

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 10 February 2016 in the Village Hall at 7.30pm

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

In attendance: 1 member of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

1. Apologies for absence and declarations of interest

- 1.1 To receive written apologies for absence and reasons
 Apologies for anticipated lateness were received from Cllr Westgarth.
- 1.2 To receive declarations of interests from councillors on items on the agenda and details of any dispensations held
 None.
- 1.3 To receive written requests for dispensations for interests and to grant any requests for dispensation as appropriate (if any)
 None.

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

The Chairman thanked Councillors for attending the “Meet the Councillors” event. Offensive graffiti was reported at the skate park.

Dog fouling was reported at Green End, on the path by the School, and by the pond. A request was made for lamp post stickers for other parts of the village in addition to Green End. Advice will be sought as to how members should respond to residents regarding dog fouling. No County Councillor report was available.

Cllr Scott as District Councillor reported on the success of the “Meet the Councillors” event. Appreciation was expressed to those who attended. A number of issues had been raised by residents:

- Bennell Farm
- Zebra crossing – a resident had suggested there should be two, one at Costcutter and one at Harbour Avenue.
- Bins – a complaint had been received about bins not being put back properly after being emptied. It was acknowledged that the refuse collectors had a difficult job.
- Dog mess not being cleared up at the back of Hillfield Road and Harbour Avenue.
- Issues with low frequency sound from ground source heat pumps near the mini roundabout.
- A dangerous branch of an oak tree at Woottens Close – it was noted that this was on private land and not the Parish Council’s responsibility.
- Potholes in Swaynes Lane and South Street.
- Street lights – residents complained about the process and that there were some dark areas.
- Parking on the pavements
- The condition of gardens and pavements in Nursery Way and Hillfield Road.

Cllr Scott also reported on consultation on the proposed Park and Ride at Haggis Farm. The location had changed and was now proposed for the immediate south side of the road from junction 14 of the M11, between the cemetery and the M11. It was observed that the City Deal wanted all the Park and Ride facilities on the outside of the M11. It was observed that the principle of a linking bus route between the Park and Ride sites was a good idea but there would probably be a need for more buses to prevent queuing traffic where the A603 meets the M11, especially in the rush hour, and that the absence of any service at times gave no incentive to use the buses.

Cllr Westgarth arrived during this item at 7.42 pm.

Cracks were reported in the cycle path from Comberton to Cambridge and cracks in the pavement between the M11 and Newnham, which posed a hazard to cyclists.

A park and cycle site was also proposed.

A resident had contacted Cllr Higman regarding parking problems in Hillfield Road. Following a site visit with the Highways Officer, indications had been received that double yellow lines could be achievable on the corner, subject to consultation. This is to be an agenda item for the Transport Working Group.

Complaints from residents about parking in front of the garages will also be considered by the Transport Working Group.

2. To approve the minutes of the last meeting on 13 January 2016 and the confidential minutes of 9 December

RESOLVED that the minutes of the meeting on 13 January be approved and signed by the Chairman, after an amendment after item 5.2 to read “Cllr Preston left the meeting at 9 pm.” (Prop NT, 2nd AB, carried with 1 abstention)

RESOLVED that the confidential minutes of 9 December be approved and signed by the Chairman after an addition to the title to read “Minutes of Parish Council discussion on Clerk’s review on 9 December 2015” and at the end to delete “deferred for a future meeting.” (Prop NT, 2nd AB, carried with 2 abstentions)

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 (5.2) To consider arrangements and costs of seeding the permissive path

One quotation had been received. Cllr Higman will pass this to the Clerk. RESOLVED to suspend the Financial Regulations to accept the quote from Rooke and Son for £1100.00 plus the cost of seeds approximately £450.00. (Prop ABac, 2nd NT, unanimous)

It was noted that Coton Parish Council had been asked for their contribution.

4.2 (4.5) To consider employing an officer to deal with recreation ground matters

On a proposition by the Chairman, it was agreed to defer this matter to the end of the meeting.

4.3 (4.5) To consider allocating a delegated budget to the Gardener/Litter picker so he may purchase supplies he needs for his job

RESOLVED that the Clerk should liaise with Mr Sewell to ascertain his requirements. The whereabouts of the litter picking tool is to be checked. RESOLVED to allow a budget of up to £50.00. (Prop Sh, 2nd JM, unanimous)

5. Finance, procedure & risk assessment

5.1 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 ABac, 2nd SH unanimous) that the payments as listed in the financial report should be paid, plus Eon (Electricity – Direct Debit) £197.76.

J Folbigg (Cleaning expenses)	£25.00
Cambridge Water (Water bill)	£131.92
ICO (DPA)	£35.00
Salary	£436.87
Salary	£20.00
LGS Services (Admin support)	£1486.27

RESOLVED to arrange for the removal of graffiti which is all over the skate park.

5.2 Clerk’s report on any use of delegated powers including to consider if the Council or the Football Club should meet the additional cost of mops

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

- To issue an order number for £25 to Comberton United so they could purchase new smaller mops. RESOLVED that the Parish Council is willing to pay for the mops up to the value of £25.00, given that the Football Club has indicated its willingness to cover the balance of the total cost of £37.92.
- To place an order with Buchans to undertake all the works identified in the assets review at a cost of £1447.00 plus VAT.

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

RESOLVED to note that a celebration of the SCDC Annual Awards nominations is to be held on 10 March at 7.00 pm.

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

7.1 Comberton Baptist Church – Pudding in the Park request for funding and for use of Pavilion toilets

RESOLVED, noting the great success of last year’s event, to support the event and agree to the request. RESOLVED to sponsor the cost of the Jez O magic show at a cost of £240.00. ^(Prop CW, 2nd JP, carried with 2 abstentions)

7.2 Resident – request for work on tree adjacent to 11 St Thomas Close to be completed earlier

The resident’s request and the report of the Tree Warden were considered. RESOLVED to ask Peter Oakes to provide an opinion on the tree and a quotation for any work required, and to consider the matter further at the next meeting.

Cllr Taylor reported that he was liaising with CGM regarding the cutting of the Bowls Club hedge by the tennis courts, and the Recreation Ground hedges. Cllr Taylor has asked CGM to check the status of the work and will raise the matter with CGM at their meeting tomorrow. The completion of the spraying of the Public Open Space at Normandy Close will also be checked.

4.2 (4.5) To consider employing an officer to deal with recreation ground matters

At 8.30 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 Minutes Secretary 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