

**COTON PARISH COUNCIL MEETING
HELD ON TUESDAY 11 OCTOBER 2011 AT 7 PM IN THE VILLAGE HALL**

Present: Cllrs: G Diplock (Chairman), R Darling, D Cairns, B Smart, S Godward, A Storkey, D Wilson, D McLoughlin and W Sadler.

In attendance: Cllr Francis Burkitt (District Councillor), 2 members of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

Cllr Whelan's written report was read by the Chairman in her absence. This covered:

- Diversion of Government funding from voluntary schemes such as community transport
- Library provision being re-examined.
- Parking at Comberton Village College.
- The draft consultation on the local bus service.
- Rights of Way surgeries for Councillors.
- The Boundary Commission review and proposed changes.
- Cllr Whelan asked to be informed of any issues concerning school travel for children in Coton.

A resident had raised an incident involving dogs in the village. It was noted that this was a matter for the Police. A general request for dogs to be kept on leads is to be placed in the Community News and a reply sent to the resident that the Parish Council will look into the matter.

1. Apologies for absence and declarations of interest

Apologies were received from Cllr Whelan (County Councillor) and Mr Lawrence Green of South Cambridgeshire District Council (SCDC) who will attend the January meeting.

Cllr Diplock declared a personal interest in Item 3.4, as a member of the Village Hall Committee.

Cllr Darling declared a personal interest in Item 3.6 as her husband is a member of the Bowls Club.

2. To approve the minutes of the last meeting on 13 September 2011

The minutes of the previous meeting on 13 September were approved as a true record ^(Prop RD, 2nd DM) and signed by the Chairman, after an amendment under Item 3.1 to delete the words "However, in the light of the comments and strong recommendation of Ms Gohler", and the addition of the words "and are in place" at the end of Item 7.3.

3. Matters arising from the last meeting

3.1 (3.1) Parish Plan

Cllr Godward reported on the meeting of the Working Group. The Group had decided to revisit the action plan from the old Parish Plan, to consider how far the objectives had been achieved, and to write a draft vision document. Summary notes of the meeting are to be circulated. Cllr Cairns explained that the vision document would be drafted, as a neighbourhood plan based on the Coton Parish Plan, setting out what was envisaged for 2016 to 2031. It was intended that consultation with the village would take place in November via the newsletter. The Group also suggested working with the nearby parishes of Barton, Grantchester and Madingley in creating a collective neighbourhood plan. The group members highlighted the need to conform to the Parish Charter and the SCDC

Development Plan in order to gain a stronger voice with regard to development proposals. It was hoped to complete the plan by mid-March.

3.2 (3.3) Parking at The Footpath

Cllr Godward reported on the responses received to the consultation regarding parking at The Footpath and the cost. It was agreed^(Prop AS, 2nd DM, carried with 8 in favour and 1 against) to arrange for a double yellow line to be placed at the entrance to The Footpath, for two car lengths down both sides of the road at a cost of advertising the proposed change at £266.50 and the painting at approximately £100.

3.3 (3.4) Water main renewal and allotments water supply – to consider quotations

As further quotations are awaited this item was carried forward to the next meeting.

The electrician's report that no action was necessary regarding the pavilion earthing, was noted.

3.4 (5.3) Village Hall request for financial assistance including budget review

Cllr Diplock, having previously declared a personal interest, left the meeting and Cllr Darling chaired the meeting for this item. The Budget papers detailing receipts and payments to date and the reserve funds and background to this item was noted. In response to the request from the Coton Village Hall Ltd for financial assistance in the form of a loan or donation was considered. It was agreed,^(Prop AS, 2nd WS) to grant a £5,000 interest free loan to the Coton Village Hall Ltd subject to repayments of £1000 per annum over five years, or earlier. Cllr Diplock re-joined the meeting.

3.5 (6.1) Queen Elizabeth II Challenge 2012 and Diamond Jubilee

Cllr Cairns reported that the application had been submitted to ACRE and that might be possible to add more land to the project at a later date, either by a direct application from Cambridge Past Present and Future, (CPPF) or in a joint venture with CPPF.

Cllr Burkitt arrived.

3.6 (6.2) Coton Bowls Club re pavilion structure and survey report

As the insurance company had said it was the responsibility of the Parish Council to obtain the survey report it was agreed^(Prop DM, 2nd DW) to appoint the Roger Driver Partnership to carry out the inspection and survey report at a cost of £350 plus VAT.

3.7 (7.1) Skatepark repairs

It was reported that another hole had appeared in the ramp and that a small dog had become trapped under the structure. Concerns were expressed at the increasing cost of repairs and it was agreed that the skate ramp should be put out of action and pulled down as soon as possible for safety reasons^(Prop RD, 2nd DM, carried with 5 in favour, 3 against and 1 abstention). The structure is to be roped off and Mr Jim Lewis is to be asked to demolish it. Concerns were expressed at the lack of facilities for young people, and it was agreed to place an article in the next newsletter explaining why the skate ramp was being taken down and seeking suggestions as to what should replace it from the young people of the village.

3.8 (7.1) Dog fouling and signs

Consideration was given to the provision of "No dog fouling" signage. Cllr McLoughlin agreed to check the proposed locations and their ownership and this item was carried forward to the next meeting. It was agreed to place a request in the newsletter for owners, in particular young dog walkers, to clear up after their dogs.

4. To consider planning and tree works applications received since the last meeting

4.1 Planning applications

4.1.1 Cambridge NW Fringe

It was agreed to seek a time extension for a response from SCDC and to invite the Project Manager for the development, Mr Roger Taylor, to the next meeting to give a presentation about the plans and their implications.

6.3 SCDC Call for sites

Cllr Burkitt spoke to his report which had been circulated and outlined the process and the implications for possible sites for development following the SCDC Call for Sites. A Housing Needs Assessment which is being conducted to decide how many houses will be needed. He suggested that the Parish Council contact Keith Miles at SCDC to find out how best to proceed to put its case to SCDC and indicated that the production of a vision statement from the four villages in Barton Ward would potentially be helpful.

Cllrs Storkey, Godward, Darling, Cairns and Sadler expressed a willingness to be involved in updating the Parish Plan and co-ordinating the response with the other villages. It was noted that, in preparing a Parish Plan, there was a need for the village to be involved and not just the Parish Council. It was suggested that a public meeting should take place to get the village involved and that an article would be placed in the next newsletter by the Working Group. Cllr Burkitt was thanked for his report and left the meeting.

4.2 SCDC Decision notices to note

4.2.1 S/1635/11 – Rose Cottage, 6 High Street – Permission granted by SCDC.

4.2.2 S/1123/11 – Land near 18 Brookfield Road – pedestrian access gate and new footbridge – Approved by SCDC subject to conditions.

5. Finance, procedure and risk assessment

The Clerk's advise on procedure as detailed in her report was noted.

5.1. To receive the financial report and approve the payment of bills

The finance report 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 BS), plus CGM Cambridge £277.88, LGS Services £579.59 (admin support) and Greenham £4.50. The invoice from Balfour Beatty for £22.78 was placed on hold in the light of the letter from SCDC stating that the District Council would be taking over responsibility for footway lights, resulting in the cancellation of contracts with Balfour Beatty. Credits received since the last meeting and also the conclusion of the annual audit were noted.

ICO (Data Protection annual fee)	£35.00
Moore Stephens (annual audit)	£352.80
LG Stoehr (salary)	£146.22

6. To consider correspondence/communications received including

6.1 Coton Football Club request for goal bracket installation

The request from the Football Club for the installation of goal brackets on the pavilion was approved ^(Prop DW, 2nd AS).

6.2 Boundary Commission – 2013 review of Parliamentary constituencies

Noted.

7. Members' Reports and items**7.1 To receive play equipment inspection reports**

Cllr McLoughlin reported from the inspection booklets.

Skate ramp – discussed previously. The hole is increasing in size and another has appeared.
Recreation Ground – The recycling bin has been emptied and there is no litter. The grass has been cut and it was remarked that the Recreation Ground looked lovely and was a credit to the village.

Bennys Way – the motorbike and clover leaf need replacing. Screws are regularly tightened. It was reported that the rope was wearing on the cargo net and will need replacing in the near future – carried forward. Bins are being used and there is no litter. A sign has been partially erased and paintwork is coming away from the rocking horse.

The books were signed by the Chairman.

The use of foul language by adult footballers and spectators in the presence of children during a recent football match was raised and it was agreed to write to the Football Club asking players and supporters to moderate their language.

7.2 Footpaths report

Nothing to report.

7.3 Traffic including Speedwatch

Cllr Godward reported. Only two responses had been received to the article about a possible 20 mph limit and the matter will be left in abeyance until there is more interest in this measure in the village.

7.4 Allotments

Nothing to report.

7.5 Trees

Nothing to report.

7.6 Parish Council Liaison Meeting report

Cllr Cairns's report was noted and he was thanked for attending.

8. Closure of Meeting

There was no further business and the Chairman declared the meeting closed at 9.38 pm.

Signed _____ (Chairman) _____ (Date)