

**Minutes of the Meeting of Caldecote Parish Council  
on Thursday 11<sup>th</sup> May 2006 at 7.30pm in the Village Hall**

**Present:** (Cllrs), J Lang, A Levett, P Phillips, T Footman, N Whyatt, I McArdle, T Hawkins, and S. Breeze

**In attendance:** County Councilor D. Baldwin Mr. R Hume (Clerk) and 3 members of the public including F Wolton (Previous Chairman)

**124 (124.1) Election of Chairman**

On a proposition by Cllr Footman , seconded by Cllr Whyatt it was unanimously resolved to elect Cllr. Lang As chairman

The chairman then signed the declaration of acceptance of office

The Chairman thanked the council for electing him as chairman and asked that a letter of thanks be sent to Mr Frank Wolton the previous chairman for all his efforts on behalf of the council.

**124.1.1 Co-option of one vacancy for a councilor** – On a proposition by Cllr Lang , seconded by Cllr Levett it was unanimously resolved to elect Fiona Whelan to the vacancy of Parish Councilor, Cllr Whelan then signed the declaration of acceptance of office.

**124.1.2 Election of Vice-Chairman**

On a proposition by Cllr Footman, seconded by Cllr Levett it was unanimously resolved to elect Cllr. Breeze as vice chairman

**124.1.3 Election of Committees or Working Parties,**

**124.1.4 Appointment of Sports and recreation committee**

Committee - Terms of reference.

Caldecote Parish Council Sport and Recreation Ground Committee is delegated to consider and determine, on the Parish Council's behalf, all matters relating to the public open spaces within the village that have either already been transferred to the Parish Council or that will result from a signed S106 Agreement (developments - Banner Homes, JS Bloor, Taylor Woodrow Developments and Ashwell Homes) This includes the establishment, maintenance, provision, monitoring and use of land, landscaping and equipment.

The Committee:

- Must have due regard to the Parish Council's standing orders at all times. In particular that meetings must be held in a public place, properly convened and decisions clearly minuted. It must act as a corporate body. It must also respond to any direction given by the Parish Council.
- Shall be five members with a quorum of three.
- Should elect from amongst its members at its first and subsequent annual meeting a Chairman and a Vice-Chairman.
- May set up sub groups (working parties) that may meet informally to discuss aspects of the Recreation Ground Committee's work and to prepare recommendations for the Committee's consideration.
- May invite individuals, groups and organizations and/or officials to attend its meetings as appropriate and public participation at the meetings is at the Committee's discretion.
- May seek free advice or information from the local authorities and/or other body to enable it to understand or carry out its duties more effectively. If there is a cost implication it must bring a clear recommendation to the Parish Council for its consideration.

- Should consider all financial implications relating to the recreation grounds and make a clear recommendation to the Parish Council on all recreation ground needs and requirements so that these can be included in the annual budget preparation.

It was further resolved that the initial membership should be Cllrs Breeze, Levett and Phillips, It was resolved to elect Mr Frank Wolton as a co-opted member of this committee also two non voting representatives of the Caldecote Sports Association.  
All appointments proposed by Cllr Lang and seconded by Cllr Whelan.

It was noted that the minutes of meetings would be circulated to all members of the Parish Council for information.

#### Areas of responsibility

On a proposition by Cllr Drayton, seconded by Cllr Footman it was resolved that the following areas of responsibility be approved and noted that the named were to monitor and consider all matters relating to the particular area of responsibility and to make recommendations as appropriate to the Parish Council.

Conservation and Trees	Cllr Footman with Mr John Newby assisting Cllr Footman if he is willing.
Traffic and Highways/ Public Rights of Way	Cllr Footman
Playgrounds	Cllr Footman
Safer Caldecote/ Vandalism/ Police matters	Cllr Phillips
Bylaw matters	Cllr Lang
Webmaster	Cllrs Whyatt and assisted by Mr Chris Corcoran if he is willing to continue.
Drainage	Cllrs Footman and McArdle
Wider and local planning	Cllrs Whelan and McArdle
Caldecote Sports Association Representatives	The Recreation Ground Committee with a minimum of any two members attending the meetings
Caldecote Community Association representative	Cllr Phillips
Parish Plan	Cllr Whyatt
Old Village of Caldecote	Cllr Whyatt
CALC representative	Cllr Lang

**124.1.5 Appointment of Planning working party** - the council resolved to continue as a working party,

On a proposition by Cllr Footman, seconded by Cllr Phillips it was resolved that Cllr Breeze and Cllr McArdle would be on the working party and report to the full council meeting with its recommendations.

Mr Brian Drayton has indicated his willingness to become a co-opted member of the working party. This working party would report its recommendation to the full council. Mr Drayton would not be able to take part or speak at the full council meeting but would be able to vote at the working party meeting to recommend decisions to the council.

**124.2 To receive apologies for absence and also declaration of interests from members**

Apologies were received from Cllr Robin Martlew

**Declarations of interests**

The clerk explained that it was necessary for councilors to decide at each meeting if anything being discussed needed to be declared - even if interests had been declared on the register.

It was the responsibility of each councilor to decide.

The following item was entered into the book for this meeting

**S0667/06/F (S1620/03/O)** Cllr Phillips Lives in the same road

**125 To approve the minutes of the previous meeting on 6<sup>th</sup> April 2006.**

On a proposition by Cllr Footman, seconded by Cllr Phillips the minutes were approved as a true record of the meeting, with no amendments.

The Chairman then signed the minutes.

**126 Matters arising for information only (Clerks report).**

**126.1 (76.3 57.2 49.2.4 52.6 52.5 39.2.1)** School flashing lights, the posts have been erected, the clerk was asked to chase the installation of the lights

**126.2 The Ashwells Bridge** has been removed, it had not been possible to reach an agreement with the owner and land agent to allow the bridge to remain. It had not been possible to preserve the bridge for re-use and the remaining scrap timber had been disposed of, Ashwells had confirmed that they were happy for this to happen. The clerk was asked to contact Ashwells about closing off the access completely to avoid the route creating problems.

**126.3 Mille & Reeve** have agreed to represent the council in dealing with JAB (Bloor) transfer of open space.

**126.4 Pumping Station flooding** - a letter from AWG PLC indicated that they did not recognize any problem with the capacity of the pumping station, the November flooding incident was due to a faulty pump that has been replaced.

Although they indicated that surface water infiltration was an issue, but not in the public sewer but more of a private and riparian nature as leaks were noted in various private sewer laterals.

They suggested contacting the local environmental health officers for assistance, the clerk was asked to write to SCDC and Cambs CC.

**127 Matters carried forward from the last meeting for discussion / decision**

**127.1 Highways** – Site meeting arranged with Dennis Vacher on 7th June at 11oclock. Items should be sent to the clerk, an item will be included in the journal to notify residents.

- Resurfacing of Highfiled Road and Main Street
- Extension of footpaths
- Speed thumps
- Side road exits on to Highfield Road.

**127.2 (117.2 102.6) Quiet Lanes designation** – Cllr Whyatt is planning to get support for reduced speed limits in the older part of Caldecote. The clerk was asked to write to the County

Council to say that the Council are minded to apply for “quiet lane” initiatives, and would like their views on this.

**127.3 (97.6) Bus shelter** is being built and nearly complete.

**127.5 Journal Delivery** May Kember has written to say she cannot continue, it was resolved to contact someone who has indicated an interest in taking over. The clerk was asked to write to May expressing the councils appreciation of her efforts and also to arrange the replacement.

**127.6 Graffiti Removal** – Bus shelter, City services will carry out this service for £70 (SCDC wanted £120).

On a resolution proposed by Cllr Breeze and seconded Cllr Whelan. It was agreed to ask City services to carry out this work for £70

## 128. Finance and procedural matters

### 128.1 To receive the financial report and approve the payment of bills

On a resolution proposed by Cllr Lang and seconded Cllr Footman.

The invoices and cheques were checked and initialed by 2 councilors

Expenditure for approval			CHQ NO.
<i>Clerk Expenses March</i>	<i>See Note (1)</i>	<i>99.07</i>	<i>547</i>
<i>MD Landscapes</i>	<i>See Note (1)</i>	<i>881.25</i>	<i>548</i>
<i>Inland revenue</i>	<i>See Note (1)</i>	<i>361.01</i>	<i>549</i>
<i>LGS Journal Printing</i>	<i>See Note (1)</i>	<i>312.00</i>	<i>550</i>
<i>Allianz and Cornhill</i>	<i>See Note (1)</i>	<i>1001.76</i>	<i>551</i>
<i>Caldecote Comm Association</i>	<i>See Note (1)</i>	<i>10.00</i>	<i>552</i>
<b>NEW PAYMENTS</b>			
Roger Hume	Salary April	281.42	553
Kathie Martlew	Salary April	34.00	Direct Debit
Roger Hume Clerk expenses	April	83.70	554
*(1) cheques 541 to 552 were agreed as a late payments last month			
Total Expenditure		3064.21	

**128.1.1** The clerk and chairman had approved an emergency agreed payment of £10 for MD Landscapes to remove an accumulation of bricks and blocks from the MUGA area.

**128.2 Training needs** - of new councilors and chairman.

On a resolution proposed by Cllr Lang and seconded Cllr Footman it was agreed to fund training. The clerk will notify dates.

**128.3 Final accounts for 2005/6** - currently with the internal auditor and the aim is to present them to the June meeting for approval.

## 129. To attend to correspondence/communications received since the last meeting including

### 129.1 Parishioner correspondence

**129.1.1 Bourn Airfield Entrance** - Cllr Martlew and the clerk had both received concerns about the new entrance off the roundabout, bus stop users had found it difficult to cross

the roads with lorries and other vehicles exiting the roundabout and airfield at speed, and Both had contacted Richard Gethin at Nuttalls and it was hoped that an improvement could be made with barriers or signage, Cllr Martlew had also been in touch with the Highways agency and the County Council.

The matter could be resolved if the bus stops could be moved to the Hardwick side of the junction but could not happen on both stops unless the garage is closed after the new road opens. Cllr Martlew suggests - a) rails to prevent people crossing before the dropped Kerb. b) a raised island where the white line shows, c) removing the bus shelter to where it used to be east of the island.

## **129.2 Other Correspondence**

**129.2.1 DEFRA Clean Neighborhoods new Parish Council Powers – penalty notices**

**129.2.2 Cambridgeshire County Council submission statement of Community Involvement \* Brochure (moved to next meeting).**

**129.2.3 Cambridgeshire County Council Corporate Plan 2006 to 2009 was received.**

**129.2.4 The location and design of major waste management (SPD) has been approved.**

**129.2.5 Ashwells youth problems and Dog Problem/Parking**

PC Chris Bradley has indicated he will be at the Annual parish meeting next week

**129.2.6 French Market** – A letter regarding a possible market in Caldecote was received,

**129.2.7 Local Development Frameworks** – CPRE Training, one day workshop. No one expressed an interest in attending this training.

**129.2.8 Parish Plans** Grants are now available.

**129.2.9 Parish and Council development** – Cambs Assoc. Local Councils are recruiting a new member of staff to assist development

**129.2.10 Grants for footway lights funding** – are now available, the clerk was asked to put in an application, highlighting that most of these lamps in Caldecote are in an area where they are the only lights.

**129.2.11 Park and Ride Surveys** – on line <http://www.cambridgeshire.gov.uk/>

## **130 To attend to Planning received since the previous meeting**

**130.1.1 S0667/06/F** Land adjacent 26 East Drive (S1620/03/F) variation to extend period for the submission of reserved matters

**Recommended for Refusal** – proposed by Cllr Lang, seconded by Cllr Footman, a vote was requested and was passed by the Chairman's casting vote.

This is not the first request to renew this application and the Council ask if a further renewal is in the best interests of planning procedure.

It is necessary to ensure that consideration of any future application for development in the area will not be prejudiced by permissions for development which have not been acted on

**130.1.2 S0741/06/F** Conversion of garage bay to living accommodation 1 Porthmore Close Highfields Caldecote

**Recommended for Approval** proposed by Cllr Breeze, seconded by Cllr Hawkins

Any construction should specify good quality materials.

Consideration of the effect on the Street Scene.

**Conditions should be applied on the following during construction**

- No work should be carried out before 8am and should finish by 6pm. (1pm Saturdays)
- No work on Sundays or Bank holidays.

## **130.2 Decisions for note only**

**130.7.1 Tree Preservation Order** Land at 53 Highfields Road Caldecote

## **131. The village development, recreation grounds and public open spaces.**

**131.1 Sport and Recreation** – meeting report from 25<sup>th</sup> April.

**Pavilion** - Julie Barnes (Architect) has been asked to produce sketch plans of the proposal, the Sport & Recreation committee had approved a payment of up to £300. Mr Melvin Pooley has indicated the space available and has promised to follow this up with a site plan.

Next meeting date agreed as Thursday 15<sup>th</sup> June 2006

**131.2 Funding for verge cutting.**

The County Council grant for village general roadside verge maintenance has been reduced to £1611.35 (was £1982.46), it had not been possible to challenge the reduction as the cost of the agreed contract for 4 cuts was covered by the new grant. It had been hoped to increase the number of cuts, not reduce them.

CCC would have considered a claim for the original grant figure that was agreed last October. A condition of this would be to prove a loss financially. As the Councils decision was only to contract 4 cuts at a cost under the revised grant it was not possible to pursue this.

It is hoped that 5 cuts will be possible from the current budget amount.

Verge cutting -The seasons first cut was done recently and concern was expressed about the standard of cutting in the old part of Caldecote, the clerk has asked for a plan from the County Council of the areas of responsibility and will contact MD landscapes. A different contractor may have been responsible.

**131.3 MUGA area**, To consider a response about youth attempting to build an unplanned BMX track. While recognizing their enthusiasm and effort this has caused a number of problems. It was resolved to arrange a meeting with the youth to point out the problems created and seek a way forward.

**131.4 The Annual Playground inspection report** had been received, and will be added to the next agenda for consideration

**132 Councilors' items**

**132.1 Recent drainage work in Highfields Road** by Contractor Ringway was observed to be very poor. There are still blocked drains from West Winds (near West Drive junction) to the social club on Highfields Road.

**132.2 Broken drain cover** opposite College Farm Main Street Caldecote CB3 7NU. Currently has 2 cones marking the problem.

**132.3 Hole in the carriageway** on the west side of the old railway bridge

**132.4 Hole in the footpath** next to 37 Highfields Road (we think this may have been reported to Ashwells and will be corrected by them).

**132.5 Street Light SC14** still has not been repaired.

**132.6 Graffiti on a Road sign**

**132.7 The bungalow on the corner of West Drive and Grafton drive** – The clerk will seek out the owner to report damaged fencing.

**132.8 Grafton Drive** - A resident was challenged while using this access to West Drive, a journal article will be sent pointing out this is a right of way

**133. Closure of meeting and parish matters.**

**There being no further business the meeting was declared closed at 10pm**

**Date of next meeting is 1<sup>st</sup> June 2006 (Annual Parish Meeting on 18<sup>th</sup> May)**

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**Items for Note, if you wish to view any of these items please ask the clerk**

**Fenland Leisure products open day May 17<sup>th</sup>**

**Cambs Assoc. Local Councils Agenda association meeting May 31<sup>st</sup> at 7-30pm**

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