



## CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 5<sup>th</sup> September 2017 – meeting commenced at 19.30pm

Present:

Cllr J O'Dwyer (Chairman)	Cllr K McIntyre
Cllr Mrs R Poulton (Vice-Chairman)	Cllr Dr G Mehboob
Cllr Dr S Bhattacharya	Cllr J Patel
Cllr P Gavigan	Cllr S Shivananjappa
Cllr P Hedges	Cllr G Thompson
Cllr S Krintas	

In attendance: John Vickery - Parish Clerk  
Jessica Lydon – Office Administrator

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

**1. APOLOGIES**

Apologies had been received from Cllr T Hudson. Acceptable reasons for absence had been given.

It was:

**RESOLVED** that the apologies for Cllr T Hudson be received and approved.

**2. MINUTES OF LAST MEETING**

It was:

**RESOLVED** that the minutes of the Council Meeting [M169](#) held on 4<sup>th</sup> July 2017 were confirmed as a correct record and duly signed by the Chairman.

**3. MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION**

Cllr Dr S Bhattacharya declared an interest in Item 21.4 as she is the applicant for financial assistance for CamCareUK.

**4. POLICE MATTERS**

No PCSO was present and no report had been submitted.

Inspector Jane Drury was in attendance for Item 12 and Councillors were offered the opportunity to ask her questions.

Q: How often does the PCSO work in Cambourne?

A: Every time the PCSO is on shift, they will be working in Cambourne at some point. And over 50% of their time is spent in Cambourne, and less time spent in

Signed

Dated 3<sup>rd</sup> October 2017 1-8

other villages. It was requested that the Council receive a verbal or written update for future meetings. Inspector Jane Drury agreed to look at this.

Concern was raised that there is not enough Police presence in Cambourne for the size and number of people residing here and that there has been an increase in youth anti-social behaviour. Inspector Jane Drury explained that over the Summer period this year, 5 youth related incidents had been reported to the Police which is very low. She suggested that the Council encourage residents to phone the Police for incidents that occur to build up evidence to get more Police presence in Cambourne.

It was:

**RESOLVED** that the report be received.

## 12. **UNLAWFUL ENCAMPMENT**

**This item moved forward as Inspector Jane Drury in attendance.**

Inspector Jane Drury reported to the Council the legislation and powers Police have in terms of dealing with unlawful encampments. There has to be evidence of major disruption, evidence of criminal damage etc. There was no damage to the fence to gain access to the sports pitches. It was lifted and put to one side, and the ground staff were able to refit it back into place after the travellers vacated. There were also no sports matches scheduled in that weekend for those pitches therefore causing no disruption.

There was a few incidents reported to the Police, mainly related to traveller children. There was one incident reported against an adult traveller but a statement was then not made. The incidents reported to the Police were not sufficient enough for them to use their powers. The level of criminality was very low and was mainly related to traveller children between aged 5 and 7 years.

The Chairman thanked Inspector Jane Drury for attending.

The Parish Clerk explained that Bryan Lecloche Ltd had been appointed to carry out the necessary actions to evict the travellers from the sports pitches. The Chairman explained that temporary defence measures had since been put in place to ensure green spaces in Cambourne are best protected from unlawful encampment.

It was:

**RESOLVED** that the Parish Chairman and Parish Clerk's action in appointing Bryan Lecloche Ltd to carry out the enforcement action be confirmed. Note, Bryan Lecloche Ltd were approached by the Parish Council as they had recently acted for the County Council and MCA on similar enforcement actions locally. No other agents were contacted due to the emergency nature of the situation and the need to act quickly.

## 5. **CHAIRMAN'S ANNOUNCEMENTS**

- The new Parish Council website is now up and running. The Chairman thanked Cllr Thompson and the Staff for their work. The website is still a work in progress with improvements being made.
- The Parish Plan will be an agenda item at the next meeting.
- The Chairman reminded councillors that Cambourne Fete is taking place Saturday 9<sup>th</sup> September and encouraged them to support the event or if they can volunteer some time on the day, speak to Liz Pinchen Community Development Officer.

**6. CLERKS UPDATE**

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

It was:

**RESOLVED** that the report be received.

**9. COUNTY COUNCIL MATTERS**

**This item was moved forward as Cllr Mark Howell was in attendance.**

Cllr Mark Howell gave a report to the Council (report attached).

It was:

**RESOLVED** that the report be received.

**10. DISTRICT COUNCIL MATTERS**

**This item was moved forward as Cllr Ruth Betson and Cllr Des O'Brien was in attendance.**

Cllr Betson discussed the following:

- The leader of the District Council was to be give a tour of Cambourne and meet with the Chairman and Vice-Chairman.
- Ice rink – SCDC loaned the money to Cambridge Leisure and Ice Centre which will be repaid to the Council over a 25 year period. The interest rate has a premium on top so the Council will make a profit that will be invested into providing services for local residents within SCDC.
- Park & Ride – Scotland Farm and Madingley roundabout possible sites.
- Cambourne to Cambridge Busway – not much progress has been made.
- Cambourne, Caxton and Elsworth governance review is due to be decided soon.

It was:

**RESOLVED** that the report be received.

**7. COUNCIL VACANCIES**

Co-option of two new Councillors. Candidate Paul Mills was not present at the meeting. Candidate Ian Bolton was present but decided to step down.

The two candidates present each gave a short introductory speech and the Councillors were given the opportunity to ask questions of the candidates.

**First Vacancy**

A ballot was held and Paul Mills was duly co-opted to fill the first vacancy.

**Second Vacancy**

A second ballot was held and Sudhir Shivananjappa was duly co-opted to fill the second vacancy, he signed his Declaration of Acceptance of Office and joined the meeting.

The Chairman welcomed Sudhir Shivananjappa to the Council.

**8. RESIDENTS CORRESPONDENCE**

No resident's correspondence had been 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 31.08.17

It was:

**RESOLVED** that the report on the Financial Spreadsheet as at 31.08.17 be received.

**11.3 Bank Reconciliation**

It was:

**RESOLVED** that the report be received and the Bank Reconciliation as at the 1<sup>st</sup> July and 1<sup>st</sup> August 2017 be approved and signed.

**11.4 Financial Regulations**

Suggested that the Financial Regulations be deferred to the next Council meeting.

It was:

**RESOLVED** that the report be received and that the Financial Regulations be discussed at the next Council meeting.

**13. REFORM OF DATA PROTECTION LEGISLATION – GENERAL DATA PROTECTION REGULATION AND DATA PROTECTION BILL**

The Parish Clerk presented the report.

It was:

**RESOLVED** that the report be received and that the appropriate training for Councillors be arranged so they can comply with the new regulation.

**14. HEALTHCARE**

The Parish Clerk explained the idea of a Healthcare Working Party for representatives of the Council to liaise with healthcare providers in Cambourne.

Cllr Dr S Bhattacharya, Cllr Dr G Mehboob and Cllr S Shivananjappa showed interest in joining the Healthcare Working Party.

It was:

**RESOLVED** that the report be received and Cllr Dr S Bhattacharya, Cllr Dr G Mehboob and Cllr S Shivananjappa join the Healthcare Working Party.

**15. POST OFFICE**

The mobile Post Office is arriving in Cambourne Wednesday 6<sup>th</sup> September at 12.15pm. The Council encourages residents to use the service as this could increase the length of time the Post Office stays, or add extra visits in the week. The consultation finishes on the 19<sup>th</sup> September. Councillors should respond to the consultation.

It was:

**RESOLVED** that the report be received.

**16. CHILDREN'S CENTRE SERVICES**

The Children's Centre is to be retained but there will be changes as the number in South Cambridgeshire will be reduced.

It was:

**RESOLVED** that the Parish Clerk be delegated to make a suitable response on behalf of the Council on the importance of maintaining the service in Cambourne

**17. LOCAL GREEN SPACES**

The Parish Clerk summarised the report.

It was:

**RESOLVED** that the report be received.

**18. CITY DEAL**

Cllr K McIntyre attended the Local Liason Forum and reported that the meeting was very long and not particularly useful, but will attend the next meeting.

It was:

**RESOLVED** that the report be received and confirm Cllr K McIntyre's attendance.

**19. LAND TRANSFERS**

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

It was:

**RESOLVED** that the report be received.

**20. TRAFFIC MATTERS & ROAD SAFETY**

**20.1 Changes to Whippet Bus Services**

It was:

**RESOLVED** to receive correspondence.

**20.2 Local Highway Improvement Initiative Changes**

It was:

**RESOLVED** to receive correspondence and delegate to the Transport Working Group to progress.

### **20.3 20 mph zones**

It was:

**RESOLVED** to delegate to the Transport Working Group to discuss and bring back suggestions to the Council.

### **20.4 Broad Street Closure**

It was:

**RESOLVED** to receive notification of closure of Broad Street Tuesday 10<sup>th</sup> October, however this date may change to a Sunday for less interruption.

## **21. GENERAL CORRESPONDENCE**

### **21.1 South Cambs District Council – Parish e-bulletin**

It was:

**RESOLVED** to receive the correspondence.

### **21.2 South Cambs District Council – Parish Planning Forum 12<sup>th</sup> September**

It was:

**RESOLVED** to receive the correspondence and that Cllr P Hedges will attend on the Parish Council's behalf.

### **21.3 Gavin Clayton – Email regarding bringing a touring exhibition to Cambourne**

It was:

**RESOLVED** to receive the correspondence and the Parish Clerk to respond to Gavin Clayton's email in support of bringing a touring exhibition to Cambourne. Leisure & Amenities Committee to consider location if the bid is successful.

### **21.4 Shrobona Bhattacharya, Mudra Academy – Application for Financial Assistance**

**Cllr Dr S Bhattacharya left the meeting for this item.**

Concern was raised that there was no proof of accounts but the Parish Clerk explained it was not necessary as a breakdown of what money would be spent on had been shown.

It was:

**RESOLVED** to give the hall hire charges for all events listed free of charge, as the money given would be paid back to the Council anyway. It was suggested that the remaining money be applied through the Community Chest, and if unsuccessful

the Parish Council will pay balance remaining. Final decision to be delegated to the Chairman, Vice-Chairman and Parish Clerk.

**Cllr Dr S Bhattacharya returned for the next item.**

**22. COMMITTEE REPORTS**

**22.1 PLANNING COMMITTEE** - reports on 4<sup>th</sup> July 2017 [PLN M268](#) and 18<sup>th</sup> July 2017 [PLN M269](#).

It was:

**RESOLVED** that the Planning Committee reports for 4<sup>th</sup> and 18<sup>th</sup> July 2017 be received.

**22.2 FESTIVAL WORKING PARTY** - held on 5<sup>th</sup> June 2017 FWP M26, 19<sup>th</sup> June 2017 FWP M27 and 31<sup>st</sup> July 2017 FWP M28.

It was:

**RESOLVED** that the Festival Working Party reports for 5<sup>th</sup> and 19<sup>th</sup> June and 31<sup>st</sup> July 2017 be received.

**23. 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.

**24. STAFFING**

The Parish Clerk presented a report on the current staffing matters.

It was:

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

**25. SWIMMING POOL**

The Parish Clerk presented a report.

It was:

**RESOLVED** that the report be received.

**26. CAMBOURNE CRESCENT**

The Parish Clerk presented a report.

It was:

**RESOLVED** that this item be brought to a future Council meeting.

**27. CAMBOURNE YOUTH PARTNERSHIP**

The Parish Clerk presented a report.

It was:

**RESOLVED** that the Parish Chairman & Vice Chairman in consultation with two members of the CYP and the Parish Clerk be delegated authority to enable a planning application to be submitted.

**28. 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.

**29. DATE OF NEXT MEETING** – 3<sup>rd</sup> October 2017 – The Meeting closed at 21.20pm