

To all Members of Cottenham Parish Council

You are hereby summoned to attend an **Ordinary Parish Council Meeting**

To be held via Zoom* on Tuesday 2nd February 2021 at 7.30pm

AGENDA

All Parish Council Meetings are open to the Public and Press

- 21/019. Chair’s Introduction and Apologies for absence** - *Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*
- 21/020. 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. (NB this does not preclude any later declarations).*
- 21/021. Minutes** - To resolve that the minutes of the meeting of the Full Council held on the 12th January 2021 be signed as a correct record.
- 21/022. Public participation – * This meeting will be held virtually using Zoom software; members of the press or public wishing to submit questions, should contact the Clerk.** - *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) come into force on 4 April. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. To obtain access to the meeting please contact the Clerk who will send you the invitation information. 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 asked to restrict their comments and/or questions to 3 minutes in order to allow other people to speak without the public session exceeding its allotted time. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting.*
- 21/023. Reports**
- **SCDC** – report circulated prior to the meeting
 - **CCC** – report circulated prior to the meeting
 - **Clerk** – report circulated prior to the meeting
 - **Major developments** – Cllr Morris
 - **Village Hall & Nursery** – Cllr Morris
 - **Neighbourhood Plan Referendum** – Cllr Morris
 - **Drainage & Flooding issues** – Cllrs Graves & Morris
- 21/024 Consider likely financial outturn from 2020/21** – cash and reserves projection - FLAC
- 21/025. Revenue budget** - consider proposed net revenue budget of £307,275 - FLAC
- 21/026. Likely financial spend in 2021/22** – consider probable costs beyond Hall/Nursery retention – FLAC
- 21/027. Future s106 receipts** - consider likely future receipts – Cllr Morris
- 21/028. Precept for 2021/22** - consider setting the net precept at £307,275 equivalent to £126 per Band D (£122.78 in 2020/21) – FLAC
- 21/029. NALC Land ownership survey** – consider response to survey (by 26th Feb) – Clerk
- 21/030. Councillor training** – consider sending Cllr Loveluck on CAPALC New Councillor training event on 27th March at a cost of £75 – Clerk
- 21/031. Speculative Development working party** – consider membership of the working party – Clerk
- 21/032. Finance**

Income	Description	Net	Gross	
Cambridge Kids Club	Invoice Payment	£873.92	£1,048.70	
HMRC	VAT payment	£88,134.62	£88,134.62	
SCDC	Zero Carbon Grant	£1,550.00	£1,550.00	
		£90,558.54	£90,733.32	

Expenses over £500	Description	Net	Gross	code
Salaries	Salary costs for February 2021	£4,575.31	£4,575.31	-
HMRC	Tax & NI for January 2021 (month 10)	£789.45	£789.45	-
SEH French	Invoice (Certificate no 12)	£223,987.09	£268,784.51	1919
AJ King	Monthly groundsman cost	£3,166.67	£3,800.00	1926
Calor	Gas delivery to the pavilion (DD)	£1,150.55	£1,208.08	1931
SSE Southern Electric	Electric invoice for the pavilion	£431.20	£517.44	1933
		£232,518.52	£279,674.79	
Expenses under £500	Description	Net	Gross	code
Legal and General	Pension Feb 21	£306.21	£306.21	-
Charter Global	Monthly contract cost (DD)	£172.00	£206.40	-
AgriPest	Rodent proofing and Mouse traps for pavilion & Cabin	£150.00	£150.00	1918
British Gas	Electric bill for the Nursery (DD)	£187.79	£197.17	1920
British Gas	Electric bill for the Village Hall (DD)	£566.29	£594.60	1921
SSE Southern Electric	Electric invoices x 3 for street lighting	£118.68	£124.60	1922
Tindall Security	Annual maintenance on CCTV system	£265.00	£318.00	1923
BCS	Payroll processing Dec 20	£35.00	£42.00	1924
Browns of Burwell	Heating oil for ladybirds	£414.76	£435.50	1925
RFO	2 x planning applications	£116.00	£116.00	1928/1929
Staples	Stationary items	£55.44	£66.53	1930
Calor	Standing charge	£17.13	£17.99	1932
Barton Oil Burner Services	Boiler repair ladybirds	£55.00	£66.00	1934
		£2,459.30	£2,641.00	
Multipay card				
Arco	Flood equipment	£217.91	£217.91	1927c

Resolution to pay these invoices

21/033. Matters for consideration at the next meeting

21/034. Dates of next meetings – Planning 4th Feb, Planning 18th Feb, Full 2nd March

21/035. Close of Meeting



Jo Brook - Clerk

Right Side Entrance, Community Centre, 250a High Street, Cottenham, Cambridge, CB24 8RZ. Tel: 07503 328401.

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28th January 2021