

COMBERTON PARISH COUNCIL

**Minutes of the meeting held on Wednesday 18th November 2020 at 7.30 pm,
online via Zoom.**

In attendance: Cllr Griffiths (Chairman),
Cllr Scott (Vice Chairman), Cllr Elleray, Cllr Feldman, Cllr Tierney, Cllr Hollick,
Cllr Martin, Cllr Moffatt, Cllr McCabe, Cllr Black & Cllr Westgarth.
Tree Officer: Lynn Tatnell



District Councillor: Ian Sollom

Members of the Public: 2 representatives from Pegasus Group and
2 members of staff from Comberton and Eversden Surgeries.

Clerk: A Bridges

1. Chairman's Welcome

The Chair welcomed all to the meeting

2. To receive apologies for absence

Apologies were received from Cllr Abraham and County Councillor Lina Nieto.

3. To receive declarations of interests from councillors on items on the agenda and details of any dispensations held

Cllr Martin stated that she wrote the Spoonville proposal. Cllr Griffiths asked the meeting if item 11 could be brought forward for the Tree Officer, Lynn Tatnell, to speak. All **AGREED**.

4. Comments & observations from members of the public

& County and District Councillor Reports:

- District Councillor Sollom spoke of the recent EWR meeting which highlighted the environmental surveys which examine potential land for the railway. Cllr Scott described how landowners around Toft and Comberton had recently been contacted for this and he asked if this was indicative of a firm decision of EWR's plans. Cllr Sollom reminded the meeting that the final decision was not imminent, and the survey's looked at a wide area of potential land. The difference in time scales, Cllr Sollom felt, was due to the lengthy process from the contractor.
- Ed Durrant and Daniel Macpherson introduced themselves as representatives from the Pegasus Group, for the proposed Bennell Farm West development. Mr Durrant described the updated proposal, which he felt addressed issues raised by the Parish Council. This would be resubmitted before Christmas. Their presentation showed that the number of proposed dwellings had decreased to 41 from the original 45. The apartment blocks were also lower. Cllr Hollick asked if a 50% extra tank capacity for sewage and drainage had been installed. Mr Durrant stated he did not know the exact size, but it now had additional capacity to accommodate the extra homes. Cllr Hollick reminded the meeting that this was a very important consideration.

Cllr Moffat asked about the drains which overflowed in the village after excess rainfall. Mr Durrant confirmed that the drainage would also be updated. Cllr Moffat felt that the route of this extra sewage would be important to ascertain, to avoid this deteriorating with more homes.

Dr Wheatley from Comberton and Eversden Surgery asked if anyone had moved into the existing new homes, which was confirmed by Cllr Moffat. She also asked if any sheltered housing was planned. Mr Durrant highlighted that 40% would be affordable housing, rather than sheltered housing, in line with SCDC policy. District Councillor Sollom said that this was hoped to house staff at the college.

Cllr Hollick asked if the amount of S106 money had been finalised. He argued that the previous amount of S106 funds allocated was inadequate and lower than other new developments in the area. This was supported by the staff from Comberton and Eversden surgery, who felt that it was insufficient to support new patients in the practice. Mr Durrant confirmed the S106 money had not yet been finalised. Cllr Elleray lastly asked why the site was being proposed in green belt land and this was confirmed to be land allocated to housing from the Local Plan.

- Mrs Cottam, the practice manager at the surgery explained that she and Dr Wheatley, a GP at the surgery, had come to discuss their planning application for a vending style prescription dispenser. This will be housed in the wall of the surgery and would give patients a week after receiving an initial text message to pick up their prescriptions, using an allocated code. This was planned after long waiting times at the dispensary and to reduce social contact for those who did not need support. Cllr Westgarth asked why planning permission was needed and this was confirmed to be due to changes in the structure of the building. Cllr Scott asked if this was regarded to be a theft proof method of dispensing medications. Dr Wheatley explained that controlled drugs and liquids would not be given in this way and the machine was not in direct view of the road. There would also be a security camera. Cllr Hollick asked if patients would get a text reminder for their medication and this was confirmed to be correct. Cllr Elleray asked if the machine would be lit. Mrs Cottam confirmed it would be permanently lit at a low level but would increase when the keypad was activated.

The members of the public left the meeting.

- 5. To consider correspondence received about Comberton & Eversden Surgery's planning application to install an automated prescription collection machine.** This was discussed above.
 - 6. To approve the minutes of the meetings held on 12th October 2020** It was **RESOLVED** that the minutes of the meeting held on 21st October 2020 were approved and will be signed by the Chairman.
 - 7. Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report.**

Cllr Griffiths informed the meeting that a financial software package, Ritalis, had been purchased to organise financial records. This was undertaken from advice from CAPALC after seeking professional advice submitting VAT Returns. The Clerk asked if she could act as sole signatory for the BT account to change direct debit details, in order to close the Santander account. This was **AGREED** by all.
- 11. To receive reports and items from committees, working groups and members for information**
- a. Tree group report including findings of the tree survey carried out.

The Tree Officer, Lynn Tatnell, reported that a very large-scale tree survey had taken place which highlighted non work on seven trees in the next 12 months. The report stated that the trees were all in a good state. Quotes were needed on this work which would be undertaken on a priority list. Cllr McCabe asked why the work could not be completed all together and this was agreed to be an option.

- b. Consideration of ownership of trees at 29 Hillfield Road.
The Tree Officer explained that this was difficult due to incomplete records of tree ownership. Two residents of Hillfield had complained of damage to their properties which they have ascertained to root damage. Two trees, which were situated the other side of the bank, were removed in July by the Parish Council. Cambridgeshire County Council stated that the Parish Council owned the oak trees situated along the footpath by the school. Cllr Westgarth questioned this, as work was completed on these by CCC in previous years. The trees were not identified by the tree survey as needing work.
ACTION: the clerk to contact Cambridgeshire County Council to ask for evidence for ownership.
- c. Pond Working Group update
Cllr Tierney spoke about the recent Pond Working Group meeting, whereby the history and mechanics of the pond were discussed. The groups action points were to i) fix the drain near to the pond ii) investigate and repair the pond lining iii) to remove the island, which is the deepest point of the pond iv) to contact Anglian Water to mend water pipe v) a campaign for residents in inform them of progress and end results. The committee will meet in a months' time.

8. Planning Matters

- 8.1.** To receive a report from the Planning Committee.
- 8.2.** Planning application 20/01992/FUL - Bennell Farm. Discussed in item 4. Cllr Elleray discussed the application for a retirement village in the south of Comberton. There is no background information available yet.
District Councillor Sollom left the meeting at this point

9. Review and adoption of statutory documents and appointments

- 9.1** Review and adopt standing orders. These were agreed with one adaptation - *that each working group to submit an update to their Terms of Reference for approval at the next CPC meeting.* This was AGREED by all.
- 9.2** Review and adopt financial regulations. This was proposed by Cllr Ellery and seconded by Cllr Griffiths that RESOLVED that the regulations are up to date.
- 9.3** To agree meeting dates for full council meetings and committee meetings up to and including the next annual meeting of the Council. The Council agreed to meet on the second Wednesday of every month, except August.

10. Finance, procedure and risk assessment

- 10.1** To receive the finance report and to approve the payment of accounts (list of invoices to be listed at the end of the agenda). All **AGREED**.
- 10.2** To receive the Recreation Ground Co-ordinator report including any action taken using delegated powers. The handyman requested a green waste bin and a bench was reported to be damaged. ACTION: Clerk to contact SCDC and to gain quotes to mend or replace bench. It was proposed by Cllr Martin and seconded by Cllr McCabe that the Recreation committee report back on this next month.
- 10.3** To approve payment of defibrillator from Community Heartbeat at £2,355 including installation and one-year support. (Specialist equipment – only one quote needed). It was agreed that this would be situated on the pavilion wall with a solar LED light above it.

12.0 To consider correspondence/communications received

12.1 Consideration of complaints of vehicles parking on footpath and grass verges of next to garage in Green End.

Cllr McCabe explained that a resident had complained of obstructions on the footpath. Cllr Westgarth felt that this land belonged to Cambridgeshire County Council. Cllr Moffat proposed that the Parish Council should seek permission to place three bollards along this area, this was seconded by Cllr Westgarth and **AGREED** by all. ACTION: Clerk to contain CCC.

12.2 Consideration of a request for no cycling signs on the footpath by Swaynes Lane.

Cllr Moffat stated that this was a private road, and the owners can put a sign up. It was **AGREED** that Comberton Village College should request pupils not to cycle along here.

12 **To consider Comberton Spoonville** an activity for young people of Comberton.

Cllr Martin explained that children can decorate spoons for others to look at on walks during lockdown. Cllr Elleray suggested that these can be under the tree by the pond for all to enjoy. This was **AGREED** by all.

13 **Closure of meeting** - the meeting finished at 9.21pm.

The next Parish Council meeting will be held via Zoom on **Wednesday 10th December at 7.30pm.**

Signed:
Chairman

Date: