



## CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre,  
Cambourne on Tuesday 4<sup>th</sup> October 2016

Present:

Cllr S Crocker (Chairman)

Cllr Dr S Bhattacharya

Cllr P Gavigan

Cllr T Hudson

Cllr S Krintas

Cllr K McIntyre

Cllr J O'Dwyer

Cllr Mrs R Poulton

Cllr Mrs J Sawford

Cllr G Thompson

In attendance:

John Vickery Parish Clerk

Liz Pinchen Deputy Parish Clerk

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

### 1. **APOLOGIES**

Apologies for absence were received from Cllr P Hedges, Cllr Dr G Mehboob and Cllr J Patel. Acceptable reasons for absence had been given.

It was:

**RESOLVED** that the apologies for absence from Cllr P Hedges, Cllr Dr G Mehboob and Cllr J Patel be received and approved.

### 2. **MINUTES OF LAST MEETING**

It was:

**RESOLVED** that the minutes of the Council Meeting CPC M157 held 6<sup>th</sup> September 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 South Cambs District Councillor

### 4. **POLICE MATTERS**

The Chairman reported on the current situation regarding PCSO Jackson. A petition has been started via Facebook stating that PCSO Jackson is being moved from Cambourne and that as a result Cambourne will have no Police presence. This is not the case. PCSO Coppard will be taking over from PCSO

Signed

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Jackson and PSCO Coppard and Inspector Jane Drury will be attending the November Council meeting.

**Cllr Dr S Bhattacharya joined the meeting at this point.**

It was confirmed that the electric bicycle, funded by the Parish Council, will be staying in Cambourne to be used by PCSO Coppard.

It was:

**RESOLVED** that the report be received and that Cllr Mrs J Sawford would respond to the Facebook post and petition quoting the response received from Inspector Drury.

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

It will be requested that PCSO Coppard attend the Parish Council meetings regularly.

**4.2 Police Contact Point dates**

It was noted that the poster did not state the location of the Contact Point and this will be followed up with PCSOs Jackson and Coppard.

It was:

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

**4.3 Police Cadet Update**

An update on the Police Cadet Unit had been received from Alice Draper. (report attached). It was felt that the report was very encouraging and that interesting activities were being undertaken. Concern was raised regard smoking on the site of the Blue School whilst the Cadet unit is there. All smoking on site should be discouraged.

It was:

**RESOLVED** that the report be received and that the Parish Clerk be delegated to speak to Alice Draper about smoking on site during the Cadet meetings and that the wider issue of smoking on Parish Council sites be delegated to the Leisure & Amenities Committee to discuss.

**5. CHAIRMAN'S ANNOUNCEMENTS**

- Despite the weather the Cambourne Community Fete raised £2,700 towards the Christmas lights. Congratulations are extended to all the organisers and volunteers. The 2017 Fete will take place on Saturday 9<sup>th</sup> September 2017.
- Skilled Groundsman Simon Mayes is leaving the Parish Council to pursue a career as a firefighter; his lifelong ambition. Congratulations are extended to Simon and we wish him well in his new role.
- For the 12<sup>th</sup> consecutive year the Parish Council has received an unqualified audit. The audit will be received at the Finance and Policy Committee on 18<sup>th</sup> October 2016. Congratulations and thanks are extended to John Vickery and the office staff for the work done in producing an unqualified audit.
- A Special Council meeting is to be held on 15<sup>th</sup> November 2016 to

Signed

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consider the amended plans for Cambourne West, the draft Heads of Terms and draft s106 agreement.

**6. CLERKS UPDATE**

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

Additional points were raised as follows:

Item 2 – The wind turbine has now been installed.

Item 5 – Over the first weekend of this seasons matches cones had not been put in place which led to issues with parking. The bollards have now arrived and will be installed in the next two weeks.

Item 6 – The recipient of funds raised by the 10K is yet to be decided; a number of applications from different charities have been received.

It was:

**RESOLVED** that the report be received

**7. HEALTHCARE**

The Chairman reported that as a District Councillor he has been asked to support an application from the dentist surgery for further funding. He is postponing responding until there is a decision on Cambourne West

It was:

**RESOLVED** that the report be received

**8. RESIDENTS CORRESPONDENCE**

No resident's correspondence had been received.

**9. MARKET SQUARE**

The Chairman reported that following requests for the Council to consider a Compulsory Purchase Order to purchase the Market Square from Morrisons a copy of NALC Legal Topic Note 82 on Compulsory Purchase Orders had been circulated to Councillors for information.

Compulsory Purchase is a long protracted process that is also very expensive and would not reflect value for money for Cambourne tax payers. It must also be demonstrated that all other avenues have been exhausted.

The Parish Council have approached Morrisons regarding the transfer of the Market Square in conjunction with other discussions in relation to the earlier alterations to the store and the provision of a Farmer's Market in Cambourne.

These discussions have not been fruitful. Some community events, such as the Christmas lights Switch On have been held on the Market Square and it is suggested that permission could be sought for other events.

It was:

**RESOLVED** that the Legal Topic Note be received, that suggestions for community use of the Market Square be forwarded to the Parish Clerk and that the Market Square be added to an appropriate future agenda and the Morrisons store manager be invited to attend.

**4. POLICE MATTERS**

PCSO Jackson and PCSO Coppard had joined the meeting therefore it was

agreed to return to Agenda Item 4.

PCSO Jackson confirmed that he has been transferred to Histon for operational reasons and that PCSO Coppard will be taking over his role within Cambourne. The distribution of Police resources is in response to historical crime figures over the previous 12 months. PCSO Coppard will be covering Cambourne, Hardwick, Caldecote and Papworth. This will be reviewed after 6 months. PCSO Coppard confirmed that he will attend the Parish Council meetings as long as his shift pattern and duties allow.

The next Panel Meeting is scheduled for 19<sup>th</sup> October 2016 at 7.30pm at Comberton Village College. Cllr Mrs J Sawford will attend and report back to the November Council meeting.

The Chairman thanked PCSO Jackson PCSO Coppard for their attendance.

It was:

**RESOLVED** that the report be received and that a vote of thanks to PCSO Jackson for his work in Cambourne and his support of the community be recorded

**10. COUNTY AND DISTRICT COUNCIL MATTERS**

District Councillor S Crocker was in attendance for this item.

**County Council matters:**

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

**District Council matters:**

District Councillor Crocker had submitted a report to the Council (report attached)

It was:

**RESOLVED** that the report be received.

**11. THE 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT**

The Chairman reported that the proposed referendum principles only apply to parish councils whose precept is in excess of £500,000. A referendum would need to be held in order to raise the precept 2% or £5 per household, whichever is the greater. This does not apply to Cambourne Parish Council at this time. It is being consulted on whether or not this should apply to all Parish Councils.

It was:

**RESOLVED** that the Chairman and Vice-Chairman be delegated to draft a response to the consultation for consideration at the Finance and Policy Committee on 18<sup>th</sup> October 2016.

**12. 3G PITCH AND TENNIS COURTS**

The Parish Clerk reported that the 3G pitch is due to be handed over on 10<sup>th</sup> October 2016, subject to testing by Labosport on Friday 7<sup>th</sup> October 2016. The floodlights and wind turbine are in the process of being installed. The tennis courts will be handed over at a later date due to the tarmac setting, prior to colour coating.

Concern was raised regarding some thefts from the site; the Police have been

informed and are investigating.  
Concern was raised that the Parish Council logo is still missing from all promotional material. The Parish Clerk will raise this with Everyone Active. An official opening is to be organised.

It was:  
**RESOLVED** that the report be received

**13. LAND TRANSFERS**

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

It was:  
**RESOLVED** that the report be received.

**14. TRAFFIC MATTERS & ROAD SAFETY**

**14.1 Correspondence regarding Jeavons Lane**

Correspondence had been received from two residents concerned about the safety of children crossing Jeavons Lane to attend Jeavons Wood School as many parents are parking in the area. As it is parents dropping off and collecting from school causing the issues there is some onus on Jeavons Wood School to educate the parents on road safety matters. It was suggested that the yellow lines be extended further down Jeavons Lane to outside number one Jeavons Lane and to outside Darwin Manor. Concern was raised that this would just push the problem elsewhere. It was also suggested that a Crossing Patrol person be employed. The Parish Clerk reported that such a person would need to be employed by Cambridgeshire County Council but funded by the Parish Council and that two people would need to be employed to ensure continuity of cover during sickness or holiday.

It was:  
**RESOLVED** that the resident's correspondence would be forwarded to PCSO Coppard, that the Parish Clerk would respond to the resident regarding speed limits in Cambourne and that Pedestrian Crossings, Yellow Line Waiting Restrictions and Crossing Patrol Person would be added as separate agenda items to the November Council agenda.

**14.2 Correspondence regarding the temporary crossing on Brace Dein**

Correspondence had been received from a parent and the Chair of Governors of the Vine School regarding the removal of the temporary crossing outside the Vine School. The Parish Clerk reported that the crossing had been put in originally, in consultation with the School and the developers, for the period whilst construction was ongoing. With the opening of the new haul road construction traffic is no longer an issue in this area. There is no Traffic Regulation Order in place for the crossing and it does not meet the criteria for adoptable standard. Currently the duty of care rests with the developers, if the Parish Council insists on the retention of the temporary crossing the duty of care will fall to the Parish Council who could then be found liable in the case of any incidents.

Six further sites within Cambourne have previously been identified as potential locations of crossings that meet adoptable standards and the location of the

temporary crossing on Brace Dein will be added to this list.

It was:

**RESOLVED** that the correspondence be received, that the Parish Clerk would contact Vine Technical and request that removal of the temporary crossing is postponed and that the location be added to the list of locations to be discussed at the November Council meeting.

**14.3 Request for yellow lines in Osier Way.**

Councillors are requested to send any suggestions for locations of waiting restrictions to the Parish Clerk.

It was:

**RESOLVED** that the request be considered at the November Council meeting

**15. GENERAL CORRESPONDENCE  
Cambridgeshire Search and Rescue (CamSAR) – Letter of thanks**

It was:

**RESOLVED** to receive the correspondence.

**16. COMMITTEE REPORTS**

**16.1 Planning Committee** - reports from 6<sup>th</sup> September 2016 PLN M250 and 20<sup>th</sup> September 2016 PLN M2251

It was:

**RESOLVED** that the Planning Committee report for 6<sup>th</sup> September 2016 and 20<sup>th</sup> September 2016 be received.

**16.2 Leisure & Amenities Committee** - report from 20<sup>th</sup> September 2016 LA M68

It was:

**RESOLVED** that the Leisure & Amenities Committee report for 20<sup>th</sup> September 2016 be received.

**16.3 Festival Working Party** – report from 19<sup>th</sup> September 2016 FWP M22

It was:

**RESOLVED** that the Festival Working Party report for 19<sup>th</sup> September 2016 FWP M22 be received.

**17. 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.

**18. STAFFING**

The Parish Clerk gave a report on the following staffing matters:

Signed

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**18.1 Recruitment of replacement Skilled Grounds Person**

The Parish Clerk reported that Simon Mayes has resigned from his post as a Skilled Groundsman.

It was:

**RESOLVED** that the Parish Chairman, Vice Chairman and Chairman of Leisure & Amenities form the selection and interview panel in conjunction with the Parish Clerk and Head Groundsman.

**18.2 Staff Training**

The Parish Clerk reported that Kevin Taylor and Christian Smith had successfully achieved a City & Guilds Diploma in Work-Based Horticulture (Sports Turf Groundsman) and were due an spinal point increment for achieving this. John Smith has also successfully completed his apprenticeship and was recommended to have his position as a Groundsman made permanent as he has become a valuable member of the Grounds Team.

It was:

**RESOLVED** that the report be received and the recommended actions be taken.

**19. 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.

**20. DATE OF NEXT MEETING – 1<sup>st</sup> November 2016**

Cambourne Parish Council

Police Report September 2016

Period 6<sup>th</sup> September to 28<sup>th</sup> September 2016

For this period there have been 137 Incidents for the area with 83 in Cambourne. For the same period last year there were a total of 120 incidents reported with 81 in Cambourne, the most frequent calls received were:-

11 Domestic disputes

4 Nuisance neighbour

2 Civil disputes

There have been 25 crimes reported for the area with 22 being in Cambourne, compared to 38 crimes for the same period last year, with 36 in Cambourne.

Most common offences reported were:-

2 Actual Bodily Harm

2 Damage to vehicles

2 Thefts

2 Criminal Damage

At the time of writing two 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 Tuesday 11<sup>th</sup> September, Thursday 27<sup>th</sup> September between 2pm and 4pm

May I invite all councillors to take the bad-wolf-test = [www.tinyurl.com/bad-wolf-test](http://www.tinyurl.com/bad-wolf-test) using code 7064

Signed

Dated 1<sup>st</sup> November 2016 8-12



## Police Cadet Update

Below is an update for our first month:

Week 1: We had 11 cadets turn up. They started the evening with some drill then after a short break they had an input from a visiting AR (Armed Response Officer), who chatted with them and allowed them to look at some kit (night vision goggles, ballistic helmets etc.).

The Cadets all seemed very enthusiastic and interested, all committed to continued attendance.

Week 2: A further two cadets attended and they were issued Pocket Note Books and training manuals. They had an input on completing PNB entries and also the Phonetic Alphabet. They also participated in an Eye Witness exercise.

Week 3: Three more cadets joined us this week, including the first two female Cadets. They took part in a Foot Drill lesson, were measured for their uniforms and then had a lesson on Emergency Response. Eight of the cadets also attended Cambourne Police Station on Saturday for a tour and to be shown / assist with the weekly tasking (kit check, cleaning and maintenance) of a marked vehicle.

Week 4: This week two more new female and one more new male cadet turned up, we now have 18 Cadets on the books. They completed a teamwork and leadership exercise and then they had their first Law input (sources of law).

The facility has been ideal for the Police Cadets, particularly now that we can use the projector to assist with visual aids supplied by the National VPC.

I am already aware of some of the cadets who would fall into the 'crime vulnerable' category, along with others who have mentioned special needs / difficulties which they have.

Finally, I have set a challenge for the cadets to produce a series of posters for Cambs Police Corporate Comms to print up. These will form an information campaign to raise awareness in local schools of issues where youths are falling foul of the law, e.g. Malicious Communications, Harassment, etc. they have already started coming up with ideas for this in their own time.

In a nutshell, so far so good!

Alice

Cambridgeshire Volunteer Police Cadets  
Cambourne Unit  
c/o Cambourne Police Station  
Sackville Way  
Cambourne  
CB234 EG  
[Cambourne.Cadets@cambs.pnn.police.uk](mailto:Cambourne.Cadets@cambs.pnn.police.uk)



Signed

Dated 1<sup>st</sup> November 2016 9-12

## Clerks Report

### Clerks report since the 6<sup>th</sup> September 2016

1. I have also been chasing Ian Wilson and Michaela McMurtry regarding the transfer of the Blue School. This has proved frustrating as there has been no response from Michaela McMurtry.
2. 3G pitches and Tennis courts there has been a contract progress meetings further inspections have been held with the contractors and their sub-contractors to chase progress.
3. Five meetings at South Cambs District Council with Officers from SCDG, CCC and the developers to progress discussions on viability of Cambourne West these were positive meetings There has been a reduction in the number of issues outstanding so the viability issues to be resolved and taken to the committees at the County and District Councils. A date of the 15<sup>th</sup> November has been earmarked for the Parish Council to consider the application and the final set of documents and the Heads of Terms for the s106 agreement.
4. Meeting of the Cambourne Project Team discussing pre apps and forthcoming sites etc.
5. Meeting with residents in relation to Monk Drive.
6. Meeting of the 10k race committee to start the work for the event to be held on the 2<sup>nd</sup> April 2016.
7. Meetings with Taylor Wimpey regarding the adoption of open spaces and LAP,s in Upper Cambourne.
8. Meeting with Cambs FA regarding use of the Sports Pavilion for training courses in conjunction with the 3G.
9. Site meeting with Ben Hendry of Randall Thorpe regarding various issues in Cambourne including Upper Cambourne Green, adoption works and maintenance works.
10. There have been a number of additional meetings.
11. Also all staff took part in and completed First Aid at Work training including the use of defibrillators. The training is valid for three years when it should be renewed.

**South Cambs District Councillor's report to Cambourne Parish Council.  
04/10/2016.**

1. Devolution decision delayed.

Due to a report from the department of Communities and Local Government being delayed, the District Council meeting scheduled for October 26th to discuss and vote on devolution has been postponed. The Devolution vote will now take place at the meeting of the Full Council on 17th November which has been brought forward a week.

2. West Cambourne Decision delayed.

The decision on West Cambourne originally scheduled for Sept 12th has been delayed. A decision now looks likely to be forthcoming mid to end December.

3. City deal option 3a.

The City Deal have published the latest round of proposals for the Cambourne to Cambridge strategy. Option 3a is put forward as a preferred option.

Documents and plans can be found on the city deal website.

[http://www.gccitydeal.co.uk/citydeal/info/2/transport/1/transport\\_projects\\_and\\_consultations/2](http://www.gccitydeal.co.uk/citydeal/info/2/transport/1/transport_projects_and_consultations/2)

4. Cambridge Ice Rink.

Cambridge Ice rink now has a green light after the district council agreed to a loan of £1.85M at the Full Council meeting in September. The rink will be built next to Newmarket Rd park and ride site and could be open next Autumn

5. Community awards.

The nominations for the 2016/2017 community awards open on 10th October 2016. Details will be published on SCDC's website

<https://www.scambs.gov.uk/community-awards>

Simon Crocker  
October 2016

## 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. This is very frustrating given the length of time many of the transactions have been proceeding and perhaps you could try and unblock the log jams from your end, as I am not having any success with Laytons.

1. Taylor Wimpey - various POS parcels (0051)

In-House – No change since my last report.

Wrages – There is one outstanding registration application with the Land Registry.

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

No change since my last report.

Subsequently the Parish Clerk has had correspondence from Steve Crapnell, Adoptions Manager TWEA, confirming that they would give a commuted sum to cover the cost of making the Section 51 application at the time of adoption of the road which removed the hurdle that was stopping the transfer of the site. They are in a position to commence the transfer once the commuted sum has been agreed. The Parish Clerk has informed them that there are some outstanding issues with the sand and water areas prior to finalising the transfer of the site.

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 Pavilion – 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)

No change since my last report.

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

We are awaiting the transfer document for checking. If I have had no response in the next week or so I will chase the County Council directly.

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

The draft Deed has been issued and I await comments thereon, although a couple of issues have been raised and I will contact you separately on these.

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

Kind regards,

**Allison Hopkins**

Paralegal  
for Mills & Reeve LLP

Signed

Dated 1<sup>st</sup> November 2016 12-12