



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre,
Cambourne on Tuesday 6th December 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 J O'Dwyer
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

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

1. APOLOGIES

Apologies for absence were received from Cllr Dr G Mehboob. An acceptable reason for absence had been given.

It was:

RESOLVED that the apologies for absence from Cllr Dr G Mehboob be received and approved.

2. MINUTES OF LAST MEETING

It was:

RESOLVED that the minutes of the Council Meeting CPC M159 held on 1st November 2016 and Special Council Meeting CPC M160 held on 22nd November 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 Dr S Bhattacharya declared a personal non-disclosable interest in Item 14 as a member of Cambourne Timebank

Cllr Mrs R Poulton declared a personal non-disclosable interest in Item 11 as she is a personal friend of a land owner affected by the proposed route.

Cllr P Hedges declared personal non-disclosable interest in Item 16 (9) as he

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owns adjoining land.

Cllr J Patel declared a disclosable pecuniary interest in Item 9 as Treasurer of the Cambourne Youth Partnership, however there was no financial discussions related to the CYP.

4. **POLICE MATTERS**

PCSO Coppard was in attendance for this item. Inspector Jayne Drury had sent her apologies for being unable to attend. PCSO Coppard presented a report to the Council (report attached)

PCSO Coppard reported that Jeavons Wood School are keen to work together with the police and the Parish Council to put up some signs along the verge on Eastgate about the dangers caused by parking in this area. Agreement would also be required from MCA. Concern was raised regarding the issue of liability and this will be checked. It was felt that the Parish Clerk or Deputy Clerk should attend a meeting with the school and PCSO Coppard.

PCSO reported that the 3 incidents of rowdy nuisance in School Lane were all in the same area near to the Co-op and involved a group of teenagers. The group dispersed when approached by PCSO Coppard on one occasion and by an off duty police officer who lives in the locality on another.

The Chairman thanked PCSO Coppard for his attendance and expressed how much it is appreciated by the Council.

It was:

RESOLVED that the report be received.

5. **CHAIRMAN'S ANNOUNCEMENTS**

- MP Heidi Allen has announced that she is to stand as a mayoral candidate for the devolved Cambridgeshire and Peterborough combined authority.
- The Volunteers Thank You evening is to be held on Tuesday 13th December 2016 in the Meeting Room at The Hub at 7pm. Councillors are reminded to RSVP to Jess if they have not already done so.
- A meeting has been arranged with the dentists to be held in January. Healthcare will be reinstated as a standing agenda item.

6. **CLERKS UPDATE**

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

The following comments and queries were raised:

Item 16 – The Parish Clerk has been called out due to the current vacancy for a caretaker.

Item 8 – The proposal from Cambourne Crescent is not yet fully developed, confirmation is awaited on the value of the land and the Parish Council's position on letting the land. Cambourne Crescent are carrying out more research and a business plan is being put together.

Item 11 – Cambourne Village College is to have some remedial works carried out to their pitches and are looking into the possibility of using the Parish Council facilities.

Item 4 – The site of the Ark has now been levelled and is to be re-instated as grass verge and a footpath put in.

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Item 1 – Discussions have been held with the Pre-School regarding the costs that they are to be charged for the use of the building.

Item 12 – the Peer Challenge is an ad hoc inspection of the District Council and invites local government peers to express their views on all matters and experiences with the District Council. It was a fruitful exercise.

Item 5 – Maggie's is a charity which offers free practical, emotional and social support to people with cancer and their families and friends.

It was:

RESOLVED that the report be received

7. RESIDENTS CORRESPONDENCE

No resident's correspondence had been received.

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 there will be no District Council Meeting in December and that the next meeting will be held in January. Cllr Crocker will be attending the Civic Affairs Committee, as a member of that Committee on Friday 9th December 2016.

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.

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, Queries raised were clarified by the Parish Clerk.

RESOLVED that the report on the Finance Spreadsheet as at 01/1216 be received.

9.3 Bank Reconciliation

It was:

RESOLVED that the report be received and the Bank Reconciliation at 1st November 2016 and 1st December 2016 be approved as amended and signed.

10. PEDESTRIAN CROSSINGS

The Chairman reported that he has written to Richard Lumley, the Head of Highways Services at Cambridgeshire County Council. Up to date traffic count data will be required for all potential pedestrian crossing sites. Advice on companies to approach for quotations will be sought from Andrew Cole and TPA.

It was:

RESOLVED that the report be received and that three quotations for traffic counts be sought for consideration at a future meeting.

11. CITY DEAL

The Chairman reported that Option 3 and Option 3a have been identified as the recommended options for the Cambourne to Cambridge potential transport infrastructure.

It was noted that the map was too small to be able to see any details of the proposed routes and was in fact indicative only of the proposed catchment areas and not of actual routes. Further detail and explanation was required.

It was:

RESOLVED that Graham Hughes, Executive Director of Economy, Transport, & Environment, at Cambridgeshire County Council would be invited to attend the January Council Meeting.

It was:

RESOLVED to defer making a decision on the recommended Options until further explanation and clarification has been received from Graham Hughes.

12. GOVERNANCE REVIEW

The Chairman presented a report to the Council (Report attached)
The Chairman reported that if Cambourne West goes ahead then there will need to be a boundary review, however this can only take place once the decision is made on Cambourne West and will take twelve months to complete. A separate governance review is proposed to increase the number of Parish councillors for Cambourne from 13 to 19 in time for the all-out elections in 2018.

It was:

RESOLVED that the Council accept the proposal as detailed in the Chairman's report to request a community governance review to increase the number of councillors from 13 to 19.

13. WEBSITE

The Chairman reported that provision is being made in next year's budget for the upgrading of the Parish Council website.

It was:

RESOLVED that the Chairman and Cllr G Thompson be delegated to progress the upgrading of the website and to prepare a report on options for consideration at a future meeting.

14. TIMEBANK

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DRAFT

CPC/M161

Laura Papanikolaou, Cambourne Timebank Co-ordinator and Andrew Church, Head of Community Investment CHS Group were in attendance for this item.

Cambourne Timebank had submitted a request to the Council for funding of £4,000 to cover approximately one quarter of the costs of running the Timebank for one year.

This has not been received as a grant application as if approved it will need to be built into the budget for 2017/2018

The Timebank Co-ordinator is a paid position, currently paid by CHS and accounts for approximately 65% of the running costs. There is currently funding available until April 2017. Other grants have been applied for but the applications will be more successful if other match funding can be sourced.

Concern was raised that at present there is no guarantee that the Timebank will continue to run for the full 12 months after April 2017.

The Chairman suggested that if the Council were to consider funding that the Timebank take on some of the projects that will arise from the Parish Plan and undertake such tasks as leaflet delivery. Laura Papanikolaou felt that she would need more details of the types of tasks involved in order to consider this.

Cllr P Gavigan left the meeting at this point.

It was:

RESOLVED that a fund of £4,000 would be built into the budget for 2017/2018 pending further consideration and receipt of a grant application form.

15. SOUTH CAMBS DISTRICT COUNCIL COMMUNITY AWARDS

It was recognised that the volunteer litter picking scheme has had a very positive effect on the environment of Cambourne.

It was:

RESOLVED to nominate the volunteer litter pickers for the Environment Award. The Chairman and Parish Clerk will complete the nomination form.

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

Correspondence had been received regarding a Voluntary Code of Conduct for Commercial Vehicle Operators. Part of this agreement involves haulage companies encouraging their staff not to park on residential roads.

It was:

RESOLVED that the correspondence be received.

18. GENERAL CORRESPONDENCE

18.1 David Astley, Independent Chair, Cambs & Peterborough Sustainability & Transformation Programme – Regarding the publication of the Cambridgeshire and Peterborough Sustainability and Transformation

Signed

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Plan

The Chairman reported that the report reiterates the desire of the CCG to extend existing surgeries rather than open more new surgeries. The information contained in the report will be useful when the meeting is held with the dental surgery.

It was:

RESOLVED to receive the correspondence.

18.2 John Lawson – Regarding dates for a return visit from John Lawson’s Circus

It was:

RESOLVED to confirm that the dates requested be agreed.

18.3 Andrew Brown, Zephyr – Regarding the installation of a flag banner system on lampposts around Cambourne.

The Council were not in favour of having promotional flags on lampposts throughout Cambourne.

It was:

RESOLVED to decline the offer for the installation of a flag banner system on lampposts around Cambourne.

18.4 South Cambs District Council – November Parish E-Bulletin.

Items 13 – Christmas bin collections and Item 14 – Draught-Buster project to be posted on the Parish Council website and Facebook page.

It was:

RESOLVED to receive the E-Bulletin

19. COMMITTEE REPORTS

19.1 Planning Committee – reports from 1st November 2016 PLN M254 and 15th November 2016 PLN M255

It was:

RESOLVED that the Planning Committee report for 1st November 2016 and 15th November 2016 be received.

19.2 Leisure & Amenities Committee – report from 15th November 2016 LA M69

It was:

RESOLVED that the Leisure & Amenities Committee report for 15th November 2016 be received.

20. 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.

21. STAFFING

The Parish Clerk gave a report on staffing matters.

It was:

RESOLVED that the report be received.

22. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Re-admittance of the press and the public.

MOVE: that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

23. DATE OF NEXT MEETING – 17th January 2017

Cambourne Parish Council
Police Report December 2016
Period 1st November to 6th December 2016

For this period there have been 186 incidents for the area with 109 in Cambourne. For the same period last year there were a total of 216 incidents reported with 117 in Cambourne,
Total ASB calls received for the area were 18 with 15 in Cambourne.
Neighbour issues = 2 same address
Male/nuisance = 6 ex-partners in breach of orders
Rowdy nuisance = 5 3 school lane noise -
Vehicle nuisance = 1
Fireworks – 1

There have been 56 crimes reported for the area with 35 being in Cambourne, compared to 60 crimes for the same period last year, with 32 in Cambourne. Most common offences reported were:-
Common assault 9
Harassment 6
Theft from shops 5
Drugs 4
Criminal damage to a vehicle 3
Burglary business 3
Theft not classified elsewhere 3 malicious phone calls 3
Remainder are odd 1 or 2 crimes for theft of cycle / theft from shed /dog related

May I invite all councillors to take the bad-wolf-test = www.tinyurl.com/bad-wolf-test using code 7269. This test has seen a dramatic increase in demand for home visits over the last two months due to the number of burglary's happening across south cambs.

Parking issues have been reported outside Jeavons wood school, recent patrols highlighted words of advice being given to 1 parent. No issues seen at time - on-going work to resolve this issue would be children from the school to design signage and if allowed by the parish to be placed along roadside on the grass verge highlighting to parents and deter them from parking. Depending on wording picture descriptive.

The PCC surgeries are being revised, and I am looking to hold these at other locations to obtain a more local picture of what residents / students have concerns for, these I hope might be held at the co-op / greens coffee shop / chip shop and Cambourne College as well as Morrison's all being well.

Clerks Report

Clerks report since the 1st November 2016

1. I have also been chasing Ian Wilson and Michaela McMurtry regarding the transfer of the Blue School. A draft lease has been received for the Children's centre use of classroom 4 and the draft transfer is expected shortly. Meetings have been held between with the preschool regarding their use of the building.
2. Tennis courts: attended opening of the tennis courts with the Chairman of the Leisure and Amenities Committee.
3. Meeting 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 The issues outstanding viability issues had largely been resolved so the draft s106 Heads of terms could and taken to the committees at the County and District Councils.
4. Site meeting with Ben Hendry of Randall Thorpe regarding reinstatement works at the Ark.
5. Meeting of the 10k race committee continuing the work for the event to be held on the 2nd April 2016. this next year the Charity will be Maggie's.
6. Meeting of the Cambourne Project Team discussing pre apps and forth coming sites etc.
7. Working with the organisers and Groundstaff to set up and clear away the equipment including road closures for the Cambourne Fireworks night. attending on the Sunday to carry out a litter pick to ensure the Pitches and road etc. had been cleared of litter and sparklers so everywhere was clean and safe.
8. Meeting with Cambourne Crescent and the Chairman regarding Community a building.
9. Meeting regarding Cambridge City Deal regarding possible routes through Cambourne.
10. Working with the organisers and Groundstaff to set up and clear away the equipment for Light up Cambourne event.
11. Meeting at Cambourne Village College regarding use of sports facilities.
12. Attending sessions at South Cambs District Council regarding their Corporate Pear Challenge.
13. Inspection of Open Spaces and LAP's following adoption works with Vine Technical.
14. A428 Black Cat to Caxton Gibbet Community Forum (Cambourne meeting) second meeting reporting on progress and process of consultation that will start in the new year.
15. There have been a number of additional meetings.
16. I have also attended 5 call outs due to alarms being set off.

Signed

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SCHEDULE OF PAYMENTS
Paid Accounts

Date	Voucher No	Amount	VAT	Total	Name	For	Budget Code	Freq.
01-Nov-16		59.29		59.29	SCDC	Hub Bin Trade waste	1422	M
01-Nov-16		13.00		13.00	SCDC	Cricket Pavilion Bin	1814	M
01-Nov-16		368.64		368.64	SCDC	Sports Pavilion Bins	1814	M
01-Nov-16		55.40		55.40	SCDC	Blue School Bins	1422	M
01-Nov-16		27.60		27.60	SCDC	New Cricket Pavilion Bin	1814	M
01-Nov-16		72.00		72.00	SCDC	Additional Bin Collection - Fete	414	M
01-Nov-16		295.24	14.76	310.00	SWALEC	Hub - Gas	1416	M
01-Nov-16		402.00		402.00	SCDC	Rates - MUGA	1206	M
01-Nov-16		572.00		572.00	SCDC	Rates - Hub	1415	M
01-Nov-16		581.00		581.00	SCDC	Rates - Trailer Park	1711	M
01-Nov-16		100.00		100.00	SCDC	Rates - LC Cricket Pavilion	1811	M
01-Nov-16		557.00		557.00	SCDC	Rates - Sports Pavilion	1811	M
01-Nov-16		180.00		180.00	SCDC	Rates - New Cricket Pavilion	1811	M
01-Nov-16		768.00		768.00	South Staffs Water	Blue School	1414	½
08-Nov-16		50.26	2.51	52.77	Eon	Cricket Pavilion	1806	M
		12.60	0.63	13.23	Eon	Trailer Park	1705	M
04-Nov-16		115.53		115.53	Barclays	Bank charges A/c 93936082	203	M
14-Nov-16		77.50	15.50	93.00	SGW Payroll	Payroll Processing	207	M
		31.60		31.60	Barclaycard	Merchant services	203	M
14-Nov-16		561.17	112.21	673.38	Fuel Genie	Petrol & Diesel	1109	M
		286.58	57.31	343.89	Barclaycard	B J Waller - Keys Cricket Pavilion	1809	
16-Nov-16		568.63	113.73	682.36	Opus	Hub - Electricity	1407	M
16-Nov-16		87.27	4.36	91.63	Opus	New Cricket Pavilion Electricity	1806	M
16-Nov-16		286.28	14.31	300.59	Total Gas & Power	Blue Sch Gas	1416	M
16-Nov-16	B491	176.55	35.31	211.86	A J & R Scambler & Sons	Vehicle repairs	1104	
16-Nov-16	B491	955.00	191.00	1,146.00	A J & R Scambler & Sons	Blower	2004	
16-Nov-16	B492	219.00	43.80	262.80	Briar Security	Security Camera maintenance	1410	

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16-Nov-16	B493	432.45	86.49	518.94	C & J Supplies	Padlocks & keys	2004	
16-Nov-16	B493	108.75	21.75	130.50	C & J Supplies	Padlocks & keys	1208	
16-Nov-16	B494	15.31	3.06	18.37	lbbetts	Maintenance equipment	1107	
16-Nov-16	B494	940.00	188.00	1,128.00	lbbetts	maintenance equipment	2004	
16-Nov-16	B495	29.00	5.80	34.80	Mark Weatherhead	Tractor Repairs	1103	
16-Nov-16	B496	100.00	20.00	120.00	Prepared Media Ltd	Job advertising	108	
16-Nov-16	B497	1,491.60	298.32	1,789.92	Real christmas Trees	Christmas Lights [R]	1110	
16-Nov-16	B498	59.00	11.80	70.80	Sherriff Amenity	Ecoplug max	1107	
16-Nov-16	B498	1,040.00	208.00	1,248.00	Sherriff Amenity	Loam & Top Dressing	1205	
16-Nov-16	B499	397.17		397.17	SLM Ltd	Pitch Admin Fee	1207	Q
16-Nov-16	B500	5,340.00	1,068.00	6,408.00	Concept Fireworks	Fireworks [R]	1111	
16-Nov-16	B501	175.00		175.00	MiJan Limited	Internal Audit Fee	202	A
21-Nov-16		232.27	46.45	278.72	EE & T Mobile	Mobile Phones	403	M
		3,385.59		3,385.59	PAYE		102	M
23-Nov-16		182.80	36.56	219.36	British Gas	Sports Pavilion - Electricity	1806	M
24-Nov-16		182.80	36.56	219.36	British Gas	Sports Pavilion - Electricity	1806	M
25-Nov-16		6,989.97		6,989.97	Pension		103	M
25-Nov-16		14,261.99		14,261.99	Payroll		101	M
		368.34	73.66	442.00	Scottish Power	Muga Electricity	1202	M
30-Nov-16		16,952.86		16,952.86	Public works loan board	Loan Repayment	2004	½

Signed

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

Prepared by John Vickery Parish Clerk and RFO 11/11/2016

Total Receipts of the Council up to 31st October 2016		1,862,103.33
Total Receipts of the CPEF up to 31st October 2016		1,171,812.89
Total Payments by the Council up to 31st October 2016		1,017,497.12
Total Payments by the CPEF up to 31st October 2016		<u>832,693.80</u>
Balance	A	1,183,725.30

Barclays Bank PLC		
Account No 93936082		
Statement from Bank dated 1st November 2016		716.29
Account No 90496049		
Statement from Bank dated 1st November 2016	£	857,439.87
Account No 23365964 CPEF		
Statement from Bank dated 1st November 2016	£	<u>339,119.09</u>
Total		1,197,275.25

Unpresented cheques at 31st October 2016

Barclays

B471	246.00
B472	72.00
B473	44.40
B473	80.40
B474	79.80
B474	17.16
B474	198.00
B475	160.49
B475	1,856.79
B476	39.80
B477	258.48
B478	1,920.00
B478	1,974.00
B479	18.96
B480	22.80
B481	1,080.00
B482	25.37
B483	215.00
B484	2,599.50
B485	83.55
B486	4,207.29
B487	360.00
B489	116.48
B490	2,400.00

TOTAL £ 18,076.27

Unrecorded income at 31st October 2016

TOTAL 4,526.32

Balance **B** £ 1,183,725.30

Check A-B -0.00
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CPC/M161

Petty Cash	Total	318.37	
Balance including Petty Cash	Total	1,184,043.67	
Signed Chairman	Clerk		Date
Independent Councillor Check			Date

Signed

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

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

Total Receipts of the Council up to 30 th November 2016	1,967,885.73
Total Receipts of the CPEF up to 30 th November 2016	1,178,562.32
Total Payments by the Council up to 30 th November 2016	1,080,371.04
Total Payments by the CPEF up to 30 th November 2016	<u>843,107.93</u>

Balance **A** **1,222,969.08**

Barclays Bank PLC	
Account No 93936082	
Statement from Bank dated 1st December 2016	12,388.82
Account No 90496049	
Statement from Bank dated 1st December 2016	£ 874,663.57
Account No 23365964 CPEF	
Statement from Bank dated 1st December 2016	<u>£ 335,454.39</u>
Total	1,222,506.78

Unpresented cheques at 30th November 2016
Barclays

	TOTAL	£	-
Unrecorded income at 30 th November 2016			
	TOTAL		462.30
Balance	B	£	1,222,969.08
Check A-B			-0.00
Petty Cash	Total		314.37
Balance including Petty Cash	Total		<u>1,223,283.45</u>

Signed
Chairman Clerk Date

Independent Councillor Check Date

Signed

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Cambourne Parish Council – Report on Council Size.

Summary.

The purpose of this report is to outline the rationale for the request of a community governance review for the Parish of Cambourne, with the aim in mind of increasing the number of Parish Councillors from 13 to 19. Should such an order be made, it is the recommendation of this report that it coincide with the move to all-out elections in May 2018.

Introduction.

Cambourne Parish Council was formed under the Parish Council of Cambourne Order 2004 and became part of the Bourn Ward comprising the Parishes of Bourn, Cambourne, Caxton, Croxton and Eltisley. The original masterplan for Cambourne put the number of houses to be built at 3,300. In 2011 a further 950 homes were approved bringing the total number of occupied houses expected to be in Cambourne upon completion to 4,250.

Although outside the scope of this report, at time of writing a planning application ([S/2903/14/OL](#)) submitted by MCA developments Ltd in December of 2014 for development at land identified as Cambourne West, for up to 2350 new dwellings, is being considered. Furthermore the emerging local plan for South Cambridgeshire is being scrutinised by a government appointed inspector. The local plan proposes 1,200 homes at the same site. Consequently it seems likely that the number of homes in Cambourne is set to increase significantly unless both the local plan and the present application are rejected. Should the application from MCA be approved, the eventual total number of houses in Cambourne will be approximately 6,965, giving rise to a population of c. 19,200.

Meeting frequency.

Cambourne Parish Council is a large Council with a busy and frequent meeting schedule. Given its nature as an emerging community, work that otherwise may be spread out over decades in other Parishes has been condensed into a period of 17 years (since the first families moved in) in Cambourne. The workload and remit of the Parish Council has grown concomitantly with the increase in population, and will continue to grow with new and ongoing development.

In addition to meetings of the Full Council, the Parish Council has 3 standing committees, and several working parties. All Parish Cllrs serve on at least one committee, with a number serving on multiple committees and working parties. The Planning Committee in particular is very busy, with fortnightly meetings and often considering major reserved matters applications as Cambourne continues to develop. The table below illustrates the typical frequency of meetings over a municipal year.

Committee / Full Council	Approx Meetings per year
Full Council	16
Planning Committee	26
Finance & Policy Committee	5
Leisure & Amenities Committee	5
Various working parties	20
Total	72

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Workload.

As mentioned, the Parish Council is a busy Council. In addition to the normal day-to-day duties that any Parish Council would undertake there are a significant number of other, often time-consuming, projects underway. The nature of these projects means it is necessary for Councillors to get involved and share some of the workload.

Specific projects requiring Cllr involvement and/or a working party include:

- The Annual Cambourne Fete.
- The Provision of a Post Office.
- Oversight and promotion of Sports & Leisure activities in Cambourne.
- Consolidation and provision of facilities made possible by multi-million pound S106 deals.
- Co-ordination and promotion of an ever-increasing pool of volunteers.
- Driving community led initiatives such as the Parish Plan.
- Leading on transport and infrastructure based initiatives.
- Liaising with over 300 community groups, clubs and societies.
- Liaising with developers and principal authorities.

The above list is not intended to be exhaustive, but rather offers a snapshot of the type and scale of activities Cllrs are involved with in addition to their duties as members of the Parish Council or any of its standing committees.

Election & Co-option history.

Since the Parish Council was formed, there have been 4 ordinary elections, all of which were uncontested, a situation not unusual for Parish Councils in South Cambs.

Casual vacancies in Cambourne tend to consistently attract more candidates than there are seats. By-elections have always been contested and co-options have generated substantial numbers of applicants. The table below offers more detail.

Date	Event	Candidates	Seats
June 2004	Co-option	4	3
Jan 2005	Co-option	7	3
2006	By-election	5	1
2007	By election	3	3
May 2008	Co-option	4	1
July 2008	Co-option	7	1
2009	By-election	3	2
2011	By-election	3	2
July 2012	Co-option	8	2
2012	By-election	3	1
May 2013	Co-option	4	1
July 2013	Co-option	4	1
May 2014	Co-option	5	2
Dec 2014	Co-option	3	2
Nov 2015	Co-option	2	2
June 2016	Co-option	6	4

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Parish Council Size.

The table below shows Parish Councillor seats compared to size of electorate for Parishes in the district with Councillor numbers equal to, or greater, than that of Cambourne. Figures provided by electoral services at South Cambs District Council.

Parish	Electorate (Sept 2016)	Seats
Cambourne	6962	13
Sawston	5633	19
Histon & Impington [grouped] *	6405 (3646 + 2759)	19 (11 + 8)
Cottenham	4792	15
Melbourn	3719	15
Girton	3582	15
Waterbeach	3572	15
Linton	3545	15
Great Shelford	3529	15
Milton	3331	15
Willingham	3206	15
Bar Hill	3204	13
Fulbourn	3138	15
Gamlingay	2996	15
Papworth	2744	13

* Histon & Impington are grouped together as one parish but treated as separate for election purposes.

Cambourne is under-represented when it comes to ratio of Cllrs to residents. There are a number of Parishes in the district with an electorate half the size of Cambourne's, yet have more Councillors.

Cambourne West

Detailed discussion of the Governance of Cambourne West is outside the scope of this report, yet it seems likely that if the development is approved then it will fall under the remit of Cambourne Parish Council pending a boundary review which will be the subject of a separate community governance review.

An increase in the number of Councillors will see the Parish Council well placed to govern Cambourne West while at the same time providing enough seats that those residents who will eventually live there will have opportunity to join the Parish Council. It is also certain that the workload of the Parish Council will increase dramatically should Cambourne West be approved. The Planning Committee in particular can look forward to 10-15 years of large reserved matters planning applications as the individual land parcels are developed.

LAND TRANSFERS

Please find below a summary of the position on the ongoing transactions involving the Parish Council.

1. Taylor Wimpey - various POS parcels (0051)

In-House – No change since my last report.

Wraggles – 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.

3. GC23/GC26, Greenway – MCA (58)

No change since my last report.

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

I await your instructions on Laytons' revisions to the draft Transfer (my email of 21st November referring).

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)

Laytons have now produced a revised draft of the Transfer.

I have yet to review the proposed amendments and will report further once I have done so.

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

As you know, I have received some draft documentation from the County Council, which I have forwarded on to you for instructions.

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

The draft documents currently sit with Newcrest's lawyer for further comment/approval.

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 17th January 2017 18-18