

**Minutes of the Meeting of Oakington & Westwick Parish Council held at  
Oakington Sports Pavilion, Queens Way, Oakington  
Monday 13 March 2017 at 7.30pm**

<b>Agenda No:</b>		<b>Action/ Power<sup>1</sup></b>
	Present: Cllrs M Oakley (Chairman), J Grove, G Butlin, S Edwards, J Bailey, A Field, E Warboys. Dist Cllr Harford. Dist Cllr Wotherspoon. Cnty Cllr Jenkins. (part meeting) Clerk: L Lawrence. 5 members of the public.	
17/34	<b>APOLOGIES FOR ABSENCE</b>  Cllr S Moore (personal) Cllr T Starling (personal), Cnty Cllr Mason.	
17/35	<b>DECLARATIONS OF INTEREST</b>  None declared.	
17/36	<b>PUBLIC OPEN SESSION</b>  Queens Way resident (in reference to agenda item 43.4) stated that traffic attending boot camps at 7am on Saturdays creates a noise nuisance and asked that if the PC is minded to approve the request for midweek boot camps it stipulates a more reasonable start time such as 7.30am. Resident reported increased dog fouling on the Rec. Junior football teams have to regularly clear dog waste before they can play on pitches and the wood and orchard are being contaminated to the detriment of other users. He suggested the PC considers a journal article reminding residents that dogs are not permitted on the Rec and asking for co-operation in adhering to the regulation. Transport Action Group chair stated group endorses the proposed City Deal bus hub at Busway and asked for an update. There had been none received so far but PC will keep TAG updated on any progress.	
17/37	<b>TO APPROVE MINUTES OF THE PREVIOUS MEETING HELD 13 FEBRUARY 2017</b>  Approval proposed by Cllr Grove. Seconded by Cllr Butlin. All in favour. Minutes were signed by the Chairman.	
17/38	<b>MATTERS ARISING FROM PREVIOUS MEETING NOT OTHERWISE ON THE AGENDA</b>  38.1 <u>Connections</u> – explanation received of reason older young people attendance and agreement to continue to review appropriateness.	
17/39	<b>TO RECEIVE REPORTS</b> (Circulated prior to the meeting and available on PC website.)  39.1 <u>County Councillors Report</u> In response to a question regarding Highways Services Contract preferred bidder, Cllr Jenkins reported this had not yet been announced. He reported that Andy Campbell, Stagecoach is willing to consider the idea of an extension to the C6 route up to the Busway and also the possibility of at least some of the buses going to and from Cottenham.  39.2 <u>District Councillors Report</u> There were no further updates from District Councillors.	

<sup>1</sup> Specific legislation which permits parish council to exercise discretionary statutory power

17/40	<b>TO CONSIDER CORRESPONDENCE RECEIVED</b>	
40.1	<u>SCDC</u> – confirmation new dog waste bin to be installed in Longstanton Road.	
40.2	<u>CAPALC</u> – consultation on proposed membership agreement.	
40.3	<u>SCDC</u> – notification that all parish council elections will be held in 2018.	
40.4	<u>Connections</u> – Spring half-term attendance figures.	
40.5	<u>South Cambs Police</u> – Community Safety Day 18 March.	
40.6	<u>ACRE</u> – Timebanking workshop 3 April.	
40.7	<u>Resident email</u> – overgrown land rear of 27 High Street. Highways officer had responded that it is not a Highways issue but he would ask Searches Team if they can establish ownership. Dist Cllr Edwards agreed to make enquiries via Land Registry team.	Cllr Edwards
40.8	<u>CCC</u> – Innovation Fund network event 30 March. Cllr Moore to attend.	Cllr Moore
40.9	<u>South Cambs Police</u> – Area Commander statement on policing priorities	
40.10	<u>Resident email</u> – Rec tree/vegetation removal works – Clerk had responded.	
40.11	<u>Cambs Constabulary</u> – online reporting of parking enforcement issues	
40.12	<u>Wings for Life World Run</u> – 7 May – reminder. Noted that most residents did not receive the original letter. Dist Cllr Harford to follow up on the reason for this.	Cllr Harford
40.13	<u>CCC Highways</u> – Mill Road closure 28/29 March – removal of concrete from drains	
40.14	<u>Highways England</u> – A14 mobile visitor centre available for bookings. Details forwarded to Village Day committee. PC to consider booking later in the year if they are not interested.	
40.15	<u>CCC Local Highways Initiative</u> - result to be confirmed later in March but indications are that speed monitoring device bid missed out by one place.	
17/41	<b>TO CONSIDER PLANNING RELATED MATTERS</b>	
41.1	<u>To note application ref S0561/17/LD</u> – 36 Coles Lane –Lawful Development Certificate for single storey rear extension. <u>Noted.</u>	
41.2	<u>To note tree works application ref S/0520/17/TC</u> – Stocks Green – reduce 2 lower limbs Plane tree. <u>Noted</u> only as PC is the applicant.	
41.3	<u>To note any planning application decisions</u> <u>S/0139/17/FL – 2 High Street</u> – retrospective wooden fence up to 2 metres in height. <u>Refused</u>	
17/42	<b>TO CONSIDER FINANCE RELATED MATTERS</b>	
42.1	<u>Approval of payment of the following accounts due.</u>	
	Brookfield Groundcare      Rec South side scrub clearance      1920.00	
	Brookfield Groundcare      Rec perimeter tree works      480.00	
	Brookfield Groundcare      Removal of wind fallen Willow      780.00	
	Cambs County Council      Street Light energy 1.10.15-30.9.16      463.23	
	LCPAS      Councillor course      30.00	
	Salaries      Salaries      1090.28	
	Expenses      Expenses      30.00	
	HMRC      PAYE/NI      289.07	
	<b>Direct Debits</b>	
	NEST      Pensions      89.17	
	British Gas Business      Pavilion gas 1.11.17 – 31.1.17      305.94	
	British Gas Business      Pavilion electricity 2.2.17-28.2.17      261.33	
	TalkTalk Business      Broadband,phone 27.2.17 – 26.3.17      48.82	
	<b>Multipay Charge Card</b>	
	Lloyds Bank      Monthly card fee Feb 17      3.00	
	Total      5790.84	
	<u>Approval</u> proposed by Cllr Edwards. Seconded by Cllr Bailey All in favour.	

42.2	<u>Income Received</u> Santander Reward Saver Interest Feb 17 1.46 Harry Williams & Son Ashes grave, interment 457.00 R Langston Contribution to new pond railings 50.00 O&W Sports Pavilion 2016-17 Pavilion costs 13460.00 Comm. Total 13968.46	
17/43	<b>TO CONSIDER RECREATION GROUND RELATED MATTERS</b>  43.1 <u>To report on removal of fallen Willow tree</u> Clerk had arranged for Brookfield to remove Willow tree that had fallen down across the brook in recent high winds as it was a health and safety risk. Cost <u>£650 + VAT</u> . 43.2 <u>To receive report on Rec remedial work and to consider any follow up actions</u> Report on recent scrub clearance work had been circulated. Agreed that a <u>full tree assessment</u> of all PC owned trees is needed. Proposed by the Chairman that the Clerk should be given delegated authority to accept quote up to <u>maximum amount of £650</u> . Seconded by Cllr Butlin. All in favour. In light of dog fouling complaint, Clerk to add "No Dogs" signs purchase to April agenda 43.3 <u>To consider quote to remove old goal posts</u> Quote had been received for £280 + VAT. Cllr Edwards kindly agreed to remove posts. 43.4 <u>To consider request to hire Rec for early morning mid-week boot camps</u> Current Saturday 7am Rec hirer had requested to hold boot camps on either a Tuesday or Thursday from 6am. After some discussion it was agreed to allow midweek boot camps from <u>7am on a two month trial basis</u> . In addition, it was agreed that Saturday boot camps must not start until 7.30am to mitigate impact on local residents of noise issue caused by car drivers attending early on weekend morning. Clerk to inform hirer.	Clerk April agenda  Cllr Edwards  Clerk
17/44	<b>TO CONSIDER PAVILION RELATED MATTERS</b>  44.1 <u>To report on progress ref possible extension</u> Written report received from Cllr Moore that planning officer had stated that the outline application was not acceptable. He had requested a full application by 16 <sup>th</sup> March; otherwise PC would forfeit its outline fee of £198. The reasons for rejection had not been made clear. Subsequently, another officer had agreed to allow an extension for full application submission to 23 March. Noted that Cook & Cook architects had kindly made no change for the plans provided. Due to lack of clarity it was decided to delay proceeding to full application at this stage. Dist Cllrs Harford and Edwards agreed to follow up with the planning officer (s) as it may be better to obtain pre-application advice first. 44.2 <u>To report on Pavilion meeting held 8 March</u> Clerk reported that the Licence to Occupy was signed. MUGA fence scaling, maintenance and lottery had been discussed. 44.3 <u>To consider quotes for MUGA maintenance work</u> Clerk had met with four contractors, all of whom stated that the surface required immediate remedial work of decompaction and moss/algae spraying. They also recommended regular maintenance to prolong surface life. (Average estimate of at least 4/5 years.) Proposed by Cllr Edwards that <u>Martin Hardy</u> quote of <u>£720 for decompaction</u> and <u>£70 per half tonne of sand</u> should be accepted. Seconded by Cllr Edwards. All in favour. PC to assess results before committing to a regular maintenance contract.	Cllr Harford /Edwards

17/45	<b>TO CONSIDER COMMUNITY PLAN RELATED MATTERS</b>	
45.1	<u>To receive update report on pond railings replacement</u> Cllr Butlin reported that Highways contractor had taken away posts to be painted and had replaced the top row of bricks. Work scheduled to be completed by 17 <sup>th</sup> March.	
45.2	<u>To receive update report on pond restoration</u> Andrew Dennis reported that EAG is in the process of drafting the Heritage Lottery Fund application. Letters of support would be obtained from riparian owners before the completed application is passed on to the PC to be submitted. EAG were congratulated on their recent South Cambs Community Award.	
17/46	<b>TO REPORT ON MEETINGS ATTENDED</b>  Cllr Edwards – Northstowe site visit to look at de-watering issues. Noted very low levels in some of the Longstanton ponds.  Chairman thanked Tony Leadley on behalf of the PC for his work as caretaker for the past 9 years. Noted that he would be employed by the Pavilion Management Committee with effect from 1 April 2017.	
17/47	<b>DATE OF NEXT MEETING</b>  Parish Council – Monday 10 April Planning meeting – Monday 27 March	
	<b>The meeting was declared closed 8.45pm</b>	