

**DRAFT Minutes of the Meeting of Caldecote Parish Council
on Thursday 12th November 2009 at 7.30pm in the Village Hall**

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

In attendance: Mr. Roger Hume (Clerk) and 18 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.

544 Apologies for absence and also declaration of interests from members

Apologies have been received from Cllr Levett and Cllr Hawkins.

Declarations of interest (non prejudicial) were recorded as follows:-

Agenda item 549.2.2 Cllr Whelan on the board of the children's centre.

Agenda item 549.2.2 Cllr Footman as chairman of the village hall.

Planning items:-

S/1397/09/O Cllr Whelan – as governor of the primary school.

S/1397/09/O Cllr Francis – as governor of the primary school.

S/1397/09/O Cllr Lang – as governor of the primary school.

S/1397/09/O Cllr Breeze – parent of a child at the primary school.

545 To approve the minutes of the previous meetings on October 1st and October 15th 2009.

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

546 Matters arising for information and discussion, clerks report.

546.1 Parish Plan Report, the data is still being compiled. The chairman expressed his thanks and congratulations to the Parish Plan Group on their achievement.

546.2 Youth Issues – Youth Club.

The County youth service are not able to find a youth worker willing to take on the Caldecote Youth Club, they have recruitment freeze at the moment.

If a volunteer supporter could be found then a less experienced worker may want the post.

The clerk was asked to write expressing the Parish Councils disappointment with the County Youth Service which is not meeting the needs of communities.

Cllr Whelan will ask if local villages could share leaders.

546.3 TKA report - Cllr Martlew reported several incidents of the noise of crashing metal heard from his home on Highfields Road.

546.4 Speed limit - in Main street, nothing to report

546.5 Bus service – Cllr Whelan reported a second Whippet 2 service was offered in recent re-organisation of routes but meant that changes to the existing service failed to meet the needs of the schools times.

The City 4 service is to lose the extension to Kings Hedges in the evenings and there is no service to Cambridge on Sunday evenings.

A bigger bus is required at school times as the bus is full by the time it reaches Childerley stop.

546.6 Traffic calming review – The estimate for design work will be included in the budget for next year. The clerk warned that if this work is agreed it would commit the Parish Council to more

spending for years to come resulting in higher than normal precept increases.

546.7 Tree Wardens report

Cllr Footman and Cllr Newby reported that the recent meeting at South Cambs had been very well attended (70 attendees). It is hoped that this may trigger a better service.

546.8 Road repairs – work is under way installing kerbs on Highfields Road near Strympole Way. It was reported that the old A428 road is showing signs of breaking up.

546.9 Gritting of roads – The County Council failed to include Caldecote in its schedule for consideration by County Councillors, this omission has been raised at a high level at the County. Gritting will take place after 5 days as last year. The use of gritting bin at the school will be monitored to see if it is worth installing more bins at road junctions.

547 Reports from the District and County

547.1 County Councillors Report

Community Transport needs are being considered at a meeting to be attended by Cllr Whelan on December 10th.

Secondary school places shortfall, no funding is available and no answer has yet been found to meet the shortfall.

Focus groups are needed to work on the provision of school places and Cllr Whelan would welcome volunteers.

The A14 upgrade proposal is now available for consultation and is likely to go to a full public enquiry.

Proposals to extract clay in Madingley are also being investigated. This would be a one off use and would not be used as landfill afterwards, local amenity grant funding may be available if this project gets the go ahead.

A Budget overspend of £4.9 million will result in cuts in services (30% over 5 years).

547.2 District Councillors Report.

The failure of progress on the Northstowe development and budget cuts has resulted in severe job cuts at South Cambs District Council.

548. Finance and procedural matters

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

Expenditure for approval		CHQ NO.
Late Payments OCTOBER meeting		
Church Notice board	Planning Application	85.00 960
Moore Stephens	Audit	471.50 961
SLCC	Membership	117.00 962
New Payments		
Kathie Martlew (8)	Salary October Paid in November	84.00 DD
Julie Coogan	Salary October Paid in November	336.48 DD
Roger Hume	Salary October Paid in November	612.13 DD
Roger Hume	Clerk Expenses September 2009	87.36 963
Cambourne printing services	Meeting notes	18.57 964
Caldecote Village Institute	Room Hire	17.50 965
CGM Cambridge	Maintenance Inv 591	414.00 966
Total Expenditure		2243.54

On a resolution by Cllr Breeze 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.

The following late items will appear on next month's statement

Late Payments NOVEMBER meeting		
Caldecote Village Institute	Room Hire	12.25 967
Land Registry	Ownership check	8.00 968
Andrew Firebrace AFP	Pavilion CDM regs payment 2	517.50 969

548.8 S106 for the new banner 2 development – The application did not include enough information but sums have been proposed for community provision.

548.3 Budget 2010/2011

The Clerk gave a report as follows:-

The Council lost quite a bit of income from investments of around £7,500 pa due to the very low interest rates and even if interest rates increase - most of the money held may be spent on a pavilion and the interest gone.

Providing more money for traffic calming (not included in last years budget) £9,000 estimate for design work

Youth work £3,000, increases in staff wages £1117 (last year budget projection £16369 now £17486) and employers National insurance contributions £100

Increases in maintenance costs for the sports area (revised spec).

Cost for handover and advertising of clerk vacancy £2000 next summer. The job may also need more hours.

Drainage for play area/kick about £10,000 to £20,000, Possible bus subsidy £1000 if agreed.

A lot depends on how much of the current reserves are used on the pavilion, grants are going to be crucial.

A draft budget was presented and considered.

The clerk was asked to revise the budget as projected reserves are too low, this will result in an increase of 7.5% in precept. The current level for a band D property is £75.45 (a £5.65 increase per annum) assuming the same number of equivalent band D properties.

548.4 Change to bank account.

Barclay's bank have changed the name of the investment account it is now called "Business Saver Account".

548.5 Staff employment Issues - 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.

Employment issues - Cost of living pay rise of 1% announced.

On a resolution by Cllr Lang and seconded by Cllr Whyatt it was agreed to increase all staff salaries by 1% in line with national agreements.

Litter Pickers – allocation of work will be specified to be able to monitor work being done.

Members of the public would have been invited back after this item but as this item was taken at the end of the meeting none remained.

548.6 Journal items – Christmas edition – items from the Parish council are required by tomorrow.

548.7 Phone Box and adoption offer

The post office have notified the Parish Council, that they wish to remove the phone from the kiosk in Caldecote.

Phoneless kiosks will be allowed to remain and possibly adopted by the Parish Council, alternatively councils can pay £500 per year to keep a phone inside a box. But this was felt to be of little value as only 5 calls were made in a 12 month period.

The box in Caldecote is a Grade 2 listed structure and cannot be removed, the clerk will make enquiries to see how the box will be cared for if they do not agree to adopt it.

548.8 Training Needs, the clerk will attend a one day course Human resources management, recruitment, contracts of employment.

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

549.1 Parishioner correspondence.

549.1.1 Use of Bridleway - Portway bridleway 3 was being used by motor vehicles, a bollard had been removed but has now been put back, this was legitimate use by a resident who has now agreed to reinstate the bollard.

A complaint had been made about use of a hole in the hedge in Blythe Way being used as access to East drive, the clerk will write to ask the owner to repair the hedge and report the misuse by a motor cyclist to the police.

549.1 2 Stolen Bike

A Warning - It has been reported that a bike was taken from near the bus stop at Childerley gate (old A428 Citi 4 stop).

549.2 Other Correspondence

549.2.1 NATS terminal control north update – The report was received.

549.2.2 Sure Start Centre questionnaire – was partly completed - to be finalised by Cllr Whelan

549.2.3 Highways agency Stakeholder news – The report was received.

549.2.4 Heavy Commercial vehicles advisory freight map - The report was received.

549.2.5 SCDC Public consultation – The monthly report – The report was received.

550 To attend to Planning received since the previous meeting

550.1 Planning consultation

The meeting was temporarily suspended to allow public participation.

The meeting was reconvened.

550.1.1 S/1397/09/O Land to the East of 18 to 28 Highfields Road Caldecote 97 Dwellings.

Recommended for REFUSAL

The response is appended to these minutes.

550.1.2 S/1402/09/F Land to the North-west of 41 Highfields Road Caldecote CB23
7NX Dwelling

Recommended for REFUSAL

The response is appended to these minutes.

550.1.3 S/1440/09/F Gracefield Nursing Home St Neots Road Caldecote – Extension
and new access arrangements

Recommended for APPROVAL

The response is appended to these minutes.

550.1.4 South Cambs local development framework LDF – community
involvement and draft supplementary planning documents (4th December) the
documents were received without comment.

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

550.2.1 S/01187/09/CC Children’s centre **Approved**

550.2.2 S1064/09/F Roof lights at 109 Highfields Road **Approved**

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

551.1 Sport and recreation working party notes and recommendations.

The meeting was temporarily suspended to allow public participation.

Graham Daniels (Hardwick First Team Manager) addressed the meeting and expressed his thanks for allowing the teams to play in Caldecote while their pitch is recovering from drainage works. He will investigate funding for further use.

The meeting was reconvened

The Parish Council working party for Sport and Recreation notes and recommendations were considered as follows:-

The initial period was offered for free as a goodwill gesture and to encourage games to be played in the village but due to the higher cost of maintenance, a charge would need to be made for games beyond November.

The cost of the maintenance was considered and Caldecote Parish Council have asked the football club and Hardwick Parish Council for a one off contribution of £2000 for the rest of the season and a charge of £25 for each game, to ensure that the residents of Caldecote are not subsidising Hardwick beyond that agreed.

The annual budget for maintaining the whole area, (all football and cricket pitches) is just over £16,000.

This agreement should only be for the rest of the current season and the pitches should not be used for training.

Caldecote Football club and Cllr Newby will monitor the use and ensure that games are called off if the pitches need time to recover.

The clubs need to work together to ensure that game times do not clash and Hardwick will be responsible for ensuring the changing room is cleaned after their games.

On a resolution by Cllr Lang and seconded by Cllr Whyatt it was agreed to endorse the recommendations of the working party but a further one month period will be allowed to

provide the football club time to discuss the funding issues with Hardwick Parish Council. All were in agreement.

551.2 Taylor Wimpey Handover and maintenance. – Transfer.

Agreement has been reached on the transfer of the sports area and the area around the tennis court, the engrossment has been signed by the Parish Council but there is a delay from Taylor Wimpey.

The drainage of the site needs to be considered once the transfer sums are received.

Planting of trees and shrubs will be carried out when drainage is complete and proved to be effective

551.3 Maintenance - Sports field Maintenance the schedule has not yet been completed due to the dry weather, it is anticipated that this work will still be carried out and the full budget used.

551.4 Cricket wicket

Fund raising for the cricket square is under way by Hardwick and Caldecote Cricket Club and most of the cost has been raised from Grants. The total cost is likely to be £17,000 excluding rolling and other maintenance items. The work should be completed in 2010 and the pitch will not be available at times, it is anticipated that the square should be usable for the 2011 season.

551.5 Cabin – The council has received a report of a design fault with the fall anchorage points for the cabin, it is not all clear if this applies to this type of building and the clerk will ask for more information and clarification to see if this general notice affects it..

551.6 Pavilion – Grants requests are being prepared, new policies are required for the applications and will need approval by the Parish Council.

The engineering working drawings and quantity surveyors report are still awaited.

551.7 Banner 2 - Public open space, a sum will be specified for ongoing maintenance plus an extra sum as the area is smaller than that normally required.

551.8 Playground – nothing to report.

551.9 Footpath to Bourn, steps request.

Contact from Angela Markham at Bourn regarding the provision of steps on a steep incline on the footpath. It is not clear if this is in Bourn or Caldecote.

It was agreed that this will be included in the Parish Paths Partnership grant application.

The broken stile on the footpath opposite the Church is to be replaced with kissing gates.

551.10 Dead tree - Cavendish Way POS will be removed, awaiting replacement later.

551.11 Parking Grafton Drive, correspondence has been received regarding the use of Grafton Drive for school parking. The first part of the road is not adopted and unlikely ever to be adopted as the owner of the land is unknown and the road is not constructed to adoptable standards. Grafton Drive residents cannot restrict access as they do not own the road.

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

552.1 The school flashing lights are not working.

552.2 Fly tipping to be reported near the lay by on Highfields Road.

552.3 TPO request will be made for the Rowan Tree at 101 West Drive.

552.4 Taylor Wimpey - It was noted that the trees in the corner of the development has been fenced off by a resident.

552.5 An area of the sports field near the cabin has sunk leaving a 5 foot x 2 feet and approx 6 inches deep hole. Cllr Newby offered to back fill the hole.

552.6 Bollards have been erected on a parking area in Crafts Way, this requires planning permission or removal and a notice will be served by South Cambs.

552.7 Daffodils/Spring Bulbs have been planted and Cllr Lang was thanked for his contribution of the bulbs.

552.8 Reported problems with boisterous youths on Highfields road opposite the school.

552.9 Councillors are reminded that meetings are currently too long and efforts should be made to make the meeting more efficient.

553 **Closure of meeting and Parish Matters**, there being no further items the meeting was declared closed at 10-30pm

Date of next Parish Council meetings

Thursday December 3rd 2009 at 7-30

Sport and Recreation working party meetings - Monday 14th December, Monday 25th January 2010, Monday 9th March, Monday 19th April, Monday 13th September

It will NOT be necessary to hold a meeting for urgent items and planning on November 19th. The possible December planning meeting scheduled for 17th December will start at 6pm

Items for note, please ask for details

CPALC AGM on Saturday 21st November, Bluntisham @10am

CAMBS ACRE news digest (email 2nd November)

Signed _____ **Chairman** _____ **Date** _____

Appended planning responses, not part of the minutes
Recommendations from Caldecote Parish Council for current planning
items 13th November 2009

S/1397/09/O Land to the East of 18 to 28 Highfields Road Caldecote 97 Dwellings.

RECOMMENDED FOR REFUSAL

County Councillor (and Parish Councillor) Whelan wishes to speak at committee, please ensure details are provided.

- Insufficient places at primary, secondary, nursery and 6th Form schools in the area.
- The sum proposed in the section 106 is not sufficient to meet the need for primary school places.
- The 2 extra homes opposite the school entrance and not part of the current application should be accessed from this development as discussed at pre-application talks.
- There is insufficient public transport in the village (only 2 buses a day), resulting in high car use, this is ignored in the travel plan report.
- Access has not been provided for pedestrians to Clare Drive, adjacent properties will be cut off from each other.
- Poor road crossing provision on Highfields Road to the school, a central refuge is required.
- Despite assurances from Anglian water the foul water system is already overloaded with blockages and frequent discharge from the pumping station when heavy rain occurs, resulting on one recent occasion to tankers being deployed for 48 hours.
- The entrance to Blythe Way is unsuitable – design safety concerns
- The junction between Blythe Way and Highfields Road is unsuitable for the extra traffic
- Increase in traffic past the school is likely to be a safety issue, the school has limited parking.

For information - The Recent Caldecote Parish Plan results 42% of the village responded

58% of the respondents wished for no further homes in the village

3 What kinds of housing do you think Caldecote needs? (tick all that apply)

Homes for people with special needs 11
 Homes for single people 31
 Housing associations 18
 Large family homes 34
 Local authority (rented) 18
 No further homes are needed 133
 No opinion 25
 Sheltered housing 28
 Small family homes 40

4 What types of housing developments would be acceptable in Caldecote? (tick all that apply)

Carefully designed larger groups 19
 Conversion of redundant buildings or redevelopment of existing dwellings 93
 Expansion on the village's edge, within the planning envelope (see note below) 19

Object in principle to further housing developments in Caldecote 105

No opinion 15
 Single dwellings in controlled locations 66
 Small groups of less than ten dwellings 57

If the application is approved

Agreement should be reached on Community payments via an agreed section 106 legal agreement **before permission is granted**, and to include contributions to the Primary school, Secondary School and pre-school. Contributions to village amenities as per new method of calculation
Contribution for POS maintenance and as the proposed POS sites is smaller than required an extra sum of money to be paid to offset this..

Wildlife, all development should make due consideration of problems associated with wildlife disturbance – survey required. The area also has rare orchids.

Archaeology survey required

With such a large proportion of social homes the community will require assistance from a community development worker, something that has been lacking previously with the growth of the village.

Roads should have kerbs to prevent footpath parking

Efforts should be made to secure a pedestrian access from Clare Drive

Local equipped area for play (LEAP) to be provided, and defined so that cars cannot park on the paths or grassed areas. Check ROSPA for guidance on fencing and gates, planning would prefer open with mounds or planting.

Dog fouling more likely with open access and less control to keep dogs out.

Residents to be consulted on what is provided in the way of play equipment.

Storage and site compounds to be specified, parking to be controlled while construction is taking place.

No access for site traffic near the school, all traffic to be direct from Blythe Way to the A428, not the old village of Caldecote as the road system would not be suitable.

Conditions should be applied on the following during construction

- No work should be carried out before 8am and should finish by 6pm. (1pm Saturdays)
- No work on Sundays or Bank holidays.
- Any spoil removed should not be used to raise ground levels and create neighbouring flood problems.
- Site traffic should be diverted away from existing roads if possible, roads if used should be kept free of mud and if necessary regularly swept. Wheel washing facilities should be used.
- Parking and site compounds should be provided to ensure that disturbance to nearby properties is kept to a minimum.
- Planting plans to be agreed before any construction is started to ensure existing planting is preserved if possible.

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**S/1402/09/F Land to the North-west of 41 Highfields Road Caldecote
CB23 7NX Dwelling**

RECOMMENDED FOR REFUSAL

The Parish Council are not in favour of backland development

Over development of the site.

Driveway is too narrow for increased use. Too close to adjoining properties

No suitable turning head
Access to Highfields Road - safety concerns

If the application is approved

Agreement should be reached on Community payments
Wildlife, all development should make due consideration of problems associated with wildlife disturbance

Conditions should be applied on the following during construction

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- Planting plans should be agreed before any construction is started to ensure existing planting is preserved if possible.

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**S/1440/09/F Gracefield Nursing Home St Neots Road Caldecote –
Extension and new access arrangements**

RECOMMENDED FOR APPROVAL

The reasons for previous refusal appear to be satisfied now that the entrance road is by-passed.
There is a shortage of care provision in the area
If the application is approved

Conditions should be applied on the following during construction

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- No work on Sundays or Bank holidays.
- Any spoil removed should not be used to raise ground levels and create neighbouring flood problems.
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