

# CALDECOTE PARISH COUNCIL

(South Cambridgeshire District)

## MINUTES

### **A meeting of this Council was held Online On Thursday 4th February 2021.**

*Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website, <http://caldecote.gov.uk> or upon request to the Parish Clerk.*

**Present:** Cllr Helen Cartwright (HC, Chair), Cllr John Barker (JB), Cllr Chris Corcoran (CC), Cllr Polly Field (PF), Cllr and District Cllr Tumi Hawkins (TH), Cllr Jack Lang (JL), Cllr Nicola Pritchard and Cllr Claire Robinson (CR).

**In Attendance:** Alan Melton, Parish Clerk, Katy Reeves, Deputy Clerk. There were 3 members of the public present.

- 1. Public open forum** – Mrs Claridge advised that Caldecote Church intend to apply to the Parish Council for a grant towards the funding of the summer hamper scheme but will first be liaising with the organisers of the village food bank to determine the amount requested.

Mr Claridge observed that residents' bills for sewerage from Anglian Water state that the cost includes charges for surface water removal and noted that this should be considered in discussions with Anglian Water about surface water entering the drains.

- 2. Apologies for absence** – There were no apologies for absence.
- 3. Members declarations of pecuniary or non-pecuniary interests** – There were no declarations of pecuniary or non-pecuniary interests.
- 4. Chairman's Announcements** – The Chairman reported the sad news of the passing of former Councillor John Newby. Representatives of the Parish Council will attend his funeral on 10<sup>th</sup> February. It was agreed that the Parish Council will plant a tree in the Peace Garden in memory of Mr Newby.

The chairman reported that Linden Homes have agreed to clear vodka bottles and other rubbish from the ditch by the site. They have further agreed to repair damaged verges near the site by the end of the building work.

A meeting was held with representatives of Anglian Water at which it was noted that the work at the pumping station will take longer than previously expected, finishing by the end of February at the earliest. Recent reports of an absence of tankers at the site were caused by the tankers being reprioritised to areas with more urgent problems. Meetings are to be arranged between the County Council Highways Department, Anglian Water and District, County and Parish Councillors to discuss ongoing drainage issues.

- 5. Minutes of the last Meeting** – The minutes of the meeting held on 14<sup>th</sup> January 2021 were approved as a correct record. The Parish Clerk will arrange for the minutes to be signed by the Chairman in due course.

#### **5a Actions**

- CCTV and security update** – The Clerk reported that all work at the Pavilion is now complete, except the installation of a timer switch for the floodlights, which

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will be completed soon. CCTV footage is monitored within the Pavilion and on two mobile phones. Signage has been put up on the walls and gate. The fire alarm has also been updated. Two councillors and the Clerk have been given training in the use of the system; however, other regular users of the Pavilion still need to be given the information. Cllr Corcoran enquired about the storage of the recordings and the Clerk reported that these are held for 3 months and are stored in the building and in 'the cloud'.

- **East West Railway update** – It was reported that the Chairman will attend a meeting with the Cambridge Approaches Oversight Group on 11<sup>th</sup> February, although the position of the Council remains neutral until the routes have been outlined. It was noted that money has now been granted for the first part of the route and it has been revealed that diesel trains will be used.

**6. Report from the District Councillor** – District Cllr T Hawkins provided a monthly report (see attached). The report included the following points:

- Important reminders about the various grants that are still available.
- An update on the latest COVID-19 data for the district and the latest advice on the vaccination program.
- A rapid coronavirus testing centre has been set up in Cambourne.
- Discussion of a leaflet recently circulated by Anthony Browne, MP to residents requesting views on house building levels.
- Outline planning permission was granted for up to 4,500 homes at Waterbeach at the Planning Committee meeting of Friday 29th January 2021. The plans include the relocation and development of the railway station.
- Information on drainage and flooding issues, including who to contact to report flooding from different types of watercourses.
- Information on the responsibilities of Riparian owners of watercourses that run through or adjacent to their properties.
- Notes on the recent Caldecote Liaison Group meeting.

Cllrs discussed drainage issues and how to ensure that residents are informed about their riparian responsibilities regarding ditches and culverts in the village. It was agreed that information should be placed on the website and in future issues of the Journal. Mr Claridge will provide any information he can obtain on the village watercourses and information will be sought from SCDC officers.

It was agreed that Cllr Chris Corcoran will attend the Planning Committee meeting for Bourn Airfield on 19<sup>th</sup> February 2021.

**7. Report from the County Councillor** – There was no report.

**8. Planning Applications** – There were no applications.

**9. Pavilion – update** The Clerk reported that the points raised at and since the last meeting have been discussed with the architect, who will be preparing new plans. These include the incorporation of a room with dimensions suitable for badminton and information on the likely costs of installing a balcony along the front of the building. Cllrs T Hawkins and J Barker suggested that a written specification should be prepared. It was agreed that the Clerk will prepare a specification and circulate for comments ahead of the next Parish Council meeting. **Action: Clerk**

10. **Financial Reports –**
- **Summary of receipts and payments.** A report on the on current budget vs. expenditure dated 29<sup>th</sup> January 2021 was received and approved.
  - **Bank Reconciliation.** The bank reconciliation dated 25<sup>th</sup> January 2021 was received and approved.
  - **Accounts for payment.** The schedule of payments (attached) was received. It was **RESOLVED** that the payment of bills be approved, except for the payment to Caldecote Church for Journal deliveries as these deliveries were not carried out. In addition, payment of a late-arriving invoice for £515.90 for Journal Printing to LGS services was approved. Proposed HC.

The Clerk reported that work has been carried out to prepare the council's VAT return.

11. **Leisure and Amenities report –** Cllr P Field reported that the work on the new playground equipment for the Furlong Way Park has been further delayed by the poor weather conditions as the ground surface cannot be laid.

Cllr Field requested an update on the new contract for open space maintenance. The Clerk reported that this is still to be done.

12. **Street Naming – Off Grafton Drive.** The Clerk reported that developers have suggested the following street names: Elm Drive, Oak Tree Court, Beech Close and Ash Tree Court. It was agreed that the name already submitted by the Parish Council – Grafton End – will be resubmitted.

13. **Correspondence –** There was no further correspondence to report.

18. **Clerk's report –** There were no further items to report.

19. **Councillor Reports–**

Cllr N Pritchard reported that the latest issue of the Journal has been completed and printed.

Cllr C Corcoran raised the issue of a slippery path between West Drive and the Linden Homes site. Cllr T Hawkins recommended that this is reported to Highways.

Cllr P Field reported that she has received complaints that the road by the Balfour Beatty site has not been cleaned. It was advised that residents should report this to the site manager, Cllrs T Hawkins or H Cartwright, or SCDC planning enforcement officers.

20. **Dates and times of the next meeting –** Thursday 4th March 2021

**The Open Meeting Closed at 8.05 pm**

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

**SCHEDULE OF PAYMENTS:** to consider and approve the schedule of payments. \* = cost incurred as a result of vandalism.

Key to Frequency (Freq) codes:

**O** = 'one-off' or intermittent regular payment with no set frequency.

**T** = Termly (usually associated with youth club payments which get invoiced on a termly basis) **A** = Annually. **M** = Monthly. **Q** = Quarterly.  $\frac{1}{2}$  = Half-Yearly.

**Payments made since last meeting that require Council approval**

Payment date	Voucher #	Amount	To	For	Budget Code	Freq
18/01/21	150	39.40	British Gas	Pavilion electricity	36	M
19/01/21	154	35.00	Information Commission	Data protection/ registration	16	A
21/01/21	155	46.76	E-On	Cabin electricity	45	M
25/01/21	156	132.47	Cambs. Pensions	Pension contributions Jan 2021	32	M
25/01/21	157	396.63	HMRC	PAYE Jan 2021	33	M
25/01/21	159-162	1789.94	Staff salaries	Salaries Jan 2021	26,27,28,29	M
25/01/21	158	10254.00	SKK Design	Architectural design services + expenses	41	O

**New payments yet to be made requiring Council approval**

Amount	To	For	Budget Code	Freq
19.50	Katy Reeves	Expenses Jan 21	6	M
419.50	Alan Melton	Expenses Jan 21	5	M
6920.40	Huttie	Electrical work at Pavilion	41	O
210.00	Caldecote Church	Journal deliveries 2020 (x6)	3	O

**South Cambridgeshire District Council – Caldecote Ward**  
(comprises the Parishes of Caldecote, Childerley, Kingston, Bourn, Longstowe & Little Gransden)

**Councillor's Monthly Report – February 2021**

This report of previous month events is for all the Ward, so please be aware that some of the content may not be relevant to your particular Parish.

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**General**

Please contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. These are housing need, housing repairs for council tenants, planning, benefits, council tax, bin collection, environmental health issues etc. Don't fight on your own. I am available to help you to get the best outcome possible for your situation.

If you have time to spare – check out articles on my blog <http://www.TumiHawkins.org.uk>. What I post on there is my view and not LibDem or South Cambs official policy unless I state that it is.

**IMPORTANT REMINDERS**

These are items in my previous reports that require action due to time limitations.

**Green Homes Grant scheme**

Government funding to make homes more energy efficient to help you saving money on household bills. **The scheme closes on 31 March 2021.** It could up to two thirds to full cost of improvements, from £5000 to £10,000 depending on your circumstances. Find out more if you are eligible at <https://greenhomesgrant.campaign.gov.uk/> and <https://www.gov.uk/guidance/apply-for-the-green-homes-grant-scheme>.

**Broadband Voucher Scheme**

Those that are suffering from low broadband speeds (less than 30 Mbps) can still take advantage of the Government's Gigabit Broadband Voucher Scheme <https://www.connectingcambridgeshire.co.uk/funding-schemes/rural-gigabit-voucher-scheme/>. The Voucher is worth up to £3500 for small businesses and £1500 for residential premises. It remains **open till 31 March 2021** or until the funds run out. The funds can then be used to commission service from suppliers such a BT or others. Also Connecting Cambridgeshire has secured £500,000 extra **“top-up” funding from the Cambridgeshire and Peterborough Combined Authority** to provide an additional “top-up” of £1,500 per premise. Check out my comments here <https://tumihawkins.org.uk/broadband-for-rural-communities/>

**Business Grants for Lockdown**

South Cambs continues deliver the Government grants available for local businesses. For this National Lockdown #3, which started on January 5, three new schemes are available. The grants are (1) Local Restrictions Support Grant (LRS), Closed Business Lockdown Payment (CBLP) and the Additional Restrictions Support Grant (ARSG). Businesses can find information on how to apply, along with eligibility criteria, via the Council's website <https://www.scambs.gov.uk/businessgrant> The Closing date for the new grant schemes is 31 March 2021 and final payments expected to be made by 30 April 2021.

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## Other Grants for Lockdown

The charity Cambridge Online is running a grant scheme on behalf of South Cambs to provide computer devices and data for those in need of it. Contact them by email using [help@cambridgeonline.org.uk](mailto:help@cambridgeonline.org.uk) or call the Cambridge Online helpline on 01223 300407, quoting 'South Cambs Winter Support Grant'. Their website is at <http://cambridgeonline.org.uk/>

*District Councillor Tumi*

## COVID19 UPDATE

**Good news:** Vaccination program is making good progress and remains on track to offer Covid-19 vaccines to the most vulnerable patients by the middle of February. New instruction from NHS Cambridge and Peterborough CCG is that any patients who are clinically extremely vulnerable and have been shielding or who are aged 70 and above, and live in Cambridgeshire and Peterborough who **have not** had their first COVID-19 vaccination to now get in touch with their GP practice to book their vaccination appointment.

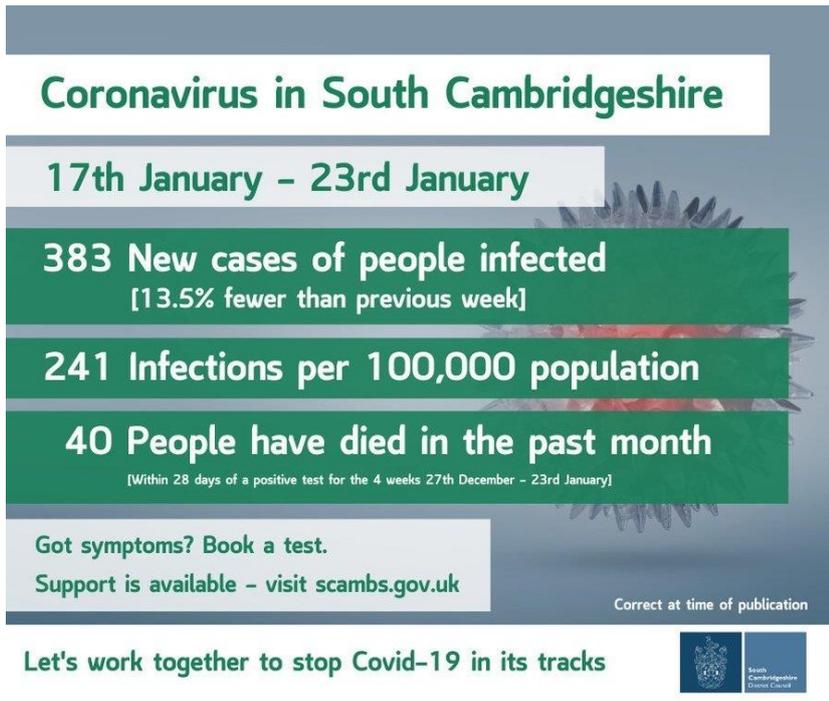
Patients may have also received a letter from the National Booking Service inviting them to attend one of the Mass Vaccination Centres. If so, patients can choose to book an appointment at one of these centres or contact their GP to book in at their local GP-led sites.

A Rapid Testing Centre opened on Wednesday 3<sup>rd</sup> February 2021 at The Hub, High Street, Cambourne, CB23 6GW, 8am-8pm, Mon-Sat. It is for key workers and people who are unable to work from home who are showing no symptoms to get tested if they are worried. All the more important as 1 in 3 people carrying the virus have no symptoms. You can book test at <https://www.cambridgeshire.gov.uk/rapidtesting>

**Bad news** is that Lockdown 3 may not end till after Easter. A South African mutant strain has been found in parts of London, the South East, West Midlands, East of England and the North West. Enhanced testing is being deployed to these areas including door-to-door visits.

In the meantime, we must all continue to **stay at home** and observe lockdown guidelines found here <https://www.gov.uk/guidance/national-lockdown-stay-at-home#summary-what-you-can-andcannot-do-during-the-national-lockdown> .

Please make use of the various support groups that are available within your communities for shopping, collecting medicine, etc., and continue to Shop Local.



## PLANNING

Residents of South Cambs would have received a survey leaflet from Anthony Browne MP asking for views on the level of house building in the district. He is making claims based on his ignorance of how local plan making works in reality. He is asking the council to commit to a limited minimum number of housing, contrary to what his government actually wants. As you know, as a first step to creating our new local plan, we had a call for sites in 2019 and a First Conversation in January 2020. The latter was to ask residents for their views and listen to those views, and use them in creating the plan.

Our decisions have to be based on a huge amount of detailed evidence being gathered, as well as meeting our ambitions to improve the biodiversity of our district and move towards zero carbon.

The Council Leader, Cllr Bridget Smith wrote to Mr Browne back in July 2020 to try to explain to him how the local planning system works and to explain that we are simply not allowed to commit at this stage to greatly restricted housing numbers, especially as his own government has identified our area as part of the OxCam Arc growth region and the Conservative Mayor has committed to building 100,000 new homes in Cambridgeshire and Peterborough.

We know there are issues with water provision in Greater Cambridge. South Cambridgeshire District Council has been playing a very active part in the collective effort to help our chalk streams. We have been working with groups such as the Cam Valley Forum, the River Cam Conservancy and Water Resources East. As part of our work on the Local Plan, we recently published a ground-breaking Water Study that highlighted how unsustainable the current level of abstraction from the chalk aquifer is. We need significant investment in water infrastructure in order to provide long term solutions. You can find the report at <https://greatercambridgeplanning.org/media/1391/gclp-strategic-spatial-options->

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[assessmentintegrated-water-management-study-nov2020.pdf](https://www.scams.gov.uk/council-lays-out-strategy-to-double-the-nature-on-its-doorstep-for-the-benefit-of-all/) This is one of 18 reports of the evidence gathering projects that we initiated.

We have also published our Doubling Nature Strategy, which shows how we can enhance our natural assets. The health of our chalk streams is crucial to improving biodiversity. You can find the Doubling nature report at <https://www.scams.gov.uk/council-lays-out-strategy-to-double-the-nature-on-its-doorstep-for-the-benefit-of-all/>

So contrary to what Mr Browne would like people to believe, we are listening, we are taking to communities and residents. The major house building that is going on now is a result of the sites that the previous Conservative administration selected in 2012-2013 and put in the current local plan when they submitted it for inspection in 2014. It also includes sites that gained planning permission from 2016-2018 because the Council at the time did not have a 5-year housing land supply according to Conservative government set criteria. So it is rather brazen of the MP to try to turn the blame of house building on the new Liberal Democrat administration – just goes to show how much politics he is prepared to play!

### **PAS Review report on Planning Committee**

As I previously reported, the report from the independent review of the planning committee process can be found on our website at <https://scams.moderngov.co.uk/documents/s120312/Appendix%20A%20%20Peer%20Review%20Final%20Report%202020.pdf>

The report said that councillors have a ‘good focus on public engagement’ and have ‘good accountability for their decisions’. It also found that the current process for deciding which planning applications go to planning committee is ‘a much more transparent model’ than the previous one which we inherited from the Conservatives. The process will be reviewed later this year, as suggested by the report. We are increasing democratic accountability in the planning process.

### **Waterbeach New Town**

The Planning Committee at its meeting of Friday 29<sup>th</sup> January 2021 on a vote of 6 to 5, granted Outline Planning Permission for up to 4,500 homes on the RLW Estates part of the site.

The development will also deliver a wide range of community facilities including a new secondary school, primary schools, community centres and playing fields. Parks, play areas, allotments and community orchards are also planned, along with natural wildlife habitats and sports pitches. A network of safe, direct walking and cycling routes will be provided from the start of the development, linking homes with public transport and the town centre, schools, and employment areas as they are constructed.

The plans are associated with significant improvements to public transport, including a relocated, safer Waterbeach Railway Station. Proposals to move the station onto the site were approved by the District Council’s Planning Committee in 2018. They will see a two-platform station with platforms long-enough for at least eight carriage trains, with the potential for expansion to accommodate 12 carriages in future. Access to the development will be via the A10.

### **FINANCE – Council Tax**

The Cabinet approved the increase of £5 to £155.30 or 10p/week for a Band D property. This decision will go to full Council in February for approval.

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## HEALTH & WELLBEING

### Community Lifeline Service

As part of the support to those who are vulnerable or live on their own, the Council offers the Community Life Line service. It offers emergency response at the touch of a button which when pressed, connects to a response centre who then arrange for which ever help is needed. If you are interested and wish to apply, check website at - <https://www.scambs.gov.uk/community-lifelineservice> or call 01954 713470, 01954 713370 or email [lifelines@scambs.gov.uk](mailto:lifelines@scambs.gov.uk)

### Community Warden Scheme

The Council launched seven new Community Warden Schemes (CWS) covering 20 villages, and one of the schemes covers the villages of **Bourn, Caldecote**, Comberton, Hardwick, Toft, Papworth and Wimpole. It is being run for us by Age UK, who have already been running similar schemes in the area. The Council has invested £200,000 to enable the existing 15-scheme service to be expanded, now covering nearly half of the entire district.

The scheme helps those above 60 who prefer to remain living independently in their homes to do so safely, happily and not feel isolated. Wardens can visit to help make or deliver meals, do shopping, collect prescriptions or with paperwork such reading posts, filling in forms being filled in, just have a chat and be a listening ear. Read more about it at <https://www.scambs.gov.uk/seven-new-wardenschemes-launch-as-funding-for-2021-2024-announced/> If you live in Bourn or Caldecote and are interested in the service, please call the new Community Warden Paula Rowley on **07812495997**.

## LOCAL ISSUES

### Information on Drainage and Flooding

The last few weeks has seen a lot of rain and some local flooding. The issue of drainage and flooding is high on everyone's mind. It is important to understand which authority is responsible for how the water is dealt with. Most often planning gets the blame when it has little or nothing to do with that service. Below is a table showing the responsibilities and attached is a diagram showing the same.

Ground Water and Surface water caused by rain		Cambridgeshire County Council
Blocked or broken highway/road drain	Local Road	Cambridgeshire County Council
	Major road or Motorway	Highways England
Sewer	Anglian Water	Anglian Water
Drainage ditch or River	Large river	Environmental Agency
	Small river or ditch	Internal Drainage Boards (IDB)
	Small river or ditch not in IDB	Cambridgeshire County Council, OR
	Small river or ditch not in IDB but awarded	District Councils (South Cambs or Cambs City)

I would recommend that Parish Councils map out the watercourses in their parishes and identify ownership. Riparian owners more often than not do not know they own the watercourse and it may be necessary to write to them with a copy of the attached Riparian Owners leaflet. Please check

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out more advice on our website at <https://www.scams.gov.uk/communitydevelopment/crime-anti-social-behaviour-and-community-safety/emergency-planning/flooding/>

### **Bourn Airfield New Village S/3440/18/OL**

This application is going to be determined by the South Cambridgeshire District Council planning committee on Friday 19th February 2021.

### **Caldecote Liaison Group Meeting**

This meeting took place on Wednesday 20th January 2021, attended by all parties except Linden Homes. Balfour Beatty got a good grilling as most of the issues raised had to do with their development. I am awaiting the meeting minutes being drawn up by the South Cambs community officer. Meantime, my notes are attached under separate cover

### **Casework**

Irrespective of the current Covid19 lockdown, please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. I will help as best I can.

Please remember - The maxim **Hands – Face – Space** still very much the rule.  
LOCKDOWN #3 – STAY HOME

*Tumi*

Tumi Hawkins  
3 February 2021

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<b>Twitter:</b>	<a href="https://twitter.com/CouncillorTumi">@CouncillorTumi</a>
<b>Facebook</b>	<a href="https://www.facebook.com/itsCouncillorTumi">@itsCouncillorTumi</a>
<b>LinkedIn</b>	<a href="https://www.linkedin.com/company/TumiHawkins">TumiHawkins</a>
<b>Call me on:</b>	01954 210840

NOTES – Caldecote Liaison Group Meeting – 20 January 2021

As posted on Caldecote FB Group

The Site Manager has formally apologised for the incident with the early delivery yesterday morning and provided an update on the situation.

1. The BB traffic marshal arrived late due to bad road conditions caused by the snow. The daily briefing activities also caused further delay to him getting to the road entrance and so was not there to stop the lorry coming through.
2. The Haulage company has been contacted and instructed to make sure paperwork shows instructions not to deliver before 09.30hrs and for drivers to be more diligent going forward. Driver error on this occasion.
3. Balfour have recruited an additional gateman who is a qualified traffic marshall. That means there will now be 2 qualified traffic marshalls and they will start from 07.00am to

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ensure the entrance to Grafton drive will be manned from that time onwards. BB will also stagger their briefings to ensure the entrance to Grafton Drive is always manned.

4. I have accepted their proposed solution going forward and have separately stated to the director Mr Walker to ensure they work entirely within the agreed construction management program.
5. Reminder to residents: Please report issues in the first instance to the site manager Andy Pates so he can resolve it immediately especially if you see it happening. If you can take pictures, do so, as it is proof. Do try to have the date/time stamp showing on the picture. Afterwards, please register the issue with either Helen Cartwright or me for the records. And also if you feel BB is not responding quickly enough.

Our next Liaison group meeting is April so please don't hold on to problems till then. The process is there for you to use so please do.

Thanks.