

	<p>tied in with the successful LHI, it will cost a total of <u>£2,491</u>. The school had offered to contribute (amount unknown.) Noted that CCC would undertake formal consultation as part of the TRO process but would require that either the PC or the school carries out an informal consultation, notifying residents of the intent to install double yellow lines and the reasons why. Noted a decision on whether to progress this or not this cannot be made until the April meeting.</p> <p><u>Rural Travel Hub</u> – Chair had been given permission to address the GCP Board on 20 March. Cllr Hudson will also present his statement in support of the PC’s submission that there should be no parking at the RTH.</p> <p><u>Lack of Police presence and parking enforcement</u> – Cllr Hudson had spoken to the Police & Crime Commissioner about these issues. However, since parking was decriminalised about 15 years ago it is no longer a Police matter. CCC is looking into applying for legal powers to take over parking enforcement. However, the process is complex and if it decides to proceed it will be at least 12 months before this is implemented.</p> <p>33.2 <u>District Councillors Report</u> Dist Cllr Malyon reported that a Principal Planning officer for Northstowe Phase 3 had now been appointed. Chair reported that, although the PC had not yet received the data on water or traffic flows promised by Philip Harker, he had just heard from Homes England land agent about the Mill Road Orchard lease and would be meeting him on 12 March to progress this. Cllr Malyon was asked if she could follow up on the request for some support/resource to assist the PC with Northstowe Phase 3 applications and pre-application stage. She stated that Longstanton PC had already raised this and she will check if any progress has been made.</p> <p>33.3 <u>Liaison councillors reports on village groups meetings/activities</u> EAG – Cllr Butlin & Chair had attended 6 March meeting. Minutes will be circulated shortly. Clerk & Chair to check the status of the land in front of Crossways House with LHO. OWN – Cllr Grove to attend 13 March meeting. Community Association – Cllr Butlin will represent the PC at the AGM on 12 March as Cllr Pinter is unable to attend.</p> <p>33.4 <u>Other meetings/training attended</u> Chair & Clerk – Planning training on 7 March. Clerk to circulate list of material planning considerations. Chair – primary school site meeting, informal meetings with EAG and TAG. Noted TAG will produce traffic data downloaded from the speed unit when required.</p> <p>33.5 <u>Clerk’s report</u> Clerk updated on the following: External tap on pavilion was fitted on 7 March. Play area remedial work commenced on 5 March and is ongoing. Homes England had been invited to give a presentation on the Northstowe town centre at the Annual Parish Meeting. <i>Cnty Cllr Hudson & Dist Cllr Malyon left the meeting at 8.20pm</i></p>	<p>April agenda</p> <p>Cllr Malyon</p> <p>Clerk/Chair</p> <p>Clerk</p>
<p>19/34</p> <p>34.1</p> <p>34.2</p>	<p>TO CONSIDER PLANNING RELATED MATTERS</p> <p><u>To consider new planning applications:</u> <u>S/0470/19/FL – 17 Coles Lane</u> - two storey side extension, new roof over existing extension and porch. RESOLVED unanimously to make <u>no recommendation</u>. No comments <u>S/0643/19/FL – Land adj 49 Longstanton Road</u> – one dwelling RESOLVED unanimously to <u>no recommendation</u> No comments. <u>To consider submitting response to East-West Rail consultation</u></p>	

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34.3	<p>Five routes under consideration. Noted this consultation does not include CamBedRailRoad proposal for a 'north' route. RESOLVED unanimously not to submit a response. <u>To note any planning application decisions</u> <u>S/4774/18/VC – New Farm House, Dry Drayton Road – Variation of condition 1 (agricultural occupancy). Approved.</u> <u>S/0056/19/FL – 15 Water Lane – single storey rear extension. Approved.</u></p>																																					
19/35	<p>TO CONSIDER FINANCE RELATED MATTERS</p>																																					
35.1	<p><u>Approval of payment of outstanding accounts due</u></p> <table border="0"> <tr> <td>T R Wilson</td> <td>Repairs to pavilion doors</td> <td>127.00</td> </tr> <tr> <td>T R Wilson</td> <td>Remedial work to two noticeboards</td> <td>200.00</td> </tr> <tr> <td>O&W Community Assoc</td> <td>Village Christmas tree contribution</td> <td>150.00</td> </tr> <tr> <td>Salaries</td> <td>Salaries</td> <td>763.76</td> </tr> <tr> <td>Expenses</td> <td>Expenses</td> <td>30.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI</td> <td>197.62</td> </tr> <tr> <td colspan="3">Direct Debits</td> </tr> <tr> <td>NEST</td> <td>Pensions</td> <td>114.47</td> </tr> <tr> <td colspan="3">Multipay Charge Card</td> </tr> <tr> <td>Post Office</td> <td>Stamps</td> <td>13.92</td> </tr> <tr> <td>Lloyds Bank</td> <td>Monthly card fee Feb 19</td> <td>3.00</td> </tr> <tr> <td>Total</td> <td></td> <td>1569.77</td> </tr> </table> <p><u>Approval</u> proposed by Cllr Navarro. Seconded by Cllr Pinter. RESOLVED unanimously. Clerk to arrange transfer of <u>£1,000</u> from Santander Reward Saver account to Unity current account.</p>	T R Wilson	Repairs to pavilion doors	127.00	T R Wilson	Remedial work to two noticeboards	200.00	O&W Community Assoc	Village Christmas tree contribution	150.00	Salaries	Salaries	763.76	Expenses	Expenses	30.00	HMRC	PAYE/NI	197.62	Direct Debits			NEST	Pensions	114.47	Multipay Charge Card			Post Office	Stamps	13.92	Lloyds Bank	Monthly card fee Feb 19	3.00	Total		1569.77	
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35.3	<p><u>To consider accounting software quotes</u> Clerk's report had been circulated and was accepted. Proposed by Cllr Bailey that the PC should enter into a one-year contract with <u>Scribe Accounting</u> at the cost of <u>£283+VAT</u>. Seconded by Cllr Navarro. RESOLVED unanimously.</p>																																					
35.4	<p><u>To consider paying for Brightpay payroll software</u> Clerk reported that the PC had subscribed to Brightpay software under a free licence for several years and it had been invaluable. An annual charge of £49 had been introduced for April 2019. Proposed by Cllr Butlin that the PC should pay the <u>£49</u> annual fee. Seconded by Cllr Grove. RESOLVED unanimously.</p>																																					
35.5	<p><u>To consider quote for restocking tubs in May</u> James Youd, EAG was invited to give further details. Noted that a <u>£600</u> budget had been set for 2019/20. Cllr Grove was asked to enquire if Oakington Gardening Club could offer EAG some support/advice on the best way to maintain the tubs with a view to potentially reducing the autumn restocking cost. Proposed by Cllr Bailey that the PC should accept the Oakington Garden Centre quote of <u>£500</u> for spring restocking. Seconded by Cllr Navarro. RESOLVED unanimously.</p>	Cllr Grove																																				
35.6	<p><u>To consider purchasing a plaque to commemorate 'Oakington & Westwick Memorial Hall' dedicated to local young men to who lost their lives in WWI and WWII</u> Cllr Grove had typed up the minutes of Oakington & Westwick Memorial Hall Committee 1944-1952 minute book. She reported that the committee had been unable to raise the funds required for a memorial hall to be built on the Rec. After some discussion, it was agreed in principle that a plaque commemorating the hall and dedicated to residents who had lost their lives serving our country</p>																																					

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35.7	during wartime should be erected at the pavilion. Cllr Grove was tasked to draft appropriate wording for consideration at the April meeting. <u>To consider quote for replacing bulbs in car park lights.</u> Proposed by Cllr Bailey that the Sage Electrical £436 quote for eight 27w LED lamps should be accepted. Seconded by Cllr Pinter. RESOLVED unanimously.	Cllr Grove/ April agenda
19/36	TO CONSIDER RECREATION GROUND/OPEN SPACE RELATED MATTERS	
36.1	<u>To consider request from Flaming June half-marathon organisers to locate water station on the Rec</u> RESOLVED unanimously to approve the request	
36.2	<u>To agree a date for report from Open Spaces project working party</u> Cllr Butlin reported that the next working party meeting would be on 20 March. Other councillors were urged to attend and become involved the project. The aim is to include a rough proposal in either the May or July journal, inviting residents' comments and then for a designed and costed proposal to be presented to the PC in October 2019. There will be a cost implication for the design work. This will be brought to the April meeting with a request that the PC funds it.	April agenda
19/37	TO CONSIDER PAVILION RELATED MATTERS	
37.1	<u>To consider giving permission for Pavilion Committee to partition upstairs landing area to create additional storage capacity</u> Letter outlining the proposal and draft plans had been circulated. Clerk reported that building regulations will be required and that the Pavilion Committee would fund the works. Project approval proposed by Cllr Navarro. Seconded by Cllr Butlin. RESOLVED unanimously.	
37.2	<u>To consider quote for boiler remedial work</u> Proposed by Cllr Grove that CPS quote for £374.36 + VAT should be accepted. Seconded by Cllr Navarro. RESOLVED unanimously.	
19/38	TO CONSIDER FORMING A WORKING PARTY TO LOOK INTO NEW WEBSITE OPTIONS RESOLVED unanimously to form a working party consisting of Chair, Cllr Starling and Clerk with a remit to progress website options and present a recommendation at a future meeting.	
19/39	TO CONSIDER PREFERRED STYLE OF CYCLE RACK TO BE LOCATED OUTSIDE VILLAGE SHOP LHO had informed the Clerk that, apart from a very small section, the land in front of the shop is public highway. Clerk & Chair to discuss this further with LHO on 14 March.	
19/40	TO CONSIDER CORRESPONDENCE RECEIVED	
40.1	<u>Connections Bus</u> - Jan to Feb attendance.	
40.2	<u>SCDC</u> – Retirement of Chief Executive.	
40.3	<u>Airfields of Britain Conservation Trust</u> – Oakington Airfield proposed commemorative memorial. Clerk had given them contact details for Homes England.	
40.4	<u>SCDC</u> - Parish Planning Forum, 14 March.	
40.5	<u>GCP</u> – Joint Assembly update on RTHs.	
40.6	<u>A14 Integrated Delivery Team</u> – Village Plan & A14 Legacy Fund meeting 2 April. Chair and Cllr Starling (or Clerk) to attend.	
19/41	DATE OF NEXT MEETING Parish Council – Monday 8 April 2019	

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	Planning meeting – Monday 25 March – if required	
	The meeting was declared closed at 9.23pm	

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Oakington & Westwick Parish Council 11 March 2019