

## COUNCILLORS' BULLETIN

7<sup>TH</sup> JULY 2004

### CONTENTS



**South  
Cambridgeshire**  
District Council

#### INFORMATION ITEMS

1. Committee Meetings
2. Cabinet and Council meetings – date and time amendments
3. Election Expenses
4. Business cards and letter headed paper
5. Declaration of Interests form
6. Local Development Framework meetings 9<sup>th</sup> and 12<sup>th</sup> July 2004
7. South Cambridgeshire District Council – 2004 Performance Plan
8. Call-In Arrangements

#### DECISIONS MADE BY RESOURCES AND STAFFING PORTFOLIO HOLDER

1. Fuel reimbursement for Contract Hire users
2. Shepreth Village Car park

#### MINUTES

1. South Cambs Environment & Transport Area Joint Committee from 28<sup>th</sup> June 2004

<b>COMMITTEE MEETINGS FROM: 12<sup>th</sup> – 16<sup>th</sup> July 2004</b>			
<b>Monday 12<sup>th</sup> July 2004</b>	9.30 am	Home Improvement Agency Advisory Group	1 <sup>st</sup> floor meeting room
	12 pm	Housing Stock – What are the options? * Lunch time seminar	Ground floor meeting room
<b>Tuesday 13<sup>th</sup> July 2004</b>	9.30 am	Travellers meeting – Cottenham	Mezzanine
<b>Wednesday 14<sup>th</sup> July 2004</b>	2.30pm	Audit Panel	Mezzanine
<b>Thursday 15<sup>th</sup> July 2004</b>	2 pm	Scrutiny and Overview	Council Chamber
<b>Friday 16<sup>th</sup> July 2004</b>			

\*Lunch time seminar for members and staff, a half hour presentation followed by questions and answers and then lunch. If you are interested in attending, please contact Emma George on reception ext 3001 or email [emma.george@scams.gov.uk](mailto:emma.george@scams.gov.uk)

### **CABINET AND COUNCIL MEETINGS – DATE AND TIME AMENDMENTS**

Please note the following items:

- (a) The meeting of Cabinet scheduled for 8th July has been cancelled and replaced by a meeting to be held on **Tuesday, 20th July**, in the **Ground Floor Meeting Room** commencing at **2.30pm**.
- (b) Future meetings of Cabinet, following the 20th July, will commence at **10.00am**.
- (c) There will be a meeting of Council on 22nd July, commencing at **2.00pm** for a Briefing on the Housing Stock Options and to discuss preferred options for public participation concerning the Local Development Framework.

If you have any queries regarding these date changes, please contact Maggie Jennings on ext 3029 or email [maggie.jennings@scams.gov.uk](mailto:maggie.jennings@scams.gov.uk)

### **ELECTION EXPENSES**

Please remember that all Declarations & Returns of Election Expenses must be submitted by 5pm on Friday 16 July even if they are Nil! They need to be returned to Electoral Services who can also supply you with a replacement set of forms if necessary. If you need more information, please contact Laura Moyer on ext 3287 or email [laura.moye@scams.gov.uk](mailto:laura.moye@scams.gov.uk)

### **BUSINESS CARDS AND LETTER HEADED PAPER**

If you have not yet requested business cards and/or letter headed paper and require them, please respond to Democratic Services by the 16<sup>th</sup> of July at the latest. This is the deadline for printing of councilors stationery, we will be unable to provide these items after the 16<sup>th</sup>.

### **DECLARATION OF INTERESTS FORM**

It is imperative that we receive all Declaration of Interest forms (printed on blue paper) back by the 16<sup>th</sup> of July. It is a condition of office that these forms are completed, signed and returned. Please urgently bring these back to Democratic Services if you have not already done so.

### **LOCAL DEVELOPMENT FRAMEWORK MEETINGS – 9<sup>TH</sup> AND 12<sup>TH</sup> JULY 2004**

The Principal Planning Policy Officer (Transport) has asked to make it clear that the meeting on 9<sup>th</sup> and 12<sup>th</sup> July to consider the Local Development Framework is in fact a JOINT meeting of the Planning Policy Advisory Group and Development and Conservation Control Committee. All Members of these two bodies and of the full Council have previously been invited.

## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL – 2004 PERFORMANCE PLAN**

The 2004 Performance Plan is available on the Council's intranet and web site and a link to it is provided here <http://www.scambs.gov.uk/scambs/council.nsf/pages/pp2004.html>

This plan:

- 1) reviews what we achieved in 2003/2004
- 2) sets out our milestones and priorities for 2004/2005
- 3) identifies 2004/2005 and beyond service plans

We hope all Members will find the 2004 Performance Plan to be a valuable document and one which they can use to work with officers to monitor progress of the Council in achieving agreed priorities and milestones. It is hoped that all Members will be able to contribute to the achievement of our priorities and to look for opportunities to ensure we continue to focus on them to the benefit of our customers.

Hard copies of the 2004 Performance Plan are currently being printed and will be sent to all Members and staff by the end of July.

If you have any questions concerning the plan please contact Ian Salter (Performance Improvement Officer) on ext 3018 or email [ian.salter@scambs.gov.uk](mailto:ian.salter@scambs.gov.uk)

### **CALL-IN ARRANGEMENTS**

The Chairman of the Scrutiny Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The Democratic Services Manager must be notified of any call in by **Wednesday 14<sup>th</sup> July 2004 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 15<sup>th</sup> July 2004**.

*Any member considering calling in a decision made by Cabinet is requested to contact the Democratic Services Section to determine whether any relevant amendments have been incorporated.*

The call in procedure is set out in full in Part 4 of the Council's Constitution, 'Scrutiny Committee Procedure Rules', paragraph 12.

## DECISIONS MADE BY RESOURCES AND STAFFING PORTFOLIO HOLDER

<b>Notes/Reasons</b>	<b>Decision</b>
The reimbursement rate used is reviewed on a regular basis, in line with fuel prices	To agree a fuel reimbursement rate of 12.2p per mile in respect of official mileage undertaken by Contract Hire vehicle users from 1 <sup>st</sup> April 2004
To fully remediate the site from contamination and break the significant pollutant link	To agree to the release of £48,000 from the available £82,000 from the Precautionary Items Budget included in the 2004/05 estimates

*SOUTH CAMBRIDGESHIRE  
ENVIRONMENT AND TRANSPORT  
AREA JOINT COMMITTEE*

**Monday, 28th June 2004  
2.30 p.m.**

**Ground Floor Meeting Room  
South Cambridgeshire Hall,  
Cambourne Business Park  
CAMBOURNE**



South Cambridgeshire  
District Council

**DECISION SUMMARY**

**ACTION BY**

**1. ELECTION OF CHAIRMAN**

Agreed:

- that Councillor S F Johnstone be elected Chairman for the current year.

Michelle Rowe  
(01223) 717293  
[michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

**2. MINUTES – 8TH MARCH 2004 AND 30TH APRIL 2004**

Agreed:

- to confirm as a correct record the minutes of the meetings held on 8th March and 30th April 2004 subject to the following amendments:

30th April 2004

- to add Councillor J D Batchelor to the list of apologies.
- to amend the venue from South Cambridgeshire Hall to Shire Hall, Castle Hill, Cambridge.
- page 5, minute 136, third paragraph, second sentence change "at" to "opposite".

Michelle Rowe  
(01223) 717293  
[michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

**3. APPOINTMENT OF VICE-CHAIRMAN**

Agreed:

- that Councillor Dr D Bard be elected Vice-Chairman for the current year.

Michelle Rowe  
(01223) 717293  
[michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

**4. PETITIONS**

No petitions were received.

Michelle Rowe  
(01223) 717293  
[michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

**5. PETITIONS UPDATE – A1307 CAMBRIDGE ROAD, LITTLE ABINGTON;  
A1307 BABRAHAM; AND B1050 STATION ROAD,  
LONGSTANTON AND WILLINGHAM**

Philip Sharp  
(01223) 717026  
[philip.sharp@cambridgeshire.gov.uk](mailto:philip.sharp@cambridgeshire.gov.uk)

Agreed:

- i) to note the concerns of petitioners regarding the A1307 through Little Abington and Babraham, and the B1050 through Longstanton and Willingham;
- ii) to note the suggestion that the provision of interactive signs in Little Abington would be appropriate as a Jointly Funded Minor Highways Improvement bid from Little Abington Parish Council;
- iii) to note that the A1307 Route Strategy had been extended to include the junction in Babraham and was considered in a separate report to the meeting;
- iv) to note that the existing national speed limit between Longstanton and Willingham complied with current speed limit policies;
- v) to note the suggestion that the provision of a footway between Longstanton and Willingham would be appropriate for submission as a medium sized scheme (October list); and
- vi) to inform the petitioners accordingly.

**6. A14 VILLAGE TRAFFIC CALMING PROJECT – PROGRESS REPORT**

David Brace  
(01480) 375663  
[david.brace@cambridgeshire.gov.uk](mailto:david.brace@cambridgeshire.gov.uk)

Agreed:

- (i) to note the progress made;
- (ii) to approve the construction of the traffic calming scheme in Swavesey;
- (iii) to determine the appeal without holding a public inquiry;
- (iv) to ratify the decision made at the previous meeting, to install speed cushions on Boxworth Road, Elsworth, at a point approximately 52 metres north east of its junction with Duncock Lane,
- (v) to inform the appellant accordingly; and

- (vi) to approve the provision of all measures in the proposed scheme for Rampton Road, Cottenham, subject to the agreement of the Parish Council and local County and District Members.

**7. RESULTS OF VEHICLE COUNTS – THE HEATH, GAMLINGAY**

Philip Sharp  
(01223) 717026  
[philip.sharp@cambridgeshire.gov.uk](mailto:philip.sharp@cambridgeshire.gov.uk)

Agreed:

- (i) to note the two earlier reports and the decisions made at that time;
- (ii) to reiterate the recommendation that the Parish Council submit a JFMHI bid for improvements in the area; and
- (iii) to propose that officers have further discussions with the Parish Council.

**8. ACCIDENT REMEDIAL SCHEME: JUNCTION OF HIGH GREEN AND HIGH STREET, GREAT SHELFORD**

Amanda Mays  
(01223) 717565  
[amanda.mays@Cambridgeshire.gov.uk](mailto:amanda.mays@Cambridgeshire.gov.uk)

Agreed to approve consultation for the proposals as set out in Plan 1.

**9. A1307 FROM THE A11 TO SUFFOLK COUNTY BOUNDARY – ROUTE SAFETY STUDY**

Chris Creed  
01223 717750  
[chris.creed@cambridgeshire.gov.uk](mailto:chris.creed@cambridgeshire.gov.uk)

Agreed:

- 1) to note the details of the route study and
- 2) to support the proposal to conduct a feasibility study to install central reserve safety fence
- 3) ***to support the inclusion of the following measures within the Traffic Management Programme for Medium Sized Schemes:***
  - i) Carriageway and access modifications in the vicinity of Dale Head Food factory.***
  - ii) Interactive road signing***
  - iii) Installation of street lighting at Babraham junction***
- 4) to support the closure of the central reserve gaps on the dual carriageway at Dean Road crossroads and the prohibition of the right turn into and out of Horseheath Road Linton integrated with the existing proposal to construct a roundabout at Bartlow Road crossroads already on the Programme for Major Safety Schemes.

**10. CAMBRIDGE NORTHERN FRINGE**

Alistair Frost  
(01223) 717585  
[Alistair.frost@cambridgeshire.gov.uk](mailto:Alistair.frost@cambridgeshire.gov.uk)

Agreed to note the progress made.

**11. REVIEW OF THE ARRANGEMENTS WITH CAMBRIDGE CITY COUNCIL TO DELIVER HIGHWAY SERVICES**

Richard Preston  
(01223) 717780

Agreed:

[richard.preston@cambridgeshire.gov.uk](mailto:richard.preston@cambridgeshire.gov.uk)

To note the progress in changing the arrangements for delivering highway services within the Cambridge agency area.

## 12. CAMBRIDGE INFORMATION SIGNING SYSTEM

Richard Preston  
(01223) 717780  
[richard.preston@cambridgeshire.gov.uk](mailto:richard.preston@cambridgeshire.gov.uk)

Agreed to support:

- (i) the operational arrangements in section 2 of the report; and
- (ii) the review in section 4 of the report.

## 13. NETWORK MONITORING REPORT 2003, NETWORK SERVICE PLAN 2004, ADDITIONS TO THE MEDIUM SIZE TRAFFIC AND SAFETY SCHEMES AND BRIDGES PROGRAMME

Bob Menzies  
(01223) 717866  
[bob.menzies@cambridgeshire.gov.uk](mailto:bob.menzies@cambridgeshire.gov.uk)

Agreed:

- (i) to note the Network Service Plan 2004, the inclusion of three additional schemes in the Medium Size Traffic and Safety schemes programme, and the replacement span for Cutter Ferry Bridge, Cambridge.
- (ii) *to note the Network Monitoring Report 2003 including Part 1 Traffic Monitoring, Part 2 Road Safety Monitoring, and Part 3 Joint Road Casualty Data Report.*

## 14. JOINTLY FUNDED MINOR HIGHWAYS IMPROVEMENTS – REVIEW OF OPERATIONAL PROCEDURE

Philip Sharp  
(01223) 717026  
[philip.sharp@cambridgeshire.gov.uk](mailto:philip.sharp@cambridgeshire.gov.uk)

Agreed:

- (i) to increase the community contribution from 60p per elector to £1;
- (ii) to approve the billing for contributions with effective commencement of the works;
- (iii) to elect two Councillors, from the County and District Councils, as the Member representatives on the assessment panel; and
- (iv) to allow two schemes to be included where they occur within separate villages within Parishes, providing they rank highly enough.

## 15. PROPOSED PROHIBITION OF WAITING – STATION ROAD, WATERBEACH

Philip Sharp  
(01223) 717026  
[philip.sharp@cambridgeshire.gov.uk](mailto:philip.sharp@cambridgeshire.gov.uk)

Agreed:

- (i) *to determine the objections without holding a public inquiry, and*



(ii) to inform the objectors accordingly.

**16. AGENDA PLAN**

Agreed:

- to note the Agenda Plan for the South  
Cambridgeshire Environment and Transport Area  
Joint Committee.

Michelle Rowe  
(01223) 717293  
[michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

***Members of the Committee:***

County Councillors: T J Bear, P D Gooden, M Farrar, S F Johnstone and J E Reynolds  
District Councillors: Dr D Bard, J D Batchelor, S Kindersley, D S K Spink and R Summerfield  
CALC Councillors: G Everson and M Mason