

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 8 January 2014 in the Village Hall at 7.30pm

Members present:	Miss A Bacon (Chairman)	Mr S Moffat ^(SM)
Councillors:	Mr P Crossley ^(PC)	Mr B Pemberton ^(BP)
	Mr R Elleray ^(RE)	Mrs J Preston ^(JP)
	Mr H Griffiths ^(HG)	Mr N Taylor ^(NT)
	Mr A Hollick ^(AH)	Miss C Westgarth ^(CW)

In attendance: one member of the public, County Cllr S Frost and Mrs G Stoehr (Clerk).

1. Apologies for absence and declarations of interest

Apologies for absence were received from Cllrs McCabe (ill), and Scott (ill).

1.1 To receive declarations of interests from councillors on items on the agenda

Cllr Moffat declared an interest in Item 3.3 as a trustee of the Comberton Playground Project.

Cllr Westgarth declared a pecuniary interest in items 5.4.1 to 5.4.3 relating to the budget, and the setting of the precept as a resident and taxpayer, and disclosed the existence of her dispensation to enable her to speak and vote on matters relating to the precept. She also declared an interest as a member of the Parochial Church Council.

Cllr Pemberton declared an interest in the item relating to the S137 grant, as his son was a member of the Comberton Crusaders, and declared a pecuniary interest in items 5.4.1 to 5.4.3 relating to the budget, and the setting of the precept as a resident and taxpayer. He disclosed the existence of his dispensation to enable him to speak and vote on matters relating to the precept.

Cllrs Moffat, Bacon, Preston, Pemberton, Crossley and Griffiths declared a pecuniary interest in items 5.4.1 to 5.4.3 relating to the budget, and the setting of the precept as residents and taxpayers, and disclosed the existence of their dispensations to enable them to speak and vote on matters relating to the precept.

1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

None.

1.3 To grant any requests for dispensation as appropriate

None.

Comments & observations from members of the public and County and District Councillor reports

County Cllr Frost reported on:

- A complaint from a resident of Hines Lane about car parking on the verge. The Transport Working Group is looking into this problem and also one at Hillfield Road and by the pond.
- Blocked drains in Barton Road. Cllr Frost was asked to arrange clearing. Concerns were expressed at a lack of liaison between Cambridgeshire County Council and South Cambridgeshire District Council regarding road clearing.
- There is a lack of "Road Closed" signage on turning left out of Swaynes Lane.
- There is a deep pothole in Swaynes Lane just past Bush Close. Cllr Frost will follow up on this.

2. To approve the minutes of the last meeting on 11 December 2013 including the confidential employment minute

RESOLVED that the minutes of the last meeting on 11 December be approved ^(Prop RE, 2nd HG, carried with 2 abstentions) and signed by the Chairman, after the addition of 9.20 pm as the time of closure of the meeting.

3. Matters arising or carried forward from the meeting or a previous meeting for discussion or decision and to note the Clerk's report

The Clerk's report, which included background to items on the agenda and matters arising, was noted.

3.1 (6.1) Football Club complaint regarding charges for re-arranged fixtures and request that the statement is changed including report on meeting with the Football Club

The meeting with the Football Club will take place tomorrow. Carried forward.

3.2 (6.2) Eastern Tree Surgery's arboricultural report – to consider the report and recommendations including the trees at the back of the school, and the Tree Group's report

The Parish Council is to consider the positioning of the proposed trees in Long Road perhaps to enable a cycle path at some future date. Cllr Preston declared an interest as a resident of Long Road. RESOLVED to accept the Tree Group's recommendation including the budget requirement. ^(Prop HG, 2nd CW)

3.3 To consider and approve the Comberton Playground Project's play equipment scheme for the Recreation Ground and to consider whether the play area should be fenced

The plans (not to scale) from Komplan and the project costs were considered. A site meeting had taken place with WREN who are looking at the phasing and it is expected to hear the outcome in the middle of March. WREN encouraged that consideration be given to the fencing of the play area.

RESOLVED that the Comberton Playground Project is to look at the feasibility of retaining the swings and report to the next meeting.

Phase 1a £70,000; Phase 1b £20,000; Phase 2 £36,000; Phase 3 Not costed.

Further to the report at the last meeting the phasing will be Phase 1b and young children's equipment and Phase 2c swings and younger children's equipment. There will be no phase 1c as this will be incorporated into Phase 2.

3.4 (5.5) Assets review – to consider the quotations for the pavilion and garage roofing works and also for the skate park

RESOLVED to accept the kind offer from Cllr Elleray to undertake the work excluding the tiling free of charge and that the Council reimburse him for out of pocket costs for the at approximately £100.

RESOLVED to ask Coulsons to carry out supply and fitting of the roof tiles only.

The quotation from RPM for the skate park was considered. Cllr Pemberton is to discuss this with RPM and bring a report and recommendation to the next meeting.

4. Finance, procedure & risk assessment

4.1 To receive the financial report and to approve the payment of bills

Cllr Westgarth declared an interest in the reimbursement payment to her.

RESOLVED to receive the financial report and check that this be checked against the invoices and statements before the cheques are signed at the end of the meeting.

RESOLVED ^(Prop AB, 2nd BP) that the payments as listed in the financial report should be paid, plus Wright Way Cleaning (Pavilion Cleaning) £216.00, CGM £130.59, LGS Services (Annual Report) £600.00, Connections Bus Project (Bus visits) £3081.00, and C Westgarth (reimbursement) £10.50.

CGM (Grass cutting)	£70.60
Wright Way Cleaning (Pavilion clean)	£288.00
C Westgarth (Christmas lights expenses)	£53.03
Eon (Electricity)	£89.73

LGS Services (Admin support)	£1566.24
Salaries	£301.70
Cambs ACRE (Affiliation fee)	£48.00
ICO (DPA renewal)	£35.00
LGS Services (Admin support)	£1470.16

Credits including S106 monies, reimbursement of the shared village sign inspection and a water charge, were noted.

5. To receive reports and recommendations from committees, working groups and members

5.1 Planning Committee report

Taken as read.

5.2 Recreation Ground Working Group (RWG)

Richard Egerton of Sport England had accepted the Agrostis reports and surveys and it was hoped to approve the tender at the next meeting.

5.3 Transport Working Group (TWG) proposed cycle path and consideration of insurance requirements

The TWG report was considered. The requirements of St John's College were noted. RESOLVED that the Parish Council agree to sign the agreement and provide the public liability cover of £10M subject to legal costs, and a quotation being received and considered at the next meeting. ^(Prop BP, 2nd SM) Coton Parish Council is to be asked to contribute to the legal costs as their children will use the path from Coton to Comberton Village College.

5.4 Budget Working Group – to consider the report and recommendations including

5.4.1 To review the budget FY 2014

The Finance and Budget Working Group's report and budget recommendation was considered.

Income from debtors and earmarked or general reserves, including the reserves for working groups were considered.

5.4.2 To consider and approve a budget for FY 2015

The draft budget was considered. Connections Bus Project had indicated that the building based systems for youth services were not feasible.

The Drift had been used by 31 off-road motorbikes, thus making the Drift unusable.. It was agreed to budget the sum of £1000 towards a seasonal order to close the Drift to close the byway to traffic during the winter.

RESOLVED ^(Prop RE, 2nd CW) to accept the quote from CGM for pavilion cleaning at a cost of £38 per clean.

RESOLVED to approve the budget for FY15. ^(Prop RE, 2nd CW)

5.4.3 To set and demand the precept for FY 2015

The Recreation Ground working group's budget of £12,500 plus £2500 reserves was agreed and in addition there is a contingency budget if required

RESOLVED ^(Prop RE, 2nd CW) to seek a precept of £57,000 from South Cambridgeshire District Council, being the amount required by the Parish Council to balance its budget.

Thanks were expressed to the Finance and Budget Working Group.

6. To consider matters arising out of correspondence/communications received

None.

2 To approve the minutes of the last meeting the confidential employment minute

At 9.32 pm, 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

