

**COMBERTON PARISH COUNCIL**  
**The minutes of the Meeting held on Wednesday 13 June 2007**  
**in the Village Hall at 7.30pm**

Members present:	Dr C Chambers	Dr J McCabe
Councillors:	Mr D Charge	Mrs D Morison
	Mr D Ellis	Dr H Roscoe
	Mrs S Hyde	Mr R Rowlands
	Mr A Hollick	Mr J Walsh
	Mrs J Horne	Miss C Westgarth (Chairman)
		Dr R Rintoul

In attendance: Mrs G Stoehr (Clerk), 8 members of the public and Cllr D Baldwin and Cllr Harangozo.

**Comments & observations from members of the public**

Residents from The Valley and elsewhere attended to discuss the posters that had been put up in the village by Northern Affordable Homes. There was concern that the plan's arrow does not clearly show the site. It was noted that when Mr Drummond-Hay attended the Parish Council meeting he said he would not proceed without the support of the Parish Council. Concern was expressed that the notice is misleading because it doesn't include rental costs. Cllr Harangozo said that an exception site would not go ahead without Parish Council support. Everyone was urged to attend the meeting.

The order of business was varied and item 3.5 was taken first.

3.5 (8.1) ACRE Housing Needs Survey results

The report<sup>1</sup> from the working group was considered, based on an evaluation of the responses the Parish Council supported the Group's recommendation that there was the following need for affordable housing:

- A development of 8-12 homes/dwellings;
- As many as possible should be rented (but some shared ownership may be needed to secure funding);
- From the questionnaire responses, a suitable mix would appear to be a majority of 2 bedroom houses, with a small number of single bedroom and 3 bedroom properties. However, the criteria for funding may force this housing mix to vary.

It was noted that if funding is needed, Government bids are needed to be submitted by November, or the next round in 2010. On a proposition by Dr McCabe, seconded by Mrs Morison, the Parish Council supported that there is a need and set up a working group to report back to the Parish Council with recommendations for future action. The Group should liaise with the Planning Authority, Ms Razell and others as appropriate. The membership of the group will be Dr McCabe, Dr Chambers, Mr Ellis, Mrs Morison and Mr Walsh. The vote was recorded as 10 in favour and 3 abstentions.

**1. To approve apologies for absence and declarations of interest**

All present. No declarations at this point.

1.1 The new Model Code of Conduct & to consider if to opt into paragraph 12 (2)

On a proposition by Dr Chambers and seconded by Mrs Morison it was unanimously agreed that the Parish Council adopt the Model Code of Conduct 2007 for Parish Councils (un-amended) and opt into paragraph 12(2). The Standing Orders are to be amended to detail that members with prejudicial interests and the public may speak during 'Comments and Observations from members of the public' on the agenda only.

2. **To approve the minutes of the meeting on 9 May 2007**

After the following amendments:

- Page 450 Robert Rintoul was present, delete D Coulson.
- Page 451 item 1.2.3 'co-opt',
- Page 453 Mrs S Hyde, the minutes were approved and signed by the Chairman. Proposed by Mr Rowlands and seconded by Mrs Morison.

3. **Matters arising or carried forward from the meeting including**

On a proposition by the Chairman the order of business was varied to take items 3.1 and 3.8 at the end of the meeting.

Mr D Ellis proposed that where a group or committee etc is required to have due regard for standing orders and financial regulations, add Parish Plan. Mr Ellis withdrew his initial proposal and proposed instead that the Parish Plan had a full review.

Item 6.5 was also taken at this point.

6.5 **Parish Plan**

Miss Westgarth proposed and Mr Ellis seconded, that a Parish Plan working group be set up to bring a proposal to the next meeting on what, if any, action is required. The members of the Working Group will be Dr Rintoul, Mr Rowlands, Mr Ellis (convenor), Miss Westgarth, and Dr Chambers. The proposal will include a progress report for the residents and a way forward. Mr Ellis is to be provided with the Parish Plan on CD and a printed Gantt chart for the working group.

3.2 **(1.3 & 1.6) Complaints Policy & Committee**

The complaints policy was reviewed and it was agreed that no changes were required to the policy; however the Clerk may involve a member or members of the Council to assist her helping resolve complaints at an early stage before it is progressed through the complaints procedure. If a member or member is substantially involved at this stage then they may be prohibited from hearing the formal complaint.

3.4 **(1.4.2) Village Hall Representative**

Mrs Hyde had written to say that she would like to stand down from the Tree Group and the Transport Working Group and stand as the second village hall representative instead. On a proposition by Miss Westgarth, seconded by Dr McCabe Mrs Hyde was elected as the Parish Council's second representative on the Village Institute Trustees and Management Committee.

4. **County Councillor and District Councillor reports and questions**

Cllr Baldwin reported on County matters:

- That the A428 was now fully functional - ahead of time and under budget. CCC is pressing for the remaining Caxton Gibbet section to be dualled. Praise was received from the local villages for the traffic management throughout the works.
- The A14 average speed cameras are in situ.
- The Cabinet reshuffle.
- The Northstowe inspection report.
- SCDC under Conservative control.

The Parish Council expressed concern that there was no notification at the Long Road closure last week and that this had caused problems for the residents of Long Road including the Caravan Park and also the village residents generally. Cllr Baldwin was asked to look into this and write an article for the newsletter apologising to the village.

Concerns was expressed by the Planning Committee that Cambridgeshire County Council policy has changed and it is not looking at small developments of 5 or less houses. Cllr Baldwin is to take up this matter and report to the next meeting.

The Parish Council is pleased that the resurfacing work has been done however its standard is not very good in places.

Cllr Harangozo reported on District Council matters:

- The procedure for planning applications at SCDC was being changed. Now all objectors and applicants have an opportunity to raise matters at committee.

He also tendered his apologies for the next meeting.

## **5. Finance, Procedure and Risk Assessment**

### **5.1 To receive the financial report and to approve the payment of bills<sup>2</sup>**

The financial report was received and considered and checked by a member against the invoices and statements before the cheques were signed. On a proposition by Miss Westgarth, seconded by Mr Rowlands it was agreed that the payments as listed in the financial report should be paid.

SCDC (Pavilion Invoice)	£124.00
MD Landscapes (Grasscutting)	£793.13
Caxton Consulting (Internal Audit)	£40.00
Connections Bus Project (Jan-Mar 07)	£675.00
Cyber Checkout (Gazebo)	£158.85
Andrew Marsh (Handyman)	£120.00
RT Abraham (Handyman)	£129.97
Suffolk Acre Services (Insurance)	£19.62
Suffolk Acre Services (Insurance)	£730.30
MD Landscapes (Grasscutting)	£922.38
Mills & Reeve (VH Lease & Land Registry)	£2157.82
LG Stoehr (Salary)	£136.82
LGS Services (Admin Support)	£872.02
Warton & Clark (Skip Hire)	£145.00
BT (Telephone Bill)	£57.00

### **5.2 CCC – Interactive Roundabout sign, Barton Road – to consider the costs**

On a proposition by Miss Westgarth, seconded by Mr Charge, with one abstention, the Council agreed to proceed with the supply, delivery and installation of the interactive sign post and the electric connection as detailed in the letter from the County Council. The Parish Council looks forward to the clutter of signage being tidied up.

The Transport Working Group is to look at the signage generally in the village.

## **6. To receive reports and members items and consider recommendations contained therein**

### **6.1. Planning report<sup>3</sup>**

Concern was expressed that a SCDC officer was telling residents that it was not worth commenting on applications. Cllr Harangozo is to write an article for Contact.

### **6.2 TWG report**

The Parish Council was pleased with the work at the junction of Long Road and St Neots Road, in particular that the long requested signage/improvements had now been made. Thanks were expressed to Cllr Harangozo for his persuasiveness in getting CCC to do this.

A streetlight in West St has been damaged by a vehicle. The police have been informed. CCC is to be informed that the Parish Council prefers the yellow sodium lights and the light to be moved back to a better location.

It was noted that an oil tanker had damaged a footpath in The Valley and it was agreed to notify CCC.

6.3 CALC and South Cambs Liaison Meeting 7<sup>th</sup> June Cambourne

Mr Ellis' report<sup>4</sup> on the CALC meeting he had attended was considered.

6.4 Police Liaison Report<sup>5</sup>

Mr Charge reported on the meeting that he and the Chairman had attended.

6.6 Recreation ground report

It was noted that the Connections Bus contract ends in June. On a proposition by Mrs Hyde, seconded by Mrs Horne it was agreed to extend the contract to the end of August. As agreed at the last meeting members are to visit the Bus and this and youth provision is to be an agenda item for the next meeting.

**7. To receive reports and consider recommendations contained in the reports**

7.1 Mr Banyard – problems with committee room

The Parish Council agreed wholeheartedly with Mr Banyard regarding the conditions in the meeting room, i.e. the roasting heat, the hearing loop not working, the layout of the room and visibility problems due to the shape of the room. The Parish Council considered looking at alternative venues but agreed to ask the Trustees that the Parish Council meet in the main hall for future meetings. The Planning Committee does not have to meet in the same room as the Parish Council. The vote was recorded as 10 in favour with 3 abstentions.

7.2 Consultation with the Travelling and Settled Communities – Thursday 19<sup>th</sup> July 2007 3pm to 7pm at South Cambridgeshire Hall, Cambourne<sup>6</sup>

Noted.

3.8 (6.4) Clerk's terms and conditions of service annual review

3.1 (3.3) EDF Lease negotiations

At 9.45pm on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 in view of the confidential nature of the business to be transacted, that is the Council considering the Clerk's terms and conditions and a the Council considering commercially sensitive information i.e. the terms of a lease, the public and the Clerk were temporarily excluded from the meeting and were instructed to withdraw. The meeting was closed to the public and the Clerk left the meeting. At 10.10pm the Clerk was invited to rejoin the meeting for the EDF item.

The meeting was reopened to the public at 10.16 pm.

**10. Closure of meeting**

There was no further business and the meeting closed at 10.18 pm.

Signed ..... Chairman .....date

<sup>1</sup> ACRE Housing Needs Survey results

<sup>2</sup> Financial Report

<sup>3</sup> Planning report

<sup>4</sup> CALC and South Cambs Liaison Meeting 7<sup>th</sup> June Cambourne

<sup>5</sup> Police Liaison report

<sup>6</sup> Consultation with the Travelling and Settled Communities