

**DRAFT Minutes of the Meeting of Caldecote Parish Council  
on Thursday 7<sup>th</sup> May 2009 at 7.30pm in the Village Hall**

**Present:** Cllr Jack Lang, Cllr Fiona Whelan, Cllr Tom Footman, Cllr John Newby, Cllr Alan Levett, Cllr Doreen Francis, Cllr Neale Whyatt and District Councillor Robin Martlew. (Cllr Fiona Whelan is also County Councillor for the ward).

**In attendance:** Mr. Roger Hume (Clerk) and 8 members of the public.

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

**484**

**484.1 Election of Chairman**

**484.1.1** There was one nomination for the position of chairman

On a resolution by Cllr Whelan and seconded by Cllr Levett, Cllr Lang was unanimously elected for a fourth term as chairman.

Cllr Lang signed the declaration of acceptance of office

**484.1.2 Election of Vice-Chairman**

There was one nomination for the position of vice chairman

On a resolution by Cllr Lang and seconded by Cllr Footman, Cllr Whelan was unanimously elected as vice chairman for a third term

**484.1.3 Election of Working Parties, and areas of responsibility.**

**Appointment of Sports and recreation working party**

- Terms of reference.

Caldecote Parish Council Sport and Recreation Ground working party is delegated to consider and recommend, on the Parish Council's behalf, all matters relating to the public open spaces within the village that have either already been transferred to the Parish Council or that will result from a signed S106 Agreement with Taylor Wimpey or others. This includes the establishment, maintenance, provision, monitoring and use of land, landscaping and equipment.

The working party

- Will meet informally to discuss aspects of the Recreation Ground Committee's work and to prepare recommendations for the Committee's consideration.
- May invite individuals, groups and organizations and/or officials to attend its meetings as appropriate and public participation at the meetings is at the Committee's discretion.
- May seek free advice or information from the local authorities and/or other body to enable it to understand or carry out its duties more effectively. If there is a cost implication it must bring a clear recommendation to the Parish Council for its consideration.
- Should consider all financial implications relating to the recreation grounds and make a clear recommendation to the Parish Council on all recreation ground needs and requirements so that these can be included in the annual budget preparation.

Nominations - Cllr Levett, Cllr Newby, Cllr Francis and Cllr Lang.

The minutes of meetings would be circulated to all members of the Parish Council for information.

**Areas of responsibility**

The following areas of responsibility were approved and noted that the named were to monitor and consider all matters relating to the particular area of responsibility and to make recommendations as appropriate to the Parish Council.

Conservation and Trees	Cllr Footman with Cllr Newby
Traffic and Highways/ Public Rights of Way	Cllr Footman
Playgrounds	Cllr Hawkins
Safer Caldecote/ Vandalism/ Police matters	Cllr Whelan Cllr Francis
Bylaw matters	Cllr Lang
Webmaster	Cllrs Whyatt and Mr Chris Corcoran
Drainage	Cllrs Footman
Wider and local planning	Cllrs Levett and Cllr Hawkins
Caldecote Community Association representative	Cllr Francis
Parish Plan	Cllr Whyatt
Old Village of Caldecote	Cllr Whyatt
CALC representative	Cllr Lang

The council asked that an expression of thanks was made to Mr. Chris Corcoran and Cllr Whyatt for maintaining the web site and email system.

#### **Appointment of planning working party**

Cllr Levett and Cllr Hawkins were elected to the working party and report to the full council meeting with its recommendations. Another Councillor position is vacant.

Mr. Brian Drayton was re-elected a co-opted member of the working party.

This working party would report its recommendation to the full council. Mr. Drayton would not be able to vote but can speak when invited to at the full council meeting, but he would be able to vote at the working party meeting to recommend decisions to the council.

On a resolution by Cllr Levett and seconded by Cllr Lang the areas of responsibility and working parties were all approved, all were in agreement.

#### **484.2 Apologies for absence and also declaration of interests from members**

Apologies were received from Cllr Breeze and Cllr Hawkins. Cllr Martlew will arrive late. Cllr Whelan declared a non-prejudicial interest in the youth club item (486.2)

#### **485 To approve the minutes of the previous meeting on April 2nd 2009**

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

#### **486 Matters arising for information and discussion**

**486.1 Parish Plan Report**, the questionnaire is being prepared for distribution in around 2 months.

##### **486.2 Youth Issues**

The youth club has now closed for the summer break, and will reopen in September.

The club is still seeking new leaders. The clerk has contacted the County Council to see if they can support paid youth workers, and also see if there is anything that can be done for the summer school holidays.

##### **486.3 TKA report**

A resident reported that particles of dirt/filings that are in the air and settling on window sills/cars etc, but there is no evidence the factory is responsible.

**486.4 Speed limit** - in Main Street, It has been reported that regulations are changing to allow more 20mph zones.

**486.5 Bus service**, residents continue to complain about the poor service in Caldecote compared to other villages, the service needs to attract an average of 8 passengers per journey to make it viable. The poor service with buses sometimes not turning up has probably caused a drop in use. Residents can use their bus passes before 9-30am for the one remaining early bus.

**486.6 Speed thumps.**

Basic estimates for the removal and replacement have been provided by Richard Preston (County Council).- £8 to 10k for removal, £300k to £400k per kilometer for a new scheme. The clerk has identified a consultant to carry out an initial site visit and report.

Emphasis will be requested on safety at the school entrance, and to get some idea what the effect would be for complete removal.

On a resolution by Cllr Lang and seconded by Cllr Footman it was agreed to approve the initial study at a cost of £1250.

**486.7 Local Paths and Historic Routes** - The Countryside Access Team are to address the next full meeting on June 11<sup>th</sup>.

**486.8 South Cambs decision on Manor Farm**

A reply to the letter querying why this application had not gone to the full planning committee (as requested).has been received from Cllr Corney the chairman of the District Council Planning committee, she has spoken to the officers that dealt with this application and they have confirmed that the parish did request this go to committee, and she explained that unfortunately the request has to come via the local member Cllr Martlew. Although Cllr Martlew was copied in on correspondence he did not at any time make a request to take this application to committee, hence it did not get referred. Cllr Martlew explained that he had spoken to officers who were unable to refer it to committee as there were no obvious planning reasons.

**487 Reports from the District and County**

**487.1 County Councillors Report**

Councillor Whelan reported that she was doing what she could about the lack of bus services and the unpopular speed thumps.

She had been able to assist in keeping open the Toft day care facility, which is to continue with increased funding for at least another year. Transport issues have also been resolved.

**487.2 District Councillors Report**

Councillor Martlew gave a report on the transfer of council owned homes to a housing association.

Residents are to be offered a vote that will be considered when the decision is made, but there were concerns over the information being provided was biased toward a handover.

**488. Finance and procedural matters**

**488.1 to receive the financial report** and approve the payment of bills.

<b>New Payments</b>			<b>Chq</b>
Kathie Martlew (2)	Salary April Paid in May	84.00	Direct
Julie Coogan	Salary April Paid in May	336.48	Direct
Roger Hume	Salary April Paid in May	631.96	Direct
Roger Hume	Clerk Expenses March 2009	76.52	913
Cambourne Printing Services	Photocopying inv 73	38.70	914

Caldecote Village Institute	Meeting room hire	17.50	915
Total Expenditure		1546.09	

**There were 3 late payments that will appear on the next statement**

Came and Company	Insurance	1686.24	916
Caldecote Village Institute	Meeting room hire	17.50	917
CGM Ltd	Fertiliser application	1207.50	918

Councillors agreed not to tie in the insurance for a 3 year period.

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 at the end of the meeting.

**488.2 Training Needs.** CPALC have introduced group training sessions rather than individual training.

The clerk was asked to write to CPALC expressing concern about the services being offered, membership will be reviewed on renewal

**488.3 Audit** - It was not possible to approve the accounts for the Audit of the previous financial year as they were still awaiting internal audit – (this will be added to agenda in 2 weeks) (due in by 1<sup>st</sup> June).

**488.4 The annual governance statement** - was not available for the reason above.

**488.5 Staff employment Issue** - confidential item - it was necessary to exclude the public and press temporarily under section 1(2) of the Public Bodies (admission to meetings act 1960) due to the confidential nature, *the item was moved to the end of the meeting to avoid inconvenience to the public attending*. This item is covered by confidential minutes held by the clerk.

There were no members of the public present when this was concluded and the meeting reopened.

**488.6 Notice of election** – the notice of election for the European Parliament and County Council has been posted on notice boards.

**488.7 Public sector Duties** – Equality and Human Rights, the report was received

**488.8 Shaping the Future**, the report was received

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

**489.1 Parishioner correspondence.**

**489.1 Bus service** (see item 486.5)

**489.2 Other Correspondence**

**489.2.1 SCDC Public consultation** – The monthly report, the report was received

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

**490.1 Planning consultation**

**490.1. 1 Consultation on further additional Mineral and waste development proposals**, it was agreed that it would not be necessary to respond.

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

**490.2.1 None received**

**491. the village development, recreation grounds and public open spaces**

**491.1 Taylor Wimpey Handover.**

The clerk was thanked for his efforts in trying to resolve this, meetings are being held and revised transfer plans have been produced by South Cambs.

**491.2 Maintenance** - Sports field Maintenance had been delayed but is now in full swing.

**491.3 Cabin** – Nothing to report

**491.4 Pavilion** – Nothing to report

**491.5 Banner 2 application**, nothing received to date.

**491.6 Sport and Recreation** – To receive and consider the notes from the meeting on 27<sup>th</sup> April

**491.6.1** To consider purchasing a storage cabinet for the smaller container so that the cricket club can share it.

On a resolution by Cllr Footman and seconded by Cllr Whelan it was agreed to purchase the higher specification cabinet as it was more secure.

**491.6.2** To consider installing a bridge from Porthmore Close to the strip of land adjacent to the field drainage ditch to encourage dog walkers to use this area and not use the sports pitches. It was agreed that this should be put on hold until the land is transferred.

**491.7 Fencing** - (public open space) Grayway Close

Residents have asked for the fencing to be repaired adjacent to the kick about area on the West boundary to the properties on Highfields Road.

The fencing may have been erected by Bloor, but was not transferred to the Parish Council.

The clerk will make further enquiries with Bloor and their consultants.

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

**492.1** Motorbikes on West Drive

**492.2** Fence at 101 West Drive

**492.3** Verges need cutting

**492.4** Holes in Highfield Road, kerbing from Strympole Way to pumping station

**492.5** School Ofsted, awarded an excellent report, just missed outstanding.

**492.6** Furlong Way hedge is overhanging path.

**492.7** Fence in Clare Drive (opposite social club)

**492.8** The land recently cleared on the road to Hardwick should be put forward as a site of special scientific interest (SSSI).

**492.9** Builders vehicles causing road blockages (99 Highfields Road).

**492.10** Hedge overhanging footpath on Highfields Road, before the West Drive turn.

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

**Date of next Parish Council meeting**

**Thursday June 11<sup>th</sup> 2009 Caldecote Parish** Euro/County elections on June 4th

**Thursday May 21<sup>st</sup> 2009 Annual Parish Meeting**, this is a meeting of the electorate and is not a council meeting, it will be followed by a short Parish Council meeting for planning and urgent items meeting at 8-30pm approximately

It has become necessary to change the date of the Second Parish Forum meeting at South Cambs DC to **Thursday 23 July 2009**

The Police Neighbourhood Panel meeting will be held at the Cambourne Youth

Partnership Building in Back Lane from 7.30pm - 9.00pm on **Wednesday 20th May 2009**.

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

Cambridgeshire Play Pathfinder Project – funding for redevelopment and creation of play areas  
News @ Com The magazine of Comberton Village College  
CPRE AGM on 20<sup>th</sup> May at 7-30pm Wesley Methodist Church, Christ's Pieces Cambridge

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