

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 8 November 2017 in the Village Hall at 7.30pm

Members present:	Mr H Griffiths (Chairman) ^(HG)	Mrs L Tatnell ^(LT)
Councillors:	Mr A Hollick ^(AH)	Mr N Taylor ^(NT)
	Dr J McCabe ^(JM)	Ms C Urquhart ^(CU)
	Mr S Moffat ^(SM)	Miss C Westgarth ^(CW)
	Mr T Scott ^(TS)	

In attendance: 3 members of the public including Colin Harris (Coton resident), Andy Marsh (Comberton United Football Club) 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 Feldman and Tebbit.
- 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.
- 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

Colin Harris, a resident of Coton, spoke to the previously circulated Great West Walk proposal, and sought the Parish Council's support in principle. If support is received from local parish councils and the Cambridgeshire Local Access Forum he envisages contracting professional assistance to progress the proposal. This was deferred to the next meeting when the City Deal will be discussed.

A resident thanked the Parish Council regarding the trees at Baker's Close. This has been passed to the SCDC housing department, and Cllr Scott will follow it up.

Andy Marsh on behalf of the Football Club asked that items 4.6, 7.1, 7.2, 8.1 and 8.2 be taken earlier.

Cllr Scott's previously circulated District Councillor's report was taken as read. This covered: the removal of a hedge in the conservation area; a request for double yellow lines in West Street; a request for information about the Bennell Farm S106 money; and a request for the cost of a planning application for a container; Cambridge City Stadium; an update on the Park and Ride site and bus route; Comberton to have three District Councillors from May; the increase in crime figures and the use of Long Road as a rat run.

The County Councillor's report, circulated between meetings, was taken as read.

2. To approve the minutes of the last meeting

RESOLVED that the minutes of the meeting on 11 October be approved and signed by the Chairman. ^(Prop CU, 2nd NT, unanimous)

3. Co-option to fill casual vacancy – to consider any applications received

None. RESOLVED to remove this item from the agenda and promote the vacancies in forthcoming issues of Contact.

4. 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.

- 4.1 (Open) Anti-social behaviour in Watts Wood – to discuss the problems with the Police
This item was deferred pending the arrival of PCSO Kennedy.

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

- 4.6 Bennell Farm S106 update and request for information

Cllr Scott reported that outline planning permission had been granted for up to 90 homes. 50% of the S106 money will be released when the first 50% of dwellings are occupied. In brief:-

- £150,000 has been allocated to Comberton Village College and some funds towards the Meridian School for pitch improvements.
- £40,000 will be provided for Toft.
- £67,000 will be allocated for the Pavilion and £10,000 for tennis courts.

RESOLVED to write to SCDC regarding the legality of their decision in giving money to the Village College, an academy which is a private enterprise and whether they took the final project plan into account, and why the allocation was separated into several plans when the Parish Council presented the project as a whole. (Prop HG, 2nd CW unanimous)

- 7.1.1 Proposal for Recreation Ground container

RESOLVED to defer this to a future meeting as information was awaited from the Clubs as to whether they were able to contribute and also so the RWG could look into the cost of container rental.

RESOLVED to note Cllr Scott's report that the cost of obtaining planning permission would be approximately £200.00, subject to a 50% reduction for the Parish Council.

- 7.1.2 (6.4) Recreation Ground hedge removal – to consider a recommendation from the RWG

RESOLVED to reinstate chain link fence between the concrete posts and the hedge. (Prop CW, 2nd SM, carried with 6 in favour, 2 against and 1 abstention)

RESOLVED to accept Cllr Feldman's kind offer of blackthorn hedging.

- 7.4 Recreation Ground Co-ordinator and Handyman appointment

The Working Group reported that.

RESOLVED, a candidate having been interviewed this evening to appoint Mr Rick Mister to fill the vacancy under the terms already agreed. (Prop CU, 2nd NT, unanimous)

RESOLVED that Cllr Urquhart should inform him of his appointment tomorrow and that the Clerk should issue a letter of appointment and contract next week.

RESOLVED to delegate a budget of £1000.00 to the Recreation Ground Co-ordinator and Handyman.

RESOLVED to arrange for the new employee a training course on play equipment, carry out a DBS check and provide a jacket and equipment.

- 7.1.3 (6.4) Storage of goal posts – to consider a recommendation from the RWG

RESOLVED to defer this matter until the proposed container has been concluded.

- 7.2 Hole in the storage bunker – to consider what, if any, action is required

RESOLVED that the Recreation Ground Co-ordinator and Handyman should attend to this.

- 7.3 Proposal for Christmas lights
RESOLVED to purchase a 20 m length of lights from Festive Lights at a cost of £79.98 plus VAT and a starter at £7.99 plus VAT. (Prop CW, 2nd SM, unanimous)
RESOLVED that the Handyman should install the lights and liaise with Mr and Mrs Turnbull.
- 8.1 Comberton United Football Club – request for defibrillator
At 8.23 pm the meeting was briefly suspended to enable Andy Marsh to clarify the costs. He clarified that the equipment had already been installed in the pavilion and paid for by the two football clubs and the Cricket Club and that this did not include the Bowls Club as previously indicated in the email.
The meeting resumed at 8.35 pm.
RESOLVED to forgive the Club for not informing the Parish Council before installation of the defibrillator.
A proposal by Cllr Hollick that the Parish Council contribute £50.00 was amended to £60.00.
RESOLVED that the Parish Council should contribute £60.00. (Prop AH, 2nd NT, carried with 7 in favour, 1 against and 1 abstention)
RESOLVED, given a proposal for a sign showing that there is a defibrillator in the Pavilion, and regarding access when the Pavilion is open to delegate to the Recreation Working Group to bring a proposal on a sign and an article for Comberton Contact to the next meeting.
- 8.2 Comberton United Football Club – request for a dog ban on the Recreation Ground
RESOLVED to adopt the advice of Emma Knight of SCDC Environmental Health and publicise it in Contact. (Prop HG, 2nd AH, unanimous)
- 4.2 (4.1) Ditch between Kentings and the Village College – to receive a report from Cllr Taylor and consider what action is needed
RESOLVED to note that Buchans will attend to the ditch next week as part of their last contract, at no additional cost to the Parish Council.
- 4.3 (4.5) Ragwort – to consider a draft statement on behalf of the Parish Council
RESOLVED to adopt the statement on ragwort and continue to monitor the situation. (Prop LT, 2nd JM, unanimous)
- 4.4 (6.1) Tree Survey – to consider quotations for Priority A trees and a recommendation from the Tree Group
RESOLVED, having considered three quotations, to accept the quotation from Town & Country Tree Surgery for the sum of £2220.00 plus VAT.
RESOLVED, given that the Parish Council had just sought quotations on Priority A works, to suspend the Financial Regulations and seek a quotation from Town & Country Tree Surgery for the Priority B and C works to be completed by March 2018. (Prop LT, 2nd CW, unanimous)
- 4.5 (6.2) Neighbourhood Planning – to consider Comberton’s Village Design Statement
RESOLVED to set up a Neighbourhood Planning Working Group with membership consisting of Cllrs Urquhart, Hollick, Westgarth, Scott, Moffat and Taylor (Convenor), to make a recommendation to the Parish Council on whether the Parish Council should develop a Neighbourhood Plan and if so how expectations should be managed, what area it should cover and how it should be financed.
- 4.6 Bennell Farm S106 update and request for information
Taken earlier.

5. Finance, procedure & risk assessment

5.1 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 HG, 2nd CW, unanimous) that the payments as listed in the financial report should be paid.

RESOLVED that the invoice for £181.16 from Greenham for cleaning materials should be placed on hold for the time being pending checking the order and the suitability of the product, as bleach should not be used around children; and that the invoice from Open Spaces Society for £45.00 be placed on hold pending clarification.

Peter Oakes (Tree works Bakers Close)	£100.00
CAPALC (Training – Catch up day)	£25.00
RPM (Play equipment repairs)	£240.00
Salary	£131.15
NEST (Pension)	£168.70
LGS Services (Admin support)	£1718.54

Credits, including a donation for a tree, and pitch hire fees, were noted.

5.2 Clerk's report on any use of delegated powers

The Clerk reported on the use of her delegated powers to contract Mr Goat to attend to the pavilion ceiling at a cost of £340.00 and to arrange the installation of a hand towel dispenser in the Pavilion (included in Greenhams invlice).

5.3 To consider the General Data Protection Regulations Bill 2017 and its requirements

RESOLVED to note the requirements and to appreciate that these would be a burden on the Council.

RESOLVED to consider a policy at a future meeting.

6. Planning

6.1 S/2995/17/OL – Land next/East 198 Barton Road – Application for outline planning permission with all matters reserved apart from access for six dwelling self-build plots

Cllr Taylor, having previously declared an interest in this item, left the meeting at 9.25 pm.

Cllr Scott declared an interest as adjacent landowner and left the meeting at 9.26 pm.

RESOLVED that the Parish Council objects to the application on the following grounds: inappropriate ribbon development in the Green Belt; impact on the flood plain; setting a precedent for Green Belt development; and linking two existing clusters creating a ribbon development.

Cllrs Taylor and Scott returned at 9.42 pm.

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

7.1 Recreation Working Group

Taken earlier.

7.1.1 Proposal for Recreation Ground container

Taken earlier.

7.1.2 (6.4) Recreation Ground hedge removal – to consider a recommendation from the RWG

Taken earlier.

7.1.3 (6.4) Storage of goal posts – to consider a recommendation from the RWG

Taken earlier.

7.2 Hole in the storage bunker – to consider what, if any, action is required

Taken earlier.

- 7.3 Proposal for Christmas lights
Taken earlier.
- 7.4 Recreation Ground Co-ordinator and Handyman appointment
Taken earlier.
- 8. To consider matters arising out of correspondence/communications received**
- 8.1 Comberton United Football Club – request for defibrillator
Taken earlier.
- 8.2 Comberton United Football Club – request for a dog ban on the Recreation Ground
Taken earlier.
- 8.3 BT – notification of increase in prices
Noted.
- 8.4 Rural Services Network – Rural Services Questionnaire
The questionnaire was completed.
- 9. Closure of meeting**
There was no further business and the meeting was declared closed at 9.44 pm.

SignedChairmandate

APPROVED