

**DRAFT Minutes of the Meeting of Caldecote Parish Council
on Thursday 6th September 2007 at 7.30pm in the Village Hall**

Present: Cllr Jack Lang (Chairman), Cllr Paul Phillips, Cllr Tumi Hawkins, Cllr Alan Levett, Cllr Whelan and Cllr Tom Footman. (Cllr Breeze arrived late)

In attendance: Mr. Roger Hume (Clerk), Cllr Robin Martlew (District Council) and 2 members of the public were present

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

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

Apologies were received from Cllr Neale Whyatt,
Cllr McArdle was absent.
Cllr Breeze sent apologies, he will be arriving late.
Cllr Whelan will have to leave at 9pm

A non-prejudicial declaration of interest were recorded for planning items

S/1488/07/F Cllr Lang who lives in the same road.

S/1559/07/F Cllr Phillips who lives in the same road.

A possible prejudicial interest was recorded for item 291.7 Cllr Phillips, who is related to the contractor.

285 To approve the minutes of the previous meeting on 26th July 2007.

On a resolution by Cllr Footman and seconded by Cllr Levett, the minutes were approved as a true record with no amendment.

286 Matters arising for information. (Clerks Report) *

286.1 Highways – Nothing to report that was not covered by other agenda items.

286.2 Hoarding West Drive – Nothing has been heard from South Cambs, The clerk was asked to write a letter of complaint to the chief executive, noting the safety issue and duty of care.

286.3 Traveler Issues – Cllr Whelan reported that a consultation meeting had been cancelled and was concerned that South Cambs DC were leaving themselves open to being accused of not carrying out a full consultation.

286.4 Ditch Clearance (283.4) – Protracted negotiations have taken place between the landowner, English Nature and South Cambs DC. The clerk was asked to write to the owner of the land offering support if required.

276.5 Street signs – Clare Drive, South Cambs DC have offered to erect a number of signs at the entrance of the cul-de-sac where number 42 is situated and also a number sign at the development end indicating which numbers in Clare Drive are to the right and which ones are to the left when entered from the southern Clare Drive access. Cllr Whelan will consult with the four houses to see if they can agree on a road name change for the cul-de-sac.

286.6 Street trading – selling cars on verges is a highways matter and not covered by consent street trading licensing.

If the vehicle is parked on the verge it is the responsibility of the highways Authority to request them to remove them. If the vehicles are causing an obstruction on a road, then the Police can enforce action under the Road Traffic Act.

Certain action may only be taken if it can be proven that they are running a business to sell the vehicles. New information is available under the "Nuisance Parking Offences and Abandoned Vehicles" guidance issued by DEFRA. This has been sent from South Cambs DC.

286.7 A428 signage – An extra sign has been erected at the exit to Caldecote, the clerk was asked to write thanking the Highways agency but pointing out that “Highfields” Caldecote signage has not been included.

286.8 Highways agency, land (A428), a letter has been received from the Highways agency pointing out that it would be difficult to transfer the land to the Parish Council as ownership of the sub soil is undefined. It was also pointed out that access would need to be retained for maintenance of cables and pipes under the surface or for the parish to pay to move them. The clerk was asked to write to the likely owners of the land to see if they have any known title and ask if they would be willing to allow use by the Parish Council.

286.9 Neighborhood Panel – minutes and Crime and disorder partnership annual review. The minutes and annual review were received.

Policing in the village was felt to be poor and the clerk will invite an officer to the next meeting.

287 Matters carried forward from the last meeting for discussion / decision and new items

287.1 Parish Plan – A request for funding (£100) and also the use of Parish Council bank account was considered. A grant cheque has been received from Cambs ACRE for £1500. On a resolution by Cllr Lang and seconded by Cllr Whelan it was resolved to approve the grant of £100 and the use the of Parish Council account. It will be necessary for the amounts to be recorded separately.

287.2 Youth Issues – CCTV update and Youth Club, - The Youth Club storage container has been installed in the Village hall grounds. Nothing to report on CCTV.

287.3 TKA report – Complaints been received about the factory night noise, controls are clearly not working. Specific problems were noted on Saturday 14th July and the following Wednesday (18th).

The clerk was asked to write to South Cambs portfolio holder and Brian Heffeman, pointing out that controls are not working and asking what remedial action they are pursuing. To be copied to residents.

277.4 Traffic calming – village consultation - a draft consultation to be published in the next journal was considered, a final version was agreed. Cllr Lang will provide information on why the council may have to pay for modifications to the traffic calming. Responses should be returned to any council or the shop and the school.

It was pointed out that at a recent meeting at South Cambs an officer from the County Council referred to the thumps as “experimental”, the clerk was asked to write to the officer asking when the results of the experiment will be reviewed.

288. Finance and procedural matters

288.1 To receive the financial report and approve the payment of bills

Expenditure for approval		CHQ NO.	
Late Payments for July 26th meeting			
MD Landscapes - foundation for cabin		2109.13	702
NEW PAYMENTS			
Julie Coogan salary	August	336.00	704
Roger Hume salary	August	444.78	705
Roger Hume expenses	for July	75.97	706
Cambourne Printing Services Meeting copies	July 5th meeting	35.01	707
ESPO Long litter picker (less credit note)		34.67	708
SD Phillips Installation of litter bin		176.25	709
LGS Services Journal printing	August / Sept	270.00	710
MD Landscapes - Grass cutting		364.25	711
Thurston Building Systems	inv 18224/18212	29409.00	712
Mead Construction Services	Cabin services	2456.93	713
Allianz Insurance (£1740.13 annual)	Cabin Policy	108.36	714
Kathie Martlew	Salary August	84.00	DD
Total Expenditure		35904.35	
Funds for Parish Plan	Balance	0.00	
Balance c/f		£201,925.52	

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

Cllr Breeze arrived at this point

288.2 Fencing/bollards - for sports area car park, 3 quotations were considered

On a resolution by Cllr Lang and seconded by Cllr Levett it was resolved to approve the work to be awarded to the lowest quotation MD Landscapes, providing clarification is given to removable access bollards.

No decision has been made on replacing the play area wooden fencing.

288.3 Training – a list of councilor training sessions was presented, Cllr Whelan is already booked to attend the Stage 2 professional Development session on 7th November.

288.4 Review of polling districts, the report was received and it was not felt necessary to suggest any changes.

288.5 SLCC Regional Conference, On a resolution by Cllr Lang and seconded by Cllr Whelan it was resolved that the clerk will attend.

289. To attend to correspondence/communications received since the last meeting

289.1 Parishioner correspondence

289.1.1 Dog ban on sports field – further consideration was given to dogs using the area, it was decided to allow dogs to use the outside of the area and for dogs to be kept under control so that they do not go on the areas used by sports teams.

Notices will be erected.

The clerk will enquire why some dog bins are not being emptied.

289.1.2 West Drive – A letter has been received regarding a number of issues in West Drive, the clerk was asked to report issues to County Council Highways

289.2 Other Correspondence

289.2.1 Public consultation - monthly update SCDC the report was received.

289.2.2 Cambridgeshire Design Guide and on street parking policy – Cllr Footman recommended that the 20 mph policy should be supported and the clerk was asked to write.

289.2.3 Funding fair 2007 - Saturday 15th September all groups requiring funding in the village should try and send a representative

289.2.4 LDF (Local development framework) The report was received

289.2.5 Mental Health Trust – A request had been received to attend a Parish Council meeting, it was resolved that due to pressure of time at the meeting it would not be possible, but the clerk was asked to write to them supporting their work.

289.2.6 Anglian Water proposal. Email from Cllr Martlew about a proposal to install another pipe from St Neots Road (Hardwick) but within the Caldecote boundary to the Highfields Road pumping Station..

The clerk was asked to write to Anglian Water asking for details and to point out again the problems experienced with the Caldecote pumping station.

Cllr Whelan (as previously notified) left at this point

289.2.7 Crime and Disorder Conference Tuesday 25th September – the clerk has details if anyone wishes to attend.

289.2.9 Three valleys water, developing a business plan - invitation to forum, the clerk has details if anyone wants to attend.

289.2.10 Cambridgeshire Scrutiny – working to improve services, the report was received.

289.2.11 Draft Licensing Policy the report was received.

290 To attend to Planning received since the previous meeting

290.1 Working Party – has not yet met to report on standard responses for applications

290.2 S/1488/07/F White Cottage Main Street Caldecote Erection of Replacement Dwelling

Decision - No recommendation

Concerns over access for emerging vehicles on to highway. Any access should not be allowed to increase risks.

Foul drainage capacity in the village and disposal of surface water.

Conditions to be applied during construction

290.3 S/1559/07/F Land adj. 30 East Drive Caldecote Demolition of existing building and erection of bungalow

Decision - No recommendation

Conditions to be applied during construction

Decisions by South Cambs DC

S1076/07/F 129 Highfields Road Extension and Garage (amended)	Approved
S1081/07/F 115a Highfields Road Extension	Approved
S1088/07/F Smoking shelter – Caldecote Social Club	Approved
S1002/07/F Conservatory at 28 West Drive	Approved
S1079/07/F Dwelling Land rear of 70 West Drive	Refused

291. The village development, recreation grounds and public open spaces.

291.1 Sport and Recreation - working party September 10th

291.2 Taylor Woodrow Handover – nothing to report, still awaiting updated plans.

Cllr Lang will chase them up.

291.3 Bloor Homes handover – South Cambs legal department have asked us to confirm that the council are happy with the offered transfer commuted sum, the clerk has confirmed this has been agreed apart from the indexing amount to be specified by South Cambs.

291.4 Ashwell Homes – Letter from Ashwell’s solicitor pointing out that South Cambs had initially agreed the planting was satisfactory. This had been withdrawn after the Parish Council indicated that this was not the case. The matter is now in the hands of SCDC legal department.

291.5 Playground Inspection – Rectification Work, No report

291.6 Maintenance Reports – There had been a slight delay in grass cutting due to the contractor being in hospital, this is now resolved. Sports area - The clerk was asked to request an autumn top dressing of phosphate and potash.

291.7 Changing Cabin**291.7.1 Plumbing connection for cabin.**

Quotations have been sought from 3 plumbers, only one has provided a quotation to date.

On a resolution by Cllr Hawkins and seconded by Cllr Breeze it was resolved to approve the work as it was felt to be a good estimate.

291.7.2 Costings for gravel and ramp.

Quotations have been sought from 3 companies, only two have provided a quotation to date.

It was resolved to use smaller sized gravel to avoid possible damage to the mower.

Cllr Phillips left the room due to a possible prejudicial interest.

On a resolution by Cllr and seconded by Cllr it was resolved to approve the work to be awarded to the lowest quotation SD Phillips providing it includes a step on the right hand door and a flat slab/concrete on the left hand door.

Cllr Phillips returned to the meeting.

291.7.3 Locks for Cabin and storage containers.

A lock has been purchased by the clerk for the village hall container with 6 keys.

Sports area container

On a resolution by Cllr Footman and seconded by Cllr Breeze it was resolved to approve the purchase of a 5 lever higher security padlock for this container. (approx £40).

291.7.4 To consider purchasing portable BMX ramps.

On a resolution by Cllr Footman and seconded by Cllr Lang it was resolved to approve the purchase of portable ramps to be stored in the container (budget £200), to try and avoid the usual damage from youths building on the sports area. Referred to Sports & Rec

291.7.5 Changing Cabin - Building Regs approval, and Fire Officers report.

Were received. Fire Officers Report is satisfactory. The Building Approval awaits final inspection once the services are connected,

291.7.6 Cabin electricity supplier and method of payment.

On a resolution by Cllr Footman and seconded by Cllr Lang it was resolved to approve EON Energy as the electricity supplier for the cabin initially, to be reviewed later. Payments will be made by Direct debit.

291.7.7 Painting of containers

On a resolution by Cllr Lang and seconded by Cllr Breeze it was resolved to approve the purchase of paint (Sage Green) and any equipment required, it was hoped that the youth club will be able make this their project using water based paints.

292 Councillors' items – Reports only (to be added to next agenda if necessary).

292.1 Faulty Lights - The clerk will carry out a survey of street lights and signs that are not working and report them to the respective organisations responsible,

There is a redundant street light in old Caldecote, it has been replaced by a column.

292.2 Cable problem, while the clerk was on holiday Cllr Footman dealt with 2 occurrences of the cable near the pumping station becoming exposed on the highway, The clerk was asked to write to Dennis Vacher asking if a permanent repair was to be made. This is to be added to the Anglian Water letter too.

292.3 Under age drinking – reported on 28th July (bus shelter) Problems also with motorbikes on the sports area and bridleways.

292.4 Bridge work – the recent work carried out to reduce the height of the bridge had created a safety problem, only plastic bollards had been erected at the side of the road and it would be easy for vehicles to drop off the side of the road, especially as there is no kerb. The promised signs have not been erected to avoid HGV's using Main Street,

293 Closure of meeting and parish matters. There being no further business the meeting was closed at 10-20pm

**Date of next Parish Council meeting is October 4th (planning if necessary September 20th).
Sport and Recreation - working party Monday 10th September**

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

South Cambs Crime and disorder reduction partnership Annual review report
Inspire East – a series of one day sessions, community development, sustainable communities,
Participatory appraisals, Community assts, Arts based community engagement