

**Minutes of the 726th Meeting of the  
Papworth Everard Parish Council  
held on  
Wednesday 13<sup>th</sup> November 2013 at 7.30pm  
in the offices Upper Pendrill Court Ermine Street North**

**Present:** Chris Meakin, chairman (CM), Bob Baker (BB), Roy Burley (RB),  
Chris Howlett (CH) Paul Hicks (PH), Barry Hume (BH),  
Paul Phillips (PP).

**In attendance:** Nick Wright - District Councillor, Tess Rogers - clerk

- 141/11-13 To receive and approve apologies for absence**  
Simon Warburton, Chris Dawson, Mandy Smith County Councillor,  
Mark Howell District Councillor.
- 142/11-13 Declaration of Pecuniary Interests**  
None
- 143/11-13 To confirm and approve the minutes of the meeting held on the  
9<sup>th</sup> October 2013.**  
It was resolved to accept the minutes as a true record of the meeting.
- 144/11-13 Actions Report**  
To confirm the status of all action points following the last meeting.  
All points had received appropriate action and where necessary this is  
recorded separately in these minutes
- 145/11-13 Matters arising or carried forward from the last or previous meeting**  
145/11-13.1 To receive feedback from other parishes regarding the waste electrical items  
(WEEE) recycling scheme as presented to the parish council at the last  
meeting, with a view to arranging a collection in our village.  
The clerk had contacted one village that had hosted two electrical waste  
collections and although the funds received were not of great value, the  
scheme does demonstrate the parish council's sympathies towards  
environmental issues. It was resolved that a collection from this village  
should be arranged. The clerk was asked to organise this.
- 145/11-13.2 To receive a report following a site meeting held on the 4<sup>th</sup> November  
attended by the parish council, Papworth Hospital, the County Highways  
Department and the county councillor. The meeting was held to discuss the  
implementation of a yellow line strategy to resolve the ongoing parking  
issues caused by hospital staff and visitors parking on Ermine Street.  
The meeting was attended by councillors Meakin, Howlett, Hume and Burley.  
Andrew Selby from Papworth Hospital, Martin Allen and Jo Challis from the  
local Highways department, Tess Rogers Parish Clerk.  
The positioning of double yellow lines, single yellow lines with time zoning  
and residents permits were discussed. The Highways department then  
drew up a plan of these discussions. When received the plan  
differed slightly from what was discussed. The clerk was asked to  
clarify the position regarding resident's permits before further decisions could  
be made.
- 146/11-13 Matters for information only**

146/11-13.1 Thanks received from St Peter's Church for the donation towards the toilet project.

**147/11-13 To receive reports from County and District Councillors**

To receive verbal reports from district and county councillors  
NW reported:

i) that the governments 'green' deal was not supplying any benefits as such, therefore Cambridge City and County Councils along with East Cambs, Fenland, Huntingdon and South Cambs District Councils (SCDC) have grouped together to form Action on Energy Cambridgeshire. The scheme is designed to help all Cambridgeshire residents save money on their energy bills. It offers a single Council led route to the installation of money saving energy efficiency measures.

ii) District Councillor Mark Howell was not present to report on the district council's current housing situation. However NH reported that SCDC is launching its' own housing company offering housing rents at normal market rates. This will provide a new income for the district council.

iii) District councillors are being asked to buy their own ipads.

**148/11-13 Parish Council Matters**

148/11-13.1 To receive a report from the planning committee following the meeting held on the 5<sup>th</sup> November 2013.

Chris Howlett reported that:

New applications received i) new signage for the McDonalds outlet, the planning committee did not voice any objections as the hedging will hide much of the premises. NW will follow up on the landscaping for this project as details for this has not yet been received. ii) to demolish block C and link corridors at MacFarlane House, this was approved by the committee. iii) A review of the final 81 houses to be built at the Summersfield site, the planning application was considered at the SCDC's meeting held on the 6<sup>th</sup> November. Plans approved by the committee i) the BH storage and distribution premises at Stirling Way. ii) The erection of a 12 bedded ward (Varrier Jones ward) and to demolish the ambulance canopy, both at Papworth Hospital – this included a condition that additional parking be provided for displaced vehicles resulting from the building works.

Plans approved by SCDC i) Parking area at the old shop site. ii) The development of a micro brewery, bakery and residential properties at the old print works. NW reported that this received delegated approval subject to the finalisation of the S106 agreement. iii) the final phase of the Summersfield site had received delegated approval subject to finalising the height of the kerb stones.

The above for information only.

148/11-13.2 To receive a report from the amenities committee following the meeting held on the 21<sup>st</sup> October 2013.

Chris Meakin reported that;

The village sign project is currently on hold until cash flow is settled following the village hall renovation.

Nick Wright left the meeting at this point, the time being 20.20

A site meeting was held on the playing field attended by three councillors and an officer from the SCDC planning department. This was for the Parish Council to receive some pre planning advice regarding the building of a sports pavilion/youth room. The officer was broadly content with the specification for the building and advised that once planning permission was

granted the project could be done in two stages as funds became available. The only concern voiced was regarding parking provision for the building. The playing fields committee will be asked for recommendations for the use of the building.

CM will continue to drive forward the necessity for a cycle path leading from Papworth to Caxton Gibbet. He has contacted Cambs County Council to request their help in planning an optimum route.

The clerk has written to David Wilson Homes regarding the repair of the see saw at the Woodhead Place play area.

The clerk has forwarded the 'Expression of Interest' form to CCC for a 7<sup>th</sup> bus shelter.

- 148/11-13.3 To receive an update on the village hall renovation project to include a report from the meeting held on the 6<sup>th</sup> November attended by the professional team, parish council members and the proposed contractor for the project. Following a meeting of the village hall committee and the renovation project professional team where the tenders for the project were discussed, a further meeting was held on the 6<sup>th</sup> November to which the preferred contractor was invited. The contractor's tender needed to be reduced to ensure a contingency was available for any VAT liability. NB: The parish council's VAT advisor had said that it appears there would be very little liability however it is wise to ensure a contingency is kept available. The final result of the meeting was that following discussions the tender was reduced by some £47,000

- 148/11-13.4 To consider a proposal to re open the gate at North Lodge Drive  
The gate had been closed by the parish council some years previously owing to complaints from residents there, that hospital staff were parking and smoking outside of their homes, often obstructing their drives. No reviews had taken place since that time. PP proposed that the gate be re opened to allow pedestrians and cyclists to access the village without having to negotiate Ermine Street. BH seconded the proposal. A vote was taken whereby one councillor was against the proposal, one abstained therefore the vote was carried and a resolution passed that the gate be reopened. The clerk will request that Papworth Hospital remove the gate as they put it in place.

- 148/11-13.5 Youth club – an update to include any further information regarding the siting of a sports pavilion/youth club room.

The youth club is currently meeting in the caravan supplied by the West Cambridge Christian Youth Ministry parked on the Pendrill Court car park every Friday. See 148/11/13.2 for information on the youth room.

- 148/11-13.6 To consider action required to find a solution to the odour emanating from the sewerage works at the North of the village (opposite the Shilpa restaurant). The clerk was asked to make contact once again with the environmental officer at SCDC.

**149/11-13. Correspondence and Communications**

**To receive general correspondence and agree any responses and actions**

- 149/11-13.1 Christmas draw tickets received from Magpas – these are available if anyone wishes to purchase them. For information only.

- 149/11-13.2 Networking meetings regarding parish paths – would any councillor be interested in representing the council at these meetings? The meetings are designed to find out more and to share ideas. County Council Rights of Way and Definitive Map Officers will be in attendance to offer advice and assistance.

CH volunteered to attend the meeting being held in Sawtry on the 19<sup>th</sup> November.

## 150/11-13 Finance and Procedure

150/11-13.1 To approve accounts for payment as at the 13<sup>th</sup> November 2013.

Payments for approval				
Fosters Horticultural	240.00	Amenities	2117	
Fosters Horticultural	432.00	Cemetery	2117	
Pendrill Publications	700.00	Newsletter	2118	
Papworth Trust	565.00	S106	2119	Bus Shelters
S Hutton (Fineturf)	1419.00	Playing Fields	2120	
Purcell	4123.02	S106	2121	Village Hall
A Rowland (Litter Picker)	130.00	Amenities	2122	
Gardenworks	1812.00	S106	2123	Trees at hall
Tess Rogers expenses	213.65	S106	2124	Fencing - Hall
Tess Rogers expenses	6.00	Expenses	2124	Stamps
Nene Business (L Howard VAT)	348.00	Expenses	2125	
Titan Containers	54.00	S106	2126	Hall storage
PFB CMS Ltd	600.00	S106	2127	Village Hall
Post Office (HMRC period 7)	498.96	Remuneration	2128	
Barry Johnson (pay to 11.10.2013)	89.60	Village Hall	2129	
Tess Rogers (period 8)	1267.91	Remuneration	2130	
Clare Taylor (period 8)	92.50	Remuneration	2131	
Clare Taylor expenses	4.11	Expenses	2131	
Play Inspection Company	71.94	Amenities	2132	
Foster Horticulture	240.00	Amenities	2133	
Foster Horticulture	432.00	Cemetery	2133	
Papworth Hospital charity (Heritage Ctre)	775.00	S137	2134	
Bidwells	1566.48	S106	2135	
Bob Empson	26.12	Playing Fields	2136	
ASL (printer contract)	36.26	Expenses	DD	
BT Office phone	78.42	Expenses	DD	
BT Village hall phone	68.40	Village Hall	DD	
E-on village hall electricity 22/7 to 17/10	211.33	Village Hall	DD	
SCDC (eurobin at the village hall)	24.48	Village Hall	DD	
SCDC (eurobin at the conservatory)	11.09	Amenities	DD	
SCDC Office rates - November	305.00	Office	DD	
SCDC Village Hall rates - November	531.00	Village Hall	DD	
SCDC Changing Rooms rates - Nov	50.00	Playing Fields	DD	
<b>TOTAL PAYMENTS</b>	17023.27			

It was resolved to pay the above

## 151/11-13 Date of next meeting(s)

Amenities Committee	18.11.2013
Finance Committee	20.11.2013
Cemetery Committee	20.11.2013
Playing Fields Committee	26.11.2013
HR Committee	27.11.2013
Planning Committee	02.12.2013
Parish Council Meeting	11.12.2013

**Close of meeting**

The meeting was closed at 21.05

Signed:  
Chairman

Date: