

**DRAFT Minutes of the Meeting of Caldecote Parish Council
on Thursday 4th December at 7.30pm in the Village Hall**

Present: Cllr Jack Lang (Chairman), Cllr Fiona Whelan, Cllr John Newby, Cllr Neale Whyatt, Cllr, Cllr Tom Footman, Cllr Alan Levett, Cllr Tumi Hawkins and District Councillor Robin Martlew. (Cllr Fiona Whelan is also County Councillor).

In attendance: Mr. Roger Hume (Clerk) and 1 member of the public.

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

434 Apologies for absence and also declaration of interests from members

Apologies were received from Cllr Doreen Francis and Cllr Steve Breeze.

There were no declarations of interest for items on the agenda

The chairman congratulated Cllr Fiona Whelan on her recent election as County Councillor.

435 To approve the minutes of the previous meeting on 6th November 2008 and 20th November.

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

436 Matters arising for information. (Clerks Report), none that were not covered by the agenda

437 Matters carried forward from previous meetings for discussion / decision

437.1 Parish Plan – Meetings are being held.

437.2 Youth Issues – The youth club is still running and a new leader is being sought.

437.3 TKA – An open meeting was held before this meeting with Catriona Dunnett (Principal Solicitor South Cambs DC) and Brian Heffernan (Environmental Health officer South Cambs DC). Stephen McCrystal was unable to attend due to another business commitment but has offered to meet with the Chairman and representatives of the District Council at a later date.

437.4 Speed limit in Main street. The cost of a study to evaluate the reduction in speed limit would be around £5000. It was resolved to include a budget item for the next financial year, using reserves.

Cllr Whelan reported on the speed watch scheme, equipment has been purchased; the clerk will make contact with the Hardwick clerk to see if a joint scheme can be arranged as it was recommended that operators of the scheme should not work in their own village.

437.5 Code of conduct consultation – Cllr Whelan will report to the extra meeting to be held on 18th December (reply due by December 24th).

437.6 Local Development Framework – Housing shortfall Cllr Hawkins presented a report showing which sites were preferred by South Cambs. The Bourn Airfield development that would impact on Caldecote is not one of the preferred sites but the inspector could still rule in favour if the other preferred sites are considered unsuitable.

437.7 Traffic calming, Sue Reynolds (Highway Development Control Officer at the County Council) has emailed the following response to the Parish Councils enquiry about the imminent adoption of the speed thumps.

“I have had the opportunity to look through the file relating to the traffic calming within Highfields which fortunately contains correspondence going as far back as 1998, ie prior to the public consultation exercise that was conducted by Hannah Reed.

There is clear indication within the file that issues raised by the Parish Council and set out in a letter dated 17 November 1997 by the then Chairman Mr Kember (making reference to 'thumps') were responded to by Hannah Reed and that the subsequent amended scheme was confirmed as acceptable to the Parish Council by e-mail to Hannah Reed dated 20 January 2000.

If you consider that the thumps are not to the specification given to the Parish Council by Hannah Reed in 2000, please furnish me with the plans and/or specification details that were provided to you by Hannah Reed so we may compare them to the scheme that was ultimately approved and constructed in 2001.

Following several letters from residents received in 2002, the height of the 'thumps' was checked and unfortunately several were found to be not in accordance with the approved detail. The developer undertook remedial work to ensure all the thumps were in accordance with the approved details and met the recommended dimensions for such features.

As a result of the additional vehicular traffic to be generated by the residential development within Highfields, the Parish Council wished traffic calming to be installed to restrain speed. The thumps serve that purpose. They should not cause difficulty provided motorists traverse the features at an appropriate speed.

I would be happy to forward copies of the correspondence referred to if that would be of assistance."

The clerk has located the drawing by Hannah Reed used in the consultation, but it does not detail the physical attributes but indicates "thumps or cushions".

It was recalled by Councillors that a meeting at the time showed examples of the types of calming features and a cushion had been selected.

The clerk will look at the minutes at the time to see if there is clarification.

The clerk will reply to Sue Reynolds and ask her to explain what the "appropriate speed" mentioned in her email was, and to copy any relevant information from the minutes.

438. Finance and procedural matters

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

Late Payments November meeting			
Caldecote Village Institute	Room Hire	11.75	873
New Payments			
Kathie Martlew (8)	Salary November Paid December	84.00	Direct
Julie Coogan	Salary November Paid December	326.40	Direct
Roger Hume	Salary November Paid December	680.65	Direct
Jake Thompson	Journal delivery end November	42.00	874
Roger Hume	Clerk Expenses October 2008	86.87	875
Cambourne Printing Services	Meeting notes October meeting	27.50	876
Viking direct	Stationery	36.21	877
MD Landscapes	Grass cutting	164.50	878
Objenix	Domain name renewal	47.00	879
Total Expenditure		1506.88	

There were 4 late Payment that will appear on next month's payment statement.

Eurooffice	Print Cartridge	36.07	Chq 880
St Michael and All Angels	Grass cutting grant	350.00	Chq 881
Herald contract Services	Extra top autumn fertiliser	1057.50	Chq 882
MD Landscapes	Grass and hedge cutting	1092.75	Chq 883

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

438.2 Training Needs, councillors should contact the clerk if they want to take part in any councillor training.

438.3 Budget for 2009/2010 – The budget for 2009/2010 was considered.

The clerk pointed out that many of the proposed capital projects were being funded from reserves which would reduce those reserves for coming years and along with the reduced income from investments may require increases in precept in following years.

On a resolution by Cllr Lang and seconded by Cllr Levett, the budget was approved and a request for a precept of £52,700 will be made (last year £51885) an increase of 1.6%.

438.4 Street Lighting maintenance and energy – details of the charges for maintaining the footpath/street lamps funded by the Parish Council was presented. Energy charge (1st April to 31st March 2009) is £356.33. The figure for the following year is £385.45.

The Maintenance charge is £18.39 for 13 lamps is £239.07.

Total for 2008/2009 is £595.40 (last year was £414.83 and increase of 43%).

438.5 Interim annual cost of living pay rise for Clerks – It was noted that agreement has been made for 2.45% backdated to April 1st 2008.

438.6 Freedom of information publication scheme – to approve the scheme wording, Councillors agreed to adopt the model scheme (minute 418.7). The wording created by the clerk relating to Caldecote was presented.

On a resolution by Cllr Whyatt and seconded by Cllr Newby, the document was approved. The scheme will be put on the web site for January 1st 2009 to comply with the law.

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

439.1 Parishioner correspondence.

439.1.1 Dog bins, bus shelter and bus service, an email had been received regarding issues with the dog bins and bus service.

The clerk had made adjustments to the bin that would not open fully. The District Council are now responsible for dog bin provision.

Cllr Whelan in her role as the new District is working on the public transport issues and will report to the next meeting. A specific contribution will be sought from any legal agreement for the proposed extra homes in the village.

A request will be made for the County Council to provide a bus shelter on the South side of the main road (Caldecote side heading to Cambourne).

439.2 Other Correspondence

439.2.1 SCDC Public consultation – The monthly report was received

439.2.2 Closure of bridleway – Correspondence was presented regarding the Porters way bridleway running between Toft road and Old North Road (opposite the Red House pub, the correspondence was received.

439.2.3 Standards Committee - Newsletter was received.

439.2.4 Parish Paths Partnerships 2009/2010.

It was agreed not to apply for the grant this year as no projects had been identified.

440 To attend to Planning received since the previous meeting

440.1 Working Party – Responses review - councillors had not responded to the proposal, it was agreed that the draft be approved and asked that a tick box response form be produced.

440.2 Planning consultation

440.2.1 None had been received in time

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

440.3.1 S/1580/08/F St Michael and all Angels Church - Railing **Approved**

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

441.1 Taylor Wimpey Handover update, a letter had been received from our solicitor explaining that Taylor Wimpeys solicitor Eversheds had been premature in asking for work to start on the transfer.

The clerk was asked to write to Catriona Dunnett (Principal Solicitor South Cambs DC) and Brian Heffernan (Environmental Health officer thanking them for their attendance at the public meeting. Geraldine Roper Property Surveyor - Legal Section at South Cambs DC. had been to a meeting on site and was working on a revised transfer plan, a copy was provided and comments are requested from the Parish Council.

441.2 Playgrounds – Rectification work, the equipment requires painting, the clerk will ask for further quotations, and the work be carried out in the summer.

Replacements for the swing seats will be necessary in the future, but still useable and the bearing on the roundabout requires replacing.

The clerk will obtain a quotation for the bearing replacement and await the ROSPA inspection in April to see if they recommend replacing the seats.

441.3 Maintenance

443.3.1 New Ashwell area - MD Landscapes, fencing £450, one off tidy £600, Grass cut £10 per visit...

On a resolution by Cllr Whyatt and seconded by Cllr Newby it was resolved to accept the quotation.

441.3.2 – Sports area maintenance 2009 season. An extra autumn top dressing has been applied. The cost of this is £900 plus vat.

The contractor's opinion was that the problem with the grass not thriving was due to lack of nutrients.

The clerk is seeking new quotations for the next season's contract and will ask specifically for the quantities being used for fertiliser and weed control.

441.4 Cabin – The clerk has provided keys for the external cabinets for water and electricity to be put in the services room on a cord so that users can gain access.

441.5 Pavilion – no progress, awaiting transfer of the land.

441.6 Banner 2 application – A report of a meeting at SCDC and a draft proposal of the section 106 submission was considered.

The clerk was asked to add to the legal agreement a reduction in the speed limit in Main Street.

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

442.1 Clare Drive road parking bays, traffic is cutting the corner.

442.2 Cllr Whelan pointed out there is funding from the County Council for disabled parking bays.

442.3 Potholes and kerbing work around Strympole Way, also fencing between Hall Drive and Clare Drive and overhanging planting is being dealt with by the clerk, also it had now been established which part of Taylor Wimpey were responsible for street lights.

Jackie Williams Customer Care Assistant Taylor Wimpey Plc

(George Wimpey East Anglia) Tartan House Etna Road Bury St Edmunds IP33 1JF

Tel: 01284 773 800

442.4 The school flashing lights were still not working correctly

442.5 Fencing on the corner of West Drive and Grafton Drive, Cllr Whelan will chase up the residents fencing being removed from the County Council verge.

442.6 Road drain gulley's are blocked on Main Street

442.7 Highfields Road from Grafton Drive to West Drive needs resurfacing.

442.8 A request had been received for a representative of the St Michaels and All Angels church to speak at a coming meeting. (it was proposed to allow 10 minutes at the meeting on January 8th).

443 Closure of meeting and parish matters, there being no further business the meeting was declared closed at 10-20 pm

Date of next Parish Council meeting– Planning and urgent items at 6pm on December 18th - Please note the earlier start time). Next full meeting is January 8th at 7-30 pm.

Sport and Recreation - working party next meetings Monday 15th December, 2009 –Mondays January 26th, 9th March, 20th April.

Items for Note - Please ask the clerk for details

CPRE - Stop the drop Litter and fly tipping, Parish Council Toolkit

Council Housing – the future, SCDC newsletter

Neighbourhood Watch – executive group annual conference Saturday 31st January

Signed _____ Chairman _____ Date _____