

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 10 April 2019 in the Village Hall (commenced at 7.39pm)**

Members present:	Mr H Griffiths (Chairman) <sup>(HG)</sup>	Mr T Scott <sup>(TS)</sup>
Councillors:	Mr A Hollick <sup>(AH)</sup>	Miss C Westgarth <sup>(CW)</sup>
	Mr S Moffat <sup>(SM)</sup>	
Not present:	Dr P Black <sup>(PB)</sup>	Ms J Martin <sup>(JM)</sup>
	Ms J Feldman <sup>(JF)</sup>	Ms L Tatnell <sup>(LT)</sup>
	Dr J McCabe <sup>(JMcC)</sup>	

In attendance: County Cllr L Nieto, District Cllr I Sollom, and Mrs Gail Stoehr (Clerk).

**1. Apologies for absence and declarations of interest**

- 1.1 To receive written apologies for absence and reasons  
 Apologies were received from Cllrs Feldman, Martin, McCabe and Tatnell (all out of parish) and Cllr Black (unwell).
- 1.2 To receive declarations of interests from councillors on items on the agenda and details of any dispensations held  
 Cllr Hollick declared an interest in the item relating to the old Village Hall lease as the Parish Council's Village Hall representative.  
 Cllr Scott declared an interest in item 6.1 as he might play for Comberton Cricket Club this season.
- 1.3 To receive written requests for dispensations for interests and to grant any requests for dispensation as appropriate (if any)  
 None.

**Comments & observations from members of the public and County and District Councillor reports**

County Cllr Lina Nieto was thanked for her report. She raised the following:

- With regard to potholes, the contractors, Skanska, took photographs of all potholes repaired, and the CCC officer, Simeon Carroll had visited the area and thought the repairs were satisfactory. Photographs of problems are useful when complaining to the County Council.
- Cllr Tatnell had been put in touch with the biodiversity team regarding the pond.
- Comberton was not affected by the Minerals and Waste consultation.
- The call for sites – the County Council has included its land.
- She had met with the Combined Authority Mayor, James Palmer, and suggested that he explain the activities of the Combined Authority to Parish Councils. She was willing to arrange a meeting if the Parish Council thought this beneficial.

Cllr Sollom had nothing further to add to his written report, but provided an update on planning and enforcement actions and the trees officer's intended investigation on one application. The barn application in South Street had been refused by SCDC.

**2. To approve the minutes of the last meeting on 13 March 2019**

RESOLVED that the minutes of the meeting on 13 March 2019 be approved and signed by the Chairman. <sup>(Prop HG, 2nd CW, unanimous)</sup>

### 3. Matters arising or carried forward from the meeting or a previous meeting for discussion or decision and to note the Clerk's report

The Clerk's report, which included background to items on the agenda and matters arising, was noted.

#### 3.1 (7) Potholes in Green End – to consider response from CCC

The report from CCC was noted. Cllr Nieto expressed willingness to put forward any priorities on the Parish Council's behalf. The road surface between the Long Road roundabout and Barton was raised. There is £184,000 in the budget for the 60 mph stretch of Barton Road. Cllr Nieto is to confirm the timescale for repair.

Cllr Nieto left the meeting.

#### 3.2 Old Village Hall lease

RESOLVED having considered the questions from the Solicitor on the first draft of the lease:

1. The map was approved.
2. Names of current trustees are awaited.
3. Permitted use – for village hall and commercial offices.
4. Insurance – the same arrangements are to apply as for the new Village Hall.
5. Rights of access – nothing further than in the lease.
6. Rent approach – the Parish Council want a flexible approach and will look at this again and make the decision at the time i.e in five years.

### 4. Finance, procedure & risk assessment

#### 4.1 To receive the financial report and to approve the payment of bills

RESOLVED to receive the financial report and that this be checked against the invoices and statements before the cheques are signed.

RESOLVED that the payments as listed in the financial report should be paid, plus LGS Services (Payroll) £190.80, Toft Parish Council (LHI contribution) £1371.93, Norfolk County Council (DBS check) £69.00, Hamill Landscapes (Grass cutting) £1039.99, Ace Fire (Alarm service) 197.76 and Beacon Water Treatment (Legionella testing contract) £776.40. (Prop CW, 2nd HG unanimous)

The Beacon contract was agreed at a cost of £740.00 plus VAT for the next 12 months. A risk assessment had been undertaken and it was concluded that there was no changes required even taking into account the recent pavilion works and there was no need therefore to appoint an external body to do another risk assessment at this time.

Salary	£88.62
Salary	£320.00
HMRC (PAYE)	£60.00
NEST (Pensions) (DD)	£227.89
LGS Services (Admin support)	£1242.91
RPM (Spica install)	£216.00
Baptist Church (Youth club)	£373.75
Command Pest Control (Pest control)	£42.00

RESOLVED with regard to the outstanding payment to Buchans, to ask them for exact details of the work done and when it was carried out.

#### 4.2 Clerk's report on any use of delegated powers and action taken due to risk

RESOLVED to note that whilst Kompan provided the replacement Spica free of charge under warranty, they said that the warranty did not include installation, the

Clerk used her delegated powers to contract RPM to install the equipment at a cost of £180.00 plus VAT.

- 4.3 Recreation Ground Co-ordinator/Handyman's report on any use of delegated powers and action taken due to risk  
RESOLVED that Mr Graham may take the RoSPA exam if he is able to, but there is no pressure if he is not able to do so.  
The Parish Council was pleased with the report received, which was noted.
- 4.3.1 Ivy to the rear of the Village Hall  
RESOLVED that Cllr Hollick should raise this with the Trustees.
- 4.3.2 Pavilion – two double glazed glass units are smashed and shattered – to consider if they should be boarded or replaced  
RESOLVED that Mr Graham should seek quotes for the two windows and all others, and to consider the matter further when received.
- 4.3.3 Mesh fencing cut or damaged in various areas to create shortcuts  
RESOLVED, if this referred to the section previously discussed, that Mr Graham should repair and replant as previously agreed, but if this was not the area by the bunker, more information was required.
- 4.3.4 Problems with youths doing doughnuts at full speed on the recreation ground gravel car park  
RESOLVED, noting that the Police have been informed, and that they will speak to the Recreation Ground Co-ordinator.
- 4.3.5 Emergency access point sign being ignored and blocked by parked cars during both busy and nearly empty – to consider the suggestion for more obvious visible markings (white paint, or permanent high vis markers or immobile cones)  
RESOLVED the preference was for four new signs, fitted with tamper proof screws and that cones may be used if the Recreation Ground Co-ordinator thinks they should be. Markings were not considered suitable given the car park is gravel.
- 5. To receive reports and recommendations from committees, working groups and members**
- 5.1 Proposal that the Council pays a monthly allowance to the Recreation Ground Co-ordinator/Handyman for the use of his own equipment  
RESOLVED to ask Mr Graham to put forward a suggestion on how much would be appropriate, and to defer this to the next meeting.  
RESOLVED to pay for 10 additional hours' work by the Handyman as a one-off, and that Cllr Scott should speak to him about time off in lieu arrangements.
- 6. To consider matters arising out of correspondence/communications received**
- 6.1 Comberton Cricket Club – request that large concrete block on the Recreation Ground be removed and to consider offer for its removal  
RESOLVED that the Cricket Club should liaise with the Recreation Ground Co-ordinator and that permission be granted subject to them checking for underground services.  
Park tennis had been advertised in Contact. The Recreation Ground Co-ordinator is to be asked to investigate.
- 6.2 MKA Ecology request permission to survey Comberton pond for great crested newts  
RESOLVED that permission be granted.

6.3 Cambridgeshire and Peterborough Minerals and Waste Local Plan further draft consultation - Noted.

6.4 Bennell Farm road names

RESOLVED to respond with the following names:

- Burdeley’s Way, after the mill, depicted on the village sign, which used to be between Toft and Comberton.
- The Mazles, after the historic turf maze that used to be in Comberton where the Pre-school playground is.
- Henry Morris Close, after the Chief Education Officer for Cambridgeshire and the founder of Village Colleges (including CVC).
- Tebbit’s Way, after Cliff Tebbit, former Justice of the Peace, school governor and neighbouring landowner to the development who recently passed away.

**7. Closure of meeting**

There was no further business and the meeting was declared closed at 8.58 pm.

Signed .....Chairman .....date

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APPROVED