



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A Meeting of Cambourne Parish Council was held in The Hub Community Centre, Cambourne on Tuesday 7th July 2009.

Present

Cllr D Tilley Chairman	Cllr R Hume
Cllr Mrs R Clements	Cllr J O'Dwyer
Cllr P Drake	Cllr D Plunkett
Cllr Mrs S Germundsson	Cllr Mrs R Poulton
Cllr T Hudson	

Also present John Vickery Parish Clerk

There was one members of the public in attendance.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr I Booth, Cllr Mrs A Doyle, Cllr C Hudson & Cllr Mrs M Stevens.

2. MINUTES

The Minutes of the meetings CPC/M58 held on Tuesday 2nd June 2009 were approved as a correct record.

3. MEMBERS DECLARATION OF INTEREST

There were no declarations of interest for items on the agenda.

4. CHAIRMAN'S ANNOUNCEMENTS

Chairman congratulated the CYP on the Youth Fest as it was a great success for Cambourne David McEwan-Cox had sent an e-mail thanking the Council for its support especially Cllr R Hume Cllr D Plunkett and Cllr Mrs M Stevens. Events like this are very positive for Cambourne. The funfair is well laid out with no damage to the grass. There are a couple of diagonals cut off, but there are alternative routes.

5. COMMITTEE REPORTS

To receive minutes of meetings of the following Committees and

Signed

Dated 21st July 2009

consider any recommendations contained therein:

5.1 Planning Committee held on 23rd June 2009.

It was:

Resolved: that the report be received.

5.2 Leisure & Amenities Committee held on 23rd June 2009.

It was:

Resolved: that the report be received.

It was also;

Resolved that The Hub improvements should be a permanent agenda item. The committee should set time scales for the improvements.

6. POLICE MATTERS

PCSO Alex Swinborne gave his apologies and e-mailed a reported on the incidents recorded in Cambourne over the last month. (Copy attached)

It was:

Resolved that the report be received.

7. COUNTY COUNCIL MATTERS

The Parish Chairman congratulated County Councillor Lister Wilson on his re-election.

County Councillor Lister Wilson for Cambourne gave the following report:

The secondary school is moving forward and there is a continued dialogue with the land owner. The County Council is hoping to start construction in 2011 and take about 18 months to construct.

The school opens under the auspices of Comberton Village College and stay under it for the foreseeable future.

The Third Primary school will be open on schedule; the School has been built and staffed within 7 months.

Cambridge County Council Chief Executive Mark Lloyd and fellow Chief Executive have been meeting and are looking at 30% cuts in expenditure to meet cuts in Government spending.

It was:

Resolved: that the report be received

8. DISTRICT COUNCIL MATTERS

There was no District Council report.

9. STANDING ORDERS

To consider amending the Terms of Reference and Delegated Powers to increase the membership of the Committees.

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It was

Proposed;

That the membership of all committees should be increased to allow councillors to have equal rights to participate in all committees. The Terms of Reference and Delegated Powers should be amended to reflect this.

It was:

Resolved that there should be no alterations to the Terms of Reference and Delegated Powers.

It was also

Resolved that the Council should consider that the Terms of Reference and Delegated Powers should be amended to increase the membership of the Finance and Policy Committee.

10. YOUTH COUNCIL

To receive a report from the Parish Chairman and Parish Clerk on the formation of a Youth Council In Cambourne.

The Parish Chairman outlined the purpose of the meeting held earlier in the evening, which was also attended by:

Susannah Harris, Community Development Officer SCDC.

Becky Lewis, Comberton Village College.

Linda Homan, Locality Youth Work co-ordinator.

The Youth Council will be initially represented by year 8 to year 13 (13-18 year olds) and will be run similar to the Parish Council and shadow the Council. It is important that the Youth Council has a budget which they can spend subject to Parish Council Approval. The Youth Council is not exclusively for Comberton school children procedures will be put in place to enable/encourage children that attend other schools to be represented on the Youth Council.

It was:

Resolved that the Parish Council fully supports the creation of a Youth Council in Cambourne

11. FINANCIAL STATEMENT

11.1 **CURRENT FINANCIAL STATEMENT:** the council has been keeping within its agreed revised budgets and spending in accordance with the Financial Regulations. A copy of Finance Spreadsheet as at 30.06.09.was scrutinised.

It was:

Resolved That the report on the Finance Spreadsheet as at 30.06.09.be received with the date of the summary corrected and a spelling mistake

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corrected.

11.2 To receive a schedule of payments.

It was:

Resolved That the schedule of payments as attached be received and the payments be approved.

12. LAND TRANSFERS

To receive a report on land transfers.

The Parish Clerk went through the main issues in the attached report. It was suggested that the sundial be more prominent on the roundabout.

It was:

Resolved that the report be received.

13. CORRESPONDENCE

Parish Clerk to report on any correspondence needing to be brought to the Council's attention. (Schedule Herewith)

Ron Beach

Letter regarding freedom of Information request and copy of acknowledgement.

It was:

Resolved that the letter be received.

South Cambs District Council.

Letter regarding Housing Transfer Ballot.

It was:

Resolved that the letter be received.

Cambourne All-In

Letter regarding Cambourne Fete.

It was:

Resolved that the Parish Council delegate this to the Finance & Policy Committee, subject getting more information on programme and Budget.

Carillion WSP

Letter regarding Sustainable Rural Communities Seminar.

It was:

Resolved that the letter be received.

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Andrew Lansley

Correspondence, letters regarding Funfair on Great Cambourne Green.

It was:

Resolved that the correspondence be received

Cambridgeshire County Council

E-Mail regarding Changes to Stagecoach and Whippet services.
Note changes to Whippet route 28.

It was:

Resolved that the e-mail be received.

Cambridgeshire County Council

E-Mail regarding historical press cuttings from 1988

It was:

Resolved that the e-mail be received and the parish Council agree to the press cuttings go the Cambridge Collection.

Cambourne Consortium of Housing Associations

E-Mail regarding copy of newsletter.

It was:

Resolved that the e-mail be received.

Stepping Stones

E-Mail with update on the project.

It was:

Resolved that the e-mail be received.

**14. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
EXCLUSION OF THE PRESS AND THE PUBLIC**

it was:

Resolved 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.

CONFIDENTIAL ITEMS

The Parish Clerk left the room at this point.

15. STAFFING MATTERS;

15.1 To receive a report from the Parish Clerk on Ground staff.

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The Parish Clerk went through the details of the report and after a debate.

it was:

Resolved that recommendations contained in the report be agreed.

The Parish Clerk left the room at this point.

15.2 To receive a report from the Parish Chairman on the Parish Clerk annual appraisal. The Parish Chairman went through the Parish Clerks appraisal, after a brief discussion.

it was:

Resolved that the Parish Clerk be given one increment for satisfactory service from March 2008 - March 2009. This needs to be back dated to March 2009.

The Parish Clerk returned to the room at this point.

16. COMPLAINT

To consider a complaint against a Councillor by a Resident of Cambourne.

The Chairman outlined how the complaint had being dealt with in line with the Parish Councils Complaints Procedure and his research and findings.

it was:

Resolved that the Parish Council decided it would not up-hold the complaint and would take no further action and a letter be sent to the complainant giving the decision.

**17. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**

it was:

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

18. TO CONFIRM DATE OF NEXT MEETING – 21st July 2009 Special meeting of Cambourne Parish Council regarding The LDF Gypsy site consultation.

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<u>Incident Report for June</u>			
<u>2009</u>			
Incident	Lower Cambourne	Great Cambourne	Upper Cambourne
Rowdy / Nuisance	5	11	1
R.T.C	1	1	0
Criminal Damage	0	1	0
Suspicious Circumstances	3	8	2
Road Related	3	3	1
Vehicle Nuisance	0	2	0
Burglary Business	0	0	0
Alarm	0	0	0
Escort	0	0	0
Burglary in Progress	0	1	0
MFH (Missing From Home)	0	1	0
Messages	0	0	0
SMV (Stolen Motor Vehicle)	0	0	0
Assist Agency	0	3	0
Burglary Dwelling	0	3	1
Broken Down Vehicle	0	0	0
Trespass	0	0	0
Abandoned Vehicle	0	1	0
Domestic	0	6	1
Malicious Nuisance	1	1	0
Fire	0	0	0
Alarm Jackpot (personal attack alarm)	0	0	0
Concern	2	5	0
Silent 999	0	3	1
Abandoned Call	0	0	0
Theft From Motor Vehicle	1	2	0
Collapse / Illness	0	0	0
Property	0	3	0
Violence	0	4	0
Animals	0	2	0
Theft	0	0	0
	16	61	7
Total Incidents for June 2009 =	Lower	16	

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	Cambourne		
	Great Cambourne	61	
	Upper Cambourne	7	
	Total =	84	
Incidents relating to Morrisons/Broad Street Anti-social behaviour =		1	

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SCHEDULE OF PAYMENTS

Paid Accounts

Voucher No	Amount	Name	For	Budget Code	Freq.
744	368.68	Arthur Ibbetts Limited		1105	
745	645.85	Southern Electric	The Hub Electric	1407	
746	89.87	CCL	cleaning materials	1411	
747	320.85	Playsafety Limited	Playground inspection	1106	A
748	275.09	E-on	Muga Changing room	1202	Q
DD	2,727.76	PAYE	April income tax	102	M
BACS	977.59	Pension Service	Pension payment May	103	M
BACS	8,816.16	Payroll	Salaries May	101	M
DD	142.50	TV Licensing	Hub TV Licence	1412	A
DD	83.78	Infotec	Copy	407	Q
DD	217.50	Scottish Power	MUGA Electric	1202	M
DD	27.90	Orange	Peter Mobile	403	M
DD	111.12	BT	Internet	403	M
DD	49.50	SCDC	The Hub Bins	1422	M
DD	58.00	SCDC	Caravan Park Rates	1711	M
DD	101.00	SCDC	Cricket Ground and Pavilion Rates	1811	M
DD	451.00	SCDC	MUGA Rates	1206	M
DD	497.00	SCDC	The Hub Rates	1415	M
DD	70.40	SCDC	Cricket Ground and Pavilion Bins	1811	M
DD	93.00	BT	The Hub Lines	403	M
DD	67.16	SGW Payroll	Salaries	207	M
DD	236.18	ARVAL	Diesel/Servicing etc	1109	M
749	228.25	Cooler Aid	Water	1421	
750	3,105.00	Technical Surfaces Ltd	Revite MUGA	1201	
751	65.00	G Mann	Hub Window Cleaning	1418	6wk
752	10,512.14	Zurich	Council insurance	205	A
753	59.53	Gibbs and Dandy	aggregate and cement for bins	1105	
754	48.19	Tindalls	Stationary	405	
755	59.97	CCL	cleaning materials	1411	
756	180.00	Jane Barker	Gentile Keep Fit	1412	
757	260.84	Catering installation	Dishwasher repairs	1410	
758	60.00	Autoglass	Van repairs	1109	
759	483.00	Fenland leisure products	wetpour repair kits	1105	
DD	65.55	SGW Payroll	Year end payroll	207	A
DD	21.27	Business Essentials	Software	203	M
DD	2,745.95	PAYE	May income tax	102	M
760	138.00	Catering installation	Dishwasher repairs	1406	
761	11.50	Briar Security	Maintenance	1406	

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		Systems			
762	680.23	Burwell Maintenance Ltd	Annual Maintenance	1410	A
763	46.00	Camfire protection Limited	Annual Maintenance	1410	A
764	80.21	Briar Security Systems	Maintenance	1406	
765	28.46	CCL	cleaning materials	1411	
766	839.73	Arthur Ibbetts Limited		1105	
767	44.77	ESPO	cleaning materials	1411	
768	115.00	Dickerson	Compost	1201	
769	343.93	Peachman	Maintenance	1406	
770	50.60	Cooler Aid	Water	1421	
771	0.00	Cancelled			
772	43.70	CCL	cleaning materials	1411	
BACS	1,044.66	Pension Service	Pension payment June	103	M
BACS	8,536.21	Payroll	Salaries June	101	M
DD	217.50	Scottish Power	MUGA Electric	1202	M
DD	172.98	Bank charges		203	Q

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CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

COUNCIL MEETING 7th July 2009

Transfer meeting: 2nd July 2009.

Present Neville Stebbing
 Cllr David Tilley
 Cllr Roger Hume
 Cllr Ruth Poulton
 John Vickery Parish Clerk

- 1. Temporary Third Primary School:** Parish Council has returned the Documents duly signed.
Permanent Third School: the Jeavons Lane site is in the same S106 pot and is subject to the viability study. Nick Smith is keen to move it on and progress is being made they are keen to pass it over asap.
An alternative option is been discussed with the County so the land can be released outside of the S106.
- 2. Bowling Green:** The new PR company will take this on and liaise with the Parish Clerk on the opening event. McA will provide a budget of up to £1,000 for the event.
- 3. Allotments Phase 2:** the draft documents have been agreed and returned for engrossment. There are now a lot of weeds growing on the allotments. There are over 34 people on the waiting list currently who want to get access to the site. It would be helpful if the Parish Council could gain access to mark out the allotments prior to transfer so they can be let straight away. Neville Stebbing agreed to look to see if this was possible. The only outstanding issue is the maintenance money which has to be agreed.
- 4. Cricket Pitch and Square.** Cricket Pitch trial matches have been agreed with Randall Thorpe and Tony Leach if these prove safe to play. Therefore the provision of the pavilion should be brought forward even if the construction has to be phased as there was a commitment from McA to provide pavilions at Great and Upper Cambourne these are to be combined on the Great Cambourne site.
Pavilion There is a distinct lack of facilities in Cambourne; therefore the provision of the pavilion is urgent. There is a commitment from McA to

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- provide pavilions at Great and Upper Cambourne these should be combined on the Great Cambourne site.
There is a need for additional toilets and more temporary changing facilities. Neville asked that we bear with McA as they are trying to resolve the provision in tandem with the sports centre.
5. **Sports Centre:** this is still being pursued there is a further meeting at 11.00am 6th July 2009 at SCDC to consider further information. The intension is to commence construction this year.
Maintenance Building: Neville was requested to release the land so the Parish Council could proceed with the project if it so wished.
 6. **Scout Hut Land.** The documents have been signed and returned along with the agreement for the Bryant's area. The only outstanding issue is the maintenance money which has to be agreed for the access road and the release of the £2,500 for the construction of toilets on the allotments. The subject of the MUGA toilets and there re-siting at the allotments was discussed further and Neville agreed to look into ownership.
 7. **High Street** A retail consultant has been appointed to review the High Street design they will be looking at the Care Home as well.
McA support the District Councils view point as it is important to have a viable vibrant settlement centre.
 8. **Verges adjacent to School Lane:** Neville agreed to progress these.
 9. **Entrance Island:** Neville agreed to look at this subject to them being kept to the same standard as at present.
 10. **AOB**
 - Bus shelters:- there has been no further progress.
 - Adoption of roads:- they are very advanced technically, but the paperwork is not as advanced. Steps are being taken to address this.
 - Concern was raised about the Developers land and litter especially Upper Cambourne Green; this has also been raised by Neville Stebbing and South Cambs District Council and will be looked into as it is not satisfactory.
 - Pumping Station:- This is being monitored, but the conditions are not right at the current time.
 - 950 additional houses and 106:- the viability study is continuing.
 - Secondary School and Fourth Primary School there has been a number of meetings with Ian Trafford of the County Council on this matter. The County Council has agreed a preliminary design and subject to the owner's consent.

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- The bridal way including Crowdean around the southern boundary to The Vine School has been dedicated.
- McA will copy the Parish Council in on the press release

11 Date of next meeting TBC

John Vickery Cambourne Parish Clerk

Signed

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