

**DRAFT Minutes of the Meeting of Caldecote Parish Council  
on Thursday 3<sup>rd</sup> December 2009 at 7.30pm in the Village Hall**

**Present:** Cllr Jack Lang, Cllr Tom Footman, Cllr Doreen Francis, Cllr Tumi Hawkins and Cllr Alan Levett.

**In attendance:** Mr. Roger Hume (Clerk) and 4 members of the public were also present for at least part of the meeting.

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

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

Apologies have been received from Cllr Newby, Cllr Whyatt, Cllr Newby, Cllr Breeze, Cllr Whelan,

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

Planning items:-

S/1583/09/O – Cllr Hawkins and Cllr Francis live in the same road

**555 To approve the minutes** of the previous meeting on November 12<sup>th</sup> 2009.

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

**556 Matters arising for information and discussion, clerks report.**

**556.1 Parish Plan Report** – ongoing work is being carried out to enter the data. A request has been received to view the questionnaire from another Parish Council who are about to start a plan.

**556.2 TKA report**

It was reported that regular visits are being made by environmental health

**556.3 Phone box**

It has been confirmed that the box is listed. If the kiosk is not adopted by the parish council, it will simply remain as a working kiosk,

As a little used kiosk, there is a fairly strong possibility that it would be the subject of a future proposal for its removal. If this were to happen as the regulations currently stand, need to initiate a fresh consultation with the local authority.

British Telecom claims they have no records of the box that was removed (temporarily) when Clare Drive was built on its site. It was not felt necessary to pursue this further.

**556.4 TPO request (552.3)**

In response to our enquiry to the trees and landscapes officer at the District Council she replied: -  
“When I am consulted on a planning application any concerns I have are made to the case officer at the time, in this case I did not deem the tree significant to be concerned about it.

Any comments that the Parish make go back to the case officer and if they then wish to flag those up with the appropriate consulting officer to re address then they can.

In reference to your request for a TPO being placed on the tree now we can make an assessment however if there is a tree house in the tree this may have compromised it making it inappropriate to serve a TPO.”

They will visit the site to assess the tree.

**556.5 Bus Service**, Citi 4 developer funding from the Cambourne developer has now ended resulting in the loss of the Sunday evening service. It has been reported by County Councillor Cllr Whelan that the only service in the village operated by Whippet may be withdrawn in January. The clerk was asked to write to operators and the area MP to express concern.

### **556.6 South Cambs DC Liaison meeting 25<sup>th</sup> November**

Housing, - Severe cuts are planned due to the housing stock not being transferred - floating support workers only.

The council will inherit a debt of £164 million to replace the 56p in every £1 of rent currently collected by the government. They currently have no debt.

S106 payments for recreation £3000 per house (social homes excluded).

Blue bins - After the current contract runs out in October the current boxes will be replaced by another wheelie bin, expected to save land fill costs of £350,000.

Budget - £160,000 to be cut from budgets this year, investment income down £300,000, grants to the council cut from 1% to zero, increased cost of concessionary fares, 70% of the SCDC budget is for staff costs.

The current level of 21% employer’s contribution to pensions is expected to go up to 31% after an Actuarial review.

Reserves are expected to go down from 7.5 to 2.5 million within 5 years.

Budget cuts – significant staff cuts in new developments, planning, affordable homes, and environmental health.

The council is also looking at shared services such as IT and HR

It was noted that a cabinet member can be invited to Parish Council meetings to answer questions on any subject.

## **557 Reports from the District and County**

**557.1 County Councillors Report** Cllr Whelan was unable to be present but information had telephoned the clerk regarding the buses as above (556.5) and regarding the cuts in general services, The funding situation is likely to be dire

**557.2 District Councillors Report** – no report sent and not present.

## **558. Finance and procedural matters**

**558.1 To receive the financial report** and approve the payment of bills

<b>Expenditure for approval</b>			<b>CHQ NO.</b>
<b>Late Payments NOVEMBER meeting</b>			
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

<b>New Payments</b>			
Kathie Martlew (9)	Salary November Paid in December	89.88	Direct
Julie Coogan	Salary November Paid in December	364.04	Direct
Roger Hume	Salary November Paid in December	658.54	Direct
Roger Hume	Clerk Expenses October 2009	103.73	970
MD Landscapes	Grass cut Sept	109.25	971
Expenses Litter picking	Bin bags, cleaning materials Boots	50.15	972
Cambourne printing services	Meeting notes	42.67	973
Jake Thompson	Journal delivery December	47.25	974
SLCC	Clerk Training	109.25	975
<b>Total Expenditure</b>		<b>2112.51</b>	

There was one late payment – cheque 976 - LGS services for the Journal Printing £270

Late information was presented regarding the urgent need to replace the office printer which has become unreliable. The costing is yet to be finalised but an order may be placed during December to take advantage of offers, in consultation with the clerk and chairman.

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.

**The meeting was adjourned temporarily** to allow members of the public to speak regarding the use of the football pitches by Hardwick FC representatives who were now in attendance.

**The meeting was reconvened following the adjournment.**

It was agreed that in view of new information the matter would be re-discussed at the sport and recreation working part meeting on 14<sup>th</sup> December and any recommendations reviewed at the next available Parish Council meeting.

In view of the circumstances an extension of use will be allowed into January.

**558.2 S106 for the banner 2 development** - nothing further to report.

**558.3 Budget 2010/2011**

The clerk presented the proposed budget for 2010/2011.

The chairman expressed his congratulations to the clerk for his budget presentation and keeping within the targets agreed at the previous meeting.

No figures have been received from the District Council regarding the number of equivalent band D homes but this is not expected to increase.

On a resolution by Cllr Lang and seconded by Cllr Footman it was proposed that the budget be adopted with a precept demand of £55753 (last year £52700) this was approved by all present.

**558.4 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 will be 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.

**Litter Pickers – allocation of work**

**558.5 Training Needs,** The clerk had attended a full day training course on Human resources management, recruitment and contracts of employment. Training is available to Councilors and they are asked to contact the clerk for information.

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

**559.1 Parishioner correspondence.**

**559.1.1 Nothing to report** that has not been dealt with.

**559.2 Other Correspondence**

**559.2.1 SCDC Public consultation** – The monthly report was received for December

**559.2.2 Youth provision in South Cambridgeshire** – A letter had been received from Andrew Lansley MP, the clerk has replied.

**559.2.3 Youth work** - County council response to the Parish Council complaint over lack of support from the youth service. A holding reply had been received pending further enquiries.

**559.2.4 Parish paths partnership,** request now have to be made for grant funding and as mentioned at a previous meeting it will be recommended that funding is made available to improve a steep incline on the footpath from Bourn by installing steps.

**559.2.5 Bridleways**

**Karen Champion (Public rights of way officer) and Alysoun Hodges** have set out the boundary markers for the Banner 2 site, rather than have the developer assume they could develop every last inch.

She has asked if anyone would be interested in restoring the rather dowdy cast footpath/ Bridleway signs in the village. They will need replacing if they continue to deteriorate, the posts probably could do with being replaced already. There are two aspects - the green finger and white writing which is a paint job, and renewing/ replacing the fitting which is not quite so easy.

If there is such a person, we could have a count up and see what is needed,

It was agreed that this should be journal item.

**559.2.6 Village Feast 2010**

A meeting has been arranged for 8.00pm on Tuesday 12th January 2010 at Caldecote Social Club

It was noted that there is a budget heading of village event for £1000 which could be made available if a formal request is received.

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

**560.1 Planning consultation**

**560.1.1 S/1583/09/O Erection of one dwelling and conversion of garage to another dwelling, rear of 97-99 West Drive**

**Recommended for Refusal**

The response is appended to these minutes.

**560.1.2 Outline application for 97 dwellings land to east of 18 to 28 Highfields Road including access & layout. (amended)**

**Recommended for Refusal**

The additional response is appended to these minutes.

**560.1.3 S/1440/09/F Extension - Gracefield Nursing Home (amendment for information only).**

No further response is necessary as this is for information only.

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

**560.2.1 S1332/09/F Plot 7 The Willows REFUSED**

**560.2.2 S0744/09F Notice board for the Church Approved**

**560.2.3 S1363/09/F Extension at 66 Highfields Road Approved**

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

**561.1 Taylor Wimpey Handover and maintenance.** – The legal Transfer of the sports area and POS around the tennis court are still waiting for Taylor Wimpey to sign the documents. The clerk was asked to contact South Cambs to request that action is taken.

**561.2 Maintenance - Sports field Maintenance.**

Cllr Newby presented a report as follows - during November, autumn fertiliser has been applied 1250kg 4N:12P:12K, operations included Star wheel slitting and also Terra Spiking.

These operations have been carried out on the whole area.

Cllr Newby was thanked by the chairman for his continued vigilance in overseeing the program.

**561.3 Cricket wicket** – nothing to report

**561.4 Pavilion** – the structural report had been received today and the full plans should be completed by Christmas.

**561.5 Banner 2**

The latest information is that this item will go to Planning Committee, possibly in January 2010 but, given the intervention of Christmas and New Year, possibly February. Officers are seeking further details from the applicant and the agent.

**561.6 Playground**

Regular inspections are being carried out by the clerk, Cllr Footman and Cllr Hawkins.

Cllr Footman offered to attend to the spring on the gate which has become weak.

**561.7 Sport and recreation working party** – meet on 14<sup>th</sup> December at 7-30 in the village hall meeting room, all residents are welcome to attend.

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

**562.1 Parish Plan responses** - It was noted that residents do not consider that enough information is available on what the Parish Council is doing. Currently the minutes are normally available on the web site and notice board very quickly after meetings and it is difficult to see how this could be improved. It may be just a perception as people do not bother to attend meetings or look at the minutes as a matter of course.

**562.2 Dog mess on pitches**, it could also be from wild animals, most dog walkers are clearing up but should be made aware that the sports area should NOT be used for dog walking.

**562.3** A request will be made for the consideration of a bike shelter and a bus shelter at Childerley (old A428) in the Cambourne direction.

**562.4** Cllr Francis attended the recent police panel meeting and reported the disturbance by youth to homes opposite the school.

**562.5** During recent heavy rain there was flooding in Main Street at the bottom of the hill near the church.

**562.6** A resident had raised the issue of youths camping out in Hardwick Wood. It was clarified that this was in fact Scouts undertaking projects for the wildlife trust and is a regular event.

**Delayed item**

**558.4 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.

Litter Pickers – allocation of work

**553 Closure of meeting and Parish Matters**

**Date of next Parish Council meetings**

**Thursday January 7<sup>th</sup> 2009 at 7-30**

**Sport and Recreation working party meetings - Monday 14<sup>th</sup> December**

**It may be necessary to hold a meeting for urgent items and planning on December 17<sup>th</sup> at 6-30 pm. Please note the early start time**

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**Items for note, please ask for details**

Keeping in touch – Cambridgeshire Community Services

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

**Appended planning responses, not part of the minutes**

**Recommendations from Caldecote Parish Council for current planning items 3<sup>rd</sup> December 2009**

**S/1583/09/O Erection of one dwelling and conversion of garage to another dwelling, rear of 97-99 West Drive**

**Recommended for Refusal**

The site of Unit 1 was refused for a house in the past when it was part of 101 West Drive  
**Ref S/2283/01/O and S/1790/01/O**

The junction of the driveway emerging on Highfields Road is already dangerous; it is too close to Grafton Drive and should not be allowed increased use.

The garage proposed for unit 2 was constructed as permitted development and does not have planning permission.

Overdevelopment of the site.

If the planning authority are minded to approve.

Overlooking may be a problem

Conditions should be applied during the build which will be confirmed if a full application is made.

**S/1397/09/O Outline application for 97 dwellings land to east of 18 to 28 Highfields Road including access & layout. (amended)**

**Recommended for Refusal**

For reasons already submitted.

The Parish council cannot identify the amendments so are unable to comment on issues raised by the Highways officer.

It was noted that pedestrian access would not be possible to East Drive as the existing homes own the strip of land adjacent to this site, on the West side of East Drive.

Conditions were imposed on other recent developments adjoining East Drive and a 2 metre close boarded fence was specified.

It is not clear from the plans if it is intended to provide a pedestrian link between plot 37 and 38 or 32 and 33.

**S/1440/09/F Extension - Gracefield Nursing Home (amendment for information only).**

No further response is necessary as this is for information only.