

COMBERTON PARISH COUNCIL

Draft minutes of the Comberton Parish Council Meeting held on Wednesday 8th September 2021 at 7.30 pm at Comberton Village Hall.

In attendance:

Cllr Scott (Vice Chairman), Cllr Hollick, Cllr Westgarth, Cllr Moffatt,
Cllr Elleray, Cllr McCabe, Cllr Fear, Cllr Russell, & Cllr Marshall

District Councillor: Ian Sollum

Members of the Public: 1

Clerk: A Bridges

21-22/34. Chairman's Welcome - The Vice Chairman welcomed all to the meeting.

21-22/35. To receive apologies for absence and reasons: Cllr Tierney was absent from the meeting. Cllr Griffiths (Chairman) and County Councillor Atkins gave their apologies. Cllr Martin gave her apologies until January 2022 due to work commitments, which was accepted by the Parish Council.

The clerk confirmed that Cllr Black had given her resignation to the Chair.

21-22/36. 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)

Cllr Scott stated he managed the land by the permissive path, no action required.

21-22/37. Comments & observations from members of the public & County and District Councillor Reports

A member of the public spoke about the low water level of the pond and it was agreed that the existing damaged pond liner requires replacing. It was suggested that it would be an opportune time to carry out the maintenance with a less water. It was agreed to bring agenda item 46.4 – the Pond Working Group update forward in the meeting.

Cllr Elleray asked District Councillor Sollom if he could assist with a recent planning enforcement referral on new building work without the appropriate approved plans. Cllr Sollom agreed to investigate this.

Cllr Marshall entered the meeting at 8pm. The new Councillors were introduced and welcomed to the rest of the Parish Council.

21-22/38. To approve the minutes of the meetings held on 14th July 2021

It was proposed by Cllr Westgarth and seconded by Cllr Scott to approve the minutes, all agreed. The minutes were signed.

21-22/39.

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

Report noted.

21-22/ 46.4 Pond Working Group update – ecological survey for pond.

It was reported that Cllr Tierney had resigned from his positions of Parish Councillor and the convenor of the Pond Working Group on the day of the meeting. Cllr Hollick agreed to chair the Pond Working Group.

The Parish Council discussed the pond and felt that work needed to take place to rectify this as soon as possible.

Cllr Elleray proposed that the Clerk should obtain three quotes to dig out the excess sediment and bulrushes from the pond, remove the island and to install a pond liner. The pond liner would be purchased by the Parish Council separately. This was seconded by Cllr Moffatt. All agreed. It was noted that this expenditure would have to be formalised at a further Parish Council meeting. It was agreed that a licenced member of the Pond working group would spray the pond reeds beforehand to remove any weeds growing and that their licence and insurance would be checked beforehand.

21-22/40. Planning Matters

To receive a report from the Planning Committee.

- **21/03526/HFUL** - Single storey rear extension - 36 Barton Road Comberton CB23 7BP. No Comments.
- **21/03804/HFUL** - Single storey rear extension - 68 Harbour Avenue Comberton CB23 7DD. No comment.
- Planning Enforcement referral for 38 South Street, Comberton. CB23 7DZ – A planning application was withdrawn in July, but work has commenced on this property.

21-22/41. Finance, procedure and risk assessment

41.1 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 McCabe to approve the financial reports. It was approved by all. It was noted that the asset list would need to be reviewed promptly.

41.2 To approve changing monitored fire alarm at pavilion - £205 per year

It was proposed by Cllr Elleray and seconded by Cllr Westgarth that the Clerk can cancel the current fire monitoring contract and BT line at the pavilion (£323.90 per year and 37.20 per month) and change to Briar Security (£205 per year).

All agreed.

41.3 To note payment to Opus Energy to avoid late settlement (street lighting) - £68.45

Noted.

21-22/42. To discuss and approve the updated Grant Policy

The Clerk explained that the new Grant Policy allows local grants of up to £500 (this may be raised to £1,000 at the Parish Councils discretion). It also allows donations to be made twice yearly and requires applications during February and August so that decisions can be made in March and September.

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

21-22/43. Discussion of the Oak tree on recreation ground

It was proposed by Cllr Westgarth and seconded by Cllr Moffatt to gain further quotes and seek the opinion from an arborist who have investigated the diseased tree previously. All agreed.

21-22/44. Discussion of the new permissive path from Recreation extension to Green End.

The meeting concluded the path is privately owned.

21-22/45. Consideration of donation to Comberton Bowl's Club CCTV

The Parish Council discussed the request for a donation to the Bowl's Club to install CCTV due to recent acts of vandalism and trespassing in the clubhouse.

It was proposed by Cllr Westgarth and seconded by Cllr Hollick that the Parish Council donate £500 to the Bowl's Club for CCTV installation. Three voted in favour of the donation, one against and nine abstained. Action: Clerk to arrange donation to the Bowl's Club.

21-22/46. To receive verbal reports and items from working groups and members for information:

46.1 LDP Working Group – Cllr Moffatt confirmed that the Local Plan has concentrated on developing areas with good transport links and existing facilities to protect the green belt. There were no approved sites around Comberton at this stage. Cllr Moffatt confirmed the next stage of the consultation is in November.

46.2 East West Railway Working Group update – no further updates.

46.3 C2C Busway Working Group update – The Greater Cambridge Partnership is holding a Zoom meeting on the proposed C2C Busway 29th September. Residents are invited to attend and can contact the Clerk for more information.

21-22/47. To consider correspondence/communications received:**47.1 To discuss a request to manage overgrown footpaths on Swaynes Lane and between West Street and Kentings.**

It was confirmed that the handyman had removed the nettles from West Street and Kentings and noted that the surface of the footpath requires repairing. Action – Clerk to contact Cambridgeshire County Council and it was requested that residents can also log this fault online.

It was also noted that there had been a request to remove the nettles from Harbour Avenue and Hillfield Road and the grass contractor would be reminded to cut these back.

Appendix 1. Payments made in August 2021

Total expenditure for approval in August		Net	VAT	Total
Cambridge Water	Water for pavilion	248.99	0	248.99
Opus Energy	Electricity	84.71	0	84.71
Three mobile	Telephone contract	8.33	1.67	10
Spotless Spaces	Cleaner for pavilion	120		120
BT	Pavilion telephone	31	6.2	37.2
Simple Solutions	Admin fee	57.5		57.5
Salaries and HMRC		1,514.93		1,514.93
Expenses for handy person	Paint	20.83	4.16	24.99
Clerk expenses	Stamps	18.12	0	18.12
RoSPA	Course for handy person	260.00	52	312.00
RH Landscapes	Inv 001136	1,039.99	173.33	866.66
		£ 3,404.40	£ 237.36	£ 3,295.10

Appendix 2. Payments for approval In September 2021

Total expenditure for approval in September		Net	VAT	Total
Three mobile	Telephone contract	8.33	1.67	10
Spotless Spaces	Cleaner for pavilion	120	0	120
Briar Security	Emergency LED lights in pavilion	325	65	390
BT	Pavilion telephone	31	6.2	37.2
Insurance	Parish Council insurance	1,254.68	150.56	1,405.24
Simple Solutions	Admin fee	12.5	0	12.5
Salaries and HMRC		1,514.93	0	1,514.93
Handyman expenses	Paint and shower replacement part	23.32	4.66	27.98
Southern Monitoring	Fire alarm for pavilion	323.90	64.78	388.68
RH Landscapes	Inv 001136	1,039.99	173.33	866.66
		£ 4,653.65	£ 466.20	£ 4,773.19

The meeting ended at 9.03pm.