

**DRAFT Minutes of the Meeting of Caldecote Parish Council  
on Thursday 3<sup>rd</sup> April 2008 at 7.30pm in the Village Hall**

**Present:** Cllr Jack Lang (Chairman), Cllr Neale Whyatt, Cllr John Newby, Cllr Alan Levett and Cllr Doreen Francis

**In attendance:** Mr. Roger Hume (Clerk), 5 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.*

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

Apologies were received from Cllr Fiona Whelan, Cllr Steve Breeze, Cllr Tumi Hawkins and Cllr Tom Footman. District Councillor Cllr Robin Martlew notified that he may arrive late.

No declarations of interest for items on the agenda were recorded.

**355 To approve the minutes of the previous meeting on 6<sup>th</sup> March 2008**

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

**356 Matters arising for information. (Clerks Report)**

**356.1 Highways** – The clerk was asked to follow up the enquiry that was made last month about contributing to setting a lower speed limit in Main Street Caldecote.

**356.2 Traveller Issues** – Awaiting further consultation.

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

**357.1 Parish Plan** – Consultation is continuing, regular meetings are being held.

**357.2 Youth Issues** – Nothing to report

**357.3 TKA report** – Letter copied to the Parish Council regarding monitoring that is due to start in May. The Parish Council asked the clerk to write to TKA pointing out that a 3 week period of monitoring is insufficient and suggesting at least 3 months. The letter should be copied to Brian Heffernan at South Cambs DC.

**357.4 Traffic calming** – On hold until Highfield Road adoption issues have been resolved.

**358. Finance and procedural matters**

**358.1 To receive the financial report** and approve the payment of bills

Expenditure for approval			CHQ NO.
<b>Late Payments February (2007/2008)</b>			
CPALC	Affiliation fee	428.36	795
Caldecote Village Institute	Room hire	24.50	796
<b>New Payments 2008/2009</b>			
Kathie Martlew (1)	Salary March Paid April	84.00	DD
Julie Coogan	Salary March	560.79	797
Roger Hume	Salary March	335.00	798
Roger Hume	Clerk Expenses February 2008	65.07	799
Camboume Printing Services	Meeting notes February meeting	38.95	800
Sally Evans	Journal delivery	40.00	801
Cabin supplies	Toilet rolls	4.09	802
South Cambs DC	Cabin Rates	636.25	803

The Ramblers Assoc	Subscription	35.00	804
Total Expenditure		2253.02	
		<b>Carried Forward</b>	<b>234557.08</b>
<b>Funds held for Parish Plan</b>	<b>Remaining Balance</b>	<b>1412.55</b>	
			£236,969.63

On a resolution by Cllr Levett and seconded by Cllr Whyatt the payments were checked, and approved. The cheques were signed and invoices and stubs initialed at the end of the meeting.

**358.2 Training Needs** – Details of training available were presented, it was suggested that Councillor Whelan might want to attend the training for chairman. The chairman confirmed that all Parish Council staff will be appraised in the coming month, a small working party (chairman and vice chairman) will carry out the appraisal.

**358.3 Insurance** – Due for renewal, the cover offered by Norwich Union was considered alongside the renewal notice for Allianz.

The cover offered by Norwich Union was actually better and over 20% cheaper, On a resolution by Cllr Lang and seconded by Cllr Levett it was resolved to change to Norwich Union, but only for the coming year in the first instance.

**358.4 Banking** – The bank have given details of a new bank bond to replace the maturing current bond, offering 5.37% from May 6<sup>th</sup> until 3<sup>rd</sup> October.

On a resolution by Cllr Lang and seconded by Cllr Whyatt it was resolved to roll over £200,000 to the new bond.

The clerk now has the necessary codes for telephone and internet banking to allow the transfer of funds from one account to another and to get on line statements.

**358.5 Replacement notice board.**

On a resolution by Cllr Whyatt and seconded by Cllr Levett it was resolved to accept the quotation from Concept Carpentry, the clerk was asked to negotiate a small change of design to include small finials and to specify the board is finished with a dark oak stain.

**358.6 Audit for 2007/2008**, the audit paperwork and accounts have been prepared, Saskia Dart will start the internal audit at the end of April. The clerk reported that the carry forward amount is likely be similar to last year.

### **359. To attend to correspondence/communications received since the last meeting.**

#### **359.1 Parishioner correspondence**

##### **359.1.1 None received**

#### **359.2 Other Correspondence**

**359.2.1 SCDC Public consultation** – The monthly report was received.

**359.2.2 Refuse and recycling** - change of day collection to Friday was notified.

**359.2.3 Litter bin** – next to the bus shelter Childerley roundabout has been replaced by the District Council.

**359.2.4 Bus timetable** - changes were noted

**359.2.5 South Cambs DC Standards Committee** – are seeking nominations. Any Councillor who wishes to be considered should notify the clerk.

**359.2.6 South Cambs DC Inspection report** – was received.

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

**360.1 Working Party** – Responses review, still seeking a suitable date and time for a meeting, but it is hoped to arrange it soon.

**360.2 Planning consultation**

**360.2.1 NATS Proposed Flight Paths Luton Airport**, it was considered that this is likely to have an effect on Caldecote and the clerk will write expressing concern over the disturbance to rural life, general nuisance and possible pollution.

Also pointing out the expansion of housing in the area increasing the number of those affected.

**360.2.2 S/0355/08/F 24 West Drive Highfields Caldecote - extensions**

Recommended for approval

Conditions should be applied to limit the hours of working during construction

A condition should be applied to ensure the existing garage is demolished before occupation.

Materials should not be stored on the verges.

**360.2.3 S/0433/08/F 20 East Drive Highfields Caldecote - first floor extension**

Recommended for approval

Conditions should be applied to limit the hours of working during construction

Materials should not be stored on the bridleway.

The bridleway should be kept clear of vehicles and any damage rectified.

**360.2.4 Report of Banner Appeal for homes opposite the school entrance.**

Cllr Lang, Cllr Levett the clerk and 2 residents attended the hearing, it was felt that the appeal had been carefully considered, the decision will be announced at the end of the month.

The clerk has written to David Rush, SCDC's Development Control Manager to ask why the District Council had failed to impose a section 106 legal agreement to be applied if the appeal was successful.

**360.2.5 Expansion West of Cambourne** - a response to the developer proposal was considered and approved. A further consultation for a new village to the North of Cambourne will be considered at the next meeting. Please refer to [www.woolfbond.co.uk](http://www.woolfbond.co.uk)

**360.3 To notify Decisions by South Cambs District Council**

**360.3.1 S/2279/07/F** Extension 15 Strympole Way Highfields Caldecote Approved

**360.3.2 S/0188/08/F** Rooflights and windows 109a Highfields Road Caldecote Approved

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

**361.1 Sport and Recreation working party** – Next meeting next Monday -April 7th

**361.2 Taylor Woodrow Handover** – a site meeting is to be held on Wednesday 9<sup>th</sup> April at mid-day with Ian Tracey (TW) to consider an updated transfer plan.

**361.3 Ashwell Homes** – No further progress, awaiting transfer documents.

**361.4 Playgrounds** – The ROSPA Inspection will be carried out in April.

**361.5 Maintenance** – Councillors considered an offer for a longer term contract for POS 1,2,3 and 4 which would result in a price freeze for 3 years, as the contractor has been doing a good job in recent years it was felt the offer should be taken up.

On a resolution by Cllr Levett and seconded by Cllr Lang it was resolved to accept the offer for a 3 year period.

**361.6 Cabin Report** – Graffiti has appeared on the rear of the building and the clerk will arrange removal by the South Cambs DC/Probation service.

**361.7 Pavilion** – awaiting land transfer.

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

**362.1** The edges of the verges in Main street are being damaged by vehicles.

**362.2** Water is still flowing out of the drains past the lay by near the church in Main Street

**362.3** It was considered that the sports area was now dry enough to finish off the sand spreading on the sports area.

**362.4** Some daffodils had been stolen from the roadside, the vehicle involved has not yet been identified.

Cllr Lang has photographed the planting and any gaps will be targeted for next year.

**362.5** The dog bin in Clare Drive by the social club is not being emptied.

**362.6** Notices are required for the tennis courts banning bikes, non tennis ball games and dogs.

**362.7** The bank mandate for signatories needs updating to include recent new councillors.

**362.8** Cllr Lang and Cllr Francis notified that they are unable to attend the AGM meeting on May 1<sup>st</sup>, Cllr Whelan (vice chairman) has agreed to chair the meeting.

**363 Closure of meeting and parish matters** Closure of meeting, there being no further business the meeting was declared closed at 9-30 pm

**Date of next Council meeting** is the Annual General Meeting on May 1<sup>st</sup> (the start of the new municipal year - election of chairmen and to consider specific responsibilities of Councillors) followed by ordinary business of the Council (planning meeting if necessary April 17<sup>th</sup>).

**Sport and Recreation** - working party next meeting is next Monday April 7<sup>th</sup>.

**The Annual Meeting of the Electorate** - will be held on May 15<sup>th</sup> and reports from local organisations would be welcome.

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

Standards Board Newsletter

Cambs County Council Registered Trader Scheme

CPRE Fieldwork Magazine

Cambs ACRE – Community Action Magazine

Local Network Fund – Cambs ACRE – funds for children and young people

Comberton Village College magazine – News@Com

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