

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 10 September 2014 in the Village Hall at 7.30pm

Members present:	Miss A Bacon (Chairman) ^(AB)	Mr B Pemberton ^(BP)
Councillors:	Ms S Higman ^(SH)	Mrs J Preston ^(JP)
	Mr A Hollick ^(AH)	Mr T Scott ^(TS)
	Dr J McCabe ^(JM)	Mr N Taylor ^(NT)
	Mr S Moffat ^(SM)	Miss C Westgarth ^(CW)

In attendance: 2 members of the public including Ms D Hatherly (Comberton Playground Project), Andrea Clarke Cambridge Housing Society (CHS), Keeley Russell (Balfour Beatty) and Mrs Gail Stoehr (Clerk).

1. Apologies for absence and declarations of interest

Apologies for absence were received from Cllrs Griffiths, Elleray and Higman (possible lateness), and from Cllr Crossley, who had resigned from the Council. The Council expressed its thanks to Cllr Crossley for all his efforts.

- 1.1 To receive declarations of interests from councillors on items on the agenda
Cllrs Taylor and Pemberton declared a non-pecuniary interest in Item 5.2.1 as their children play for Comberton Crusaders. All members declared a non-pecuniary interest in Item 6.9 if there were any implications for the roads in which they lived.
- 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

A resident commented that the three tonne speed limit signs were still in place. This had been taken up with County Cllr Frost.

With regard to the suggestion of a sculpture on the communal grass at Normandy Close, the resident and CHS was looking into options for its proposed design and materials etc and will send more information to the Council in due course. The CHS felt that the swale around the public space should fall within the Parish Council's responsibility and the ownership of the area was being checked.

Ms Denise Hatherly reported on donations received. The playground opening was due to take place on Saturday 13 September, with a Mad Hatter's Tea Party. The view from the memorial bench had been obscured by the Fire and Rescue equipment, which was an oversight in the planning.

Cllr Higman arrived.

A grant application for £9000+ for play equipment had been made to Awards for All. It was also hoped to apply to UK Power Networks for £10,000. If the grants are awarded the project can be completed. Bodies such as Ridgeons are also being approached. Income will be augmented by fundraising events. The Parish Council was asked if it could meet any shortfall.

A village map for use by the Parish Council had been installed in the meeting room.

A resident reported that in Barton the old and new streetlights were both on at the same time. Keeley Russell of Balfour Beatty responded and explained the logistics and problems involved with UK Power Networks.

Ms Russell explained the street lighting proposals for Comberton, which would involve the removal of 56 lights.

- 6.9 Balfour Beatty – street lighting designs for upgrade
 RESOLVED that a new light by the pond in Green End is to be located on the pavement and not on Parish Council land and that lighting should be retained on the main thoroughfare and also where it is near alleyways in residential areas.
 RESOLVED to hold a residents’ meeting and cover the cost of room hire.
 RESOLVED that information for the residents’ meeting is to be sent to Cllr Higman to arrange display.
 Simpler maps for the residents’ meeting were requested.
- 2. To approve the minutes of the last meeting on 9 July 2014**
 RESOLVED that the minutes of the last meeting on 9 July be approved ^(Prop AH, 2nd JM) 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.
- 3.1 (3) Sport England grant update
 RESOLVED regretfully to contract the Council’s Solicitor to provide the additional searches required by Sport England and to note the cash flow problems incurring as the Council has not as yet received its grant ^(Prop CW, 2nd AB).
- 3.2 (3.4) To consider any quotes received for clearing the ditch on The Drift
 RESOLVED to accept a quotation for £300 from G Rooke and Sons subject to receiving it in writing,
 RESOLVED to accept a quotation from G Rooke and Sons for £300 for the clearance of the ditch adjacent to the land extension and the Spinney ^(Prop TS, 2nd CW)
- 3.3 (3.5) Comberton Playground Project additional items (Phase 2b)
 RESOLVED to accept the quotation from Kompan for additional wet pour for Phase 2b, in the sum of £1105.00. ^(Prop AB, 2nd SM)
- 3.4 (3.6) It was noted that an employment contract had been agreed for the flower beds contract and that the Clerk had ordered waterproof trousers for the gardener using her delegated powers.
- 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 AB, 2nd TS, carried with 2 abstentions) that the payments as listed in the financial report should be paid, plus EON (Electricity) £166.39, CGM (Pavilion Cleaning) £91.20 and CCC (Highway improvements) £4088.14.

CGM (Grass cutting)	£602.20
Geoff Wilson (Fence repairs)	£698.13
LGS Services (Admin support)	£1616.44
SLCC (VAT Training)	£90.00
Agrostis (Sports Pitches)	£1320.00
Cambridge Water (Pavilion water)	£107.81
Salaries	£679.12
CGM (Cleaning)	£45.60
CGM (Grass cutting)	£634.98
HMRC (PAYE)	£6.60
Land Registry (Copy title plan)	£7.00
Connections Bus (Youth bus)	£3185.00
CAPALC (Clerk meeting)	£25.00
CGM (Cleaning)	£136.80
RPM (Skate park repair)	£228.00

Credits including pitch hire fees and the sports pitches grant of £20,000 were noted. RESOLVED to note the request of the Football Club that the south side of the hedge behind the goals be cut and that the Clerk had used her delegated powers to have it cut.

RESOLVED to change the schedule for cutting the Recreation Ground hedge to September each year instead of February and that the north side of the hedge should be cut now as ground conditions are better in Autumn than in February and the hedge should be kept suitable for sport and recreation ground users.

- 4.2 To consider quotations for insurance cover
RESOLVED that of the three quotations considered to accept the proposal from Hiscox Underwriting for a premium of £1158.42 for a three year long term agreement. ^{(Prop AB, 2nd JM).}
RESOLVED to revalue the Pavilion and increase the insurance following receipt of the revaluation.
- 4.3 To consider the requirements of the Openness of Local Government Bodies Regulations 2014
RESOLVED that in accordance with Standing Orders all reports and papers should be submitted to the Clerk seven days prior to the meeting or the items will be deferred to the next meeting.
- 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) and Finance and Budget Working Group (FBWG)
The Clerk advised on the VAT implications for business supply including sports pitch bookings.
A quotation is to be obtained for cutting the recreation ground extension at the same frequency as the current cutting of the recreation ground.
No bookings are to be accepted on the new pitches for the time being.
The area where the leak had occurred had been dealt with.
The Connections Bus had not attended this evening.

RESOLVED that the FBWG should meet with the Clerk to discuss business supply and VAT and the implications for the Council's business.

RESOLVED that Cllr Griffiths and Bacon would meet with the Comberton United to discuss its overdue account, non-completion of the booking form and to encourage it to make block bookings as it had done in the past.

The review of the booking form and the fees is still outstanding and a recommendation is to be brought to the next meeting.

5.3 Tree Group

5.3.1 Resident's request to reduce height of trees and clear waste land behind Milner Road
RESOLVED to ask Peter Oakes to remove the offending branches of the tree. The waste land is SCDC land and the resident is to be informed.

5.4 Transport Working Group

5.4.1 (5.4.2) Permissive path agreement – to consider legal costs and the terms and conditions of the agreement and how this is to be funded

The draft agreement was considered. The St John's College legal fees of £750 are to be met by a private donor. A fee of £500 is payable for the work done by CCC. The oil buying syndicate had given a donation of £675 towards the project. The permission of other landowners and the required agreements are also outstanding.

RESOLVED that the Parish Council should cover the CCC legal fees up to a limit of £500 and to appoint Irena Spence as the Council's solicitor to act on its behalf in this matter. (Prop CW, 2nd JM)

The Parish Council would like cycling reinstated on the permissive path agreement.

5.5 Offer of bench

An offer had been received from a resident to pay for a bench on the corner of Barons Way near the rustic bin. RESOLVED to accept the donations towards three sleeper benches, with the other two being located at Watts Wood and in Green End. Cllr Taylor is to mark up the plan for the required permission from the Highways Department and to contact Barton Parish Council about the availability of the sleeper benches.

5.6 Request for new bin at the West Street/Kentings alley way

RESOLVED to ask SCDC to replace the bin with a Topsy model and also to replace the dog bin at the crossroads with a new green one. If that Authority is not willing to do so then the Council will purchase the new bins itself and have them installed.

5.7 Request to cut hedge around path at rear of Meridian

A quotation is to be obtained from CGM to cut the hedge.

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

6.1 SCDC – S106 agreement indemnity for 36 West Street

RESOLVED that the agreement be signed by Cllrs Bacon and Westgarth.

6.2 Cambridge YMCA request to use pitches and pavilion – to consider a fee for use for a season

RESOLVED that if the Club booked the pitches for the season then the fee should be at the same rate as for Comberton United.

6.3 Wisser Recycling report and request for collection date on 11 December

RESOLVED to receive the report and approve the proposed collection date of 11 December.

6.4 CHS Group re maintenance of Public Open Space at Normandy Close and request for funding

RESOLVED to ask Mr R Sewell whether he would be willing to carry out the maintenance of the landscaping in the swale at Normandy Close.

- 6.5 Resident suggestion of sculpture on the open space at Normandy Close
Deferred until full information on the design, materials etc has been received.
- 6.6 CCC Flooding questionnaire
RESOLVED that the FWG should complete the questionnaire.
- 6.7 Cambridge City Council consultation on the future of Park Street car park
RESOLVED to respond that the Parish Council favours Option 3 with residential accommodation included in the scheme.
- 6.8 SCDC notes from Planning Forum meeting on 21 July
Noted.
- 6.9 Balfour Beatty – street lighting designs for upgrade
Taken earlier.
- 7. **Closure of meeting**
There was no further business and the meeting was declared closed at 10.05 pm.

Signed Chairmandate
