



## CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at the Hub Community Centre on Tuesday 6<sup>th</sup> June 2023.  
Meeting commenced at 19:15

Present:

Cllr R Poulton (Acting Chair)  
Cllr S Achall  
Cllr N Akhter  
Cllr A Ahmed  
Cllr S Bhattacharya  
Cllr P Gavigan  
Cllr R Jayaraman  
Cllr D Jones

Cllr P Mehta  
Cllr F Panrucker  
Cllr J Panrucker  
Cllr J Patel  
Cllr A Siddiqui  
Cllr G Thompson  
Cllr H Touheed

In attendance: John Vickery - Town Clerk  
Ellie Lydon – Committee Clerk

3 members of the public were in attendance.

### 1. APOLOGIES

Apologies for absence were received from Cllr J O'Dwyer, Cllr A Fisher, Cllr M Hettiarachchi and Cllr A Ramachandran. Acceptable reasons for absence were given.

It was:

**RESOLVED** to accept the apologies from Cllr J O'Dwyer, Cllr A Fisher, Cllr M Hettiarachchi and Cllr A Ramachandran.

### 2. MINUTES OF LAST MEETING

To approve as a correct record the minutes of the Annual Council Meeting ACM/18 held on the 16<sup>th</sup> May 2023.

It was:

**RESOLVED** that the minutes as amended of the Annual Council Meeting held on 16<sup>th</sup> May 2023 be approved and signed as amended.

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

Cllr Thompson declared an interest in item 19.7.1 as Chair of Cambourne Men's Shed and 19.7.3 as Chair of Cambourne Town FC

Cllr Panrucker declared an interest in item 19.7.1 Mens Shed as secretary of Mens Shed.

Cllr Ahmed, Cllr Akhter and Cllr Siddiqui declared an interest in item 19.7.2 as members of Cambourne Crescent.

### 4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman of the Council Cllr O'Dwyer is hoping to be in attendance at the next Council meeting.

The Chair allowed for Item 9 to be moved forward on the agenda.

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**9. CAMBOURNE TO CAMBRIDGE PROJECT**

To receive an update on the Cambourne to Cambridge Project.

Jo Baker, Project Manager, Greater Cambridge Partnership (GCP) was in attendance.

Cambridgeshire County Council have agreed to submit the Cambourne 2 Cambridge C2C plans VIA a Development Consent Order, to Secretary of State. The submission should be made in the summer, need agreements with some landowners to be signed off.

When sent to Government there will be various legal process, consultees responses and landowners' response. Highly likely there will be objections and a public enquiry in 2024. Independent Inspector will go through the scheme, which will be a lengthy process. It is hoped to have an answer mid to late 2024.

If approved by Secretary of State, full business case will go back to the GCP board with outline costs and changes. It is hoped to start at the end of 2024/early 2025 with a construction period of 2 years.

It is planned that bus services using the bus way will carry on through to various destinations from Cambourne to the west and travel east into the city.

No buses will terminate at Grange Road, they will carry on to various locations.

East West Rail have now confirmed their preference is for a station north of Cambourne, but not the exact location of the station. EWR will be consulting next year on the scheme. EWR and C2C are complimentary schemes and serve different places. In future, the bus routes could carry on through Cambourne and link to the station, which would be an idea location for a travel hub.

- Short term - Improve existing laybys and bus stops.
- Midterm- Land by Morrison/ marketplace, possibility of bus stops by South Cambs District Council offices.
- Long term- North Cambourne Station, potential Park & Ride.
- Links from bus stops in Cambourne to the station.

C2C Project 2025-2026 to construct and open as soon as possible in 2027.

**Q.** Bus stops in Cambourne- do part of transport work acts order? Clarify the number of stops in Cambourne and where they are, and those stops would need to be improved as part of the process.

**A.** The existing bus stops are not part of the transport work acts order.

The Town Clerk attended a Parish Liaison Meeting, where the Officer looking after buses at the Cambridgeshire and Peterborough Combined Authority stated they are reviewing all bus stops on networks around Cambridgeshire to see which bus stop need updating with shelters and/or other works. The Town Clerk has sent an email asking if the Town Council could assist this process by carrying out an audit of all bus stops in Cambourne including picture of bus stops and recommendations of what needs updating due to usage.

GCP is charged with providing the infrastructure ready for the bus services to be run on

Issues with bus services need to be taken up with the Combined Authority Mayor who has the power to make changes to the way the bus network is being run.

Jo Baker was thanked for his attendance and updating the Councillors.

It was:

Signed

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**RESOLVED** to receive the report.

**5. POLICE MATTERS**

Schedule of emails previously circulated to Councillors.

It was:

**RESOLVED** to receive the previously circulated correspondence.

**6. CLERKS UPDATE**

To receive an update from the Town Clerk. (Copy attached)

It was:

**RESOLVED** to receive the update.

**7. COUNTY COUNCIL MATTERS**

Cllr Mark Howell gave his apologies and had not produced a report for the meeting. He will be reporting at the next meeting.

**8. DISTRICT COUNCIL REPORTS**

To receive a report from the District Councillors for Cambourne.

**8.1 Cllr Drew and Cllr Leeming**

Cllr Drew and Cllr Leeming were in attendance and were available to answer questions on the report produced for the meeting.

Question raised regarding the map on the report regarding access to the Cambourne Village College. It was confirmed that the path would be suitable for bikes.

Cllr Drew and Cllr Leeming highlighted that the East West Rails report put forward a population figure of 53,000 in Cambourne.

EWR had not previously stated they were working on an increase in the population of Cambourne. Nowhere has EWR given the indication they would have this figure in their case.

The Town Clerk confirmed that with the 1,950 in the next Local Plan the approximate population of Cambourne and Bourn Airfield would be around 35,000 residents (based on the new census figures for Cambourne 2.82/dwelling).

In the Local Plan Cambourne is a key growth development area, discussion of local plans 1,950 additional dwellings, but no development location has been stated.

EWR also indicate the building of a new town close to Tempsford, part of a string of developments from Bedford to Cambridge.

**SCIP development**

By this point we would have expected some movement with the planning application but there has been no progression. We will not be supporting the development.

**Chair of South Cambridgeshire District Council's Charity**

Cllr Drew and Cllr Leeming report indicated that Cambourne Youth Partnership had been chosen as their charity. Cllr Bhattacharya announced the Chair of the Council has not chosen CYP as chosen charity of the year, but it is one of the applicants. It is under consideration and Cllr Bhattacharya is also delivering a presentation for another Cambourne charity.

It was

Signed

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**RESOLVED** to receive the report.

### **8.2 Cllr Bhattacharya**

Cllr Bhattacharya was available to answer questions on the report produced for the meeting.

### **Four day working week trial.**

Cllr Bhattacharya opposed the four-day working week. Cambourne pays one of the highest tax rates, therefore staff should be working for 5 days. There are reports that productivity has fallen and service from the District Council has worsened since the 4 day work week.

**Q.** If the trial has been found not to be working, why is it continuing?

**A.** Cllr Bhattacharya can ask her Liberal Democrat colleagues who voted for the scheme. If the trial of a 4-day working week for waste collection is approved, there will be significant extra costs to buy more equipment to complete the collections in 4 days rather than 5.

There is a fantastic report in the Cambourne Crier on the 4-day working week.

It was

**RESOLVED** to receive the report.

## **10. FINANCE**

**10.1** To receive the schedule of payments attached.

The Town Clerk answered questions from Councillors regarding the schedule of payments.

It was requested if more detailed descriptions of what the payments are for, could be included. The Town Clerk said there was limited space on the document. (Note the invoices can be inspected by Councillors if required)

It was

**RESOLVED** to receive the schedule of payments.

**10.2** To receive the report of the current financial position.

It was

**RESOLVED** to receive the current financial position.

**10.3** To receive the bank reconciliation for the 1<sup>st</sup> April 2023.

It was

**RESOVLED** to receive the bank reconciliation for the 1<sup>st</sup> April 2023.

## **11. CAMBOURNE VILLAGE COLLEGE**

To receive a report from the Town Clerk.

### **11.1 Charitable Trust**

The Village College has a charitable trust, which works to support the Village College in promoting its aims and goals. They have more aspirations, but trustees have stepped down having achieved their initial goal of delivering the fitting out of the performance

Signed

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hall. The next project for the charitable trust is the opening of a cinema. They are looking for new trustees to take this forward, otherwise the charitable trust will fold.

If anyone is interested in being a trustee, they can contact Cambourne Village College direct or via the Town Clerk.

### **11.2 Budget**

Cambourne Village College is suffering because of the growth of Cambourne. Through the course of a year the school picks up a large number of pupils, which are not funded. The persistent underfunding of the college is due to the LAG funding over the years and the new sixth form will also add significant pressure on the budgets.

Claire Coates, the Principal of Cambourne Village College would like the support of the Town Council in writing to Anthony Browne, MP regarding the funding of the school. Proposed to support the recommendation. (copy of letter attached)

It was

**RESOVLED** to receive the report and the Town Clerk in consultation with Claire Coates, write to Anthony Browne expressing concern regarding the underfunding of Cambourne Village College.

### **12. POLICIES**

To receive a report from the Town Clerk.

At the Annual Council Meeting, Vice Chairmen were appointed to the Planning (Cllr Jones) and Leisure & Amenities Committee (Cllr Patel). It was suggested to add them to the Chairs Group.

#### **Terms of Reference and Delegated Powers**

This document was reviewed at the Annual Council meeting and were amended it to incorporate the Chairs Group Terms of Reference with the inclusion of the Vice Chairmen.

Cllr Bhattacharya asked about setting a Festival Committee.

The Festival Committee will be an item on the Leisure & Amenities Committee meeting on the 20<sup>th</sup> June 2023.

It was

**RESOLVED to** adopt the policy and that the terms of reference and delegated powers, as amended, be approved.

### **13. FAITH BUILDINGS**

To receive a report from the Town Clerk.

Cambridge insights have published the initial findings for the 2021 census for the district. The census figures have not been broken down to Parish or Town ward level yet. This is expected to be released in the near future, which will help with the collation of our questionnaires and be added to the report.

Cambourne does not reflect the normal district numbers. Make up of the Town is one of the largest and one of the most diverse in the district.

The responses to the faith questionnaire have not yet been published. It will be brought to a future meeting when the ward census findings have been published.

It was

**RESOLVED** to receive the update.

**14. CORRESPONDENCE**

Town Clerk to report on any correspondence needing to be brought to the Council's attention.

**14.1 East West Rail**

To receive an email from East West Rail with the Route Update Announcement  
Today, we're publishing the route update for East West Rail (EWR), which will see new train services connecting Oxford, Milton Keynes and Cambridge moving one step closer - unlocking the area's potential to create jobs, grow the economy and attract investment for the entire country.

The Cambourne consultation is to be held in the Cambridge Belfry Hotel 11<sup>th</sup> July 2023. Cllr O'Dwyer has written to East West Rail and said the Hub would be a better location as it is more central for residents. He is awaiting a response.

It was

**RESOLVED** to receive the correspondence.

**14.2 Arthritis Action**

To receive an email from Arthritis Action regarding - Free Presentations and support services.

The Town Council will publish the link on the Town Council website and will offer to provide a space for the charity to give a talk in Cambourne to residents who may be affected.

It can also be published in the Cambourne Crier and sent to the doctor's surgery etc.

It was

**RESOLVED** to receive the correspondence and publicise the link.

Schedule of correspondence circulated by the Town Clerk to Councillors since the last meeting by email.

It was

**RESOLVED** to receive the previously circulated correspondence.

**15. LAND TRANSFERS**

To receive a report from the Town Clerk (Copy attached).

It was:

**RESOLVED** that the report be received.

**16. TRAFFIC MATTERS & ROAD SAFETY**

Councillors received the previously circulated correspondence.

**16.1 Greater Cambridge Partnership**

Making connections consultation update.

It was

**RESOLVED** to receive the correspondence.

**17. COMMITTEE REPORTS**

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

Signed

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**17.1 PLANNING** held on 2<sup>nd</sup> May 2023 [PLN/M355](#), 16<sup>th</sup> May 2023 [PLN/M356](#).

It was:

**RESOLVED** to receive the committee reports.

**18. 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.

**19. CONFIDENTIAL MATTERS**

To receive an update from the Town Clerk.

It was

**RESOLVED to** receive the report and the Council confirms the Town Clerks actions.

**20. STAFFING**

It was

**RESOLVED to** receive the report and the Council delegate the appointment of a new Committee Clerk/ Office Manager to the Chairs Group supported by the Town Clerk.

**21. 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.

**22. DATE OF NEXT MEETING – 4<sup>th</sup> July 2023**

The meeting closed at 21:45

## CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

Annual Council Meeting 6<sup>th</sup> June 2023

### **Town Clerks Report**

Below is a short update on activities since the 16<sup>th</sup> May 2023. Some elements are covered by separate agenda items.

1. Meeting with Mark Nokket Town Clerk and Cllr Jason Benedicic from Northstowe Town Council and Warren Bourne regarding maintenance of open spaces and their adoption. We had a meeting in the office regarding how we set up the maintenance team, its pit falls and advantages. Warren then left and I took them on a tour of the town highlighting the facilities and how they were managed and maintained. They left feeling that they had got the short straw with their s106. I received the following regarding the visit.

*“Dear John,*

*On behalf also of Cllr Jason Benedicic, I would like to thank you and your colleagues for your time earlier today and for giving us so much useful information to take on board here in Northstowe.*

*Very inspiring what the Town Council in Cambourne has managed to do to date: definitely lots of opportunities for us to learn from your good examples.*

*Thank you, and hope to meet again at some stage.*

*Kind regards,  
Mark”*

2. Further discussions with Reece Horne, Adoptions Manager, Taylor Wimpey East Anglia and Mills and Reeve (the Councils solicitors) regarding their last areas in Upper Cambourne.
3. Teams meeting with Simon Clasby regarding Cambourne Sport and Leisure Centre. A fuller report is given under item 19 of the agenda.
4. Email Correspondence with Simon Manville, Cambs County Council regarding the Privately Funded Highway Initiative implementation of the 20mph speed limit in Cambourne.
5. Visits to Cambourne Soul related to end of defects inspection and remedials taking place.
6. Meeting with Team Building regarding potential modular buildings a fuller report is given under item 19 of the agenda.
7. Meetings with Alfie Tate Football Development Officer, Cambourne Town FC, Cambs FA and the Football Foundation regarding development of additional Changing facilities adjacent to the Sports Pavilion. A fuller report is given under item 19 of the agenda.

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8. Meeting at Cambourne Village College regarding the review of the Community Access Agreement. This was attended by Helen Stepney South Cambs District Council, Jane Webster Cambridgeshire County Council, Claire Coates Cambourne Village College and Liz Staines Covering Community Coordinator Cambourne Village College.
9. Meeting with Cllr G Thompson and Katherine Southwood | Business Support Key Projects Team Leader, Economic Development and Investment South Cambs District Council regarding potential use of space at South Cambs Hall by Cambourne Mens Shed project and sources of funding.
10. Meeting with Lorraine Bates, Project Manager, Connecting Cambridgeshire, Cambridgeshire County Council regarding Outdoor Cambwifi in Cambourne. Connecting Cambridgeshire has successfully installed CambWifi outdoor Wi-Fi in towns across Cambridgeshire and are looking to do the same in Cambourne. We usually use the CCTV infrastructure to host the Access Point devices. Could you spare a few minutes to discuss any CCTV infrastructure that you have in Cambourne please as a potential way of connecting the CambWifi service. The Town does not have CCTV around the town other than on buildings. Connecting Cambridgeshire would look at alternative methods of achieving coverage from Sackville House. I gave Lorraine a tour of Cambourne showing where the main open spaces (village Greens and Eco Park) were and the extent of the High Street. We also looked at the location of the schools in relation to the open spaces. It was decided to not use these as some have been moving away from the County network.  
We examined possible routes for the repeaters mounted on the street light columns, which need to be in line of sight starting from Sackville House. Lorraine went away to prepare a report to enable the engineers to carry out a more technical inspection.
11. Land Transfer meeting with Lindsay Cordall and various other parties regarding the Transfer of the remaining infrastructure land. A fuller report is given under item 15 of the agenda.
12. Meeting at the MUGA with Wayne Sexton Surfacing Standards LTD as part of the Grant application for the resurfacing of the MUGA. They also carried out a condition survey of the adjoining tennis courts the survey is due in two weeks' time. This should be in time for the Leisure and Amenities meeting 20<sup>th</sup> June 2023.

It is  
**RECOMMENDED** that the report be received.

## CAMBOURNE Town COUNCIL

District of South Cambridgeshire

Council Meeting 6<sup>th</sup> June 2023

### FINANCIAL STATEMENT

10.1 To receive the schedule of payments attached.

**RECOMMENDATIONS:**

That the schedule of payments attached be received and the payments be approved

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**SCHEDULE OF PAYMENTS**

**Paid Accounts**

Date	Voucher No	Amount	VAT	Total	Name	For	Budget Code	Freq.
14-Mar-23	DD	409.57	81.91	491.48	Fuel Genie	Petrol & Diesel	1109	M
15-Mar-23	DD	151.57	30.31	181.88	BT	Quarterly Bill - Town Council	403	Q
16-Mar-23	DD	266.82	53.36	320.18	Crown Gas Power	Gas Bill - Hub	1416	M
16-Mar-23	DD	306.73	61.34	368.07	Crown Gas Power	Gas bill - BS	1416	M
17-Mar-23	DD	79.20	15.84	95.04	SGW Payroll	Payroll processing	207	M
20-Mar-23	B2473	116.45	1,669.84	1,786.29	e-on Next	Electricity - Soul	1502	M
20-Mar-23	B2474	820.00	164.00	984.00	Huws Gray Ltd	Millboard lasta grip & delivery	1107	
20-Mar-23	B2476	232.00	46.40	278.40	Sevenside Defibs Ltd	4 x Defib Pads	504	
20-Mar-23	B2477	225.00	0.00	225.00	Hay & Rice	Website Updates/calendar licence	404	A
20-Mar-23	B2478	40.00	8.00	48.00	Cooleraid	Maintenance - Hub	1421	
20-Mar-23	B2479	81.00	16.20	97.20	Ben Burgess	Tine 12 x 3/4"	1103	
20-Mar-23	B2480	100.00	0.00	100.00	MAGPAS Air Ambulance	Grant funding agreed	303	
20-Mar-23	DD	4.40	8.46	12.86	Southern Electric	Feeder Pillar Recreation Green	1102	½
20-Mar-23	DD	27.00	0.00	27.00	Barclaycard	Johnsons Key Cutting - Hub	1413	
20-Mar-23	DD	32.00	0.00	32.00	Barclaycard	Card Fee	203	
20-Mar-23	DD	13.46	0.00	13.46	Barclaycard	Morrisons - REFRESHMENTS VOLUNTEERS Fair	1412	
20-Mar-23	DD	105.50	0.00	105.50	Barclaycard	Timpson - Key Cutting	1413	
20-Mar-23	DD	9.60	0.00	9.60	Barclaycard	Home Bargains - Coat Hooks	1413	
20-Mar-23	DD	5.90	0.00	5.90	Barclaycard	Grafton Centre Car Park - Court hearing	104	
20-Mar-23	DD	8.15	0.00	8.15	Barclaycard	Costa Coffee - Court Hearing	413	
20-Mar-23	DD	31.17	0.00	31.17	Barclaycard	Amazon - Adapter Plugs - Mobile Phones	403	
20-Mar-23	DD	170.86	0.00	170.86	Barclaycard	Amazon - Screen protectors & cases	403	
20-Mar-23	DD	25.29	0.00	25.29	BarclayCard	Mr. Fothergill's - Seeds for hanging baskets	1107	
20-Mar-23	DD	104.84	20.96	125.80	Barclaycard	Amazon - 3 panel wall screen privacy room divider	1413	
22-Mar-23	DD	8,119.25	0.00	8,119.25	PAYE		102	M
24-Mar-23	DD	26,604.04	0.00	26,604.04	Payroll	Payroll	101	M
24-Mar-23	DD	9,223.07	0.00	9,223.07	Pension	Pension	103	M
27-Mar-23	DD	349.41	69.88	419.29	Southern Electric	Electricity - LC Cricket pavilion	1806	M

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27-Mar-23	DD	385.32	77.06	462.38	Southern Electric	Electricity - sports pavilion	1806	M
27-Mar-23	DD	1,054.82	210.96	1,265.78	Southern Electric	Electricity - The Hub	1407	M
28-Mar-23	DD	755.84	151.16	907.00	Scottish Power	Electricity - MUGA	1202	M
30-Mar-23	DD	710.48	142.09	852.57	Southern Electric	Electricity - BS	1407	M
31-Mar-23	B2481	600.00	0.00	600.00	CC Council	Grant - Reading challenge	303	
31-Mar-23	B2482	74.98	15.00	89.98	ScrewFix (R)	Handrail Kit	1413	
31-Mar-23	B2483	107.87	21.58	129.45	ScrewFix	U-brackets, rail and end sockets	1413	
31-Mar-23	B2484	339.17	67.83	407.00	CCL Supplies	Cleaning Supplies	1411	
31-Mar-23	B2484	0.00	0.00	0.00	CCL Supplies	Cleaning Supplies	1411	
31-Mar-23	B2485	375.00	75.00	450.00	Technical Surfaces	Muga Maintenance	1201	6wk
31-Mar-23	B2486	54.53	10.89	65.42	ScrewFix	Drill bits	1107	
31-Mar-23	B2487	750.00	150.00	900.00	Slatter Cricket & Play	Football pitch	1201	Bi
31-Mar-23	B2488	20.50	4.10	24.60	Tudor Environmental	Spraying Gloves	1107	
31-Mar-23	B2489	218.07	43.61	261.68	Ben Burgess	Gator key, Red key	1104	
31-Mar-23	B2490	5,831.00	1,166.20	6,997.20	Broxap (R)	Benches	1107	
31-Mar-23	B2491	120.00	0.00	120.00	Hilary's Wholesale Ltd (R)	Bananas - 10K	1412	
31-Mar-23	B2492	98.44	4.93	103.37	Scottish Power	Feeder Pillar, UVG	1102	½
31-Mar-23	B2493	122.64	24.53	147.17	Ibbetts	Tap & die set, drill bit, WD40	1107	
31-Mar-23	B2494	45.00	0.00	45.00	Employee	Doctors Note	207	
31-Mar-23	B2495	34.00	6.80	40.80	ESPO	Felt & board	1413	
31-Mar-23		75.20	15.04	90.24	Adept IT Services	Office 365	404	M
31-Mar-23		244.33	48.86	293.19	Southern Electric	Electricity - NCP	1806	M
03-Apr-23	DD	89.63	0.00	89.63	SCDC	Rates - Cemetery	906	M
03-Apr-23	DD	99.43	0.00	99.43	SCDC	Rates - Lower Cricket Pavillion	1811	M
03-Apr-23	DD	168.65	0.00	168.65	SCDC	Rates - New Cricket Pavillion	1811	M
03-Apr-23	DD	489.74	0.00	489.74	SCDC	Rates - Muga	1206	M
03-Apr-23	DD	572.50	0.00	572.50	SCDC	Rates - Sports Pavillion	1811	M
03-Apr-23	DD	626.40	0.00	626.40	SCDC	Rates - Trailer Park	1711	M
03-Apr-23	DD	746.05	0.00	746.05	SCDC	Rates - The Hub	1415	M
03-Apr-23	DD	38.64	0.00	38.64	Pennon Water Services	Hub office	1414	½
03-Apr-23	DD	41.16	0.00	41.16	Pennon Water Services	LCP	1810	½
03-Apr-23	DD	41.37	0.00	41.37	Pennon Water Services	NCP	1810	½
03-Apr-23	DD	56.79	0.00	56.79	Barclays	Commission Bank Charges A/C 93936082	203	M
11-Apr-23	DD	53.60	2.76	56.36	BarclayCard	Card Charges	203	M
11-Apr-23	DD	14.92	0.00	14.92	BT	Mobile Phones	403	M

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12-Apr-23	DD	96.96	0.00	96.96	SGW Payroll	Payroll processing	110	M
13-Apr-23	DD	515.57	103.11	618.68	Fuel Genie	Petrol & Diesel	1109	M
14-Apr-23	B2496	17.50	3.50	21.00	Madingley Mulch	White Cobbles (Big Squiggle)	304	
14-Apr-23	B2497	27.60	0.00	27.60	South Cambs DC	General Waste collection	1422	
14-Apr-23	B2498	284.28	56.86	341.14	Cooleraid (R)	12x 19L Bottles, Rental -2 x depest cooler	2004	
14-Apr-23	B2499	6.30	1.26	7.56	CCL Supplies	Broom	1411	
14-Apr-23	B2500	384.00	76.80	460.80	Briar Security	SP - Call out, repaired cables	1808	
14-Apr-23	B2501	77.50	15.50	93.00	Briar Security	Intruder Alarm - Check	1808	
14-Apr-23	B2502	92.68	18.54	111.22	CBS Office Solutions	Office Supplies	405	
14-Apr-23	B2503	800.00	160.00	960.00	Cambridge Security Services	Key holding Service Charge	1419	
14-Apr-23	B2504	320.00	64.00	384.00	Page Building Solutions	BS - Repair door/frame	1413	
14-Apr-23	B2505	550.00	110.00	660.00	Page Building Solutions	NCP - Repair door/frame	1809	
14-Apr-23	B2506	22.52	4.50	27.02	IBBETTS	Blade Bushing	1104	
14-Apr-23	B2507	14.82	2.96	17.78	Cooleraid	19L Bottles x 3	1421	
14-Apr-23	B2508	135.05	27.01	162.06	C&J Supplies LTD (R)	RB Keys cut x 13 (11 x white, 2 x Purple)	1208	
14-Apr-23	B2509	1,484.00	296.80	1,780.80	Adept	Laptop, set up, labour	404	
17-Apr-23	DD	308.34	61.67	370.01	Crown Gas Power	Gas Bill - Hub	1416	M
17-Apr-23	DD	334.88	66.98	401.86	Crown Gas Power	Gas bill - BS	1416	M
17-Apr-23	DD	6.29	0.00	6.29	Barclaycard	Amazon Key-ring tags	405	
17-Apr-23	DD	19.20	3.84	23.04	Barclaycard	Home Bargains - Big Squiggle	304	
17-Apr-23	DD	233.40	0.00	233.40	Barclaycard	Baker Ross - Big Squiggle	304	
17-Apr-23	DD	40.20	0.00	40.20	Barclaycard	Amazon - Big Squiggle	304	
17-Apr-23	DD	3,433.00	0.00	3,433.00	Barclaycard	M & D flooring Ltd - BS	1413	
17-Apr-23	DD	93.00	0.00	93.00	Barclaycard	Timpson - Keys	1413	
17-Apr-23	DD	40.00	0.00	40.00	Barclaycard	DVLA	1109	
17-Apr-23	DD	408.00	0.00	408.00	Barclaycard	HMCTS - Fine	1109	
21-Apr-23	DD	8,106.02	0.00	8,106.02	PAYE		102	M
21-Apr-23	B2510	10,838.46	2,167.70	13,006.16	Net World Sports (R)	10 x Goals, Nets, Frames, clips and delivery	2004	
21-Apr-23	B2511	314.17	3.54	317.71	SSE	Hub Quarter electricity bill	1407	Q
21-Apr-23	B2512	2,003.60	400.72	2,404.32	Agrovista	Lawn Sand, fertiliser x 60 25kg	1105	
21-Apr-23	B2513	203.49	40.70	244.19	CCL Supplies	CLEANING SUPPLIES	1411	
21-Apr-23	B2513	8.97	1.79	10.76	CCL Supplies	CLEANING SUPPLIES	1411	
21-Apr-23	B2515	3.33	0.67	4.00	Initial	NCP - 1 x Microfibre mat	1411	

Signed

Date 4<sup>th</sup> July 2023  
13-23

21-Apr-23	B2516	15.00	3.00	18.00	Briar Security	Remote alarm reset - Hub	1410	
21-Apr-23	B2517	4,888.14	977.63	5,865.77	GOPAK	Stage, plus trolley	1413	
21-Apr-23	B2518	75.00	0.00	75.00	Wildcard Events	Stilt Walker - Coronation Entertainment	1412	
21-Apr-23	B2519	58.68	11.74	70.42	Dual Pumps Limited	Hose Bar Coupling	1104	
25-Apr-23	DD	102.72	0.00	102.72	SGW Payroll	Payroll processing	110	M
26-Apr-23	DD	28,666.53	0.00	28,666.53	Payroll	Payroll	101	M
26-Apr-23	DD	9,808.72	0.00	9,808.72	Pension	Pension	103	M
27-Apr-23	DD	2,359.07	471.81	2,830.88	BT	Phone, broadband office	403	½
28-Apr-23	DD	75.20	15.04	90.24	Adept IT Services	Office 365	404	M
28-Apr-23	DD	907.00	0.00	907.00	Scottish Power	Electricity - MUGA	1202	M
02-May-23		94.00		94.00	SCDC	Rates - Cemetery 179	906	M
02-May-23		104.00		104.00	SCDC	Rates - Lower Cricket Pavillion 208	1811	M
02-May-23		167.00		167.00	SCDC	Rates - New Cricket Pavillion 101	1811	M
02-May-23		487.00		487.00	SCDC	Rates - Muga 027	1206	M
02-May-23		574.00		574.00	SCDC	Rates - Sports Pavillion 396	1811	M
02-May-23		629.00		629.00	SCDC	Rates - Trailer Park 161	1711	M
02-May-23		746.00		746.00	SCDC	Rates - The Hub 895	1415	M
02-May-23		180.00	0.00	180.00	SCDC	Premises Licence Fee - SP 138	1819	A
02-May-23		279.48	55.89	335.37	Southern Electric	Electricity - NCP	1806	M
02-May-23		336.70	67.34	404.04	Southern Electric	Electricity - LC Cricket pavilion	1806	M
02-May-23		901.78	180.35	1,082.13	Southern Electric	Electricity - The Hub	1407	M
03-May-23		148.19		148.19	BT Group PLC	Phones	403	M
04-May-23		381.82	76.36	458.18	Southern Electric	Electricity - SP	1806	M
04-May-23	B2520	129.16	183.49	312.65	e-on Next	Soul - Electricity	1502	M
04-May-23	B2521	1,920.00	384.00	2,304.00	JeZo Ents	Coronation Event - PA System	1412	
04-May-23	B2522	2,187.50	437.50	2,625.00	Inclusive Development	In School & Community Support 22/23	1412	T
04-May-23	B2524	296.51	59.30	355.81	Thaila Waste Management	8 x Bulky Waste	1107	
04-May-23	B2525	508.00	101.60	609.60	Playsafety Ltd	Annual Inspection all playparks	1106	A
04-May-23	B2526	3,918.97	0.00	3,918.97	Gallagher	Non-Fleet commercial Vehicle Insurance	205	A
04-May-23	B2527	31.20	6.24	37.44	CBS office Supplies	Paper	405	
04-May-23	B2528	193.30	38.66	231.96	NPH	Tandem Roller (Grounds)	1203	
09-May-23	DD	14.50	0.00	14.50	Barclays	Commission Bank Charges A/C 93936082	203	M
11-May-23	B2529	994.00	198.80	1,192.80	Latta Hire Ltd (R)	Mobile Toilets	1412	
11-May-23	B2530	1,740.00	348.00	2,088.00	Briar Security	Hub Maintenance contract charge 23- 24	1410	A

Signed

Date 4<sup>th</sup> July 2023  
14-23

11-May-23	B2531	737.10	147.42	884.52	Huws Gray Ltd	BS Plywood, wallboard & plaster	1413	
11-May-23	B2532	149.22	0.00	149.22	CCL Cleaning Services	Cleaning Supplies	1411	
11-May-23	B2533	120.00	24.00	144.00	Cambridge Bouncy Castles	Coronation event	1412	
11-May-23	B2534	400.00	0.00	400.00	Just Jammin'	Band Coronation event	1412	
11-May-23	B2535	34.00	6.80	40.80	Espo	Felt board	1413	
11-May-23	B2536	100.00	0.00	100.00	James White	Singer Coronation	1412	
11-May-23	B2537	720.00	0.00	720.00	Kevin Whincup	Medics for Coronation	1412	
11-May-23	B2538	460.80	0.00	460.80	Briar Security	Site call	1808	
11-May-23	B2539	7,464.60	1,492.92	8,957.52	Halliday Lighting Ltd	Lights 3G/Tennis Court	1204	
11-May-23	B2540	42.39	8.48	50.87	Tudor Environmental	Eyewear and Ear defenders	504	
11-May-23	B2541	280.00	56.00	336.00	AJ Grab	Muck Away - Greenhaze	2010	
11-May-23	B2542	144.00	0.00	144.00	AJ Grab	Wasted Journey	2010	
11-May-23	B2543	375.00	75.00	450.00	Technical Surfaces	Sand filled pitch	1204	
11-May-23		16.50	3.30	19.80	BT Group PLC	Phones	403	
11-May-23		69.02	2.76	71.78	Barclaycard	Card Charges	203	
12-May-23		70.05	3.50	73.55	Southern Electric	Electricity - TP	1705	M
12-May-23		481.55	96.31	577.86	Ricoh	Photocopier	407	Q
15-May-23		206.85	41.37	248.22	Crown Gas Power	Gas bill - BS	1416	M
15-May-23		237.42	47.48	284.90	Crown Gas Power	Gas Bill - Hub	1416	M
15-May-23		740.36	148.07	888.43	Fuel Genie	Petrol & Diesel	1109	M
16-May-23		384.00	0.00	384.00	Barclaycard	Survey Monkey Core - Computer & Data Processing	207	A
16-May-23		199.99	0.00	199.99	Barclaycard	Hoover - BS	1409	
16-May-23		22.91	0.00	22.91	Barclaycard	Morrisons - Big Squiggle Refreshments	304	
16-May-23		18.84	0.00	18.84	Barclaycard	Morrisons - Big Squiggle Refreshments	304	
16-May-23		29.16	5.83	34.99	Barclaycard	Emma - Ink Cartridge	405	
16-May-23		14.93	0.00	14.93	Barclaycard	Canva ??	207	A
16-May-23		121.50	0.00	121.50	Barclaycard	Timpson - Key cutting ?	1413	
16-May-23		12.00	0.00	12.00	Barclaycard (R)	British Sugar - Buffet lunch (R) <b>British Sugar</b>	413	
16-May-23		33.40	0.00	33.40	Barclaycard	ASDA - Big Suiggle	304	
16-May-23		204.35	13.13	217.48	Barclaycard (R)	Bookers (R) <b>10K RUN</b>	1209	
16-May-23		27.40	0.00	27.40	Barclaycard	Morrisons - Big Squiggle	304	
16-May-23		46.37	0.00	46.37	Barclaycard	Morrisons - Big Squiggle	304	
16-May-23		160.85	0.00	160.85	Barclaycard	Klarna Poundshop - Big Squiggle	304	
16-May-23		313.04	62.62	375.66	Barclaycard	Baker Ross - Big Squiggle	304	

Signed

Date 4<sup>th</sup> July 2023  
15-23

16-May-23	81.00	16.20	97.20	Barclaycard	Flag and Bunting Store - Coronation Bunting	1412	
16-May-23	20.00	0.00	20.00	Barclaycard (R)	Morrisons - Refreshments deposit British Sugar (R)	413	
16-May-23	3.07	0.00	3.07	Barclaycard (R)	Home Bargains British Sugar Refreshments (R)	413	
16-May-23	36.08	0.00	36.08	Barclaycard (R)	Morrisons - Refreshments British Sugar (R)	413	
16-May-23	30.00	0.00	30.00	Barclaycard	Alfie - First Aid Course	501	
18-May-23	80.80	16.16	96.96	SGW Payroll	Payroll processing	110	M
22-May-23	9,164.45	0.00	9,164.45	PAYE		102	M
26-May-23	30,062.34	0.00	30,062.34	Payroll	Payroll	101	M
26-May-23	10,469.16	0.00	10,469.16	Pension	Pension	103	M
30-May-23	181.94	36.38	218.32	Southern Electric	Electricity - LC Cricket pavilion	1806	M
30-May-23	243.87	48.77	292.64	Southern Electric	Electricity - NCP	1806	M
30-May-23	309.71	61.94	371.65	Southern Electric	Electricity - SP	1806	M
30-May-23	623.04	124.60	747.64	Southern Electric	Electricity - The Hub	1407	M
30-May-23	907.00	0.00	907.00	Scottish Power	Electricity - MUGA	1202	M
31-May-23	75.20	15.04	90.24	Adept IT Services	Office 365	404	M

Signed

Date 4<sup>th</sup> July 2023  
16-23



Signed

Date 4<sup>th</sup> July 2023  
17-23

**10.3 Bank Reconciliations:** to consider approving the Bank reconciliations as at the 1<sup>st</sup> April 2023 and 1<sup>st</sup> May 2023

**RECOMMENDATIONS:**

That the bank reconciliations for 1<sup>st</sup> April 2023 and 1<sup>st</sup> May 2023 be received and approved.

**CAMBOURNE TOWN COUNCIL**  
**BANK RECONCILIATION AT 1st April 2023**

Prepared by John Vickery Parish Clerk and RFO

02/02/2023

Total Receipts of the Council up to 31st March 2023	1,542,044.90
Total Receipts of the CPEF up to 31st March 2023	1,276,993.29
Total Payments by the Council up to 31st March 2023	1,508,246.90
Total Payments by the CPEF up to 31st March 2023	1,211,480.73
<b>Balance</b>	<b>A</b>
	<b>99,310.56</b>

Barclays Bank PLC

Account No

93936082

Statement from Bank dated 1st April 2023

1,369.20

Account No

90496049

Statement from Bank dated 1st April 2023

41,836.57

Account No 23365964 CPEF

Statement from Bank dated 1st April 2023

65,512.56

**Total****108,718.33**

Unpresented cheques at 31st March 2023

Barclays

B2481	600.00
B2482	89.98
B2483	129.45
B2484	407.00
B2485	450.00
B2486	65.42
B2487	900.00
B2488	24.60
B2489	261.68
B2490	6,997.20
B2491	120.00
B2492	103.37
B2493	147.17
B2494	45.00
B2495	40.80

**TOTAL**

10,381.67

Unrecorded income at 31st March 2023

**TOTAL**

973.90

**Balance****B****99,310.56**

Check

A-B

-

**0.00**

Petty Cash

Total

**102.78****Balance** including Petty Cash

Total

**99,413.34**

Signed

Chairman

Clerk

Date

Independent Councillor Check

Date

Signed

Date 4<sup>th</sup> July 2023  
19-23

**CAMBOURNE TOWN COUNCIL**  
District of South Cambridgeshire

**LAND TRANSFERS**

Council Meeting 6<sup>th</sup> June 2023

Good Morning John

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

1. Land Parcel GC29 – Bovis Homes (73)

As per my last Report, my application to register the Town Council's title remains with the Land Registry.

The application was received by the Land Registry on 1<sup>st</sup> August 2022 and the estimated date for its completion is 5<sup>th</sup> July 2024.

2. 6 x Greenway – MCA (75)

I await confirmation that the commuted sums relevant to these greenways have been paid. This is now being tracked back by Evie Lewis of Vistry Homes?

Once I have that confirmation and settlement of my costs by MCA (who have provided the necessary funds to their Solicitors), we will be in a position to complete once my final priority searches have been submitted to, and dealt with by, the Land Registry.

3. Incidental Space at Chaffinch Close -Vistry Homes (76)

The draft Transfer remains under negotiation, although a limited number of points remain to be agreed. I will be working further on this over the course of the next few days.

5. Land Parcels at Charlotte Grove, Merivale Place, Darwin Grange and Lakeview – Taylor Wimpey (78)

I am in discussion with the Developer's Solicitors regarding the draft Transfer and some ongoing issues with the Transfer plans, but am hopeful that these can be resolved shortly.

6. Various Land Parcels – Bovis Homes (79)

I currently await a draft Transfer from the Developer's Solicitors and am chasing in this regard.

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

Kind regards,

Allison

Signed

Date 4<sup>th</sup> July 2023  
20-23

As reported at the Annual Council Meeting, the Town Clerk met with Lindsay Cordall, Randall Thorp landscape architects for the developers, Allison Hopkins of Mills & Reeves (Town Council solicitor for land transfers), representatives of the developers and their solicitors. There was a thorough discussion on the transfer of the remaining greenways, incidental parcels, entrance park, the busway greenway and the country park.

A programme of delivery is being drawn up, which will possibly be in four tranches.

1. Greenways and incidental land
2. Busway Greenway
3. The Country Park
4. The Entrance Park

The reason for subdividing the tranches in this way is because each one will require slightly different conditions within the transfer documents, which could delay the simpler tranches. We will schedule monthly teams' meetings to maintain the impetus in delivering the tranches as soon as legally possible. A timetable will be supplied, once formally agreed.

It is  
**RECOMMENDED** to receive the report.



## CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

Town Chairman Cllr J O'Dwyer  
Town Clerk John Vickery

12<sup>th</sup> June 2023

Anthony Browne MP  
Broadway House,  
149-151 St Neots Road,  
Hardwick  
CB23 7QJ

Dear Anthony,

### **Cambourne Village College Underfunding.**

Cambourne Town Council has worked closely with Cambourne Village College (CVC) to deliver enhanced services. One of these is the employment of Phil Priestley of Inclusive Developments to assist CVC with work on pupils that carry out or are at risk of being involved in anti-social behaviour. He also liaises with the four primary schools, police and local businesses. This has had a positive impact on the community of Cambourne. This has been jointly funded by CVC and Cambourne Town Council.

However this year we received an email from Claire Coates, Principal Cambourne Village College. As a result of this the Town Council asked what the issues CVC had with their budget this year. Clare Coates gave the Council the following breakdown:

Specifically, for Cambourne, the underfunding figures for next year are:

Underfunding due to lagged funding:	£243, 851.00
Unfunded cost of Teachers' pay increase @:4.3%	£206, 400.00
Unfunded increase in cost of support staff pay	£107, 100.00
Underfunding of cost of EHCP plans	£348,000.00
<b>Total missing from budget:</b>	<b>£905,351.00</b>

As a result, the school is struggling to set a budget that balances for next year, a work in progress but you can see the difficulties...

The College has had this problem for the last few years but have been able to use the limited balances it had while there were a couple of years of limited growth in the town as Cambourne was finished off and West Cambourne started. Cambourne will continue to grow over the next 15 years with another 2,227 still to be built in Cambourne. There is also potential for up to 350 additional dwellings in Cambourne (Business Park and High Street).

Signed

Date 4<sup>th</sup> July 2023  
22-23

The issue of underfunding will only get harder for the College going forward as there is a slight dip in delivery in houses at the moment with about 100 dwellings/year being delivered, but this will be rising to 250 dwellings/year. The new provisional figures in the 2021 census for Cambourne shows the number of people per household rising from the 2011 figure of 2.76 to 2.82 in Cambourne (2.45 in the district) which puts further pressure on the college. Cambourne is a very diverse community with a mix of cultures, faiths, nationalities and over 30% mix of affordable housing which brings its own pressures on the College. The funding forecast cannot be based on the number of children in the feeder schools, but needs to react to the continuously changing number of children moving into Cambourne after the forecast has been set for the year. A fairer funding system has to be put in place or the high-quality education being delivered will be put in jeopardy.

Yours Sincerely

John Vickery  
Cambourne Town Clerk

*Please address any reply to: **John Vickery Clerk to the Town Council, Town Office, The Hub, Cambourne Community Centre, High Street, Cambourne, Cambridge. CB23 6GW.***  
**Tel 01954 714403 E-Mail [clerk@cambourneparishcouncil.gov.uk](mailto:clerk@cambourneparishcouncil.gov.uk)**

Signed

Date 4<sup>th</sup> July 2023  
23-23