



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

A Meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 14th January 2020. Meeting commenced at 19:23.

Present:

Cllr J O'Dwyer (Chairman)	Cllr D Jones
Cllr R Poulton (Vice Chairman)	Cllr S Krintas
Cllr A Ahmed	Cllr D Maklin
Cllr N Akhter	Cllr J Patel
Cllr A Fisher	Cllr J Simpson
Cllr P Hedges	Cllr G Thompson
Cllr T Hudson	

In attendance: John Vickery Town Clerk
Heather Nigbur-Day Deputy Town Clerk

1 members of the public were in attendance.

1. APOLOGIES

Apologies for absence were received from Cllr S Bhattacharya, Cllr P Gavigan, Cllr McIntyre and Cllr D Sharma. Acceptable reasons for absence have been approved.

It was:

RESOLVED that the apologies from Cllr S Bhattacharya, Cllr P Gavigan, Cllr McIntyre and Cllr D Sharma for their absence be received and approved.

2. MINUTES OF LAST MEETING

To approve as a correct record the minutes of the Council Meeting CTC/M198 held on 3rd December 2019

It was:

RESOLVED that the minutes of the Council Meeting CTC/M198 be approved and signed.

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

Cllr J Patel made a declaration of interest in agenda item 14, as the Treasurer of the CYP.

Cllr A Fisher made a declaration of interest in agenda item 14, as a member of the Fireworks Committee.

Signed

Date 4th February 2020

Cllr S Krintas made a declaration of interest in agenda item 14, as a Governor of Cambourne Village College.

4. POLICE MATTERS

No reports had been received.

It was discussed that contact be made and some dates suggested for a follow up visit and further actions for Cambourne.

It was

RESOLVED to carry out the necessary actions and an update to be given at the next Council meeting, on 4th February 2020.

5. CHAIRMAN'S ANNOUNCEMENTS

- The Chairman wished everyone a Happy New Year
- The Volunteers Event will be held at The Hub on 25th January 2020 from 11 am – 1pm.

6. CLERKS UPDATE

Clerks Report since 3rd December 2019

- Continued discussions with David Gowland of Cambridgeshire County Council regarding the repair and transfer of The Blue School. The internal repairs to the toilets have been carried out and have been reopened. The external works have been carried out by contractors working for the County Council. A second toilet area has been identified as requiring repair. The heating system has been surveyed and quotations are being sought for the repair and servicing of the whole system. It is hoped to conclude this matter by at latest the end of March.
- Further meeting and discussions with Cambourne Eagles, Cambourne FC, Cambourne Spartans Cambourne Rovers and Cambourne United regarding the future of football in Cambourne. The Working Group has met to look at the steps needed to set up One Club in Cambourne.
- Discussions with Andrew Cole regarding the road adoption works being carried out in Cambourne.
- Meeting with Andy Medlock regarding adoption of Public Open Space and Local Areas of Play in Cambourne.
- Web Site the Community Development Officer and I have been chasing Coastline Graphics regarding the new domain name. the reason for the delay is that the Council itself has to submit the application rather than our agent a new form is being sent over for the Council to sign.
- Meeting with Chris Carter, Delivery Manager Strategic Sites, Chenge Taruvinga (new lead Planning Officer for West Cambourne) and David Hamilton (Landscape Officer) regarding the phase 1 Landscape Reserved Matters Application for West Cambourne.
- Cambourne Youth Building, progress is being made with discussions with South Cambs District Council regarding a possible loan to enable the

construction of the building to be brought forward. A report is to be submitted to the Scrutiny and Overview committee on 21st January then will be considered by the Cabinet on 5th February. A fuller update will be given at the February Council meeting.

The Town Council offices were closed between the 20th December 2019 and 6th January 2020

Community Development Officer report since 3rd December 2019

Jessica Lydon has been focusing on a number of events and projects, including:

- The Christmas Market took place on Saturday 30th November and was well attended, and positive feedback was received by public and stall holders. The free children's Christmas craft was thoroughly enjoyed by those who attended with biscuit and cake decorating, making decorations to take home and making their own Christmas cards. We plan to take next year's Christmas market outside.
- The first Repair Café in Cambourne took place on Saturday 7th December at the Hub community centre. Around 40 items were registered for repair, and most items were successfully repaired. Items that could not be repaired were given advice by the repairer on what to do next to get it repaired, alternatively the item was suggested for recycling. The Town Council look to organise the next Repair Café soon.
- The Volunteers Fair will be taking place on Saturday 25th January at the Hub community centre between 11am – 1pm. So far, we have 8 voluntary groups attending to hopefully recruit more volunteers to support their services. Councillors can help by sharing the Volunteers Fair Facebook event to help advertise the event.
- Work has begun on creating the Town Council calendar of events for 2020. Below is a list of Town Council organised/supported events and potential dates:

Event	Date
Cambourne 10k	Sunday 5 th April
Easter Activities	Wednesday 8 th April
Community Clean-Up Day	Saturday 2 nd May
Food Market	BH Monday 25 th May
Fun Run	Saturday 18 th July
Food Market	BH Monday 31 st August
Community Fete	Saturday 12 th September
Big Squiggle	Saturday 3 rd October
Halloween Activities	Wednesday 28 th October
Fireworks Night	Saturday 7 th November
Christmas Lights Switch On	Saturday 21 st November
Christmas Market	Saturday 28 th November

Signed

Date 4th February 2020
3-10

The CDO is looking into other community events, such as an outdoor cinema. Feedback is welcome on preferred time of year, film start time, and type of film/audience.

The next repair Café will possibly be held in May.

The Chairman, on behalf of the Council wished to thank Jessica Lydon for organising a very successful Christmas Market.

It was
RESOLVED to receive both reports.

7. **WEST CAMBOURNE**

Below is an update from Eliipsis Land on behalf of Taylor Wimpey and Bovis.

Infrastructure – The infrastructure planning application was approved last year, and we have undertaken a two round full tender of all the works contained in that application (roads and drainage). We have now chosen a contractor and are now in the process of making the appointment. We anticipate a start on site for infrastructure w/c 10 February 2020.

Archaeology – We have been ready to start on site for a couple of weeks now, but the County Archaeologist isn't happy for us to start when the site is waterlogged. This work will start as soon as weather allows.

Landscaping Application – The planning application is with SCDC for the strategic landscaping design and so far, we have had only comments from the LLFA. We will work through this application with SCDC in the usual way. The strategic landscape will be tendered as soon as we have a consent in order that we can place and order and complete the landscaping alongside the development build to ensure the site presents well.

Off Site Bus Link – This application has been with SCDC for 15 months now but is coming to a conclusion and we hope to have consent very shortly. We are in discussion with County to obtain the S38 and once we have planning permission and technical approval, we will tender these works. At the moment I don't have a start on site for these works.

Housing Parcels

Parcel 1.1 – Reserved Matters application submitted by Bovis Homes before Christmas

Parcel 1.2 – Reserved Matters application due for submission by Taylor Wimpey January 2020

Part of Sheepfold Lane – Due for submission by Taylor Wimpey February 2020

If you want anything further or if you'd like to meet or me come to a Town Council Meeting to give an overview, I am more than happy to, just let me know.

The bus link was discussed, further information regarding the progress would be requested from South Cambs District Council.

It was
RESOLVED to receive the report and carry out the necessary actions. The information will be brought to the next council meeting on the 4th February 2020.

8. TIMEBANK

The Town Clerk gave a verbal report.

The Terms of Reference documentation is nearly complete and will be presented at the next Council meeting. Once Terms have been confirmed a Councillor will be appointed to join the working party.

It was
RESOLVED to receive the report.

9. COUNCILLOR VACANCY

The Notice for a Casual Vacancy was posted on the 11th December 2019 and the 14 working days period closed at the close of business on Friday 3rd January 2020.

There have been no requests for an election to be called.

As no election is requested a notice will be posted for candidates to stand for co-option at the Council meeting on the 3rd March 2020.

It was
RESOLVED to that the vacancy be filled by co-option at the Council meeting to be held on the 3rd March 2020.

10. COUNTY COUNCIL MATTERS

Cllr M Howell sent his apologise and sent in a report before the deadline for January.

It was
RESOLVED to accept Cllr M Howells apologies and to receive the report.

11. DISTRICT COUNCIL MATTERS

To receive reports from the District Councillors for Cambourne.

Cllr S Bhattacharya sent her apologies.

Cllr R Betson sent a short report, which was not considered because it did not meet the deadline.

Cllr G Clayton sent his apologies.

The Chairman reiterated the measures taken to assist report authors, deliver their reports in the agreed timeframe.

It was

RESOLVED to receive Cllr S Bhattacharya's and Cllr G Clayton's apologies and Cllr Betson's report.

12. TOWN PLAN

The Chairman reported that the Town Plan actions will be reviewed at A future Council meeting.

It was:

RESOLVED to receive the update.

13. CALENDER OF MEETINGS

It was noted that the heading and the 2nd of December 2020 needed to be amended.

The current Calendar of Meetings shows an error, the 16th April 2020 meeting, should be 21st April 2020. The Calendar of meetings is currently not showing as available on the website. The Town Clerk has been in contact with the website service provider to try and rectify the issues.

It was

RESOLVED to accept the Calendar of Meetings, as amended.

14. BUDGET FOR 2020 – 2021

The budget has been formulated to include all the requests from the Council and Committees, including the planned replacement of the maintenance equipment.

S106 monies may start coming through in 2020-2021 subject to commencement dates for West Cambourne.

The main increases in the Budget over 2019/20 are:

- Staffing: updated staffing structure, allowance for the approved National pay agreement.
- £24,000 per year for the next 2 years for Pedestrian Crossings (this is £6.38 per band D household).
- Carry over of the £50,000 towards replacement of Skate Park (Subject to grant funding).
- Carry over of the funding towards the introduction of 20 MPH speed reductions in Cambourne and the zebra Crossing at Lancaster Gate £74,000.
- Funding for Joint initiative with Cambourne Village College £6,500.
- Outdoor table tennis tables (Subject to grant funding).
- Resurfacing of play areas- excessive wear.
- A designated place for older kids/teenagers- youth pod, seating arrangement. They would like it in an open space but not close to

residential areas. If the youth council works as an initiative it would start in April 2020- which would work well with budget timing.

- Volleyball Courts are very successful and reasonably priced. The nets are cheap and white lines just need to be painted. They are very well used elsewhere and for a small investment it is a big positive impact on the community.
- Later evening clubs- Marquee system, some form of night club. Put to the youth council. Would need to be a formal event- to be effective.

As indicated in the 2020/2021 agreed estimates, the budget has been based on a 3% increase in the band D rate which enables the Town Council to meet the risk management threshold, for the next years 3 years making allowance for the West Cambourne which will be coming on stream, the numbers of band D will be adjusted as required in future years.

If the Council wishes to levy a precept that gives a zero band D increase the Town Council will need to review the delivery timeline of some of our aims.

Attached is the

- consultation letter from SCDC regarding Band D numbers for 2020-2021.
- letter from Cambourne Youth Project regarding funding.
- draft budget with all suggested elements included.

At the Finance and Policy meeting the draft budget was reviewed and there was a discussion over all the elements of the budget.

There was a discussion about increasing the precept, but it was pointed out that a £1 band D increase would only give an additional £3,854.60.

It was

RESOLVED to levy a precept of £532,290.00 on South Cambs District Council, which is an increase of 3% which equates to £4.02p per annum to support the projects outlined in the report.

15. **BOURN AIRFIELD**

The Town Clerk gave a verbal report.

The recent planning application was received by the Town Council Planning Committee and an appropriate response will be drafted in relation to the alterations that had been made.

It was

RESOLVED to receive the update.

16. **LAND TRANSFERS**

To receive a report from the Town Clerk.

Land Transfer report has been attached at the end of the Minutes.

A question was raised regarding the ownership of the hedging and a strip of land on Greenhaze Lane. The Town Clerk confirmed that this was in the process of being transferred to the Town Council, but no end date had been given.

It was:

RESOLVED that the report be received.

17. TRAFFIC MATTERS AND ROAD SAFETY

17.1 20mph Speed limit in Cambourne.

With the completion of the on-road adoption works the speed count will take place week commencing the 20th January for 7 days.

Once the data has been supplied it will be forwarded to John O'Donnell at The County Council to review and suggest any speed calming measures that may be required.

17.2 Broad Street remedial works

Broad Street a contractor has been appointed and a street licence has been requested to carry out the works and is planned to be carried out over Easter to minimise the impact on pupils going to Monkfield School.

17.3 Adoption works to Back Lane, Brace Dein, Lancaster Gate, Stirling Way etc.

The adoption work (civils') by D A Cant have been largely completed. The section on Back Lane from the humpback bridge to outside the police station (including Del La Warr Road and Sackville Way) is due to be adopted imminently (awaiting sign off). The remainder has been completed and is awaiting the inspection report on the streetlights once received and acted on the roads will be moved for adoption by the County Council prior to the middle of the year.

It was:

RESOLVED that the reports be received.

18. CORRESPONDENCE

18.1 Beth Warmington – Communication and Engagement Officer - GCP – Cambourne to Cambridge.

It was discussed that a presentation would be given to the Council once the Board meeting had taken place. The presentation would be at the Council meeting to be held on 3rd March 2020. Noted that the C" C Local Liaison Forum will take place on 27th January 2020 at Cambourne Village College. Councillors will let the Town Clerk know if they can attend.

It was:

RESOLVED that the correspondence be received and Councillors will Inform the Town Office accordingly.

18.2 Tom Horn – Communications Officer - Three Free Trees Scheme

It was discussed that being part of the scheme would be great for Cambourne and 3 extra trees to plant out would be of benefit.

It was:

RESOLVED that the correspondence be received and the necessary actions taken.

19. COMMITTEE REPORTS

To receive minutes of meeting of the following Committees and consider any recommendations contained therein:

20.1 PLANNING COMMITTEE held on 17th December 2019 PLN M318

It was:

RESOLVED that the minutes be received.

20.2 FINANCE & POLICY COMMITTEE held on 17th December 2019 FIN/M76

It was:

RESOLVED that the minutes be received.

21. 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.

22. INSURANCE

To receive a report from the Town Clerk.

It was:

RESOLVED to receive the report and confirm the Town Clerk's actions

23. STAFFING

To receive a report from the Town Clerk.

It was:

RESOLVED to receive the report and confirm the Town Clerk's actions.

24. 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.

25. DATE OF NEXT MEETING – 4th February 2020

The meeting closed at 20.05.

LAND TRANSFERS

Council Meeting 14th January 2020

Dear John

Please find below an updated status report on current matters involving the Town Council:

1. GC23/GC26, Greenway – MCA (58)

There has been no change since my last report.

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

These has been no change since my last report.

3. Cambourne Youth Centre – MCA (63)

My application to register the Transfer to the Town Council remains with the Land Registry.

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

There has been no change since my last report.

5. POS – Bovis Homes (71)

I await hearing from you further on the discrepancies between the Transfer plan and the layout on the ground.

6. Land Parcels LC02, LC05, LC09 and LC14 – Taylor Wimpey (69)

We are moving towards the completion of these Transfers, however there is a title restriction to deal with in relation to one of the Tranches before we can do so and I also await payment of my costs from Taylor Wimpey.

We now have draft papers in relation to GC06 to review and I will do so, and produce a report, early in the New Year.

7. Priory Walk Car Park – MCA (72)

I am in the process of reverting to Laytons on the draft Transfer.

Do let me know should you have any queries on the above John.

Kind regards,

Allison

Signed

Date 4th February 2020
10-10