COTON PARISH COUNCIL MEETING
HELD ON TUESDAY 8 JANUARY 2013 AT 7 PM IN THE VILLAGE HALL

Present: Cllrs: G Diplock (Chairman), R Darling, S Godward, W Sadler, A Storkey, D Cairns and G Fox

In attendance: 3 members of the public, PCSO Karen Mahoney, County Cllr Fiona Whelan and Mrs Gail Stoehr (Clerk)

Comments and observations from members of the public and reports from County & District Cllrs

The letter from the WI expressing concern at parking along the High Street was raised with PCSO Mahoney, who stated that she would visit the site and speak to the contractors.

Cllrs Cairns and Fox arrived at 7.05 pm.

A resident’s letter regarding parking at the village end of The Footpath and damage to the verge was also raised. Apologies had been received from the contractor and the offer to reinstate the damage noted. Concerns were also expressed regarding parking on the double bends by the pub. PCSO Mahoney left the meeting.

A resident raised the matter of Bin Brook and a landslip restricting the flow of the brook and causing flooding. This is to be reported to Pat Matthews at SCDC.

Cllr Whelan reported on:
- CCC budget setting later in January
- Minor Highways Improvements Scheme. Further information and expressions of support may still be submitted.
- Bus meetings on 17 and 23 January
- Modifications to the M11 junction. Cllr Whelan will find out the reason for these works.

Cllr Whelan was thanked and left the meeting.

A resident outlined the proposal for a water supply at the allotments involving installing a tap at the bottom of his garden with a hosepipe for the summer, then arranging for his plumber to lay the pipe properly. The scheme will enable usage to be identified. A stop monitor will be installed to prevent leakage. Costs are to be £650 for burying the pipe and £150 for the hosepipe method. The resident would pass the bill for allotments usage to the Parish Council.

On a proposition by the Chairman, it was agreed to vary the order of business to take Items 5.3, 5.4 and 5.5, 3.7 and 3.8 earlier in the meeting as Cllr Storkey had to leave by 9pm.

1. Apologies for absence and declarations of interest

   Apologies and her resignation for personal reasons were received from Cllr McLoughlin.

1.1 To receive declarations of interests from councillors on items on the agenda

   All members declared an interest in the item relating to the setting of the precept as residents and taxpayers. Cllrs Diplock, Godward and Fox disclosed the existence of their dispensations which enabled them to speak and vote on the precept.

1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

   Written dispensation requests were received from Cllrs Cairns, Storkey, Sadler and Darling with regard to the setting of the precept.
1.3 To grant any requests for dispensation as appropriate

It was agreed (Prop GF, 2nd SG) that the dispensations be granted to Cllrs Cairns, Storkey, Sadler and Darling so that the members could speak and vote on any matters relating to the setting of the precept.

2. To approve the minutes of the last meeting on 13 November 2012

The minutes of the meeting on 13 November 2012 were unanimously approved as a true record (Prop WS, 2nd RD) and signed by the Chairman, after the amendment of Cllr Godward’s name to Items 1.2 and 1.3, and the amendment of “husband” to “partner” under Item 1.6; also Item 3.7 is to read “the school reports that it expects”.

3. Matters arising from the last meeting or a previous meeting

3.1 Cricket Club – to consider revised location for nets and confirmation of location of shed structure

Cllr Fox reported that he had checked the measurements and found them correct. The location was considered. The first suggestion was subject to a flooding problem and would obstruct the football pitch. It was estimated that the proposal would put the nets 4 to 5 metres away from the skate ramp on the left where it would not be obtrusive or a risk. Permission was sought for a proposed store by the nets pending the Club’s raising the funds for an artificial surface and double nets. This was carried forward to enable Cllr Fox to measure the area and for members to undertake a site meeting. Permission for the nets was agreed in principle (Prop DC, 2nd WS) subject to the distance from other areas being as agreed. The shed location was agreed in principle.

3.2 Allotments water supply - update on allotment holders’ payment arrangements and to consider quotations if received

Two plumbers who had been invited to quote for the proposed water connection to the residential premises for the allotments indicated that this was not allowed. It was agreed to write to Cambridge Water to check the position. It was noted that from the petition 20 people were agreeable to paying for the water usage. It was agreed in principle to install the water subject to the agreement of Cambridge Water.

3.3 Fields in Trust QEI Challenge – to consider ACRE guidance

Cllrs Cairns reported on Fields in Trust and ACRE’s written advice. The advice of the NALC Solicitor was reviewed. It was agreed that no action should be taken at present but the document should be retained so that the matter could be tabled again in the future if required.

3.4 Bowls Club subsidence update – to consider quotations if received

It was noted that the large tree had been felled some 2-3 years ago and that it was likely that the large hedge identified was still a contributory factor. The three recommendations in the report were considered again and it was agreed to seek quotations for cosmetic work by the builders and to monitor future subsidence. It was unanimously agreed (Prop RD, 2nd AS) to write to two residents indicating the costs incurred to date and stating that the Parish Council will seek to recover costs and the costs of the cosmetic repairs. The Council will then monitor the subsidence and if further movement and damage occurs the Council would contact the residents again as as necessary may further claim against them for the damage and any works required.

3.5 Legionella test results and to consider need/quote for bowls club to be tested

Given the legal requirements it was unanimously agreed (Prop AS, 2nd GF) to accept the
quotation from Primec for the legionella risk assessment in the sum of £250.

3.6 (6.1) CCC consultation on Cambridgeshire’s Flood Risk Management Strategy - update
Mr James Fox was thanked for his report and it was agreed that there should be no further development in the village until there was infrastructure preventing flooding in place.

Cllr Burkitt arrived.

3.7 (6.6) Resident request to cut poplar trees along The Footpath – to consider recommendation
It was agreed to seek an assessment and quotations. Carried forward.

3.8 (7.6) On road parking
Cllr Storkey’s written report was considered. This covered seven problem areas, evaluation and proposed solutions. It was agreed to carry out a consultation in the parish magazine with those who might be involved with this issue, and to report to the May meeting. Cllr Diplock will place an item in the Community News.

On a proposition by the Chairman, it was agreed to vary the order of business to take Item 7.3 at this point.

7.3 Highways
Cllr Godward reported on the Minor Highways Improvements Scheme bid as submitted. This involved a 20 mph limit through the non-through part of the village and two entrance features.

Cllr Burkitt was invited to give his report, which covered:
- The LDF Issues and Options consultation. Nothing was proposed in Coton. Attention was drawn to the paragraph about neighbourhood plans and SCDC undertaking these on behalf of parishes. There was some recognition that areas contributed towards the “selling of Cambridge” and the argument was that the viewpoints such as that from the top of Madingley Rise contributed to this. The Parish Council agreed that it supported the section on the green belt and viewpoints being underpinned with a plan. It was agreed that Cllr Cairns should submit the Council’s response.

Cllr Burkitt was thanked and left the meeting.
Cllr Storkey left the meeting at 9.00 pm.

4. To consider planning and tree works applications received since the last meeting
4.1 Planning applications
4.1.1 S/2505/12/FL – Madingley Rise, Madingley Road – demolish existing kitchen and utility, construct new ground and first floor extension
The Parish Council made no recommendation (Prop RD, 2nd DC).

4.2 SCDC Decision notices to note
4.2.1 S/1864/11 – 71 The Footpath – Extension – Permission refused by SCDC. - Noted.
4.2.2 S/0691/12/FL – Land at Silverdale Avenue – appeal lodged – ref APP/W0530/A/12/218555/NWF – decision awaited. - Noted.
4.2.3 S/2388/12/NM – 75 The Footpath – Non material amendment to approved application S/0370/12/FL – Permission granted by SCDC. -Noted.
4.2.4 S/2250/12/FL – 12 Brook Lane – Conversion of existing garage into home office, single storey extension to side of house and replacement of existing French windows – Permission granted by SCDC. Noted.
4.3 Tree works
None.

5. Finance, procedure and risk assessment
5.1 To receive the financial report and approve the payment of bills
The finance reports and the bank statements and invoices were checked by the Chairman before the cheques and bank reconciliations were signed. Payments as listed below were unanimously approved [(Prop RD, 2nd WS)]. Credits were noted.

- CCC (Street lights) £21.73
- EON (Electricity) £62.78
- CGM (Grass cutting) £43.15
- Geoff Wilson (Guttering repair) £85.06
- LG Stoehr (Salary) £376.22
- Bullard Plot 57A (key deposit refund) £10.00
- LGS Services (admin support 2 invoices) £1077.30

It was agreed to monitor the frequency of removing debris from the bus shelter.

5.2 To consider any quotes for urgent works required because of risk
None.

5.3 To review budget FY2013
The budget report prepared by the RFO detailing receipts and payments against the agreed budget for the current financial year was considered and it was noted that three quarters of the way through the year the budget was coming in for most items broadly as expected however the projects. Highways and allotments water were still in progress and if unspent at the end of the financial year will be carried forward in an earmarked fund. It was noted that CGM was cutting the grass to accommodate the Cricket Club and Cllr Fox is to provide the Club’s fixture lists for the Clerk to pass on.

5.4 SCDC precept payment and consultation 2013-2014
Noted.

5.5 To consider and approve a budget for FY2014 and to set the precept
The draft baseline budget showing contracts in place and spending projections and the supporting report, as prepared by the RFO was considered. The assets review is required and should take place before the January budget meeting to ascertain appropriate repairs and maintenance budget.

The letter from the Church requesting financial support for the churchyard strimmer was considered. Cllr Cairns declared an interest as he cuts the grass, and Cllr Darling declared an interest as Churchwarden and the existence of her dispensation to speak but not vote. It was agreed [(Prop GD, 2nd GF)] to make a contribution of £200. The cheque is to be released at the next meeting.

Cllr Diplock declared an interest in the Community News as its Chairman and took no part in the discussion or the decision. Cllr Sadler declared an interest as Parish Council representative, and Cllr Fox declared an interest as Editor. It was agreed to make a donation of £100 to support the Community News. The cheque is to be released at the next meeting.

The sum of £5000 was earmarked for Highways expenditure. Any further funds would need to be taken from reserves.

The following was added to the budget:
- £500 for the Connections Bus visits.
£9,000 was allocated for the skate park to be part funded by a release of general reserves. The play equipment project was resurrected having been closed last July. Funding will be by way of the S106 money received £3307.41 from 13 Silverdale Avenue (already earmarked) and the expected £3300 from 14 Silverdale Avenue plus £4,000 from the precept.

£371 of the s106 money for 13 Silverdale is to be passed to the Village Hall as it was received on that condition. It was noted that Cambridge Past Present and Future was raising money for the bridge to the reserve. Cllr Cairns declared an interest as a member of CPPF. The sum of £500 was allocated in the budget as a contribution.

An additional £800 is to be released from the general reserves to result in £22,000 this being the amount required to balance the budget. The budget was approved by resolution of the Council (Prop GF, 2nd DC). It was unanimously agreed to seek a precept of £20,926 from South Cambridgeshire District Council, being the sum required to balance the budget minus the grant offered from SCDC of £1,074.

Given the lateness of the hour the Chairman varied the order of business to take item 7.1 after which the meeting would be closed with all other items deferred to the next meeting.

7.1 To receive play equipment inspection reports.

The reports were all up to date. It was agreed to ask Mrs Fox if she would be willing to carry out all the inspections.

8. Closure of meeting

There was no further business and the Chairman declared the meeting closed at 10.20 pm.

Signed ___________________________ (Chairman) ___________________________ (Date)