

**Minutes of the Meeting of Oakington & Westwick Parish Council held at
Oakington Sports Pavilion, Queens Way Oakington
Monday 13 June 2022 at 7.30pm**

Agenda No:		Action
	Present: Cllrs T Starling (Chair), D Reeves, J Bailey, R Pinter, M Davidson, W Bailey In Attendance: Cnty Cllr F Thompson (part meeting), Dist Cllr A Malyon (part meeting) Clerk: L Lawrence.	
22/67	APOLOGIES FOR ABSENCE Cllr S Moore (Personal), Cllr J Grove (Illness)	
22/68	DECLARATIONS OF INTEREST None declared.	
22/69	PUBLIC OPEN SESSION No members of the public present.	
22/70	TO APPROVE MINUTES OF THE ANNUAL MEETING HELD 9 MAY 2022 Approval proposed by Cllr Reeves. Seconded by Cllr Pinter. RESOLVED unanimously. Minutes were signed by the Chair.	
22/71	MATTERS ARISING FROM THE PREVIOUS MEETING, NOT OTHERWISE ON THE AGENDA (INFORMATION ONLY) <u>Item ref 22/9.1 – Play area remedial work</u> – wetpour surround had been redone a second time but cracked again the following day. Contractor to return to rectify. <u>Item ref 22/65.1 – New bus stops, Garden Centre</u> – Stagecoach MD had confirmed that the initial risk assessment had been completed and he was 99% confident that they would be able to locate bus stops on both sides of the road. There would be no cost to the Parish or County Council.	
22/72	TO RECEIVE REPORTS (Written reports circulated prior to the meeting and posted on PC website.)	
72.1	<u>County Councillor's report</u> Cllr Thompson updated on the following: <u>Longstanton Road culvert</u> – awaiting a recent CCTV survey report which should be available next week. She will report back to the PC when received. <u>Bar Hill flyover defects</u> – resurfacing the settlement areas will take place this week. National Highways will pay for all A14 defect repairs required. <u>Highways works programme 2022-23</u> – Westwick footway will be resurfaced. Mead View, Lowbury Crescent and Holme Close will be slurry sealed. Noted that the paths already slurry sealed need to be treated with weed killer as they are coming through the surface. She will follow up on the damaged footway at the top of The Drift. <u>A14 Legacy Fund/20mph zone</u> - notification had been received that the speed bumps cost has been agreed and includes a contribution from Northstowe S106. The proposal is to deliver the 20mph scheme at the same time as the works require a road closure. Noted the original LHI application had asked for Westwick to be included in the 20mph zone. Cllr Thompson reported that it is unlikely this will be possible, but the officer had made some alternative suggestions for speed reduction measures in Westwick. As a quick decision is	

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72.2	<p>required to progress this work, it was agreed that Cllr Starling and Cllr Thompson would discuss options with the officer and report back at the 27th June Planning meeting. Noted the PC will be required to make the agreed LHI contribution amount towards the cost of the 20mph zone.</p> <p><u>Cambridge Road cycleway</u> – the officer had confirmed it is still uncertain if the path will be widened from the start of the houses the crossroads due to funding issues.</p> <p><u>Station Road potholes</u> – these had been marked up in white paint which means the Dragon patcher will be used to repair them. Clerk will try to find out timescale at 24th June Highways meeting.</p> <p><u>District Councillors report</u></p> <p>Cllr Malyon updated on the following:</p> <p><u>Green bin collections</u> – due to staff shortages they had not been able to return to collect from bins missed. Normal schedule will resume this week.</p> <p><u>Cottenham construction traffic</u> – a positive response had been received from the Tilia Homes site agent following the request to route via the B1049. However, she will ask if it can be conditioned as part of the CTMP discharge conditions that construction traffic should not use Oakington.</p> <p><u>Monitoring water levels, Northstowe Phase 3A</u> – Cllr Reeves expressed concern about existing Northstowe groundwater level issues and the potential impact on Oakington when the P3A water table levels are reduced. Cllr Malyon stated that an independent report on P1 couldn't pinpoint what the issue was regarding the dried-up ponds in Longstanton. They are currently undertaking CCTV surveys. It is a condition of the P3A application that ground water levels are monitored. Stephen Kelly, Joint Director Greater Cambridge Shared Planning had offered to attend a PC meeting to answer questions on this. It was agreed to invite him to the 11th July meeting. Cllr Thompson suggested also raising the concerns at the next Northstowe quarterly meeting.</p> <p><u>Northstowe facilities</u> – Cllr Reeves expressed concern about the lack of shops, pubs etc in Northstowe and asked how SCDC could ensure this doesn't happen in P3A. Cllr Malyon responded that the town centre will have been started by the time they start work on P3A. They had recently received a requested oversight of the whole of Northstowe project which would help make sure the days experienced with P1 don't happen again. She recommended attending the next Northstowe Forum on 26th July which will include an update on the town centre and plans for the enterprise zone.</p> <p><u>Northstowe – energy efficiency regulations</u> - Cllr J Bailey asked if the changes to regulations will impact on the deliverability of Northstowe. Cllr Malyon responded that most of Phase 2 and all Phase 3 will need to comply.</p>	
72.3	<p><u>Parish Councillors reports (verbal)</u></p> <p>Cllr Davidson – had started investigating Microsoft options and will bring a report to the July meeting for consideration.</p> <p>Cllr Pinter – CA is still looking for volunteers to help with Village Day. Cllr W Bailey offered to help set up on the afternoon of the 24th.</p> <p>Cllrs Reeves & Starling – had completed the renovation and painting of the phone box library.</p> <p>Cllr Reeves - had attended the Pavilion meeting. Noted they are in the process of adopting a Safeguarding policy.</p> <p>Cllr Starling – had installed the Queens Green Canopy plaque near the newly planted trees and repaired a section of pavilion guttering. He had also attended the TAG meeting and continues to monitor the MVAS speed data. Noted on average 50% are exceeding the 30mph limit in Cambridge Road. He had asked the Police to undertake speed camera radar checks and is awaiting a response. The Platinum Jubilee mugs presentation to primary school children went very well.</p>	

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72.4	<p><u>Clerk's report</u> <u>FCC grant application for 'Rec All Age Use' project</u> – notification had been received that the application was successful. The working group held their first meeting today to discuss next steps. <u>Stagecoach meeting</u> – bus services are currently at 80% of pre-covid capacity. The PC was asked to encourage residents to use the buses as the Government grants end in September and this may result in services being reduced again if usage doesn't pick up. <u>Community Chest grant</u> - £257.50 had been received for a Jubilee Oak tree. This will be ordered in the autumn. Noted cost had increased and therefore the PC may be required to make a small contribution. <u>Histon half-marathon</u> - this will come through the village via the Rec on 26th June. The organiser had submitted a request to position a water station outside the pavilion, as in previous years. Approved by Clerk under delegated authority.</p>																																																	
22/73	PLANNING MATTERS																																																	
73.1	<u>Applications requiring a decision</u> None received.																																																	
73.2	<u>Applications to note only</u> None received.																																																	
73.3	<u>Applications decisions received.</u> None received.																																																	
22/74	FINANCE MATTERS																																																	
74.1	<p><u>To approve payment of outstanding accounts due</u></p> <table> <tr> <td>SSE Electric</td> <td>Street lighting energy 2.4.22-3.5.22</td> <td>19.60</td> </tr> <tr> <td>Connections Bus Project</td> <td>4 sessions, Apr-May 22</td> <td>1016.00</td> </tr> <tr> <td>Brookfield Contracting</td> <td>Grass cutting, May 22</td> <td>897.60</td> </tr> <tr> <td>X2 Connect Ltd</td> <td>Parts, phone kiosk</td> <td>370.16</td> </tr> <tr> <td>Vision ICT Ltd</td> <td>.gov.uk email address</td> <td>21.60</td> </tr> <tr> <td>A Starling</td> <td>Post & parts for Green Canopy plaque</td> <td>32.50</td> </tr> <tr> <td>L Lawrence</td> <td>Padlocks, Rec barriers</td> <td>98.95</td> </tr> <tr> <td>Salaries</td> <td>Salaries</td> <td>1166.92</td> </tr> <tr> <td>Expenses</td> <td>Expenses</td> <td>30.00</td> </tr> <tr> <td>Mileage</td> <td>Mileage</td> <td>14.30</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI</td> <td>138.95</td> </tr> <tr> <td>NEST</td> <td>Pension</td> <td>162.92</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>4076.87</td> </tr> </table> <p><u>Approval</u> proposed by Cllr W Bailey. Seconded by Cllr Reeves. RESOLVED unanimously.</p>	SSE Electric	Street lighting energy 2.4.22-3.5.22	19.60	Connections Bus Project	4 sessions, Apr-May 22	1016.00	Brookfield Contracting	Grass cutting, May 22	897.60	X2 Connect Ltd	Parts, phone kiosk	370.16	Vision ICT Ltd	.gov.uk email address	21.60	A Starling	Post & parts for Green Canopy plaque	32.50	L Lawrence	Padlocks, Rec barriers	98.95	Salaries	Salaries	1166.92	Expenses	Expenses	30.00	Mileage	Mileage	14.30	HMRC	PAYE/NI	138.95	NEST	Pension	162.92	Multipay Charge Card			Lloyds Bank	Monthly charge card fee	3.00	Zoom	Zoom Pro online meetings	14.39	Total		4076.87	
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74.3	<p><u>To report on 2021-22 Internal Audit</u> There were no issues raised by the Internal Auditor.</p>																																																	
74.4	<p><u>To note 95-day notice account interest rate increase</u> Rate had increased from 1% to 1.3%.</p>																																																	
74.5	<p><u>To consider two community grant applications</u> Proposed by Cllr Pinter that EAG application for £420 for 'thank you' afternoon teas for EAG volunteers should be approved. Seconded by Cllr J Bailey. RESOLVED unanimously.</p>																																																	

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	Proposed by Cllr W Bailey that EAG application for <u>£54</u> for Village Day leaflets should be approved. RESOLVED unanimously.	
22/75	OPEN SPACES/RECREATION GROUND MATTERS	
75.1	<u>To report on vandalised orchard picnic bench and consider action to take.</u> One of the wooden table benches had been destroyed by vandals. After some discussion it was proposed by Cllr Starling that either one or two recycled plastic picnic bench sets should be purchased to replace it at a maximum cost of the <u>£1,000</u> budget set for 2022-23. Seconded by Cllr Reeves. RESOLVED unanimously.	
75.2	<u>To consider granting permission for Community Association to install Jubilee bench on Stocks Green</u> Proposed by Cllr W Bailey that permission should be granted for the bench to be installed on Stocks Green. Seconded by Cllr Reeves. RESOLVED unanimously. It was suggested it could be located under the London Plane tree.	
75.3	<u>To consider requesting a dog waste bin for Gunn's Lane</u> Proposed by Cllr Reeves that the PC should support a resident's request for a dog waste bin at the end of Gunn's Lane. Seconded by Cllr Pinter. RESOLVED unanimously.	
75.4	<u>To note relocation of planted tub from Queens Way/Water Lane junction to verge outside 2 Queens Way</u> The tub had been moved as the person looking after it was no longer able to do so. The LHO had confirmed he had no objections, providing it is set back 40cm from the kerb. Subsequently, a request had been received via EAG for the other tub at that junction to be moved round the corner too. There were no objections.	
22/76	DATE OF NEXT MEETING Parish Council: Monday 11 July 2022, 7.30pm Planning meeting – Monday 27 June 2022	
	The meeting was declared closed at 8.55pm	

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