

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 9 July 2014 in the Village Hall at 7.30pm**

Members present:	Miss A Bacon (Chairman) <sup>(AB)</sup>	Mr S Moffat <sup>(SM)</sup>
Councillors:	Mr R Elleray <sup>(RE)</sup>	Mr B Pemberton <sup>(BP)</sup>
	Mr H Griffiths <sup>(HG)</sup>	Mrs J Preston <sup>(JP)</sup>
	Ms S Higman <sup>(SH)</sup>	Mr T Scott <sup>(TS)</sup>
	Mr A Hollick <sup>(AH)</sup>	Mr N Taylor <sup>(NT)</sup>
	Dr J McCabe <sup>(JM)</sup>	Miss C Westgarth <sup>(CW)</sup>

In attendance: 2 members of the public including Ms D Hatherly (Comberton Playground Project), and Mrs Gail Stoehr (Clerk).

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

Apologies for absence were received from Cllr Crossley (childcare problems) and County Cllr S Frost.

- 1.1 To receive declarations of interests from councillors on items on the agenda  
 Cllr Preston declared a non-pecuniary interest in Item 6.4 as a resident of Long Road.  
 Cllr Scott declared a pecuniary interest in Item 6.4 as the farmer of the land in Long Road which is to be discussed.
- 1.2 To receive written requests for dispensations for interests (if any)  
 None.
- 1.3 To grant any requests for dispensation as appropriate  
 None.

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

Ms Denise Hatherly provided an update. Another donation of £250 and one for £100 had been received towards the project, as well as £116 from the Smartie Challenge. Two sources of funding, from UK Power Networks and Awards for All, were being investigated.

County Cllr Frost's written report was taken as read in his absence.

Cllr Scott reported as District Councillor on:

- A suggestion by Cambridgeshire ACRE to set up an allotment scheme, perhaps in an area at Bennell Farm.
- SCDC will attend to an overgrown hedge in Swaynes Lane.
- A planning matter regarding a new house in Swaynes Lane can be referred to SCDC by the District Councillor.

**2. To approve the minutes of the last meeting on 11 June 2014**

RESOLVED that the minutes of the last meeting on 11 June be approved <sup>(Prop RE, 2nd NT, carried with 1 abstention)</sup> and signed by the Chairman.

**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.

RESOLVED to accept the fee quotation from Mills and Reeve for providing a certificate of title to Sport England and the deed of dedication required by Sport England with a cap of £1500. <sup>(Prop CW, 2nd JM)</sup>

- 3.1 (5.2) To consider quotations for skate park repairs if received  
RESOLVED to accept the quotation from RPM for £190.00 for repairs to the skatepark.  
(Prop CW, 2nd JM)
- Graffiti on the skatepark has been reported to the Police and will be removed by either the offenders or the District Council.
- 3.2 There was no Item 3.2.
- 3.3 (5.3.1) To consider quotations for tree work identified in the tree survey  
RESOLVED to accept the quotation from Peter Oakes for the Comberton Parish Council tree works in the sum of £1560.00, (Prop HG, 2nd AB)  
RESOLVED that subject to the Tree Group agreeing the additional work was necessary to accept the quote from Peter Oakes for additional work specified amounting to £280.00 on the pink chestnut tree and the lime tree in Hillfield Road (Prop HG, 2nd AB)
- The Tree Group is to check on the ownership of the ash tree on the Recreation Ground referred to in Mr Oakes' quote.  
The costs of a Picus assessment on the two oak trees was carried forward to a future meeting pending receipt of a quote.
- 3.4 (5.4) To consider clearing ditches and spreading chippings on The Drift and any quotes received  
RESOLVED to note that plantings had been spread on Byway 7 by CCC at no cost to the Parish Council.  
RESOLVED that Cllr Scott should ask Mr Rooke for a quote for the Parish Council's stretch and the stretch of the ditch adjacent to Thornbury and also the stretch which is in riparian ownership so the Parish Council can advise the owners of the cost.  
A quote to clear the ditch from the land extension to the Spinney off the recreation ground is to be obtained.
- 3.5 (3.2,3.3) Play equipment Phase 2 start update report  
Grass is growing on the sports pitches. Some will wash away but remedial work will take place in the autumn.  
RESOLVED to authorise the Clerk to sign the pre-start meeting form.
- 3.6 (4.1) Flower Beds contract review  
On a proposition by the Chairman, it was agreed to vary the order of business to take this item at the end of the meeting.
- 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 (Prop JM, 2nd CW) that the payments as listed in the financial report should be paid, plus LGS Services (Admin support) £1541.38, and Maxwell Amenity Ltd (line marker) £540.00 were approved. A payment to CGM (Normandy Close) is on hold pending clarification
- |   |           |
|---|-----------|
| Speedcut (Rec land extension sports pitch drainage works) | £86105.28 |
| Salaries  | £321.56   |
| CGM (Pavilion cleaning)                                   | £91.20    |
- The cancellation of cheque no 408 for £504.00 was noted.  
RESOLVED to note that an order was placed between meetings for a new tennis court winder mechanism at a cost of £85.00 by the Clerk using her delegated powers.

- 5. To receive reports and recommendations from committees, working groups and members**
- 5.1 Planning Committee report  
The Planning report as circulated was taken as read.
- 5.2 Recreation Ground Working Group (RWG)  
The RWG's report covered a possible blown drain (blocked) running past the Bowls Club. Cllr Pemberton is to take this up with Agrostis. The area is to be marked. The working group is looking at fees and the pavilion.
- 5.3 Tree Group  
RESOLVED that whilst the trees adjacent to 76 Harbour Avenue were considered a wildlife habitat, the landowner could cut back any foliage overhanging his boundary.  
RESOLVED to ask Peter Oakes to carry out work on the tree outside 31 Hillfield Road.  
A resident's request for a meeting with the Tree Group was noted.  
CGM's concerns that it could not trim the Public open space in Thornbury because of the logs that were scattered around was noted.
- 5.4 Transport Working Group
- 5.4.1 Local Highways Improvement fund application – Proposal to apply for funding for a zebra crossing on Barton Road, between Costcutter and Hines Lane, and to offer a contribution of £5000 from Parish Council funds  
The motion was proposed:  
a) That the Parish Council apply for funding for a zebra crossing between South Street and Hines Lane at a cost of approximately £15,000 to £20,000.  
b) That the Parish Council contribute £5000 and  
c) That the TWG undertake a further survey.  
The budget was reviewed.  
RESOLVED to note that the buffer zones would not be provided through the Minor Improvement Scheme and that this funding could be used towards the project  
An amended proposal that the Parish Council would reconsider the decision if required at a later date was unanimously agreed. <sup>(Prop RE, 2nd BP)</sup>  
It was noted that the interactive sign on entering Barton from the west was obscured.  
Cllr Scott is to report that the staggered bollard by the sheltered housing is broken.  
The new bus service on Sundays from Cambridge via Wimpole to Gamlingay was noted. Cllr Pemberton is to take this up to see whether it can be routed through Comberton.
- 5.4.2 Comberton to Coton cycleway – to consider what, if any, action is required by the Council  
The report was noted but no action was required at this time.  
Cllr Moffat left the meeting at 9 pm.
- 6. To consider matters arising out of correspondence/communications received**
- 6.1 CCC Transport Strategy in Cambridgeshire consultation  
RESOLVED to delegate to the TWG to submit a comment on the consultation and the lack of a link from the A428 to the M11.
- 6.2 Cllr Steve Jones, Bourn Parish Council – Proposal for coalition of Parish Councils to oppose the Local Plan  
RESOLVED unanimously that the Parish Council respond that it cannot join the coalition as it voted, with the exception of Bennell Farm, to support the Local Plan.  
<sup>(Prop BP, 2nd JP)</sup>

6.3 Comberton Playground Project – opening celebration of Phase 1 and Phase 2 on 13 September

RESOLVED that the Parish Council was happy to hold the event on 13<sup>th</sup> September. The Playground Project will manage the event on the Parish Council’s behalf and they will be required to do a written risk assessment. <sup>(Prop BP, 2nd AH)</sup>

6.4 Laragh Homes request to meet with the Council’s Affordable housing Working Group to discuss a site in Long Road

Cllr Scott, having declared an interest as a resident of Long Road, left the meeting at 9.05 pm.

RESOLVED that there should be no meeting until the Parish Council knows how many homes may come forward as part of the Bennell Farm development and the Local Development Plan.

RESOLVED that the Rural Housing Network Rural Housing Policy Review response as prepared by the Affordable Housing Working Group be approved for submission. Cllr Scott returned at 9.10 pm.

At 9.10 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, that is, contractual and possible employment matters, the public were temporarily excluded from the meeting and were instructed to withdraw. The public left the meeting and did not return. The Clerk was invited to remain.

The meeting was re-opened to the public at 9.24 pm.

RESOLVED that the Clerk should speak to Mr Sewell about his contract.

**7. Closure of meeting**

There was no further business and the meeting was declared closed at 9.25 pm.

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

---