

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 9 March 2016 in the Village Hall at 7.30pm**

Members present:	Miss A Bacon (Chairman) <sup>(AB)</sup>	Mr T Scott <sup>(TS)</sup>
Councillors:	Ms A Barford <sup>(ABar)</sup>	Ms L Tatnell <sup>(LT)</sup>
	Mr H Griffiths <sup>(HG)</sup>	Mr N Taylor <sup>(NT)</sup>
	Mr A Hollick <sup>(AH)</sup>	Ms C Urquhart <sup>(CU)</sup>
	Mr S Moffat <sup>(SM)</sup>	Miss C Westgarth <sup>(CW)</sup>
	Mrs J Preston <sup>(JP)</sup>	

In attendance: 5 members of the public and Mrs Gail Stoehr (Clerk).

**1. Apologies for absence and declarations of interest**

- 1.1 To receive written apologies for absence and reasons  
 Apologies were received from Cllrs McCabe and Higman (both out of parish).  
 Cllr Westgarth apologised that she would have to leave early (family reasons).
- 1.2 To receive declarations of interests from councillors on items on the agenda and details of any dispensations held  
 Cllr Hollick declared a personal interest in item 6.3.  
 Cllr Moffat declared an interest in item 6.3 as a resident of Swaynes Lane.
- 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**

Three residents reported damage to Swaynes Lane, including ruts in the road and damage caused by others driving on the verges. A communal effort was requested to reinstate them and to prevent future damage. It was suggested that grips should be dug by mini diggers to drain the water from the road into the ditch.

Another resident referred to similar problems in Green End, and stated that he had cut the grips himself to help alleviate the issue. Problems with poor surfacing and loose stone were also reported.

The District Councillor's report, as previously circulated, was taken as read.

Questions were asked by members of the public as to the non-attendance of the County Councillor.

**2. To approve the minutes of the last meeting on 10 February 2016 and the confidential minutes of 10 February and 13 January**

RESOLVED that the minutes of the meeting on 10 February be approved and signed by the Chairman. <sup>(Prop HG, 2nd NT, unanimous)</sup>

Cllr Griffiths is to forward the confidential minutes to the Clerk.

**3. Co-option to fill casual vacancy – Lynn Tatnell, 89 Barrons Way**

RESOLVED to co-opt Lynn Tatnell of 89 Barrons Way as a member of the member of the Parish Council. <sup>(Prop CW, 2nd AH, unanimous)</sup> Cllr Tatnell signed the Declaration of Acceptance of Office in the presence of members before taking her seat and was asked to forward her completed Declaration of Members' Interests form within 28 days.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 6.3 at this point.

**6.3 Swaynes Lane damage**

RESOLVED to ask CCC to reinstate the verges and manually cut out the grips in Swaynes Lane. <sup>(Prop CW, 2nd AB, unanimous)</sup>

The matter was passed to the Transport Working Group to look at options and a possible 20 mph speed reduction.

**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 (7.2) Tree adj 11 St Thomas Close – to consider tree surgeon report and quotation if received

RESOLVED to accept the quotation from Peter Oakes to remove the tree and have the stump ground out at a total cost of £610.00 plus VAT. <sup>(Prop NTc, 2nd ABac, unanimous)</sup>

4.2 (7.2) Report on meeting with CGM and update

RESOLVED to receive the verbal report from Cllr Taylor that he had met with CGM regarding the hedge by the Bowls Club. The Bowls Club is responsible for the laurel hedge.

RESOLVED that CGM was in breach of contract for not having cut the leylandii hedge between the Bowls Club and the Tennis Courts and between the Recreation Ground and the land extension.

RESOLVED as Buchans had not as yet signed their contract to send a letter to the contractor to clarify the probationary clause “(1) The Contract will be subject to a review by the Council after three months and the Parish Council reserves the right to cancel the contract with immediate effect if the service is deemed unsatisfactory.”

During the first three months the Council, via Cllr Taylor, will work with the contractor to come to a mutual agreement and understanding about the level of service for the contract acceptable to both parties. After the initial three months, the Council is willing to allow the Contractor five working days to rectify any complaints. Cancellation of the contract with immediate effect relates to material breaches of contract (as would be considered in law) and not an individual's view of “satisfactory”. The whole point of the first three months is to work together to reach a mutual agreement of the standards for the work.

**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 <sup>(Prop AH, 2nd ABa unanimous)</sup> that the payments as listed in the financial report should be paid,

CGM (Watts Wood)	£504.00
CCC (Street lighting)	£260.86
Salary	£20.00
Salary	£286.87
LGS Services (Admin support)	£1487.38

plus: Village Hall Plus Group Insurance £983.84, SCDC (Recycling collection) £60.00 (12 payments of £5 by monthly DD), SCDC (Trade Residual collection) £182.40 (12 payments of £15.20 by monthly DD), and P Oakes (tree work) £1068.00.

RESOLVED that the payment £561.60 to CGM (Normandy Close landscaping weed treatment), should be kept on hold until checked and then if the work had been completed to release the cheque. Cllr Taylor will check the work and inform the Clerk.

RESOLVED, given the Andrew Hodge invoice did not match the contract to withhold the sum of £400 plus VAT, giving a total payment of £4104.00. Cllr Scott is to speak to District Cllr Burkitt.

RESOLVED to order a vandal proof electric box cover which Cllr Taylor will source.

5.2 Clerk's report on any use of delegated powers

RESOLVED to note that using her delegated powers, the Clerk had authorised a repair to the play equipment by CGM for £35, following a report of a bolt coming loose by a resident.

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

6.1 Transport Working Group – Proposal to publicise the idea of a 20 mph zone and permissive path signage

The TWG was thanked for a successful minor Highways Improvement's Scheme application for funding towards a crossing.

6.2 Recreation Ground Working Group

Residents' perception that the drainage was not working on the land extension, was noted.

6.3 Swaynes Lane damage

Taken earlier.

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

7.1 Resident request for Royston Lane speed limit

RESOLVED that the TWG should look into this.

7.2 CCC City Deal Western Orbital consultation

RESOLVED to respond that having the new Park and Ride by Madingley Mulch will not alleviate the problems of Comberton residents and improved public transport from the villages should be provided. Sustainable transport should be promoted. <sup>(Prop TS, 2nd ABac, unanimous)</sup>

7.3 Balfour Beatty Street lighting project – feedback questionnaire

RESOLVED to respond "Very Poor" in each response category.

7.4 Damage to bike shed at Meridian School

RESOLVED to note the situation and the insurers' position and to remind the School of the Parish Council's small grants scheme.

RESOLVED to place an article in Contact about the small grants scheme (£137).

**8. Closure of meeting**

Speedwatch is to be an agenda item for the next meeting.

There was no further business and the meeting was declared closed at 9.12 pm.

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