Liquid Eng	Inspection of the Pumping station	£ 496.20	£ 595.44	333
		£ 108,275.18	£ 132,279.14	
Expenses under £500				
Beneficiary	Description	Net	Gross	code
HMRC	PAYE and NI	-	£ 489.75	
HPN Chartered Architects	Re-build evaluation costs for L'birds/VH	£ 125.00	£ 150.00	316
The BC Group Trust	Crowlands manor upkeep	£ 350.00	£ 350.00	317
Cromwell Fire Ltd	Fire Extinguisher call out charge	£ 69.72	£ 83.66	319

Wheelscape	Skatepark opening prizes	£ 300.00	£ 360.00	320
A Mappledoram Electrical	Dusk to dawn head and fitting	£ 40.99	£ 49.18	321
Fen Edge Community Ass	Yearly membership	£ 15.00	£ 15.00	322
Debbie Seabright	Stamps and envelopes	£ 14.96	£ 14.96	323
Nick West	Reflector lamps x 2	£ 23.00	£ 27.60	325
Nick West	Vileda mop head and Handwash	£ 20.47	£ 24.56	326
Cottenham Primary School	Advert in the school mag re the Connections bus	£ 50.00	£ 50.00	328
3rd Cottenham Brownies	Donation for entering the road sign competition	£ 50.00	£ 50.00	329
2nd Cottenham Brownies	Donation for entering the road sign competition	£ 50.00	£ 50.00	329
2nd Cottenham Cubs	Donation for entering the road sign competition	£ 50.00	£ 50.00	329
2nd Cottenham Rainbows	Donation for entering the road sign competition	£ 50.00	£ 50.00	329
Green & Purple Ltd	Monthly accountancy support	£ 250.00	£ 300.00	330
AJ King	Extra re Grass cutting WARG field	£ 83.00	£ 100.00	332
Sam McManners	Phone card	£ 4.97	£ 4.97	
		£ 1,547.11	£ 2,119.68	

Resolution to pay these invoices

- 15/189. Management accounts** – to review the monthly management accounts - FLAC
- 15/190. Bank reconciliation** – to review monthly bank reconciliation – FLAC
- 15/191. Insurance renewals** – to review insurance renewal quotes – FLAC
- 15/192. Technical support** - Consider ongoing accounting technical support for RFO – Cllr Morris
- 15/193. Library summer reading challenge** – to consider a representative to attend presentation event on 24th Sept at 3.45pm – Clerk
- 15/194. Kettlebells** – to consider permitting use of the Village Green for 3 kettlebell exercise sessions – Clerk
- 15/195. Tenison Manor buffer zone** – to consider maintenance for the zone behind Kingfisher Way/Woodlark Drive – Cllrs Mudd & Nicholas
- 15/196. Public art working party** – to consider setting up a working party to look into suggestions on how we spend public art S106 monies
- 15/197. Cottenham Feast** – to consider permission to use the Village Green for the annual Feast – Clerk
- 15/198. S106 indemnity** – to consider signing S106 agreement for payment of public open space and community facilities contributions relating to development R/o 64 Rampton Road – Clerk
- 15/199. Street Lighting** – to consider a detailed response to County Council proposals for night-time dimming of street lighting– Cllr Nicholas
- 15/200. Post Office** – to consider endorsement of the Working Party recommendation – Cllr Morris
- 15/201. Recreation Ground Third Field** – to consider weed killer and fertiliser treatment by Andrew King for material cost of less than £200+VAT – Cllr Morris
- 15/202. Insurance** – to consider acceptance of the quotation from Zurich Insurance - FLAC
- 15/203. Caretaker** – to consider recruitment of a part-time Caretaker for the Sports Pavilion – Cllr Morris
- 15/204. Matters for consideration at the next meeting**
- 15/205. Dates of next meetings** – Planning 6th Aug, Highways 11th Aug, Planning 20th Aug, FLAC 29th September, Full 1st September
- 15/206. 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

29th July 2015