

**Minutes of the Meeting of Oakington & Westwick Parish Council held at
Oakington Sports Pavilion, Queens Way, Oakington
Monday 11 November 2024 at 7.30pm**

Agenda No:		Action
	Present: Cllrs S Moore (Vice-chair), T Starling, J Grove, J Bailey, R Pinter. Clerk: L Lawrence. In attendance: Cnty Cllr F Thompson. Dist Cllr N Warren-Green. Dist Cllr T Bygott. Two members of the public. In the absence of Cllr Reeves, Cllr Moore presided.	
24/119	APOLOGIES FOR ABSENCE Cllr J Camilleri (personal), Cllr D Reeves (illness)	
24/120	DECLARATIONS OF INTEREST None declared.	
24/121	PUBLIC OPEN SESSION A member of public asked if the Dry Drayton Road path that ran along the edge of Oakington Business Park to the bridleway(168/9) could be reinstated as it has degraded and is completely overgrown. This would make it possible to walk to the Wilsons Road bridleway and Bar Hill. Resident also stated that some Bar Hill residents walk along the road to get to the boot sales at the business park, which is clearly unsafe. Cllr Moore stated that the path is CCC Highways responsibility. The Parish Council had tried several times to get circular walking routes established without success so far. Cnty Cllr Thompson asked the resident to report the issue via Highways online and she will then ask if anything can be done to reinstate it. She suggested it might be suitable for the Capital Funded Highways Maintenance scheme. Clerk to add to the list requested by CCC Asset Management team. Andrew Dennis (EAG/FMG) had attended to contribute to item 126.1 if required. <i>One member of the public left the meeting at 7.40pm.</i>	Cllr Thompson Clerk
24/122	TO APPROVE MINUTES OF THE MEETING HELD 14 OCTOBER 2024 Approval proposed by Cllr Bailey. Seconded by Cllr Grove . RESOLVED unanimously. Minutes were signed by the Chair.	
24/123	MATTERS ARISING FROM THE PREVIOUS MEETING, NOT OTHERWISE ON THE AGENDA (INFORMATION ONLY) <u>24/113.4 – Beck Brook</u> – 57 Station Road owner had offered to allow EA access to her land at the back to remove a self-set hedge which would enable them to clear debris from the brook. There had been no response from EA to date. Cllr Thompson agreed to follow this up with the Flood Risk manager. <u>24/115.2 - 23-24 LHI, Oakington to Girton 30mph scheme</u> – Chair & Cllr Starling to attend a site meeting in Girton on 14 th November to discuss some of the speed bump locations with CCC officers and Girton PC representatives.	Cllr Thompson
24/124	TO RECEIVE REPORTS (Written reports circulated prior to the meeting and posted on website.)	

Oakington & Westwick Parish Council confirmed eligibility and adopted the General Power of Competence on 14 January 2019, reconfirmed on 9 May 2022. All decisions are taken using that power unless otherwise stated.

2439

124.1	<u>County Councillor's report</u> Cllr Thompson was congratulated on being appointed vice-chair of Children and Young People Committee. Cllr Bailey asked what is happening about Baits Bite and Jesus Green Locks which had been closed since March. Cllr Thompson agreed to ask the environment team and report back.	Cllr Thompson
124.2	<u>District Councillors' reports</u> There was no questions from councillors for Cllr Warren-Green or Cllr Bygott. Noted the Government had now dropped official concerns about the district council's four-day working week. Cllr Warren-Green encouraged the PC to respond to the Government's consultation on remote working and proxy voting. She will be attending the Local Climate Action Conference on 19 th November and will feedback if there is anything she thinks the PC should be aware of. <i>Cllrs Thompson, Warren-Green and Bygott left the meeting at 8pm.</i>	
124.3	<u>Parish Councillors' reports</u> Cllr Grove will attend the OWN AGM on 13 th November. Cllr Grove had sent Dean Harris (Homes England) two research papers on roadside verges supporting pollinators. Cllr Starling had attended the Highways meeting with the Clerk on 8 th November. Cllr Pinter had attended the Connections Bus AGM via Zoom on 28 th October. This included a report on attendance numbers, young people's survey results and an update on the replacement buses which should be ready by February 2025.	
124.4	<u>Clerk's report</u> <u>Pensions Regulator</u> – employee pension scheme redeclaration had been submitted. <u>Annual play equipment inspection</u> - Clerk had accompanied the inspector while he assessed the play area on 4 th November. There was no 'red' risk items identified. Written report had just been received. Clerk to review it and report at the December meeting. <u>Highways meeting</u> – all outstanding maintenance items were discussed and the LHO will follow up on there. Discussion also included putting forward the following for the Capital Maintenance Programme – drainage work in Mill Road, Water Lane surface degradation near junction of Holme Close and High Street footway resurfacing. Green Infrastructure manger had also attended and reported that she had placed an order to remove all vegetation from the airfield road surface so that it can be properly assessed for faults. They will also cut back a one metre strip of verge on both sides.	Dec Agenda
24/125	PLANNING MATTERS 125.1 <u>Applications requiring a decision</u> None received. 125.2 <u>Applications to note only</u> None received. 125.3 <u>Applications decisions received</u> <u>24/02403/FUL – Oakington Tomato Farm</u> – erection of boundary fencing. <u>Refused.</u> Concern was expressed that the site looks very unsightly and the lack of proper fencing may make it easy for unauthorised access. RESOLVED that Cllr Moore	

Oakington & Westwick Parish Council confirmed eligibility and adopted the General Power of Competence on 14 January 2019, reconfirmed on 9 May 2022. All decisions are taken using that power unless otherwise stated.

	<p>should draft a letter to Homes England asking them to clear the tree debris as soon as possible and address the refusal reasons via a new application. <u>24/03363/HFUL – 27 Cambridge Road</u> - erection of a garden room in the rear garden. <u>Approved.</u> <u>24/03436/HFUL – 11a Coles Lane</u> - demolition of existing car port with new side extension and front cladding to existing porch. <u>Approved</u></p>	Cllr Moore
24/126	<p>HIGHWAYS MATTERS</p> <p>126.1 <u>To consider and respond to EAG request for the PC to take over responsibility for organising path clearance work</u> Item deferred to December meeting as meeting arranged with EAG had been postponed. Cllr Moore reported that Graham Tregonning had stated he would be willing to take on responsibility for organising the volunteers this year.</p> <p>126.2 <u>To consider writing to Oakington Business Park owners regarding motorbikes being ridden excessively noisily on their land</u> Cllr Moore reported that noisy motorbikes are regularly ridden on the grass area on the left side of their site, beyond the entrance gate. Proposed by Cllr Pinter that a letter of objection should be sent to the site owners. Seconded by Cllr Grove. RESOLVED unanimously.</p>	Dec agenda
24/127	<p>PAVILION MATTERS</p> <p>127.1 <u>To consider applying for a CPCA grant for solar panels</u> Proposed by Cllr Bailey that an application should be made when the funding scheme is launched on 25th November. Seconded by Cllr Starling. RESOLVED unanimously. Clerk reported that the previously agreed PC contribution of £5,000 is held in earmarked reserves.</p> <p>127.2 <u>To consider purchasing a TV for meeting room</u> Clerk reported that there is £700 held in earmarked reserves (S106 'indoor provision') After some discussion it was proposed by Cllr Pinter that a TV screen, wall bracket and installation should be funded from this reserve. Seconded by Cllr Starling. RESOLVED unanimously Cllr Bailey offered to help the Clerk regarding specification.</p>	Cllr Moore/ Clerk Cllr Bailey/ Clerk
24/128	<p>RECREATION GROUND/OPEN SPACES MATTERS</p> <p>128.1 <u>To consider budgeting for community orchard notice boards reminding people to pick fruit responsibly.</u> Proposed by Cllr Pinter that two boards costing approx £220 +VAT should be funded. Seconded by Cllr Moore. RESOLVED by majority. Clerk to include in 2025-26 budget.</p>	
24/129	<p>NORTHSTOWE MATTERS</p> <p>129.1 <u>To consider joining Northstowe Heritage steering group</u> Chair (Cllr Reeves) and Cllr Grove had attended the November steering group meeting as observers on invitation from Quinton Carroll, Head of Natural & Historic Environment. The group consists of representatives from SCDC, CCC Homes England and the Longstanton & District Heritage Society. Representatives from Northstowe Town Council and Longstanton PC are also invited to attend. Remit is to focus on the production of a heritage strategy for Northstowe and to promote the heritage of Northstowe and surrounding area. Terms of Reference had been circulated prior to this meeting.</p>	

Oakington & Westwick Parish Council confirmed eligibility and adopted the General Power of Competence on 14 January 2019, reconfirmed on 9 May 2022. All decisions are taken using that power unless otherwise stated.

	Proposed by Cllr Grove that the parish council should join the steering group. Seconded by Cllr Pinter. RESOLVED unanimously. <i>One member of the public left the meeting at 8.50pm.</i>																																								
24/130	FINANCE MATTERS																																								
130.1	<u>To note Local Government Pay Award for 2024/25</u> Noted that with effect from 1 April 2024, an increase of £1,290 (pro rata) will be paid to all NJC pay points from 2 to 43 inclusive.																																								
130.2	<u>To note increase to employer's NI contribution from 1 April 2025</u> Noted the Government had increased the contribution to 15% above £5,000 (from 13.8% above £9,100) from 1 April 2025.																																								
130.3	<u>To approve payment of outstanding accounts due</u> <table border="0"> <tr> <td>SSE Electricity</td> <td>Streetlights 1.9.24 – 30.9.24</td> <td>21.80</td> </tr> <tr> <td>EE Ltd</td> <td>Mobile phone 11.10.24-10.11.24</td> <td>24.60</td> </tr> <tr> <td>Replay Maintenance Ltd</td> <td>3G Drag brush visit 3</td> <td>180.00</td> </tr> <tr> <td>Connections Bus</td> <td>2 bus, 5 van visits Sep-Oct 24</td> <td>1722.00</td> </tr> <tr> <td>Salaries</td> <td>Salaries</td> <td>1212.13</td> </tr> <tr> <td>Expenses</td> <td>Expenses</td> <td>15.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI</td> <td>160.04</td> </tr> <tr> <td>NEST</td> <td>Pension</td> <td>178.26</td> </tr> <tr> <td>Unity Trust Bank</td> <td>Service charge</td> <td>2.85</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>Steroplast Healthcare</td> <td>Defibrillator pads</td> <td>67.02</td> </tr> <tr> <td>Total</td> <td></td> <td>3584.70</td> </tr> </table>	SSE Electricity	Streetlights 1.9.24 – 30.9.24	21.80	EE Ltd	Mobile phone 11.10.24-10.11.24	24.60	Replay Maintenance Ltd	3G Drag brush visit 3	180.00	Connections Bus	2 bus, 5 van visits Sep-Oct 24	1722.00	Salaries	Salaries	1212.13	Expenses	Expenses	15.00	HMRC	PAYE/NI	160.04	NEST	Pension	178.26	Unity Trust Bank	Service charge	2.85	Multipay Charge Card			Lloyds Bank	Monthly charge card fee	3.00	Steroplast Healthcare	Defibrillator pads	67.02	Total		3584.70	
SSE Electricity	Streetlights 1.9.24 – 30.9.24	21.80																																							
EE Ltd	Mobile phone 11.10.24-10.11.24	24.60																																							
Replay Maintenance Ltd	3G Drag brush visit 3	180.00																																							
Connections Bus	2 bus, 5 van visits Sep-Oct 24	1722.00																																							
Salaries	Salaries	1212.13																																							
Expenses	Expenses	15.00																																							
HMRC	PAYE/NI	160.04																																							
NEST	Pension	178.26																																							
Unity Trust Bank	Service charge	2.85																																							
Multipay Charge Card																																									
Lloyds Bank	Monthly charge card fee	3.00																																							
Steroplast Healthcare	Defibrillator pads	67.02																																							
Total		3584.70																																							
130.4	<u>Approval proposed by Cllr. Seconded by Cllr RESOLVED unanimously.</u> <u>To report on any income received</u> <table border="0"> <tr> <td>FW Cook</td> <td>Memorial inscription</td> <td>90.00</td> </tr> <tr> <td>Total</td> <td></td> <td>90.00</td> </tr> </table>	FW Cook	Memorial inscription	90.00	Total		90.00																																		
FW Cook	Memorial inscription	90.00																																							
Total		90.00																																							
24/131	ADMINISTRATION MATTERS																																								
131.1	<u>To consider response to government consultation on enabling remote attendance and proxy voting at local authority meetings</u> There was insufficient time to go through each of the consultation questions in depth during the meeting. However, after some discussion, there was general consensus that councillors supported remote meeting attendance when necessary but objected to proxy voting. Cllr Moore to draft responses to the questions and will bring to the December meeting for ratification. Noted the deadline is 19 th December.	Dec agenda																																							
24/132	DATE OF NEXT MEETING Parish Council: Monday 9 December 2024, 7.30pm. Planning: Monday 25 November 2024, 7.30pm – if required.																																								
	The meeting was declared closed at 9.10pm.																																								

Oakington & Westwick Parish Council confirmed eligibility and adopted the General Power of Competence on 14 January 2019, reconfirmed on 9 May 2022. All decisions are taken using that power unless otherwise stated.