

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 8 January 2020 in the Village Hall at 7.30 pm

Members present:	Ms C Abraham ^(CA)	Ms J Martin ^(JM)
Councillors:	Ms J Feldman ^(JF)	Mr S Moffat ^(SM)
	Mr H Griffiths (Chairman) ^(HG)	Mr T Scott ^(TS)
	Mr A Hollick ^(AH)	Ms L Tatnell ^(LT)
Not present:	Dr J McCabe ^(JMcC)	Miss C Westgarth ^(CW)

In attendance: 1 member of the public and Mrs Gail Stoehr (Clerk).

1. **To receive apologies for absence and reasons**
 Apologies were received from Cllrs McCabe and Westgarth (both out of parish).
2. **To receive declarations of interests from councillors on items on the agenda and details of any dispensations held**
 Cllr Abraham declared an interest in item 6.6 as a member of the Swimming Pool Committee.
 Cllrs Martin and Moffat declared an interest in item 6.6 as their children attended the Youth Club.
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

Andy Marsh on behalf of Comberton United reported that he had seen cases where \$106 money had been spent on recreation grounds including levelling pitches. The Club had applied to Mick George for a grant of £2500. A quotation and assessment had been received for £5000 including VAT. The work would have to be done by 31 March. Mr Marsh asked the Parish Council to consider this request when setting the budget.

District Cllr Ian Sollom apologised for not providing a written report. He reported verbally on:

- The East-West Rail announcement was awaited.
- The consultation on the Local Plan.
- The correspondence from Fewes Lane Consortium. Cllr Sollom explained that there were no proposed changes, as outlined in a letter from Bridget Smith.
- The three free trees scheme.

Cllr Sollom was thanked for his report and left the meeting.

Mark Deas, Rural Housing Enabler for Cambridgeshire ACRE outlined his role in bringing together housing associations and South Cambridgeshire District Council (SCDC) to provide affordable housing for local people on exception sites. He was aware of a couple of potential sites for which developers had been in touch with the Parish Council but SCDC would not consider them without a Housing Needs Survey. At Bennell Farm, 36 homes have been allocated or prioritised for Toft and Comberton. A Housing Needs Survey would assess the housing needs over and above the current provision and Bennell Farm provision. The process and criteria for exception sites were described along with the broad results of the last survey in 2012. There were 43 on the register in Comberton and 11 in Toft. The criteria required demonstrating a local connection. He clarified that if the Parish Council did not support the Housing Needs Survey the District Council would be asked for its support instead.

On a proposition by the Chairman, the order of business was varied to take item 5.2 next

5.2 (9) Cambridgeshire ACRE – to consider undertaking a Housing Needs Survey

RESOLVED that the Parish Council did not support undertaking a Housing Needs Survey.

Mr Deas left the meeting.

4. **To approve the minutes of the last meeting on 13 November 2019**

RESOLVED that the minutes of the meeting on 13 November 2019 be approved and signed by the Chairman. (Prop AH, 2nd JMa, carried with 1 abstention)

5. **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 again varied.

5.0.5 (7.0.3) Bennell Farm surface water

RESOLVED to note the information on the Bennell Farm development surface water discharge of conditions had been contained in a reserves matters application. CCC was pursuing this with the District Council and applicant.

RESOLVED to note that tankers had been in operation in Swaynes Lane over Christmas. Cllr Moffat is to send the information to Cllr Feldman.

5.1 (7.0.1) To consider the Asset Review works

RESOLVED that the Handyman and Recreation Ground Co-ordinator should carry out all works required which were not identified as Community Payback or for Cllr Moffat.

RESOLVED that Community Payback could do the works identified and any others arising during the year though suitable works for them to undertake. Cllr Feldman is to continue to liaise with them.

RESOLVE to that Cllr Moffat undertakes work to the notice boards as identified in the report and the Council will reimburse reasonable out of pocket expenses.

5.2 (9) Cambridgeshire ACRE – to consider undertaking a Housing Needs Survey

Taken earlier.

5.3 CCC Highways – updated LHI 2020/2021 Project Feasibility Summary and applicant contribution

RESOLVED to note that the bid for the LHI 2020/2021 was continuing to Committee the Clerk having used her delegated powers to progress the bid which was in line with the Council's agreed budget.

RESOLVED having considered correspondence from a resident that as the Police and CCC had given reasons why the speed could not be reduced in Long Road to 20mph that the Transport Working Group should look at improvements to signage and bring a recommendation to a future meeting.

5.4 Operation London Bridge – to consider protocol and if a working group should consider this

RESOLVED that a working group be set up to consider a protocol with the membership Cllr Griffiths (Convenor), Tatnell and Westgarth. (Prop HG, 2nd LT,)

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

6.1 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 Cambridgeshire Countryside Watch (Renewal) £52.00, C Westgarth (Expenses Christmas Lights event) £72.27, Comberton Parish Council (Unity Trust Bank transfer)

£60,000 and Comberton Parish Council (Savings account) £30,000. (Prop JMa, 2nd CA, unanimous)

Salaries	£775.25
Command Pest Control (Pest control)	£42.00
LGS Services (Admin support)	£1270.10
LGS Services (Admin support)	£1209.25

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

RESOLVED to update the Unity Trust bank mandate and that Cllrs Martin and Scott should be appointed as additional signatories. (Prop HG, 2nd TS unanimous,)

6.2 Clerk's report on any use of delegated powers and action taken due to risk
None.

6.3 Recreation Ground Co-ordinator/Handyman's report on any use of delegated powers
No report received.

6.4 To consider any urgent works required because of risk or health and safety
None.

6.5 To review the budget FY2020 and consider arrangements for any outstanding projects and earmarked reserves

The Clerk, having declared an interest in this item, left the meeting at 8.50 pm and re-joined the meeting at 9.21 pm.

Cllr Abraham, having previously declared an interest, left the meeting at 9.10 pm and re-joined the meeting at 9.16 pm.

RESOLVED to earmark any under-spend at year end in the contingency to a special projects reserve.

6.6 To consider and approve the budget for FY2021, to consider the Finance and Budget Working Group's report and to consider any reviews required and additional projects

RESOLVED to include the following in the budget:

- Hillfield Road bollards £500
- Operation London Bridge £100
- Comberton Swimming Pool £2000
- Safety surfacing £2000 as seed funding for a CCF grant (or similar).

RESOLVED to release £10,000 from general reserves for a Pavilion fund.

RESOLVED to review general reserves at the next meeting along with request for levelling the football pitch and the request for funding for Comberton Swimming Pool.

RESOLVED that the budget be approved. (Prop JMa, 2nd SM, unanimous)

6.7 To set and demand the precept for FY2021
RESOLVED to set the precept at £59,400.00. (Prop JMa, 2nd SM, unanimous)

7. To receive reports and recommendations from committees, working groups and members

7.1 To note the resignation of Cllr Martin from the Planning Committee and to review the Planning Committee membership (JMa)

RESOLVED that Cllr Moffat be appointed to the Planning Committee.

On a proposition by the Chairman the order of business was varied to take items 8.8 next

8.8 CAPALC Buckingham Palace Garden Party invitation to nominate

RESOLVED that the Parish Council make no nomination.

RESOLVED that the rest of the agenda items be deferred to the next meeting

8. To consider correspondence/communications received

- 8.1 Beechwood Estates and Comberton Village College – request that the Parish Council approach CCC Highways to ask them to move the 30 mph sign further away from Comberton and reduce the speed limit on the road from Toft to 40 mph; and to note response made
- 8.2 Greater Cambridge Shared Planning – deed of variation for Bennell Farm S106 Agreement
- 8.3 Resident – Condition of grass verge in Hillfield Road
- 8.4 CCC – Draft Climate Change and Environment Strategy consultation
- 8.5 CCC – Cambridgeshire and Peterborough Minerals & Waste Local Plan Proposed Submission Plan consultation
- 8.6 MAGPAS – request for financial support
- 8.7 Greater Cambridge Local Plan consultation

9. Closure of meeting

There was no further business and the meeting was declared closed at 9.33 pm.

SignedChairmandate

APPROVED