

CALDECOTE PARISH COUNCIL

(South Cambridgeshire District)

MINUTES

**A meeting of this Council was held in the Pavilion, Caldecote
On Thursday 5th January 2023.**

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 Polly Field (PF, Chairman), Cllr Helen Cartwright (HC), Councillor Mary-Ann Claridge (MAC), Cllr Sharon Pedley, Cllr Priya Nair and Cllr Barker.

In Attendance: Alan Melton (Parish Clerk and RFO),

1. Public open forum. Phil Claridge suggested a meeting with the LFA (local Flooding Authority). It was also reported that Phil Claridge had attended a meeting with developers' representatives and SCDC. He was accompanied by Councillor Mary-Ann Claridge. Items discussed included:

- The need to protect the village properly against flooding
- Noted that the junction of Clare Drive and Highfields Road was the lowest part of the village.
- The falls to the ditches will be run correctly.
- There is a need to identify a complete set of engineering drawings.
- Noted that the village was considering the installation of flood sensors.
- There was a need to work with CCC Highways

2. District Councillors Report. In the absence of Cllr Hawkins and Atkins there were no reports.

3. Apologies for absence. Cllr. Hawkins (SCDC)

4. Members' declarations of pecuniary or non-pecuniary interests. Councillor Claridge noted her non-pecuniary interest in Linden Drive phase 2.

5. Chairman's Announcements – There were none.

6. Minutes of the last Meeting – The minutes of the Council meeting 1st December 2022 were approved as a correct record and duly signed by Cllr Polly Field, (Chairman).

7. Actions and updates:

- Speed monitoring: The Clerk reported that he had received no response for the need for volunteers to monitor the speed signs. Members agreed to revisit the subject at the next meeting.
- Warm Hub: The Vice-Chairman (Councillor Mrs Cartwright) reported that the warm hub would re-open on Tuesday 10th January 2023. Councillor Claridge asked about another session. Councillor Cartwright suggested Wednesdays am. Councillor Claridge would examine her commitments to consider running the extra session.

8. Planning Applications –

- 20/01764/CONDB: Discharge of conditions 3 (Surface and Foul Water, 5 (Traffic Management Plan), 6 (Carbon emissions) and 7 (Hard and Soft Landscaping) of planning permission 20/01764/FUL. At, Leylands, Highfields Road, Highfields, Caldecote. Members decided **that there was insufficient information to determine this application.**
- **20/03099/CONDA:** Submission of details required by conditions 4 (hard and Soft Landscaping), 5 (Replacement Planting), 7 (Construction Ecological Management Plan), 8 (Ground Gas), and 9 (Traffic Management Plan) planning permission 20/03099/FUL. **Members decided that there was insufficient information to determine this application.**
- **22/05530/S73:** S73 application to remove condition 18 (scheme of ecological enhancement) of planning permission **20/01764/FUL**, (demolition of existing dwelling and erection of detached dwelling and double garage) At, Leylands, Highfields Road, Caldecote. **Noted**
- **Numbering schedule**, 3 new dwelling at Southwind, Highfield Road, Caldecote. **No Objection.**

9. Financial Reports –

- **Summary of receipts and payments.** Was received.
- **Bank Reconciliation.** The bank reconciliation dated 2nd January 2023 was received and approved.
- **Accounts for payment.** The schedule of payments was received. It was RESOLVED that the RFO be authorised to make payment of all the accounts.
- **Bank Mandate.** The RFO confirmed that the revised bank mandate had been submitted.

10. Budget for 2023/2024.

The Clerk/RFO presented the budget proposals to members. Members were asked to consider the proposals for the financial year 2023/2024.

- The RFO made a presentation regarding the budget proposals.
- The RFO reported that the total tax base for the parish had increased from 831.2 dwellings to 902 dwellings.
- Members agreed a 1% increase in the council tax precept.
- The total precept for 2023/2024 would be £97,615.79.
- The RFO pointed out that there are several assumptions regarding energy pricing and wage inflation.
- Forecast income would be £102,582.
- Forecast expenditure would be £102,472.
- A budget surplus of £110.

Members agreed unanimously to approve the budget for 2023/2024

11. Fees and Charges. Members agreed a revised fees and charges schedule for the year 2023/2024.

12. Cambridge Building Society: The Clerk/RFO reported that he had written to the Cambridge Building Society regarding account No: 1728347230, which has a deposit more than £25,000. The Clerk/RFO said the he had attempted to access the account over the last 4 years, unfortunately there was no evidence in the records as to who the previous

signatories were. Exhaustive enquiries by himself and the former deputy clerk had continually drawn a blank!
The Clerk asked members to approve a letter he had drafted to re-activate the account. The letter stated the current position and asked the Cambridge Building Society to activate the account with new signatories. Members unanimously agreed that the signatories would be:

Alan Melton (Clerk/RFO)
Councillor Polly Field (Chairman)
Councillor Helen Cartwright (Vice-Chairman)

13. Capital Expenditure and the way forward. The Clerk/RFO reported that the council were to receive the sum of £106,581.91 s106 money. The Clerk/RFO expressed concern that the council will have un-committed balances of over £300,000, which the external auditor would require an explanation.

Members then discussed options. There were several options, but the following were adopted as priority.

- Fencing between the playpark and access road
- Surfacing of the carpark and access road
- Replacement bollards to stop un-authorized parking on grass verges.
- New outside toilets
- Alterations to pavilion to increase useable space.

14. Subcommittees. It was agreed that the following subcommittees should be formed.

- Staff and HR: Councillors, Field, Cartwright, Pedley.
- Leisure and Amenities, Councillors, Field, Cartwright, Nair.

15. Correspondence: There were none

16. Councillors questions. Councillor Barker commented about the condition of hedges in the south of the village. It was pointed out that these were the responsibility of Kingston Parish Council

17. Dates and time of the next meeting – Thursday 2nd February 2023 at 7.00pm in the pavilion.

The Meeting Closed at 8.55pm

Signed.....Chairman

Date:.....