



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 7th April 2015

Present:

Cllr S Crocker (Chairman)

Cllr Ms R Betson

Cllr Mrs L Doidge

Cllr P Gavigan

Cllr T Hudson

Cllr S Masters

Cllr Dr G Mehboob

Cllr J O'Dwyer

Cllr J Patel

Cllr Mrs R Poulton

In attendance:

John Vickery Parish Clerk

Liz Pinchen Deputy Parish Clerk

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

1. **APOLOGIES**

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

It was:

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

2. **MINUTES OF LAST MEETING**

It was clarified that Council meeting number M137 was the Special Council Meeting that had been due to be held on 17th March 2015 but had been cancelled after the Agenda had been published.

It was:

RESOLVED that the minutes of Council Meeting M136, held on 3rd March 2015, as amended, were confirmed as a correct record 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 for items on the agenda.

4. **POLICE MATTERS**

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

Signed

Date 19th May 2015

4.1 March Update

PCSO Jackson had sent a report to the Council (report attached).

Concern was raised that the timing of the Crime Prevention sessions had resulted in poor attendance. It was reported that PCSO Jackson has now been given more villages within his remit.

It was:

RESOLVED that the report be received.

4.2 Connect

It was reported that the Police and Crime Commissioner Sir Graham Bright had confirmed that he would be attending the Annual Parish Meeting on 5th May 2015.

It was:

RESOLVED that the report be received.

4.3 Press Release

It was:

RESOLVED that the press release be received.

4.4 Volunteering with Cambridgeshire Constabulary

It was:

RESOLVED that the information be received.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements.

6. CLERKS UPDATE

Due to annual leave the Parish Clerk had not had time to produce a Clerk's Update

7. HEALTHCARE IN CAMBOURNE

The Parish Clerk reported that Ian Burns Area Strategic Estates Planner, NHS Property Services Ltd had been invited to attend the Annual Parish Meeting on 5th May 2015 but that he felt it was more appropriate for a representative of the medical practice to attend along with Diane Siddle , Contracts Manager for NHS England.

It was felt that the MP for South Cambridgeshire that is elected in the General Election on May 7th 2015 should be leading on the issues of NHS funding.

It was:

RESOLVED That the report be received and Diane Siddle, Contracts Manager, NHS England and Rachel Lovelidge, Practice Manager, Monkfield Medical Practice be invited to attend the Annual Parish Meeting on 5th May 2015.

8. RESIDENTS CORRESPONDENCE

Howard Fall – Email regarding County and District Councillors

Signed

Date 19th May 2015
2-11

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

The meeting was reconvened

It was felt that the issues did not fall within the remit of the Parish Council and no further discussion took place.

It was:

RESOLVED that the letter be received

Ms Susan Hollins – Letter regarding canine excrement

It was agreed that there is no easy solution to the issue of canine excrement. Requests have been made in the past for the provision of a dog warden by SCDC but that this has not been possible due to budget constraints. It was requested that the Bourn Ward District Councillors raise the issue at an appropriate SCDC meeting. The Parish Clerk reported that he has a meeting with The Wildlife Trust next week and will raise the issue with them. This will also be raised in the next edition of the Cambourne Crier.

It was:

RESOLVED that the letter be received, that the Parish Clerk would respond to the resident, that The Wildlife Trust be invited to attend the Annual Parish Meeting and that Chris Bradley, Senior Environmental Enforcement Officer, SCDC be invited to attend the next Leisure and Amenities Committee meeting.

9. COMMITTEE REPORTS

9.1 Planning Committee - reports from 3rd March 2015 PLN M218 and 24th March 2015 PLN M219.

It was:

RESOLVED that the Planning Committee reports for 3rd March 2015 and 24th March 2015 be received.

9.2 Finance & Policy Committee – report from 24th March 2015 FIN M60

It was:

RESOLVED that the Finance & Policy Committee report for 24th March 2015 be received.

9.3 Festival Working Party – report from 10th March 2015 FWP M3

It was:

RESOLVED that the Festival Working Party report for 10th March 2015 be received.

10. COUNTY COUNCIL MATTERS

County Councillor Mervyn Loynes was in attendance.

Cllr Loynes reported that he had been invited to join the A428 Alliance Committee. Work on the A428 is due to commence in 2018 but Cllr Loynes expressed concern that this was not a feasible date. The Parish Clerk reported that the funds for the City Deal must be spent by 2019 which would be why the

2018 start dated had been proposed.

Cllr Loynes was asked if he had followed up on the gully cleaning programme that he was previously asked to do. Cllr Loynes confirmed that he had followed it up but the Parish Clerk reported that Cambourne was still not showing on the schedule under Area 6 and that the County Council did not have the up to date record of adopted roads.

It was:

RESOLVED that the report be received and that Cllr Loynes would make further enquiries regarding the gully cleaning programme.

11. DISTRICT COUNCIL MATTERS

District Cllr Mervyn Loynes and District Cllr Alison Elcox were in attendance.

Cllr Elcox reported on the following:

- City Deal.
- The SCDC Community Chest fund is now open again for grant applications of up to £1,500. Parish Councils making an application have more chance of success if a representative from the Parish is in attendance at the meeting when the grants are considered. It was felt that suitable projects should be identified and added to an appropriate agenda.
- The planning application for the solar photovoltaic canopy system over the car park has been refused.
- The extent to which SCDC are using bed and breakfast for emergency is now minimal.
- Mobile Warden Scheme; If the Parish Council and the Wildlife Trust could provide some funding for a community placement scheme there may be some match funding available to enable the introduction of a dog warden.

It was noted that this was Cllr Elcox's last Council meeting before stepping down at the end of her term of office.

It was:

RESOLVED that the report be received and that a vote of thanks be extended to Cllr Elcox for her attendance at Parish meetings and for her service to Cambourne.

12. FINANCIAL STATEMENT

Due to the Parish Clerk being on annual leave the finance reports had not been circulated prior to the meeting.

It was:

RESOLVED that the item be deferred until the next meeting.

13. PARISH PLAN

John Panrucker – Secretary to the Parish Plan Steering Committee was in attendance for this item.

John Panrucker presented a report to the Council (report attached).

It was requested that the Parish Plan update and the dates for the Resident's

Meetings be included in the monthly Parish Council article in the Cambourne Crier.

It was:

RESOLVED that the report be received and that the Parish plan and the Resident's Meetings be included in the monthly Cambourne Crier article.

14. **YELLOW LINE AND 20MPH CONSULTATION**

The Parish Clerk reported that all affected residents have received a paper copy delivered to their homes. So far there had been approximately 200 responses. The consultation and online link has been advertised on the Facebook page, the website, in the Cambourne Crier and Cambridge News. The comments that have been received via Facebook will be included and discussed along with all the comments at the end of the consultation period.

Paper copies of the consultation will also be put in the Library, Doctors Surgery and Church.

It was:

RESOLVED that the report be received.

15. **LAND TRANSFERS**

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

The Parish Clerk reported that there are ongoing legal discussions between Morrisons and Stephen Reid of SCDC regarding the holding of Farmer's Markets on the Market Square.

Concern was raised regarding the covenant detailed in item 4 of the report concerning Brace Dein. More clarification on this is required.

It was:

RESOLVED that the report be received and that clarification will be sought regarding the covenant concerning Brace Dein.

16. **TRAFFIC MATTERS & ROAD SAFETY**

16.1 Pedestrian Safety concerns

Concerns have been raised regarding the visibility splays at the point of crossing for pedestrians when exiting Morrison's car park adjacent to the new shop units. Pedestrian Crossing warning signs could be installed but it was felt that any action should wait until the development is complete as there is still landscaping and planting to be installed.

It was:

RESOLVED that the report be received and to consider the possible installation of signage until after the works are complete.

16.2 Traffic and parking management on Back Lane & Lancaster Gate

The Parish Clerk reported that some of the areas of concern would be addressed by the current yellow line consultation. The resident's concerns would be considered alongside the results of the consultation.

It was:

RESOLVED that the Parish Clerk would send the resident a link to the online

consultation and that any decision would be deferred until the results of the consultation are known.

16.3 Broad Street/High Street Improvement works

The Parish Clerk reported that a timetable for the works had been received from Martin Rodzian and would be circulated to Councillors. As soon as a start date is known it will be publicised on the Facebook page and website.

It was:

RESOLVED that the report be received.

17. GENERAL CORRESPONDANCE

Magpas – Request for financial support

It was noted that the request had not been submitted on the Parish Council's Application for Financial Assistance form and that there was no indication of how much Magpas were requesting.

It was:

RESOLVED that Magpas be sent the Application for Financial Assistance form. Cllr Mrs R Poulton abstained from the vote.

South Cambs District Council

Minutes of the Cabinet & Parish Council's Liaison Meeting held on 11th March 2015

It was:

RESOLVED that the email be received.

Cambridge Gliding Centre

Email regarding invitation to the Consultative Committee Meeting.

It was:

RESOLVED that the email be received.

Campbell Ross-Bain – Bus Operations & Facilities Manager, Cambridgeshire County Council

Email regarding new additional busway services

It was:

RESOLVED that the email be received.

Campbell Ross-Bain – Bus Operations & Facilities Manager, Cambridgeshire County Council

Email regarding parking charge introduction – busway park & ride sites St Ives & Longstanton.

It was:

RESOLVED that the email be received.

Richard Young – Children's Services Manager, Cambridgeshire County Council

Email regarding Summer Reading Challenge

This event has been supported for the past few years with a grant of £500. It was felt that for the purposes of transparency an Application for Financial Assistance Form should be filled in as is required for all other grants.

It was:

RESOLVED that the email be received and that the event would be support with a grant of £500 subject of receipt of an Application for Financial Assistance form.

Heidi Allen – Conservative Parliamentary Candidate for South Cambs.

Letter regarding introduction to the Parish Council.

It was:

RESOLVED that the letter 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. NEW PARISH COUNCIL BUILDINGS

The Parish Clerk gave an update on the progress of the tender process.

It was:

RESOLVED that that the report be received.

20. STAFFING UPDATE

The Parish Clerk gave an update on current staffing issues.

It was:

RESOLVED that that the report be received and the actions confirmed.

21. CONFIDENTIAL CORRESPONDENCE

It was:

RESOLVED that that the confidential correspondence be received

22. 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.

23. DATE OF NEXT MEETING – 19th May 2015

Cambourne Parish Council

Police Report March 2015

Period 3 March to 24 March

Since the last council meeting there have been 93 Incidents for the area with 59 in Cambourne. For the same period last year there were a total of 119 incidents reported with 79 in Cambourne, the most frequent calls received were:-

6 x Domestic disputes

6 x Rowdy nuisances

5 x Concerns – 3 x potential suicides, Smell of drugs near house, Dog barking on balcony in evening

5 x Suspicious circumstances - Web cam at window, Electric meter reader 'scam', Gas meter reader 'scam', Finance 'scam' NOTE – Always check the identity of who you are talking to! If in doubt say "No" and close the door or hang up

5 x Violence reports

4 x Road Traffic collision – of note the bus at Broad Street

There have been 15 crimes reported for the area with 7 in Cambourne, compared to 17 crimes for the same period last year, with 14 in Cambourne.

2 Criminal Damages

Actual bodily harm

Harassment

Theft

Burglary dwelling

Assault

At the time of writing none of the above has been detected, however enquiries are continuing.

We have held our regular 'Cuppa with a Copper' session in Greens and have run Crime prevention days, the Monday morning session had no visitors which was disappointing, however the Wednesday evening session had four visitors with an uptake on the offer of SmartWater, shed and window alarms.

When I attend the May meeting of the Council I will bring samples of these products for the councillors and members of the public to see and purchase if they wish

Signed

Date 19th May 2015
8-11

Report from Parish Plan Steering Committee

- Ian Bavin (SC Chair) is on vacation returning to Cambourne tomorrow. Hence report prepared and submitted by the Secretary.
- Second meeting of the PPSC held on 23 March 2015 at which 11 members attended. Apologies received from remaining members (3 residents and 1 councillor). This was the first meeting of the SC members under the chairmanship of Ian Bavin. The members were reminded of the Role and Purpose of the SC.
Minutes were issued on 27 March 2015.
- SC meetings remain at three week frequency with calendar dates planned through to April 2016.
- Contact details of the SC members and other Volunteers now transferred to SC Secretary and updated.
- At the March meeting a Member Questionnaire previously issued by the Chair (on 10 March 2015) to SC members to further identify individual's skills, expertise, interests as related to the project and their willingness to manage a work group was reviewed and discussed. Key observations being carried forward in future meetings.

Key areas further discussed and acted upon:

- Research Questionnaire Exercise: topic led survey implemented. Team members to ask neighbours, family and friends living in Cambourne what they love about Cambourne and what they dislike about Cambourne. The results of the research to be evaluated at the next SC meeting.
Survey questionnaire categories (topics) cover:
 - Environment
 - Economy
 - Transport
 - Social & Community
 - Health & Wellbeing
 - Young People
 - Older (elderly) People.
- Volunteers: Email contact has been made with the Volunteers (22) with an update of the PP development since the launch event in January. Volunteers have also been sent the Research Questionnaire for completion.
- Parish Plan Branding: In review with the SC members. Branding proposals from members to be reviewed at the next meeting.
- Publicity/ PR: A marketing and publicity strategy to ensure wider community awareness of the project will be discussed at the next meeting.
- A number of SC members attended a "Residents' Meeting" on 07 March 2015 and a "Meet The Neighbours" event in Upper Cambourne on 28 March 2015. The SC will attend such meetings where appropriate as part of its publicity initiative.
- Next SC meeting scheduled for Monday, 13 April 2015 at The Hub. Agenda issued today, 07 April 2015.

Regards

John

John Panrucker

Secretary – Parish Plan Steering Committee

Please reply to: sec.parishplan@cambourneparishcouncil.gov.uk

Signed

Date 19th May 2015
9-11

LAND TRANSFERS

Please find below details of the current position on the ongoing transactions involving the Parish Council:-

1. Smithy Way LAP - Persimmon Homes (0052)

The position remains as per my January Report.

2. GC26 LAP - Metropolitan Housing Trust (0056)

The position remains as per my January Report.

The monies have been released by SCDC.

3. Taylor Wimpey - various POS parcels (0051)

In-House – The engrossments have been executed by the Parish Council.

I believe I await details of the various commuted sums from you, but also await an additional plan for one of the land parcels from TW.

Wragges – I will be sending you the engrossments for signing by the Parish Council during the course of this week.

I have the commuted sums for these land parcels.

Bpha – Ready to complete once I have confirmation of the relevant commuted sum and can arrange settlement of the same, and my costs.

4. Upper Cambourne Village Green and Turf Maize – MCA (53)

Although we had agreed the form of Transfer for this land parcel, prior to issuing engrossments Laytons have indicated that the following covenant is to be added, this being a covenant to be given by the Parish Council:

“To apply for and use all reasonable endeavours to obtain a street works licence pursuant to Section 50 New Roads and Street Works Act 1991 in respect of the street known as Brace Dein. The application is to be made upon adoption of (or if necessary, prior to the adoption of) Brace Dein.”

Is the Parish Council happy to accept this covenant, was it anticipated?

5. Transfer of Community Hub Extension Land – MCA (57)

I have received an engrossment of the agreed form of Transfer and will be sending this on to you for signing during the course of this week.

6. GC23/GC26, Greenway – MCA (58)

I returned the Transfer to Laytons with my proposed amendments and they have now come back to me.

I will review and report on their comments over the course of the next few days.

7. Upper Cambourne Northern Greenway SIP –MCA (59)

Again, I am still awaiting an engrossment of this Transfer.

8. Licence – DRT Layby (Bus Shelter) – MCA (55)

Signed

Date 19th May 2015
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Following your recent conversation with my colleague Yichen Dai, the revised draft Licence has been returned to Laytons for approval.

9. Farmer's Market – S106 Agreement Advice – Morrisons (61)

I have provided the District Council with some wording for the Section 106 Agreement to cover the granting of a fixed term licence to the Parish Council if the trial Markets prove successful.

10. Cambourne Cricket Pavillion – MCA (62)

I have received a draft Transfer from Laytons which I have yet to review.

If you have any queries on any of the above, do let me know.

Kind regards,

Allison Hopkins
Paralegal
for Mills & Reeve LLP

Signed

Date 19th May 2015
11-11