



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 6th October 2015

Present:

Cllr S Crocker (Chairman)
Cllr Ms R Betson
Cllr P Gavigan
Cllr T Hudson

Cllr J O'Dwyer
Cllr Mrs R Poulton
Cllr Dr S Smith

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 G Cooper, Cllr S Masters, Cllr Dr G Mehboob and Cllr J Patel

It was:

RESOLVED that the apologies for absence from Cllr G Cooper, Cllr S Masters, Cllr Dr G Mehboob and Cllr J Patel be approved.

2. MINUTES OF LAST MEETING

It was:

RESOLVED that the minutes of Council Meeting CPC M142 held on 1st September 2015 and Special Council Meeting CPC M143 held on 8th September 2015 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.

Cllr S Crocker declared a personal non-disclosable interest in Item 13 as a District Councillor and in Item 14.5 as he has signed the letter as a District Councillor.

4. POLICE MATTERS

Chief Inspector James Sutherland was in attendance for this item. PSCO David Jackson had sent his apologies for being unable to attend the meeting.

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

Signed

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Concern was raised that the report is not very informative and does not enable the Parish Council to provide support where it is needed. Chief Inspector Sutherland reported that in addition to the report daily updates are sent out by email and regular Neighbourhood Planning Meetings are held. In addition all the information contained in PCSO Jackson's report is available from the Crime map on the national police website www.police.uk. The Victims Support Hub is leading the way nationally in supporting victims of crime and identifying vulnerable victims and channelling the right support services. Chief Inspector Sutherland expressed concern that producing reports is ineffective use of PCSO time, especially as all the information is readily available.

Chief Inspector Sutherland reported that the Police are considering setting up Neighbourhood Facebook pages in order to communicate with the public and correct misinformation.

Chief Inspector Sutherland confirmed that PCSO Jackson is dedicated to Cambourne and that Cambourne is the only village to receive this level of service in the District.

It was:

RESOLVED that the report be received.

4.2 Report on proposals to tackle parking issues

Chief Inspector James Sutherland was in attendance for this item.

A meeting had been held in August to discuss issues surrounding parking however representatives from Cambourne Parish Council had been unable to attend the meeting as it clashed with the August Council meeting. As a result of this meeting a report had been produced; this had been discussed at the September Council meeting.

Chief Inspector Sutherland confirmed that there are issues with parking across South Cambridgeshire but that the police will not prioritise parking over other issues. Various options for tackling parking issues had been explored. A speed watch type solution was discussed but there were too many downsides. The introduction of traffic wardens had also been suggested. Currently no traffic wardens are employed and the role has been taken on as part of the role of the PCSO's but they are unable to provide the level of enforcement required by some villages.

In villages where the issue is of great importance a scheme has been implemented to allow those villages to purchase £1,000 worth of PCSO time that will be dedicated to parking enforcement. This equates to an additional 42 hours of PCSO time over and above the normal time. A sustained operation over a period of 6 months is likely to have a longer term effect. Some villages have taken this offer up. The additional purchased hours are only for parking enforcement and not for other police services. The conditional grant is the most cost effective way for villages to obtain the level of parking enforcement they require.

Concern was raised that the Council Tax payers already contribute a substantial amount for police services and that they should not be asked to pay extra. Chief Inspector Sutherland confirmed that this is an optional scheme and in Cambourne parking issues, except for certain areas, are not a safety issue and are a lower priority than other issues.

Specific parking issues were raised and Chief Inspector Sutherland confirmed that if there is a persistent issue in a particular area that is causing a safety issue

then the PCSO should be informed so they can enforce.

The scheme to purchase additional PCSO time will run for approximately 6 months so the Parish Council has some time to consider the matter further.

Cllr Gavigan wished it to be noted that he feels that this would effectively be double taxation and that the parking issues in Cambourne do present a safety issue and therefore should be addressed by the police.

It was:

RESOLVED that the purchase of additional PCSO time to enforce parking issues would be added to the next Finance & Policy Committee and full Council agendas.

The Chairman thanked Chief Inspector Sutherland for his attendance.

4.3 Correspondence

Correspondence had been received regarding the Area Police Panel Meeting.

It was:

RESOLVED that the correspondence be received and that Cllr T Hudson would attend the meeting.

5. POLICE CADETS

The Parish Clerk reported that this is progressing well and that it is proposed to start the unit in January 2016. Some local police officers have come forward to volunteer their time to lead the unit.

A number of volunteering opportunities have been identified including next year's Community Fete.

It was:

RESOLVED that report be received and that the proposed start date of January 2016 be approved.

6. CHAIRMAN'S ANNOUNCEMENTS

- A Special Council meeting to discuss the Blue School will be held on Tuesday 13th October 2015, the meeting will be open to members of the public. A tour of the Blue School will be held at 7pm (meet at the Blue School) followed by the meeting in the Meeting Room at The Hub at 8pm.
- The Cambourne Community Fete raised £4,000 for Light Up Cambourne. The Chairman extended his thanks to everyone involved in the planning of the Fete and on the day itself. Next year's Fete will be held on Saturday 10th September 2016.

7. CLERKS UPDATE

The Parish Clerk reported on the following activities since the last report on 2nd September 2015 (Report attached)

It was requested that a letter be sent to Cavendish Court to explain the nature of the building works taking place at the side of The Hub.

It was:

RESOLVED that the report be received and that a letter would be sent to Cavendish Court.

8. COUNCILLOR VACANCY

The Parish Clerk reported that as no election had been called the vacancies would be filled by co-option. The co-option has been advertised and will take place during the November Council meeting.

It was:

RESOLVED that the report be received.

9. HEALTHCARE IN CAMBOURNE

There were no further updates.

10. RESIDENTS CORRESPONDENCE

No Resident's Correspondence had been received.

11. COMMITTEE REPORTS

11.1 Planning Committee - reports from 1st September 2015 PLN M229 and 22nd September 2015 PLN M230

It was:

RESOLVED that the Planning Committee reports for 1st September 2015 and 22nd September 2015 be received.

11.2 Leisure & Amenities Committee - report from 22nd September 2015 LA M63

It was:

RESOLVED that the Leisure & Amenities Committee report for 22nd September 2015 be received.

11.3 Festival Working Party – reports from 7th September 2015 FWP M12 and 28th September 2015 FWP M13

It was:

RESOLVED that the Festival Working Party report for 7th September 2015 and 28th September 2015 be received.

12. COUNTY COUNCIL MATTERS

County Councillor Mervyn Loynes had sent his apologies for being unable to attend the meeting.

13. DISTRICT COUNCIL MATTERS

District Councillor Mervyn Loynes had sent his apologies for being unable to attend the meeting. District Councillor Des O'Brien had been present but had to leave the meeting early due to a prior engagement.

District Councillor Simon Crocker reported on the following.

- He has now taken office following his recent election as a District Councillor.
- The District Council has voted to decrease the number of councillors from 57 to 45 by 2018. They have also voted to move to a system of all out elections the first of which will take place in 2018. Elections will then be

Signed

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held every four years. An order will be issued to parishes to bring their elections into line with the District elections. Cambourne Parish Council is due to hold an election in 2016 which will mean the councillors elected will hold office for two years before the next election. The term of office will then be for four year periods. The new system is designed to save money and increase turnout.

- All the ward boundaries will be re-drawn with the aim being that each District Councillor will be responsible for approximately 3,000 electors. The Civic Affairs Committee are progressing this.
- Cllr Crocker has been appointed to the Civic Affairs Committee and will fight for Cambourne to become a stand-alone ward with 3 District Councillors
- The re-drawing of the Cambourne boundary to incorporate the area of West Cambourne is going before the Civic Affairs Committee in November.
- Cllr Crocker has also been appointed as a reserve to the Finance & Audit Committee.
- Cllr Crocker will be running a District Council surgery on every second Friday of the month, between 10am and 11am, and he will be launching a website dedicated to District Councillor matters.
- Countryside Properties have approached the District Council regarding putting in a planning application for Bourn Airfield ahead of the resolution of the Local Plan.

The Parish Clerk reported that following a meeting with Heidi Duffett, Street Cleaning Supervisor for South Cambs District Council a large number of bins were identified as being within 3.5m of the highway and therefore the responsibility of South Cambs to empty. Subsequent to this we have received notification that the District Council will only empty bins that are on adopted roads and they believe to be appropriately located or required. The matter is being looked into but in the meantime it is down to the Parish Council to empty all the bins on un-adopted roads.

It was:

RESOLVED that the report be received

14. LDF & CITY DEAL

14.1 Local Plan Examination Progress Update

There has been no further progress and the examination of the Local Plan will resume in January 2016.

It was:

RESOLVED that the correspondence be received.

14.2 City Deal Consultation Cambourne to Cambridge – Better Bus Routes

It was noted that the consultation runs from 12th October 2015 to 23rd November 2015 and that a public presentation of the proposals was due to take place in The Hub on 4th November 2015 from 4pm to 7.30pm.

14.3 Better City Deal's proposal for the Girton Interchange

Comments and suggestions on the proposals are invited.

14.4 CambridgeBOLD

Copies of the CambridgeBOLD document are available to view in the Parish Office.

It was:

RESOLVED that the correspondence in Items 14.2 to 14.4 be received, the consultation be promoted on the Parish Council website and Facebook page and that the Chairman and Vice Chairman be delegated to draft a response to the consultation to be ratified at the November Council meeting.

14.5 Correspondence from Des O'Brien regarding a joint letter.

Cllr Simon Crocker left the room for the duration of this item. The item was chaired by Cllr J O'Dwyer.

District Cllr Des O'Brien has written a letter to Robert Turner, Planning Portfolio Holder, South Cambs District Council, regarding discussions being held with Countryside Properties about an application for Bourn Airfield prior to the resolution of the Local Plan. Cllr O'Brien has requested that the Parish Council agree to be joint signatories on the letter.

The Parish Clerk reported that the letter had been lodged with South Cambs so the Parish Council were no longer being requested to countersign the letter but to support the content if required to in the near future.

It was:

RESOLVED that the correspondence be received and that a letter of support be written.

Cllr S Crocker re-entered the room.

15. PARISH COUNCIL INSURANCE

The Parish Clerk reported that the Parish Council's insurance policy was renewed as part of the 3 year long term agreement. At the point of renewal the schedule was checked to ensure that all the Council's assets were fully insured and the fidelity insurance is appropriate for the level of anticipated bank holdings. Came and Co are informed immediately of any change of circumstances and assets purchased to ensure adequate insurance cover is in place.

The Council has had to take out temporary joint cover with Coulson & Sons Ltd under the building contract for the extension to the Hub.

It was:

RESOLVED that the report be received and the Parish Clerk's actions be confirmed.

16. LAND TRANSFERS

The Parish Clerk presented a report to the Council (report attached).

It was:

RESOLVED that the report be received.

17. TRAFFIC MATTERS & ROAD SAFETY

17.1 Broad Street Junction Works

The Parish Clerk reported that Martin Rodzian had confirmed that all quotes have been received and reviewed and have gone back to the preferred contractor to clarify a couple of items.

The solicitors (Leytons) have received the draft Section 278 Agreement from CCC had have highlighted numerous queries to Martin Rodzian which he is seeking answers to prior to returning back to CCC. He should be in a position by close of business on Tuesday 6th October 2015 to return the agreement and hopefully if the changes are accepted by CCC it can be progressed swiftly.

He believes Jon Finney is in contact with his Street Works team to hopefully relax the notice periods for commencement of the works.

It was:

RESOLVED that the report be received.

17.2 Changes to Local Bus Services

It was:

RESOLVED that the changes be received.

17.3 A14 Cambridge to Huntingdon Update for Stakeholders

It was:

RESOLVED that the update be received.

18. GENERAL CORRESPONDENCE

Amanda Silvester, South Cambs youth and Community Co-ordinator, Cambridgeshire County Council – Email regarding Cambourne Stakeholder and Networking Event.

It was:

RESOLVED that the email be received and that Cllr Mrs R Poulton and the Parish Clerk would attend the Networking Event, the information would also be forwarded to the Parish Plan Steering Committee.

South Cambs District Council – Parish E-Bulletin

Item 13 – South Cambridgeshire Community Awards. This will be added to the next Leisure and Amenities Committee Agenda

Item 14 - Cambridgeshire Energy Switch. This will be advertised via the Parish Facebook Page.

Item 16 – Parish magazines and websites. Contact details for the Cambourne Crier will be sent to South Cambs District Council.

It was:

RESOLVED that the E-bulletin be received and the above actions taken.

19. 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.

20. COMPLAINT

The Parish Chairman gave a report on a complaint received.

It was:

RESOLVED that the report be received and the proposed actions be taken.

21. STAFFING

The Parish Clerk gave an update on staffing matters.

It was:

RESOLVED that the report be received and the proposed actions be taken.

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 – 3rd November 2015

Police Report September 2015

Period 1st September to 1st October

For this period there have been 160 Incidents for the area with 104 in Cambourne. For the same period last year there were a total of 177 incidents reported with 125 in Cambourne, the most frequent calls received were:-

12 x Domestic disputes

11 x Advice messages – updates to previous call for service

6 x Malicious or nuisance communications – scam calls

3 x Rowdy or inconsiderate behaviour

There have been 42 crimes reported for the area with 40 being in Cambourne, compared to 42 crimes for the same period last year, with 34 in Cambourne.

The most frequent being: -

12 x Theft

10 x Criminal damage

At the time of writing two of the above has been detected, and two have been 'non – crimed' due to insufficient details from the aggrieved.

The Police contact point in Morrison's supermarket is operating and I will be in attendance on Wednesday 14th October between 5 and 7pm and Friday 30th October between 5 and 7pm.

Signed

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Clerks Report

Clerks report since the 2nd September 2015

1. Several meetings and discussions with various parties to progress the proposals for use of the Blue School. I have also been liaising with Michaela McMurtry regarding the licence to use the Blue School with them agreeing to simplify the lease from the original which should be forwarded to the Parish Clerk on the 7th October 2015. Talking to Robert Lewis regarding the long term agreement which has now been signed off by Adrian Lowes and is going to a meeting at the end of the month for ratification. We have not been able to finalise the details of use of the building as the lease will have conditions on use in relation to the Children's Centre and Pre School, but have a clearer understanding. A schedule of use is close to being completed for discussion by the Special Council meeting on the 13th October 2015. The use of the building is continually being reviewed as new enquiries are being received.
2. Meeting with David Cundell and SCS regarding the removal of the Mobile Classrooms at the Blue School and reinstatement works. This is anticipated to be completed by the 6th November 2015. The preschool have been consulted on the works.
3. A Meeting of the Cambourne Project Team discussing pre apps and forth coming sites etc.
4. Discussions with Came and Co to regarding the Councils insurance in relation to new facilities including 3g.
5. Meeting with Andrew Cole, and inspection of the adoption works carried out in Tithe Way and Willow Lane to ensure remedial works to the verges are to a suitable standard for future maintenance.
6. Numerous discussions and meetings regarding the design element of the Design and Build contract for the Hub Extension and Cricket Pavilion including confirmation of the setting out on site.
7. Meeting with representative of the uniformed groups and the Church regarding the planning of the Remembrance Parade on the 8th November 2015.
8. Meeting with Clare Gibbons, Community Development, Ed Durrant and the Parish Chairman regarding issues in Cambourne. Issued raised included;
 - Ward and Parish Boundaries
 - NHS Capitation
 - Youth Facilities
 - Retail Provision
 - Bus Link
 - Business Park
 - Dog Fouling
 - Anti-social Parking
 - Road safety issues
 - Litter Bins and their collection

LAND TRANSFERS

Please find below a brief update on the ongoing transactions involving the Parish Council. I have not included transactions which have been dormant for some time or which were "complete" as at my last Report:-

1. Taylor Wimpey - various POS parcels (0051)

In-House – The engrossments were executed by the Parish Council some time ago. However I await an additional plan for one of the land parcels from TW and continue to chase for this.

Wraggles – I am chasing for completion of the Transfers executed by the Parish Council.

You have, of course, retained certain Transfers due to outstanding works on the relevant land parcels.

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

I await hearing from you as to how the issue of the street works licence in respect of Brace Dein is to be resolved.

MCA are resolving the issue.

3. GC23/GC26, Greenway – MCA (58)

Could you please send through an Invoice for the commuted sum when convenient.

This has now been issued.

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

Engrossments are still awaited from Laytons.

5. Cambourne Cricket Pavillion – MCA (62)

The engrossments of this Transfer are awaited from Laytons.

Laytons recently indicated that they were instructed to include a new provision in the Transfer, being the reservation of new pedestrian and vehicular rights of way over the land.

The drafting provided was, however, unclear and I have asked Laytons to clarify exactly what is required, in order that I can then obtain your instructions as to whether this is acceptable.

We have been given permission to proceed with construction of the Pavilion by Taylor Wimpey.

6. Cambourne Youth Centre – MCA (63)

I await a draft Transfer from Laytons.

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

Kind regards,

Allison

Allison Hopkins
Paralegal
for Mills & Reeve LLP

Signed

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