



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre,
Cambourne on Tuesday 6th September 2016

Present:

Cllr S Crocker (Chairman)
Cllr Dr S Bhattacharya
Cllr P Gavigan
Cllr P Hedges
Cllr T Hudson
Cllr S Krintas

Cllr K McIntyre
Cllr Dr G Mehboob
Cllr J O'Dwyer
Cllr J Patel
Cllr Mrs J Sawford
Cllr G Thompson

In attendance: John Vickery Parish Clerk
 Liz Pinchen Deputy Parish Clerk

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

1. **APOLOGIES**

Apologies for absence were received from Cllr Mrs R Poulton. An acceptable reason for absence had been given.

It was:

RESOLVED that the apologies for absence from Cllr Mrs R Poulton be received and approved.

2. **MINUTES OF LAST MEETING**

It was:

RESOLVED that the minutes of the Council Meeting CPC M156 held 5th July 2016 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 Items on the agenda as a District Councillor

Cllr P Hedges declared a disclosable pecuniary interest in Item 7 Planning Application S/1639/16/FL as his property is adjacent to the site.

Cllr Patel declared a personal non-disclosable interest in Item 17.2 as he knows members of the Raptors Basketball Club.

4. **POLICE MATTERS**

4.1 PCSO Jackson had sent his apologies for being unable to attend the

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meeting; he had submitted a report to the Council (report attached). It was noted that Police and Crime Commissioner, Jason Ablewhite, had been invited to attend the meeting but that no response had yet been received. It was requested that a link to the Police website be made more readily available.

It was:

RESOLVED that the report be received and that a link to the Police website would be posted on Facebook, the website and on each future Council agenda.

5. CHAIRMAN'S ANNOUNCEMENTS

- The Cambourne Community Fete takes place on Saturday 10th September 2016. Thank you to all those councillors who have volunteered to help and other councillors please come along.
- An initial meeting of the Post Office Working Party was held in July to look at the scope of the work involved. Dates for future meetings will be arranged shortly.
- The decision on West Cambourne was due to be made at a meeting on 12th September 2016 it has been postponed and no new date has been confirmed.

6. CLERKS UPDATE

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

Additional points were raised as follows:

Item 9 - The High Street scheme of two blocks of retail units and flats above needs to be amended before being presented.

Item 14 – Concern was raised regarding staffing resources to deal with burials. It is hoped that they will be infrequent so it will not be an issue but the situation is being monitored.

Item 8 – The issues with the pump at the Upper Cambourne play area is being resolved.

In addition to the report the Parish Clerk reported that he has been involved in ongoing discussions regarding Morrisons and the provision of a Farmers Market. Morrisons will only allow market to take place on Sundays and would not give any assurances for safeguarding of the future longevity of the markets

It was noted by councillors that Morrisons have shown zero community spirit in this matter.

It was:

RESOLVED that the report be received

**7. Deferred from the Planning Committee meeting held on 2nd August 2016
Mike Van Den Berg, Newcrest Estates and Hayley Doyle, HD Planning were in attendance for this item.**

[S/1639/16/FL](#)– Convenience Store (Use Class A1) and Four Two Bedroom Apartments with Associated Compound, Car Parking, Landscaping and Other Works – Land east of Brace Dein/Mosquito Road, Upper Cambourne
For – Mr M Van De Berg, Newcrest Estates Ltd

Amended plans had been submitted. The amendments have been made to the scheme in response to concerns raised by local residents.

In response to concerns about the height and bulk of the building the overall roof height has been dropped by one metre. The gable end has been dropped by four metres and is now a hipped roof rather than a gable. The gable has been removed from the north elevation. The bulk of the stairwell has been reduced but it does still need to remain functional. On the site plan the layby has been moved in response to advice received from County Council Highways.

The meeting was adjourned to allow members of the public to speak.

The meeting was reconvened.

Cllr P Hedges left the meeting at this point.

The following points were raised by councillors:

- Upper Cambourne does need a convenience store but this site is not the right location for it. The site is too small to be fit for purpose.
- The footpath has been relocated for safety reasons cited by the Highways department but this will mean that lorries will have to cut across the footpath to reach the layby. Could a bollard be used to help with safety?
- The noise reduction fencing is only partially around the site and does not include the car parking area. It was confirmed that this was in line with recommendations from acoustic experts. It was requested that this be extended around the car park area and the whole length of the boundary abutting Spitfire Way.
- Concern was raised regarding potential odours; advice regarding this is awaited from environmental health and there will be conditions relating to this.
- Concern was raised regarding potential gathering of youths in the car park at night and the potential for vandalism. It was requested that gates/bollards be considered for the car park to be locked at night.
- Concern was raised regarding the number of delivery movements in a day as the Lower Cambourne Co-op currently has around 8 or 9 a day due to a number of small suppliers.
- It was confirmed that the commercial viability of the site for MCA and Newcrest is reliant on the provision of the 4 residential units.
- Currently construction traffic is not allowed to use Brace Dein; a Construction Management Plan will be implemented and conditions put in place.
- Litter could be an issue; could the Co-op make a contribution to keeping the area tidy by doing a daily litter pick and providing Cambourne litter bins?

The Chairman thanked Mike Van Den Berg and Hayley Doyle for their attendance

It was:

RESOLVED to object to the application on the grounds of noise disturbance, smells and fumes and unacceptable uses.

8. HEALTHCARE

The Chairman reported that as a District Councillor he has been asked to support an application from the dentist surgery for further funding. It was noted that the information requested by the Parish Council from the dentist surgery has not been forthcoming.

It was:

RESOLVED that the report be received

9. RESIDENTS CORRESPONDENCE

No resident's correspondence had been received.

10. COUNTY AND DISTRICT COUNCIL MATTERS

District Councillor S Crocker was in attendance for this item. Apologies for absence had been received from District Councillor D O'Brien.

County Council matters:

No County councillor was present at the meeting or apologies received.

Concern was raised that some of the newly refurbished streetlights on School Lane were coming on the in daytime. It was noted that any streetlight issues on adopted roads should be reported direct to Cambridgeshire County Council via their website at <http://www.lightingcambridgeshire.com/contact-us/report-fault.htm>

District Council matters:

District Councillor Crocker had nothing to report as no meetings had taken place in August.

It was:

RESOLVED that the report be received.

11. FINANCIAL STATEMENT

11.1 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.

11.2 Current Financial Statement

The Parish Clerk reported the Council has been keeping within its agreed revised budgets and spending in accordance with our Financial Regulations, copy of Finance Spreadsheet as at 31.08.16

RESOLVED that the report on the Finance Spreadsheet as at 31.08.16 be received and that the Finance and Policy Committee review the expenditure headings.

11.3 Bank Reconciliation

It was:

RESOLVED that the report be received and the Bank Reconciliation at 1st June 2016 and 5th July 2016 and 1st August 2016 be approved and signed.

11.4 Insurance Renewal

The Parish Clerk reported that the Parish Council insurance is due for renewal and that this is the final year of the long term agreement. There a slight increase of £1700.00 due to the addition of the Hub extension, the new Cricket Pavilion and new equipment being added taking the renewal quote to £20183.52

It was:

RESOLVED to accept to insurance renewal quotation.

12. POLICE CADETS

The Chairman reported that the Police Cadet unit was holding it first meeting this evening, 6th September 2016.

It was:

RESOLVED that the report be received and that the Council wished the Unit well for the future.

13. POST OFFICE

The Parish Chairman reported that the first meeting of the Post Office Working Party had been inquorate but that an informal meeting had been held. There is a lot of work to do and issues to consider. Dates for future meetings will be agreed shortly.

It was:

RESOLVED that report be received.

14. 3G PITCH AND TENNIS COURTS

The Parish Clerk reported that the 3G pitch and tennis courts are progressing well. The shock pad was completed on Friday 2nd September and due to be inspected on Monday 5th September. After the inspection, they will start laying the carpet and then the sand and rubber crumb infill. While this has been happening they have commenced the installation of the fence posts and the bases for the wind turbine.

The sub base and edgings for the tennis court have been installed and the next stage is for the tarmac to be laid and the courts fenced.

Completion is due on 3rd October 2016 however this is weather dependant.

Concern was raised that a radio press release has been made about the 3G pitch that does not mention the Parish Council at all, only Everyone Active. The Parish Clerk is investigating this.

It was:

RESOLVED that the report be received

The Parish Clerk reported that it is proposed that the existing agreement for Everyone Active to manage the booking of the slots will continue with a full review as part of the tender process for the renewal of the contract in 2020. The FA / Premier League funding stipulates that a position be established to develop

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and promote sport in Cambourne with an emphasis on the new 3G pitch. The business plan as part of the submission had a provision of up to £18,000 a year to contribute towards the cost of the post.

It was:

RESOLVED to form a Working Party comprising the Vice Chairman, Cllr G Thompson, the Parish Clerk and Shane Railley to produce a report and plan of action in relation to the appointment to be presented at the October Council meeting.

It was:

RESOLVED that the booking of the 3G pitch would be added to the existing agreement with Everyone Active.

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 following issues were raised:

- Concerns regarding speeding in Back Lane on the approach to the roundabout.
- There is gravel on the road near the Back Lane roundabout and on the junction of School Lane and Broad Street.
- Cyclists not understanding the use of the red cycle paths and cycling on the road instead.
- Parking in Lancaster Gate

All anti-social traffic issues should be reported to the Police via 101 or directly to PCSO Jackson.

It was:

RESOLVED that Cllr Gavigan would report a list of issues too PCSO Jackson and that an article regarding the red cycle paths would be put in next month's Cambourne Crier.

17. GENERAL CORRESPONDENCE

Cambourne Community First Responders – Application for Financial Assistance

Concern was raised that the applicant had previously been granted financial assistance for the purchase of a defibrillator by Caldecote Parish Council and that origin of the existing defibrillator in Cambourne should be established prior to any grant being made. It is also not clear from the application if the existing defibrillator is being upgraded or replaced.

It was:

RESOLVED to defer the application until further information is received.

Cambourne Raptors – Application for Financial Assistance

It was:

RESOLVED to award a grant of £750 and to ensure that the club are aware of other possible sources of funding.

Cambridgeshire Search and Rescue (CamSAR) – Application for Financial Assistance

Concern was raised that there was no specific link to Cambourne and that similar applications had been made to a large number of Parish Councils.

It was:

RESOLVED to award a grant of £300.

There were 7 votes in favours and 4 votes against and 1 abstention.

Cambourne Church (in respect of Cambourne Toy Library and Cambourne Foodbank) – Application for Financial Assistance

It was:

RESOLVED to award a grant of £750.

Highways Service, Cambridgeshire County Council – Community Highways Volunteering Scheme

It was:

RESOLVED to receive the correspondence

Stagecoach and Whippet – Changes to bus services

It was:

RESOLVED to receive the correspondence and advertise the changes on the Facebook page and website.

Passenger Transport - Changes to bus service 18

It was:

RESOLVED to receive the correspondence and advertise the changes on the Facebook page and website.

18. COMMITTEE REPORTS

18.1 Planning Committee - reports from 5th July 2016 PLN M248 and 2nd August 2016 PLN M249

It was:

RESOLVED that the Planning Committee report for 5th July 2016 and 2nd August 2016 be received.

18.2 Festival Working Party – report from 4th July 2016 FWP M18, 11th July 2016 FWP M19, 18th July 2016 FWP M20 and 25th July 2016 FWP M21

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It was:

RESOLVED that the Festival Working Party report for 4th July 2016 FWP M18, 11th July 2016 FWP M19, 18th July 2016 FWP M20 and 25th July 2016 FWP M21 be received.

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. STAFFING

The Parish Clerk gave a report on staffing matters

It was:

RESOLVED that the report be received and the decision of the interview panel be confirmed and Scott Myers be appointed as Caretaker.

21. ELECTRIC GATOR

The Parish Clerk presented a report.

It was:

RESOLVED that the report be received and that the Parish Council purchase the Electric Gator from AJ Scambler as a dedicated transport for the Caretaker. The funds for this will come from the Energy Fund as it is an electric vehicle and therefore contributes towards the reduction in use of fossil fuels and generation of CO2.

22. BOLLARDS AND GOAL POSTS

The Parish Clerk presented a report.

It was:

RESOLVED that the report be received and that the bollards be supplied by Island Leisure Products Ltd and that the goal posts be supplied by Stadia Sports.

23. 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.

24. DATE OF NEXT MEETING – 4th October 2016

Cambourne Parish Council

Police Report June 2016

Period 5th July to 27th July 2016

For this period there have been 134 Incidents for the area with 93 in Cambourne. For the same period last year there were a total of 114 incidents reported with 78 in Cambourne, the most frequent calls received were:-

15 Domestic disputes

7 suspicious incidents – paint marks near property, suspicious male near property, unsolicited mail, scam e-mail / letters, a suspicious box that contained charity bags

I am aware of the fire that occurred in the woods between the A428 dual carriageway and the sports field

There have been 29 crimes reported for the area with 23 being in Cambourne, compared to 26 crimes for the same period last year, with 23 in Cambourne.

Most common offences reported were:-

5 Criminal damages

4 Common assaults

At the time of writing one of the above have been detected, one has been 'no crimed' and enquiries are on-going for the others

The Police contact point in Morrison's supermarket is operating on Wednesday 10th August, Monday 22nd August and Friday 16th September between 10am and Midday except the September date which will be between 2pm and 4pm

May I invite all councillors to take the bad-wolf-test = www.tinyurl.com/bad-wolf-test using code 7064

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Clerks Report

Clerks report since the 5th July 2016

1. Tour of Cambourne with Cllr Peter Topping Leader of South Cambs District Council and the Parish Chairman showing how the Parish Council works to support and develop Cambourne and issues arising with further development of Cambourne.
2. I have also been working with Ian Wilson and Michaela McMurtry regarding the transfer of the Blue School. A meeting was held between the Children's Centre, Pre School, the Church, Briar Security and Parish Clerk regarding progress with the remedial action.
3. 3G pitches and Tennis courts there has been two contract progress meetings further meetings have been held with the contractors and their sub-contractors.
4. Meetings with the two youth football teams to co-ordinate bookings of the new 3g pitch. Further meetings with Everyone Active regarding booking systems.
5. Three meetings at South Cambs District Council with Officers from SCDC, CCC and the developers to progress discussions on viability of Cambourne West these were positive meetings unfortunately there were some issues that need resolving so the September Special Council meeting for South Cambs District council postponed. There has been a move to getting close to understanding the viability issues to be resolved.
6. South Cambs District Council Parish Liaison meeting with the cabinet members.
7. Cambourne Parish Plan thank you event.
8. Site meeting at the play area on Upper Cambourne with the supplier of the pump regarding to its failure. The pump has been removed for repair.
9. Meeting with Ed Durrant and New Crest regarding the High Street and development of a scheme for the next phase.
10. A428 Black Cat to Caxton Gibbet Community Forum (Cambourne meeting) discussing the reasons for the forum and how these should be formatted in the future. There was also a discussion on how information should be circulated.
11. Meeting with members of the Police to agree access of the Blue School and the start of the Cambourne Police Cadet unit.
12. Caretaker Interviews and induction meeting.
13. Meeting of the Cambourne Project Team discussing pre apps and forth coming sites etc
14. The second burial. I will not include these in the future, but thought it would be useful to understand the process involved.
 - Meetings with Family members about the burial and dealing with the paperwork and agreeing the plot. This includes visiting the cemetery on more than one occasion.
 - Ensuring the Cemetery is looking at its best for the funeral service.

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- Liaising with the undertaker on the phone regarding the time and date of the funeral service and when they anticipate arriving at the cemetery. Also understand any special requirements.
- Meeting the undertaker to show them the plot, confirming the orientation of the grave, position of the headstone, confirming access details.
- Meeting the grave digger to show them the plot, confirming the orientation of the grave.
- Visiting the site ahead of the funeral to confirm the depth of the grave and safety of the surrounding area.
- Attending the burial service to check that the name on the coffin corresponds with the name on the green form so the burial can take place.
- Visiting the cemetery to ensure the grave digger has left the grave in a tidy and safe manner after the filling.
- Completing the green form and sending it to the Register Office confirming the burial. This has to be done within 96hrs of the burial.

SCHEDULE OF PAYMENTS
Paid Accounts

Date	Voucher No	Amount	VAT	Total	Name	For	Budget Code	Freq.
01-May-16		59.29		59.29	SCDC	Hub Bin Trade waste	1422	M
01-May-16		13.00		13.00	SCDC	Cricket Pavilion Bin	1814	M
01-May-16		55.50		55.50	SCDC	Blue School Bins	1422	M
01-May-16		295.24	14.76	310.00	SWALEC	Hub - Gas	1416	M
01-May-16		402.00		402.00	SCDC	Rates - MUGA	1206	M
01-May-16		496.00		496.00	SCDC	Rates - Hub	1415	M
01-May-16		581.00		581.00	SCDC	Rates - Trailer Park	1711	M
01-May-16		100.00		100.00	SCDC	Rates - LC Cricket Pavilion	1811	M
01-May-16		557.00		557.00	SCDC	Rates - Sports Pavilion	1811	M
01-May-16		168.17	33.63	201.80	Orange	Mobile phones	403	M
02-May-16		24.08	1.20	25.28	Eon	Feeder Pillar, Greenhaze Lane	1202	Q
03-May-16		722.64	144.52	867.16	Fuel Genie	Petrol & Diesel	1109	M
03-May-16		193.98		193.98	South Staff Water	Blue School	1414	½
06-May-16		146.06		146.06	Barclays	Bank charges A/c 93936082	203	M
05-May-16		14.73	0.74	15.47	Eon	Trailer Park	1705	M
10-May-16		65.90	13.18	79.08	SGW Payroll	Payroll Processing	207	M
10-May-16		211.40	42.28	253.68	Eon	Cricket Pavilion	1806	M
10-May-16		25.40	3.08	28.48	Barclaycard	Merchant services	203	M
16-May-16		465.90	93.18	559.08	Opus	Hub - Electricity	1407	M
		69.13	3.46	72.59	Opus	New Cricket Pavilion Electricity	1806	M
19-May-16		347.65	69.53	417.18	Total Gas & Power	Blue Sch Gas	1416	M
16-May-16		300.07	3.54	303.61	Barclaycard	Van MOT & road tax	1104	
16-May-16		25.42		25.42	Barclaycard	Morrisons - food for Cadet open day	413	
16-May-16		8.86		8.86	Barclaycard	Post Office	406	
16-May-16				1,129.32	Barclaycard	Nisbetts - crockery & cutlery new cricket pav	2005	
		941.10	188.22					
		4,581.83		4,581.83	PAYE	April PAYE	102	M

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23-May-16		77.53	15.51	93.04	EE & T Mobile	Mobile Phones	403	M
23-May-16		142.73	7.13	149.86	British Gas	Sports Pavilion - Electricity	1806	M
23-May-16		75.00	15.00	90.00	SGW Payroll	Auto Enrolment	207	
23-May-16	B321	897.79	179.56	1,077.35	A J & R Scambler	Tyre Sealant	1104	
23-May-16	B321	1,169.00	233.80	1,402.80	A J & R Scambler	Muratori spreader	1103	
23-May-16	B322	1,425.00	285.00	1,710.00	Briar Security Systems Ltd	Annual conract Hub	1419	A
23-May-16	B322	74.50	14.90	89.40	Briar Security Systems Ltd	Replace camera at Sports Centre ®	2004	
23-May-16	B323	54.50	10.90	65.40	C & J Supplies	Key Cutting	1107	
23-May-16	B324	160.00		160.00	Cambourne Crier	Parish Plan leaflet distribution	1412	
23-May-16	B325	20,000.00		20,000.00	Cambourne Youth Partnership	Grant	302	A
23-May-16	B326	125.11	25.02	150.13	Cambs Lock and Safe	Replacment lock to van vault	1104	
23-May-16	B327	416.50	83.30	499.80	CBS	Office chairs	408	
23-May-16	B327	57.30	11.46	68.76	CBS	Stationery	405	
23-May-16	B328	215.40	43.08	258.48	CCL Supplies	Compactor Sacs	1105	
23-May-16	B328	240.08	48.02	288.10	CCL Supplies	Door mats for Cricket Pavilion	1807	
23-May-16	B328	57.61	11.52	69.13	CCL Supplies	Cleaning Supplies	1411	
23-May-16	B329	61.70	12.34	74.04	Cooleraid Ltd	Water Cooler	1421	M
23-May-16	B330	163.17	32.63	195.80	Dorma UK Ltd	Hub doors maintenance contract	1410	A
23-May-16	B331	1,560.00	312.00	1,872.00	ESPO	Chairs for Cricket Pavilion	1807	
23-May-16	B332	141.30	28.26	169.56	Fuller Water systems	Commission bowling green irrigation system	1204	A
23-May-16	B333	9.44	1.89	11.33	Howardson Ltd	Oil plug	1104	
23-May-16	B334	143.41		143.41	John Panrucker	Parish Plan Expenses	1412	
23-May-16	B335	19.24	3.84	23.08	Madingley Mulch	Painting Supplies	1413	
23-May-16	B336	59.66	11.93	71.59	Mark Weatherhead	Maintenance Equipment	1104	
23-May-16	B337	90.87	18.18	109.05	Numatic	Henry hoover & bags	1807	
23-May-16	B338	591.50	118.30	709.80	Playsafety Ltd	Annual Rospa inspection	1106	A
23-May-16	B339	43.58	8.71	52.29	Screwfix	Maintenance Equipment	1103	
23-May-16	B340	1,125.00		1,125.00	Sherriff Amenity	Grass seed	1208	
23-May-16	B341	53.50	0.70	54.20	Priti Gupta	Booking & Damage Waiver refund	1423	
24-May-16	B342	320.00		320.00	Cambourne Crier	Delivery of Parish plan Survey	1412	

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26-May-16		5,534.59		5,534.59	Pension	May Pension	103	M
26-May-16		14,894.64		14,894.64	Payroll	May Payroll	101	M
31-May-16		368.34	73.66	442.00	Scottish Power	Muga Electricity	1202	M
31-May-16		16,952.86		16,952.86	Public Works Loan Board	Loan Repayment	2004	½
01-Jun-16	DD	59.29		59.29	SCDC	Hub Bin Trade waste	1422	M
01-Jun-16	DD	13.00		13.00	SCDC	Cricket Pavilion Bin	1814	M
01-Jun-16	DD	368.64		368.64	SCDC	Sports Pavilion Bins	1814	M
01-Jun-16	DD	55.40		55.40	SCDC	Blue School Bins	1422	M
01-Jun-16	DD	27.60		27.60	SCDC	New Cricket Pavilion Bin	1814	M
01-Jun-16	DD	295.24	14.76	310.00	SWALEC	Hub - Gas	1416	M
01-Jun-16	DD	402.00		402.00	SCDC	Rates - MUGA	1206	M
01-Jun-16	DD	496.00		619.82	SCDC	Rates - Hub	1415	M
01-Jun-16	DD	581.00		581.00	SCDC	Rates - Trailer Park	1711	M
01-Jun-16	DD	100.00		100.00	SCDC	Rates - LC Cricket Pavilion	1811	M
01-Jun-16	DD	557.00		557.00	SCDC	Rates - Sports Pavilion	1811	M
01-Jun-16	DD	145.50		145.50	TV Licensing	Hub TV Licence	1420	A
01-Jun-16	DD	193.98		193.98	Cambridge Water	Blue School	1414	½
01-Jun-16	DD	164.19	32.84	197.03	Orange	Mobile phones	403	M
06-Jun-16	DD	13.01	0.65	13.66	Eon	Trailer Park	1705	M
07-Jun-16	DD	78.68		78.68	Barclays	Bank charges A/c 93936082	203	M
07-Jun-16	DD	65.90	13.18	79.08	SGW Payroll	Payroll Processing	207	M
10-Jun-16	DD	25.58	3.08	28.66	Barclaycard	Merchant services	203	M
14-Jun-16	DD	99.84	4.99	104.83	Eon	Cricket Pavilion	1806	M
14-Jun-16	DD	772.03	154.37	926.40	Fuel Genie	Petrol & Diesel	1109	M
14-Jun-16	B343	25.50	5.10	30.60	A J & R Scambler & Sons	Puncture repair	1104	
14-Jun-16	B344	1,995.00	399.00	2,394.00	Blumarks	Printing of Parish Plan Questionnaires	1412	
14-Jun-16	B345	153.21	30.64	183.85	C & J Supplies	Padlock & chain	1107	
14-Jun-16	B346	250.00		250.00	Cambourne PC	Petty cash	204	
14-Jun-16	B347	80.00	16.00	96.00	Cambridge Outdoor Living	Willow Weave Panels	1107	
14-Jun-16	B349	177.35	35.47	212.82	CCL Supplies	Cleaning supplies	1411	

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14-Jun-16	B350	31.29	6.26	37.55	Collings Bros	Fencing tool	1103	
14-Jun-16	B351	3,245.00	649.00	3,894.00	Complete Cleaning	Cleaning services	1417	M
14-Jun-16	B352	202.22	40.44	242.66	ESPO	Litter pickers Goal post hooks	1107	
14-Jun-16	B353	51.00	10.20	61.20	Fenland Leisure Ltd	Graffiti Remover	1107	
14-Jun-16	B354	70.34	14.06	84.40	Gibbs & Dandy	Supplies for decoration	1413	
14-Jun-16	B355	114.91	22.98	137.89	Howardson Ltd	Maintenance equipment	1103	
14-Jun-16	B356	100.00		100.00	John Panrucker	Parish Plan Prize money	1412	
14-Jun-16	B357	43.76	8.75	52.51	Lovewell Blakes	Air filters	1410	
14-Jun-16	B358	9.43	1.88	11.31	Madingley Mulch	Decorating supplies	1413	
14-Jun-16	B359	239.53	47.91	287.44	McVeigh Parker	Fencing materials	1107	
14-Jun-16	B360	739.98	147.99	887.97	Nisbets	Bar Coolers for New Cricket Pavilion [R]	2005	
14-Jun-16	B361	381.49	76.30	457.79	O'Sullivan Shopfitting	Lighting Works [R]	2004	
14-Jun-16	B362	36.00	7.20	43.20	Parker Merchanting	Graffiti Remover	1107	
14-Jun-16	B363	95.00		95.00	Pendrill Publications	Flyer Printing - Parish Plan	1412	
14-Jun-16	B364	300.00	60.00	360.00	Technical Surfaces	Matchfit Service	1208	6wk
14-Jun-16	B365	261.80	52.36	314.16	Timber play	Spare parts for play area	1107	
14-Jun-16	B366	4,875.00	975.00	5,850.00	Timberworks	Stage 6 payment new CP	2005	
14-Jun-16	B367	48.50		48.50	South Cambs District Council	Discharge of Conditions fee	2004	
14-Jun-16	2483	500.00		500.00	Cambridgeshire County Council	Summer Reading Scheme Grant	303	
15-Jun-16	DD	10.00		10.00	Barclaycard	Wilkinsons - photo frames	405	
15-Jun-16	DD	77.94		77.94	Barclaycard	J Parker - Plants	1413	
16-Jun-16	DD	565.26	113.05	678.31	Opus	Hub - Electricity	1407	M
16-Jun-16	DD	43.00	2.15	45.15	Opus	New Cricket Pavilion Electricity	1806	M
20-Jun-16	DD	468.39	93.67	562.06	Total Gas & Power	Blue Sch Gas	1416	M
21-Jun-16	DD	76.00	15.20	91.20	EE & T Mobile	Mobile Phones	403	M
22-Jun-16	DD	3,712.37		3,712.37	PAYE		102	M
22-Jun-16	DD	114.86	5.74	120.60	British Gas	Sports Pavilion - Electricity	1806	M
24-Jun-16	DD	6,836.36		6,836.36	Pension		103	M
24-Jun-16	DD	15,158.19		15,158.19	Payroll		101	M
28-Jun-16	DD	368.34	73.66	442.00	Scottish Power	Muga Electricity	1202	M

Signed

Date 4th October 2016
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30-Jun-16	B368	143.75	28.75	172.50	A J & R Scambler & sons	Vehicle Maintenance	1104	
30-Jun-16	B369	67.00	13.40	80.40	C & J Supplies	Emergency key boxes	1413	
30-Jun-16	B370	824.41		824.41	CAPALC	Affiliation Fee	207	A
30-Jun-16	B371	176.99	19.80	196.79	CBS	Office Shredder	408	
30-Jun-16	B371	115.55	38.71	154.26	CBS	stationery	405	
30-Jun-16	B372	3,245.00	649.00	3,894.00	Complete Cleaning	Cleaning services	1417	M
30-Jun-16	B373	35.55	7.11	42.66	Cooleraid	Water cooler	1421	M
30-Jun-16	B374	25.50	5.10	30.60	Fenland Leisure Ltd	Graffiti Remover	1107	
30-Jun-16	B375	224.40	44.88	269.28	Flexerefrigeration Ltd	Hub Fridge Repairs	1410	
30-Jun-16	B376	900.00	180.00	1,080.00	JezO's	Christmas Light Switch on - deposit	1110	
30-Jun-16	B377	86.97		86.97	John Panrucker	Parish Plan Expenses	1412	
30-Jun-16	B378	263.50	52.70	316.20	Mills & Reeve	Legal Fees Variation of Blue Sch lease	208	
30-Jun-16	B379	108.75	21.75	130.50	Outdoor Education Company	Laser Tag deposit	414	
30-Jun-16	B380	180.00		180.00	Pendrill Publication	Rollerblinds - Parish Plan	1412	
30-Jun-16	B381	93.20	18.64	111.84	Ridgeons	Sharp sand	1107	
30-Jun-16	B382	79.98		79.98	Screwfix	Safety Boots	106	
30-Jun-16	B382	126.00	25.18	151.18	Screwfix	Maintenance equipment	1107	
30-Jun-16	B383	300.00	60.00	360.00	Technical Surfaces	Match fit service	1208	
01-Jul-16		59.29		59.29	SCDC	Hub Bin Trade waste	1422	M
01-Jul-16		13.00		13.00	SCDC	Cricket Pavilion Bin	1814	M
01-Jul-16		368.64		368.64	SCDC	Sports Pavilion Bins	1814	M
01-Jul-16		55.40		55.40	SCDC	Blue School Bins	1422	M
01-Jul-16		27.60		27.60	SCDC	New Cricket Pavilion Bin	1814	M
01-Jul-16		195.00		195.00	SCDC	Election admin fee	206	M
01-Jul-16		295.24	14.76	310.00	SWALEC	Hub - Gas	1416	M
01-Jul-16		402.00		402.00	SCDC	Rates - MUGA	1206	M
01-Jul-16		572.00		572.00	SCDC	Rates - Hub	1415	M
01-Jul-16		581.00		581.00	SCDC	Rates - Trailer Park	1711	M
01-Jul-16		100.00		100.00	SCDC	Rates - LC Cricket Pavilion	1811	M
01-Jul-16		557.00		557.00	SCDC	Rates - Sports Pavilion	1811	M

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Date 4th October 2016
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01-Jul-16		361.40		361.40	SCDC	Rates - New Cricket Pavilion	1811	M
01-Jul-16		193.98		193.98	South Staffs Water	Blue School	1414	M
01-Jul-16		171.11	34.22	205.33	Orange	Mobile phones	403	M
04-Jul-16		12.75	0.64	13.39	Eon	Trailer Park	1705	M
04-Jul-16		156.02		156.02	Barclays	Bank charges A/c 93936082	203	M
08-Jul-16		77.50	15.50	93.00	SGW Payroll	Payroll Processing	207	M
15-Jul-16		38.00	1.90	39.90	Eon	Cricket Pavilion	1806	M
		29.18	3.08	32.26	Barclaycard	Merchant services	203	M
09-Jul-16		481.42	96.28	577.70	Ricoh	Photocopying	407	½
10-Jul-16		375.05	75.01	450.06	SSE	Blue School Electric	1407	M
12-Jul-16		901.81	180.33	1,082.14	Fuel Genie	Petrol & Diesel	1109	M
15-Jul-16		21.53		21.53	Barclaycard	SCDC - Fete Licence	414	
15-Jul-16		47.23		47.23	Barclaycard	Vax parts & cleaning fluid	1413	
16-Jul-16		606.27	121.25	727.52	Opus	Hub - Electricity	1407	M
16-Jul-16		60.34	3.02	63.36	Opus	New Cricket Pavilion Electricity	1806	M
21-Jul-16	B384	9.99	2.00	11.99	A J & R Scambler & Sons	Vehicle maintenance	1104	
21-Jul-16	B385	88.50	17.70	106.20	Briar Security	Alarm Maintenance - LC Cricket Pav	1812	A
21-Jul-16	B385	15.00	3.00	18.00	Briar Security	Remote Reset - soul building	1419	
21-Jul-16	B386	160.20	32.04	192.24	C & J Supplies	Padlocks	1208	
21-Jul-16	B387	85.00	17.00	102.00	Camfire	Fire Equipment maintenance - Hub & CYP	1410	A
21-Jul-16	B388	42.22	8.45	50.67	CBS	Stationery	405	
21-Jul-16	B389	636.08	127.22	763.30	CCL Supplies	Cleaning & paper products	1411	
21-Jul-16	B389	26.85	5.37	32.22	CCL Supplies	Soap dispensers SP	1809	
21-Jul-16	B390	3,245.00	649.00	3,894.00	Complete Cleaning	Cleaning Services	1417	M
21-Jul-16	B391	119.45	23.89	143.34	Cooleraid	Water Cooler	1421	M
21-Jul-16	B392	242.50	48.50	291.00	Fenland Leisure Ltd	Playground repairs	1107	
21-Jul-16	B393	676.00		676.00	Highline Blinds	Blinds for Cricket Pavilion	2005	
21-Jul-16	B394	105.51	21.10	126.61	Ibbetts	Maintenance equipment	1107	
21-Jul-16	B395	136.63		136.63	John Panrucker	Parish Plan expenses	1412	
21-Jul-16	B396	3.32	0.67	3.99	Madingley Mulch	Silicone sealant	1413	

Signed

Date 4th October 2016
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21-Jul-16	B397	219.70	43.94	263.64	McVeigh Parker	Concrete posts	1107	
21-Jul-16	B398	84.04	16.82	100.86	Ridgeons	Maintenance equipment	1413	
21-Jul-16	B399	1,537.50	307.50	1,845.00	RLF Limited	QS services 3G	2004	
21-Jul-16	B400	36.93	7.37	44.30	Screwfix	Hub Repairs	1413	
21-Jul-16	B400	123.93	24.76	148.69	Screwfix	Maintenance equipment	1107	
21-Jul-16	B401	300.00	60.00	360.00	Technical surfaces	Matchfit service	1208	6wk
21-Jul-16		76.00	15.20	91.20	EE & T Mobile	Mobile Phones	403	M
22-Jul-16		3,436.84		3,436.84	PAYE		102	M
22-Jul-16		111.32	5.56	116.88	British Gas	Sports Pavilion - Electricity	1806	M
26-Jul-16		7,124.91		7,124.91	Pension		103	M
26-Jul-16		15,188.61		15,188.61	Payroll		101	M
27-Jun-16		1,165.00	233.00	1,398.00	BT	Hub Telephones	403	M
28-Jul-16		368.34	73.66	442.00	Scottish Power	Muga Electricity	1202	M
29-Jul-16		48.05	2.40	50.45	EON	Greenhaze Lane feeder Pillar	1102	M
01-Aug-16		59.29		59.29	SCDC	Hub Bin Trade waste	1422	M
01-Aug-16		13.00		13.00	SCDC	Cricket Pavilion Bin	1814	M
01-Aug-16		368.64		368.64	SCDC	Sports Pavilion Bins	1814	M
01-Aug-16		55.40		55.40	SCDC	Blue School Bins	1422	M
01-Aug-16		27.60		27.60	SCDC	New Cricket Pavilion Bin	1814	M
01-Aug-16		11.50		11.50	SCDC	additional lift	1422	
01-Aug-16		295.24	14.76	310.00	SWALEC	Hub - Gas	1416	M
01-Aug-16		402.00		402.00	SCDC	Rates - MUGA	1206	M
01-Aug-16		572.00		572.00	SCDC	Rates - Hub	1415	M
01-Aug-16		581.00		581.00	SCDC	Rates - Trailer Park	1711	M
01-Aug-16		100.00		100.00	SCDC	Rates - LC Cricket Pavilion	1811	M
01-Aug-16		557.00		557.00	SCDC	Rates - Sports Pavilion	1811	M
01-Aug-16		241.51		241.51	SCDC	Rates - New Cricket Pavilion	1811	M
01-Aug-16		11.37		11.37	South Staffs Water	Water - Burial Ground	905	½
01-Aug-16		691.39		691.39	South Staffs Water	Water - Hub	1414	½
01-Aug-16		20.90		20.90	South Staffs Water	Water - LC Cricket Wicket	1210	½
01-Aug-16		30.02		30.02	South Staffs Water	Water - Bowls Green	1210	½

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Date 4th October 2016
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01-Aug-16		20.97	20.97	South Staffs Water	Water - LC Cricket Pavilion	1810	½	
01-Aug-16		105.96	105.96	South Staffs Water	Water - GC Cricket Pavilion	1810	½	
01-Aug-16		17.44	17.44	South Staffs Water	Water - GC Cricket Wicket	1210	½	
01-Aug-16		1,117.43	1,117.43	South Staffs Water	Water - Sports Pavilion	1810	½	
01-Aug-16		258.00	258.00	South Staffs Water	Water - Crow Hill Allotments	1011	½	
01-Aug-16		46.25	46.25	South Staffs Water	Water - Greenhaze Lane	1108	½	
01-Aug-16		137.67	137.67	South Staffs Water	Water - Brace Dein Allotments	1011	½	
01-Aug-16		193.98	193.98	Cambridge Water	Blue School	1414	½	
01-Aug-16		164.24	32.85	197.09	Orange	403	M	
03-Aug-16	B402	150.00	30.00	180.00	Briar Security	CCTV maintenance Sports Centre [R]	2004	
03-Aug-16	B402	15.00	3.00	18.00	Briar Security	Remote reset Sports Pavilion	1812	
03-Aug-16	B403	156.50	31.30	187.80	C & J Supplies	Tennis Keys [R]	1208	
03-Aug-16	B404	1,187.50	237.50	1,425.00	Castele Consultancy Ltd	Consultancy for 3g	2004	
03-Aug-16	B405	857.30	171.46	1,028.76	Fenland Leisure Ltd	Playground repair parts	1107	
03-Aug-16	B406	120.00		120.00	Local Council Public Advisory Service	Councillor Training	502	
03-Aug-16	B407	102.42	20.49	122.91	Mackay	Maintenance equipment	1107	
03-Aug-16	B408	1,182.50	236.50	1,419.00	RLF	QS services 3G	2004	
03-Aug-16	B409	288.13		288.13	SLM Ltd	Pitch Admin Fee	1207	Q
03-Aug-16		12.13	0.61	12.74	Eon	Trailer Park	1705	M
04-Aug-16		137.66		137.66	Barclays	Bank charges A/c 93936082	203	M
09-Aug-16		77.50	15.50	93.00	SGW Payroll	Payroll Processing	207	M
10-Aug-16		25.70	3.08	28.78	Barclaycard	Merchant services	203	M
12-Aug-16		472.08	94.41	566.49	Fuel Genie	Petrol & Diesel	1109	M
15-Aug-16		788.29	157.66	945.95	Barclaycard	Gala Tent - Marquee		
15-Aug-16		119.00		119.00	Barclaycard	Post Office - Stamps	405	
16-Aug-16		622.73	124.55	747.28	Opus	Hub - Electricity	1407	M
16-Aug-16		52.36	2.62	54.98	Opus	New Cricket Pavilion Electricity	1806	M
17-Aug-16	B410	555.00	111.00	666.00	Actavo (UK) Ltd	Traffic cones		
17-Aug-16	B411	260.00		260.00	Ashton Consulting Engineers	Survey Fees	207	

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17-Aug-16	B412	26.90	5.38	32.28	Cambridge Outdoor Living	Gas		
17-Aug-16	B413	60.00	12.00	72.00	Camfire	SP - Fire Equipment maintenance	1808	A
17-Aug-16	B414	23.92	4.78	28.70	CBS	Serviettes for Fete	414	
17-Aug-16	B414	58.96	11.79	70.75	CBS	Stationery	405	
17-Aug-16	B414	55.96	11.19	67.15	CBS	Ist Aid top up	504	
17-Aug-16	B415	69.90	13.98	83.88	Collings Bros	Maintenance equipment repairs	1104	
17-Aug-16	B415	117.92	23.58	141.50	Collings Bros	Maintenance equip	1107	
17-Aug-16	B416	3,245.00	649.00	3,894.00	Complete Cleaning	Cleaning Services	1417	M
17-Aug-16	B417	133.95	26.79	160.74	Cooleraid	Water Cooler	1421	M
17-Aug-16	B418	433.34	86.66	520.00	CWA Enterprises Ltd	PA1 spraying test	501	
17-Aug-16	B419	4,984.00	996.80	5,980.80	Island Leisure Products	Bollards for Monk Drive	2004	
17-Aug-16	B420	96.00		96.00	Light Up Cambourne	Parish Plan refreshments	1412	
17-Aug-16	B421	326.25	65.25	391.50	Outdoor Education Company	Laser Tag Balance	414	
17-Aug-16	B422	200.00	40.00	240.00	Pear Technology	Mapping software	404	A
17-Aug-16	B423	50.61	10.11	60.72	Screwfix	Maintenance equipment	1208	
19-Aug-16		3.75		3.75	Barclays	International payment charges	203	
22-Aug-16		269.18	53.84	323.02	EE & T Mobile	Mobile Phones	403	M
22-Aug-16		3,986.15		3,986.15	PAYE		102	M
22-Aug-16		100.76	5.03	105.79	British Gas	Sports Pavilion - Electricity	1806	M
16-Aug-16		94.61	4.73	99.34	Total Gas & Power	Blue Sch Gas	1416	M
26-Aug-16		6,900.45		6,900.45	Pension		103	M
26-Aug-16		14,979.36		14,979.36	Payroll		101	M
28-Aug-16		368.34	73.66	442.00	Scottish Power	Muga Electricity	1202	M
30-Aug-16		8.63	0.43	9.06	Total Gas & Power	Blue School Gas	1416	M

Signed

Date 4th October 2016
20-24

**CAMBOURNE PARISH COUNCIL
BANK RECONCILIATION AT 1st June 2016**

Prepared by John Vickery Parish Clerk and RFO 03/08/2016

Total Receipts of the Council up to 31st May 2016		1,496,502.68
Total Receipts of the CPEF up to 31st May 2016		1,158,169.05
Total Payments by the Council up to 31st May 2016		268,494.98
Total Payments by the CPEF up to 31st May 2016		<u>797,123.59</u>
Balance	A	1,589,053.16

Barclays Bank PLC
Account No 93936082

Statement from Bank dated 1st June 2016 Account No 90496049		3,148.12
Statement from Bank dated 1st June 2016 Account No 23365964 CPEF	£	1,224,570.18
Statement from Bank dated 1st June 2016	£	<u>361,045.46</u>
Total		1,588,763.76

Unpresented cheques at 31st May 2016
Barclays

	TOTAL	£	-
Unrecorded income at 31st May 2016	TOTAL		289.40
Balance	B	£	1,589,053.16
Check A-B			0.00
Petty Cash	Total		136.13
Balance including Petty Cash	Total		1,589,189.29

Signed
Chairman Clerk Date

Independent Councillor Check Date

Signed

Date 4th October 2016
21-24

**CAMBOURNE PARISH COUNCIL
BANK RECONCILIATION AT 5th July 2016**

Prepared by John Vickery Parish Clerk and RFO

03/08/2016

Total Receipts of the Council up to 30th June 2016		1,539,615.33
Total Receipts of the CPEF up to 30th June 2016		1,158,171.57
Total Payments by the Council up to 30th June 2016		325,885.15
Total Payments by the CPEF up to 30th June 2016		797,974.89
Balance	A	1,573,926.86

Barclays Bank PLC		
Account No 93936082		
Statement from Bank dated 1st July 2016		1,378.00
Account No 90496049		
Statement from Bank dated 1st July 2016	£	1,220,189.65
Account No 23365964 CPEF		
Statement from Bank dated 1st July 2016	£	360,196.68
Total		1,581,764.33

Unpresented cheques at 30th June 2016

Barclays

2483	500.00
B368	172.50
B369	80.40
B370	824.41
B371	196.79
B371	154.26
B372	3,894.00
B373	42.66
B374	30.60
B375	269.28
B376	1,080.00
B377	86.97
B378	316.20
B379	130.50
B380	180.00
B381	111.84
B382	79.98
B382	151.18
B383	360.00

TOTAL £ 8,661.57

Unrecorded income at 30th June 2016

TOTAL 824.10

Balance **B** **£ 1,573,926.86**

Check A-B **0.00**

Petty Cash Total **363.42**

Balance including Petty Cash Total **1,574,290.28**

Signed
Chairman Clerk Date

Independent Councillor Check Date

Signed Date 4th October 2016
22-24

**CAMBOURNE PARISH COUNCIL
BANK RECONCILIATION AT 1st August
2016**

Prepared by John Vickery Parish Clerk and RFO 03/08/2016

Total Receipts of the Council up to 29th July 2016		1,554,481.76
Total Receipts of the CPEF up to 29th July 2016		1,158,174.23
Total Payments by the Council up to 29th July 2016		370,350.47
Total Payments by the CPEF up to 29th July 2016		797,981.54
Balance	A	1,544,323.98

Barclays Bank PLC		
Account No		
93936082		
Statement from Bank dated 1st August 2016		1,000.00
Account No		
90496049		
Statement from Bank dated 1st August 2016	£	1,182,937.93
Account No 23365964 CPEF		
Statement from Bank dated 1st August 2016	£	360,192.69
Total		1,544,130.62

Unpresented cheques at 29th July 2016		
Barclays		
	2483	500.00

	TOTAL	£	500.00
Unrecorded income at 29th July 2016	TOTAL		693.36
Balance	B	£	1,544,323.98
Check A-B			0.00
Petty Cash	Total		363.42
Balance including Petty Cash	Total		1,544,687.40

Signed
Chairman Clerk Date

Independent Councillor Check Date

Signed Date 4th October 2016
23-24

LAND TRANSFERS

Please find below a summary of the position on the ongoing transactions involving the Parish Council. As you will see, very little progress has been made on the matters involving MCA.

1. Taylor Wimpey - various POS parcels (0051)

In-House – No change since my last report.

Wragges – Registration applications remain with the Land Registry.

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

No change since my last report.

3. GC23/GC26, Greenway – MCA (58)

No change since my last report.

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

No change since my last report.

5. Cambourne Cricket Pavillion – MCA (62)

No change since my last report.

6. Cambourne Youth Centre – MCA (63)

No change since my last report.

7. Wind Turbine Site – MCA (64)

I have revised the draft Transfer and this has been returned to Laytons for approval.

8. Cambourne School Lease Variation – County Council (65)

The Deed of Variation is now complete.

I await a draft of the School Lease from the County Council.

9. Brace Dein Deed of Easement – Newcrest (66)

The draft Deed has been issued and I await comments thereon.

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 4th October 2016
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