

## Full Parish Council Meeting

Meeting held in the Village Hall, Lambs Lane, Cottenham on Tuesday 3<sup>rd</sup> September 2019 at 7.15pm

**Present:** Cllrs Morris (Chair), Collinson, Kidston, Ward, Wotherspoon, the Clerk and Assistant Clerk

- 19/171. Chair's Introduction and Apologies for absence** – Apologies accepted from Cllrs Bolitho (work), Dewey (sick), Graves (work), Hewitt (holiday), McCarthy (work), Nicholas (sick), Wilson (holiday), Young (holiday) and the RFO. Cllrs Dahlqvist and Smith absent.
- 19/172. To accept Declarations of Interest and Dispensations** – None given.
- 19/173. Minutes** – Minor amends. SCDC Cllr Wilson arrived 7.18pm. Resolution that the minutes of the meeting of the Full Council meeting held on the 6<sup>th</sup> August 2019 be signed as a correct record. **RESOLVED.**
- 19/174. Public participation – Standing Orders to be suspended** - None present.
- 19/175. Reports**
- **SCDC** – Report noted. Query regarding completion of Gun Club bunds. How many noise complaints received, particularly from Wicken Fen Nature Reserve? Discussion regarding how compatible the new ice rink is with carbon reduction.
  - **CCC** – Report noted. New bus priority system is being purchased. Histon Road closure – Stagecoach will divert the Citi 8 to use the busway and Milton Road. There are also talks of running a shuttle bus along Histon Road. Full access will be maintained for pedestrians and cyclists. Access won't always be available to Kings Hedges road and it will be closed at some point. Works could start as early as November. Clerk raised resident query re. when CCC would take back running of the buses. CCC Cllr Wotherspoon stated that under the Bus Act 2017 local authorities were no longer permitted to run bus services. The GCP are looking at franchising but Stagecoach are resistant. Beach Road – CCC Cllr Wotherspoon did an inspection with the LHO. Has spoken to counterpart in Landbeach and they are pressing for resurfacing. Clerk has received a TTRO mentioning resurfacing but no specifics given; waiting response from Martin Gowler.
  - **Clerk** – Report noted. Carols on the Green – currently have a problem trying to obtain big enough Christmas tree; Asst Clerk following up various leads. No news regarding Histon Road cycle studs. Cllr Collinson mentioned the poor state of Pelham Way pavement. Has been mentioned to LHO already but Clerk to write to LHO to press for resurfacing works.
  - **Major developments** – Report noted. This Land – issues with County Council insisting on a road cutting across the Recreation Ground. They have also kept back a piece of land which has planning permission on it but This Land are still trying to build the same number of properties on a reduced plot. Redrow – have been invited to next SCDC Liaison meeting.
  - **Village Hall & Nursery** – Report noted. Expecting revised figures mid-September. Cllr Morris ran through various County Council issues regarding the s106 monies.
  - **Cottenham Neighbourhood Plan** – Report noted.
  - **C&P Combined Authority Transport Plan** – Report noted.
  - **New City / District Local Plan** – Report noted.
- 19/176. Clerk Training** – Resolution that the Temp Assistant Clerk attends CAPALC Clerks: The Knowledge training course at a cost of £240. **RESOLVED.**
- 19/177. Feast Parade** – Resolution to grant permission for use of the Green for event on 13<sup>th</sup> October and siting of portable toilet. **RESOLVED.** CPC to host stall subject to sufficient volunteers. Clerk to contact Cllrs accordingly. Clerk to check whether Feast organisers have Public Liability Insurance in place; CPC to fund if needed.
- 19/178. Community gritting scheme** – to consider participation in County scheme for winter 2019/20 – Cllr Wotherspoon outlined the purpose of the scheme (26 parishes already involved) and already clears an area in the vicinity of his property. Cllr Wotherspoon to invite Officer to October meeting to discuss further.
- 19/179. Remembrance parade** – Resolution that in gratitude for their participation in the Cottenham Remembrance Parade, Cottenham Parish Council resolves to donate £100 to the Cambridgeshire Caledonian Pipe Band. **RESOLVED.**

- 19/180. Chat bench** – Resolution to extend trial of chat bench to Broad Lane/High St bench (resident request) and purchase 2 signs up to the value of £200 + VAT. **RESOLVED.**
- 19/181. Legislation Training** – Resolution that the Clerk and Asst Clerk book onto webinar for new ‘website accessibility guidelines’ at a cost of £60+VAT per person. **RESOLVED.**
- 19/182. Connections Bus** – Resolution for Cllr Kidston (with Cllr Ward as reserve) to attend Connections AGM on 14<sup>th</sup> October. **RESOLVED.**
- 19/183. Summer Reading Challenge** – Resolution for Cllr Morris to attend presentation ceremony at Cottenham Library on 17<sup>th</sup> September. **RESOLVED.**

**19/184. Finance**

Income	Description	Net	Gross	
Cambridge Kids Club	Monthly invoice payment	£873.92	£1,048.70	
HMRC	VAT payment	-	£3,041.92	
Hire of Pavilion	End of season event	£20.00	£24.00	
Cottenham Colts	Annual pitch fees for hire of Recreation Ground	£1661.00	£1993.20	
Chubb	Refund for one months security cost	£201.67	£242.01	
		<b>£2756.59</b>	<b>£6349.83</b>	
Expenses over £500	Description	Net	Gross	code
Salaries	Salary costs for September 19	£5,713.40	£5,713.40	-
HMRC	Tax and NI for August 19 (month 5)	£1,233.33	£1,233.33	-
Cottenham Sports & Social Club	Quarterly contract services	£1,080.00	£1,080.00	1527
SSE - Southern Electric	Electric bill for Rec ground (DD Quarterly)	£810.85	£973.02	1532
Connections Bus	Ten visits from the Connections Bus	£2,530.00	£2,530.00	1537
AJ King	Contract cost - Monthly	£3,166.67	£3,800.00	1539
		<b>£14,534.25</b>	<b>£15,329.75</b>	
Expenses under £500	Description	Net	Gross	code
Legal and General	Pension Costs (September) DD	£340.67	£340.67	-
Charter Global	Contract at the pavilion for the shutters (DD)	£172.00	£206.40	
Shred Station	Office Blue bin collection and Shredding	£40.00	£48.00	1528
BCS Accounting	Payroll Processing July 19	£47.50	£57.00	1529
A Mappledoram	Work on Flood lights after pole snapped	£35.00	£42.00	1530
SSE- Southern Electric	Electric bill for the pavilion (DD monthly)	£240.64	£288.76	1531
CAPALC	1 day Councillor training	£75.00	£75.00	1534
RFO	Expenses re Sim card for the pavilion	£8.86	£10.62	1535
RFO	Printer paper	£3.00	£3.00	1536
Green and Purple Ltd	Accounting support	£50.00	£60.00	1538
Greenlight	Biodiversity Enhancement Scheme to discharge planning condition	£450.00	£540.00	1540
		<b>£1,462.67</b>	<b>£1,671.45</b>	

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

- 19/185. Management accounts** – to review the monthly management accounts – Noted.
- 19/186. Bank reconciliation** – to review monthly bank reconciliation – Noted.
- 19/187. Matters for consideration at the next meeting** – Winter gritting speaker.
- 19/188. Dates of next meetings** – Planning 5<sup>th</sup> Sept, FLAC 12<sup>th</sup> Sept, CALF 17<sup>th</sup> Sept, Planning 19<sup>th</sup> Sept, Full 1<sup>st</sup> Oct September
- 19/189. Close of Meeting** – 8.35pm.

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_