

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 13 January 2016 in the Village Hall at 7.30pm

Members present:	Miss A Bacon (Chairman) ^(AB)	Mrs J Preston ^(JP)
Councillors:	Ms A Barford ^(ABar)	Mr T Scott ^(TS)
	Mr H Griffiths ^(HG)	Mr N Taylor ^(NT)
	Ms S Higman ^(SH)	Ms C Urquhart ^(CU)
	Mr A Hollick ^(AH)	Miss C Westgarth ^(CW)
	Mr S Moffat ^(SM)	

In attendance: 3 members of the public including District Cllr F Burkitt 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 Cllr McCabe (illness).

1.2 To receive declarations of interests from councillors on items on the agenda and details of any dispensations held

Cllr Hollick declared an interest in Item 4.2 as a Trustee of the Village Hall, and also the existence of his dispensation.

Cllrs Bacon, Griffiths, Higman, Hollick, Scott, Taylor, Urquhart and Westgarth declared an interest in Item 5.6 as residents and ratepayers, and also the existence of their dispensations.

The Clerk advised on the ex-minister's and NALC guidance on dispensations in respect of setting the precept.

1.3 To receive written requests for dispensations for interests and to grant any requests for dispensation as appropriate (if any)

Cllr Barford's written dispensation in respect of setting the precept, enabling her to speak and vote, was received and granted.

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

A resident reported a puddle of water at the bottom of Long Road/The Drift and that a sign at the lay-by in Toft Road was in the ditch.. Cllr Westgarth indicated that she would report these.

It was suggested that chicken wire should be installed on Watts Road bridge.

Cllr Burkitt thanked the Parish Council for the new permissive path agreements now in place, the footbridges, seeding and the clearance of scrub.

2. To approve the minutes of the last meeting on 9 December 2015 and the confidential minutes of 9 December

RESOLVED that the minutes of the meeting on 9 December be approved and signed by the Chairman, after two amendments under item 6.1.2 "Musto" and "be on the team".
(Prop AB, 2nd HG, carried with 2 abstentions)

RESOLVED that the approval of the confidential minutes of 9 December be deferred to the next meeting.

3. Co-option to fill casual vacancy

None.

4. 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.

- 4.1 (4.5) To consider employing an officer to deal with recreation ground matters
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.

- 4.2 (6.3) Steps to the rear of the village hall
RESOLVED as the steps were not on the Parish Council's title nor on the village institute lease and the Chairman of the Trustees had been advised that the steps should not be used to write with the Parish Council's concerns to CCC as they appear to be on the highway verge. ^(Prop HG 2nd SM one abstention)

- 4.3 Pensions Enrolment – to consider correspondence from Toft Parish Council suggesting sharing the cost of a pensions adviser
Deferred to the end of the meeting.

5. Finance, procedure & risk assessment

- 5.1 To receive the financial report and to approve the payment of bills

Cllr Westgarth declared an interest in the payment to herself in reimbursement of Christmas lights expenses.

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 ABa, 2nd HG unanimous) that the payments as listed in the financial report should be paid, plus CGM (graffiti removal play equipment) £88.80, CGM (graffiti removal bus shelter) £177.60, and C Westgarth (reimbursement for Christmas lights) £41.52.

Connections Bus Project (Youth bus)	£2250.00
Cambs ACRE (Affiliation fee)	£54.00
Salary	£271.87
Salary	£20.00
LGS Services (Admin support)	£1485.25
Peter Oakes (Tree works)	£192.00
Alarm Maintenance (Alarm service)	£94.80

It was noted that the affiliation fee to Cambridgeshire ACRE was £54.00 rather than £52.00 as listed in the finance report.

Credits, including the Sport England grant, S106 money for Long Road, and a donation for a bench in West Street, were noted.

RESOLVED as regrettably the Council had been let down by its contractor and the hedge cutting could not be carried out now as the land was waterlogged Cllr Taylor is to speak to CGM about completing the work as soon as possible.

- 5.2 Clerk's report on any use of delegated powers

The Clerk's use of her delegated powers was noted, as follows:

- To contract CGM to apply non-slip strips to Watts Wood bridge.
- To contract Andrew Hodge Contracting to install two footbridges at £2975.00 plus VAT, fencing at £25.00 per metre plus VAT or £125.00 plus VAT and clear scrub at £320 plus VAT on the permissive path.

Seeding the permissive path is to be an agenda item for the next meeting.

RESOLVED that a letter is to be sent to Coton Parish Council asking for its contribution towards the path.

Cllr Preston left the meeting at 9pm

- 5.3 To review the budget FY2016
The budget for FY2016 was reviewed.
- 5.4 To consider the pavilion electricity renewal quote
RESOLVED to accept the quotation from EON for 3 years fixed. (Prop HG, 2nd SH, unanimous)
- 5.5 To consider and approve the budget for FY2017
The draft budget was considered at length.
RESOLVED to accept the baseline budget as a starting point and to
 - make budgetary provision of £1000.00 for S137 donations. (Prop SM, 2nd NT, carried with 1 abstention) Cllr Westgarth declared an interest as Church Warden.
RESOLVED (Prop SM, 2nd NT, unanimous) to
 - include £3000 for a Contingency budget.
 - provide a reduced sum of £6000 for the Transport Working Group budget.
 - to release up to £10,000 from reserves to balance the budget for FY2017
- 5.6 To set and demand the precept for FY2017
RESOLVED to approve the budget for FY2017 and to seek a precept of £59,400 from South Cambridgeshire District Council. (Prop AB, 2nd HG, unanimous)
6. **To receive reports and recommendations from committees, working groups and members**
None.
7. **To consider matters arising out of correspondence/communications received**
- 7.1 Resident complaint about dog fouling
RESOLVED to request that SCDC provide a dog bin at the bottom of the cut through by the Meridian, by the Barton Road near Harbour Avenue, and another on the path from Barons Way to South Street, and also to obtain 20 stickers for lamp posts. Cllrs Scott and Taylor is to meet Heidi Duffett on site. (Prop NT, 2nd SM, unanimous)
RESOLVED that Cllr Westgarth should send an article about dog fouling to Contact.
- 7.2 SCDC Local Plan – proposed modifications consultation
Noted.
- 7.3 SCDC Village Hero consultation
RESOLVED that Cllr Westgarth be nominated to attend the Buckingham Palace Garden Party. (Prop AB, 2nd NT, unanimous)
RESOLVED that to Don Fisher for a Village Hero Award, for being active in the village with the Church and Village Hall in a quiet and unassuming way; the members and trustees of the Comberton Playground Project for the Community Group Award, and Rex Webb for the Unsung Hero Award, as he fundraises tirelessly. (Prop CW 2nd SH unanimous) Cllrs Westgarth and Higman are to prepare the nominations.
- 7.4 CCC advocacy consultation
Noted.
- 7.5 Resident complaint about fallen leaves and request that the Parish Council clears them
RESOLVED to respond that the Parish Council is unable to do this as it would set a precedent, but that the resident should contact Isaiah 58 or the Comberton Village College Community Volunteers.
- 4.1 (4.5) To consider employing an officer to deal with recreation ground matters
- 4.3 Pensions Enrolment – to consider correspondence from Toft Parish Council suggesting sharing the cost of a pensions adviser
At 9.30 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 Clerk and the public were temporarily excluded from the meeting and were instructed to withdraw and did not return when the meeting was re-opened to the public.

8. Closure of meeting

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

Signed Chairmandate _____

APPROVED