

**Draft Minutes of the Meeting of Caldecote Parish Council
on Thursday 1st July 2010 at 7.30pm in the Village Hall**

Present: Cllr Jack Lang, Cllr Doreen Francis, Cllr Neale Whyatt, Cllr Mike Phillips, Cllr Alan Levett and Cllr Tom Footman.

In attendance: Mr. Roger Hume (Retiring Clerk) and Mrs Ginni Carroll (newly appointed Clerk) - No members of the public were present.

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

624 Apologies for absence and also declaration of interests from members

Cllr Newby, Cllr Breeze, Cllr Hawkins (District Councillor) and Cllr Whelan (also County Councillor) There were 4 declarations of interest recorded (not prejudicial).

Item 629.1.1 Cllr Francis lives in the same road.

Item 631.2 Cllr Phillips lives adjacent to the site.

Planning item S/0571/10/F Cllr Francis lives in the same road

Planning item S/0857/10/F Cllr Whyatt is a neighbour

625 To approve the minutes of the previous meetings on 10th June 2010

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

626 Matters arising for information and discussion, clerks report.

626.1 Parish Plan Report The final report is being written up.

626.2 Police report – PCSO Karen Mahoney

She was unable to attend the meeting but sent this report:-

Police Report – period 8th of May to 30th of June.

There have been 2 crimes reported in between the above dates.

1 Theft if not classified elsewhere - Highfields - Plant pots were stolen from a front garden

1 Theft of a pedal cycle in Furlong Way.

I am sure that you may all be aware by now that a large group of youths took it upon themselves to hold a party on the recreation ground in the early hours of Tuesday morning. At around 03.15 the control room started receiving a number of calls from residents about the party which took place on the recreation ground. There were reports of over 100 youths being there. I am unsure if that is quite the case as I did not attend the incident. The write off the attending officers gave was that by 04.50 all the youths had been dispersed, a quantity of alcohol had been seized and numerous public order warnings had been issued. I will be doing house to house enquiries in the area over the next few days and the youth's parents will be receiving letters in regards to their children's behaviour.

The following current priorities have been adopted for the Comberton panel area:

1. Tackle anti-social behaviour in villages linked to the bus route between Comberton and Cambourne

2. Address road traffic matters across the Neighbourhood, obstructive parking in Broad Lane, School Lane and Market square, Cambourne. speeding on the A1046, Caxton Village, The Green, Eltisley and on the A603 Barton Village
3. Tackle anti-social behaviour at the Echo Park, games area, Back Lane Monkfield Park, The Lakes, Caldecote and Bourn recreation Ground and the Tennis Courts in Toft.
The next panel meeting will be held at South Cambs District Council, South Cambridgeshire Hall on Wednesday 18th of August at 19:30.

626.3 Bus Service - changes to services not affecting Caldecote were received and noted

626.4 Highways –

Highways and Access have been planning a new initiative to build a more responsive relationship with Cambridgeshire's Parish Councils.

A new online, quarterly magazine designed in response to comments and ideas.

One major concern that many had was that the new magazine should not take up resources or staff time that could be spent on maintaining the roads. They have addressed this by recycling the design and structure of an old internal electronic magazine, staying away from printing costs, and by using existing staff across the Directorate to contribute articles.

The newsletter can be found here:- <http://www.networknews.me.uk/default.aspx?sID=9>

626.5 Youth Bus report and request from Kingston Parish

A request had been received from Kingston Parish Council to ask if it would be agreeable for a few youths from their village to use the Youth Bus in Caldecote.

Alan Webb the youth bus manager was agreeable to try a session.

It was agreed that Caldecote Parish Council would agree to a trial session and if it proved to be a regular, a contribution would be expected towards the costs.

626.6 Traffic calming

An email had been received from Peter Whitehead the appointed design consultant in response to the decision taken at the previous meeting.

"I am sure that it is worth taking the opportunity to develop a more imaginative traffic calming scheme for the village. I will be pleased to work within the parameters as now advised by the Parish Council. It is most useful to have the residents' views to guide the design, although I trust that you will agree that striking the right balance between cost and effectiveness will need to be paramount as well as achieving technical approval.

You will recall that our fee proposal, based on simple replacement of mini-roundabouts with T-junctions and "thumps" with speed cushions, assumed that passage through the design process would prove straightforward. Inevitably, introducing different features as now suggested will involve the need for a greater level of consultation with the highway authority than was envisaged and as some aspects may prove controversial there is clear potential that this could be protracted, with the need to develop several design iterations before technical agreement can be reached. Thus, whilst we will do all we can to keep our costs within the budget originally advised, this may not prove possible.

I suggest the best way forward to limit exposure to increased costs will be for us to keep you fully informed as consultations progress so that we can agree such modifications to the approach as may be necessary. I trust this is acceptable and we will proceed on this basis. However, please contact me if you would like to discuss matters further or a different arrangement would better suit your needs".

The clerk will confirm and ask that any increase in the costs should be notified as soon as possible to ensure that future budgets allow for any extra costs.

626.7 Village Shops, the hairdressers has re-opened under new ownership and several enquiries for the convenience store are being considered and will hopefully be resolved soon

626.8 Drainage of tennis court and MUGA area. The clerk has provided plans for the design study and enquiries to see if it would be acceptable to connect to the road drain system.

626.9 Allotments – No reply has yet been received from Scotland Farm to the enquiry of what the charge would be to lease a one acre plot.

The cost of providing a water supply has increased well beyond the Parish Council contribution.

To be added to the next agenda.

626.10 Pavilion Building – a working party meeting is to take place next Monday 5th July.

626.11 Parish Planning meeting – The clerk attended the meeting at South Cambs DC and raised a number of issues in regards to notifications given to clerks on planning applications.

South Cambs are upgrading their web site during July and new applications will not be available, registrations will be sent to clerks by post as usual.

An initiative to create new community orchards is underway.

Brief details of the changes to the planning process were given after the change of Government, housing proposed in garden development will now be considered green field sites and only approved if there is local agreement.

The regional planning assemblies have been abolished and targets will be withdrawn.

The withdrawn regional strategies will mean the scrapping of top down traveler pitch targets and a shift to locally led assessment.

627 Reports from the District and County

627.1 County Councillors Report – Cllr Whelan had hoped to present a verbal report but was unable to attend at the last minute, so she has promised to provide an update by email as soon as possible.

627.2 District Councillors Report - South Cambridgeshire District Council from Cllr Hawkins

1. Land East of Casa D Foseta

Activities on this site have now stopped. There are some old tyres left near the border with Casa De Foseta, some of which were removed during the during the weekend 26-27 June. A small digger has been left on the site, so I would urge continued vigilance and that any further signs of “building type” activity should be reported immediately.

2. Land East of 18-28 Highfields Road

The Officers recommendation, for approval with conditions, has been forwarded to the Planning committee and the decision will be made at the Committee meeting on 7th July 2010.

The Planning Officer has informed me that she has received documents from our Parish Clerk and another resident regarding the Pumping Station capacity, and has forwarded this to Anglian Water (AW) for comment. AW however still insists that there is sufficient capacity for the proposed new development.

I have submitted a written response, in support of the Parish Council, to the Planning Officer in charge of this application and this has been included in the papers for the meeting on 7th July. The main items highlighted were the Pumping Station capacity problem, lack of adequate social/educational facilities to support such a large development, and the lack of demonstrated need for such a development in the village. I will be addressing the committee in respect of this application at the meeting.

3. Caldecote Pumping Station

I have made a written submission to the Environmental Services Portfolio holder, requesting an investigation into the issue of the capacity of the pumping station with Anglian Water. It was encouraging to receive a response promising to look into the matter. The matter has also been raised with the Environmental services officers and I will be following it up with them vigorously.

4. Traffic Management and Highways Issues in South Cambs

In South Cambridgeshire, many decisions about traffic management and highways issues are made by a joint committee of elected County, District and Parish councillors. This is called the *South Cambridgeshire Traffic Management Area Joint Committee* and it meets four times a year.

The committee deals with issues including: setting on-street parking charges, considering local road safety issues, consideration of initiatives to assist people with mobility impairment, determining priorities for local minor improvements (road signs, markings, speed limits, parking restrictions etc.), determining objections to advertised traffic regulation proposals, revoking or varying any highway development line, determining priorities for the cycleways programme and approving design for improvement schemes costing between £35K and £500K.

Members of the public can attend the meetings, but are not permitted to speak, except under the petitions procedure. To bring an item to the attention of the Area Joint Committee and be able to present a case, residents should get a petition together, comprising 50 or more signatures from South Cambridgeshire residents, and can be submitted in writing or by email. However, a petition may not always be necessary, and residents are advised to contact the Council officers first, to see if the matter can be dealt with under delegated powers. Some of these might include road signs, markings, speed limits, parking restrictions etc.

I am a member of the Committee and local matters can also be raised with me.

5. Planning Service Disruption

The Council is currently installing a new IT system system and part of this process is the need to close down the current system in order to transfer all the existing information to the new database. There will be a reduced service between 2nd July and 26th July 2010. All records that appear on the website will continue to be updated during this period, but all new applications registered after 1st July will not appear until after the 26th July 2010. These applications will continue to be registered in date order, and the planning office will try to deal with them as quickly and as efficiently as possible after this date.

Those applications received by 30th June 2010 will appear on the website before the shutdown.

6. A14 Ellington to Fen Ditton Improvement

The implementation of the A14 road improvement has been postponed as part of the central government budget cuts. This has come as a disappointment to the community in this region, but is a sign of the severity of the financial distress the country is in.

7. Community Pride & Village Hero Awards

A Reminder that deadline for nominations for The Community Pride award (which replaces the Best Kept Village awards) and The Hero award, (pay tribute to residents who have made a significant contribution to their local community) is 31 July 2010.

628. Finance and procedural matters

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

Expenditure for approval			CHQ NO.
Late Payments June meeting			
Caldecote Village Institute	Meeting room hire	37.62	1040
Pendrill Publications (was cheque	Job advert	45.00	1041

1017)			
New Payments			
Kathie Martlew (4)	Salary June Paid in July	84.84	Direct
Julie Coogan	Salary June Paid in July	346.00	Direct
Roger Hume	Salary June Paid in July	651.46	Direct
Post office	Redirection of mail (part)	47.90	1042
Roger Hume	Expenses May	96.83	1043
LGS services	Journal June/July	324.00	1044
SCDC	Uncontested election	135.00	DD
Total Expenditure		1768.65	
	Parish Council	Carried Forward	277380.03
	Funds held for Parish Plan	Remaining Balance	942.55
		£278,322.58	TOTAL fwd

There were two late payments –
cheque 1045 to MD Landscapes for £611
cheque 1046 to CGM maintenance for £282
which will both appear on next month's statement

On a resolution by Cllr Lang and seconded by Cllr Levett the payments were checked, and approved. The cheques were signed and invoices and stubs initialed at the end of the meeting.

628.2 Training Needs - Power of well being training for Councillors has been arranged for Thursday 21st October following the possible planning meeting.

628.3 Election to the Standards Board - A vote was taken and the clerk will send in the majority result supporting Ian Booth.

628.4 Meeting dates 2011, the clerk presented the proposed dates which were approved.

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

629.1 Parishioner correspondence.

629.1.1 West Drive Corner

A family dog was tragically killed by a car recently.

The new clerk will add this to the next agenda for discussion on possible improvements, it has been a concern for many years about the way that some drivers treat this corner.

629.1.2 Postal service

An email had been received about the poor service being received in the village when the regular postman/lady are absent. The clerk was asked to write to the post office expressing the Parish Councillors appreciation of the regular postmen/lady but to express their disappointment that cover is not being provided resulting in a delayed or no service at all on some days.

629.2 Other Correspondence and consultations

629.2.1 SCDC Public consultation – The monthly report had not been received yet

629.2.2 Request for Pharmacy at Hardwick – consultation by 24th July.

The provision was considered welcome and the clerk will respond.

629.2.3 Journal Items – the clerk will consult with the chairman but to include the summer holiday period youth bus and details of the new clerk.

629.2.4 County Council funding cuts for youth work – A meeting is being held at The Meadows Community Centre (St Catherine’s Road Arbury Cambridge on 12th July 12-30 until 4-30pm

629.2.5 Library service

A consultation on cuts to the service was considered, it was felt by Councillors that these cuts should not be imposed in Rural areas due to the lack of transport enabling residents to seek alternatives. The cuts should be applied in the City where there are alternatives.

629.2.6 Planning – A letter from MP Andrew Lansley regarding changes to the planning process was received and noted.

630 To attend to Planning received since the previous meeting

630.1 Planning consultation

630.1.1 S/0571/10/F 86 West Drive layout and appearance

Considered last month - The application did not comply with the outline application, and although validated as a reserved matter application, this has been changed to a full application. The re-consultation was with new forms, but the plans are the same.

It was agreed by the Parish Council that the reply sent last month still stands.

630.1.2 S/0857/10LB and S/0856/10/F Alteration, conversion and extension of former barn and cartshed

It was agreed that the previous response will be resubmitted (S/1920/09/LB and S/1830/09/F Reconstruct and convert former barn and cart shed to offices. And demolish 3 outbuildings Manor Farm Main Street Caldecote)

Recommended for APPROVAL

it was **strongly** felt that the application would preserve and improve the appearance of the area which currently looks a mess.

The site needs to be considered realistically and practically in line with national and local policy that supports the use of rural buildings and that will ensure they do not fall further into disrepair.

PPG15 recognises that there needs to be flexibility where new uses have to be considered to secure a building’s survival

The Parish Council view is that the plans do not indicate any detrimental effect on access, and may actually improve it.

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

630.1.2 No decision notices received

630.3 Tree Work REF C/11/17/012/05 72 Highfields Road – oak tree remove 3 lowest limbs and thin remaining crown by 20%

The work was approved by the Parish Council

631. Village development, recreation grounds and public open spaces

631.1 Taylor Wimpey Handover and maintenance.

The following reply was received from Alan Squirrell adoptions manager for Taylor Wimpey

Sorry for the delay in responding to your letter Re College Meadows - Highfields, Caldecote, Cambridge - Public Open Space Phase 1 & 2.

Taylor Wimpey will be in touch very shortly in response to your letter dated the 2nd June 2010. We are just awaiting the return of Natalie Chapman (Eversheds) from annual leave in order for us to discuss your responses to the email Natalie sent you on behalf of TW dated the 27th April 2010.

631.2 Banner 2 – 97 homes – The application is on the next agenda for the South Cambs District Council Planning Committee on Wednesday 7th June, the meeting starts at 2pm at South Cambs Hall Chamber...

It was agreed that the Chairman, Councillor Lang will represent the Parish Councils views to the meeting. The clerk will provide briefing notes.

631.3 Maintenance – Bee Orchids, after being contacted by SCDC and a resident the clerk asked for an area opposite Leylands to be left uncut to preserve the orchids but after an inspection this week there were none visible, possibly due to the long period of very dry weather.

631.4 Cricket wicket and request to install storage container

A request has been received from the cricket club for them to be allowed to install another storage container in the sports field for use by the cricket club.

On a resolution by Cllr Footman and seconded by Cllr Levett it was agreed to allow an extra container to be located next to the existing ones and painted in the same dark green colour. The details will have to be confirmed with the new clerk. It is expected that the cricket club will fund the container but ownership will be with the Parish Council. A planning application is not required.

The grass on the cricket square has now started to grow rapidly. There are a few bare patches, but this was expected given the conditions.

Mrs Sue Tasker and her sons did a fabulous job of watering it during that hot dry spell

631.5 Playground - Rectification work, a quotation is expected

631.6 Cabin Report – the locksmith has now sourced replacement locks and a cost is expected soon.

631.7 Village event – Reminder 17th July, the clerk will display the plans of the proposed sports pavilion.

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

632.1 Grafton Drive public open space a blackberry bush needs cutting back (Clerk to notify contractor) and also overgrowing footpath near 99 West Drive (County Council).

632.2 Damaged, street name signs have been reported again (SCDC Diane Duncan).

632.3 The village hall sign has been damaged (County Council on line report).

632.4 The Lower Caldecote road surface needs attention as well as sinking manholes. Dennis Vacher County Council)

632.5 The hedge near the dog bin off Grayway Close needs cutting back (Taylor Wimpey).

632.6 Ash Tree on Highfields Road near the school needs cutting back (County Council).

632.7 Drinking – licensing laws for venues is being tightened up which seem over the top for village halls that do not have any alcohol stored on the premises.

632.8 Hall drive maintenance – weeds (Taylor Wimpey area).

632.9 A bike has been dumped near Hall Drive.

632.10 Concern about parking on bends in Clare Drive (non adopted road).

632.11 A bolt is missing on the MUGA equipment (Clerk to check).

632.12 Noisy (and smelly) foul manhole outside 50 Highfields Road has been reported to Anglian Water

633 Closure of meeting and Parish Matters,

The chairman expressed the Council's good wishes to Roger Hume and thanked him for his 5 years as clerk, as a further expression of thanks he presented (from all Councillors) an engraved salver and a travel cabin bag.

The longest serving Councillor Tom Footman added his special thanks and said that in his forty years service as a Councillor there had not been a better clerk.

Roger Hume thanked the Councillors for their very generous gifts and expressed his appreciation of the way that Councillors had treated him in all of those years, and he was confident that an excellent replacement had been found and wished everyone good wishes for the future.

There being no further business the meeting was closed at 9-30pm

Date of next Parish Council meetings

July 15th possible date for planning meeting

Thursday August 5th 2010 at 7-30 Full Council Meeting

Thursday August 19th or 26th for planning

Thursday September 2nd

Sport and Recreation working party meetings - Monday 13th September

Power of well being Councillor training – Thursday 21st October 2010

Police panel meetings

Wednesday 18th August at S.C.D.C. Offices, Cambourne, 7.30pm

Wednesday 24th November at Comberton Village College, 7.30pm

Wednesday 23rd February at Cambourne Church, 7.30pm

Items for Note – please ask the clerk for details

Cambridgeshire Local Access Forum – annual report 2009/2010

Acre Community Action – Summer 2010

SCDC Minutes Standards Committee Wednesday, 16 June 2010

<http://scambs.moderngov.co.uk/ieListDocuments.aspx?Mid=5004&x=1>

Cambridgeshire Community Services (NHS) – Keeping in touch - Summer 2010

Signed _____ Chairman _____ Date _____