

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 12 December 2018 in the Village Hall at 7.00pm

Members present:	Mr H Griffiths (Chairman) ^(HG)	Mr T Scott ^(TS)
Councillors:	Ms J Feldman ^(JF)	Ms L Tatnell ^(LT)
	Mr A Hollick ^(AH)	Miss C Westgarth ^(CW)
	Mr S Moffat ^(SM)	

In attendance: 12 members of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

1. Apologies for absence and declarations of interest

- 1.1 To receive written apologies for absence and reasons
 Apologies were received from Cllrs McCabe, Urquhart (work commitments) and Martin (apologies sent but not received before the meeting).
- 1.2 To receive declarations of interests from councillors on items on the agenda and details of any dispensations held
 None.
- 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

The Chairman proposed that the order of business be varied to defer the discussion of the Greenways proposals until District Cllr Sollom could be present, as he had indicated he might not arrive before 7.30 pm.

Brian Burton and Penny Cook spoke regarding the renewal of the lease for the Old Village Hall and sought the Parish Council's reassurance that it was the Council's intention to grant the Village Hall Trustees a new lease on the Commercial Centre, in order that they might in turn provide a measure of security to their tenants, who wished to stay on. The Trustees understood that the terms of the lease would need to be discussed in due course, but needed to know as a matter of urgency if it would be offered. The Chairman indicated that item 3.3 would be brought forward.

2. To approve the minutes of the last meeting and the confidential minutes of the September meeting

RESOLVED that the minutes of the meeting on 14 November 2018 be approved and signed by the Chairman, after adding that Cllr Tatnell had given her apologies. ^(Prop CW, 2nd JF, carried with 3 abstentions)

RESOLVED that the confidential minutes of the meeting on 14 November 2018 be approved and signed by the Chairman, after adding that Cllr Tatnell had given her apologies. ^(Prop CW, 2nd JF, carried with 3 abstentions)

RESOLVED that the confidential minutes of the meeting on 12 September 2018 be approved and signed by the Chairman. ^(Prop CW, 2nd JF, unanimous)

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, the order of business was varied to take item 3.3 next.

3.3 (3.10) Old Village Hall lease – update

RESOLVED to write to the Trustees confirming that it is the Parish Council's intention to offer a lease to the Trustees, subject to the terms and conditions being agreed in due course.

RESOLVED that a proposal by the Chairman for the terms of the new lease is to be an agenda item for the January meeting. (Prop HG, 2nd CW, unanimous)

3.1 (3.9) Greenways – to consider consultation response including report and recommendation from the TWG meeting on 28 November and any comments from the public

Deferred until later in the meeting pending the anticipated arrival of District Cllr Sollom.

3.2 (3.3) Pond water levels – to consider quotations for lining the pond

RESOLVED as Cllr Tatnell reported that quotations were awaited and she undertook to provide an update for Contact, that this item be deferred to the next meeting.

3.4 (4.3) To consider the Handyman vacancy

RESOLVED given that Cllr Urquhart was not present, to defer this item to the next meeting.

3.5 Grass cutting – verges grant

RESOLVED to note that an invoice had been sent to CCC Highways for the amount actually incurred by the Parish Council and a response was awaited to continue to pursue this matter.

3.6 Hillfield Road bollards – update

Cllr Moffat reported that the bollards had been installed, but that the contractors had placed some of them closer to the road than instructed. RESOLVED, having considered whether to raise the matter with the contractors, given that the area looked very neat and there was still space for the cars to park other than on the grass, to take no action and to leave matters as they stood.

4. **Finance, procedure & risk assessment**

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

Cllr Westgarth declared an interest in the expenses claim for £70.27 in respect of the Christmas Lights event.

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 that the payments as listed in the financial report should be paid, plus Valuation Office Agency (Old Village Hall valuation) £1020.00, Greenham (Cleaning supplies) £174.44, Cambridge Outdoor Living (Bollards) £1500.00, MJ Houghton (Replacement cheque) £200.00 and C Westgarth (Christmas lights expenses) £70.27. (Prop LT, 2nd JF, carried with 1 abstention)

RESOLVED to note and confirm the salary payment for the Acting Clerk which should have read £222.48 and not £132.55 as shown in the finance report, and to amend the finance report accordingly. (Prop CW, 2nd AH, unanimous)

RESOLVED to hold the payment of £1573.34 in favour of Buchans in abeyance pending clarification of the item relating to vertidrainage of the pitches.

MAGPAS (S137)	£75.00
Bowls Club (Fence grant)	£1000.00
Baptist Church (Youth workers)	£546.25
LGS Services (Admin support)	£1262.70
Salary	£145.97
Salary	£222.48
HMRC (PAYE)	£194.40
NEST (Pension) (DD)	£185.80

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

RESOLVED, having noted the email from John Folbigg highlighting an overspend of approximately £10.00 on the Pavilion cleaning budget, to respond that whilst the Council has approved the expenditure on this occasion, the budget limit should be adhered to in the future.

- 4.2 Clerk's report on any use of delegated powers and action taken due to risk
None.
- 4.3 To consider policy on unauthorised occupation of land
On a proposition by the Chairman, it was agreed to defer this item to the end of the meeting.
- 5. To receive reports and recommendations from committees, working groups and members**
None.
- 6. To consider matters arising out of correspondence/communications received**
- 6.1 Request to site Scope clothing bank in Comberton
RESOLVED to respond that there is no need for a clothing bank as there are already adequate facilities in the village. (Prop SM, 2nd TS, unanimous)
- 6.2 Cambridgeshire Hearing Help – to consider request for a grant
RESOLVED, in accordance with its powers under Section 137 of the Local Government Act 1972 that the Council donate £100.00 to Cambridgeshire Hearing Help, which, in the opinion of the Council, is in the interests of the area and its inhabitants. (Prop SM, 2nd LT, unanimous)
- 3.1.1 (3.9) Greenways – to consider consultation response including report and recommendation from the TWG meeting on 28 November and any comments from the public
On a proposition by the Chairman, at 7.40 pm the meeting was suspended to allow members of the public to express their views on the Greenways proposals.

The following comments were made:

- The need for safety for children going through the village, where youngsters going to school were contending with a high volume of traffic, including school buses and cars. Long Road was particularly busy at peak times. There should be a cycle path through the village for children to use. It was suggested that the footpath could be used as a joint cycle and footpath if the verge was used.
- The impact of the proposed closure of Green End. This would push traffic through the middle of the village and cause a hazard for younger children at the primary school.

- It was felt that the proposals were for the benefit of Cambridge residents rather than for local people. The consultation document allowed anyone to respond, including the cycling lobby.
- No figures were provided for the projected usage or cost of the schemes, and there was no financial data to justify the expenditure of £5m. Given that there were proposals for a new Park and Ride behind Madingley Mulch, the need for another cycle path between Comberton and Barton and the busway was queried.
- There was no budget for future maintenance, only for the initial build. The example of the Dry Drayton cycleway, which had deteriorated through lack of maintenance, was cited.
- The view was expressed that using the footpath from Green End to Hardwick as a shared cycleway would reduce the opportunity for local people's quiet enjoyment of the route for leisure and healthy walking.
- The advisability of opening up land to access for all, given the potential for unlawful occupation of land and hare coursing, was queried.
- Residents expressed appreciation and support for the draft response circulated with the meeting papers. The need to involve the District and County Councillors was highlighted. Members of the public and the Parish Council expressed disappointment that the District Councillor was not present.

The meeting resumed.

RESOLVED that Cllr Moffat should incorporate the additional points into a revised letter, to be submitted to the Greater Cambridge Partnership to meet the deadline of 17 December, with copies sent to: the District and County Councillors; Toft, Barton, Hardwick and Coton Parish Councils; Comberton Village College; the Chief Executive of the City Deal; the Deputy Leader of the Council; and representatives on the Greenways Joint Assembly. (Prop HG, 2nd JF, unanimous)

4.3 To consider policy on unauthorised occupation of land

At approximately 8.10 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, given that the draft policy had been provided by another parish council on a strictly confidential basis, the public were temporarily excluded from the meeting and were instructed to withdraw. The members of the public left the meeting and did not return.

RESOLVED that the Parish Council approve the draft policy as circulated to members at the meeting, and that any expenditure required should be taken from General Reserves. (Prop SM, 2nd TS, unanimous)

The meeting re-opened to the public at 8.18 pm.

7. Closure of meeting

There was no further business and the meeting was declared closed at 8.18 pm.

SignedChairmandate