

**Minutes of the Meeting of Oakington & Westwick Parish Council held at
Oakington Sports Pavilion, Queens Way Oakington
Monday 10 January 2022 at 7.30pm**

Agenda No:		Action
	Present: Cllrs S Moore (Chair), T Starling, D Reeves, J Bailey, R Pinter, M Davidson. Clerk: L Lawrence. 1 member of the public. Matthew Davidson was welcomed as a newly co-opted councillor.	
22/1	APOLOGIES FOR ABSENCE Cllr J Grove (personal), Cllr G Butlin (personal), Cllr E Warboys (personal) Cnty Cllr F Thompson, Dist Cllr A Malyon, Dist Cllr S Cheung Johnson.	
22/2	DECLARATIONS OF INTEREST None declared.	
22/3	PUBLIC OPEN SESSION Andrew Dennis (FMG) stated he had attended to hear the report on flood attenuation (Item 6.4)	
22/4	TO APPROVE MINUTES OF THE PREVIOUS MEETING HELD 13 DECEMBER 2021 Approval proposed by Cllr Reeves. Seconded by Cllr Bailey. RESOLVED unanimously. Minutes were signed by the Chair.	
22/5	MATTERS ARISING FROM THE PREVIOUS MEETING, NOT OTHERWISE ON THE AGENDA (INFORMATION ONLY) <u>Item Ref 21/133.2 – Park Play Scheme</u> – awaiting notification of a date from Living Sport for a presentation on the scheme by the charity.	
22/6	TO RECEIVE REPORTS (Circulated prior to the meeting and available on PC website.)	
6.1	<u>County Councillor's report</u> No written report. However, Cllr Thompson had responded via email to the following issues raised: <u>Longstanton Road culvert (near shop)</u> – 'structures team are going to commission a survey to assess the culvert and it has been added to their remit in future to upgrade any inspection access points as required'. <u>A14 Flooding</u> – 'National Highways are in the process of providing all 'as-built' drawings of the scheme which will enable a comparison to be made between what the EA approved through their permitting and what has actually been built. A model will then be run to demonstrate what impact that would have on flood flows etc. which will enable us and the EA to ascertain whether the road did or did not exacerbate the flooding in December'. Noted there would be an update on this at item 6.4. <u>Playgroup building</u> - 'The Area Education Officer informed me that we are in the process of preparing a soft market test to gauge the level of interest that exists in the building as a potential Early Years setting. We anticipate this process being undertaken after the Christmas holidays, once we have undertaken this process, we will be in a position to take the appropriate steps for securing a use for the building.'	
6.2	<u>District Councillors report</u> No written report.	

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<p>6.3</p> <p>6.4</p>	<p><u>Parish Councillors reports (verbal)</u></p> <p>Cllr Starling – no TAG or Pavilion meetings since last PC meeting. Speed unit to be moved to Cambridge Road this week.</p> <p>Cllr Reeves – had written to Homes England as a private individual to enquire what action will be taken regarding the overgrown Leylandii alongside the Tomato Farm. An officer had responded that he can expect a definitive answer by the end of January.</p> <p>Cllr Bailey – had observed contractors patching several footways in the village. They had informed him that all village footways are to be slurry-sealed. Clerk/Cllr Starling to ask about this at the next Highways meeting (4 February).</p> <p>Open Spaces project – Cllr Butlin had circulated a written update report. EA had rejected the ‘volume-for-volume’ flood mitigation calculations and require a compensatory excavation at the edge of the flood plain which is outside the recreation ground site and therefore not possible. The planning officer has offered to grant planning permission with a pre-commencement condition. Cllr Butlin is trying to establish if this condition relates to just the flood related aspects (natural play features) or the whole project. If it is a partial condition, he suggests that the play mounds, play stumps and trees are excluded from the project. This will leave; the perimeter path, seating areas, wildflower/bulb areas and climbing trees. Noted it was not possible for the PC to make a formal decision on this at the meeting as it had not been included on the agenda. However, there was consensus that the PC should support the ‘cut down’ proposal.</p> <p>Formal proposals to be included on the February agenda.</p> <p>Chair reported the following:</p> <ul style="list-style-type: none"> - Several reports of motorbikes and mopeds being ridden across the airfield road. It is now unlawful for all motorised vehicles to use the road now the TRO is in place. (Access permitted for pedestrians, cyclists and equestrians only.) Clerk to notify the Police and contact CCC about removing the old road signs. - Local Flood Plan consultation deadline 21 January. PC/ FMG will work on a joint response. - Cnty Cllr Thompson had raised the issue of A14 Legacy fund traffic calming plans at the end of the ‘flood attenuation’ meeting (item 6.4). She had been informed by the relevant officers that the PC had added in additional items that had exceeded the budget and therefore the shortfall had been added on to the LHI application for a 20mph spend limit. Noted that this was not correct. Highways England had originally confirmed a £42,000 grant for the scheme. The PC has been unable to establish how this had been reduced to £30,000. Draft scaled down plans were sent to the PC in early July 2021. No additions to this scheme were requested during the site visit attended by Cllr Starling and the Clerk in July 2021. However, disappointment was expressed that these plans had been scaled down from the original designs. The PC is still awaiting the final plans and confirmation that the ‘health & safety’ audit has been completed. <p>Chair to confirm the PCs agreement to go ahead with the plans as they stand and to request copies of the final drawings.</p> <p>Noted that there may be some S106 funding available from Northstowe for Oakington traffic measures. Chair is following up on this.</p> <p>Around 12 people had responded so far to the request for residents to confirm they walk the track between the ‘drift’ off Cambridge Road and Dry Drayton Road. It will need many more to come forward to get this formally established as a public Right of Way.</p> <p><u>Update on flood attenuation</u></p> <p>Chair, Cllr Butlin, Clerk and Andrew Dennis (FMG) had attended a meeting with Cnty Cllr Thompson and Dist Cllr Cheung Johnson on 6th January to discuss the lack of commitment from Homes England to construct the flood attenuation</p>	<p>Clerk/ Cllr Starling</p> <p>Feb agenda</p> <p>Clerk</p> <p>Chair</p>
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<p>6.5</p> <p>6.6</p>	<p>for Oakington Brook originally promised in 2015. Homes England had advised the CCC flood officer that they had not yet received the EA flood modelling report from National Highways following A14 works. However, she had received confirmation from EA that it had been sent to Homes England. She is following up on this.</p> <p>Andrew Dennis reported that anything done on the Brook would require EA agreement. The £400,000 S106 funding allocated in Phase 2a will not be sufficient to buy land and construct attenuation. However, Homes England do own enough land in that area that could be used.</p> <p>It was agreed that the PC/FMG would request a meeting with Homes England, EA and CCC to discuss the way forward.</p> <p><u>CCC gullies maintenance report</u> A comprehensive survey and cleaning of all gullies had been undertaken in October/November 21 and the PC had received the full report in December 21. EAG had kindly reviewed the report and notified Cnty Cllr Thompson which gullies get flooded and need looking after more often.</p> <p><u>Rec drains CCTV survey report</u> Dalrod had jetted and CCTV surveyed the drains on 29 December. The report stated that Gully 3 near the grass area in the car park has probably collapsed as the camera was unable to progress through it. This will require an excavation to determine the extent of the problem. Dalrod will quote for this work.</p> <p>It appears Gully 5 (near height barrier) and 6 (at top end of entrance road) are soakaways. Cllr Starling suggested having a new gully constructed at the top of the entrance road with a pipe going alongside the tennis courts and connecting up with the existing surface water drain from Saxon Close to the brook. It was agreed to obtain quotes for this.</p>	<p>Chair</p> <p>Clerk/ Cllr Starling</p>																																													
<p>22/7</p> <p>7.1</p> <p>7.2</p>	<p>PLANNING MATTERS</p> <p><u>Applications requiring a decision:</u> <u>21/05220/FUL – 39 Cambridge Road</u> – demolition of existing derelict bungalow, outbuildings and garage and replacement with one two-storey dwelling. RESOLVED unanimously to make <u>no recommendation or comments</u> <u>21/05428/HFUL – 12A Holme Close</u> – single storey side and rear extension. RESOLVED unanimously to make <u>no recommendation or comments.</u></p> <p><u>Applications decisions</u> None received.</p>																																														
<p>22/8</p> <p>8.1</p>	<p>FINANCE MATTERS</p> <p><u>To approve payment of outstanding accounts due</u></p> <table border="0"> <tr> <td>CPS Building Services</td> <td>Pavilion boilers service</td> <td>471.96</td> </tr> <tr> <td>Businesswatch UK</td> <td>CCTV annual maintenance</td> <td>152.64</td> </tr> <tr> <td>Vision ICT</td> <td>Website change, Op London Bridge</td> <td>42.00</td> </tr> <tr> <td>Sports Pavilion Comm.</td> <td>Youth MUGA sessions, winter 21</td> <td>72.00</td> </tr> <tr> <td>SSE Electric</td> <td>Street lighting 2.11.21-1.12.21</td> <td>19.08</td> </tr> <tr> <td>Connections Bus Project</td> <td>Youth work sessions, Autumn term</td> <td>2212.00</td> </tr> <tr> <td>Dalrod</td> <td>Rec drains jetting, CCTV survey</td> <td>972.00</td> </tr> <tr> <td>Salaries</td> <td>Salaries</td> <td>933.86</td> </tr> <tr> <td>Expenses</td> <td>Expenses</td> <td>30.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI</td> <td>37.33</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>5106.32</td> </tr> </table>	CPS Building Services	Pavilion boilers service	471.96	Businesswatch UK	CCTV annual maintenance	152.64	Vision ICT	Website change, Op London Bridge	42.00	Sports Pavilion Comm.	Youth MUGA sessions, winter 21	72.00	SSE Electric	Street lighting 2.11.21-1.12.21	19.08	Connections Bus Project	Youth work sessions, Autumn term	2212.00	Dalrod	Rec drains jetting, CCTV survey	972.00	Salaries	Salaries	933.86	Expenses	Expenses	30.00	HMRC	PAYE/NI	37.33	NEST	Pension	128.06	Multipay Charge Card			Lloyds Bank	Monthly charge card fee	3.00	Zoom	Zoom Pro online meetings	14.39	Total		5106.32	
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8.2	<p><u>Approval</u> proposed by Cllr Starling. Seconded by Cllr Reeves. RESOLVED unanimously.</p> <p><u>To report on any income received</u></p> <p>Feel Good Fitness Rec exercise classes, Oct 45.00</p>	
22/9	<p>OPEN SPACES/RECREATION GROUND MATTERS</p>	
9.1	<p><u>To consider quotes for play area remedial work</u></p> <p>Three contractor quotes had been received for repair of wetpour edging, tensioning of zipwire and repair of junior swings.</p> <p>Proposed by Cllr Starling that Eastern Play Services quote of <u>£1950.70 + VAT</u> should be accepted. Seconded by Cllr Davidson. RESOLVED unanimously.</p>	
9.2	<p><u>To consider quote to repair PIR/lighting on area between pavilion and MUGA</u></p> <p>One quote had been received for replacement of conduit and sensor plus new cages for the lights and sensor.</p> <p>Proposed by Cllr Starling that J Kilborn & Son Ltd quote of <u>£518.85 + VAT</u> should be accepted. Seconded by Cllr Reeves. RESOLVED unanimously.</p>	
22/10	<p>DATE OF NEXT MEETING</p> <p>Parish Council – Monday 14 February 2022</p> <p>Planning meeting – Monday 24 January 2022 – if required</p> <p>The meeting was declared closed at 9pm</p>	

UNAPPROVED