

# COMBERTON PARISH COUNCIL

## Minutes of the Comberton Parish Council Meeting

held on Wednesday 13<sup>th</sup> October 2021

at 7.30 pm at Comberton Village Hall.

### In attendance:

Cllr Griffiths (Chair), Cllr Scott (Vice Chairman), Cllr Hollick, Cllr Westgarth,  
Cllr Elleray, Cllr McCabe, Cllr Fear, Cllr Russell.

**District Councillor:** Ian Sollom

**Members of the Public:** 1

**Clerk:** A Bridges

### 21-22/34. Chairman's Welcome

The Chairman welcomed all the meeting and introductions were made to the new Parish Councillors. The Chairman suggested that item 45.4 was moved up the agenda to allow the member of the public to observe. This was agreed by all.

### 21-22/35. To receive apologies for absence and reasons

Apologies were given by Cllr Moffatt and Cllr Marshall.

### 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 Elleray stated he is a homeowner adjacent to the footpath to be discussed in item 45.4. No action required.

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

District Councillor Sollom confirmed that SCDC were unable to offer cleaning kits for graffiti, as they are restricted by health and safety regulations for the chemicals needed.

### 21-22/38. To approve the minutes of the meetings held on 8<sup>th</sup> September 2021

It was proposed by Cllr Westgarth seconded by Cllr Hollick to accept the minutes. **All agreed.** One abstention.

### 21-22/45.4 Pond working group update –

The pond working group stated that an update had been written for the Contact magazine. Two companies have visited the site and quotes are awaited. One pond company felt that it would be beneficial to keep the island and requested an environmental report before work commenced.

It was proposed that the quote would include: a clay liner for the pond and the island removed. It would also ask the contractor to build a gradient to the south side of the pond and remove the concrete. Security of the site would also be highlighted, to ensure

that pedestrians are safe when work is carried out. A professional environmental survey would be carried out if existing reports did not contain adequate information.

Cllr Scott offered to take the silt away, to give a reduced price in the quote.

This was proposed by Cllr Westgarth and seconded by the Chairman and **agreed** by all.

#### **21-22/39. Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report**

The Clerk reported that Cllr Moffatt had requested to leave the Finance Working Group and requested that two new councillors could join. Cllr Fear and Cllr Russell accepted this new role. The Clerk confirmed that working group and committee membership will be reviewed in the next meeting.

The Clerk asked if the Community Gritting Scheme was supported by the Parish Council. Cllr Ellery offered his help with this role.

Cllr Westgarth spoke of the recently damaged fence along Swaynes Lane. **Action:** Clerk to report this to the insurance company after a Police incident number is supplied.

#### **21-22/40. Planning Matters**

**To receive a report from the Planning Committee.**

The Planning Committee had recently discussed five applications, with no objections.

#### **21-22/41. Finance matters**

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

It was proposed by Cllr Ellery and seconded by Cllr McCabe to accept the payment of invoices and agreed by all.

##### **41.2 To note payments for emergency repair to zip wire and zip wire seat and damaged rubber flooring in recreation ground £888**

Noted.

##### **41.3 To approve introductory Cllr training for three new councillors at £75 each**

It was proposed by Cllr Ellery and seconded by Cllr Westgarth to approve the training. This was agreed by all.

##### **41.4 To approve quote for £430 for work to the Oak tree in the recreation ground.**

This was **agreed** by all.

##### **41.5 To consider any items to be included on the Budget for 2022-23**

It was agreed that the Clerk would invite convenors of working groups to give budget proposals for expenditure in the next financial year.

#### **21-22/42. Highway and footpath matters**

**Discussion of repairing the surface of the footpath from Green End to the recreation ground.**

Cllr Ellery proposed to accept the quote for under £237 for supplies to mend the footpath, this was seconded by Cllr Scot and agreed by all. **Action:** Clerk to organise.

**21-22/43. Review of the grass cutting and village maintenance schedule**

The Clerk stated that there was no copy of the current grass cutting contract and that the Parish Council should consider the details in the new draft tender document. It was agreed that Cllr Westgarth could assist with the document. It was also noted that the annual assets review was due, and the Clerk agreed to send the documents to the Cllr Scott.

**21-22/44. 'Six Free Trees' from SCDC discussion and agreement**

The Parish Council agreed to accept the recommendations made by the tree committee of two Rowan, two Field Maples and two Hazel trees.

**21-22/45. To receive verbal reports and items from working groups and members for information:**

**45.1 LDP Working Group** – no further updates

**45.2 East West Railway Working Group update** – no further updates

**45.3 C2C Busway Working Group update** – no further updates

**45.4 Pond Working Group update** – as above.

**45.5 Recreation Ground Working Group update** –

**Consideration of repairing of the Railway Carriage in Watts Wood** – it was agreed that it would not be financially viable to repair the carriage.

**Consideration of a covered meeting place in the recreation ground** – The Parish Council agreed to consult a PSCO to discuss if a covered meeting place would encourage anti-social behaviour in the village. **Action:** Clerk to contact Cambridgeshire Police.

This was agreed be reviewed after the Finance Working Group had met to discuss future budget plans.

**21-22/46 To consider correspondence/communications received**

**46.1 Discussion of flower bed management at Comberton crossroads**

The Parish Council thanked Mr Sewell, who had maintained the flower bed for a long time. It was agreed to advertise the role in Contact to attract new volunteers.

The meeting ended at 8.41pm

**Date of next meeting – November 10<sup>th</sup> at 7.30pm**