

Minutes of a Meeting of FULBOURN PARISH COUNCIL held in The Fulbourn Centre, Home End, Fulbourn on Wednesday, 11th November 2009.

**Present:** Councillor Patten (Chairman) and Councillors Andrews, Bullen, Comins, Fison, Goodall, K Hardwick, S Hardwick, Pope, Scarr (and District) (from Item 116), Stalley and Ward and the Clerk.

**Public & Press - You are invited to attend the whole meeting and are welcome to speak at our Open Forum at the beginning of the meeting.** None received.

PCSO Abbott arrived, apologised that our new PC Alex Rendell was unable to attend having been involved with an early morning drugs raid on a property in Linton this morning. She advised there had been a wheelie bin fire at The Swifts. This person had been subject to arson attacks previously, and Cambridge Fire & Rescue had been to assess access and suggest improvements for storage, as damage had been caused to the property.

There had been two burglaries in Teversham Road and one in Cherry Orchard. PCSO Abbott was thanked for her report and left the meeting.

**109. To accept apologies for absence.**

Councillors Doggett, Lockwood and Clarke. Also for lateness from Councillor Scarr who is attending another meeting.

**110. To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.** None received.

**111. James Fisher SCDC - Information regarding Section 106 Monies.**

Mr Fisher explained he was part of the Communities Team and had been in the post for 12 months having previously worked at Huntingdon DC. He explained that the concept of Section 106 monies was quite complex. SCDC undertook an Open Space and Recreational Study in 2005 assessing all the parishes in the district looking at their play areas, village greens etc. Mr Fisher gave members an information sheet that explained the South Cambridgeshire Open Spaces SPD (Supplementary Planning Document) that was adopted in January 2009 and what money can be used for and how contributions are assessed. James Fisher confirmed under the SPD, developers would make a contribution towards Open Space provision, but when asked, explained this did not include land for allotments or cemetery. SCDC act as the collecting authority then request an indemnity agreement between them and the Parish Council, who then get any money due. At present, if a 3 bedroom dwelling is built, Fulbourn PC would receive £3,000. When asked, Mr Fisher confirmed an S106 agreement would be signed on outline planning applications. The Chairman thanked Mr Fisher for attending the meeting.

**112. To approve the minutes of the last meeting.**

Following an amendment to Item 87, the Minutes were accepted and signed by the Chairman.

**113. Matters arising from the last meeting.**

113.1 The Swifts, Trees and Hedge. Accent Nene is waiting for confirmation from the SCDC Planners before proceeding with the agreed works. The Clerk will contact the Planners.

113.2 Parish Plan. Our requested amendments were accepted. The Steering Group will meet on 25/11/09 then the Plan will go to the printers.

113.3 Remembrance Service. Coun Bullen said this was very well attended and he felt honoured to lay the wreath. The Chairman thanked him on behalf of the Council.

113.4 Village Pump. This has been delivered. The next edition is due January 2010.

**114. Village Litter Bins for Resolution.**

Following discussion, Coun Bullen proposed we purchase one large bin for The High Street; a smaller one to go on a post in The High Street, and large bins for both Stonebridge Lane and the recreation ground. Proposal seconded by Coun K Hardwick and agreed by the Council.

**115. Sports Hall Phase II Update.**

Coun S Hardwick advised that the Townley Trust had not been successful with their recent bid and had begun discussions for the future, meeting again on 12/11/09. Coun Ward advised that the Trust had received a complimentary letter from Sport England on their scheme.

Members discussed this further and it was felt that whether a 2 or 4 court size was built, it would need a manager. Coun Bullen said the larger size would accommodate more facilities and be more economical to build rather than build a 2 court size and extend it in the future.

**116. Correspondence.** This item was taken after item 113.

116.1 **CPALC** - AGM 21/11/09 at Bluntisham at 10.00am.

116.2 Update meeting to Keep Marshalls in Cambridge on 11/11/09 - Coun Scarr has offered to attend. More information robert.dryden@cambridge.gov.uk

116.3 **SCDC** - Invitation to attend meeting at Camborne to discuss S106 and other topics on 25/11/09 at 7.30pm. As James Fisher has attended tonight, members declined.

116.4 **HCV** issues and Countywide Advisory Freight Map. Consultation until 29/01/10 if parish wishes to comment on issues with speed, noise, safety or anything else.

116.5 **NATS** - No second consultation on revised air routes until at least September 2010.

116.6 **CCC** - Bus service changes - Citi 1 will go down Queen Edith's Way rather than Wulfstan Way.

116.7 **M Jackson** - Letter to CCC requesting double yellow lines at the Ida Darwin site. They have replied that this is dealt with by the Traffic Section and must be supported by the Parish Council and by a Traffic Regulation Order that costs approximately £2,000. Not something the Traffic Section would fund. With the possibility of other lines needed in the village, this will be considered at the next Highways Committee meeting along with recommendations from the Parish Plan.

116.8 **SCDC** - Report of the meeting at SCDC regarding the Tree Warden Scheme.

116.9 **CCC** - Future Cambridgeshire - Response on the Regional Strategy, wider consultation until 24/11/09 at [www.eera.gov.uk](http://www.eera.gov.uk).

116.10 **Open Space** - Autumn 2009 magazine.

116.11 **Campaign to Protect Rural England** - Countryside Voice, Autumn 2009 magazine.

116.12 **Highways Agency** - Stakeholder News, October 2009, Issue 3.

116.13 **Footprint Ecology** - As members of Open Spaces we have received a questionnaire on management of local Common.

116.14 **Society of Local Council Clerks** - Course on Human Resource Management, 1/12/09.

116.15 **War Memorials Trust** - November 2009 magazine.

116.16 **The Firs** - Request for directional road sign leading from Fulbourn Old Drift. Clerk has contacted both SCDC and CCC who have been unable to assist. Following discussion, we will ask SCDC for a site meeting to get this matter resolved.

116.17 **British Legion** - Request that they clean cemetery war memorial with power washer, water only, no chemical. A power washer might cause damage and ask only soft brushes are used.

116.18 **CCC** - Invitation to see demonstration of recycling equipment at Whittlesford on 16/12/09, 10.00am - 2.00pm.

116.19 **Clerks & Councils Direct** - November 2009 magazine.

116.20 **CCC** - Comments on Cambridge Core Traffic Scheme wanted by 11/12/09. Visit [www.cambridgeshire.gov.uk/transport/projects/cambridge/core4per](http://www.cambridgeshire.gov.uk/transport/projects/cambridge/core4per)

**117. To receive reports from County and District Councillors.**

Councillor Clarke. See attached written report. From this Council agreed to write requesting due to the Bus Route and heavy traffic, that Fulbourn Old Drift is gritted during the winter.

**118. To resolve the accounts for the month.**

Wages: Clerk plus expenses.....743.00	Wages: Pavilion Cleaner.....116.00
Konica: Photocopier.....73.24R	Teversham Motors: Petrol.....70.32R
DBS Electrical: Lighting repairs.....467.67	ESPO: Supplies.....179.41R
J Furner: Rec Maintenance.....967.72	Talk Talk: Sept Phone Calls.....28.58R
Water Co: Rates.....430.84R	Wintle: Swifts, Lighting&Alarm.....698.33
B's Travel: Shopper Bus.....275.00	Falcon Printing: Village Pump.....126.00R
ESPO: Supplies.....366.75	Ernest Doe: Supplies.....6.35R
Petty Cash: Stamps & Admin.....15.36	Talk Talk: October Calls.....25.84

Coun K Hardwick proposed we accept the accounts. Proposal seconded by Coun Comins and agreed by the Council.

**119. To consider planning applications.**

Cambridge City Council - Permission granted at land to south west of Addenbrookes

Campus to develop up to 215,000sqm for Clinical, Biomedical and Biotech Research.

Appeal by RT Townley Daughters Trust, (S/0667/09/LB) Coach House has been withdrawn.

Refusal: S/0665/09/F, Coach House, Fulbourn Manor - Various.

Permissions: S/1183/09/F, 1 Farmers Row - Change of Use from Residential to Office;

S/1237/09/F, Capital Park - Extension of Time Period for Variation of

Condition 1 of Planning Permission S/0146/04/F.

Applications: S/1489/09/F, 14 The Croft - Extension. "We have no objection to this application provided the change of location of the front door does not have a detrimental impact on the amenity of the neighbouring property".

S/1523/09/O, Land to west of 8 Lucerne Close - Dwelling. "Fulbourn Parish Council strongly objects to this application. The Beechwoods estate lacks open space in the estate itself as the designated open space is on the other side of Yarrow Road and has never been able to be utilised properly.

The estate has a very high density and the houses have very small gardens. Building on the few green areas and small gardens would be detrimental to the amenity of the residents.

Land at Wadlow Farm, West Wrattling - Appeal for Windfarm allowed and planning permission granted subject to conditions.

Tree works: Kent House site - fell numerous half dead trees. Coun S Hardwick has arranged to meet the SCDC Tree Officer next week to ascertain exactly what is proposed and any impact these works will have.

**120. To receive recommendations from the Finance Committee.**

The attached written report was issued. Coun K Hardwick proposed we accept the report, seconded by Coun Comins and agreed by the Council.

**121. Fulbourn Primary School Governor's Report.**

Coun Pope was thanked for his well written report. He wished to draw members' attention to the declining numbers on the school register.

**122. Cemetery - Maintenance of Bushes and Shrubs for Resolution.**

These are in need of trimming, and Coun Ward also proposed some are removed, seconded by Coun Patten. The Clerk will contact our Open Space Contractor to arrange an on site meeting with Councillors S Hardwick, Goodall and the Custodian, John Stalley.

**123. To receive items for inclusion on the next Agenda for decision and/or action.**

MUGA, Parish Plan and Marshalls.

Coun Pope had met with the County Council who felt there was nothing wrong with the trees along Hinton Road planted by the Parish Council during the Coronation in 1953. The lower branches might need trimming, but as the trees have not been maintained, and have no centre, it was agreed to ask the Tree Officer to have a look when she meets Coun Hardwick next week for advice. The County Council will be cutting hedges along Fulbourn Old Drift shortly. They felt the verges had been neglected by the Parish Council along Hinton Road, but members pointed out when SCDC cleared the awarded water course, they dumped the rubbish on the verges making it impossible for the Parish Council to cut.

Coun Scarr then reported on a meeting he had been attending at the Fulbourn Sports and Social Club to Keep Marshalls in Cambridge advising there will be a walk around the Marshall site on 15th November 2009 which should generate support and get the campaign started. Members were also invited to sign a petition that will be made available at the Post Office and Parish Office. Further discussion took place on the number of job losses that Marshalls would have to be compensated to move off the site and the infrastructure that would be required to cope with the additional traffic.

Members agreed to have a Christmas tree in the High Street again this year. The Clerk will make enquiries.

There was no further business and the meeting closed at 10.30pm.

Date of next Full Council Meeting – 11th December 2009.

Annual Parish Meeting - 28th April 2010.

**FULBOURN DIVISION COMMUNITY NEWS November 2009****Parish Council report from County Councillor Nick Clarke****Gritting - update**

Please see below the substance of an email exchange with the county officers with reference to gritting.

Further to your e mail to Richard I can confirm that it was recommended to the Environment Services Cabinet Lead Member & Spokesmen on 5th October that Fulbourn Old Drift, Teversham Drift and Kelsey Crescent were removed from our precautionary gritting routes. This recommendation was accepted.

This summer we reviewed all our routes Countywide.

We highlighted the ones that do not fit in to our current objectives for Winter Maintenance precautionary salting.

That is we give priority to:

- Roads that carry the heaviest early morning traffic
- Roads linking centres of population
- B roads and busy roads adjacent to fen roads
- Roads that link salted route with those of other adjoining counties
- Making sure all road users live within a reasonable distance of a salted route

We also try to salt all bus routes where possible.

Teversham Drift and Kelsey Crescent are residential roads that are not bus routes.

Fulbourn Old Drift is a dead end road where turning the gritter around is extremely difficult.

All three of these routes will be on our list of Secondary Routes.

It was also recommended to the same meeting that our policy regarding the treatment of these Secondary Routes was amended. We will now treat the secondary network when 5 days of freezing conditions are forecast, rather than after 5 days of freezing conditions have occurred. I am sure this will mean far more treatments to the secondary routes than previously.

### **COST OF LIVING PAY FREEZE FOR COUNCIL MANAGERS**

Cambridgeshire County Council has frozen the cost of living payments for managers as part of the authority's drive to reduce costs. Major political parties have indicated cuts in public spending are on the way and forecasts show that Cambridgeshire County Council will be £113 million worse off in five years time than it is now.

As a part of tightening its belt councillors have agreed that managers, from the Chief Executive down, will not receive an increase in the so called annual cost of living award. Frontline staff, who are usually the most lowest paid and work with some of the most vulnerable people, will receive the nationally agreed 1 per cent rise - equating to around an extra £2 for many workers a week. Some staff may also receive a rise to reward exceptional performance.

Staff were notified in September of the new pay arrangements. Cambridgeshire County Council is one of the top authorities for its use of resources, being awarded four stars (the highest award) by the Audit Commission.

### **GUIDED BUS**

Bus operators have registered new Busway services ready for the route from St Ives to Cambridge to open by the end of November. This will mean passengers will be able to travel between St Ives and the Science Park in Cambridge in just 20 minutes avoiding the frequent long queues on the congested A14. Busway contractor BAM Nuttall say they are confident that they will be able to hand over the completed northern section of The Busway by the end of October, and all the necessary construction certificates will be in place by opening. The Council plans to open the route on Sunday 29 November.

## HAVE YOUR SAY ON HOUSING AND DEVELOPMENT IN CAMBRIDGESHIRE

A consultation about the future of Cambridgeshire is giving residents the chance to say what levels of new development they want to see in the county over the next two decades. The East of England Regional Assembly (EERA) is consulting on four scenarios for growth and development in Cambridgeshire including possible new settlements. Residents and businesses are asked to give their views on which option is best for Cambridgeshire. Cambridgeshire County Council and other local authorities are clear that a growth scenario similar to EERA Option 1 would be the right one for the county. This option proposes the lowest number of dwellings of any of the four options (3600 per year to 2031). It would basically continue with the rates of growth seen in Cambridgeshire through the buoyant property prices prior to the recession.

Local authority leaders believe Cambridgeshire can't sustain building levels above this and certainly not large new settlements such as Alconbury, Mereham and Hanley Grange. Now residents are urged to examine all four options and tell EERA what they think at [www.eera.co.uk](http://www.eera.co.uk)

The consultation closes in November. EERA will be looking at the comments they receive before preparing a draft plan for submission to the Government next March. It is intended that the proposals would be subject to a Public Examination later in 2010. Coun Nick Clarke.

Minutes of a Meeting of the Finance Committee of FULBOURN PARISH COUNCIL held on Wednesday, 4th November 2009 at 8pm at The Fulbourn Centre.

**Present:** Councillor S Hardwick (Chairman) and Councillors Andrews, Bullen, Comins, Patten and Stalley and the R.F.O. Mr R Ward.

**1 Apologies for Absence.** Received from Cllr Fison.

**2. To receive R.F.O.'s last quarter report.**

The R.F.O. presented the report of the second quarter. The opening balance was above budget due to under spending on the last quarter of 2008/09. All costs centres are well under spent, with the exception of "The Swifts" where no management charges for the library have been agreed. The Committee recommends that their quarterly contribution towards service charges is £254.00.

A donation of £8,000 had been received for the Skate Park additions; this project is now complete, costing £9,000 all covered by grant and donation.

The 106 Agreement had provided £40,000 for the Community Hall, and £27,000 re. Phase 1A. There had been no spending from the Capital Account.

The R.F.O. was thanked for this report.

**Regarding Swifts Governing Body** Registration and VAT - the R.F.O. had enquired and had been informed that parish councils were part of a local government scheme that allowed them to charge a hiring fee without VAT.

**Lamp Post Painting** at £125 each was high and that another quote was needed before a decision could be made. There was also a suggestion that the work should be phased over a number of years.

**Sports Clubs Donations.** These were reviewed against council costs. It was accepted that last year's increases had been high, largely because the review had not been regular. It was considered that the footballers after game showers had had the greater use and therefore the greater cost to the council. It is recommended that the Football Club donation should rise from £1,100 to £1,250. It was also suggested that the individual football organisations should be charged individually.

**Church entrance** costs for increasing the tarmac standing area (approximately doubling the area) was estimated at £1,500. It was considered that other quotes should be sought.

Outstanding costs to the County Council of £1,600 were noted.

**Insurance costs** - there was now in place a 5 year agreement during which premiums could not be increased. It was considered that smaller damages should be claimed together.

**Wages and Salary** - information was provided and it is recommended that moderate increases should be put in place.

**Internal Auditor** - it was considered important that the engagement should be made by 10th January 2010 so that the auditor could finalise a report by 10th April 2010. It could be that a temporary engagement would have to be made.

**The possibility of a draft of a council S106 Policy was considered.** The purpose of this proposal would be to determine the expected amount from developers and to have a development plan of village needs.

It was reported that a speaker would address the council at the November meeting on this very subject, and it was decided to take note and to reconsider this matter at future meetings.

A report of the fabric of the Youth Club building caused concern (the report is enclosed). Questions were asked regarding the legality of spending council monies on a building of unsure ownership. Enquiries were to be made.

The meeting closed at 9.30pm.

#### **Fulbourn Acion 4 Youth (FA4Y) - Report for Fulbourn PC Finance Committee Oct 09.**

**Background** - The youth club is running on an initial 5 year lease (peppercorn rent of £1 pa) from the Fulbourn Institute & Football Club to Sep 2011. FA4Y are responsible for all insurance and maintenance costs.

**Opening times** - It now opens on Thursday 4.00pm - 5.30pm for 9-12 year olds and from 7.00pm to 9.00pm for 13-19 year olds with 2 staff present at any time. Term update reports are now provided to the Fulbourn Action for Youth Multi Agency Meetings covering attendance and programme content. There are additional training and holiday sessions when staffing and external funding allow. Summer 2009 holiday clubs have been particularly appreciated and well attended with over 150 young people taking part in this years 4 week summer programme.

**Funding** - The county council provides some money for staffing for 13-19yr olds, but will not support under 13 yrs. The club is therefore heavily dependent on the PC to enable it to work with the younger group. The advantages with starting with children of that age is that the younger ones are keen and the staff are able to build good relationships from that earlier beginning. Additionally, the club covers youngsters from the end of primary school into the beginning of senior school, thus providing an overlap for children to maintain contacts across that step in life of school transition.

The club trustees also apply for outside grants and has had such from SCDC, Nene Housing and A2 dominion. One major grant was won to fund new works - i.e. the music studio (£9000) opened earlier this year in the old cellar. This has turned a dark and mouldy back room into a bright and much appreciated facility.

**Running costs** - The annual insurance premium for fire and public liability runs at ~£800. Water and electricity bills were ~ £300 and ~£700 for the last 12 months. Staffing costs for trained CRB approved youth workers runs at -£10,000 to £12000pa. Over the past 3 years the club has purchased some chairs and tables, paid for cleaning and decoration of the hall, replaced the outside doors, broken windows, locks, failed pieces of electrical equipment and provided small electrical equipment to enable staff to supplement income with much appreciated refreshments. .Smaller, manageable, maintenance issues have been addressed on a purely voluntary basis by trustees and staff. Approximate annual costs for these additional items has been ~£400. The trustees are thus utterly dependent upon the maintenance money provided by the PC. Unfortunately, the outside grants obtained either do not have, or have only a small, maintenance element. We are exempt rates.

**State of the building** - The heating has been a constant worry, however, much work, (but at modest expense ~£200), has been done in the hope of being able to remain open through the colder Dec-Feb period, which was otherwise under threat.

The plumbing has seen some lesser amounts of expenditure, but we have managed those through volunteers and generous help from Dave Sheldon.

Electrics - Earlier experience with an electrical contractor to ensure electrical safety, as organised by

a previous youth manager, was both expensive and unhelpful. However, Dave Smith has proved to be most useful in respect to his knowledge of the electrical set up and clearly has the work we do hi the club at heart.

The fabric of the building poses most concern. The walls appear to be a skin of 5-6mm ply on wooden batons with an underlying glass wool type insulation. The whole surface is then painted in an exterior stone type paint. Unfortunately, this is cracking badly and in several areas the walls are paper thin and decaying - see photograph. We have no idea what the roof looks like, but realise that the costs of repair to roof and walls would probably not justify the cost. These therefore will limit and determine the future of the club in the present building. Consequently, any money we spend has to be justified with this in mind.

## **Governor Report to Fulbourn Parish Council**

### Pupil numbers

Once again these have continued to fall. The CCC capacity figure is 300, however, as enrolments have fallen, so have the class numbers from 9 to 8 and now just 7 classes. One of the redundant class rooms has been made over into the pre-school and after school club room and a smaller second vacated class has been modified as a teacher preparation, resources and small group teaching room. Therefore, the available capacity is now reduced from 300, (closer to 240). Thirty three reception children joined the school for September 2009 taking the present total to 184, (from 244 (2006), 230 (2007), 202 (2008)). Unless the new homes on the Windmill Estate are completed and begin to fill up soon, the school may be forced to reduce to six classes in September 2010. During the past year there was just a single exclusion for one day, behaviour remains very good and attendance records continue to improve. There is an energy and enthusiasm for school, clearly evident from parent and student questionnaire returns.

### Finances

The roll number determines the financial provision for the school and these are 'squeaky tight' for this financial year. Government has advanced some capital funds from the next two financial years to encourage spending now, as part of their hope to kick start the economy. The front and back playgrounds have thus been resurfaced at the same time enabling some savings on the school budget.

### Computing

There is a separate funding of £50,000 for a 3 year project to upgrade ICT currently in progress. The school has now been wirelessly networked and many new laptops bought in to upgrade the system. All teachers are now completing registration electronically.

### Achievements

The progress made by the children to KS1 (infants) was good. The school is pleased with the high percentages of children achieving the expected and above level in reading and writing. Although the percentages of children achieving a higher level in reading and maths is slightly lower than county, they are in line with or above national averages. Furthermore, many children were only just below this higher level in these subjects and the school is confident they will make good progress in early KS2. In spite of a whole-school improvement drive on teaching and learning in maths, the results were lower than last year. However, all of the children who did *not* achieve an average level either have a Statement of Special Educational Need (SEN) or are at the 'School Action +' of the SEN phases. Whilst the results, therefore, are not surprising, improving teaching and learning in maths will be an ongoing focus across the school during 2009-10.

The school is delighted that the percentage of children who reached the expected level in English (reading and writing combined), maths and science at the end of KS2 (junior), was higher than either county or national averages. We were disappointed, however, by the number of children reaching higher level in English. Although reading results were excellent (64% achieving the higher level), writing results were significantly lower. There is therefore a focus on improving writing across the school during 2009-10. Excellent results in the expected level for science were achieved this year, but higher levels were less than expected. The school is not unduly concerned about this as 17% of pupils were within three marks of this higher level and this would have raised the school above county and national averages. There has been a big drive on improving teaching and learning in maths in the school, and the results of this are reflected in the high percentage of children who gained both the expected and the higher level.

Largely because of the writing results, (due at least in part to the nature of this year's test, since the school's writing results are usually good), the 'value added' figure will be down this year and in turn the scoring for the school. It is worth noting that following the scrapping of the KS3 SATs, several unions are considering action against KS2 testing next year.

### The Pre-School facility

This has proved to be a very successful joint development project between Fulbourn Pre-School and the primary school, as there have been excellent transitions from pre to main school and good working relationships between the school, governors and pre-school managers.

### Swimming Pool

Following a Herculean effort to raise in excess of £25,000, a new school pool with new boiler was built in time for the summer term swimming lessons. A fantastic achievement. The school is overwhelmed and indebted to the community.

### Governors

Philip Hodgson and Ian Chapman have stood down as Chair and Vice Chair after 25 years and 15 years in these posts. Toby Cave has agreed to take up the reins of chair for the time being and he is supported by Rachael Kent as Vice Chair. Two new governors joined this year, there are 5 parent governors, 3 staff, 4 community and 3 appointed by the LEA. National guidelines now state that Parish Councils no longer submit a community governor. From April I moved to become an LEA governor and the PC community position has gone to an ex parent governor.

Brian Pope