



COMBERTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Tuesday 4th May 2020 at 7.30 pm, online via Zoom.

In attendance: Cllr Griffiths (Chairman),
Cllr Scott (Vice Chairman), Cllr Tierney,
Cllr Hollick, Cllr McCabe, Cllr Martin &
Cllr Elleray.

District Councillor:

Members of the Public: 2 – Duke of Edinburgh students.

Clerk: A Bridges

1. Election of the Chair of the Parish Council

Cllr McCabe nominated Cllr Griffiths to be the Chair of the Parish Council, and this was seconded by Cllr Hollick. All agreed. Cllr Griffiths signed the declaration of office.

2. Election of the Vice-Chair of the Parish Council

Cllr Griffiths nominated Cllr Scott to be the Vice Chair of the Parish Council, and this was seconded by Cllr Tierney. All agreed.

3. To receive apologies for absence

Apologies were received from Cllr Moffatt, Cllr Westgarth, and District Councillor Ian Sollom.

4. To receive declarations of interests from councillors on items on the agenda and details of any dispensations held and to receive written requests for dispensations for interests and to grant any requests for dispensation as appropriate (if any).

None.

5. Comments & observations from members of the public & County and District Councillor Reports

No comments.

6. To approve the minutes of the meetings held on April 14th 2021

It was proposed by Cllr Hollick and seconded by Cllr McCabe to approve the minutes. All agreed.

7. Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report

The Clerk confirmed that the new handy person had started his role.

- 8. Review of Parish Council Standing Orders** – all agreed and no changes.
- 9. Review of Financial Regulations** – all agreed and no changes.
- 10. Review of inventory of land and assets** – Cllr Elleray spoke of the need to review the value of the Parish Council assets, which was agreed to be done by the Finance Working Group in the next quarter.
It was also agreed that the new handy person could assist with starting the asset review around the village, and Cllrs Martin, Scott and Tierney volunteered to assist with this.
Action: Clerk to organise the asset review.
- 11. Review and confirmation of arrangements for insurance cover** – the Clerk confirmed that the insurance is due for renewal in September.
- 12. Review of Parish Council's Procedures:**
 - 12.1 Dealing with the Press/Media.** It was proposed by Cllr Elleray and seconded by Cllr Griffiths that this was approved with no amendments. All agreed.
 - 12.2 Review of Councils employment policy/procedure** – Cllr Martin agreed that the Recruitment Working Group would approve and bring back to full council.
 - 12.3 Review of Councils expenditure under S137 of the Local Government Act 1972** – noted.
 - 12.4 Review of Co-Option Policy.** All agreed and no changes.
- 13. Setting dates, times and place of ordinary meetings and the Annual Parish Meeting for 2021/22**
To be confirmed when a larger venue has been booked for in person meetings, after Covid legislation has been relaxed on 21st June.
- 14. Planning Matters**
 - 14.1** To receive a report from the Planning Committee. No comments.
 - 14.2** Revision to Bennell Farm West Planning Application – 20/01992/FUL
The Parish Council agreed that this application will impact already inadequate drainage systems in the village and is on green belt land.
It was proposed by Cllr Elleray, seconded by Cllr Scott to reject these plans. All agreed.
- 15. Finance, procedure and risk assessment**
 - 15.1** To receive the finance report and to approve the payment of accounts (list of invoices to be listed at the end of the agenda).
It was proposed by Cllr Griffiths, seconded by Cllr Scott and resolved that the payments are approved.
 - 15.2** To note payment for £39.98 for plants for village crossroads. Noted.
 - 15.3** To approve the Annual Governance Statement
It was proposed by Cllr Elleray, seconded by Cllr Griffiths, and resolved that the AGAR is approved. All agreed.
 - 15.4** To ensure that the Annual Governance and Accountability Return is signed and dated by the Chair (via Zoom).
 - 15.5** This was signed and dated.

16. To receive reports and items from committees, working groups and members for information:

16.1 LDP Working Group – no updates.

16.2 East West Railway Working Group - no updates.

16.3 C2C Busway Working Group update – no updates.

16.4 Recreation Ground Working Group update – Cllr Martin confirmed that the Duke of Edinburgh students were working on quotes for the recreation ground. The rollers left out on the recreation ground were agreed to be stored behind the pavilion and Cllr Scott agreed to discuss this with the cricket club.

17. To consider correspondence/communications received

17.1 Three Horseshoes Asset of Community Value internal review – The Clerk explained that the owners of the pub have objected to the playground being an Asset of Community Value and SCDC are holding an internal review. The Parish Council agreed on the importance of the playground for the village. It was felt to be an integral part of the pub, especially in Covid restrictions and should therefore be included in the asset.

17.2 Complaint regarding donation to the church maintenance of graveyard – The Clerk informed the meeting that the Society of Local Clerks and Councils had confirmed that the Local Government Act (1972) permits a local authority to contribute towards the maintenance of churches on the basis that the expenditure would be in the interests of some or all the residents in the area. Cllr McCabe also stated that a well-used permissive footpath ran through the graveyard.

It was proposed to reject the complaint by Cllr Griffiths, and this was seconded by Cllr Elleray. All agreed.

Cllr Elleray proposed that the Parish Council requests full details of the member of public for future complaints, to ensure that transparency is evident for both parties. This was seconded by Cllr Griffiths. All agreed with one abstention.

17.3 Causeway road surface – the Parish Council agreed that the surface has been increasingly uneven from the wet weather and the stone path has been covered with mud. Cllr McCabe spoke of the sides of the path being destroyed by a tractor, which is stopping motorised wheelchair access. Cllr Scott spoke of the possibility of maintaining the hedge earlier in the autumn when the ground is not so wet. Action: Clerk to contact landowners.

18. Closure of meeting – the meeting closed at 8.57pm