

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 12 November 2014 in the Village Hall at 7.30pm

Members present:	Miss A Bacon (Chairman) ^(AB)	Dr J McCabe ^(JM)
Councillors:	Mr R Elleray ^(RE)	Mr B Pemberton ^(BP)
	Mr H Griffiths ^(HG)	Mrs J Preston ^(JP)
	Ms S Higman ^(SH)	Mr N Taylor ^(NT)
	Mr A Hollick ^(AH)	Miss C Westgarth ^(CW)

In attendance: 4 members of the public including Ms C Abraham (Comberton Playground Project (CPP)) and also County Cllr S Frost and Mrs Gail Stoehr (Clerk).

1. Apologies for absence and declarations of interest

- 1.1 To receive written apologies for absence and reasons
 Apologies for absence were received from Cllrs Scott and Moffat (both unwell).
- 1.2 To receive declarations of interests from councillors on items on the agenda
 Cllr Westgarth declared an interest in any item affecting the School, as a school governor, and also the existence of her dispensation.
- 1.3 To receive written requests for dispensations for interests (if any)
 None.
- 1.4 To grant any requests for dispensation as appropriate
 None.

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

A resident spoke about problems with the supply of fibre optic broadband. He referred to a plan showing where residents have a direct connection to the exchange, but Openreach has no plans to upgrade the exchange to include these areas. He wished to find out who else suffered from the same problem, perhaps with a view to setting up a pressure group.

Cllr Frost explained that Connecting Cambridgeshire was consulting with the market to re-draw the map and colour code it in order to provide an accurate picture for a 2015 start. It was suggested that Connecting Cambridgeshire, who are government funded, install a cabinet in the exchange. The resident is to place an article in Contact and report back to the Parish Council.

A resident raised concerns that the street lighting in Green End, and stated that the lamps were so far apart that areas were dark due to the spacing. There have been complaints in Barons Way and Harbour Avenue, and complaints about new lights installed in the trees. Balfour Beatty had reported that this was the responsibility of the tree owners.

A resident complained about the lack of maintenance of the landscaping in Normandy Close. The wire fencing is slack and needs re-fastening. Dead trees also need replacing.

District Cllr Scott's report was taken as read.

County Cllr Frost provided a verbal report. He expected an email tomorrow confirming that the street light in Harbour Avenue would not be removed.

He reported on:

- the budget process for the County Council.
- The verges grass cuts will be reduced from 3 to 2 cuts per annum.

Concerns were expressed to the County Councillor that ancillary signs were not being re-affixed to lighting columns, such as 30 mph signs, dog fouling and Neighbourhood Watch signs which had either been removed from the village or were in the ditch.

A complaint was made about a street light on Barton Road facing into Hines Lane, where a dark area had been left despite assurances from Balfour Beatty that it would not be removed. Interactive bus signs on West Street had already been reported and the other sign on Barton Road was also not working.

2. To approve the minutes of the last meeting on 8 October 2014 including the confidential minutes

RESOLVED that the minutes of the last meeting on 8 October be approved ^(Prop JM, 2nd CW) and signed by the Chairman, after the following amendments: under Apologies, to delete the words “after the meeting”, under Comments, to read “opposite the verge”; and to re-word item 5.3 to read “replace the trees and seek sponsorship.”

There were no confidential minutes available so approval of these was deferred to the next 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 (5.2.2) To consider the Agrostis fees and pitch maintenance report

Consideration of the specification was deferred to the next meeting.

RESOLVED to pay Agrostis the reduced sum of £1800 plus VAT from the reserves.
^(Prop AB, 2nd CW, carried with 8 in favour and 2 against)

3.3 (6.9) Balfour Beatty – street lighting designs for upgrade – to consider complaints received from residents and the proposed removal of lights by alleyways

RESOLVED that the growing number of complaints, details of the ones known already, plus the light opposite Hines Lane, are to be raised with Balfour Beatty.

RESOLVED that the Parish Council had taken representations to Balfour Beatty on behalf of residents but they had not responded favourably and the Parish Council regretted that it had done all it could. An article is to be placed in Contact.

3.4 (6.4) Normandy Close landscaping – to consider a quote for maintenance work

RESOLVED to accept the quotation from CGM to weed now and spray in March, and fix the fence for £468.00.
^(Prop HG, 2nd RE)

Consideration of ongoing work was deferred to the next meeting.

3.5 Ditch clearance to the rear of the Meridian path along the back of the Bowls Club

RESOLVED to accept the quotation from Rooke and Sons for £1150 with the proviso that he will remove a two metre width of the hedge between the grass section adjacent to the Recreation Ground tennis court and the Recreation Ground extension to allow access. It should start one metre from the East-West hedge junction.
^(Prop BP, 2nd CW)

4. Finance, procedure & risk assessment

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

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

RESOLVED ^(Prop HG, 2nd BP) that the payments as listed in the financial report should be paid, plus P Oakes (Tree work) £1992.00 and £96.00, CGM (grass cutting) £784.51, and CGM (Cleaning) £182.40.

Peter Oakes (Tree works)	£216.00
Salaries	£589.82
CGM (Cleaning)	£45.60
CGM (Grass cutting)	£150.90
CGM (Grass cutting)	£416.03
Ace Fire (Fire extinguisher service)	£134.76

RDP (Pavilion valuation)

£300.00

Credits including a VAT reclaim, pitch hire fees, and S106 money, were noted.

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

5.1 Planning Committee report

The Planning report as circulated was taken as read.

A planning application had been received for an extension to the dental surgery.

5.2 Tree Group – to consider the recommendations contained in their report and the costs of any works

RESOLVED to co-opt David Hughes as a member of the Tree Group. (Prop JM, 2nd BP)

RESOLVED to accept the quotations from Peter Oakes for £140.00 for the removal of willow saplings in the pond and £40.00 for the removal of a tree on the memorial site. (Prop JM, 2nd CW)

RESOLVED to note that the Tree Group would not be able to plant the new trees as originally thought, to note the quotes received for the planting and to defer a decision on the planting of 5 trees and the order for the trees until the January meeting.

The Picus report had been received today.

A tree had been felled on Parish Council land opposite Harbour Avenue, by the Meridian School, by persons unknown.

Shrubs planted on Parish Council land – deferred to a future meeting.

3.2 (5.2.3) Recreation Ground fees and bookings arrangements

RESOLVED to opt in to tax on the recreation ground and land extension (Prop RE, 2nd CW).

RESOLVED to adopt the schedule of fees as detailed in the FBWG report inclusive of VAT to start on 1st January 2015.

RESOLVED Proposals a) to g) be adopted i.e. (Prop RE, 2nd CW)

- a) the Council installs a time switch on its immersion heater to prevent it being left on or a suitable ON indicator near the alarm, whichever is the cheaper.
- b) if the Clubs take the option of cleaning themselves then the Council purchase new brooms, bucket, mops etc.
- c) a deposit is taken from all clubs at the start of the season for any damage or if the pavilion is not left clean. (an inspection regime would need to be adopted).
- d) the updated booking form is adopted.
- e) a notice is put up the pavilion to indicate that food prepared on the premises may contain allergens etc.
- f) the phone is removed from the premises and all diverts are removed (thus saving phone charges given that the Clerks phone number is given on all material). The phone line has to be retained for the fire alarm service.
- g) the office is locked for CPC use only. Any club materials can be stored free of charge in the Recreation ground garage.

RESOLVED that the RWG would inform and discuss this all with the sports clubs.

5.3 Transport Working Group

RESOLVED to receive the report.

5.3.1 Permissive Path agreement to consider adoption of the agreement and the maintenance costs

Confirmation was awaited that cycling would be included in the Permissive Path agreement.

RESOLVED that while cycling was preferred the agreement could be signed by the Council even if cycling could not be negotiated at this time.

The quotation for the maintenance of the field side of the fence once every three years, and grass cutting of the permissive path surfacing was deferred to the next meeting. RESOLVED that if no material change occurs, the same agreement will be made with other landowners along the proposed permissive path route. (Prop BP, 2nd RE)

5.4 Comberton Playground Project report

On a proposition by the Chairman, the meeting was briefly adjourned to enable Caroline Abraham to speak to the Comberton Playground Project report on the sandpit project.

RESOLVED to receive the CPP report and that CPP could reconsult on the sandpit equipment, subject to approval from Awards for All, on the re-allocation of the funding and the selection of equipment.

RESOLVED that the Parish Council was agreeable to Option 1 having covered this at its last meeting and will accept Option 3 if necessary.

5.5 Employee Review Working Group

On a proposition by the Chairman, it was agreed to vary the order of business to take this item at the end of the meeting.

5.6 Policy and procedures for reporting trees and other matters

RESOLVED to note the current policy of reporting matters arising between meetings to the Clerk who had delegated powers to deal with certain matters or would report them to the appropriate authority. Trees can be reported to the member with responsibility for liaising with the Tree Group (Cllr McCabe this year) or the Clerk.

RESOLVED to grant permission for the use of the Recreation Ground by the PTA for an event in June 2015 free of charge, provided that it did not interfere with Cricket matches and a risk assessment was undertaken by the PTA.

5.7 Residents' complaints about daytime parking in Kentings

RESOLVED given the complaints from residents and the increased parking in this area a letter is to be sent to Comberton Village College, reminding it of its agreement that the situation would be monitored and improved.

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

6.1 Resident – excessive parking outside garage in Green End, particularly on verge

RESOLVED that the Parish Council had already agreed that bollards should be placed on the pond side and noted that this was still outstanding.

RESOLVED that the TWG is to monitor and the PCSOs are to be asked to carry out a check.

6.2 Electoral review of Cambridgeshire

Noted.

At 10.35 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 confidential nature of the business to be transacted, that is, employment matters, the public were temporarily excluded from the meeting and were instructed to withdraw. The public and Clerk left the meeting and did not return.

7. Closure of meeting

The meeting was reopened. There was no further business and the meeting was declared closed at pm.

SignedChairmandate