



## 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> December 2018. Meeting commenced at 7.25pm.

Present:

Cllr R Poulton (Vice Chairman)  
Cllr Akhter  
Cllr Dr S Bhattacharya  
Cllr A Fisher  
Cllr P Hedges

Cllr T Hudson  
Cllr K McIntyre  
Cllr Rana  
Cllr D Sharma  
Cllr G Thompson

In attendance:

John Vickery Parish Clerk  
Kirsty Empson – Office Administrator

2 members of the public were in attendance.

### 1. **APOLOGIES**

Apologies for absence had been received from Cllr O'Dwyer, Cllr S Krintas, Cllr A Ahmed, Cllr P Mills, Cllr E Spanner, Cllr J Patel and Cllr P Gavigan.

Acceptable reasons for absence had been given.

It was:

**RESOLVED** that the apologies from Cllr O'Dwyer, Cllr S Krintas, Cllr A Ahmed, Cllr P Mills, Cllr E Spanner, Cllr J Patel and Cllr P Gavigan for their absence be received and approved.

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

To approve as a correct record the minutes of the Council Meeting CPC/M185 held on 6<sup>th</sup> November 2018

It was:

**RESOLVED** that the minutes of the Council Meeting M185 as amended be approved and signed.

### 3. **MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.

There were no Declarations of Interests or Requests for Dispensation.

### 4. **POLICE MATTERS**

PCSO John Coppard sent his apologies and sent a short report.

It was

**RESOLVED** to receive the report

Signed

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**5. CHAIRMAN'S ANNOUNCEMENTS**

The Vice Chairman gave thanks to all staff involved at the Cambourne Christmas Market held on 24<sup>th</sup> November 2018 and to all staff involved in putting up Christmas lights and lighting up Cambourne.

Cllr A Fisher joined the meeting 19:34

**6. CLERKS REPORT**

The Parish Clerk presented a report to the Council. The report is attached below.

Cllr A Rana questioned point one on the report stating that the Blue School door keeps being locked.

The Parish Clerk proposed a sign be put on the door to notify hirers not to lock the door.

It was

**RESOLVED** to receive the report.

**7. COUNTY COUNCIL MATTERS**

To receive reports from the County Councillor for Cambourne.

County Councillor MN Howell gave a report on different matters regarding the County Council. The report is attached.

It was

**RESOLVED** to receive the report

**8. DISTRICT COUNCIL MATTERS**

To receive reports from the District Councillors for Cambourne.

Apologies were given for Cllr R Betson

Cllr G Clayton and Cllr S Bhattacharya gave a report on different matters reports attached.

It was

**RESOLVED** to receive the report.

**9. PARISH PLAN**

The Parish Clerk gave a verbal report. Cllr G Thompson has carried out updates to maps on the website and chairs of all the Committees will be meeting with the Parish Clerk in the new year to discuss the progress of various aspects of the Parish Plan.

It was

**RESOLVED** to receive the reports.

**10. BUDGET 2019 - 2020**

To receive correspondence from South Cambs District Council.

The Parish Clerk confirmed he will provide all Councillors with guidance on what the precept is and the setting of a precept for the meeting in January.

It was

**RESOLVED** to receive the correspondence and report

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**11. BOURN AIRFIELD**

The Parish Clerk gave a report on the recent workshop also attended by Cllr Jones in regard to Bourn Airfield, he is awaiting the report on the workshop, once received it will be circulated to Councillors.

It was:

**RESOLVED** to receive the report.

**12. LAND TRANSFERS**

A written report was received from Allison Hopkins. Report attached below.

It was:

**RESOLVED** to receive the report.

**13. TRAFFIC MATTERS & ROAD SAFETY**

A report was given from Mike Davies at Cambridge County Council for funding a Bikeability Cycle Training in Schools. The Parish Clerk confirmed that this was a consultation on possible funding shortfall and how it could be met. Currently the short fall is about £10 (approximately 220 pupils take part from Cambourne schools). They are also talking to the Schools about the short fall.

The scheme has a positive impact of road safety and benefits the children who take part.

It was put forward that the Council support the scheme, but that parents should be asked to pay for their children. The Parish Council should however make funds available to the schools for the children whose families need extra help and support.

It was:

**RESOLVED** that the report be received and a suitable response be made.

**14. CORRESPONDENCE**

Correspondence was received from Over Day Centre.

It was:

**RESOLVED** that the report be received.

**15. COMMITTEE REPORTS**

**15.1 PLANNING COMMITTEE** held on 6<sup>th</sup> November 2018 PLN M294 and 20<sup>th</sup> November 2018 PLN M295.

It was:

**RESOLVED** that the reports be received.

**15.2 LEISURE & AMENITIES COMMITTEE** held on 20<sup>th</sup> November 2018 LM78.

It was:

**RESOLVED** that the report be received.

**16. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Signed

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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.

**17. STAFFING**

The Parish Clerk report on current staffing recruitment.

It was:

**RESOLVED** that the report be received.

**18. 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.

**19. DATE OF NEXT MEETING – 15<sup>th</sup> January 2019**

The meeting closed at 20:27PM

## **Agenda Item 8**

### **Publication of tool kit to tackle loneliness**

I was really pleased to see the Council launch its toolkit to help Parish Councils and resident groups to tackle loneliness. I understand how important it is to share information amongst all the Parish Councils in SCDC to give our villages a starting point as to how to tackle loneliness and social isolation.

Having been a Cambourne resident over the last 3 years and having done several community events, social meet-ups, dinners, workshops over that period, I have witnessed first-hand the detrimental effect that social isolation can have on people's health and wellbeing. I have found that social isolation can take several forms spanning from a young mum who struggles to get out and socialise within her normal social circles to a middle-aged man that has underlying mental health issues and rarely gets out of the house to a widowed elderly lady that struggles with mobility and getting out of the house on her own.

The toolkit provides a wide range of projects that are taking place across SCDC with a description and overview of the project, advice on how they got started, how they were funded and who helped with advice and guidance.

Experimental Cookery Club of Cambourne within the toolkit of case studies that have been used as example of good practice. Clearly not every case study will fit every village and I know many of the parishes are doing a lot in terms of bringing communities together.

This is done through a huge number of different groups such as gardening societies, car shares, repair cafes, wellbeing groups, dinner groups, exercise clubs, art projects all of which bring people together.

Also, I believe some residents find it very difficult to attend a new club or get involved in a new social circle which is why in the future more one-to-one schemes may be considered such as buddy schemes or time banking. I think also it is important that parishes put together a list of everything that is available within their communities and try and publicise this as much as possible through their own publications, websites, social media and often most importantly word of mouth and neighbourliness. It is worth having a look at the toolkit on the SCDC website to see what things your parish are offering and maybe to give your ideas where other things may be considered.

### **Communities invited to bid for grants to help tackle loneliness**

Community groups in South Cambridgeshire can now bid for a share of £20,000 as part of a scheme that helps keep older residents in their own homes, and tackles loneliness.

The funding is available from the District Council's Mobile Wardens grants scheme. Local groups that run these initiatives can bid for the money to help pay for them.

Mobile Wardens regularly visit elderly people, helping to keep them living in the community they know, and which knows them. They receive training to understand the needs of the people they visit and can help point out what other services they may be eligible for that could help keep them living at home.

The Wardens may also help with practical tasks like light shopping, booking appointments, form-filling and the collection of prescriptions.

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Last year, the Council supported 11 Mobile Warden schemes covering 20 villages, with around 260 elderly residents benefiting from the service.

The Warden schemes are complementary to statutory care services, and don't duplicate or replace the medical or social care services that individuals may also require.

### **Children centre - Fit to Learn funding Cambourne UPDATE**

I liaised between the South Cambs District Council and Cambourne Children centre and tried to save the financial support for fit to learn group.

Tara Hebditch, Early Help Assistant Manager sent their apologies as they missed the last date of application for a grant of £4000 from 2019-22, under the Fit to Learn for the children centre, she expressed it was certainly not intentional as Sally Stephenson (Child and Family Centre Manager) has been on sickness absence since the 22<sup>nd</sup> October.

Siobhan Mellon, Development Officer kindly extended the help saying, "If there is strong interest from Cambourne and a credible reason why an application was not made in time" then she can put the application to the Grants Committee meeting on 13 December.

A very similar situation arose in June 2018, there was no user for the grant money on behalf of Children's Centre when I finally restored the link between Sally Stephenson and South Cambs District Council.

The background: funding of £4k/year for 2016-19 was awarded to Cambourne Church. Cambourne Church made the application on behalf of, and in partnership with, the Children's Centre. A similar arrangement was needed as this funding is for the voluntary sector.

### **High Street Business**

I talked to David Ousby regarding the future of the High Street. David Ousby, Delivery & Innovations Manager confirmed that the developer (Newcrest) has yet to finalise their plans for the High Street, they are hoping that will take few more months.

He confirmed that no tenants for the retail space have been confirmed, and they are expecting most of the space could be let to local businesses. If the local businesses who are interested in taking up retail space within the High Street, they can register their interest to David Ousby.

Council will appoint an agent to manage the letting of the properties.

### **Council has confirmed that the Drive thru coffee shop in car park application has now been refused and this fact is public record:**

Here is a rundown of the publicly-accessible reasons given for the refusal: <http://plan.scambs.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=S/3756/18/FL&theTabNo=2>

"Policy HQ/1 m. of the South Cambridgeshire Local Plan 2018 states that developments should include high quality landscaping and public spaces. It is considered that as the proposal removes all the existing landscaping within this part of the site and proposed a

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reduced amount of replacement planting, then the proposal is contrary to Policy HQ/1 m. of the South Cambridgeshire Local Plan 2018.”

### **First Parish Christmas Market in Cambourne**

I am very delighted to report that our first Christmas Market hosted by the Cambourne Parish Council went very well. Over 30 local businesses came along to sell their craft items, the activity room was full of the children, our Parish council girls and John Vickery served the warm mulled wine with a great hospitality.

### **Merry Christmas and a Happy New Year 2019**

Kind regards,  
Shrobona

### **Police Report**

Hello Heather,

Please pass on my apologies, but I won't be able to attend next Tuesday's meeting.

Issues in Cambourne currently ASB in Damson way – liaising with housing to resolve..

Complaints of nuisance students riding bikes / scooters Swansley lane – liaising with CVC to resolve and morning patrols.

Rowdy / nuisance possibly drugs Oxford road – passed for assisted patrols / for stop search.

Anything else that is brought up please forward so I can investigate and get back to you for January's meeting.

Regards John

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## **County Council December Report 2018**

The Coroners Service is projecting an overspend of £284k for Cambridgeshire, which is caused by a mixture of on-going workload pressure i.e. the number of cases, and the complexity of cases increasing, and a need to reduce the backlog of cases built up over previous years.

New cycleway along A1198 between Ermine Street South, Papworth Everard, and A428

This scheme requires match funding from Highways England's Design Fund. There has been a delay in confirming and drawing down this match funding. Initial design work is underway. The delay in the confirmation of Highways England funding means that most of the ITB funding will need to be carried forward to 2019/20.

On Thursday 29 November, saw the launch of AccessAble Cambridgeshire. Disabled people, carers or anyone needing to find out more about accessibility can check out 2000 Detailed Access Guides on [www.AccessAble.co.uk](http://www.AccessAble.co.uk) and the AccessAble App. The Guides have been produced in partnership with Cambridgeshire County Council, and cover Cambridge, Huntingdonshire, Fenlands, East Cambridgeshire and South Cambridgeshire including Ely Cathedral, All Saints' Church, Nene Valley Railway and many more.

The Guides are 100% facts, figures and photographs and will give you loads of useful information to work out if somewhere is going to be accessible to you. They cover everything from parking to hearing loops, walking distances and accessible toilets.

A summer programme for young people in Cambridgeshire with special educational needs and disabilities has won a top national award. Cambridgeshire County Council's NCS SEND Summer programme won the National Citizen Service Award at the Children & Young People Now Awards 2018 last week.

The National Citizen Service (NCS) programme is a once-in-a-lifetime experience for all 15 – 17 year olds and up to 25 years for young people with SEND that builds skills and confidence and helps to get ahead in work and life. It also helps young



people connect to their local community through social action projects designed and delivered by the young people themselves.

Now in its sixth year in Cambridgeshire, there are a number of programmes being delivered during the summer period across the county which consist of young people living together over a number of weeks, excluding weekends, in residential centres

Changing the way we work with children in care.

Cambridgeshire currently has more than 700 children in its care but by 2020/21 we are aiming to reduce this by around 100 so that Cambridgeshire is in line with similar local authorities.

Changes are evidence based - following a series of reviews over the past year by Oxford Brookes University, OFSTED, and a LGA peer review which showed the council's model of 32 units spread across the county led to less urgent issues slipping down the priority list.

Change for Children will see:

- \* Social work teams based in districts led by non-case holding team managers who can provide more support and challenge; linking in to early help teams who already work in this way and are working well with our partners in schools and health to meet the needs of vulnerable children at the most early stage
- \* Easier referrals into the council's contact centre, with trained call handlers able to make faster decisions on all clear cut cases, and referring only complicated or unclear issues on to social workers
- \* Lower caseloads for social workers overall, with more resilience built in to larger teams
- \* Two new dedicated teams focused on adolescents in the north and south of Cambridgeshire
- \* The introduction of children's practitioner roles who are not social work qualified but instead have a range of qualifications relevant to working with children and young people. They will hold case responsibility for some of our children in need work and also provide support to qualified workers working with families where children are subject to child protection plans.

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Reducing overall numbers of children in care will be achieved by more children moving more quickly into legally permanent arrangements - returning home when this is safe for them to do so, or moving through to permanent care under Special Guardianship Orders and Adoption. We will be monitoring not only the numbers involved, but also the time taken between a child first coming into care and leaving care via these routes.

In 2017/18, Police reported over 13,000 incidents of domestic violence in Cambridgeshire. This is more than one call every hour. On average, two women in the UK are killed every week by a current or former partner.

This International Men's Day (19 November), four new White Ribbon Ambassadors for Cambridgeshire take the pledge to stand against domestic abuse and violence perpetrated by men.

Invited by Cambridgeshire County Council, which recently received the White Ribbon accreditation for its commitment to tackling domestic abuse and sexual violence

The mission of White Ribbon is to end male violence against women, once and for all by working with men and boys to challenge those male cultures that lead to harassment, abuse and violence. The organisation works with individuals and accredited organisations, such as Cambridgeshire County Council, who pledge their support and commitment to engage with men and boys to call out such behaviour among their peers and promote a culture of equality and respect.

White Ribbon Ambassadors are committed to take the message out there; to schools and colleges, workplaces and festivals; to promote awareness of White Ribbon principles, to recruit other men, and generally help change the world for the better.

White Ribbon Day on Sunday 25 November - the UN Day for the Elimination of Violence against Women. On this day, all men are invited to take the pledge - Never to commit, excuse or remain silent about male violence against women - and to wear a white ribbon in support.

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White Ribbon Day will be followed by 16 days of actions to raise awareness of the campaign and the County Council's work to tackle domestic abuse and sexual violence.

More volunteers are needed to join Cambridgeshire's school admissions appeals panel.

Every year a number of pupils fail to secure a place at the school of their choice because that school is oversubscribed.

The parents of these pupils can appeal against the decision which are heard by an independent panel - an important process required by law.

Cambridgeshire County Council is looking for volunteers who are either educationally-experienced or who may have no previous experience or educational training to sit on these panels, which are independent of the County Council and the school governing bodies. Volunteers must be able to listen to two sides of a case and weigh up evidence objectively and impartially.

The work is voluntary but travelling expenses will be paid and training will be provided. The time commitment is usually a minimum of five working days each year.

To ensure impartiality, panel members must not be elected Members or employees of the County Council who work in education, or on the governing body of the school concerned with the appeal. However, they can be on the governing body of an unconnected school.

They must also not be involved in the management or provision of education in any school.

The County Council would like the panels to reflect the diverse communities living in Cambridgeshire and would particularly welcome applications from black and minority ethnic candidates, as well as young applicants and people with disabilities.

I Mark Howell the Data Controller. I am processing personal data because it is necessary in order to Investigate Complaints

The categories of data subjects are name, address, email, medical information, for constituents and complainants. I may share the data with other Councillors, Council Officers and other relevant parties related to your case. I will hold the data for 4

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years after the case is closed. I have the following security processes in place to protect personal data password protection, only use secure email address Antivirus software

## Clerks Report

### Clerks report since 6<sup>th</sup> November 2018

1. Further correspondence with David Alexander and Alison Hopkins regarding works to the Blue School and transfer of it to the Parish Council work appears to be progressing very slowly.
2. Further discussions with Ben Hendry to review commuted sums for the transfers of open spaces green ways and Country Park. We also reviewed dates of the transfer of the Eastern Valley Country Park.
3. Meeting and discussions with Tim Slater regarding West Cambourne
4. Meetings and discussions with the Head Groundsman, Community Development Officer and Christmas Lights Committee regarding the Switch on event.
5. Working with the Community Development officer on the arrangements for the Christmas Market. Helping at what turned out to be a very successful day which was well attended by the community. Congratulations to Jess for organising and making the event such a success supported by the office staff.
6. Discussions with John O'Donnell Highway Projects, Cambridgeshire County Council regarding transport initiatives in Cambourne.
7. Meeting at Monkfield Park School regarding parking issues outside the School attended by a parent and PCSO John Coppard.
8. Attended the Bourn Airfield Supplementary Planning Document (SPD) workshop with Cllr D Jones to feed into the process for producing the SPD. A report will be circulated when we receive from South Cambs District Council. The turnout was lower than expected.
9. Meeting with Philip Raiswell Planning Manager Sport England and Jay Clarke Programme Manager / Development Officer South West, South Cambs District Council regarding provision of Sport on Bourn Airfield and West Cambourne. This was a very productive meeting and looks positive for the future.
10. Interviews were held for the Vacant Apprentice position see Agenda Item 17.
11. Attended the Parish Councils Liaison Meeting with South Cambs District Council.

The main issues were raised were:

Council Tax and Precepts, issues with the funding, monies raised, and the cap means it is getting difficult to do some of the additional things and may look at the Parishes to pick these up as they are not capped.

Cambourne to Cambridge Public Transport Project and the Combined Authorities Metro Proposal. A presentation was made Rachel Stopard, Greater Cambridge Partnership (GCP) C.E. on the current position and the possibility of the autonomous tram from Cambridge to Bourn Airfield. The GCP are not sure how they will get from Bourn Airfield to Cambourne and may have to look at an alternative route. The GCP are looking at the possibility of taking the trams underground within Cambridge after Grange Road. The GCP are looking at a number of initiatives in Cambridge to discourage car use and encourage Public Transport. The GCP anticipate looking at consulting early in the new year on their proposals. It was suggested that the GCP should take a strategic look at all the transport links currently on the table i.e. Cambourne Cambridge Bus way, A428 Black Cat to Caxton Gibbet upgrade and the East West Rail as this may be a chance to develop a joint proposal that benefits the areas of greatest development.

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The GCP were reluctant to do this as the time table for East West Rail is uncertain at the moment.

East West Rail this was due to be consulted on at the end of this year, but the consultation is now likely to be in the new year. It is believed that they will be starting from afresh when looking at the options.

It was requested that South Cambs District Council look at producing a Time Table for the delivery of the major infrastructure in South Cambs including the GCP infrastructure. A428 upgrade, A14, East West Rail and other known projects. This will enable strategic decisions to be made.

## Parish Council - December 3 - District Cllr Notes

### **Localised Council Tax Support Scheme**

Abstained in the Scrutiny Cttee vote as I did not feel there was enough info to be sure people wouldn't be worse off. SCDC say they intend that no one will be worse off with the new scheme. I will keep a close eye on this as it moves through to be voted on in Full Council in due course.

### **Cambourne Food Bank**

Visited last week to see (although early days) how UC is affecting the service in Cambourne. They order 9 (3x3) trays of emergency food each week. 3x Large Family, 3x Small Family & 3 x Individual

Recipients can only have 3 emergency donations each 6 month period.

I am advising on safeguarding and looking into supervision as the stories the volunteer staff hear can be quite distressing at times. Many of those in receipt are working but wages so low they can't make ends meet.

I will continue to liaise and support and feedback to PC about UC impacts.

\*\*\* Good news from City Depot is that there was a large donation from the traveller community last week. We should highlight that good news story perhaps!

### **Starbucks planning application was defeated**

Pleased to hear that objections to Drive thru Starbucks have been listened to and the application has been refused.

### **Dec 6 - GCP Board Mtg A428 Route (picking up on Johns point)**

I will attend and represent Cambourne. Labour CLP have been discussing it and will feedback to Rachel the CEO as to how best to access Cambourne residents. Good they are contacting us this time in advance. Can District and Parish Councillors coordinate on best way to do that?

PS. could we organise a public mtg here in Cambourne perhaps?

Attended LLF re public transport at Comberton....argumentative and unproductive.

### **Communities invited to bid for grants to help tackle loneliness**

Community groups in South Cambridgeshire can now bid for a share of £20,000 as part of a scheme that helps keep older residents in their own homes, and tackles loneliness.

The funding is available from the District Council's Mobile Wardens grants scheme. Local groups that run these initiatives can bid for the money to help pay for them.

<http://www.scambs.gov.uk/community/grants/mobile-warden-scheme-grants/>

Mobile Wardens regularly visit elderly people, helping to keep them living in the community they know, and which knows them. They receive training to understand the needs of the people they visit and can help point out what other services they may be eligible for that could help keep them living at home.

The Wardens may also help with practical tasks like light shopping, booking appointments, form-filling and the collection of prescriptions.

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Last year, the Council supported 11 Mobile Warden schemes covering 20 villages, with around 260 elderly residents benefiting from the service.

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Gavin Clayton