

**Draft minutes of the Meeting of Caldecote Parish Council
on Thursday 5th January 2012 at 7.30pm in the Village Hall**

Present : Cllr Jack Lang (Chairman), Cllr Tom Footman, Cllr Alan Levett, Cllr John Newby, Cllr Mike Phillips, Cllr Steve Breeze (late).

In attendance : Saskia Dart (Clerk). No members of the public were present.

804 Apologies for absence and also declaration of interests from members

Apologies were received from Cllr Fiona Whelan, Cllr Neale Whyatt and District Councillor Tumi Hawkins.

810.1.1 Cllr Jack Lang lives on the same road (non-prejudicial).

805 To approve the minutes of the previous meeting on December 1st 2011. On a resolution by Cllr Footman and seconded by Cllr Levett the minutes were approved as a true record with no amendments.

806 Matters arising for information and discussion, clerks report.

806.1 Police Report

806.1.1 Police report for the period

The police report from PCSO Mahoney for the period was received. There were 2 incidents of criminal damage in Furlong way and 1 report of a theft of a mobile phone in a dwelling.

806.2 Bus Service

No report.

806.3 Highways

806.3.1 Caldecote Footpath no 6 (to Bourn)

No report.

806.3.2 Pavement or crossing place between entrance to Blyth Way and opposite side of road

Cllr Whelan to progress.

806.3.3 People given a choice over local highway improvements

Local Minor Highway Improvements Funding Application has been submitted.

806.3.4 Caldecote Footpath no 9

Ramblers will clear the pathway in January.

806.3.5 Caldecote Bridleway 3

This item is the subject of confidential minutes held by the Clerk.

806.4 Youth Services

Cost for the Connections Bus has been received. On resolution by Cllr Footman and seconded by Cllr Levett it was agreed to continue with the same number visits for 2012/13 at a cost of £101 per session.

806.5 Traffic calming

Nothing to report.

806.6 Church railings

Cllr Whelan to progress.

806.7 Drainage of tennis court and MUGA area

Hannah Reed has instructed a firm to carry out the topographical survey at a cost of £670.00 +VAT.

806.8 Allotments

Nothing to report.

806.9 Post Box

Post Office have agreed to erect a box in Strympole Way.

806.10 Anglian Water/Pumping Station

Nothing to report.

806.11 Footway Lights

Responsibility for footway lights has been transferred to SCDC.

806.11.1 Street Lights

Letter received from Cambridgeshire County Council. Current budget cuts will mean that around 10% of old street lighting will not be replaced under the current upgrade programme. The upgrade is a five year programme and information can be found at <http://www.lightingcambridgeshire.com/newlighting.aspx>.

806.12 Bye laws

Nothing to report.

806.13 Delivery of Parish Plan

Delivered to homes.

806.14 Journal

Workshop for new councillor.

Councillor vacancy

807 Reports from the District and County

807.1 County Councillor's Report

The County Councillor's report is appended to these minutes.

807.2 District Councillor's Report

No report.

808 Finance and procedural matters

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

Expenditure for approval			CHQ NO.
Late payments December meeting			
S Dart (9)	November salary	642.12	1281
Syte Architectural Glazing	Supply and installation of doors	10,227.50	1282
TJN Landscapes	Supply and lay concrete	3035.40	1283

Dullingham Developments	Pavilion brickwork	7,914.00	1284
Coles Scaffolding Ltd	Additional scaffolding works	4,030.08	1285
J P Crabb	Gable end boards and clock	385.00	1286
New Payments			
J P Crabb	Cheque incorrectly made out	(385.00)	1286
J P Crabb	Gable end boards and clock	385.00	1287
ICO	Data Protection fee	35.00	dd
Cambridge Water Company	Changing cabin water	205.15	dd
J Coogan(10)	December salary	362.80	1288
K Martlew (10)	December salary	85.68	1289
S Dart (10)	December salary	683.54	1290
Caldecote Village Institute	Hire of hall for meetings	17.50	1291
Ridgeon's November statement	Pavilion materials	612.24	1292
AFP Construction Consultants	CDM fee (part)	360.00	1293
CGM Landscapes	Autumn fertiliser to rec'n ground	1,666.97	1294
Jewson	Gas meter box for pavilion	314.40	1295
Hurst Surveys Ltd	Topo survey for drainage	804.00	1296
Uniplumb	Water heater for pavilion	8,160.00	1297
PACE Associates	Professional fees for Pavilion	3,617.42	1298

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 initialled at the end of the meeting. It was noted that cheques 1288, 1289 and 1290 for the December salaries (ongoing payments) and cheques 1282 to 1287 for pavilion project work were signed prior to the meeting.

808.2 Village handyman

Nothing to report

808.3 Meeting Calendar 2012

The dates for the Sports and Recreation committee were presented and accepted.

All future Parish Council meetings are to start at 8pm.

808.4 Budget 2012/13

Draft budget presented to the meeting. On resolution by Cllr Lang and seconded by Cllr Levett it was agreed to adopt this budget for 2012/13. The precept for 2012/13 will be £61,467.

808.5 Internal audit

On resolution by Cllr Footman and seconded by Cllr Levett it was agreed to ask Roger Hume to undertake the internal audit for 2011/12.

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

809.1 Parishioner correspondence

809.1.1 Duke of Edinburgh volunteer work

Offer received for voluntary work towards Bronze award. Gratefully accepted by the Councillors.

809.2 Other Correspondence and consultations

809.2.1 SCDC Planning Policy Monthly Update – December 2011

The monthly report for December was received.

809.2.2 Draft drought management plan 2011- public consultation now open

No response to consultation.

809.2.3 Housing Strategy Consultation

No response to consultation.

809.2.4 CPALC training courses

On resolution by Cllr Lang and seconded by Cllr Footman the following clerk courses were agreed.

Accounts Year End £55

HR/Employment Matters £35

New Clerks Intensive £200

Certificate in LCA £350

809.2.5 Parish Council Emergency Plans

The Council Safety Advisor & Emergency Planning Officer will be invited to attend a future meeting to discuss Emergency Plans.

809.2.6 Agriculture and green spaces workshop

Noted

809.2.7 Empty Homes Consultation

Noted

809.2.8 Community Green Schemes funding

Enquire for solar panels grant for the pavilion.

810 To attend to Planning received since the previous meeting

810.1 Planning consultation

810.1.1 S/0699/11 Outline planning for 7 dwellings and new vehicular access at site adj to 6 Main Street, Caldecote

Permission refused. Grounds for refusal remain the same from the May 2011 meeting with the exception of Plot 1 now being a two storey home. The housing density has been increased from 6 to 7 which is contrary to the Village Plan.

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

810.2.1 S/2137/11 Erection of 3 detached dwellings

Planning application has been withdrawn.

810.3 Planning Inspectorate Appeals

810.3.1 S/1263/09/F Site at Highfields Court, Highfields Caldecote

No further comments. Grounds for refusal remain the same.

811 Village development, recreation grounds and public open spaces

811.1 Pavilion

811.1.1 To receive the draft minutes of the Pavilion Committee 7th December 2011

The draft minutes were received.

811.1.2 Pavilion Running Costs

Three quotes for hedge trimming at the rear of the pavilion were received. On a resolution proposed by Cllr Lang and seconded by Cllr Footman it was agreed that the Parish Council would fund this cost and use Agriplant Ltd at a cost of £240.00.

It is anticipated that there may be a shortfall of £10,000 on the pavilion build. On a resolution proposed by Cllr Footman and seconded by Cllr Breeze it was agreed that the Parish Council would pay for the palisade fencing up to a limit of £10,000.

811.1.3 Sport England

This item is the subject of confidential minutes held by the Clerk.

811.2 Taylor Wimpey handover and maintenance

811.2.1 Adoption of roads

Nothing to report.

811.2.2 Landscaping works

Nothing to report.

811.3 Maintenance

811.3.1 Ashwells (Grafton Drive)

Nothing to report

811.3.2 Blythe Way

Nothing to report

811.3.3 Grayway Close

Resident expressed concern on the broken fence panels during the strong winds. Contractors to start work in the coming weeks and will remove old fencing.

811.3.4 Recreation Ground

Nothing to report.

811.3.5 Maintenance Budget and forecast 2011/12

811.4 Cricket wicket/cricket square

Nothing to report

811.5 Banner 2 – 18-28 Highfields Road

Nothing to report

811.6 Playground

Missing palling on the fence. Cllr Philips has this.

811.7 Sport and recreation working party

Dates for the working party were presented and accepted.

811.8 Cabin Report

Nothing to report.

811.9 Skate ramp and BMX ramp

811.9.1 Skate ramp

Nothing to report

811.9.2 BMX ramp

Nothing to report

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

- Request details of the water matrix system for Blythe Way from Banner Homes.
- Hedging on entrance to Blythe Way needs cutting back.

- Hedging at 18-28 Highfields Road needs cutting back.
- Reports of dog fouling on the grass area by the turning circle on West Drive.
- Fencing at 101 West Drive is causing visibility issues for users of the footpath.
- Request wheelie bin speed limit sticker.
- Ditch on Strympole Way has been cleared but the debris has not been removed.

813 Closure of meeting and parish matters

There being no further business the meeting was closed at 9.55pm.

Date of next Parish Council meetings

Wednesday December 7th 2011 Pavilion Committee Meeting, 8pm Village Hall

Thursday January 5th 2012 Parish Council Meeting, 8.00pm Village Hall

Items for Note – please ask the clerk for details

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Signed _____ Chairman _____ Date _____