



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 7th October 2014

Present:

Cllr J O'Dwyer (Acting Chairman)

Cllr Mrs L Doidge

Cllr P Gavigan

Cllr T Hudson

Cllr C McPhie

Cllr Dr G Mehboob

Cllr J Patel

Cllr Mrs R Poulton

In attendance:

John Vickery Parish Clerk

Liz Pinchen Deputy Parish Clerk

3 members of the Public were in attendance for the meeting.

1. **APOLOGIES**

Apologies for absence were received from, Cllr S Crocker, Cllr S Masters, Cllr Mrs L Selway and Cllr Dr S Smith.

It was:

RESOLVED that the apologies for absence from Cllr S Crocker, Cllr S Masters, Cllr Mrs L Selway and Cllr Dr S Smith be approved.

2. **MINUTES OF LAST MEETING**

It was:

RESOLVED that the minutes of Council Meeting M127 held on 2nd September 2014 were confirmed as correct and duly signed by the Chairman.

3. **MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.

There were no declarations of interest or requests for dispensation.

4. **POLICE MATTERS**

PSCO David Jackson had sent his apologies for being unable to attend the meeting.

PCSO Jackson had sent a report prior to the meeting and this had been circulated (report attached).

Signed

Date 4th November 2014

Cllr Dr G Mehboob joined the meeting at this point.

Concern was raised that there appears to have been a lack of Police presence in Cambourne recently, it was however noted that PCSO has been present on occasion outside Jeavons Wood to enforce the parking restrictions.

It was:

RESOLVED that the report be received.

5. CHAIRMAN'S ANNOUNCEMENTS

- The meeting with the Developers held on 30th September 2014 was an informal meeting as there were not enough Councillors present to be quorate. The notes from the meeting have been circulated and councillors are reminded that these notes are confidential.

6. COUNCILLOR VACANCY

The Parish Clerk reported that the Notice of Vacancy following Mrs Patricia Vaughan's resignation has been posted. If no election is called then a new councillor will be selected by co-option.

The resignation of Mrs Patricia Vaughan has left a vacancy on the Leisure & Amenities Committee and the Parish Chairman has decided to exercise his right as detailed in the Standing Orders to fill the vacancy.

The Council expressed their thanks and appreciation for the work she has done on behalf of the Parish Council.

It was:

RESOLVED that the report be received and that the Parish Clerk would write to Mrs Vaughan to convey the Council's appreciation.

7. HEALTHCARE IN CAMBOURNE

An update from Ian Burns had been received but it was felt that the update was uninformative and disappointing and that it is taking too long to prepare the proposal. Concern was raised that some of the space that has been released is now being used to house other services that were relocated from elsewhere in the district and that this would not necessarily directly benefit Cambourne residents.

It was:

RESOLVED that the report be received and that the Parish Clerk would write to Ian Burns expressing the Council's concerns over the length of time that the preparation of the proposal is taking and seeking clarification on the use of the Trading Standards area.

Cllr Mrs R Poulton abstained from the vote.

8. RESIDENTS CORRESPONDENCE

No Residents Correspondence had been received.

9. COMMITTEE REPORTS

9.1 Planning Committee - report from 2nd September 2014 PLN M207 and 23rd September 2014 PLN M208.

It was:

RESOLVED that the Planning Committee report for 2nd September 2014 and 23rd September 2014 be received.

9.2 Leisure & Amenities Committee – report from 23rd September 2014 LA M58

It was noted that the Minutes were incomplete as Item 10 was missing.

It was:

RESOLVED that the Leisure & Amenities Committee report for 23rd September 2014 be deferred to the next meeting pending a review of the minutes.

10. COUNTY COUNCIL MATTERS

District Councillor David Morgan was in attendance and gave apologies for absence from County Cllr Mervyn Loynes.

Concern was raised regarding Cllr Loynes continued absence and the lack of representation at County level.

It was reported that Cllr Loynes is attending County Council meetings and that at present there is no obligation for County Councillors to attend Parish meetings.

It was:

RESOLVED that the apologies be received and that Cllr David Morgan would request a report from Cllr Loynes prior to the next meeting.

11. DISTRICT COUNCIL MATTERS

District Cllr David Morgan was in attendance.

Apologies for absence had been received from District Cllr Mervyn Loynes

Cllr Morgan reported on the following:

South Cambs District Council are looking at entering into a partnership with Cambridge City Council with regard to sharing responsibilities in order to save money. The proposed partnership is still at the discussion stage as more information is needed. Cllr Morgan was asked to request a Briefing Note on this. Bin collections – SCDC is looking at forming a partnership with East Cambs District Council to assist them with the issues they are having. Concern was raised that this would put too much pressure on the SCDC services although assurances have been received from the portfolio holder that services won't deteriorate. Concern was raised that the length of time between bin collections over the Christmas period would cause fly tipping. Concerns were that the possibility of larger bins would cause issues as there is already a lack of space in some areas in the existing bin collection areas.

Cllr Morgan was asked if he had a briefing on the City Deal as district councillors had had a briefing Thursday 2nd October 2014. Cllr Morgan said he would circulate one.

A scrutiny meeting has been held regarding the call centre performance figures. From November staffing levels will be increased by using existing SCDC staff that have slack periods in their workload.

Cllr Morgan praised the volunteer litter pickers that have made an impact on the level of cleanliness of Cambourne. The Parish Clerk will circulate to councillors the contact details of the officer at SCDC responsible for fly tipping.

It was:

RESOLVED that the report be received.

Signed

Date 4th November 2014
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12. FINANCIAL STATEMENT

12.1 Schedule of Payments

Queries raised were clarified by the Parish Clerk.

It was:

RESOLVED that the schedule of payments be received and the payments approved.

12.2 Current Financial Statement

The Parish Clerk reported that spending is inline with expectations. Queries raised were answered by the Parish Clerk.

It was:

RESOLVED that the report on the Finance Spreadsheet as at 6/10/14 be received

12.3 Bank Reconciliation

The Parish Clerk reported that Cllr J O'Dwyer had carried out an independent check on the Bank Reconciliation at 1st September 2014. He has suggested that the pages on the daybook are numbered and dated.

It was:

RESOLVED that the report be received and the bank reconciliations at 1st September and 1st October 2014 be received and approved. That page numbers and dates had been added to the daybook pages as discussed with the independent checking councillor.

13. FORMATION OF FESTIVAL WORKING PARTY

The Parish Clerk reported that at the recent BBQ Feast that was held to raise funds for the Christmas Lights committee and the Orphanage, Cllr Simon Crocker had held discussions with other organisations in Cambourne and members of the public regarding the possibility of setting up a Festival Working Party. Currently there is no central group in Cambourne to co-ordinate community events. A Parish Council led Working Party would be able to provide a focus and support along with representative of other groups and interested members of the public. By being led by the Parish Council will also ensure that any events are covered by the Parish Council insurance as the cost of event insurance is often a barrier to the running of a community event. The Working Party will a wide remit which would be discussed in detail at an initial meeting.

It was:

RESOLVED that a Festival Working Party be set up with Cllr S Crocker, Cllr Dr G Mehboob, and Cllr L Doidge subject to commitments; any other councillors that are interested in joining the Working Party should contact the Parish Office or Cllr S Crocker.

14. COALITION OF PARISH COUNCILS

Concern was raised that an additional sentence had been added in to the Statement of Opposition after the statement had been agreed by the Coalition of Parish Councils. The sentence is " We are also firmly opposed to any future

housing developments north or south of the A428 between Croxton and the M1.” And it was felt that this would exclude the Parish Council from supporting any developments to the south of the A428 which could be more viable than Bourn Airfield.

The meeting was adjourned at this point to allow a member of the public to speak.

The meeting was reconvened.

It would be requested that this sentence is removed from the Statement.

Bourn Parish Council have requested volunteers to assist with conducting a traffic count. No Councillors present wished to volunteer.

A meeting of the Coalition is to be held in Bourn Village Hall on either 10th or 11th December 2014 but a decision on attendance at this meeting will be deferred until a decision is made on whether or not the sentence is removed from the Statement.

It was:

RESOLVED that the Parish Council would stand by the original Coalition Statement of Opposition to the South Cambridgeshire Local Plan but if the sentence “ We are also firmly opposed to any future housing developments north or south of the A428 between Croxton and the M1.” remains in the Statement then Cambourne Parish Council can no longer support the Coalition and will consequently no longer remain a part of the Coalition.

15. LAND TRANSFERS

The Land Transfer report had been circulated prior to the meeting (report attached)

It was:

RESOLVED that the report be received.

16. TRAFFIC MATTERS & ROAD SAFETY

The Parish Clerk reported that the yellow lines outside the Vine School are being implemented. MCA have agreed to supply the signage, 18 signs in total. The lines and signs will be installed during October half term.

PCSO Jackson will monitor the area and give warnings as appropriate in the first week and then follow up with enforcement as necessary thereafter.

The Broad Street works including the installation of the crossing have now been agreed and the works are being programmed in to commence as soon as possible.

The issues with the pavement at the rear of Morrisons is being dealt with.

It was:

RESOLVED that the report be received.

17. GENERAL CORRESPONDANCE

Signed

Date 4th November 2014
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Caroline Hunt – Planning Policy Manager, South Cambs District Council**Email regarding Neighbourhood Planning – Service Level Agreement.**

The Parish Council has recently undertaken to create a Parish Plan. At the present time it is not possible for Cambourne Parish Council to create a Neighbourhood Plan as it would mean proposing more homes than are in the Local Plan.

It was:

RESOLVED to defer discussion on the Neighbourhood Planning Service Level Agreement to the next Planning Committee meeting; any comments to be forwarded to the Parish Clerk.

Cambridgeshire Children's Centres**Children's Centre Re-configuration: Stakeholder Briefing**

It was:

RESOLVED that the briefing be received.

18. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Exclusion of the press and the public.

MOVE: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

19. STAFFING

The Parish Clerk gave a report on the current position.

It was:

RESOLVED that that the report be received and that the Chairman, Vice Chairman and Clerk be delegated authority to take the necessary actions.

20. SPORTS PAVILION IMPROVEMENTS

The Parish Clerk reported on works being carried out in cooperation with the Sports Clubs.

It was:

RESOLVED that that the report be received.

21. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RE-ADMITTANCE OF THE PRESS AND THE PUBLIC.

MOVE: that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

22. DATE OF NEXT MEETING – 4th November 2014

Cambourne Parish Council

Police Report

August 2014

I have made a review of the reported incidents for the period between the 5th August and 28th August, there were 128 incidents reported for the area with 86 in Cambourne last year compared to 106 with 72 in Cambourne for the same period this year.

The most frequent calls for Cambourne were as follows:-

6 Rowdy nuisance – non related to the Eco Pak

5 Civil disputes

5 Domestic disputes

5 Concerns – examples – Kettle lead left through letter box, Person seen breaking into property, found to have left keys inside.

In relation to crime there were 22 crimes reported for the area with 17 in Cambourne last year, compared with 15 reports for the area with 10 in Cambourne this year:

Most frequent offence reports were:-

4 Actual bodily harm

2 Common assault

2 Having controlled drug

Four of the above have been detected and eleven are still being investigated.

Our next Cuppa with a Copper session at Greens will be on Saturday 20th September between 10.30 and 11.30

Signed

Date 4th November 2014
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CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

Council Meeting 2nd September 2014

FINANCIAL STATEMENT

11.1 SCHEDULE OF PAYMENTS: to consider schedule of payments, copy attached.

RECOMMENDATIONS:

That the schedule of payments attached be received and the payments be approved.

SCHEDULE OF PAYMENTS

Paid Accounts

Voucher No	Amount	Name	For	Budget Code	Freq.
DD	165.00	Scottish Power	MUGA - Electricity	1202	M
DD	310.80	SCDC	Sports Centre Bins (£85.54 Recharged)	1814	M
DD	12.26	SCDC	Sports & Social Club (Recharged)	1814	M
DD	55.92	SCDC	Hub Bin & Recycling	1422	M
DD	8.99	SCDC	Cricket Pavilion Bin	1814	M
DD	467.00	SWALEC	Hub - Gas	1416	M
DD	391.00	SCDC	Rates - MUGA	1206	M
DD	483.00	SCDC	Rates - Hub	1415	M
DD	108.00	SCDC	Rates - Trailer Park	1711	M
DD	98.00	SCDC	Rates - LC Cricket Pavilion	1811	M
DD	542.00	SCDC	Rates - Sports Pavilion	1811	M
DD	14.60	Cambridge Water	Water - Great Cambourne Green	1108	½
DD	247.86	Orange	Mobile phones	403	M
2262	84.60	A J & R Scambler & Sons	Tyre Fitting	1104	
2263	66.60	C & J Supplies	Key cutting	1809	
2264	130.92	Cooleraid	Water cooler	1421	
2265	7,999.30	Fenland Leisure	Wetpour	1107	
2266	43.69	Arthur Ibbett Ltd	Tools	1107	
2267	292.31	Munro Building Services	Recharged to SLM Ltd	2004	
2268	1,680.00	Pear Technology	Digital mapping	404	
2269	50.64	Screwfix	Tools & equipment	1107	
2270	6.54	Badgemaster	Badge for Jessica	106	
2271	1,296.00	Flexerefrigeration Ltd	Bottle coolers for Sports Pavilion	2004	
2272	102.00	Camfire	Recharged to CYP	1809	
DD	77.04	SGW Payroll	Payroll processing	207	M
DD	58.75	Barclays	Bank charges	203	M
2273	947.09	Bright Visions	Laptop etc for Office Apprentice	408	
2274	2,152.75	British sugar	Topsoil - allotments	1010	
2275	14.02	Cambs Lock and Safe	Key cutting	1413	
2276	60.00	Camfire	Sports Pavilion Fire	1808	

Signed

Date 4th November 2014
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			Equip maintenance		
2277	50.28	ESPO	Goal nets for Muga	1208	
2278	34.12	Lincat	Filter for water boiler	1413	
2279	463.00	SLCC	JV & LP Membership.	207	A
2280	188.94	SLM Ltd	Pitch Admin fee	207	
2281	400.80	Technical Surfaces	Power Sweep Muga	1201	6wk
2282	808.00	Cambs Chargers Volleyball Club	Grant	1209	
2283	1,000.00	Arts & Minds	Grant	303	
DD	95.45	Eon	Cricket Pavilion	1806	M
DD	15.57	Eon	Trailer Park	1705	½
DD	25.00	Barclaycard	Merchant services	203	M
DD	766.89	Ricoh	Photocopier	407	Q
DD	22.20	Bus essentials		207	M
DD	486.07	Opus	Hub - Electricity	1407	M
DD	1,025.96	Fuel Genie	Petrol & Diesel	1109	M
DD	2,895.89	PAYE		102	M
2284	54.00	Abbey Tyre Co	Puncture repair tractor	1109	
2285	550.34	Ameycespa	Skip hire	1010	
2286	912.42	Balfour Beatty	Lamppost Sockets	1110	
2287	1,020.00	Briar Security Systems	Annual Maintenance Sports Pavilion	1808	A
2288	336.50	British Sugar	Topsoil - allotments	1010	
2289	408.00	Cassoa	Site survey	207	
2290	208.74	CCL Supplies	Cleaning Supplies	1411	
	1,314.60	CCL Supplies	Cleaner	1409	
2291	7.14	Collings Bros	1 Litre OKO	1205	
2292	14.22	Cooleraid Ltd	Water cooler	1421	
2293	53.00	E J Pinchen	Stamps	406	
2294	77.26	Ibbetts	Tools	1103	
2295	458.40	Landsmans	Portaloo hire	1412	
2296	200.64	Premier Logos	Uniform	106	
2297	119.97	Screwfix	Safety boots	106	
2298	764.04	Sherriff Amenity	Weed killer	1205	
2299	18,726.69	Came & Co	Insurance renewal	205	A
BACS	264.77	British Gas	Sports Pavilion - Electricity	1806	M
2300	722.80	P J Thory	Hoggin for Burial footpaths	2001	
DD	3,363.96	Pension Service	Pension payment August	103	M
DD	12,845.66	Payroll	Salaries August	101	M
BACS	165.00	Scottish Power	MUGA - Electricity	1202	M

CAMBOURNE PARISH COUNCIL
BANK RECONCILIATION AT 1st October 2014

Prepared by John Vickery Parish Clerk and RFO 06/10/2014

Total Receipts of the Council up to 30th September 2014	1,521,807.12
Total Receipts of the CPEF up to 14th September 2014	1,109,017.48
Total Payments by the Council up to 30th September 2014	310,463.73
Total Payments by the CPEF up to 14th September 2014	688,722.71
Balance	A
	1,631,638.16

Barclays Bank PLC	
Account No *****082	
Statement from Bank dated 1st October 2014	2,677.37
Account No *****049	
Statement from Bank dated 1st October 2014	£ 1,234,896.95
Account No *****964 CPEF	
Statement from Bank dated 15th September 2014	£ 409,993.87
Total	1,647,568.19

Unpresented cheques at 30th September 2014

Barclays

2241	84.40
2276	60.00
2283	1,000.00
2284	54.00
2285	550.34
2286	912.42
2287	1,020.00
2288	336.50
2289	408.00
2290	1,523.34
2291	7.14
2292	14.22
2294	77.26
2295	458.40
2296	200.64
2297	119.97
2298	764.04
2299	18,726.69
2300	722.80

TOTAL £ 27,040.16

Unrecorded income at 30th September 2014

Council	809.23
CPEF	10,300.90

Balance **B** **£ 1,631,638.16**

Check A-B	0.00
Petty Cash	187.06

Balance including Petty Cash **Total** **1,631,825.22**

Signed
Chairman Clerk Date
Independent Councillor Check Date

Signed Date 4th November 2014
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