

AGENDA REPORTS PACK

FULL COUNCIL MEETING

July 2019

19/135. Minutes



DRAFT Full Parish Council Meeting Minutes

Meeting held in the Village Hall, Lambs Lane, Cottenham on Tuesday 4th June 2019 at 7.15pm

Present: Cllrs Morris (Chair), Collinson, Dewey, Graves, Smith, Ward, Wotherspoon, SCDC Cllr Wilson, the Clerk and RFO

- 19/113. Chair's Introduction and Apologies for absence** – Apologies accepted from Cllrs Kidston (sick), McCarthy (personal), Nicholas (sick), Wilson (holiday) and SCDC Cllr Gough
- 19/114. To accept Declarations of Interest and Dispensations** – None given.
- 19/115. Minutes** – Minor amendments made. Resolution that the minutes of the meeting of the Full Council held on the 7th May 2019 be signed as a correct record. **RESOLVED.**
- 19/116. Public participation – Standing Orders to be suspended** – None present.
- 19/117. Reports**
- **SCDC** – report noted. SCDC Cllr Wilson responded to criticisms in the County report. Has met with the Transport Group for Oakington and the Innovation Officer for Whippet who believes there is a lot of money which could be pooled to provide better services for Oakington/Cottenham. This is currently at an early stage. Noted that RFO had been investigating a shuttle bus to Hills/Long Road colleges. The current service costs £750 per year with a journey time of 90 minutes. Cllr Collinson congratulated SCDC Cllr Gough of his appointment to Deputy Leader.
 - **CCC** – report noted. Comments made regarding A10 dualling works. Cllr Hewitt arrived 7.37pm. CCC Cllr Wotherspoon raised concerns that there had been no application to the Combined Authority towards affordable housing at Waterbeach which would then free up more of the s106 for strategic transport. Noted that the first 1600 houses can go ahead prior to dualling due to minor junction amendments. Cllr Collinson commented that he thought the report was, although interesting, too long.
 - **Clerk** – report noted. Cllr Wilson was thanked regarding his work on the defibrillator project, which has been well received by residents. RFO has completed Unit 3 of CiLCA. No Highways update for the past couple of months due to lack of email response from Highways Officer. There have been several Highways issues raised by residents but Clerk is still waiting for Cllr responses. Correspondence received from resident on Lambs Lane regarding verge cutting. Cycle studs will be installed after the Histon crossroads work has completed. RFO left the room at 7.46pm and returned at 7.47pm.
 - **Major developments** – Report noted. Bellway - queries regarding width and structure of the widening works. These have been agreed by County Highways. Concerns raised that the structure could fail, as seen on Beach Road. Representation to be made to Highways accordingly. Discussion about variation of conditions which were deemed acceptable. Noted that County haven't made a claim for the s106 as yet. This Land – meeting being arranged for later this month.
 - **Village Hall & Nursery** – Report noted. May need to submit a non-material amendment application to vary the footprint of the Hall. Revised drawings circulated and queried as to how the new design would be taken forward i.e. approval by Full Council. Noted that functionality was broadly the same however some safeguarding had been lost. Working Party meeting tomorrow night to go over the revised plans. Discussions regarding electric vehicle charging points.
- 19/118. Traffic & Transport working group** - Consider measurement of baseline speeds on Beach Road and Twenty Pence Road preparatory to possible village-wide speed reduction (Highways budget) – Cllr Morris outlined the process and background. Discussions regarding suitable locations for traffic

measurements with Denmark Road, north of Broad Lane roundabout and Twentypence Road being mentioned. Item deferred.

- 19/119. Neighbourhood Plan** – Consider approval of Working Group response to Examiner’s clarification questions – Resolution to approve submission of initial responses to the independent Neighbourhood Plan Examiner’s clarification questions. **RESOLVED.**
- 19/120. CUFC** – Consider discount on fees in view of reduced availability of pavilion facilities and main pitch during 2018/19 – Resolution to propose a 3% increase in the tariff rates – to be frozen for the next three years – with each partner club’s fee re-assessed based on likely use in the next complete season. **RESOLVED.** Resolution to offer CUFC a 10% fee rebate on their 2018/19 invoice based on Pavilion issues. **RESOLVED.**
- 19/121. Community Right to Challenge** - Consider submitting an expression of interest to run local authority services – Defer to July.
- 19/122. Tennis Court maintenance costs** - Consider additional costs for upkeep of the grass courts (CALF budget) – Resolution to maintain the grass tennis courts for a period of 12 months up to a cost of £2k + VAT. **RESOLVED.**
- 19/123. CAPALC Annual Clerk/Cllr Day** - Consider attendance at event on 28th June (Admin budget) – Resolution to delegate Cllr Morris to attend at a cost of £50. **RESOLVED.**
- 19/124. Fen Edge Festival signage** - Consider permitting 2x advertising signs on the Village Green – Resolution to permit 2x advertising signboards for the Fen Edge Festival on the Village Green. **RESOLVED.**
- 19/125. VE Day 75** - Consider participation in events for VE Day anniversary 2020 (Donations budget) – Defer to July.
- 19/126. Operation London Bridge** - Consider measures upon death of senior national figure (Donations budget) – Resolution to delegate Chair and Clerk a budget of £200 to make immediate arrangements for Operation London Bridge. **RESOLVED.** NB: consider flagpole for new Village Hall.
- 19/127. Finance**

Income	Description	Net	Gross	
Cambridge Kids Club	Monthly invoice payment	£873.92	£1,048.70	
Aerobics instructor	Invoice payment	£92.00	£110.40	
Skatepark	Annual invoice payment	£100.00	£120.00	
Village Hall hire	Invoice payment	£75.00	£90.00	
South Cambridge DC	Hire of hall for election day	£137.50	£165.00	
		£1,278.42	£1,534.10	
Expenses over £500	Description	Net	Gross	code
Salaries	Salary costs for June 19	£3,834.04	£3,834.04	-
HMRC	Tax and NI for May 19 (month 2)	£1,158.77	£1,158.77	-
Nick West	Cleaning of the Village Hall for 2 months (March & April 19)	£1,255.51	£1,255.51	1466/1467
Green and Purple Ltd	Monthly accounting support & Year-end accounts	£850.00	£1,020.00	1468/1469
Southern Electric	Monthly electric bill - Pavilion (DD)	£421.81	£506.17	1471
Cambridge Water	Water bill - Bowls club/Allotments (DD)	£797.66	£797.77	1473
SSE - Southern Electric	Electric bill for the Recreation ground	£815.35	£978.42	1474
AJ King	Monthly invoice	£3,166.67	£3,800.00	1485
		£12,299.81	£13,350.68	
Expenses under £500	Description	Net	Gross	code
Legal and General	Pension Costs (June) DD	£204.98	£204.98	-
RFO	Expenses re Sim card at the Pavilion and postage of Audit documents	£11.55	£13.32	1470

CSA	Bleach, Toilet paper, floor cleaner for the Village hall x 2 invoices	£56.54	£67.85	1475/1476
Chubb	Monthly security cost for the village hall	£66.86	£80.23	1477
Kershaw	Gas safety check & certificate - pavilion	£160.00	£192.00	1478
SSE - Southern Electric	Monthly electric bill for pavilion (DD)	£261.41	£313.69	1479
Staples	Paper cups/ink cartridge/paper	£32.97	£39.56	1480
Cambridge Water	Water bill - Sports & Social Club (DD)	£360.12	£360.12	1481
Watch the dot	Hosting cost	£120.00	£120.00	1482
Shred Station	Bin collection	£40.00	£48.00	1483
DT Deane	Replacement glass for bus shelter	£95.00	£114.00	1484
CB Creative	Signs for Rec Ground and The Pound	£140.00	£168.00	
		£1,549.43	£1,721.75	
Multipay Card				
Stadia Sports	2 x Tennis post winder handle	£32.90	£39.48	1472C

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

- 19/128. Management accounts** – to review the monthly management accounts – Report noted.
- 19/129. Bank reconciliation** – to review monthly bank reconciliation – Report noted.
- 19/130. Matters for consideration at the next meeting** – Village Hall/nursery, VE Day, Community Right to Challenge.
- 19/131. Dates of next meetings** – Planning 6th June, CALF 18th June, Planning 20th June, FLAC 27th June, Full 2nd July
- 19/132. Close of Meeting** – 9.29pm.

Signed _____ (Chair) Date _____

District Councillors' Report for Cottenham and Rampton – July 2019

Waterbeach Affordable Housing Follow-up

A question was raised at the last Cottenham Parish Council meeting on why South Cambs was not using Combined Authority funding for affordable housing at the Waterbeach development, thereby releasing funding to contribute to the A10 upgrade project. The terms under which the Combined Authority was formed did include the promise of significant grants for affordable housing coming to South Cambs and some fairly small ones have been forthcoming. However, until last month there was an issue about these grants not being eligible for affordable housing. This has now been resolved by the Government.

However, the Mayor has changed the original concept of funding being provided as grants and is instead favouring loans in order to secure a rolling fund. It is also true to say that as of today it appears that the bulk of the funding is destined for East Cambs. For example, this week a £4.84 million loan was approved by the CA for the conversion of an office block in the centre of Ely into 25 flats. The development will comprise 4 penthouse flats but only 4 affordable homes and the plans do not require planning permission.

The cost of any A10 dualing scheme will be about £500 million and there is some doubt whether it will be funded. Furthermore, the dualing will not drive modal shift and may well lead to an increase traffic into the City. Cllr Smith, Leader of South Cambs, has pushed the CA to consider an alternative plan for junction improvements which will cost a fraction of the money, go some way to address the current congestion and be deliverable sooner. This will improve flow at junctions and could reduce the attraction of rat running through Willingham, Cottenham, and Landbeach.

Setchel Grove Gating Consultation

Please note that the consultation closes on July 10.

Cycle Paths

Oakington to Cottenham

A representative of the Project Team working on the proposed Oakington to Cottenham cycle path will be attending the next meeting of the Cottenham Liaison Group on 24th July. This will allow the developers of the Persimmon and Bellway sites and the GCP Project Team to discuss the possibility of linking the proposed cycle path with the new footpaths being constructed by the developers.

Rampton to the Guided Busway

Work was scheduled to start on improving the path on Reynolds Drove between Cuckoo Lane and the Busway from 17th June to 9th August. We have now been informed that this work will be delayed until September following requests from farmers to allow them to carry out the harvest before the work starts.

Greater Cambridge Partnership - Choices for Better Journey

The 6 June meeting of the GCP Assembly received a report on the Choices for Better Journeys survey. 455 of the 5144 responses came from the CB24 postcode.

The top 5 things that respondents said they wanted from public transport were:

- a reliable service,
- a faster service,
- accessibility for all users,
- a comfortable journey and
- cheaper fares.

The GCP has received funding from Government to run a Citizens' Assembly, which will take place this autumn. The Citizens' Assembly will consider evidence on how to reduce congestion in and around Cambridge and better support public transport to improve people's daily journeys. District Councillors will be attending a briefing session on 16 July to learn more about the proposed assembly and how it will feed into the democratic process.

Meeting with Oakington Transport Action Group

Cllr Wilson met with representatives from the Oakington Transport Action Group and Tom Williams, the Director of Technology and Innovations at Whippet. The meeting discussed options for linking Oakington and Cottenham/Rampton to the Guided Busway by drawing on the various initiatives that employers at the Science Park and the St John's Innovation Centre are introducing to improve journeys to work for their staff. These include shuttle buses between Cambridge North Station and the business parks. There was some discussion about how these buses could be used at peak times to extend to surrounding villages and during the day for community use. Tom Williams will be approaching the GCP to discuss how such initiatives could fit in with the Choices for Better Journeys.

Amey appeal

The Planning Inspectorate inquiry into the Amey appeal will be heard at 10.00am on 5th to 8th, 12th to 15th, 19th to 22nd & 26th to 29th November 2019 in The Council Chamber, Cambridgeshire County Council, Shire Hall, Castle Street, Cambridge CB3 0AP. The appeal reference number is 3225123.

Bourn Airfield Planning Consultation

South Cambridgeshire District Council has published a draft Spatial Planning Document (SPD) for the proposed Bourn Airfield Development. Consultation is taking place on the proposals from 17 June 2019 to 5pm on 29 July 2019. The draft SPD can be found via the link below.

<https://www.scambs.gov.uk/media/13418/draft-bourn-airfield-spd-consultation-final-draft-12-06-2019.pdf>

Bridget's Blog

Bridget Smith, the Leader of South Cambridgeshire District Council is writing a regular blog to keep the South Cambridgeshire community informed about what she and the Council are doing. She would like to receive suggestions about topics to include in the blog and would like everyone to share the blog so it reaches as many people as possible. The blog can be accessed via this link: <https://www.scambs.gov.uk/the-council/leader-s-blog-cllr-bridget-smith/>

Contact your District Councillors

Neil Gough: neilgoughcrw@gmail.com or Tel. 07919 990299

Eileen Wilson: eileenwilsoncrw@gmail.com or Tel. 07825770899

Facebook: @CottenhamRampton

County Councillor's report for Cottenham, Rampton & Willingham June 2019

Report to follow

Tim Wotherspoon

CLERKS REPORT – June 2019

Anything in bold is new or an update.

Highways

(LHO = Highways Officer, AC = Assistant Clerk)

- **Rooks St** - HCVs ignoring advisory signs 4/4 - Resolution at Highways Meeting on 18/1/18 to explore differences between types of weight restrictions (e.g. access only/except for loading), cost implications and to liaise with Derek Crosby (Police Traffic Management Officer) regarding feasibility. LHO inspected potholes 23/1/19 and ordered repairs for any meeting intervention levels – unable to resurface as too narrow for machinery.
- **Rooks Street** - HO has put forward Rooks St for the slurry scheme; with Network Management to inspect & to state if included in program. 9/1/19 LHO still waiting for Network Management to inspect, IF project got the go ahead, it would be approx. 2 yrs before works would be carried out.
- **Wilkin Walk** (High St end) – overgrown laurel and brambles. Removed 28/1/19. (stumps and lots of cuttings left in situ, AC has requested they come back and finish properly).
- **Junction of Victory Way/Lambs Lane** - flooding issues raised with HO, awaiting response. Works ordered to install 1/2 gullies in front of bus shelter which should solve issue (within next 12 wks). Works cancelled 25/5/18 as new surfacing has solved issue (AC not convinced and will monitor). Still puddling, reported to LHO 19/10/18 – will be reassessed next financial year (2019/20).
- **Footpath from Pelham Way through to High St** – 13/9/18 LHO confirmed that the tree roots are too shallow for the path to be repaired, unsure what can be done. No footpath budget available - will be reassessed next financial year (2019/20). 21/1/19 LHO hoping to shave tree roots in May 2019.
- **Histon Road Cycle/Foot path** – Works rescheduled to after completion of the Histon crossroads works. 130 new studs will be installed between Cottenham and Histon – the whole unlit length. Will leave the existing ones in place, and then fill in the gaps between them with new studs, spaced as before in pairs at 18 metre intervals.
- **Cadent Gas** – List of several areas that were damaged during the first phase submitted to Cadent 30/04/18 and 14/05/18 – awaiting response. (copied to CCC Cllr Wotherspoon) Forwarded details to Streetworks 20/06/18. Resent to Cllr Wotherspoon, Cadent and Streetworks 27th Sept. Meeting booked 31/1/19 with AC, Streetworks Inspector and Cadent Gas to walk the defects - will be re-patching their poor road repairs and repainting school crossing markings. Pavement surfaces to be ‘batted back’ (their words!) to LHO as no proof that Cadent are responsible.
- **High St road markings** – 18/10/18 LHO advised that paint used on High St lining (church to Histon Rd) was not to CCC’s specification, and is being sorted out at levels above LHO. 17/1/19 testing shows reflectivity is below CCC specification and markings due to be re-done.
- **Blocked Gullies** – 22/1/19 jetting ordered for High St; Lambs Lane junction up to Church Lane roundabout.
- **Twenty Pence road** - to be surface dressed (no timescales at present). 25/01/19 – LHO to request Gun Club pay for repairs to junction caused by HCVs delivering there.
- **High St Zebra Crossing (New)** – Some residents believe the vertical column lights are too bright making it difficult to see pedestrians waiting to cross during darkness. 17/1/19 – reported overhead lamp not working (college side) and puddling on tactile surface (house side). 22/1/19 - road safety auditor has passed the crossing several times. His view is that they highlight the crossing well and do not give off enough glare to hinder the view of a motorist. Contractor due to replace overhead lamp and will ensure that the vertical illumination on the lowest setting (of 3). With regards to the ponding this is a common issue related to having a flush kerb line as any construction tolerances can affect the carriageway levels.
- **Smithy Fen Bridge** – Asst Clerk reported crack to LHO Dec 2018, awaiting structures team to inspect. (No other reports received from residents). 16/1/2019 requested urgent action (no response). 17/1/19 – LHO reported that structural engineers have visited the site and the bridge is safe. 22/1/19 - bridge inspector has been out to site and confirms that there is no change in the brickwork from the last visual inspection and the current crack is due to damage from a previous impact damage. The main structural arch barrel does not show any further deterioration. They will continue to monitor this spandrel wall and will intervene as necessary. 23/1/19 – CCC bridge inspector has asked Engineers at Skanska to visit and report on this particular issue with the spandrel wall, they will also advise if CCC should add this bridge to

our visual monitoring programme at a suitable frequency (quarterly or monthly etc) until they can programme in some repairs longer term.

- **Rampton Road** – bus stop by Alms Houses post damaged (during recent gas connection works), LHO to inspect on next visit (date TBC).
- High Street bollards – CCC will replace any damaged bollards 'like for like'. If we wanted more visible ones, e.g. on the build outs at the north end of the High Street, we would need to fund ourselves. (Approx cost is £1,000 for a bright yellow bollard with keep right arrow). LHO has ordered replacement reflective tape for the 'Cambridge' bollards.
- High Street (near to green) – 9/1/19 LHO chasing Cambs Water re loose/noisy water drainage cover.
- Oakington Road (poor road surface left by Bellway contractors during Nov road closure) - CCC's Streetworks team has inspected the surface and have told us the developers may need to carry out further excavation works, as well as installing a footpath and the road will be resurfaced then, no timescales yet.
- Potholes – Rooks/Margett/Corbet/Telegraph t St inspected 23/01/19 – marked out and repairs ordered for those meeting intervention levels. Noted that Corbett St is the only route HCVs can take to the ind estate at Millfield.
- **Verge cutting has taken place however some areas near the Church have been missed.**

Recreation ground

- **Ladybirds new boiler has been installed. Roofing contractor checking building following series of leaks.**
- Several lights along the Pavilion pathway don't work; electrician contacted.
- Tennis courts fencing has been damaged by cricket sight screens. Waiting quote for repair.
- **Tennis court signage has been installed.**
- **Damage sustained to slide steps and drainage crates at skatepark. Fenland Leisure has been contacted to survey and quote for repairs.**

Village Hall

- Pump service for Hall, Ladybirds and Pavilion booked for 2nd July.
- **All sports clubs have been contacted to check/remove old equipment from the tunnel and changing rooms before the end of July.**

Misc admin

- June Issues log distributed separately – see appendix for summary.
- Need to purchase metered stand pipe for village sign. Groundsman has cleared flower bed ready for replanting but unable to do so until we have a water source.
- Quotes being obtained for paint repairs to bench at the balancing pond.
- **RFO and Clerk have passed CiLCA.**
- **Eco Control carried out injection of Knotweed 25th June. Next due August and October.**
- **Cllr Ward to attend Fitzwilliam House garden party on 13th July on behalf of CPC.**
- **Operation London Bridge – 2x loose leaf condolence books ordered (need to consider where these will be located) plus easel and official portrait. Groundsman to consider suitable locations for the laying of flowers. Have contacted Rev Lynda Davies to see what the Diocese has planned.**
- Articles submitted for both Cottenham Newsletter and FECA magazine.
- Notified by agent for This Land that works to Les King Woods are due to be done in July.

Correspondence

- Resident has requested that we consider designating some of our benches as a 'chat bench' (bench with a sign to say 'happy to chat, sit here if you don't mind someone stopping to say hello'. The initiative has been taken up for police forces to combat loneliness in the community.

Facebook

- **1130 likes/1259 follows.**

Major developments

Bellway are finalising works on the highway changes that move Oakington Road a metre or so to the south-west to make room for a combined footway/cycle (and ditch) on the development side of the road. Some market homes are complete and a batch of 20 affordable homes are due to be handed over shortly. No s106 contributions have yet been made, although some are now overdue. Stage 2 roadworks (between The Rowells and Histon Road) to widen the existing footway on the north side to allow shared walking and cycling is scheduled to be completed by 1st September.

Persimmon is working through sign off of its conditions, especially for surface water drainage. Apart from the 121 houses permitted on site, they will undertake the radical re-engineering of the Oakington Road/Rampton Road roundabout and various traffic-calming measures along those roads later this year.

Gladman has not yet made clear how it will meet its 9th August deadline for submission of an acceptable Reserved Matter application.

This-Land met us several times in an attempt to find an acceptable way to meet both their and our concerns. The meetings were constructive and the proposals seemed to align closely with our aspirations for development of the space. However, problems have now emerged and the talks stalled. The problem could be due to planning obstructions to encroachment into Les King Wood, the proposed housing density, acceptability of a floodlit, all-weather surface, arrangements for a Primary School extension etc. We will need to consider prioritising our needs before This Land submit a pre-application discussion with SCDC and Reserved Matters application.

Neighbourhood Plan

Following receipt of six sets of tenders for the project, none of which were affordable within our debt envelope of "borrowing up to £2.8 million for up to thirty years, financed by the supplementary precept of £1/week/Band D home etc." a "value engineering " exercise has been undertaken involving representatives from our architects, consulting engineers and the preferred builder.

The exercise reviewed the various features and functionalities, testing whether each is really necessary and/or can be achieved more cost-effectively in some other way, while retaining the general appearance and functionality of the design, even if the long-term capacity may have to be restricted in some way.

A long list of suggestions is being evaluated alongside a closer look at contributions from our financial reserves, probable s106 developer contributions, borrowing powers, possible grants and likely net income to see if the gap can be closed sufficiently to bring a modified proposal to Council over the summer.

A key suggestion is to reduce the Hall footprint accompanied by some internal layout changes and minor changes to the external cladding. This will affect our planning permission but we have been advised by SCDC development controllers that this is can be treated as a "variation of condition" rather than full re-application and can be dealt with under delegated powers rather than referral to Planning Committee.

We expect the suggested reductions to be referred to our preferred builder for re-appraisal in early July.

Village Hall & Nursery

Following the Regulation 16 consultation we have provided a response to some clarification questions by the independent examiner. We are now working through the response to the broader set of public representations and expect this part to be completed over the summer. Progress is complicated by the breakdown of discussion with This Land regarding development and Local Green Space boundaries.

19/138. General Power of Competence (GPC)

The General Power of Competence (GPC) was brought into force by SI. 961, The Localism Act 2011 (Consequential Amendments) Order 2012 on 28th March 2012.

What does the power allow councils to do?

The power was a central part of the Government's move towards the decentralisation of powers down to the lowest practical level of local government.

The General Power of Competence, Localism Act 2011 Sec 1 (1) gives local authorities, including eligible local councils, "the power to do anything that individuals generally may do" as long as they do not break other laws. It is intended to be a power of first, not last, resort.

The council has to ask itself if an individual is allowed to do it, if the answer is yes then a council is normally permitted to act in the same way.

A council could:

- lend or invest money
- it could set up a company or co-operative society to trade and engage in commercial activity
- it could run a community shop or post office ☑ the power is not restricted to use within the parish it can be used anywhere.

Constraints on the use of the GPC

In addition to limited resources, councils report a number of constraints on the use of the GPC in practice.

- Trading restrictions: the types of company structures which may be employed in trading or other activities under the GPC are restricted to companies limited by shares or guarantee or industrial or provident societies. This prevents the use of community interest companies or similar, which councils may find more appropriate in some circumstances.
- Charges made under the GPC may only be made for discretionary services and should be set at a level which simply recovers costs and does not generate a profit or surplus, which limits the ability of the power to raise additional revenue.
- Legal restrictions: the need to check for pre- and post-commencement limitations can take time, and may lead to a more specific power being used anyway. The GPC does not extend the ability of councils to create byelaws or undertake enforcement. It is important to recognise that the GPC is a means to an end. Councils do not – nor should they – seek out opportunities to apply the new power. Rather they should begin with what they want to achieve and then see if the GPC is a tool which will help them to get there.

How does the general power of competence relate to S.137 expenditure?

Money that can be spent under S.137, Local Government Act 1972, is limited and has to be budgeted for separately. It is restricted in that it cannot be used to give money to individuals and expenditure must be commensurate with the benefit gained. S.137 is a power of last resort. As the GPC is a power of first resort, a council that is eligible to use the GPC can no longer use S.137 as a power for taking action for the benefit of the area or its community. Only S.137 (3) which permits the council to contribute to UK charities, public sector funds and public appeals remains in place.

The general power of competence is a very broad ranging power, far wider than any power that has previously been available to town and parish councils.

How to become eligible to use the power of general competence

The conditions for eligibility are set out in the Statutory Instrument, Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. They are:

1. Resolution. The council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk. The resolution can be passed at any meeting of the

council but a further resolution must be passed at every subsequent “relevant annual meeting” for the council to be able to continue to exercise the power. A “relevant annual meeting” is the annual meeting that takes place in a year of ordinary elections, once every four years.

2. Electoral Mandate At the time the resolution is passed, at least two thirds of the members of the council must hold office as a result of being declared elected. This means they should have stood for election, whether at an ordinary or by election, even if unopposed, and not been co-opted or appointed. If two thirds is not a whole number then it must be rounded up. For example, if the total number of councillors is 8, then two thirds is approx 5.3, then the number of councillors that must be elected is 6.

3. Qualified clerk At the time the resolution is passed the clerk must hold an eligible qualification. These are the certificate in local Council Administration (CILCA), the Certificate of Higher Education in Local Policy, the Certificate of Higher Education in Local Council Administration or the first level of the foundation degree in Community Engagement and Governance (or successor qualifications) awarded by the University of Gloucestershire. The clerk must also have completed training in the exercise of this power as part of one of these qualifications or as separate exercise.

If the council loses its qualified clerk or has insufficient elected councillors then it must record its ineligibility at the next ‘relevant’ annual meeting of the council (after the ordinary election). If it has already started an activity it can finish that but not start anything new.

19/139. Community Right to Challenge

The Community Right to Challenge was introduced under the Localism Act 2011 and provides a right for voluntary and community bodies, charities, town and parish councils and two or more employees of the authority to submit an Expression of Interest (also known as an EOI) to run local authority services, where they believe they can do so differently and better.

Where an Expression of Interest is accepted, we must carry out a procurement exercise for the service. The procurement exercise will be open to others who wish to tender to run the service so the body that triggers the exercise may not eventually be the provider of the service.

We welcome interest from groups interested in taking over the running of Council services during June and July and would encourage you to speak to us in the first instance to find out more.

We will accept expressions of interest between 1 June and 31 July each year.

An Expression of Interest can be submitted for any Council service, however national guidelines exempt services in certain circumstances. Full details are available in the communities right to challenge [Statutory Guidance](#)

19/140. VE Day 75

When VE Day dawns on 8th May 2020 it will be 75 years since the guns fell silent at the end of World War Two in Europe. Years of carnage and destruction had come to an end and millions of people took to the streets to celebrate peace, mourn their loved ones – and to hope for the future.

The 75th anniversary will provide our nation, and our friends around the world, with an opportunity to reflect on the enormous sacrifice, courage and determination of people from all walks of life who saw us through this dark and terrifying period. To commemorate this important time we are organising VE Day 75, a three-day international celebration that will take place from 8th May to 10th May 2020.

You and your organisation can take part in one or more of the following VE Day 75 events by clicking the [register](http://www.veday75.org) at www.veday75.org. You will receive an automated acknowledgement by email and your entry will be added to the listing on the appropriate page of the website.

Here is the programme for VE Day 75.

Friday 8th May 2020

2.55pm – The Last Post is played at the Four Peaks five other locations of the United Kingdom

Individual members of the Air Training Corps, Army Cadets, Sea Cadets and the Combined Cadet Force will play the Last Post at the top of the four highest peaks in the UK, a feat never undertaken before. We were keen to see young people playing a leading role in the VE Day celebrations and were delighted when these organisations agreed to take part.

The Last Post will also be played at five of the most widespread locations of the UK – Land's End, Cornwall; Lowestoft, Suffolk; St David's, Pembrokeshire, Wales; the Scottish island of Unst, and Enniskillen Castle, County Fermanagh, Northern Ireland, and the Tan Hill Inn, Richmond, North Yorkshire.

3.00pm – The Playing of Battle's O'er and VE 75 Years

Thousands of pipers around the world will play Battle's O'er, a traditional air performed on the bagpipes at the end of a battle, and the specially composed tune VE 75 Years. It was at 3pm on 8th May 1945 that British Prime Minister Winston Churchill announced that the war was over.

Individual pipers will play this haunting air at the top of the four highest peaks in the UK – Ben Nevis, Scotland; Scafell Pike, England; Mount Snowdon, Wales, and Slieve Donard, Northern Ireland.

At the same time, thousands of other pipers will perform it at locations throughout the United Kingdom, Channel Islands, the Isle of Man and in countries such as Australia, Canada, the USA, Germany, South Africa, Belgium, Holland, France, Spain and Denmark. The tune will be played outside churches and cathedrals, in market squares and on high streets, in valleys, on town and village greens, in schools and colleges, in hospitals, on ships and in shops, hospitals, factories and offices. Pipers will briefly halt their working day to pay this tribute and to reflect.

3.00pm – The Nation's Toast to the Heroes of World War 2

To coincide with the playing of Battle's O'er, and in association with the British Beer and Pub Association and its members, thousands of pubs throughout the United Kingdom, Channel Islands and the Isle of Man will be asking their customers to raise a glass at 3pm and take part in The Nation's Toast to the Heroes of World War 2, a copy of which can be downloaded [here](#). It will be a chance for the customers of more than 20,000 UK pubs to remember the sacrifice of those who died or were wounded.

6.55pm (Local Time)– A Cry for Peace Around the World

Town criers and other people around the world will be undertaking a special international Cry for Peace Around the World in all manner of locations, starting off in New Zealand. You don't have to be a town crier to

take part. A copy of the text can be downloaded [here](#) so that you can perform the cry at your workplace, school, community group, church. Indeed, anywhere you choose to make the message heard.

The many thousands of pubs throughout the United Kingdom will be encouraged to ring their pub bells and invite a member of their local community to undertake the Cry for Peace Around the World at this time too.

7.00pm – Ringing out for Peace

In association with the Central Council of Church Bell Ringers, bells in cathedrals, churches and other locations will ring out at 7pm in a collective celebration of peace. The sound of bells is deeply rooted in British culture, providing the soundtrack to historic moments – calling us to pray, to work, to arms, to celebrate and, in times of crisis, to come together.

Church bells will be rung throughout our nation and around the world in celebration of the peace and friendships we share today.

7.00pm onwards – Parties and Celebration

In association with the National Association of Local Councils and One Voice Wales, town and parish councils and local communities are being encouraged to organise celebrations and parties in streets and neighbourhoods, on town and village greens, and in pubs, clubs and hotels.

It's a chance to bring communities together in common friendship. Towns and cities twinned with those overseas may consider inviting them to join in the celebrations, providing an opportunity to reinforce international bonds and reflect on the importance of peace on the occasion of this important anniversary. Celebrations could take many forms. From street parties with a 1940s theme to barbecues and fireworks displays.

Saturday 9th May 2020

Enjoy a whole day of celebrations and parties. The weekend offers the chance to organise something really special to commemorate the 75th anniversary of VE Day.

We're expecting parties galore in streets, neighbourhoods, schools and village halls, perhaps with food and dress reflecting the 1940s. Wartime loaf, eggless sponge cake, vegetable turnovers, curried carrots and Lord Woolton pie. And don't forget the Spam!

SUNDAY 10TH MAY 2020

10.30am – Church Services of Celebration and Commemoration

Services will take place in cathedrals and churches throughout the United Kingdom, Channel Islands and the Isle of Man in celebration of the peace we share today. We will remember those who lost their lives or returned home dreadfully wounded and pay tribute to those who put their lives on hold at home to keep the nation fed and the factories, mines and hospitals working, many of them not knowing if their loved ones would return home safely.

Those planning services are encouraged to ask the Dean, Lord Mayor, Mayor, Lord Lieutenant, High Steward, Sheriff or other dignitary from their local community to read out the Tribute to the Millions, which can be downloaded [here](#).

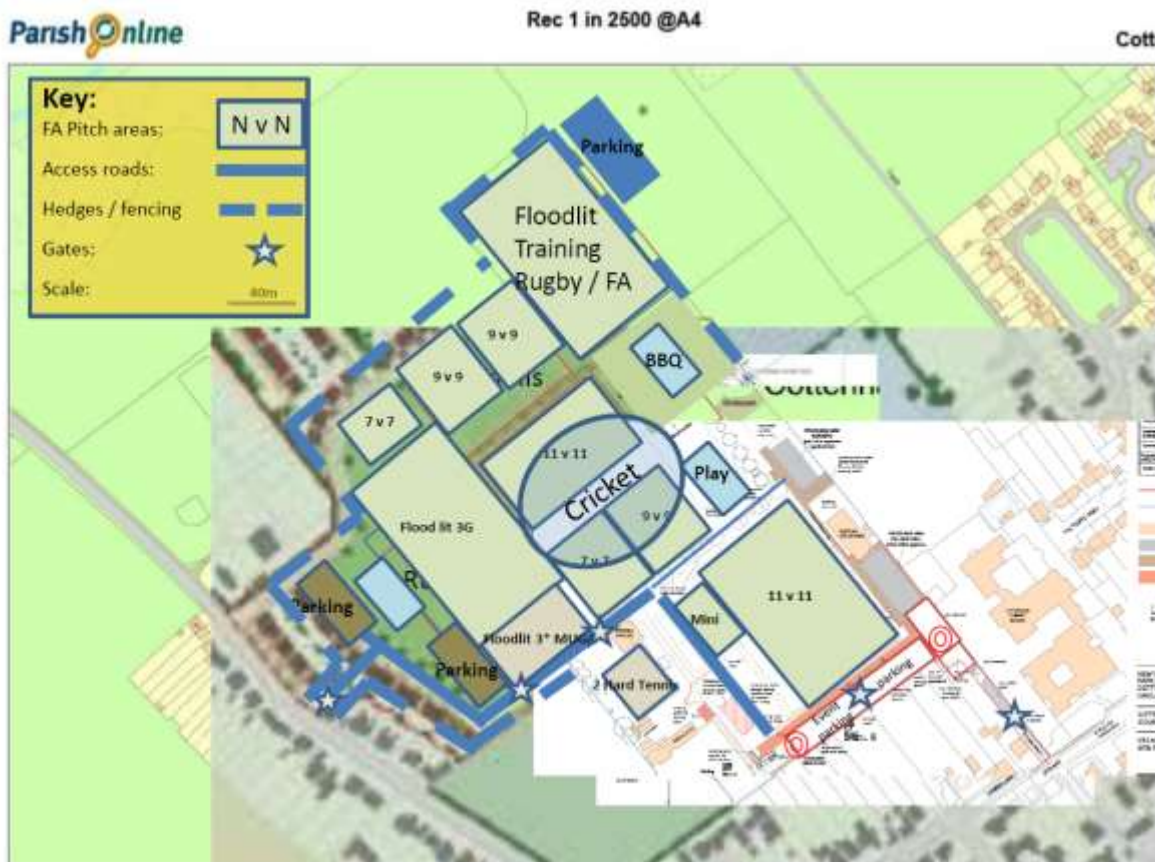
You might also consider inviting a bugler or trumpeter from the local Air Training Corps, Army Cadets, Sea Cadets, Combined Cadet Force, Boys' Brigade, Scouts, Salvation Army or brass band to play the Last Post and Reveille during their service.

19/141. This Land

This Land has, following the CCC appeal, permission to build up to 254 homes on land adjacent to our playing fields. Some of that land cannot be developed due to restrictive lease conditions or Local Green Space considerations in the SCDC Local Plan or our draft Neighbourhood Plan (which – with Parish Council approval - has the authority to change some of these restrictions).

Over the last 6 or so months, our Clerk and I have had several meetings with the developer and architects working on this development to reduce the negative impact of the development and improve the accessibility and layout of the sports facilities.

At the most recent meeting, we were asked to formalise our suggested layout and the architects asked to come up with a compatible residential layout, having checked formal pitch dimensions etc. for the layout we have sought for some time after discussion with our sports clubs.



This Land is now saying that they do not have enough land to meet everyone's requirements (including the school access road) and will we prioritise our pitch needs - but are not being very forthcoming on why.

Our parameters have been to:

- retain as much contiguous land as possible
- achieve an access to Rampton Road
- avoid development of a second-row of housing behind established development in Rampton Road.

We have asked them to come up with more information on their constraints.

We need more guidance from CPC on how to take things forward. Doing nothing is not an option.

- If we "lose" much more of this land, we will need to reconsider a second Recreation Ground.
- If we ignore the request, we could end up with pitch provision either side of the access road.

This Land will want our support for their Reserved Matters application but have a Spring deadline to meet.

19/142. Bellway S106

Bellway have produced a landscape maintenance plan which identifies the areas that the Parish Council will need to maintain (should we wish to take over adoption). The estate management plan identifies the detailed maintenance responsibilities within these areas. Specific maintenance of surface water drainage systems linked to the private roads on the scheme will be necessary as they are partially within POS areas and the Parish Council have to understand their maintenance requirements fully to ensure that the systems are properly maintained. All necessary additional maintenance requirements within the POS must also be considered as maintenance will not just be confined to grasscutting within these areas. Separation of the POS areas from the overall maintained areas of the scheme will therefore prove to be difficult.

Bellway have appointed a management company who will look to take on all management responsibilities at the scheme should the Parish Council not wish to pursue adoption. They would therefore appreciate the Parish Councils earliest comments to the above information provided.

19/143. SLCC membership renewal

The SLCC is the professional body for local council clerks and senior council employees in England and Wales. The benefits of membership include:

1. A team of experienced advisors contactable by telephone or email for answers to professional queries.
2. A bi-weekly news bulletin containing the latest sector news and information.
3. A new online, professional Forum which provides unique, best practice sharing and networking with local council colleagues.
4. Access to best practice advice on a range of topics in the members' area of the website.
5. A bi-monthly magazine called 'The Clerk' packed with advice, information and case studies from fellow members.
6. An update on the latest legislation and regulation at conferences and events at a discounted rate.
7. Save on a range of council products and services, including office stationery, books and energy supplies.
8. Advertise your councils' job on the SLCC website and take advantage of member discount.
9. Maintain good practice by studying for a sector qualification or attending a continuous professional development course at a discounted rate
10. Network with fellow clerks and discuss current issues at regular county-based branch meetings.
11. Representation with Government, sector partners and stakeholders in respect of practical issues in your day to day work.
12. Access the free confidential 24hr counselling service for any personal issues.

Membership rate: £196

Principal members receive all the services the Society has to offer (as with full membership above) as well as the following added benefits:

- Members are entitled to use the designated letters 'PSLCC' after their name and their name will be published on the SLCC website during their membership to confirm their status.
- Members will receive a £20 training voucher to use against any SLCC CPD course or training event within the year of their membership. This will only be available to members who renew for a full year, if a member upgrades to Principal or Fellow level after their renewal date they will not receive the training voucher.
- Members can use the designated 'Principal member' logo on their CV and job applications.
- Members will receive a 'Principal member' pin badge to wear at events and training.
- Members will receive three Professional Development, news bulletins offering the latest training news, advice on gaining CPD points and support with professional development.

Membership £53.

19/144. Councillor training

Saturday, 6th July 2019

Arrive 9am for 9.30am start, Finish 4pm
at Mandevile Hall (Hall 2), Tan House Lane (off Reach Road), Burwell, CB25 0AR

Refreshments will be available from 9am

Lunch is not provided

Course Details:

Meetings, Meeting Procedures & Code of Conduct

Budgets, Precepts, Statutory Powers & Standing Orders

Planning & Risk Management

Cost : £75 Member Councils

19/129. Bank reconciliation

Reviewed 10th June 2019 by RFO and Cllr McCarthy

Council's Bank Accounts were reconciled to our Sage system and are in order.

In summary:

£85,348.24	Bank account 1
£157,231.21	Bank account 2
£462,419.55	Bank account 3
£704,999	Total Cash at Bank (as of the 31 st May 2019)
- £6517.38	Creditors (of which £39.48 is the Multipay card)
+ £6820.80	Debtors
£705,302.42	Net balance on bank reconciliation

+ VAT owed £13,222

Minus £39,501 remaining accruals

Minus PAYE: £1159

Net assets: £677,864.42

Creditors

- Calor gas - £959.42 (1st and 20th May 19) Standing charge and gas delivery
- Cambridge Water Business - £1157.78 (03/05/19) x two invoices
- CB Creative - £168 (30/05/19) Signs for rec ground
- Chubb - £80.23 (13/05/19) security at village hall
- Clerk - £2.50 (10/05/19) Refreshments for the Tender meeting
- CSA - £123.78 x 3 invoices for cleaning materials for the pavilion/VH
- DT Deane - £114 (24/04/19)
- Green and Purple – £1020 (1st May and 30th April 19) monthly invoice and Year-end accounts
- Kershaw - £192 (14/05/19) Gas safety check
- MTC Engineering - £900 (09/04/19) Traffic survey at the rec
- Nick west - £1255.51 (2 months cleaning costs for VH)
- Rospa - £235.80 (03/05/19) Annual playground check
- Shred Station - £96 Shredding x 2 invoices
- Staples - £39.56 (07/05/19) stationery
- Watch the dot - £28/05/19) Hosting cost (Annual)

TOTAL £6477.90

Debtors

- Cottenham Colts - £1993.20 (31/03/19) annual charge
- Cottenham United Football Club - £1680 (31/03/19) annual charge
- Cottenham United Sports and Social Club - £3120 (31/03/19) quarterly rent charge
- Aerobics teacher - £27.60 (31/05/19) for hire of village hall

TOTAL £6820.80

Appendix 1: Issues log

There were 14 reported incidents during June.

Date	Issue	Further details	Follow up
12/06/2019	Overgrown bridlepath	Public footpath between Cottenham & Rampton is overgrown	Resident to report to County Highways
14/06/2019	Damaged tree	Tree next to Victory Way bus shelter has fallen branch & another about to fall	Contacted SCDC
14/06/2019	Gothic House	Building is insecure and access can be gained.	Contacted Enforcement
23/06/2019	Canary	Canary spotted on Victory Way	Reported via Cottenham FB page
24/06/2019	Water leak	2 leaks on the High Street outside no. 255	Reported to Anglia Water
24/06/2019	Overgrow hedge	Hedge on Racecourse View is obscuring view out of Long Drove	Management company to be contacted
25/06/2019	Blocked gully	Gully at bottom of driveway on Histon Road is blocked and flooding driveway. Reported to County Highways but they haven't responded to any contact	Forwarded to CCC Cllr Wotherspoon
25/06/2019	HCV parking	Lorry is parked in layby on Twentypence Road overnight despite sign to the contrary	Resident reported to police.
25/06/2019	Les King Wood	Pathways are getting very overgrown and maintenance is required	Contacted This Land
25/06/2019	Overgrown bridlepath	Public footpath between Cottenham & Rampton is overgrown	Reported to County Highways
27/06/2019	Moat	Excessive noise (shouting/swearing) from teenagers at the Moat is causing a disturbance	Resident to report to police
27/06/2019	Oakington Rd pavement	Works by Bellway appear incomplete with road markings not reinstated. Edge of road not finished.	
27/06/2019	Playground	Child got foot stuck in drainage crate to side of skatepark.	Groundsmen to make safe
28/06/2019	Playground	Rubbish bin contents have been distributed around the play area. Slide step has been pulled out and thrown across playground	Groundsmen to make safe and tidy up