

**Minutes of the Meeting of Oakington & Westwick Parish Council held at
Oakington Sports Pavilion, Queens Way, Oakington
Monday 8 October 2018 at 7.30pm**

Agenda No:		Action/ Power
	Present: Cllrs S Moore (Chair), T Starling, J Grove, G Butlin, E Warboys, R Pinter, L Navarro. In attendance: Cnty Cllr P Hudson (part meeting), Dist Cllr A Malyon. Clerk: L Lawrence. 2 Members of the public.	
18/137	APOLOGIES FOR ABSENCE Cllr J Bailey (illness)	
18/138	DECLARATIONS OF INTEREST None declared.	
18/139	PUBLIC OPEN SESSION TAG Chair read out an update from Susan Rooke, CCC Senior Projects Officer regarding the proposed Oakington to Girton cycleway improvements which are being funded by Section 106. Due to the budget involved and the timescale for implementation they are concentrating on upgrading the shared-use path.	
18/140	TO APPROVE MINUTES OF THE PREVIOUS MEETING HELD 10 SEPTEMBER 2018 Approval proposed by Cllr Grove Seconded by Cllr Warboys and RESOLVED unanimously. Minutes were signed by the Chair.	
18/141	TO APPROVE MINUTES OF THE PLANNING MEETING HELD 24 SEPTEMBER 2018 Approval proposed by Cllr Grove. Seconded by Cllr Pinter and RESOLVED unanimously. Minutes were signed by the Chair.	
18/142	CO-OPTION TO PARISH COUNCIL No applications received. Vacancy to be re-advertised in a couple of months.	Clerk
18/143	MATTERS ARISING FROM PREVIOUS MEETING NOT OTHERWISE ON THE AGENDA <u>Ref item 18/125 – Poor mobile reception.</u> Cllr Pinter had drafted some information about how to improve mobile reception. Clerk to review notes and circulate to members. Cllr Pinter will follow up with the network operators regarding improving connectivity and also highlighting the availability of Wi-Fi calling to customers. He will also try to pursue the option of a mobile phone mast on Church tower. <u>Ref item 18/131.1 – planted tubs.</u> Proposed locations for three new Community Association funded tubs and one re-location of existing tub had been circulated. Clerk to seek approval from Local Highways Officer, as all are to be placed on Highways land.	Clerk Cllr Pinter Clerk
18/144	TO RECEIVE REPORTS (Circulated prior to the meeting and available on PC website.)	
144.1	<u>County Councillors Report</u> Cnty Cllr Hudson reported he would be meeting Susan Rooke this week to discuss Oakington to Girton cycleway improvements options. He is also due to	

144.2	<p>meet officers dealing with the Oakington to Cottenham cycleway on the same day.</p> <p><u>District Councillors Report</u> Dist Cllr Malyon reported that it is not mandatory for mobile phone companies to be informed new settlements. But providers have now been made aware of Northstowe.</p> <p>Oakington & Cottenham district councillors are meeting GCP team on 10 October to discuss the 'hub' consultation. Chair had drawn up a list of questions for them to ask officers.</p>																												
144.3	<p><u>Liaison councillors reports on village groups meetings/activities Pavilion Committee</u> – Cllr Starling had attended 11 September meeting. Discussion included: keyholders using the facilities without permission, plans for additional storage upstairs and outside tap which had been approved by the committee.</p> <p><u>TAG</u> – Cllr Starling had attended 3 October meeting. Discussion included Hub, Northstowe Phase 3, construction traffic and crossroads parking issues.</p> <p><u>EAG</u> – September meeting minutes had been circulated.</p>																												
144.4	<p><u>Other meetings/training attended</u> Cllr Warboys and Clerk had met with a play area contractor. See minute ref 150.1.</p>																												
144.5	<p><u>Clerk's report</u> Clerk updated on: <u>New bench</u> – to be installed this week. <u>A14 Community Fund</u> – CCF had confirmed receipt of EOI application. <u>Pavilion hall external doors</u> – doors had been repaired. Joiner to install new stronger stays and hooks.</p>																												
18/145	TO CONSIDER FINANCE RELATED MATTERS																												
145.1	<p><u>Approval of payment of the following accounts due.</u></p> <table border="0"> <tr> <td>J Webster Construction</td> <td>Ground works, land near shop</td> <td>660.00</td> </tr> <tr> <td>Salaries</td> <td>Salaries</td> <td>733.76</td> </tr> <tr> <td>Expenses</td> <td>Expenses</td> <td>30.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI</td> <td>197.62</td> </tr> <tr> <td colspan="3">Direct Debits</td> </tr> <tr> <td>NEST</td> <td>Pensions</td> <td>114.47</td> </tr> <tr> <td colspan="3">Multipay Charge Card</td> </tr> <tr> <td>Lloyds Bank</td> <td>Monthly card fee Sept 18</td> <td>3.00</td> </tr> <tr> <td>Total</td> <td></td> <td>1738.85</td> </tr> </table> <p><u>Approval</u> proposed by Cllr Pinter. Seconded by Cllr Butlin. RESOLVED unanimously.</p>	J Webster Construction	Ground works, land near shop	660.00	Salaries	Salaries	733.76	Expenses	Expenses	30.00	HMRC	PAYE/NI	197.62	Direct Debits			NEST	Pensions	114.47	Multipay Charge Card			Lloyds Bank	Monthly card fee Sept 18	3.00	Total		1738.85	
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145.2	<p><u>Income Received</u></p> <table border="0"> <tr> <td>South Cambs DC</td> <td>Second half, Precept</td> <td>17675.00</td> </tr> <tr> <td>Peasegood & Skeates</td> <td>Memorial, Mahoney</td> <td>134.00</td> </tr> <tr> <td>HMRC</td> <td>VAT reclaim 1.4.18-31.8.18</td> <td>2985.32</td> </tr> <tr> <td>Total</td> <td></td> <td>20794.32</td> </tr> </table>	South Cambs DC	Second half, Precept	17675.00	Peasegood & Skeates	Memorial, Mahoney	134.00	HMRC	VAT reclaim 1.4.18-31.8.18	2985.32	Total		20794.32																
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18/146	TO CONSIDER PLANNING RELATED MATTERS																												
146.1	<p><u>To note tree works applications</u> (Actioned under delegated authority) <u>S/3600/18/TC – 45 High Street</u> – fell sycamore due to proximity to house. No objections/comments. <u>S/3602/18/TC – 99 Water Lane</u> – various. Comment – reduction of Limes to 3.5m considered too drastic. Clerk requested that the tree officer checks with applicant if the actual intention is to reduce 'by' 3.5m.</p>																												

146.2	<p><u>S/3642/18/TC – 2 Church View – Silver Birch and Cherry reductions. No objections/comments.</u> <u>To note any planning application decisions</u> None received.</p>	
18/147	<p>TO CONSIDER CORRESPONDENCE RECEIVED</p> <p>147.1 <u>Resident</u> – concerns ref dog faeces on Rec. Discussed under item 150.1. 147.2 <u>SCDC, Liz Davy</u> – new North Patch Officer. Liz to attend November PC meeting with Kirstin Donaldson 147.3 <u>CAPALC</u> – GDPR membership scheme at cost of £50 PA. Proposed by Cllr Navarro that PC should join the scheme. Seconded by Cllr Warboys. RESOLVED unanimously. 147.4 <u>CCC</u> – Community Gritting Scheme. EAG is not currently interested in joining scheme. 147.5 <u>Police</u> – ‘Against Scams’ partnership 147.6 <u>SCDC</u> – Tree Warden network 147.7 <u>Dry Drayton PC</u> – proposed cycle link between Bar Hill and Cambridge. RESOLVED unanimously to support. Agreed in principle to be involved if the cycle link includes Dry Drayton Road. 147.8 <u>Connections</u> – AGM 22 October. Chair and Cllr Pinter to attend. 147.9 <u>EAG</u> – minutes of meeting held 12 September 147.10 <u>SCDC</u> – parish e-bulletin 147.11 <u>SCDC</u> – Local Plan adopted 147.12 <u>SCDC</u> – Parish Planning Forum 30 October 147.13 <u>CCC</u> – Church View and Mead View micro-asphalting works 14 October 147.14 <u>EAG</u> – proposed locations for three new tubs and one re-location 147.15 <u>CCC</u> – TTRO Station Road, Oakington – closure 7 to 11 January 2019 for UK Power Networks works. Access to properties to be maintained.</p>	
18/148	<p>TO CONSIDER THREE-YEAR PLAN RELATED MATTERS</p> <p>148.1 <u>To consider three-year plan priorities following initial discussion at 23 July Planning meeting</u> Chair had circulated draft first year priorities which were read out at the meeting. The following additions were suggested: -Options for a new safer cycle path away from Water Lane connecting to Cambridge Road. (under Rural Travel Hub) -Communication: improving the Annual Parish Meeting, PC presence at Village Day, regular journal updates highlighting PC areas of responsibility. Proposed by Cllr Navarro that the one-year priorities should be adopted, including suggested amendments. Seconded by Cllr Pinter. RESOLVED unanimously.</p> <p>148.2 <u>To consider Northstowe Section 106 priorities in line with three-year plan</u> Noted that there is still a lack of clarity regarding the attenuation ponds and how they will be funded. Dist Cllr Malyon stated that SCDC planning team are negotiating with the developers regarding Section 106. It is not yet clear how much will be left after the infrastructure, schools etc. funding has been agreed. After some discussion, it was agreed to consider priorities in depth at the next Planning meeting. Clerk to re-arrange date due to meetings clash.</p>	Clerk
18/149	<p>TO CONSIDER HIGHWAYS RELATED MATTERS</p> <p>149.1 <u>To consider funding ‘Village Amenities’ sign at Crossroads</u></p>	

	Clerk reported that the shop owners would prefer this sign wording than no sign at all. Proposed by Cllr Pinter that the PC should fund the sign costing <u>£108.73</u> + VAT. Seconded by Cllr Navarro. RESOLVED unanimously.	
18/150	TO CONSIDER RECREATION GROUND RELATED MATTERS	
150.1	<u>To consider play area remedial work action plan</u> Draft action plan had been circulated. Clerk & Cllr Warboys updated on a site meeting held with play area contractor on 20 September. Unfortunately, their promised quote and material sample for zipwire runway had not yet been received. Therefore, the decision was deferred to November meeting. Clerk to ask Longstanton handyman if he would be prepared to re-edge stepping stones.	Nov agenda
150.2	<u>To consider if any action should be taken to enforce existing dog ban on Rec</u> Consensus that it would be incredibly difficult to enforce the dog ban on Rec. Cllrs Navarro and Pinter kindly agreed to speak informally with owners who chose to ignore the ban. Cllr Butlin stated that the S106 working party had discussed hedging along roadside edge of play area. It was suggested that a mini fence to enclose the area could be also be considered as part of the plans. Noted residents would be consulted on all S106 options.	
150.3	<u>To consider action to take regarding Recreation Ground orchard trees maintenance</u> After some discussion, it was proposed by Cllr Butlin that no action should be taken regarding tree maintenance at present. Seconded by Cllr Warboys. RESOLVED unanimously.	
18/151	TO CONSIDER PAVILION RELATED MATTERS	
151.1	<u>To report on Pavilion Comm. meeting held 11 September</u> Cllr Starling gave his report under item 144.3	
18/152	DATE OF NEXT MEETING Parish Council – Monday 12 November 2018 Planning meeting – date to be rearranged as scheduled date (22 Oct) clashes with another meeting.	
	The meeting was declared closed at 9.15pm	