

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 10 July 2019 in the Village Hall at 7.30 pm

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

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

- 1. To receive apologies for absence and reasons**
Apologies were received from Cllrs Scott and Westgarth (both out of parish) and Feldman (holiday).
- 2. To receive declarations of interests from councillors on items on the agenda and details of any dispensations held**
None.
- 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 reported on:

- Connectivity. Vodafone had said there were no problems in Comberton and they will be investing in Hardwick. Cllr Nieto will place an article in Contact. Members raised the poor reception for EE in Swaynes Lane and BT in Westcroft, and that the speed of the internet was not as it should be.
- Highways issues. Cllr Nieto asked the Parish Council to list their three top priority roads and pavements for upcoming programmes. Peter Gaskin's offer to meet councillors regarding the possibility of using recycled road planings on Comberton Public Byway 7 later in the year was noted. Joshua Rutherford is to contact the Chairman to carry out a walk of the parish to explain the works to be done. Members are to consider and email their suggestions to Cllr Nieto.
- The Community Partnership meeting and the proposed model for delivery of public services.
- Grant funding for community groups and Parish Councils, for example, for time banking.
- Cycle routes as part of the Comberton Greenways project. There will be further information in the Autumn.

The Council raised the changes to street lighting electricity funding arrangements and outlined the problems in obtaining quotations.

On a proposition by the Chairman the order of business was varied to take item 6.5 next.

- 6.5 Street lighting electricity – to consider what arrangements need to be made
RESOLVED, noting the problems experienced obtaining quotes, to delegate to the Clerk and Chairman together to accept a quotation when received. (Prop LT, 2nd JMcC, unanimous)

Cllr Sollom reported that a new CEO was starting in September. He expressed willingness to follow up on the Trade Waste problems if not resolved.

4. To approve the minutes of the last meeting on 12 June 2019

RESOLVED that the minutes of the meeting on 12 June 2019 be approved and signed by the Chairman after an amendment under item 5.1 (Recreation Working Group), to list Cllrs Feldman and Tatnell as joint convenors for the Group, plus members Cllrs Westgarth, Scott and McCabe. (Prop SM, 2nd LT, carried with 3 in favour and 2 abstentions)

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.

- 5.1 (5.5) Proposal that the Council pays a monthly allowance to the Recreation Ground Co-ordinator/Handyman for the use of his own equipment – to consider report and recommendation

RESOLVED to approve the payment of a monthly allowance to the Recreation Ground Co-ordinator/Handyman for the use of his own equipment, except for printing. RESOLVED to delegate a decision on the printing to the Clerk and Chairman together depending on the outcome of Cllr Tatnell's discussion with the Recreation Ground Co-ordinator.

- 5.2 (8.1) Resident request for tree works outside 23 Hillfield Road – to consider quotation if received

RESOLVED to accept the quotation from Oakes and Watson for £440.00 which should be for a maple and cherry tree not the species shown on the quote. (Prop LT, 2nd AH, unanimous)

RESOLVED to note that Oakes and Watson will carry out the stump treatment on the willows at the pond and completion of the works is awaited.

- 5.3 (8.2) Comberton Crusaders request that the Council pays for the relocation of the defibrillator at the Pavilion

RESOLVED to invite the Community Heartbeat Trust to the next or a future meeting before a decision is reached.

- 5.4 (9) Recreation Ground matters

RESOLVED that the Recreation Ground Co-ordinator should undertake a risk assessment on any works intended such as the suggested works to the tree by the School and the Recreation Ground Working Group should use its judgement as to Mr Graham could do the work or if a quote should be obtained.

On a proposition by the Chairman, the order of business was varied to take item 6.3.1 next.

- 6.3.1 To consider the request that the Council charges an upfront/standing order fee for the rental of pavilion and all use of pavilion/pitches for all teams

RESOLVED that the fees be set at the average of three most recent years plus 8 to cover friendlies and training where applicable. Clubs may settle the invoice in full or may pay in monthly instalments but if instalments this must be done by standing order. If any of the clubs default on payment then they will no longer be able to use the pitches or pavilion until payment has been received. This is to commence from the start of the Football season. The Cricket Club will be invoiced based on the current fees for this season. ^(Prop HG 2nd SM unanimous)

RESOLVED, noting that the pavilion was not always left clean and tidy that the Clubs must carry out the cleaning or the Parish Council will reconsider the arrangements. ^(Prop HG, 2nd SM, unanimous)

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. ^(Prop JMcC, 2nd AH unanimous)

CCC (LHI - Zebra crossing)	£15,000.00
Comberton Baptist Church (Youth Club)	£488.75
Command Pest Control (Pest control)	£42.00
Briar Security (Intruder alarm contract)	£258.00
J Graham (Expenses - Pavilion window)	£98.63
CPRE (Affiliation fee)	£36.00
RH Landscapes (Grass cutting)	£1339.99
LGS Services (Admin support)	£1223.49
Salary	£88.62
Salary	£346.73
HMRC (PAYE)	£86.60
NEST (Pensions) (DD)	£227.89

Credits including a VAT reclaim, pitch hire fees and receipt of the verges grant, were noted.

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

RESOLVED to note that:

- Buchans invoice for Causeway and vertidraing/silt tyning - matter now closed.
- Santander Bank does not do internet banking. The Clerk is to make further enquiries.

- 6.3 Recreation Ground Co-ordinator/Handyman's report on any use of delegated powers

RESOLVED to note the report.

RESOLVED to thank Mr Graham formally for removing the asbestos.

- 6.3.1 To consider the request that the Council charges an upfront/standing order fee for the rental of pavilion and all use of pavilion/pitches for all teams

Taken earlier.

- 6.4 To consider any urgent works required because of risk or health and safety

None.

- 6.5 Street lighting electricity – to consider what arrangements need to be made
Taken earlier.
- 6.6 To appoint an Internal Auditor for FY2020
RESOLVED to re-appoint Canalbs Ltd as Internal Auditor. (Prop SM, 2nd HG, unanimous)

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

- 7.1 Comberton Flood Plan – to consider items for the meeting with the Flood Risk and Biodiversity Assistant at Cambs County Council
RESOLVED to receive a verbal report from Cllr Hollick that a programme for clearing and maintenance was awaited from Pat Matthews.
RESOLVED that Cllr Hollick and Feldman should to raise problems with sewage coming out of the drains and flowing into open watercourses when it rains in Swaynes Lane and the implications that this has for biodiversity; and whether the infrastructure is satisfactory for dealing with additional homes at Bennell Farm.
The Bennell Farm S106 Agreement is to be an agenda item for the September meeting.

8. To consider matters arising out of correspondence/communications received

- 8.1 SCDC Draft Bourn Airfield New Village Supplementary Planning Document consultation
Noted.
- 8.2 Combined Authority – consultation on Cambridgeshire and Peterborough Local Transport Plan
Noted.
- 8.3 CCC Local Highways Improvement Scheme 2020/2021 Invitation to bid
RESOLVED to ask Anna Barford to resubmit the same application as last year with the Parish Council’s contribution to be the same as previously agreed at £11,334.20.
- 8.0.4 CHS Group request for installation of speed bumps in Normandy Close
RESOLVED to respond that as this is an unadopted road, the Parish Council is unable to help, and they should approach SCDC regarding the speed of the bin lorries.

9. Closure of meeting

There was no further business and the meeting was declared closed at 8.50 pm.

SignedChairmandate
