

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

**Present:** Cllr Jack Lang (Chairman), Cllr Fiona Whelan, Cllr John Newby, Cllr Neale Whyatt, Cllr Doreen Francis, Cllr Tom Footman, Cllr Tumi Hawkins and District Councillor Robin Martlew.

**In attendance:** Mr. Roger Hume (Clerk) and 8 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.*

**424 Apologies for absence and also declaration of interests from members**

Apologies were received from Cllr Alan Levett.

Cllr Steve Breeze may arrive late.

There were no declarations of interest for items on the agenda

**425 To approve the minutes of the previous meeting on 2<sup>nd</sup> October 2008.**

On a resolution by Cllr Footman and seconded by Cllr Newby, the minutes were approved as a true record with two amendments, 417.3 (line 5) substantial “about the” Parish Council. and a full stop in line 6, after formal complaint.

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

**426.1 Highways** – Nothing new to report.

**426.2 Litter bins** are being replaced at the 3 bus stops with more substantial fixing after they were vandalised. Fencing has been damaged on the play area last night.

**426.3 Transport and section 106 contribution**, much concern has been expressed by residents over the poor public transport in the village. There may be an opportunity to request improvement funded from a new section 106 legal agreement for more housing in the village.

The clerk was asked to arrange for a representative from the County Council to attend a meeting to discuss public transport issues in the village.

A journal item is suggested asking for residents views.

The clerk will write again to Tesco asking for a free bus service to include Caldecote.

Suggestions for rerouting Whippet buses to include Caldecote will be sent and investigations for a mini bus.

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

**427.1 Parish Plan** – The questionnaire is being finalised.

**427.2 Youth Issues** – The clerk was asked to write to Sharon Newton expressing appreciation for her excellent work in setting up and running the youth club. Sharon is moving to Cambridge A new leader is being sought and as a back fall position the Parish Council will add a budget item for a paid youth worker.

**427.3 TKA** – Reports from residents - 2 letters of complaint were recorded about noise and strong acid smells.

A meeting has been arranged immediately following the planning meeting (if held) on Thursday 20th November at 8pm with Catriona Dunnett (legal officer) and Brian Heffernan (Environmental health). Residents will be welcome to attend.

**427.4 Road Adoption** – Highfields Road

After contact from County Cllr Mandy Smith an email has been received from Sue Reynolds Highway Development Control Manager Cambridge shire Highways confirming that progress is being made on adoption

The clerk was asked to reply pointing out again that the thumps were not to the specification given to the Parish Council originally, and to point out that Caldecote is gaining a poor reputation as a result.

Emergency vehicles are indicating that the thumps are a hazard when transporting patients, and causing much distress.

Vehicles are also being damaged.

#### **428. Finance and procedural matters**

##### **428.1 To receive the financial report and approve the payment of bills**

<b>Late Payments October meeting</b>			
Caldecote village Institute	Invoice 24	3.50	864
CPALC training	Councillor development	35.00	865
<b>New Payments</b>			
Kathie Martlew (8)	Salary October Paid November	84.00	<i>Direct</i>
Julie Coogan	Salary October Paid November	326.40	<i>Direct</i>
Roger Hume	Salary October Paid November	578.21	<i>Direct</i>
Roger Hume	Clerk Expenses September 2008	102.77	866
Cambourne Printing Services	Meeting notes September meeting	25.26	867
Buchans	Sports Ground Maintenance	976.69	868
MD Landscapes	Play areas and verge cutting	552.25	869
Caldecote Village Hall	Room Hire Inv 38	16.50	870
AFP Construction Consultants	CDM regulations (Pavilion)	987.00	871
SLCC	membership	102.00	872
<b>Total Expenditure</b>		<b>3789.58</b>	

There was one late Payment that will appear on next month's payment statement.

Cheque 873 for £11.75 to the Village Institute for the meeting room hire.

On a resolution by Cllr Footman and seconded by Cllr Whelan, the payments were checked and approved, Cheques were signed and invoices and cheque stubs initialed at the end of the meeting.

##### **428.2 Training Needs**

None requested - Councillors should notify the clerk if they wish to take advantage of training, Cllr Francis reported that she had recently attended a training session and found it useful.

##### **428.3 Budget for 2009/2010 – To consider and set next years budget.**

A report was considered and will be finalised at the December meeting

**428.4 To confirm funding for an artificial cricket square.** Taylor Wimpy have now indicated their permission for the Parish Council to install an artificial wicket on the sports field.

On a resolution by Cllr Lang and seconded by Cllr Newby the Parish council approved paying for the full cost if necessary from this years budget to avoid delays..

**428.5 Codes of conduct consultation** – A response required by 24<sup>th</sup> December and Cllr Whelan volunteered to read the document and recommend any response at the next meeting.

**428.6 Local Development Framework** – housing shortfall consultation, response required by 12th December. (CD available). Cllr Hawkins asked to view the CD. The Bourn airfield development is not on the list of preferred sites. The preferred sites are mostly on the edge of Cambridge - also Great Shelford, Stapleford and Fulbourn

**428.7 To confirm appointment of internal auditor**

Saskia Dart has kindly offered to continue as internal auditor

On a resolution by Cllr Lang and seconded by Cllr Footman it was resolved to appoint Saskia Dart as internal auditor for the current year.

**428.8 Election** - An Election for the vacant seat on County Council will be contested on November 27<sup>th</sup>. The vacancy is caused by the disqualification of Councillor Baldwin who failed to attend a single meeting for 6 months.

**429. To attend to correspondence/communications received since the previous meeting (if it requires discussion or decision).**

**429.1 Parishioner correspondence that require responses.**

**429.1.1 Church notice board** – details of the proposed board were shown, this may also be subject to a planning application.

**429.2 Other Correspondence**

**429.2.1 SCDC Public consultation** – The monthly report  
The report was received

**429.2.2 Highways Agency** – stakeholder news  
The report was received

**429.2.3 Police contact** - An information update was presented (Journal item).

**430 To attend to Planning received since the previous meeting**

**430.1 Working Party to consider standard responses to applications** – The working party had met and presented their report to the meeting.  
The recommendation will be discussed further at the next Parish Council meeting when Councillors have had time to consider the proposal

**430.2 Planning consultation**

**430.2.1 Tree works** - deemed consent at St Michaels Church was received

**430.2.2 S/1725/08/F** Extension and increase in flue height 16 East Drive CB23 7NZ.

**The application was recommended for approval.**

Recommendations:-

No construction traffic to park or store any building materials on the East Drive (Bridleway).  
Water harvesting to be recommended.

Concern was expressed over the poor condition of the current unmade road (East Drive).

**430.3 To notify Decisions by South Cambs District Council – subject to conditions**

None received this month

**430.4 Notice of appeal decision** APP/W0530/A/08/2075707 22 West Drive - appeal dismissed

**431. The village development, recreation grounds and public open spaces****431.1 Taylor Woodrow Handover.**

Most of the previous contacts dealing with the transfer work no longer work for Taylor Wimpey. The chairman and clerk are progressing the transfer with help from South Cambs legal office, Catriona Dunnett Legal Officer. Gerry Roper property surveyor is working on a revised plan with Taylor Wimpey.

The land registry title plan recently provided appears to be inaccurate.

DW Clerk Drainage Ltd have agreed to advise on drainage solutions and met the clerk and chairman on the site on 5<sup>th</sup> November, this is to establish the likely cost of the work required so that any increased commuted sum is sufficient.

A site meeting has been arranged with Gerry Roper Property Surveyor on Wednesday November 12<sup>th</sup> at 9-30. Councillors wishing to attend will meet at the car park in Furlong Way..

Mark Edmonds Technical Director George Wimpey East Anglia is the current contact at Wimpey. Phase 2 (Bryant) is also on the list for transfer including the orchid area and the developer is intending to transfer the public open spaces to the Greenbelt Trust, not to the parish council.

**431.2 Ashwell Homes Handover** - now completed and the commuted sum is being transferred to the Parish Council.

**431.3 Playgrounds** – Contact details should be available in play areas to report dangerous equipment.

On a resolution by Cllr Lang and seconded by Cllr Footman it was resolved to purchase a pay as you go mobile phone to be used by the clerk to avoid personal numbers being misused.

Budget up to £40, O2 have good coverage in Caldecote so the phone can be used by the clerk during site visits.

A quotation has been received for the required rectification work and will be considered at the next meeting.

**431.4 Maintenance** – Two letters had been received from Buchan's the contractor for the sports area. An apology letter and also corrected bills provided. The clerk was asked to remind the contractor to apply an Autumn top dressing.

**431.5 Cabin** – The overpayment caused by the initial false meter reading by Eon has been credited (£984.03), the supply is now with Southern.

**431.6 Pavilion** – CDM regulations, confirmation has been received about the charges (agreed previously). Site work is required and the clerk will investigate contractors for a site investigation.

**431.7 Banner 2 application** – the meeting was postponed and rearranged for 18<sup>th</sup> November, Cllr Whelan and the clerk will attend.

**431.8 Use of football pitches by Hardwick football club.**

A revised agreement was considered.

On a resolution by Cllr Lang and seconded by Cllr Frances, the agreement was approved and agreed by all.

The notes from the Sport and Recreation working party meeting on 3<sup>rd</sup> November were received.

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

**432.1** Dog bins, emptying of one of the bins in Clare Drive was missed recently and the clerk arranged a special collection by SCDC. The Parish council are no longer responsible for supplying new bins or replacements.

**432.2** Furlong Way pavement dangerous manhole and holes to be reported to Taylor Wimpey.

**432.3** Spring bulb planting, a working party will meet at the village sign on Sunday 8<sup>th</sup> November at 10am, all welcome.

**432.4** Bourn Pharmacy, a consultation is being conducted over the possibility of the pharmacy at Bourn surgery being closed; the clerk will write expressing the concerns of the Parish Council.

**432.5** The Caldecote journal deadline is 13<sup>th</sup> November, the journal has recently been short of items so councillors and residents are asked to send items.

**432.6** A road drain has been covered with Tarmac in Main Street near the church lay by (South end).

**432.7** A request has been received to nominate a space for a memorial to place poppy wreaths. It was suggested that an area around the village sign would be appropriate.

**432.8** The speed limit in Main Street to be added to the next agenda.

**432.9** Disposing of rubbish on a footpath near Mitwell Close, suggested journal item.

**432.10** Recent road sweeping has not satisfactorily cleared all the debris and weeds need spraying.

**433 Closure of meeting and parish matters**, there being no further business the meeting was declared closed at 9-45 pm

**Date of next Parish Council meeting** is December 4<sup>th</sup> – (planning if required on November 20<sup>th</sup>).

A meeting has been arranged immediately following the planning meeting on Thursday 20<sup>th</sup> November at 8pm to discuss transfer problems and issues with TKA. (Open to members of the public)

With Catriona Dunnett (legal officer) and Brian Heffernan (Environmental health)

**Sport and Recreation** - working party next meetings Mondays 15<sup>th</sup> December, January 26<sup>th</sup> 2009

#### **Other Meetings**

Banner 2 application November 18<sup>th</sup> at 10-30, (Cllr Whelan and the clerk)

Engaging Parish Councils 5pm November 19<sup>th</sup>. (Cllr Levett and Cllr Newby).

The clerk will also attend but representing Cambourne Parish Council.

Police Neighbourhood Panel Wed 19<sup>th</sup> November at 7 for 7-30pm Hardwick.

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#### **Items for Note - Please ask the clerk for details**

**Cambridge shire ACRE, annual review 2007/8**

**CPALC – AGM on Saturday December 6<sup>th</sup> 10am at Bluntisham village hall**

**Rural Housing Trust – invitation to open house in Essex to view social homes 14<sup>th</sup> November**

**Trading Standards newsletter “Inside Trade”**

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