

**Minutes of the Meeting of Oakington & Westwick Parish Council held at  
Oakington Sports Pavilion, Queens Way, Oakington  
Monday 13 September 2021 at 7.30pm**

<b>Agenda No:</b>		<b>Action</b>
	Present: Cllrs T Starling (Chair), J Grove, L Navarro, E Warboys, J Bailey, R Pinter. In attendance: Cnty Cllr F Thompson (part meeting) Clerk: L Lawrence 1 member of public.	
21/87	<b>APOLOGIES FOR ABSENCE</b>  Cllr S Moore (personal), Cllr D Reeves (personal), Cllr G Butlin (personal), Dist Cllr A Malyon.	
21/88	<b>DECLARATIONS OF INTEREST</b>  None declared.	
21/89	<b>PUBLIC OPEN SESSION</b>  Andrew Dennis (FMG) had attended to hear the report on Homes England flood attenuation plans following a district councillors meeting held with them this morning. He was disappointed that no district councillors were present at tonight's meeting to provide an update. Cnty Cllr Thompson reported that she had attended the meeting, but the issue of flood attenuation hadn't been raised. They did however discuss arranging a meeting with Homes England and Oakington & Longstanton Parish Councils before the end of September. District councillors are to come back to the Clerk with some dates. Cllr Thompson will also discuss the flood attenuation issue with County Council officers and report back.	
21/90	<b>TO APPROVE MINUTES OF THE MEETING HELD 12 JULY 2021</b>  Approval proposed by Cllr Navarro. Seconded by Cllr Warboys. RESOLVED unanimously. Minutes were signed by the Chair.	
21/91	<b>MATTERS ARISING FROM THE PREVIOUS MEETING, NOT OTHERWISE ON THE AGENDA (INFORMATION ONLY)</b>  <u>Item ref 80.3 – A14 Legacy Fund</u> – Cllr Starling and Clerk had attended a site meeting with County Council officer John O'Donnell to review the final plans for traffic calming measures. It was agreed that the 'keep clear' lines at the junction of Orchard Way would be repainted as part of this scheme. It is anticipated the work will be done later this early or early 2022, although CCC are yet to confirm. Cllr Starling will chase them again at the end of September. <i>Cllr Bailey arrived at 7.43pm</i>	Cllr Starling
21/92	<b>REPORTS</b>	
92.1	<u>County Councillor's report</u> Joint written report had been circulated and added to website. Cllr Thompson reported that the three panes on the Busway stop had been replaced. However, she had noticed another broken pane near the cycle rack which she will report. Cllr Navarro expressed his concern about the proposed 20 new houses on land off Station Road which have been put forward as one of the new local plan sites. He commented that the land acts as a flooding buffer and he can't believe it has been proposed. Cllr Thompson reported that both she and our district councillors are opposed to the development.	

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1

92.2	<u>District Councillors' report</u> No district councillors in attendance. Noted disappointment that flood attenuation had not been discussed with Homes England at the meeting held with them today.	
92.3	<u>Parish Councillors reports</u> Cllr Pinter reported that the Community Association team is up to full strength with the recruitment of new distribution and marketing managers. The CA had been working with the school on its 150 <sup>th</sup> anniversary celebration event on 24 <sup>th</sup> September. A bonfire night event is planned for 6 <sup>th</sup> November. Cambridge Fibre are bringing gigabit fibre broadband to Oakington and as part of the rollout the school will be given a free fibre service for 5 years. Cllr Grove reported that the recent Tea & Jazz event had raised £575 for OWN. Cllr Starling – TAG minutes had been circulated. Cllr Butlin's update report on the Open Spaces project had been circulated prior to the meeting. It is expected that SCDC will reject the planning application as the EA had not accepted the Flood Risk Assessment and an ecology assessment is required. He is following up on these issues and hopes that planning permission will be granted in time for a funding application by 1 <sup>st</sup> December.	
92.4	<u>Clerk's report</u> The return of the Connections Bus had been put back due to a technical issue. It is hoped it will be up and running in a few weeks. Still awaiting a date from PECT for the pavilion energy survey. MUGA maintenance work had been undertaken. The contractor advised that it needs a top up of sand. A quote will be brought to the October meeting. The Clerk had attended the Greater Cambridge Local Plan webinar. This included a very brief mention of the proposed development off Station Road. Clerk had requested a copy of the full site assessment which had not yet been received.	Clerk
21/93	<b>PLANNING MATTERS</b>	
93.1	<u>Applications requiring a decision:</u> <u>21/03348/HFUL – 5 Westwick Terrace</u> – single storey rear extension. RESOLVED unanimously to make <u>no recommendation</u> or comment. <u>21/03553/FUL – 39 Cambridge Road</u> – demolition of bungalow and construction of two storey house. RESOLVED unanimously to <u>object</u> on the basis that no dimensions had been supplied with the application.	
93.2	<u>Applications to note only</u> <u>21/02871/FUL- 79 Longstanton Road</u> – change of use of outbuilding to separate dwelling. <u>21/03443/CL2PD – 9 Station Road</u> – certificate of lawfulness for construction of a home office in rear garden <u>Tree works (Delegated authority)</u> <u>21/0919/TTCA – 3 Vicarage Close</u> – fell 1 beech tree & remove lower limbs on other beech. <u>21/0978/TTCA – 1 Manor Farm Close</u> – remove conifer <u>21/0995/TTCA – 2 Station Cottages</u> – remove poplar <u>21/1011/TTCA – St Andrews Church</u> – remove fire damaged limbs on box tree	
93.3	<u>Applications Decisions</u> None received.	
21/94	<b>FINANCE MATTERS</b>	
94.1	<u>To approve payment of outstanding accounts due</u> <u>August payments</u> SSE Electric                                  Street Lighting 2.6.21-1.7.21                                  19.08 Demeter Design                                Open spaces consult/design work                                504.00	

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	Salaries	Salaries	933.86
	Expenses	Expenses	30.00
	HMRC	PAYE/NI	37.33
	NEST	Pension	128.06
	<b>Multipay Charge Card</b>		
	Lloyds Bank	Monthly charge card fee	3.00
	Zoom Pro	Online meetings (monthly charge)	14.39
	Water Garden Ltd	Village pond pump	230.40
	Amazon	Printer toner	32.69
	HCL Clamping	Clamps – play area logs	20.00
	Total		1952.81
	<u>September payments</u>		
	SSE Southern Electric	Street lighting energy 2.7.21-2.8.21	19.04
	Connections Bus Project	9 youth work sessions	1620.00
	Brookfield Contracting	July grass cutting	577.20
	Brookfield Contracting	Aug grass cutting	733.20
	Unity Trust Bank	Quarterly account fee	18.00
	Came & Company	Insurance renewal	2674.17
	Martin Hardy Assoc	MUGA annual maintenance	600.00
	O&W Sports Pavilion	Contribution to MUGA sessions	72.00
	Salaries	Salaries	1091.92
	Expenses	Expenses	30.00
	HMRC	PAYE/NI	148.30
	NEST	Pension	160.07
	<b>Multipay Charge Card</b>		
	Lloyds Bank	Monthly charge card fee	3.00
	Zoom	Zoom Pro online meetings	14.39
	Total		7761.29
	<u>Approval</u> proposed by Cllr Navarro Seconded by Cllr Pinter. RESOLVED unanimously.		
94.2	<u>To report on any income received</u>		
	M Good	Rec exercise classes	75.00
	Cambridge & Counties	Annual interest	662.98
	Total		737.98
21/95	<b>HIGHWAYS MATTERS</b>		
95.1	<u>To consider proposed 20mph limit LHI application and agree level of contribution</u> Approval with £3,000 contribution proposed by Cllr Grove Seconded by Cllr Warboys. RESOLVED unanimously		
21/96	<b>OPEN SPACES/RECREATION GROUND MATTERS</b>		
96.1	<u>To consider revised football pitch maintenance agreement</u> Noted this will be a ten-year agreement. PC insurers had advised that these schemes are very common and the Council's Public Liability would cover anything that was the responsibility of the Council. Approval proposed by Cllr Grove. Seconded by Cllr Navarro. RESOLVED unanimously		
96.2	<u>To consider applying for six free trees from SCDC</u> RESOLVED unanimously to apply for six free trees. Rec location and variety to be decided.		
21/97	<b>DATE OF NEXT MEETING</b>		
	Monday 11 October 2021, 7.30pm, at Oakington Sports Pavilion.		
	<b>The meeting was declared closed at 8.13pm.</b>		

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3