

**Draft minutes of the Meeting of Caldecote Parish Council  
on Thursday 7<sup>th</sup> April 2011 at 7.30pm in the Village Hall**

**Present** : Cllr Tom Footman, Cllr Jack Lang (Chairman), Cllr Alan Levett, Cllr Mike Phillips, Cllr Fiona Whelan and District Cllr Tumi Hawkins.

**In attendance** : Mrs Virginia Carroll (Clerk). One member of the public was present.

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

Apologies were received from Cllr Doreen Francis, Cllr John Newby and Cllr Neale Whyatt. No declarations of interest were recorded.

**715 To approve the minutes** of the previous meetings on March 3rd and March 17th. On a resolution by Cllr Footman and seconded by Cllr Levett the minutes were approved as a true record with no amendments.

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

**716.1 Police report**

**716.1.1 Police report**

No report received but see minute 716.6.1 below.

**716.2 Parish Plan Report**

Clerk to find out if there is anything the Parish Council can do to expedite the Plan.

**716.3 TKA report**

Nothing to report. This agenda item will be removed from future meetings.

**716.4 Bus Service**

**716.4.1 Outcome of the Consultation regarding bus service changes for 17 April 2011**

The letter dated 25 March 2011 from Cambridgeshire County Council's Passenger Transport Services was received.

**716.5 Highways**

**716.5.1 Caldecote Footpath no 6 (to Bourn)**

The footpath is flat and has been sprayed. Clerk to write and thank the landowner.

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

Nothing reported.

**716.6 Youth Services**

**716.6.1 Anti social behaviour following bus visit**

An incident of anti social behaviour was reported to the police following the bus visit on Wednesday 16<sup>th</sup> March. The PCSO has subsequently been up to the bus. No further incidents have been reported and it is believed that this was an isolated incident which happened after the majority of the visitors to the bus had left.

**716.7 Traffic calming**

Clerk to chase Glanvilles. Concern was expressed by District Cllr Hawkins that the roundabout at the entrance to West Drive may remain and at the height of the hedge on the corner of the junction.

**716.8 Church railings**

Nothing to report.

**716.9 Drainage of tennis court and MUGA area.**

The Sports and Recreation Working Party suggested that the Parish Council contact OfWat to see if any pressure can be brought to bear on Anglian Water as we are not asking to drain a new source of water into Anglian Water's systems but rather to reinstate a drainage system which existed before the development of Phase 1.

**706.10 Allotments**

Clerk attended allotment course on 5<sup>th</sup> March. Register of interest has been included in the current edition of the Journal.

**716.11 Pavilion Building**

**716.11.1 To receive the minutes of the Pavilion Committee meeting 10<sup>th</sup> March 2011**

Received and noted.

**716.11.2 To receive the latest draft budget for the pavilion build.**

The latest draft budget was received, totalling £218,614.84 (net of VAT). This budget was accepted and it was resolved (Cllrs Lang and Levett) that the Pavilion Committee commence such works as necessary to expedite the build at the budgeted rates up to the available funds. It was further resolved that (Cllrs Phillips and Levett) that the Heras fencing be purchased as budgeted at £1,059.90.

It was further resolved (Cllrs Levett and Footman) that the order for the Contract Works insurance be placed at £371.00.

**716.12 Postbox**

Awaiting response from Royal Mail.

**716.13 Journal**

The copy date for the Journal has been put back to the 8<sup>th</sup> of the month for future editions to allow for earlier printing and distribution.

**716.14 Highfields Road/Grayway Close**

The letter to the Parish Council dated 27<sup>th</sup> March was received. It was resolved to seek legal advice as to the boundaries and obligations.

**716.15 Website**

Suggestions for additional links/content to the Clerk, please.

**716.16 Parish Liaison Meeting 29<sup>th</sup> March 2011**

Cllrs Levett and Newby attended.

**717 Reports from the District and County**

**717.1 County Councillor's Report**

This item was taken at the beginning of the meeting.

Comberton library is at risk (see also 710.2.4). A poster to be displayed on the village noticeboard.

Cabinet has changed the policy on speed limits within villages. County Cllr Whelan is to look into the costs for changing speed limits (limits may only be reduced below the prevailing statutory limit for the area) as this may allow for 20mph limits if appropriate as part of the traffic calming measures. County Cllr Whelan is also to look into the replacement mini roundabouts out in as part of the rectification works on Highfields Road.

Comberton Village College will have a sixth form as of September 2011 which will mean increased traffic. The free transport from Toft to the Meridian has been removed as the footpath has been reclassified as 'safe'. The area is, however, feeling the knock on effect of no secondary school in Cambourne.

The Stagecoach Citi 4 service has been covered by the MegaRider since 2005. Partial subsidies from s106 monies have now gone and the service is now running at a loss. MegaRider fares have therefore been contracted back to 2005 levels which means that fares for Caldecote residents will double from 17<sup>th</sup> April (from £11.20 to £22.40 per week). The same number of journeys per day are being offered. The MegaRider boundary stops at Hardwick. County Councillor Whelan has tried to have the boundary extended the 1.5 miles to Caldecote but Stagecoach will not change their boundaries. The people most affected will be commuters and schoolchildren who will face up to £400 a year more for the same service. The Stagecoach 14 service also needs to be used regularly or it is in danger of being withdrawn.

County Councillor Whelan left the meeting at 8.00pm.

### 717.2 District Councillor's Report

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

The Clerk is to investigate the SCDC grant sources to see if there is any further grant finding available for the pavilion.

## 718 Finance and procedural matters

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

Expenditure for approval			CHQ NO.
<b>Late payments March meeting</b>			
Caldecote Village Institute Ltd	Hire of hall for meetings	17.50	1130
<b>New Payments</b>			
K Martlew (1)	Salary March	84.84	1131
J Coogan (1)	Salary March	346.00	1132
V Carroll (1)	Salary March	689.42	1133
Country Grounds Maintenance	Verti-draining sports field	1,440.00	1134
CALC – CTP	Allotments course	55.00	1135
Caldecote Feast Event	Grant for village feast event	1,000.00	1136
AFP Health & Safety Consultants Ltd	CDM fee (1 <sup>st</sup> instalment)	1,080.00	1137
The Ramblers	Annual membership fee	45.00	1138
SCDC	Sports field and cabin rates	784.16	1139
Connections Bus Project	Bus visits	1,470.00	1140
Adaptainer	New container for cricket equip	2,040.00	1141

J Coogan	Expenses	10.51	1142
The Broker Network Ltd	Pavilion contract works insurance	371.00	1143
Virginia Carroll	Clerk's expenses March	253.48	1144
CPALC	Affiliation fee 2011/12	492.28	1145

There were two late payments : Cheque 1146 to Caldecote Village Institute for the hire of the hall for meetings for £45.50 and cheque 1147 to MD Landscapes for landscape maintenance for £1,800.00. On a resolution by Cllr Footman and seconded by Cllr Phillips 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 1131 and 1132 for the March salaries (ongoing payments) were signed prior to the meeting.

**718.2 New container for cricket equipment**

The cheque for £2,040 from Hardwick and Caldecote Cricket Club has been received.

**718.3 Training**

No training needs currently identified.

**718.4 Staff employment issues**

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 of these items. **These items were moved to the end of the meeting to avoid inconvenience to the public attending.** This item is fully covered by confidential notes held by the Clerk.

**718.5 Changes to Audit Regulations**

Changes to the Accounts and Audit (England) Regulations 2011 (SI 2011 No 817) were noted.

**718.6 Community Chest Grant**

A Community Chest grant of £500 was received on 24<sup>th</sup> May 2010 for equipment (tables) for the pavilion and must be spent within 12 months. The Clerk was authorised on a resolution by Cllr Lang and seconded by Cllr Footman to purchase tables of the same style as those in the meeting room of the Village Hall up to the value of £500.

**718.7 Street Lighting Maintenance and Energy 1 July onwards**

The letter from Cambridgeshire County Council dated 21 March 2011 was received for the maintenance of Parish Council owned street lights from 1 July 2011. On a resolution by Cllr Lang and seconded by Cllr Levett, Option 1 is the preferred option.

**718.8 Election update and meeting dates**

District Council notice of election and notice of Referendum have been posted on the Council notice board. The Referendum vote is on Thursday 5<sup>th</sup> May which means the **Annual Parish Council Meeting will be held on Thursday 12<sup>th</sup> May.**

The Annual Parish Meeting is on Thursday 19<sup>th</sup> May.

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

**719.1 Parishioner correspondence**

None.

**719.2 Other Correspondence and consultations**

**719.2.1 SCDC Public consultation**

The monthly report for April was received.

**719.2.2 Licensed Food Van**

Correspondence from the licensing department at SCDC regarding food van at the top lay by in the village was received. No issues were raised.

**719.2.3 Community Impact Assessment for Greenspaces and Community Officer post**

Community Impact Assessment was noted.

**719.2.4 Cambridgeshire Library Service Review**

South Cambridgeshire Public Information meeting is to be held on Wednesday May 4<sup>th</sup> at 7.30pm at Orchard Park Community Centre. This will provide an opportunity to comment on options for combining services in community hubs and ways in which individuals and communities can get involved. 13 libraries have been selected for particular review of which Comberton library is one. There is a meeting re Comberton Library on Wednesday 25<sup>th</sup> May at 7pm in Comberton Village Hall.

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

**720.1 Planning consultation**

**720.1.1 S/0214/11 Metal Gates, St Michael's and All Angels Church, Main Street, Caldecote CB23 7NU**

Applicant : Ms Annie Nason, Caldecote PCC

Recommended for APPROVAL.

**720.1.2 S/0567/11 Construction of solar energy farm to include the installation of solar panels, with on site plant and machinery, access tracks, security fencing, landscaping and associated works. Land East of Broadway and South of access to Grange Park Farm, Bourn**

Applicant : Vogt Solar Limited

Recommended : NO RECOMMENDATIONS

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

**720.2.1 S/2016/10 13 Strympole Way, Highfields Caldecote, CB23 7ZJ**

Planning permission has been granted.

**720.2.2 S/0115/11 10 Samian Close, Highfields Caldecote, CB23 7GP**

**720.3 Planning Inspectorate Appeals**

None.

**721 Village development, recreation grounds and public open spaces**

**721.1 Taylor Wimpey handover and maintenance**

Nothing reported.

**721.2 Maintenance**

**721.2.1 Ashwells (Grafton Drive)**

Nothing reported.

**721.2.2 Blyth Way**

The shrubs and brambles along Blyth Way have been trimmed back. The clerk to establish whether the Parish Council is responsible for the bed at the side of the Housing Association houses as this is overhanging the path.

**721.2.3 Recreation ground**

CGM and MD Landscapes have confirmed that they will keep the same rates for 2011 as 2010 for the maintenance work.

**721.3 Cricket wicket**

This item was taken after the County Councillor's Report. A representative of the Caldecote and Hardwick Cricket Club was invited to speak regarding the siting of the new container to house the cricket equipment. On a resolution by Cllr Lang seconded by Cllr Levett it was agreed to site the container to the right of the entrance to the sports field before the existing containers. All containers to be painted to match.

The Clerk is to liaise with the cricket club about collection of grass cuttings.

**721.4 Banner 2 – 97 homes**

A flyer has been included in the current edition of the Journal. A revised plan from Banner was received.

**721.5 Playground**

RoSPA inspection expected later in the month. It was agreed that Cllr Phillips should attend the inspection if possible at a cost of £35.

**721.6 Sport and recreation working party**

The minutes of the last Sport and Recreation Working Party meeting on 7<sup>th</sup> March were received and the recommendation that the hedgeline between the sports field and the playground/MUGa area be maintained rather than lowered and thickened was accepted.

**721.7 Cabin Report**

Nothing to report.

**721.8 Bus shelter**

The probation service has cleaned /painted over the graffiti from the bus shelters. Still awaiting quotes for repairs.

**721.9 Fencing/gates to recreation ground**

Ongoing.

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

- Yellow lines on Grafton Drive
- Roses on footpath

**723 Closure of meeting and parish matters**

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

**Date of next Parish Council meetings**

**Thursday April 14<sup>th</sup> Pavilion Committee Meeting 7.30pm in the Village School**

**Monday April 18<sup>th</sup> Sport & Recreation Working Party Meeting 7.30pm in the Village Hall**

**Thursday April 21<sup>st</sup> possible Planning Meeting 7.30pm in the Village Hall**

**Thursday May 12<sup>th</sup> Annual Parish Council Meeting 7.30 pm in the Village Hall**

**Thursday May 19<sup>th</sup> Annual Parish Meeting 7.30pm in the Village Hall**

**Police Panel meetings :**

**Wednesday 18<sup>th</sup> May at Comberton Village College 7.30pm**

---

**Items for Note – please ask the clerk for details**

- Cambridgeshire and Peterborough Area Walks Programme May 2011-October 2011
- Minutes 8 March 2011 Standards Committee
- Cambridgeshire Community Services Keeping in Touch Newsletter Spring 2011

---

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