

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 13 December 2017 in the Village Hall at 7.30pm**

Members present:	Mr H Griffiths (Chairman) <sup>(HG)</sup>	Mrs L Tatnell <sup>(LT)</sup>
Councillors:	Ms J Feldman <sup>(JF)</sup>	Mr N Taylor <sup>(NT)</sup>
	Mr A Hollick <sup>(AH)</sup>	Ms C Urquhart <sup>(CU)</sup>
	Dr J McCabe <sup>(JM)</sup>	Miss C Westgarth <sup>(CW)</sup>
	Mr S Moffat <sup>(SM)</sup>	

In attendance: 3 members of the public including Dr Anna Barford (20 mph project), PCSO Samuel Kennedy, Mr Rick Mister (Recreation Ground Co-ordinator and Handyman) and Mrs Gail Stoehr (Clerk).

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

- 1.1 To receive written apologies for absence and reasons  
 Apologies had been received from Cllrs Tebbit (out of parish) and Scott.
- 1.2 To receive declarations of interests from councillors on items on the agenda and details of any dispensations held  
 Cllr Taylor declared a pecuniary interest in item 6.1 as the applicant.  
 Cllr Westgarth declared an interest in the claim for reimbursement for out of pocket expenses.
- 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**

Mr Rick Mister introduced himself as the newly appointed Recreation Ground Co-ordinator and Handyman.

Dr Black, a resident of West Street, expressed an interest in co-option as a member of the Parish Council.

County Cllr Lina Joseph outlined details of CCC matters, her role and responsibilities, and initiatives, motions and questions raised at full Council. She was supportive of the 2% pay increase for staff.

**2. To approve the minutes of the last meeting**

RESOLVED that the minutes of the meeting on 8 November be approved and signed by the Chairman. <sup>(Prop NT, 2nd LT, 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.

On a proposition by the Chairman, it was agreed to vary the order of business.

3.3 (4.1) Anti-social behaviour in Watts Wood

The meeting was briefly suspended to enable PCSO Kennedy to introduce himself. He referred to the reduction in Cambridgeshire Police numbers, covering 12-14 villages. Neighbourhood Watch had raised awareness of youth issues at Watts Wood, including fires, vandalism, noise nuisance, and anti-social behaviour. The Fire Service can put up signage about lighting fires. Parish Council expressed concern at broken glass which is being cleared up by dog walkers and requested that the Police kept an eye on the area and keep the Parish Council informed of any reports relating to its land.

A litter bin at Watts Wood will be an agenda item for the next meeting.

Changes to the reporting system were outlined. Officers are to be deployed from Cambridge City to the rural areas.

PCSO Kennedy was thanked for attending.

At 8.04 pm, the meeting was adjourned to ask Dr Anna Barford questions about the 20 mph project, including whether, if budget was not available, the project could be scaled back or whether consideration could be given to deferring the interactive speed sign.

RESOLVED that Cllr Tatnell should join the Finance and Budget Working Group as Cllr Urquhart is unable to attend the meeting on 3<sup>rd</sup> January to prepare the draft budget.

- 3.1 (Open) Greater Cambridge Partnership – Cambourne to Cambridge Phase One consultation

RESOLVED to defer this item to the January meeting so that the Parish Council can debate it.

- 3.2 (Open) To consider the Great West Walk proposal as presented to the last meeting

RESOLVED to defer this item to the January meeting.

- 3.3 (4.1) Anti-social behaviour in Watts Wood

Taken earlier.

- 3.4 (4.6) Bennell Farm S106 update and request for information – to consider response if received

RESOLVED to make a formal complaint to SCDC expressing the Parish Council's disappointment with the outcome, as it is unhappy, having taken the trouble to put a costed proposal to the Officer, that its submission had been ignored.

RESOLVED to seek the support of Toft Parish Council. (Prop HG, 2nd NT, unanimous)

#### 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 at the end of the meeting.

RESOLVED <sup>(Prop NT, 2nd CU, carried with 1 abstention)</sup> that the payments as listed in the financial report should be paid, plus C Westgarth (Christmas expenses) £42.35, R Mister (Land extension bridges) £54.23, S Goat (Pavilion painting) £340, and LGS Services (Admin support) £1565.31.

Comberton Baptist Church (Youth workers)	£603.75
Buchans (Grass cutting)	£875.29
SCDC (Trade waste)	£45.00
R Mister (Expenses)	£57.95
Salary	£147.74
Salary	£328.80
HMRC (PAYE)	£89.40
NEST (Pension)	£207.63

Credits, including a VAT reclaim and pitch hire fees, were noted.

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

The Clerk reported on the use of her delegated powers to place an order for a hi-viz jacket at a cost of £11.80.

- 4.3 Recreation Ground Co-ordinator and Handyman's items
- 4.3.1 Report on any use of delegated powers and action taken due to risk  
 The Handyman had purchased a power cable for £57.95 and incurred expenditure of £54.23 on the bridges to the land extension.  
 RESOLVED to note that the Recreation Ground Co-ordinator had cleaned the Pavilion as it was in an appalling state.  
 RESOLVED to accept the quotation of £840.00 from S Goat to decorate both changing rooms on the basis that anti-mould paint is used as this was considered to be urgent. An order number was passed to the Recreation Ground Co-ordinator so that he could appoint Mr Goat to do the works.  
 RESOLVED to cancel the contracts with Buchans for the bridge to the land extension and to refurbish the Herringland bench and that the Handyman should carry out this work instead.
- 4.3.2 Recreation Ground Co-ordinator and Handyman's request that the Council has a preloaded credit card for his out of pocket expenses when the Ridgeons and Greenhams accounts cannot be used  
 RESOLVED to reimburse the Handyman by cheque for out of pocket expenses between meetings up to a limit of £150.00, and that Ridgeons should be used when it is open along with the Greenhams account whenever possible. (Prop SM, 2nd NT, unanimous)
- 5. To receive reports and recommendations from committees, working groups and members**
- 5.1 Tree Group – report and recommendation regarding tree in Harbour Avenue  
 RESOLVED to defer this item to the next meeting.
- 5.2 Proposal that the Council considers the provision of grit bins in the village  
 RESOLVED having noted the recent accident, to purchase a grit bin for the corner of Long Road and Barton Road, on the cycle path corner, taking the funds from the contingency budget. (Prop NT, 2nd HG, unanimous)  
 RESOLVED to ask CCC to send quad bike gritters to the cycle path.
- 5.3 To consider the Assets Walk report  
 The Working Group reported:  
 RESOLVED that the Recreation Ground Co-ordinator should obtain quotations for the tiles on the Pavilion roof and the bus shelter, and for the Village Hall gateposts (three).  
 RESOLVED to check the Village Hall contact and lease for to identify who is responsible for the hedge to the rear of the village hall.  
 RESOLVED that the Handyman should cut back the area around the pond sign and remove a willow sapling by the pond.  
 At 8.55 pm the meeting was adjourned to enable a resident to ask questions.
- 5.4 Proposal that the Council considers what to do about the concrete bins and lid to the rear of the pavilion  
 RESOLVED that the Recreation Ground Manager should arrange for the disposal of the concrete bin and lid to the rear of the pavilion.
- 5.5 To consider the condition of SCDC's dog bins in Thornbury and Milner Lane/Barton Road  
 RESOLVED to report the condition of SCDC's dog bins in Thornbury and Milner Lane/Barton Road to SCDC.
- 5.6 Barton Road path on Meridian side opposite Woottens Close – blocked pavement by undergrowth etc  
 RESOLVED to report this matter to CCC.

- 5.7 To consider the outstanding contract for the Hillfield Road posts and proposal for four additional posts  
RESOLVED to cancel the contract with Foxcotte Fencing and to ask Universal Fencing or another contractor to install the posts, which are available via Robert Cook. (Prop CW, 2nd NT, unanimous)
- 5.8 20 mph proposal  
Deferred to the next meeting to consider when the budget is set. Dr Barford was thanked for all her efforts with this.
- 5.9 Report on the “Community Flood Volunteering” on 29 November  
. The Parish Council was encouraged to draw up a Community Flood Plan. RESOLVED having considered the verbal report on the meeting attended by Clls Taylor, Hollick and Feldman that Cllrs Taylor, Hollick and Feldman should draw up a draft plan for further consideration.  
RESOLVED to give consideration to a flood warning kit at the next meeting.
- 6. To consider matters arising out of correspondence/communications received**
- 6.1 Comberton Play Parks – request that the Parish Council partly funds the funding bodies sign  
RESOLVED to purchase the sign if the funding bodies so require, otherwise the Play Parks group should do so.
- 6.2 Resident – verbal request for a memorial bench  
Noted. More information is awaited.
- 6.3 Stagecoach – Service 18  
RESOLVED to note the responses.
- 6.4 SCDC Taxi consultation – Licensing policy and conditions  
Noted.
- 6.5 Resident – request for a litter bin by/in the Barton Road bus shelter  
RESOLVED to ask SCDC whether they will supply and install a bin. (Prop HG, 2nd NT, unanimous)
- 7. Closure of meeting**  
RESOLVED to write to Susanne Brunning to thank her for supplying and planting cherry trees in Green End.  
There was no further business and the meeting was declared closed at 9.25 pm.

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

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