



## CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre,  
Cambourne on Tuesday 1<sup>st</sup> November 2016

Present:

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

Cllr Dr G Mehboob  
Cllr J Patel  
Cllr Mrs R Poulton  
Cllr Mrs J Sawford  
Cllr G Thompson

In attendance:

John Vickery Parish Clerk  
Liz Pinchen Deputy Parish Clerk

No members of the Public were in attendance for the meeting.

### 1. **APOLOGIES**

Apologies for absence were received from Cllr K McIntyre and Cllr J O'Dwyer. Acceptable reasons for absence had been given.

It was:

**RESOLVED** that the apologies for absence from Cllr K McIntyre, and Cllr J O'Dwyer be received and approved.

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

It was:

**RESOLVED** that the minutes of the Council Meeting CPC M158 held 4<sup>th</sup> October 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

Cllr S Krintas declared a personal non-disclosable interest in Item 6 as a Governor of Cambourne Village College.

Cllr J Patel declared a pecuniary interest in Item 9.2 as Treasurer of the Cambourne Youth Partnership.

### 4. **POLICE MATTERS**

PCSO Coppard had sent his apologies for being unable to attend the meeting.

Signed

Dated 6<sup>th</sup> December 2016 1-7

The Deputy Parish Clerk reported that PCSO Coppard had sent the following items to be reported:

- Due to double bookings by Morrisons the Police Contact Point will now only be on 24<sup>th</sup> November and 5<sup>th</sup> December between 2-4pm in Morrisons foyer.
- The Police are holding a household security event in the Hub at the same time as the Volunteer Event. This was the only time available during November and will hopefully increase footfall to both events.
- A noise complaint that had been reported from the Cambourne car cruise on Sunday 30<sup>th</sup> October is being investigated.

It was:

**RESOLVED** that the report be received.

**5. CHAIRMAN'S ANNOUNCEMENTS**

- The Special Council meeting to discuss the amendments to the Cambourne West application that had been scheduled for Tuesday 15<sup>th</sup> November has been cancelled as the plans and documents will not be ready. The decision on Cambourne West has been postponed until the new year.

**6. CLERKS UPDATE**

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

It was:

**RESOLVED** that the report be received

**7. RESIDENTS CORRESPONDENCE**

Correspondence had been received from a resident concerned about noise disturbance by youths playing loud music in the Lower Cambourne Play Area. Cllr S Crocker reported that this had also been sent to him in his capacity as a District Councillor and has been passed on to PCSO Coppard.

Concern was raised regarding the general congregation of youths in the play areas after dark and it was suggested that the gates be locked at dusk. However, locking the gate would not prevent youths entering the play areas due to the low height of the fencing. There is signage on the gates that states the appropriate age for the use of the play areas and the times of use. There is insufficient staffing resources to effect the locking up and re-opening of the play areas and the police do not have the manpower to be able to enforce.

The Police will be asked to monitor the situation at the Lower Cambourne Play Area and an article will be put in to the next edition of the Cambourne Crier regarding parents taking responsibility for their children and respecting the rules of the use of the play areas.

It was:

**RESOLVED** that the report be received, that the Police be asked to monitor the situation at Lower Cambourne and that the Chair of Leisure & Amenities Committee is to write a paragraph for the Parish Council submission to the December Cambourne Crier regarding parental responsibility and play area rules.

**8. 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 reported that he will be attending the Local Plan Hearings regarding Cambourne.

The next District Council meeting is due to be held on 17<sup>th</sup> November 2016 and an update will be received on Devolution which will then be provided at the December Council meeting.

It was:

**RESOLVED** that the report be received.

**9. FINANCIAL STATEMENT**

**9.1 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.

**Cllr Dr G Mehboob joined the meeting at this point.**

**9.2 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 27/10/16. Queries raised were clarified by the Parish Clerk.

**RESOLVED** that the report on the Finance Spreadsheet as at 27/10/16 be received.

**9.3 Bank Reconciliation**

It was:

**RESOLVED** that the report be received and the Bank Reconciliation at 1st September 2016 and 3<sup>rd</sup> October 2016 be approved and signed.

**9.4 Annual Return**

It was noted that this is the 12<sup>th</sup> consecutive year that an unqualified audit has been received.

It was:

**RESOLVED** that thanks be extended to the Parish Clerk and the office staff for the work involved in obtaining another unqualified audit.

**10. PEDESTRIAN CROSSINGS**

Signed

Dated 6<sup>th</sup> December 2016 3-7

# DRAFT

CPC/M159

The Chairman reported that a list of identified sites for pedestrian crossings had been drawn up by the Leisure & Amenities Committee and that he has been working to progress the project. He has been in contact with Heidi Allen MP and with Cambridgeshire County Council Highways and support has been given by District Councillor Des O'Brien and County and District Councillor Mervyn Loynes.

Potential crossing points have also been identified by consultants working on behalf of the developers and it has been suggested that there may be some funding available from Cambourne West.

A map indicating the potential crossing sites will be emailed to councillors. It was noted that a zebra crossing is to be installed on School Lane outside Monkfield Park Primary school as part of the Broad Street junction works due to commence on 9<sup>th</sup> January 2017.

The Parish Clerk reported that the Council had some years ago tried to recruit a School Crossing Patrol Officer with limited success. The cost, to the Parish of providing a School Crossing Patrol Officer would be in the region of £10,000 in the first year due to the cost of training of £5,000 plus the employment of two operatives at £2,500 each. The post of School Crossing Patrol Officer must be a paid position and cannot be voluntary. Concern was raised that the provision of a School Crossing Patrol Officer at one of the schools would lead to requests from all the schools.

It was felt that the provision of a controlled crossing on School Lane near to the junction with Swansley Lane was a priority. It was suggested that flashing warning lights operating at school times could be installed.

## **Cllr S Bhattacharya left the meeting at this point.**

It was:

**RESOLVED** that Cllr S Crocker would continue to liaise with the relevant authorities and the developers to produce a costed crossings plan to be discussed at a future meeting and that he would write a paragraph for inclusion in the Parish submission to the December Cambourne Crier.

It was:

**RESOLVED** that a budget for a School Crossing Patrol Officer would be reinstated and that £10,000 would be vired from balances in to the budget for School Crossing Patrol.

It was:

**RESOLVED** that Pedestrian Crossings would become a standing item on future Council agendas.

## **11. GENERAL CORRESPONDENCE**

### **11.1 Cambridgeshire County Council - Definitive Statement of Public Rights of Way for the Parish of Cambourne**

It was:

**RESOLVED** to receive the correspondence.

### **11.2 Alison Talkington, Senior Planning Policy Officer, South Cambs District Council - Local Green Space Designations in the South**

Signed

Dated 6<sup>th</sup> December 2016 4-7

**Cambridgeshire Local Plan.**

It was noted that a Local Green Space Designation affords more protection for green spaces.

Concern was raised that the covering email refers to objections and boundary changes but it was unclear if this related specifically to Cambourne. This will be clarified.

It was:

**RESOLVED** to confirm that the Parish wishes all the proposed sites should be designated as Green Spaces.

**11.3 David Owen, Review Officer, Local Government Boundary Commission - Electoral Review of South Cambridgeshire: Final Recommendations**

It was noted that there was no changes relating to Cambourne since the draft recommendations.

It was:

**RESOLVED** to receive the correspondence.

**11.4 The Elections Team, South Cambs District Council - Review of Polling Districts**

It was:

**RESOLVED** to receive the correspondence.

**11.5 Henry Clark, Chairman, CAPALC - Invitation to the CAPALC AGM 2016**

It was noted that the Vice Chairman has attended in the past.

It was:

**RESOLVED** to receive the invitation and to ask the Vice Chairman if he is willing to attend the CAPALC AGM

**11.6 Highways Service, Cambridgeshire County Council - Winter Gritting Routes**

It was noted that the winter gritting routes have been cut across the County and that in Cambourne only Broad Street and School Lane will be gritted. Previously the loop of Monkfield Lane and Jeavons Lane had also been gritted.

The Parish Clerk reported that the grounds staff have signed up to the County Council voluntary winter gritting scheme but that this only extends to the gritting of designated footpaths. There would be significant insurance implications if the scheme were to be extended to include roads. The Parish Clerk will circulate the insurance advice relating to winter gritting.

The following points were raised to be taken up with the County Council:

- The level of council tax paid to the County Council by Cambourne residents has risen so why are services being cut?
- The City Deal is trying to encourage more people to use the buses so the logic of not gritting all the bus routes needs to be explained.
- There are in the region of 4,000 residents living in Upper Cambourne and yet none of the roads are gritted, why not?

- What percentage saving is the County Council hoping to achieve through the cutting and reorganisation of the gritting routes and how is this related to the increases in council tax.

It was noted that some of the grit boxes located throughout Cambourne need topping up. The Parish Clerk reported that the current boxes belong to the developers. The number and current locations of the grit boxes needs to be reviewed and a list drawn up of where they are required. The Parish Clerk will arrange for a map showing the current locations to be produced.

It was:

**RESOLVED** to write to Cambridgeshire County Council Highways Service raising the points listed above and that the Leisure and Amenities Committee be delegated to review the number of grit boxes in Cambourne.

#### **11.7 Stagecoach & Whippet - Changes to Bus Services**

It was noted that some of the changes related to the Madingley Road Park & Ride service.

It was:

**RESOLVED** to receive the changes and that the information be posted on the Parish Council Facebook page and website.

#### **11.8 Fran Panrucker - Email of Thanks**

It was:

**RESOLVED** to receive the email

#### **11.9 Rev'd Matthew Trick - Letter of Thanks**

It was:

**RESOLVED** to receive the letter.

### **12. COMMITTEE REPORTS**

**12.1 Planning Committee** - reports from 4<sup>th</sup> October 2016 PLN M252 and 18<sup>th</sup> October 2016 PLN M253

It was:

**RESOLVED** that the Planning Committee report for 4<sup>th</sup> October 2016 and 18<sup>th</sup> October 2016 be received.

### **13. 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.

### **14. STAFFING**

The Parish Clerk gave a report on staffing matters.

It was:

**RESOLVED** that the report be received and that an advert be placed in the local paper and website for a Groundsman (Skilled/Unskilled) and a Caretaker.

**15. SPORTS PAVILION SECURITY**

The Parish Clerk presented a report on Sports Pavilion Security.

It was:

**RESOLVED** that a 16MP AGP Security camera be installed on the apex of the Sports Pavilion to provide security for the 3G pitch and that appropriate signage be put in place.

**16. 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.

**17. DATE OF NEXT MEETING – 6<sup>th</sup> December 2016**