



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

A Virtual meeting of this Council was held using Teams on Tuesday 12th January 2021. Meeting commenced at 19:00

Present:

Cllr J O'Dwyer (Chairman)	Cllr D Jones
Cllr R Poulton (Vice Chairman)	Cllr S Krintas
Cllr A Ahmed	Cllr K McIntyre
Cllr S Bhattacharya	Cllr F Panrucker
Cllr A Fisher	Cllr J Patel
Cllr P Gavigan	Cllr J Simpson
Cllr P Hedges	Cllr G Thompson

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 N Akhter, Cllr D Sharma, and Cllr T Hudson. Acceptable reasons for absence have been given.

It was:

RESOLVED that the apologies from Cllr N Akhter, Cllr D Sharma, and Cllr T Hudson 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/M206 held on 1st December 2020

It was noted that Agenda Item 3 should read as Cllr Patel declares a pecuniary interest.

It was:

RESOLVED that the minutes of the Council Meeting CTC/M206 be approved, with the noted amendment and signed.

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

Cllr Patel declared a pecuniary interest in agenda items, 4, 15 and 23.

4. **CAMBOURNE YOUTH BUILDING**

The Town Clerk gave a verbal report.

The Town Clerk has been in discussion with the Architect and has a meeting planned for next week to review drawings and to establish a time frame to get the project started and tenders drawn up.

Signed

Date 3rd November 2020

It was
RESOLVED to receive the report.

5. POLICE MATTERS

Correspondence was received and circulated with the agenda packs

It was
RESOLVED to receive the correspondence.

6. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements

7. CLERKS UPDATE

Below is a short update on activities since the 1st December 2020. Some elements are covered by separate agenda items.

- Continued discussions with David Gowland of Cambridgeshire County Council and Mills and Reeve regarding the repair and transfer of The Blue School. The contractors have continued to carry out repairs to the heating system prior to servicing of the whole system. There is a continued drop in water pressure in the heating system which they are trying to trace the cause. They have replaced all the ventilation Fans and are going to work on the Lights throughout the building. We have received the draft lease for the use of classroom 4 and the transfer document from Mills and Reeve I am just checking it prior to it being signed. It will be then returned to Mills and Reeve who will hold it pending completion of the outstanding works to get the building fit for purpose.
- Virtual meeting with 10k committee regarding possible dates for holding the event this is on hold while current Covid-19 restrictions are in place.
- Meeting with Randal Thorpe regarding landscape works in West Cambourne.
- Meeting with Kam from Ellipsis, Thomas Jamieson ECL and Carl Hills Arcadis regarding the development of West Cambourne. See email to Kam at Ellipsis below for information.
- Further meetings to progress the formation of Cambourne Town Football Club.

It was
RESOLVED to receive the Clerks report.

8. COUNTY COUNCIL MATTERS

Cllr Howell sent his apologies and did not submit a report.

It was
RESOLVED to accept the apologies.

9. DISTRICT COUNCIL MATTERS

District Councillor G Clayton was the only District Cllr to submit a report, which was circulated to Councillors in their agenda packs.

Cllr D Jones wanted to thank Cllr G Clayton for speaking so well at a recent

Signed

Date 3rd November 2020

GCP meeting, regarding the Cambridge to Cambourne Rapid Transport Link on behalf, of the Town Council.

Cllr Clayton was informed that if the Town Council's support was needed to facilitate his invitation to meetings to represent Camborne's views, it is available; as it is to all Cambourne's elected representatives. (Para 1, Cllr Clayton's report)

It was
RESOLVED to receive the report

10. COUNCILLOR VACANCY

Due to the Christmas shut down and the timing of the Crier delivery, there was a low response, no applications were received. It is recommended to extend the advert closing date, to enable applications to be received by 5pm on 25th February 2021, for the vacancy to be filled at the Council meeting on 2nd March 2021.

It was
RESOLVED to receive the report, that the vacancy advert be extended, to enable the vacancy to be filled at the Council meeting on 2nd March 2021.

11. STREET NAMING

Further to the report to the Council Meeting on the 3rd November 2020, the Town Clerk reported that the residents had provided over 40 names. These produced a diverse range of names to that were incorporated into the final list.

Randall Thorpe has prepared a schedule of names which they shared with us to check. The list is split into a number of categories (Arts, Culture, Science/Medicine and Local Residents).

They have drawn the first 11 names from the Culture section 8 of which are females.

The intention is that the Town Council and Developers will liaise on the names going forward to enable the street names to be submitted and agreed. It should be a lot quicker now there is an agreed strategy and list.

We have asked the District Council if they have any issues with the list of names supplied (attached for information).

There were some on the original list who had links with Cambridgeshire we had to remove as they were the same as Villages in Cambridgeshire although it would have been nice to use (William Caxton, John Milton and Isaac Newton).

We originally thought of naming the road leading into West Cambourne from the new roundabout on the A1198, Caxton Road which would have been in line with most villages and towns in Cambridgeshire and also, reflect that the land was originally in Caxton. we have asked if it is, something they would consider accepting.

St Ives has Houghton Road, Somersham Road and Needingworth Way which is the road into the town from those villages. Toft has Comberton Road as does Barton as it is the road leading from Comberton. Cotton has Cambridge Road and Grantchester Road.

The Town Clerk asked Councillors to email with any further name suggestions and these will be forwarded on to Randell Thorp as reserve names.

It was

RESOLVED to receive the report and the Council agreed the naming schedule and delegated the Town Clerk to agree the Street Naming as long as they are on the approved list. Any that diverge from the list will be taken to the Council for approval.

12. EAST WEST RAIL

The Town Clerk gave a verbal report.

A questionnaire will be put together to begin collating data for a train station to be placed at the North of Cambourne. It was also discussed that more public awareness needs to be developed before the East West Rail consultation starts.

It was:

RESOLVED to receive the report and carry out the necessary actions.

13. TOWN PLAN

Following the consideration of the Town Plan, at the 1st December 2020 Council meeting, it was requested that Councillors make any suggestions or amendments and to email the Town Clerk prior to the Council meeting on the 12th January.

To date no amendments or alterations have been suggested.

It was:

RESOLVED to receive the report, and to adopt the amended Town Plan, and the current version of the Town Plan on the Town Council's website be updated.

14. COVID-19

The Town Clerk gave a verbal report to Councillors. (Report attached below.)

It was:

RESOLVED to receive the report.

15. BUDGET 2021 -2022

The Council went through the draft Budget and considered various options. It was proposed that the Town Council levy a precept of £551,700.00 on South Cambs District Council, which is an increase of 3% which equates to £4.14p per year for band D properties.

(Budget report attached.)

It was:

RESOLVED that the Town Council levy a precept of £551,700.00 on South Cambs District Council, which is an increase of 3% which equates to £4.14p per year for band D properties.

16. CORRESPONDENCE

Schedule of correspondence attached below

16.1 Greater Cambridgeshire Partnership - Newsletter

It was:

RESOLVED to receive the correspondence.

17. LAND TRANSFERS

To receive a report from the Town Clerk.

(Report attached below.)

The Town Clerk confirmed that the transfer document for the Blue school, had been received and the lease of classroom 4. It was requested that Councillor Thompson be delegated authority to sign the document in place of the Town Chairman.

It was:

RESOLVED that the report be received, and that Councillor Thompson be delegated authority to sign the document on the Councils behalf.

18. TRAFFIC MATTERS & ROAD SAFETY

The Town Clerk gave a verbal report.

The Town Clerk is still awaiting final details regarding the installation of the Zebra Crossing at Eastgate / Lancaster Way.

It was:

RESOLVED that the report be received.

19. THE HUB

The Town Clerk shared the drawings for first floor of The Hub. Funds are expected to be released at the end of 2021, prior to the first occupation of West Cambourne.

It was:

RESOLVED that the drawings be received.

20. PLANNING APPLICATIONS

The Town Clerk presented a written report of all the planning applications that had been replied to following the resolution at the Planning Committee meeting PLN M321 item 4 on the 17th March 2020 it was agreed that the Town Clerk in consultation with the Chairman and Committee members be delegated authority to respond to planning applications.

To confirm the actions of the Town Clerk in consultation with the Chairman and Committee members in responding to the Planning Applications.

It was:

RESOLVED that the report be received, and the actions of the Town Clerk be confirmed.

21. COMMITTEE REPORTS

Signed

Date 3rd November 2020

21.1 FINANCE AND POLICY COMMITTEE held on 15th December 2020
FIN/M79

It was:
RESOLVED to receive the report.

21.2 PLANNING COMMITTEE held on 14th January 2020 PLN/M319.

It was:
RESOLVED to receive the report.

22. 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.

It was:
RESOLVED that the Press and Public be excluded.

23. CAMBOURNE YOUTH BUILDING

To receive a report from the Town Clerk

It was:
RESOLVED to receive the Town Clerks report.

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.

It was:
RESOLVED that the Press and Public be re-admitted.

25. DATE OF NEXT MEETING – 2nd February 2021

The meeting closed at 19:53



CAMBOURNE TOWN COUNCIL
District of South Cambridgeshire

Cambourne Town Council and Covid-19

Staff and Buildings and Facilities

- The Council Office remains closed to the public but remains open for phone and emails.
- All staff continue to work hard on behalf of the Town Council.
- The majority of the office staff are currently working largely from home with Jessica Lydon and Ellie Lydon spending at least one day a week in the office.
- The Ground staff were largely working as normal the vacancy until one member tested positive and three others had to go into self-isolation. This left one member of staff. The sixth is shielding.
- Blue School: The Preschool is open in line with the Government guidance. Kids club is running a service feeding two school using separate rooms following the Government guidance.

Following the Prime Minister's statement on Monday 4th January and the government's instructions on staying at home and away from others. The Council in accordance with the National Lockdown Guidance issued has had to close the following venues:

- The Hub,
- Great Cambourne Cricket Pavilion,
- Lower Cambourne Cricket Pavilion,
- Sports Pavilion and Changing Rooms,
- Bowls Green and Pavilion,
- Blue School,
- 3g
- MUGA
- Tennis Courts (Back Lane and Monkfield Lane)
- Basketball Courts,
- Outdoor Gyms (Including the Eco Park trim trail.

There are some exceptions within the Guidelines for certain uses of the Community Buildings.

The Council will reopen these venues as soon as the restrictions allow.

Note: play areas, open spaces and village greens are still open at the moment (the Town Council Staff will continue to monitor guidance on this).

You can exercise in a public outdoor place:

- by yourself

Signed

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- with the people you live with
- with your support bubble (if you are legally permitted to form one)
- in a childcare bubble where providing childcare
- or, when on your own, with 1 person from another household

Public outdoor places include:

- parks, beaches, countryside accessible to the public, forests
- public gardens (whether or not you pay to enter them)
- the grounds of a heritage site
- Playgrounds

Council Matters.

- **Financial support.** The Town Clerk has been working with Peter Maddock the on Financial support from SCDC to help offset the loss of income due to closure of our facilities due to Covid-19. On Friday Peter confirmed that “a payment has now been authorised of £50,000 under the parish support scheme agreed by members last year”
- **Rapid testing site - Cambourne Hub** The Town Clerk has been approached by Helen Tunster Cambridgeshire Covid-19 Hub regarding the possibility of The Hub being used as test centre as part of the [Community testing](#) program to provide rapid testing to key workers etc. until the 31st March 2021. The Town Clerk said this would be possible as the building was closed except for a couple of bookings that can be relocated to other buildings. The use of The Hub was taken to a meeting 1pm on the 12th January 2021. The Clerk subsequently received the following email.

Hi John

Good to speak with you this morning regarding the potential to set up a rapid testing site at the Cambourne Hub for the testing of asymptomatic people.

Following the prioritisation meeting, we are proposing that the South Cambs rapid testing site be located at the Cambourne Hub, based on the epidemiology and geography. We will consult with the district council on this proposal and subject to approval from the District Golds meeting tomorrow, we will be able to proceed with a risk assessment of the site.

I'll keep you informed.

Best wishes

Helen

The Town Clerk had previously contacted Lesley McFarlane, Development Officer, Health Specialist SCDC regarding the possibility of the Hub being made available to assist with the vaccination role out and had the following response from Hannah Crisford at Monkfield Medical Practice.

“Many thanks, the vaccines are only allowed to be delivered to one agreed location and we are working on the delivery programme with our Primary care network, currently the approved site is within St Neots.

When the rules change over time as predicted we may then be able to deliver locally, but not currently.

We will bare this in mind thank you

*Regards
Hannah “*

- **National Leisure Recovery Fund.** The Town Clerk has been working with Clare Gibbons SCDC, Simon Clasby and Dan Hicks of Everyone Active on the submission of a bid for support under the National Leisure Recovery Fund

Background of the National Leisure Recovery Fund

The National Leisure Recovery Fund “seeks to support eligible public sector leisure centres to reopen to the public, giving the sport and physical activity sector the best chance of recovery to a position of sustainable operation over the medium term.

We've worked with the Department for Digital, Culture, Media and Sport (DCMS) to set the fund criteria and will act as the accountable body for its administration and monitoring - on behalf of DCMS.

A total of £100 million is available as a biddable fund to eligible local authorities in England, which will be allocated in a single funding round covering the period 1 December 2020 to 31 March 2021.”

Who and what we'll fund

We anticipate demand for the fund's likely to be very high and only those bodies meeting the eligibility criteria and presenting a case aligning with the fund's core objectives, should apply.

Who can apply?

- Local authorities in England who hold responsibility for the provision of leisure services and have outsourced their leisure provision to an external body to the local authority.
- Local authorities in England whose outsourced leisure arrangements have ended since 20 March 2020 and services are now delivered as an in-house function.

What we'll fund

The fund is available to support the difference between income and expenditure for the period 1 December 2020 to 31 March 2021 that enables leisure facilities to reopen, or partially reopen, where this offers a reasonable balance of activities and programming within coronavirus guidelines.

The expression of interest was submitted by SCDC mid-December 2020 with the final application to being submitted. When a final decision's been made on the application, NRFL will email us to confirm the outcome of the assessment.

Signed

Date 3rd November 2020

All applicants to the scheme will be notified of the outcome of their application by late February 2021.

Agenda Item 17

CAMBOURNE TOWN COUNCIL

LAND TRANSFERS

Signed

Date 3rd November 2020
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Council Meeting 12th January 2021

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

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

My application to register the Transfer to the Town Council (submitted to the Land Registry on the 10th March 2020) remains outstanding, however I have been contacted by the Land Registry in relation to the same, so the application is finally being processed.

The Transfer was completed on 6th March 2020.

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

We have an agreed form of Lease and Asset Transfer Agreement and I will be issuing engrossments to you in the New Year for the Town Council to sign.

I have emailed you today in relation to the side-letter which will deal with the Town Council's contribution towards the works undertaken by the County Council ie the new access ramp.

3. Land Parcel GC29 – Bovis Homes (73)

I have received a revised draft Transfer from Bovis, but have yet to review the same.

4. Various Land Parcels – Taylor Wimpey (69)

There has been no change since my last report, as the Land Registry continue to process my registration applications.

Once all of the outstanding applications have been concluded I will let you have Official Copies of the Town Council's various title.

The Transfers at registration were completed on 4th February 2020 and cover land parcels:

LC06	LC09	LC05
LC14	GC17	LC02
LC13		

There is also the Transfer for tranche 6, which was completed on the 19th May 2020 and relates to land parcels UC1A, UC1B and LAP1-4.

5. Priory Walk Car Park – MCA (72)

There has been no change since my last report, as my application to register the Transfer to the Town Council (submitted to the Land Registry on 26th August 2020) remains outstanding.

The Transfer was completed on 18th August.

6. 5 x Greenway – MCA (75)

There has been no change since my last report, as I am still awaiting a draft of the proposed Transfer for review.

Signed

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11-11