

**DRAFT Minutes of the Meeting of Caldecote Parish Council
on Thursday 7th February 2008 at 7.30pm in the Village Hall**

Present: Cllr Jack Lang (Chairman), Cllr Tom Footman, Cllr Neale Whyatt, Cllr Tumi Hawkins, Cllr Fiona Whelan and Cllr Alan Levett.

In attendance: Mr. Roger Hume (Clerk), 3 members of the public were also present.

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

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

No apologies were received. Cllr Breeze notified that he would be late arriving.

334.1 Paul Phillips – the council expressed their sorrow at the passing of Paul Phillips who had been a much valued member of the Community.

Councillors expressed personal tributes to Paul. he had been a friend to many and he would be much missed, Paul had served on the Parish Council for 37 years and sadly an application for a national honour applied for by the council had not had time to be awarded.

A one minute period of silence was held.

334.2 Councillor Vacancy – One application had been received (by the deadline), for the vacancy caused by the resignation of Ian McArdle. On a resolution by Cllr Lang and seconded by Cllr Levett. Mr John Newby was co-opted as a Councillor.

Cllr John Newby signed the declaration of acceptance of office, witnessed by the proper officer.

The following declarations of interest were declared and recorded in the book.

S2195/07/O Cllr Hawkins, (prejudicial) own property has a boundary adjacent to the application.

S2279/07/F Cllr Newby (non prejudicial) lives in the same road.

335 To approve the minutes of the previous meeting on 3rd February 2008. .

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

336 Matters arising for information. (Clerks Report)

336.1 Highways – Concern had been expressed about the lack of proper crash barriers after the recent bridge height reduction works. The safety audit carried out by the County Council was presented to the meeting. The clerk was asked to write and request a more substantial fence but in keeping with the rural setting.

336.2 Traveller Issues – Still awaiting information on where new sites may be placed.

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

337.1 Parish Plan – A further meeting is planned for 21st February, software is under evaluation.

337.2 Youth Issues – The storage problem is acute, and now that it seems unlikely that the village hall will be expanded in the near future a request will be made to the village hall committee to exchange the small container for a larger one.

337.3 TKA report – No Reports this month.

337.4 Traffic calming – Clarification has been received regarding the traffic calming.

The calming scheme and that part of Highfields Road are still NOT adopted, Taylor Wimpy were due to submit information to the County Council by the end of 2007, this did not happen.

The delay is also causing Clare Drive to remain unadopted, it is a requirement for adopted roads to be accessed by other adopted roads.

The clerk is in contact with Christine Shaw (County Council).

Unfortunately as the area is still under developer control it was thought unwise to seek a design for the new scheme.

338. Finance and procedural matters

338.1 Councillor Vacancy – The vacancy caused by the death of Cllr Phillips has been posted on the notice board from 25th January, there will be a 14 working day period to see if an election is called (15th February), if not the council can co-opt. There are already three enquiries to fill the vacancy.

As much publicity as possible will be given, but the only legal requirement is to post the vacancy on the notice board. It may not be possible to put an item in the next journal as the current one is only just being distributed. It was agreed not to delay the appointment.

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

Expenditure for approval			CHQ NO.
Late Payments January			
None			
New Payments			
Kathie Martlew	Salary January	84.00	DD
Julie Coogan	Salary January	336.00	774
Roger Hume	Salary January	543.79	775
Roger Hume	Clerk Expenses December 2007	50.03	776
Cambourne Printing Services	Meeting notes December meeting	33.37	777
Sally Evans	Journal Delivery	40.00	778
Euro Office	Envelopes and Printer Toner	47.13	779
Allianz Insurance	Change to population	77.31	780
SCDC Trade refuse	Eurocontainer	82.18	DD
Weather Station products MDG retail	Temperature Monitor	24.95	781
CALC	Cllr Training Stage 3	20.00	782
Total Expenditure		1338.76	
Funds held for Parish Plan	Remaining Balance	1419.55	
Balance c/f		£236,275.09	

A Direct Debit payment had also been made for the Data protection Register (£35) and will be shown on the next schedule.

There was one late payment for the hire of the meeting room, village hall (chq 783) for £43.75.

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

338.3 Training Needs – Training is available from the CPRE, planning application workshop on Saturday 1st March. (Cost £20 for members). Cllr Newby offered to attend. The clerk will also give information about other available Councillor training to Cllr Newby.

338.4 Insurance – The clerk has details of an insurance scheme with a broker on behalf of Norwich Union which it is hoped will make savings of 15 to 30 %. The clerk was asked to investigate if the NFU offer a Parish Council Policy.

338.5 Banking - It is becoming increasingly difficult for the clerk to organise transfers of money from one account to another. The bank advised that the clerk should be a signatory on the account to enable the ability to transfer funds more easily. On a resolution by Cllr Lang and seconded by Cllr Whelan it was agreed that the mandate should be updated to include the clerk as a signatory.

338.6 Bloor development, Clare Drive, 2 Councillors signed the final forms to complete the transfer of the 2 public open space areas of land.

338.7 External audit - To notify that the Audit commission have Appointed Moore Stephens as the external auditor for a 5 year period from 2007/2008

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

339.1 Parishioner correspondence

339.1.1 Fencing at 101 West Drive, the clerk has copied a parishioners letter to Dennis Vacher CC Highways regarding the dangers due to the lack of visibility. The clerk was asked to write to County Councillor Denzil Baldwin to chase up the promised enforcement action to move the fence.

339.1.2 Request for a general notice board in Main Street.

A resident had requested a general notice board in Old Caldecote.

On a resolution by Cllr Whelan and seconded by Cllr Whyatt it was agreed that the clerk should investigate the cost of replacing the old board in Old Caldecote, that would include an open section for residents to use.

339.2 Other Correspondence

339.2.1 SCDC Public consultation – The monthly report was received.

339.2.2 Sustainable Communities bill – Notification has been received that this has become law.

339.2.3 Consultation – conduct of local authority members. The report was received without comment.

339.2.4 Police Neighbourhood Panel Meeting – 20th February 7-30 to 9-30 Madingley Village Hall, High St Madingley CB23 8AH. All welcome

340 To attend to Planning received since the previous meeting

340.1 Working Party – Responses review, Cllr Whelan will arrange a firm date for a meeting, with Mr Brian Drayton, Cllr Hawkins and Cllr Newby. Probably after the next 2 weeks when she hopes to be available.

340.2 Planning consultation

340.2.1 Consultation - Development of Bourn Airfield – 3000 homes
The clerk will prepare a response to the developer consultation, to include.
Lack of infrastructure.
Does not conform to current government guidelines for new development
Access problems.
Increased traffic in Caldecote and Bourn.
Ribbon development.

Lack of schooling provision.

No transport infrastructure particularly for train journeys, there are already significant problems of parking at St Neots Station.

Flooding problems with such a large number of houses on a small footprint.

TKA factory noise.

340.2.2 S2195/07/O Dwelling 86 West Drive - Amended for information only

340.2.3 S2279/07/F Extension 15 Strympole Way Highfields Caldecote (amended)

Recommended for refusal

Although the property address is in Strympole Way there is an unacceptable impact on Porthmore Close.

The car park at 90 degrees to the entrance will create a hazard for vehicles entering and leaving.

Loss of parking provision.

The loss of the green verge will spoil the design concept of this carefully designed Close.

No extension should be allowed to this already large house on a small plot

If the proposal was to gain approval.

Conditions should be imposed to prevent storage of building materials on the shared areas during construction.

Hours of work should be limited to avoid disruption to residents.

Cllr Hawkins left the room having declared a possible prejudicial interest for the next item.

340.2.4 S0151/08/F Dwelling 86 West Drive

Recommended for refusal

The proposed development of another (3rd) additional house on this plot would have an unacceptable effect on number 84 West Drive, as it is on the South side it would shade and cut out all sunlight to the rear garden.

The access drive is in close proximity to the habitable rooms of number 88 West Drive and would resulting additional vehicle movements would be unacceptable.

The proposal is therefore contrary to Policy SE4(b) and HG11 of the South Cambridgeshire Local Plan 2004..

Backland Development

The Parish Council consider this form of back land development undesirable.

It is out of keeping with the linear pattern of development and consequently out of keeping with policy P1/3 of the Cambridgeshire and Peterborough Structure Plan of 2003 and Policies SE4(b) and HG11(4) of the South Cambridgeshire Local Plan 2004.

If the proposal was to gain approval

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.
- * Any spoil removed should not be used to raise ground levels and create neighbouring water logging/flood problems.
- * Site traffic should be diverted away from existing roads if possible, roads if used should be kept free of mud and if necessary regularly swept. Wheel washing facilities should be used.
- * Parking and site compounds should be provided to ensure that disturbance to nearby properties is kept to a minimum.
- * Planting plans should be agreed before any construction is started

to ensure existing planting is preserved if possible.

Local Development Framework Development Control Policies July 2007

Policies SF/10 and SF/11 relate to the provision of open space within all new residential developments, With smaller schemes it is unlikely that sufficient space will be available on site to provide such space, but it remains important to address the piecemeal increase in demand for such facilities. Therefore a condition should be applied to provide an opportunity for the developer to agree a method of securing an appropriate schemer via commuted sums for the enhancement of facilities elsewhere within the village.

Conditions should be specified to avoid problems with water logging/flooding caused by water run off.

The site is known to be affected by noise from a nearby factory on Bourn airfield.

No development should be approved until a scheme of investigation and mitigation, in respect of protecting the proposed dwelling from the impact of noise from the nearby industrial premises has been submitted and approved in writing.

Cllr Hawkins rejoined the meeting.

340.3 To notify Decisions by South Cambs District Council

- | | |
|--|-----------------|
| 340.3.1 S2116/07/O Dwelling land adjacent 63 Highfields Road | Approval |
| 340.3.2 S2197/07/F 109a Highfield Rd, installation of roof lights and windows | Refusal |
| 340.3.3 S2195/07/O Dwelling 86 West Drive Highfields Road | Approval |
| 340.3.4 S2220/07F Dwelling 99 Highfields Road | Approval |
| 340.3.5 S2230/07/F Dwelling and garage 30 East Drive | Approval |

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

341.1 Sport and Recreation working party – Notes from meeting were received.

An offer of tennis coaching has been received and will be considered at the S&R meeting on February 25th.

341.2 Taylor Woodrow Handover – the clerk presented a report

341.3 Bloor Homes handover – the clerk presented a report

341.4 Ashwell Homes – the clerk presented a report, a letter from the Councils solicitor requires some decisions, the clerk will prepare a reply and consult with the chairman and vice chairman before sending it off.

341.4.1 Access Confidential Item - (item was be taken at the end of the meeting to avoid disruption to the public exclusion)

341.5 Playground Inspection – The recent rectification work has been completed. New report - 2 slats are missing from a slide and some fence palings.

341.6 Maintenance – To consider maintenance of POS and verges contract. (item will be taken at the end of the meeting to avoid disruption to the public exclusion)

341.7 Cabin Report, Utility service charges are being chased by the clerk.

341.8 Pavilion – awaiting transfer of land.

341.9 BMX facility

The youth bank grant may have to be returned, a letter has been sent asking for a variation of the grant to create a landscaped BMX track rather than an equipped area.

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

342.1 Roadside banking/verges - were being damaged in Main Street.

342.2 The under road culvert (between Michellwood House and Clare Farm - fencing has been damaged on the verge.

343.3 The recently installed metal gate on the play area – welding is cracking.

343.4 No maintenance is being carried out on the Orchid Area

343.5 Dog fouling, still a problem particularly in the dark evenings.

343.6 Car sales - on verges in Strympole Way.

343.7 Meetings – the village hall committee request that the council consider holding meetings in the meeting room to free up the hall for other bookings.

343.8 Bottled water - A request was made for bottled water to be provided at meetings.

343.1 Parish matters *Members of the public were invited to make comments*

Delayed items - Due to the confidential nature these items will be subject to section 1(2) of the Public Bodies (admission to meetings act 1960).

341.4.1 Access to Grafton drive - ongoing access rights to the housing area has been established.

341.6 Maintenance – To consider maintenance of POS /Sports Area and verges contract.

The clerk presented a total of 4 quotations for consideration

On a resolution by Cllr Footman and seconded by Cllr Whyatt the clerk was asked to confirm the final details of the contracts.

Contract one for public open spaces will be awarded to MD Landscapes.

Contract 2 for the sports area is subject to a further quote being obtained.

Contract 3 (one off) for the top dressing will be awarded to Pro-Scape subject to final details being confirmed.

The general public were invited to return to the meeting, none had remained.

343.2 Closure of meeting, there being no further business the meeting was declared closed at 9-45pm

Date of next Parish Council meeting is March 6th (planning if necessary February 21st).

Sport and Recreation - working party next meeting is on Monday February 25th.

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

The Ramblers – Annual General Meeting is on Saturday 1st March 2008 – Hinchbrook Country Park visitor centre at 14-00

Inside Trade – newsletter of Cambs Trading Standards Service

Rogue Traders – taskforce. Registered traders scheme 01354 696677

Council Housing – Facing the future, South Cambs DC - what you told them you wanted

COPE newsletter February, over 50s

Signed _____ Chairman _____ Date _____