

**DRAFT Minutes of the Meeting of Caldecote Parish Council  
on Thursday 2<sup>nd</sup> July 2009 at 7.30pm in the Village Hall**

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

**In attendance:** Mr. Roger Hume (Clerk), and 4 members of the public.

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

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

Apologies were received from Cllr Doreen Francis

There were 4 declarations of interest for :-

Agenda item. 510.1.4 Cllr Lang and Cllr Whelan are school governors and Cllr Footman lives in the same road

Agenda item 510.1.2 Cllr Hawkins lives in the same road

**505 To approve the minutes of the previous meeting of the previous meeting** on June 11<sup>th</sup> 2009.

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

**Cllr Whelan arrived at this point**

**506 Matters arising for information and discussion,** from the clerks report.

**506.1 Parish Plan Report** – The questionnaire is currently being printed

**506.2 Youth Issues,** nothing to report

**506.3 TKA report,** no reports this month

**506.4 Speed limit** - in Main street, ongoing.

**506.5 Bus service** (see County Councillor report)

**506.6 Traffic calming review.** The report from consultants (Glanville) was considered.

Cllr Whelan will pass a copy to Richard Preston and Sue Reynolds, officers of the County Council for comment.

It was noted that the report had not made reference to problems experienced while negotiating the thumps. by the ambulance service and other emergency services

The clerk will ask Glanville for a quotation for a 7 day, 24 hours speed survey at selected locations, and the County Council will also be asked if they are able to carry out the survey and the costs.

The clerk will also write to the ambulance service to ask for their views.

**506.7 Funding for Pavilion** – It had not been possible for South Cambs to consider a grant for the artificial cricket wicket but an application will be made for a contribution to the pavilion.

**Cllr Breeze arrived at this point**

**506.8 Lost Highways**

Following the presentation by “Lost Highways” last month, they have confirmed that they will consider providing historical maps for the Parish council web site. Cllr Robin Martlew agreed to contact them. The clerk will provide contact details.

## 507 Reports from the District and County

### 507.1 County Councillors Report

Cllr Whelan reported that she has a meeting tomorrow about the bus service, the Sure Start centre will possibly require a public transport service.

There will be no loss of parking spaces caused by the new centre, agreement has been made with the village hall to use their car park.

The modified school entrance will separate pedestrian and vehicle movements.

Investigations are being made about a community transport system for several villages that are not currently served by a scheduled bus service.

Comberton Village College will expand to include a sixth form college in 2011, they are also expanding the existing college and will have an intake of 300 in September.

It is hoped to restrict the size to 1500 pupils but this may be exceeded.

### 507.2 District Councillors Report

Cllr Martlew gave a report about the rejection by residents of the transfer of homes to a housing association.

## 508. Finance and procedural matters

### 508.1 To receive the financial report and approve the payment of bills

Expenditure for approval			CHQ NO.
<b>Late Payments June meeting</b>			
CGM Cambridge	Sports area maintenance	2852.00	928
Mackay	Key cutting	17.15	929
Warton and Clark	Skip hire	344.00	930
Club Turf	Artificial wicket	8648.00	931
Caldecote Village Institute	Room Hire for meetings	35.00	932
	Parish Plan meeting	# 7.00	
<b>New Payments</b>			
Kathie Martlew (4)	Salary June Paid in July	84.00	Direct
Julie Coogan	Salary June Paid in July	336.48	Direct
Roger Hume	Salary June Paid in July	612.09	Direct
Roger Hume	Clerk Expenses May 2009	119.75	933
Cancelled cheque		0.00	934
Glanville Consultants	Report on traffic calming	1437.50	935
CPALC	Affiliation fee	434.71	936
Cambourne Printing Services	Photocopying invoice 77	13.52	937
Total Expenditure		14934.20	

### # Parish Plan funded

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.

**508.2 Training Needs**, the clerk is attending a training course in July to enable the council to use the power of well being. Councillor training will also be required.

**508.3 Staff employment Issue** - confidential item.

Cllr Whelan gave a brief report but the matter will be added to the September agenda.

**508.4 Request from the church** – the church has requested assistance from the Parish Council for putting in a planning application for their notice board.

On a resolution by Cllr Whelan and seconded by Cllr Levett it was agreed that the council would submit and pay for an application at the reduced rate that applies to Parish Councils.

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

**509.1 Parishioner correspondence.**

**509.1 Journal deliveries and items for the August issue.**

There had been unacceptable delays in distributing some of the June journal, the clerk has asked that in future a period of one week would be set from the printing delivery date.

**Items are required** for the journal, deadline 13<sup>th</sup> July.

Cllr Levett to write about vehicle damage caused by the speed thumps.

**509.2 Other Correspondence**

**509.2.1 SCDC Public consultation** – The monthly report had not been received.

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

**510.Planning consultation**

**510.1. 1 S/0608/09/O** Erection of 2 dwellings following demolition of existing bungalow 101 West Drive Highfields Caldecote

**Recommended for refusal**

The boundary is not defined accurately; refer to application S/1681/07/F which has not been adhered to in regard to the boundary.

In particular visibility splays, moving the fence away from the County Council owned verge and services in the verge, and reinstating the original 45 degree corner cut to improve visibility on the footpath.

The street scene could be improved by reducing the height of fencing to West Drive.

General standard conditions will be suggested, and detailed plans for access and storage of materials during construction.

The application was considered to be confusing and poorly presented

**510.1.2 S/0740/09/F Erection of fence** 87 West Drive Highfields Caldecote

**It was agreed to make no recommendation**

**510.1.3 Gypsy & Traveler DPD Options consultation from July 10<sup>th</sup> to 9<sup>th</sup> October.**

After the initial consultation agreeing the criteria for selection of sites, another consultation will

begin soon with plans for actual site locations, consultation papers will be considered at the next Parish council meeting, and there may also be local meetings, possible in Cambourne.

#### **510.1.4 Caldecote CP School – Children’s Centre**

A resident’s letter was considered querying the parking arrangements for the new centre. The Parish Council will have an opportunity to make further comment when a planning application is made.

The chairman thanked the resident for his comments.

The clerk was asked to forward the letter to the school headmaster.

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

##### **510.2.1 None received.**

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

#### **511.1 Taylor Wimpey Handover and maintenance**

**Maintenance** - Taylor Wimpey have made a start on clearing the growth over the footpaths.

**Handover** - A meeting was held yesterday with legal representatives, officers from South Cambs District Council, Cllr Whelan and the clerk from the Parish Council.

This was followed by a site meeting, Cllr Lang, Cllr Footman and the clerk represented the Parish Council.

There are a number of queries over ownership and possible transfer of small parcels of land to residents. Once this is completed it will be possible to calculate transfer sums.

A good deal of rectification of footpaths and planting is required.

The trees officer for South Cambs DC (David Hamilton) is to give an updated report on planting this week.

Drainage, the Parish council has provided Taylor Wimpey with a quotation they have obtained to rectify drainage issues that have been identified.

Clarification is required over any maintenance payments for the Sports field area.

On a resolution by Cllr Lang and seconded by Cllr Levett it was agreed to request our solicitor to give an Opinion.

A target has been set of September 1<sup>st</sup> 2009 to transfer the sports area to enable grant funding to be sought.

It is hoped that this can now go ahead before any agreement is made for the handover of the housing areas.

The County Council still needs to confirm which areas they will take over under section 38 orders.

#### **Cllr Whelan left the meeting at this point**

**511.2 Maintenance** - Sports field Maintenance, a meeting is being arranged by Cllr Newby to confirm the program and request more itemised billing

**511.3 Cabin** – nothing to report apart from a problem with one of the locks which has been rectified.

**511.4 Pavilion** – nothing to report

**511.5 Banner 2 application**, nothing heard

**511.6 Sport and Recreation** - A 5 a side soccer match had been played recently, an area was identified that would not affect the maintenance schedule.

The artificial cricket wicket is now being used and part of the small container is now available for storing equipment.

**511.7 Playground inspection and rectification**

The contractor has requested an immediate start on repainting the play equipment and has promised that it will be finished, or work stopped during the school holidays from the 18<sup>th</sup> July.

**511.8 Use of Village Hall container** - a request had been received from the Sure Start centre to store a few boxes while they are using the village hall, the clerk had contacted the youth club and it would be possible as long as access to their equipment was not restricted.

**511.9 Maintenance Grafton Drive**

Complaints have been received about the poor condition of the planting and the clerk will chase rectification work as soon as the very dry weather period is over.

Positive comments about the new fencing have been received.

**511.10 Maintenance Cavendish Way**

A resident would like the large plants on the corner of the private drive to be cut back and reduced in height. It was agreed that the clerk will monitor the situation but the plants were selected in an agreed planting plan and it would destroy the character if they were reduced in height drastically.

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

**512.1** The clerk has today received another apology from the County Council for the delay in repairing the street sign in Clare Drive

**512.2** The litter bin on the Childerley bus stop has been vandalised again, this has been reported to the District Council for rectification.

**512.3** Pot hole by the pumping station has been reported

**512.4** Road drains are blocked on Highfields Road, flooding at West Drive junction.

**512.5** Bee Orchids have been spotted on the verge and ditch opposite the village sign.

**512.6** Motorcycles are still causing problems around the village. Often riding with no helmets, the new cheaper call number for the police is 0345 456 456 4 and residents are asked to report sightings urgently.

**512.7** The probation service has been delayed in spreading the chippings on the bridleway by the kennels.

**513 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 meetings**

**Thursday July 23rd 2009 at 7-30pm**

South Cambs DC - Second Parish Forum meeting Thursday 23 July 2009

Time: 5.30pm - Coffee and Registration

6-8pm - Meeting & Presentations (Clashes with the PC meeting)

**Planning and urgent items meeting on August 27<sup>th</sup>** as there is a 5 week period it is just possible an extra planning meeting will be required, possibly with the clerk absent.

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

**The Big Lunch 19<sup>th</sup> July**  
**Community Action Cambridgeshire Acre magazine**  
**Cambridgeshire Horizons – Green vision news (second edition).**  
**COPE newsletter**

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