



# COMBERTON PARISH COUNCIL

To All Members of the Council

You are hereby summonsed to attend the Meeting of Comberton Parish Council

Members: 13 Vacancies: 4 Quorum: 4

Meeting to be held on 14<sup>th</sup> July 2021 at Comberton Village Hall at 7.30pm

The Public and Press are cordially invited to be present.

*Angela Bridges*

Angela Bridges, Parish Clerk. 7<sup>th</sup> July 2021

## AGENDA

**21-22/19. Chairman's Welcome**

**21-22/20. To receive apologies for absence and reasons**

**21-22/21. 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)

**21-22/22. Comments & observations from members of the public & County and District Councillor Reports**

**21-22/23. To approve the minutes of the meetings held on 4<sup>th</sup> May 2021**

**21-22/24. Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report**

**21-22/25. Planning Matters**

25.1 To receive a report from the Planning Committee.

**21-22/26. Finance, procedure and risk assessment**

**26.1** To receive the finance report and to approve the payment of accounts in appendix 1 and 2 (list of invoices listed at the end of the agenda).

**26.2** To approve RoPSA playground inspection training for handyman - £312 (net)

**26.3** To approve CiLCA registration with SLCC for Clerk's CiLCA course – £410

**26.4** To consider and approve tree work quotes identified in the tree survey

**26.5** To approve quote for repairs for the toilets in the pavilion - £230 labour and £169 parts

**26.6** To consider extending contract of pavilion professional cleaning company - £120 per month.

**26.7** Progress against budget review – up to June 30<sup>th</sup> 2021

**21-22/27. To discuss management of graffiti in the recreation ground**

**21-22/28. To discuss request from Comberton Crusaders for maintenance on the extension pitch**

**21-22/29. To discuss the request from Comberton United for a reduction in hire fees from September 2000 to May 2021**

**21-22/30. To receive written applications for the office of Parish councillor and to co-opt candidates to fill the existing four vacancies.**

**21-22/31. Consideration and approval of the Health and Safety Policy**

**21-22/32. To receive reports and items from committees, working groups and members for information:**

- 32.1** LDP Working Group
- 32.2** East West Railway Working Group update
- 32.3** C2C Busway Working Group update
- 32.4** Recreation Ground Working Group update
- 32.5** Consideration of a pagoda in the Recreation Ground

**21-22/33 To consider correspondence/communications received:**

- 33.1** To discuss prospective events for the Queen's Platinum Jubilee (2nd-5th June 2022)
- 33.2** To discuss request for a monthly mobile food take away service in Comberton.

**Appendix 1. Payments made in June 2021**

<b>Total expenditure for approval in June's meeting</b>		<b>Net</b>	<b>VAT</b>	<b>Total</b>
BT (DD)	Pavilion	31	6.2	37.2
Simple Solutions	Admin fee for payroll	22.5		22.5
Salaries and HMRC		1,514.93		1,514.93
3 Mobile (DD)		8.33	1.67	10
Oakes & Watson	Tree work (approved)	190	38	228
RH Landscapes	Grass cutting	1,136.66	227.33	1,363.99
Canalbs LTD	Internal audit	147.88		147.88
Shanard LTD	Bollard	100.00	20	120.00
Cleaning fee	Pavilion	120		120
Expenses for Clerk	Printer cartridges	238.62	47.72	286.34
Expenses for handyman	Paint/varnish/wood	120.47		120.47
Expenses for R Elleray	First aid kit for pavilion	30.95		30.95
Briar Security	Alarm system for pavilion	250	50	300
SLCC membership		83		83
		£ 3,994.34	£ 340.92	£ 4,385.26

**Appendix 2. Payments for approval in July 2021**

<b>Total expenditure for approval in July</b>		<b>Net</b>	<b>VAT</b>	<b>Total</b>
Madingley Mulch	Cement for posts (Nov 20)	67.38	13.48	80.86
Command Pest Control	Green End pond	35	7	42
Three mobile	Telephone contract	8.33	1.67	10
Spotless Spaces	Cleaner for pavilion	120		120
BT	pavilion telephone	29.2	5.84	35.04
Simple Solutions	Admin fee	10		10
Unity bank service charge		22.3		22.3
Salaries and HMRC		1,514.93		1,514.93
Expenses for handy person	Paint and replacement part for pavilion toilet	250.84	42.47	293.31
Briar Security call out	Pavilion alarm	80.00	16	96.00
Clerk expenses	New bin for recreation ground	168.93	33.97	202.72
SCDC	Green bin collection from pavilion	35.00		35.00
RH Landscapes	Inv 001075	1,039.99	173.33	866.66
		£ 3,381.90	£ 293.76	£ 3,328.82
<b>Balance expected C/F</b>				<b>£ 214,415.29</b>

**21-22/33. Closure of meeting**

Date of next meeting – September 8<sup>th</sup> 2021