

**Minutes of the Meeting of Oakington & Westwick Parish Council held online using
Zoom due to Covid-19 pandemic
Monday 8 February 2021 at 7.30pm**

Agenda No:		Action
	Present: Cllrs S Moore (Chair), T Starling, J Grove, D Reeves, G Butlin, L Navarro, J Bailey, R Pinter. In attendance: Dist Cllr A Malyon (part meeting). Cnty Cllr P Hudson (part meeting) Clerk: L Lawrence. 3 members of the public.	
21/12	APOLOGIES FOR ABSENCE Cllr E Warboys (personal)	
21/13	DECLARATIONS OF INTEREST Cllr Butlin declared a personal interest regarding item 18.4 as he is a member of a consortium who put forward the site off Station Road for consideration as part of the Greater Cambridge Local Plan.	
21/14	PUBLIC OPEN SESSION Dr Butlin spoke as a member of the public and a member of a consortium working together on 'Oakington Retirement Community' project. He outlined the vision for a retirement home in a park-like setting which would be owned and run by the community. The leisure aspect of ORC would be a shared amenity for the whole village. Two site options are being pursued, one for land between Longstanton Road and Oakington Business Park and the other a Greater Cambridge Local Plan submission site off Station Road. The first option is the preferred location as it is outside the Green Belt and the Local Plan sites could take eight years to come forward. The consortium is in the process of setting up a Community Land Trust with help from Cambridgeshire & Peterborough Combined Authority. Formal plans for the ORC will come to the Parish Council at a later stage.	
21/15	TO APPROVE MINUTES OF THE PREVIOUS MEETING HELD 11 JANUARY 2021 Approval proposed by Cllr Pinter. Seconded by Cllr Starling. RESOLVED unanimously. Minutes will be signed by the Chair as soon as possible outside the meeting.	
21/16	MATTERS ARISING FROM PREVIOUS MEETING, NOT OTHERWISE ON THE AGENDA (INFORMATION ONLY) <u>Item ref: 21/7.1 Gigabit Broadband Scheme</u> - 'Connecting Oakington' article had been included in the February/March Journal and posted on Oaky Folk. Chair reported that Openreach had been working in the village recently and appeared to be putting down fibre cables in Station Road. Dist Cllr Cheung Johnson is looking into the reason for this. <u>Item ref: 21/8.1 Community Facility</u> – County Council had advised that they are still looking into options for the former pre-school building and its future use.	
21/17	TO RECEIVE REPORTS (Circulated prior to the meeting and available on PC website.)	
17.1	<u>County Councillor's report</u>	

Oakington & Westwick Parish Council confirmed eligibility and adopted the General Power of Competence on 14 January 2019. All decisions are taken using that power unless otherwise stated. 1

	<p>Cnty Cllr Hudson updated on the latest Covid data for South Cambs. Cases levels, hospitalisations and deaths are now decreasing as a result of lockdown. The impact of the vaccine rollout on numbers should be known soon. He updated on flooding issues. Meetings are being organised between the relevant agencies. The drainage contractor now has two extra teams, one of which is dedicated solely to South Cambs parishes and he hoped that would enable them to get up to date on all outstanding orders for work. He has submitted a budget proposal to full council for just under £3million to be allocated purely for drainage, gullies and verges. Cllr Reeves asked if it would be possible to arrange an online meeting with Highways to discuss the issues specific to Oakington. Cllr Hudson agreed to take this forward but said it would possibly be a joint meeting with his other parishes of Longstanton and Over. He confirmed there is a work order to clear the drain on the opposite side of the road to 1 Dry Drayton Road.</p>	
17.2	<p><u>District Councillors report</u> Dist Cllr Malyon updated on the following; -Planning had advised they are still waiting for some information to be able to determine the Cottenham Redrow Homes discharge of conditions application. She understand some construction work had already started. -All Northstowe Phase 3A documents can now be found on the Northstowe.com website. Noted the deadline for the second consultation is 1st March. -PC would be welcome to attend a meeting to be organised with CamBedRailRoad to discuss the East-West rail proposals. -She will send further information on the SCDC 'Doubling Nature' strategy.</p>	
17.3	<p><u>Parish Councillors reports (verbal)</u> Chair, Clerk, Cllr Reeves and Andrew Dennis (FMG) had attended a very constructive meeting with Lee Hllam, new Drainage manager at SCDC. Discussion had included Award Drain 171 issues and the need for it to be cleared from the culvert by the shop through to the brook. Northstowe attenuation before any Phase 3A building work start was also highlighted. Cllr Butlin – EAG had met last week. Discussion included the possibility of installing an aeration pump in the village pond to deal with the green weed/algae. PC would be asked to fund this. Noted this would need to be via a Community Grant application as there is no budget for the pond. Cllr Starling – TAG February minutes had been circulated. The air monitor outside the school had been repaired. Data from the speed unit is submitted to the Clerk each week. Cllr Pinter – CA AGM was held on 26 January and a new committee elected. Chair and Cllr Pinter had attended meetings with resident James Douglas to discuss the Fibre to Premises Broadband proposal. Northstowe Working group had met to discuss the Phase 3A second consultation. The PC will consider its formal response at the February Planning meeting.</p>	
17.4	<p><u>Clerk's report (verbal)</u> Clerk updated on the following; -Dispute with Opus Energy had been resolved and they had agreed to write off the balance they claimed was owed. -The White Horse had been re-listed as an Asset of Community Value for a 5 year period from 26 January. -County Council 'Bridges' officer had advised that silt under Beck Brook bridge would be cleared when the water levels have reduced. -Four Oakington young people are attending the Connections Babysitting course and are interacting and engaging well. -Brookfield had removed a loose branch hanging in the Stocks Green Plane tree.</p>	

<p>21/18</p> <p>18.1</p> <p>18.2</p> <p>18.3</p> <p>18.4</p>	<p>PLANNING MATTERS</p> <p><u>Applications requiring a decision:</u> None received.</p> <p><u>Applications to note only</u> <u>21/00052/PRI01A – Cherry Trees, Cambridge Road.</u> Prior notification – single storey rear extension <u>20/04619/HFUL – 16 Queens Way.</u> Two storey side and rear extension – application withdrawn Tree works applications: <u>20/2401/TTPO – land to rear of 18 Church View</u> – removal of field maple. <u>20/2410/TTCA – 95 Water Lane</u> – pollard Sycamore and Lime, reduce height of boundary hedge. <u>20/2488/TTCA – 7 Mill Road</u> - remove Bay tree.</p> <p><u>Applications decisions</u> <u>20/04011/HFUL – 15 Church View</u> – Two storey side extension. <u>Approved.</u></p> <p><u>To consider response to Local Plan ‘Call for Sites’ Survey</u> Draft comments for each of the sites put forward for Oakington had been circulated. Noted the survey questions are about constraints/opportunities for each of the sites, not the specific proposals. Noted that all sites are subject to flooding. Concern was raised about the flood risk of any future development and one councillor highlighted the lack of ‘natural’ green areas in the village and suggested creating nature areas on those sites instead. Noted also that the site North of Water Lane is a Protected Village Amenity Area. (PVAA) and some of the sites are on Green Belt land and/or in the Conservation Area. It was agreed to add all these comments into the survey response.</p>	
<p>21/19</p> <p>19.1</p>	<p>HIGHWAYS MATTERS</p> <p><u>To receive an update on Oakington to Girton cycleway and to consider response</u> CCC Project officer, Susan Rooke had advised that the work on the improvements at the Crossroads, Gatehouse Road junction and dual use cycle/pedestrian path widening up to Beck Brook, Girton will commence in March. They had recently secured additional funding from Highways England which would allow widening of the dual use path from Gatehouse Road up to Oakington crossroads. This would require ‘reclaiming’ the highway boundary from some houses in Cambridge Road and includes a proposal to put double yellow lines down along Cambridge Road to prevent parking on the path. The alternative suggestion of a separate cycleway on the opposite side of Cambridge Road had been discounted by CCC as unviable due to insufficient room. After a lengthy discussion, it was apparent there was no consensus on this. Therefore, it was agreed to defer the decision and that the Chair should arrange a meeting with Susan Rooke and Tam Parry (CCC Transport officer) to discuss issues and options further.</p>	
<p>21/20</p> <p>20.1</p>	<p>OPEN SPACES/RECREATION GROUND MATTERS</p> <p><u>To consider funding Open Spaces project flyers for insertion in April/May Journal from S106 reserves</u> A quote of <u>£38</u> had been received for 1,000 flyers which will be inserted in the next Journal issue and left at the shop, pub and garden centre. Proposed by Cllr Butlin that this should be accepted and funded from S106 reserves. Seconded by Cllr Pinter. RESOLVED unanimously. It will be necessary to organise a team to go round the village to collect completed forms. Cllr Butlin updated on the progress made since the last meeting.</p>	

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20.2	<p><u>To consider accepting mask-making group offer to donate a bench for the Rec orchard</u></p> <p>Donation of £750 for a bench (to include a plaque to commemorate the community spirit during the pandemic) was gratefully accepted. However, it was suggested it should be located near the MUGA facing the Rec due to concerns about potential vandalism if installed in the orchard.</p>																																					
21/21	COMMUNITY MATTERS																																					
21.1	<p><u>To update on Emergency Plan</u></p> <p>Updated redacted version of the plan had been circulated. Cllr Pinter suggested a trial run to ensure the telephone tree will work OK in the event of an emergency, particularly in respect of mobile phone signal issues in the parish. Noted there are also two-way radios with the flooding kit. Cllr Reeves kindly offered to take over from Cllr Warboys as coordinator.</p>																																					
21/22	FINANCE MATTERS																																					
22.1	<p><u>To approve payment of outstanding accounts due</u></p> <table border="0"> <tr> <td>Connections Bus</td> <td>Babysitting course</td> <td>400.00</td> </tr> <tr> <td>Fenland Leisure</td> <td>Rope wall remanufacture & fitting</td> <td>1426.98</td> </tr> <tr> <td>Scribe</td> <td>Accounts software</td> <td>345.60</td> </tr> <tr> <td>Vision ICT Ltd</td> <td>Website hosting & email accounts</td> <td>426.00</td> </tr> <tr> <td>Salaries</td> <td>Salaries</td> <td>932.06</td> </tr> <tr> <td>Expenses</td> <td>Expenses</td> <td>30.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI</td> <td>39.82</td> </tr> <tr> <td>NEST</td> <td>Pension</td> <td>128.06</td> </tr> <tr> <td colspan="3">Multipay Charge Card</td> </tr> <tr> <td>Lloyds Bank</td> <td>Monthly charge card fee</td> <td>3.00</td> </tr> <tr> <td>Zoom</td> <td>Zoom Pro online meetings</td> <td>14.39</td> </tr> <tr> <td>Total</td> <td></td> <td>3745.91</td> </tr> </table> <p><u>Approval</u> proposed by Cllr Starling. Seconded by Cllr Butlin. RESOLVED unanimously.</p>	Connections Bus	Babysitting course	400.00	Fenland Leisure	Rope wall remanufacture & fitting	1426.98	Scribe	Accounts software	345.60	Vision ICT Ltd	Website hosting & email accounts	426.00	Salaries	Salaries	932.06	Expenses	Expenses	30.00	HMRC	PAYE/NI	39.82	NEST	Pension	128.06	Multipay Charge Card			Lloyds Bank	Monthly charge card fee	3.00	Zoom	Zoom Pro online meetings	14.39	Total		3745.91	
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22.2	<p><u>To report on any income received</u></p> <table border="0"> <tr> <td>HMRC</td> <td>VAT reclaim Sept- Dec 20</td> <td>1499.58</td> </tr> </table>	HMRC	VAT reclaim Sept- Dec 20	1499.58																																		
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	<p>Parish Council – Monday 8 March 2021</p> <p>Planning meeting – Monday 22 February (To include Northstowe Phase 3A second consultation response)</p>																																					
	The meeting was declared closed at 8.55pm.																																					