

**DRAFT Minutes of the Meeting of Caldecote Parish Council  
on Thursday 1<sup>st</sup> February 2007 at 7.30pm in the Village Hall**

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

**In attendance:** Mr. R Hume (Clerk), Cllr Martlew (District Councilor) and one member of the public, plus invited guest Melanie Baker.

Melanie Baker Community Development Worker - South Cambs ACRE gave a presentation on Parish Plans, explaining the advantages of producing a plan and the procedure.

Around a third of all Parishes in the area have already produced a plan, the plan sets out the aims and aspirations of the village over the following five years. Community involvement is essential, questionnaires and consultation for all residents to give their views.

Requires a driving committee and/or sub committees for each subject, typical headings are Housing, History, Planning. Once completed the plan will be adopted by the Parish Council.

The chairman thanked Melanie for her presentation.

**Members of the public were invited to make comments relevant to the agenda before the meeting was formally opened.**

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

Apologies had been received from Cllr Breeze and PCSO Sue Envill.

Absent Cllr Whelan.

**215 To approve the minutes of the previous meeting on 4<sup>th</sup> January 2007 and 18<sup>th</sup> January (Planning)**

On a resolution by Cllr Lang and seconded by Cllr Phillips the minutes were approved with one amendment, Cllr Whyatt had given his apologies at the previous (December) meeting, the minutes were amended and change initialed, the minutes were then signed by the chairman as a true record.

**216 Matters arising for information**

**216.1 Highways** – Speed limits in Caldecote, a letter had been received from Steven Thulborn County highways, giving information on why the proposals for a 30 limit in Main Street Caldecote that had been recommended by the Parish Council could not be implemented.

The clerk was asked to reply asking for the reasons some villages such as Knapwell have managed to get a 30 limit with similar, or in fact safer roads, pointing out the complete lack of footpaths, high banks etc and request a site meeting to include the portfolio holder of the County Council.

The Parish Council are very concerned about pedestrian safety in Main Street, with steep banks - there are no refuges, and of course no footpaths for residents including children having to use the road to visit friends. Copy letter to Cllr Baldwin.

**216.2 Lighting column** – MUGA area, has been re-fixed, confirmed by Mr Ben Humphries, AM (Alfred McAlpine), the clerk was asked to write and thank them.

**216.3 Drainage** Rear of 53 Highfields Caldecote, it was reported that planning conditions may not have been complied with and a ditch filled in, the clerk will contact the enforcement officer at South Cambs.

**216.4 Footpaths** on Highfield Road - letter from Dennis Vacher to confirm an order has been placed for repairs to the footpath near 61 and 63.

**216.5 Bridleway Damage** – email from Karen Champion (Public Rights of Way Officer) explaining that it is illegal to drive on a bridleway without the permission of the land owner.

**216.6 Disused Railway Bridge** is to be demolished, an email has been received giving information on the plans. Further details will be sent when available but it will probably start in Autumn 2007, and may cause some traffic diversions. Queries were raised about why the height will only drop by one metre. The clerk was asked to pass the information on to Dennis Vacher (CC Highways) who did not seem to be aware of this work, and may be able to schedule other work that is required at the same time.

## **217 Matters carried forward from the last meeting for discussion / decision and new items**

**217.1 Parish Plan** – The Parish Council agreed that it would be worthwhile for Caldecote to produce a Parish Plan and hoped to enlist the help of residents, an item has been put in the Journal. A grant application is being applied for by Cllr Whyatt. The clerk will contact Childerly to see if they want to co-operate.

**217.2 Youth Issues – CCTV update and Youth Club**, a reply had been received from the Village Hall Committee asking for clarification on some aspects of the proposed use by the youth club, an email had been received today answering the questions and including a request from the organizers, for the village hall committee to confirm their willingness to allow the group to use the hall.

The clerk was asked to write to the group offering a grant. They will be asked to ensure proper accounts are kept and to indicate an amount that can be considered at the next meeting of the Parish council.

There was no report from the working party on CCTV.

**217.3 TKA reports**, Cllr Martlew presented details of a question he had raised to the South Cambs Planning Portfolio holder.

In reply it was clear that officers had failed completely to put the issue to councillors at any time or consulted with anyone but TKA.

The conveyer and housing are referred to as “unauthorized development”.

TKA have complained to the Government Ombudsman for allowing the planning application for The Willows development.

**217.4 Ashwell's Development** – the verges around the turning head in West Drive have been tidied up. The temporary Harris fencing around the ditch at the Highfield Road junction has been replaced by a rail fence.

The council will address the hoarding/fence issue on the corner of Grafton/West Drive when an application is received, this will be reviewed in 2 months if no application comes in.

**217.5 East of England Plan** – changes are proposed, one item of concern is that the term “targets” has been changed to “at least” with no ceiling. For example the Northstowe proposal has become a minimum of 8000 homes when originally it had just been a possible target, and having originally been only 6000. The report was received.

**217.6 Planning** – It may be necessary to hold planning meetings between full council meetings to meet deadlines. Many decisions are not now being referred to Committee and therefore responses are required on time, with a 21 day consultation period it is not always going to be possible to meet this demand, the clerk will check (when possible) to see if applications have been registered but not received before submitting an agenda, and include any that are likely to be in time.

**217.7 Tree preservation emergency order** served on Banner Homes 26 Highfields Road after they started clearing the area, no planning application for housing has been received yet.

**217.8 Dog fouling and litter on Grayway Close POS** – Cllr McArdle raised the issue of litter and also dog fouling in this area and others which is an ongoing problem with careless dog owners.

Litter bins have not been emptied on a regular basis and there is no dog bin.

The clerk had contacted SCDC refuse Department, and a reply had been received as follows:-

“Caldecote's dog and litter bins should be emptied on Thursday's, so it should have been emptied by about 4 O'clock yesterday. I shall pass your concerns onto the Street Cleansing Supervisor to look into and arrange for this to be emptied ASAP.

He will also speak to the operative and ensure this is emptied, weekly as per our schedule”.

There should be a spare bin available to put on the Grayway Close open space and Cllr Philips offered to check.

## **218. Finance and procedural matters**

**218.1 Damage to bus shelter** – the litter bin has been set on fire on the bus shelter near the new shop.

The box of the bin on the new bus stop has gone missing and a replacement is needed, someone has moved the bin from the A428 to this stop.

On a resolution by Cllr Footman and seconded by Cllr Lang it was resolved to buy 2 replacement bins, approximate cost £95 x2.

**218.2 To receive the financial report and approve the payment of bills.**

Expenditure for approval			CHQ NO.
<b>Late Payments January Meeting</b>			
Domain Name renewal	*	47.00	624
<b>NEW PAYMENTS</b>			
Roger Hume	Salary Jan	299.21	625
Kathie Martlew	Salary Jan	72.48	DD
Roger Hume (Clerk Expenses)	November	33.33	626
Cambourne Printing Services	Meeting notes	21.71	627
Louise Evans	Journal February	36.05	628
Novatech Computer Supplies	Printer cartridge	41.78	629
Cambs County Council	Footpath lights	423.93	630
Anglian Playground Services	Playground repairs	452.37	631
<b>Total Expenditure</b>		<b>1427.86</b>	
* Cheque 624 was approved as late payments last month			

On a resolution by Cllr Levett and seconded by Cllr Hawkins the payments were checked, and approved. The cheques were signed and invoices and cheque stubs initialed

**219. To attend to correspondence/communications received since the last meeting including****219.1 Parishioner correspondence****219.1.1 None received****219.2 Other Correspondence**

**219.2.1 Local Government Information Unit** – Good practice seminar invitation (planning). Councillors should contact the clerk if they wish to attend (8<sup>th</sup> February)

**219.2.2 Planning application workshop – CPRE**

The clerk will attend if he is able and Councillor Hawkins expressed a wish to attend (date 17<sup>th</sup> March).

The clerk was asked to arrange membership of CPRE as it was felt to be a worthwhile organization to join. The recommended minimum contribution is £25.

The cost of the training is reduced from £30 to £13 for one attendee only.

On a resolution by Cllr Whyatt and seconded by Cllr Hawkins it was agreed to join and for the clerk (if able) and for any councilor to attend the training if they wished.

**219.2.3 Housing revenue account – copy of letter from Andrew Lansley MP.**

The letter was received

**219.2.4 RECAP Waste consultation**

Cllr Levett volunteered to attend the session at the Belfry in Cambourne on 7<sup>th</sup> March.

**219.2.5 Post Office network consultation -**  
<http://www.dti.gov.uk/consultations/page36024.html> councillors and residents were recommended to make responses on line (by 8th March)

**219.2.6 Milton Country Park**

It was resolved to send a letter to South Cambs District Council in support of retaining the park

**220 To attend to Planning received since the previous meeting and to receive the minutes of the meeting on 18<sup>th</sup> January.**

**220.1.1 S2373/06/O Access amendment for consultation**

The amendment was recommended for refusal, it was felt that there would be too many entrances in close proximity.

Proposed by Cllr Footman, seconded by Cllr Levett, all others were in agreement.

**220.1.2 S0118/07/F 129 Highfields Road – Extension and double garage**

**Recommended for Approval**

Proposed by Cllr Footman, seconded by Cllr Lang, all others were in agreement.

**220.1.3 S0112/07/F Extensions and conversion of barn and cart shed into dwelling – Manor Farm Main Street**

**220.1.4 S0111/07/LB Alterations, Reconstruction and extension of barn and cart shed to form 5 bedroom dwelling with attached double garage, workshop and store, demolition of 3 outbuildings**

Both the above applications were recommended for approval

It was considered an excellent conversion proposal, the same response will be submitted as for the previous application last year, that has been withdrawn.

Proposed by Cllr Lang, seconded by Cllr Footman, all others were in agreement.

The clerk was asked to contact Kingston and Toft Parish Council who may also be consulted to indicate that Caldecote are in favour.

**Information Only**

**S 0938/06/F Extensions and Barn Conversion** Manor Farm has been withdrawn

**Decisions for Note Only**

**S12126/06/F R/O 16 East Drive, paddock** **Granted**

**S2260/06/F Conservatory 40 Highfields Road** **Granted**

**S 2271/06/F Heating Oil Tank** **Granted**

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

**221.1 Sport and Recreation** - working party, report from 29<sup>th</sup> January meeting was received

On a proposal by Cllr Levett and seconded by Cllr Footman it was resolved in principal (as recommended by the working party) to offer a minimum of 15 year agreement with Hardwick and Shepreth Cricket Club, that the finished cricket facility will be available for them to use, providing that the name Caldecote can be included in their title. This

agreement will enable easier access to funding as the current club are members of the English Cricket Board (ECB).

This co-operation was welcomed as it would enable residents to enjoy cricket locally, much sooner than would be possible by starting from scratch.

**221.2 Taylor Woodrow Handover** – Grassform have been contracted by Taylor Woodrow to keep cutting the sports field grass until March. One cut in January, two in February and two in March @ £677 per cut.

Taylor Woodrow have indicated they will allow the sports association to use the facility before handover, it would be necessary for the Parish Council to pay for maintenance/repairs. This would enable the Parish to use its own public liability insurance. Groups would require their own insurance for organised activities.

The Parish Council will consider a grant if necessary.

The commuted sum payable by Taylor Woodrow will need to be agreed before full handover, the clerk has obtained an updated quote from Grassform for maintenance of the sports area, the specification used was given by the SCDC consultant Melvin Pooley, and this could guide the amount required from the commuted sum (£33,263.95 pa).

Taylor Woodrow have been offered the opportunity to arrange publicity for the sports area handover, a family fun day was suggested and the clerk will liaise with Ellie Butler, their Regional Marketing Manager

Taylor Woodrow contractors (Urban Forestry) are soon to start a 4 to 6 week program of rectification for the housing areas public open space, but they do not appear to be doing anything about drainage which may hold up any transfer.

**221.3 Bloor Homes handover.** Bob Tash - Bloor's consultant has asked if we could chase our legal representative (Mills Reeve) to see why no response had been received on the handover.

The clerk has asked (Mr Stead) Mills Reeve to give a report on progress and also to ask that access to all areas involved in transfers is specifically mentioned as it may be some years before adoption of the roads by the County Council.

Mr Stead has passed on the work to a colleague and will respond when he has any information.

**221.4 Playground Inspection** – Anglian Playgrounds have now completed the equipment repairs.

The fence palings have been repaired by Councillor Footman and Mr John Newby. Cllr Phillips has managed to obtain free replacement bolts for the youth shelter that have been removed. These have been replaced.

Thanks were expressed by the chairman and he asked them to be recorded in the minutes.

**221.5 Quotations for Gate replacement**, two responses have been received but the clerk is not satisfied with the information supplied, the matter will be updated at the next meeting for decision. Cllr Footman has carried out temporary repairs to the gate.

**221.6 Hedgerow adjacent to the MUGA** - will be cut back within 2 weeks. MD landscapes will contact the clerk when imminent, so that councilor/s can keep an eye on the work.

## **222 Councillors' items**

**222.1 A dog bin in West Drive** - has been damaged (probably by a large firework). The bin will require replacement.

**222.2 West Drive/Grafton Drive Footpath** – is being used by a moped/motorbike, the registration number will be passed to the police.

**222.3 Highways** Cllr Footman has had a site meeting with Dennis Vacher (CC.Highways Engineer). There is no funding available for resurfacing of Highfields Road or Maine Street this year. It is hoped to remove the white lines.

Maintenance spending has been cut again.

Some kerbing and drains will be fixed and drainage power cleaned.

There is a problem with natural water springs constantly making the road wet, and therefore very slippery when freezing, the clerk will write to the County Council requesting salt/sand bins be provided

The speed thumps in Highfields Road have not yet been adopted.

**222.4 Bus Stop by Shop** – guttering should be removed, also requires some cement replacing.

**222.5 Trees in West Drive** – some new trees have been bent in recent winds, the clerk will notify Ashwells.

## **223. Closure of meeting and parish matters.**

**Date of next Parish Council meeting is 1st March 2007 7-30pm Village Hall  
Sport and Recreation Working Party on Monday 26<sup>th</sup> February, 7-30 village hall meeting room.**

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**Items for Note, if you wish to view this item please ask the clerk or Cllr Phillips**

**COPE (Cambridge Older Peoples Enterprise) Newsletter ( passed to Cllr Phillips)**

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Signed \_\_\_\_\_ Chairman \_\_\_\_\_ Date \_\_\_\_\_