

COMBERTON PARISH COUNCIL

Minutes of the Comberton Parish Council Meeting

held on Wednesday 14th July 2021 at 7.30 pm at Comberton Village Hall.

In attendance: Cllr Griffiths (Chairman),
Cllr Scott (Vice Chairman), Cllr Tierney,
Cllr Hollick, Cllr Westgarth &
Cllr Moffatt

County Councillor: Michael Atkins **Members of the Public:** 2

Clerk: A Bridges

21-22/19. Chairman's Welcome

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

Cllr McCabe, Cllr Ellera and Cllr Martin gave their apologies.

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)

None.

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

A member of the public introduced himself as a candidate for co-option on item 30 of the agenda. The Chairman thanked both the County Councillor and the District Councillor for their written reports.

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

It was proposed by Cllr Hollick and seconded by Cllr Griffiths to approve the minutes, all agreed. The Chair proposed to move items 30 and 27 earlier in the meeting. All agreed.

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

Mr Alex Peakin Fear introduced himself as a new resident of the village, who wanted to be involved in the parish council. Cllr Westgarth proposed to co-opt Mr Peakin Fear, this was seconded by Cllr Scott and agreed by all.

Cllr Westgarth proposed the remaining two candidates were co-opted to the parish council and this was seconded by Cllr Scott. All agreed.

Action: The clerk to send necessary paperwork to the new councillors.

County Councillor Atkins entered the meeting at 7.40pm

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

The Parish council discussed suitable places to have an organised trial graffiti wall, which was suggested to reduce graffiti elsewhere in the village. Cllr Westgarth proposed that the bunker on the recreation ground would be suitable, and this seconded by Cllr Moffatt. It was agreed that the Parish Council would paint anything over that was offensive. It was also agreed that the Clerk would explore resources that SCDC and Cambridgeshire County Council offer to remove graffiti.

Report from County Councillor:

The Chairman invited County Cllr Atkins to discuss his recent report. County Cllr Atkins firstly spoke of the high levels of Covid in Cambridgeshire, which remains the main focus of the Council.

County Cllr Atkins described the new administration at Cambridgeshire Council and confirmed support for families in receipt of free school meals in the summer holidays.

Lastly, County Councillor spoke of the Cambourne to Cambridge Busway and confirmed that an environmental impact consultation is in progress. County Cllr Atkins spoke of the emphasis for improving walking and cycling routes, in the Greenway Scheme. This will include improving cycle track links for Comberton Village College.

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

None.

21-22/25. Planning Matters

21.1 To receive a report from the Planning Committee. Noted.

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).

It was proposed by Cllr Scott and seconded by Cllr Moffatt to approve the agenda. All agreed.

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

It was proposed by Cllr Moffatt, seconded by Cllr Griffiths to approve this item. All agreed.

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

It was proposed by Cllr Westgarth, seconded by Cllr Tierney to approve this item. All agreed.

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

Three quotes for the work were discussed. It was proposed by Cllr Scott and seconded by Cllr Hollick to accept one quote for the tree survey work. All agreed.

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

It was proposed by Cllr Moffatt, seconded by Cllr Hollick to approve this item. All agreed.

26.6 To approve expenses to Clerk for replacement bin for recreation ground - £202.72.

It was proposed by Cllr Westgarth, seconded by Cllr Hollick to approve this item. All agreed.

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

It was proposed by Cllr Griffiths, seconded by Cllr Scott to approve this item. All agreed.

26.8 Progress against budget review – up to June 30th 2021

Noted.

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

It was agreed that the Clerk would check if pitch maintenance was included in the grass cutting contract. Cllr Scott discussed sowing a more hard-wearing variety of grass seed to give long term improvements to the pitch. The Chairman proposed a budget of £500 for grass seed which was seconded by Cllr Westgarth. All agreed.

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

The Parish Council agreed a reduction from September 2020 to March 2021 of £10 per match discount.

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

All agreed.

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

32.1 LDP Working Group:

Cllr Moffatt had no further updates.

32.2 East West Railway Working Group update:

Cllr Moffatt spoke of the support from the District Councillor, the local MP, and other neighbouring local villages to ensuring EWR considers alternative routes.

32.3 C2C Busway Working Group update:

No further updates.

32.4 Recreation Ground Working Group update

No further updates.

32.5 Consideration of a pagoda in the Recreation Ground

Agreed to be on the agenda for the September Parish Council meeting.

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

33.1 To discuss prospective events for the Queen's Platinum Jubilee (2nd-5th June 2022)

It was agreed that Cllr Westgarth would explore and report back on plans from the Church and the Women's Institute.

33.2 To discuss request for a monthly mobile food take away service in Comberton.

It was agreed that the mobile fish and chip caterer could have monthly visits to Comberton, situated by Harbour Avenue on the junction with Hillfield Road. This includes the condition that rubbish would be removed.

Appendix 1. Payments made in June 2021

Total expenditure for approval in June's meeting		Net	VAT	Total
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

Total expenditure for approval in July		Net	VAT	Total
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
Balance expected C/F				£ 214,415.29

21-22/33. Closure of meeting 9.04pm

Date of next meeting – September 8th 2021