

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 12 April 2017 in the Village Hall at 7.00pm**

Members present:	Mr H Griffiths (Chairman) <sup>(HG)</sup>	Mr T Scott <sup>(TS)</sup>
Councillors:	Ms J Feldman <sup>(JF)</sup>	Ms L Tatnell <sup>(LT)</sup>
	Mr A Hollick <sup>(AH)</sup>	Mr N Taylor <sup>(NT)</sup>
	Dr J McCabe <sup>(JM)</sup>	Ms C Urquhart <sup>(CU)</sup>
	Mr S Moffat <sup>(SM)</sup>	Miss C Westgarth <sup>(CW)</sup>

In attendance: Mrs C Dickinson, Rev Keith Tarring (Comberton Baptist Church) and Nick (part-time youth worker and Connections Bus employee), Mary Dix (Comberton Walkers) 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 Preston (illness), and Tebbitt (no reason given).

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**

Mrs Dickinson spoke to item 6.1 regarding The Causeway, and referred to the quotation from a contractor suggested for their quality of work. The Chairman proposed to vary the order of business to take item 6.1 before item 3.

Cllr Scott as District Councillor reported on:

- Resident concerns about drones which were mapping fields are flying at the correct height.
- Hare coursers
- Motorcycles on the Drift
- The shop had mentioned a need for a loading bay when the zebra crossing is installed.
- Bereavement services for children and social isolation were at the fact finding stage. SCDC might be looking for Village Champions to give support to others.
- The City Deal, bus way route and proposed Park and Ride site were still undecided. There could be a future presentation.
- Greenways.
- The A428 Black Cat to Caxton Gibbet consultation.
- The Cambridge Water meeting had not as yet taken place.
- Residents of Kentings and Barrons Way had received a speculative letter from Scott Properties.

The Chairman reported on an address to the WI by a Dementia Champion.

Cllr Urquhart arrived at 7.22 pm.

**2. To approve the minutes of the last meeting on 8 March 2017**

RESOLVED that the minutes of the meeting on 8 March be approved and signed by the Chairman. (Prop AH, 2nd NT, carried with 2 abstentions)

On a proposition by the Chairman, the order of business was varied.

6.1 Residents – The Causeway

Cllr Feldman arrived during this item.

The Clerk advised on procedure for the Council.

RESOLVED: to speak to Peter Gaskin at CCC and ask for their views on the matter; that Cllr Westgarth and the Dickinsons will attend a site meeting if it is wished; if CCC are happy, to seek quotations/tenders. (Prop CW, 2nd JM, unanimous)

On a proposition by the Chairman, the meeting was re-opened to the public again.

Mary Dix spoke to item 6.2 regarding the use of the Pavilion. Ken Gifford would be able to open up the Pavilion.

The Chairman proposed to vary the order of business to bring forward items 6.2, 3.9 and 3.10.

Rev Keith Tarring from the Baptist Church introduced Nick from the Connections Bus Project and spoke regarding items 3.9. and 3.10.

6.2 Comberton Walkers – Walking for Health – request for use of Sports Pavilion, Comberton Recreation Ground

RESOLVED, given that the Pavilion is a good location for a fitness facility, is to be used by a not for profit organisation and the fact that Ken Gifford can open and close the Pavilion, that the Parish Council approves the use of the Pavilion on a 6 month trial basis at no charge, followed by a review. A risk assessment for insurance purposes will be required.

3.9 (6.1) Comberton Baptist Church – provision of youth services via the Connections Bus to consider if the Parish Council will financially contribute

RESOLVED, given that the proposal provides better value for money, that the Parish Council should fund up to £3500.00 from general reserves to cover the cost as a grant to support youth work in the village, subject to a report towards the end of the calendar year.

3.10 (6.2) Comberton Baptist Church – Pudding in the Park event and request for financial support

RESOLVED that the Parish Council contract JezO to provide entertainment at Pudding in the Park at a cost of £250.00 using its powers under Section 145 of the LGA.

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 (3.1) Bennell Farm S106 requirements

Cllr Scott left the meeting at 8.10 pm and returned at 8.16 pm.

RESOLVED having considered David Thompson's correspondence that Cllrs Griffiths and Westgarth should meet and speak with David Thompson of SCDC.

3.2 (Open) Recreation Ground Working Group – report and recommendation on the hedge at the Recreation Ground

RESOLVED that the Football Club should consider rotating wheels on the goals before the Parish Council considers the extent of the hedge to be removed, and to appoint Cllr Taylor to meet with the Football Club to discuss the way ahead and bring a recommendation to the next meeting. (Prop HG, 2nd SM, unanimous)

- 3.3 (3.2) Harbour Avenue encroachment onto Parish Council land and gates onto Parish Council land  
RESOLVED to write to all residents who have gates on to Parish Council land informing them that the Parish Council grants permission for the gates but reserves the right to withdraw this at any time. Cllrs are to provide a list of addresses to the Clerk. <sup>(Prop NT, 2nd AH, unanimous)</sup>
- 3.4 (3.3) To consider quotations for a tree survey  
RESOLVED, given that the Parish Council had sought 7 quotations but only one had been received, to suspend the financial regulations and to accept the quotation received from Acacia Tree Surgery for £1450.00 plus VAT.
- 3.5 (5.1) Proposal that the Parish Council employs a part-time employee for the Recreation Ground management  
RESOLVED, having reviewed the budget implications and availability, that Cllr Urquhart should provide a job specification and bring a recommendation and draft job specification to the next meeting so that it can be included in Comberton Contact. <sup>(Prop HG, 2nd JM, unanimous)</sup>
- 3.6 (5.3) Recreation Ground signage - to consider the wording for the sign and whether dogs should be excluded from the Recreation Ground  
RESOLVED that Cllr Westgarth should write an article to be placed in Contact regarding dogs on the Recreation Ground and Public Rights of Way.  
RESOLVED to delegate to the Cllr Taylor together with the Clerk to agree the wording for the sign, stating that the gate will be closed at dusk and that no cars are to be left in the car park overnight. When the Recreation Manager is appointed there will then be a small sign with contact details. The emergency services are to be notified of the key codes.
- 3.7 (5.6) Anglian Water – to consider response  
Cllr Feldman reported on a discussion with the Environmental Health department. Mr Buller has taken the situation up with Anglian Water and will come back to Cllr Feldman when he has the Anglian Water response. If a spillage gets into an open watercourse it is a pollution incident and should be reported on 0800 807060.  
RESOLVED to thank Anglian Water for the information and to ask them to expand on the number of tankers involved on each occasion. They are to be asked to re-check their data as the Council has photographs of visits on other dates for example tankers photographed in Barton Road and Swaynes Lane on 23 February. <sup>(Prop NT, 2nd SM, unanimous)</sup>
- 3.8 (5.7) Wooden posts in Hillfield being pulled out of the ground and car parking on the verge as a result  
RESOLVED to replace 2 or 3 wooden posts which had been removed, and to obtain a quotation from Foxcotte Fencing for the missing posts on the Recreation Ground and the bridge to the Recreation Ground extension. <sup>(Prop SM, 2nd LT, unanimous)</sup>
- 3.9 (6.1) Comberton Baptist Church – provision of youth services via the Connections Bus to consider if the Parish Council will financially contribute  
Taken earlier.
- 3.10 (6.2) Comberton Baptist Church – Pudding in the Park event and request for financial support  
Taken earlier.
- 3.11 (6.4) Comberton Playground Project – installation of plaque and request for permission for picnic bench

RESOLVED to grant permission to the Trust to erect a sign on the sandpit fencing as required by the grant awarding bodies, at the Trust's own cost.

RESOLVED to grant permission to erect a picnic bench made of recycled plastic by School. Cllr Tatnell is to meet with the Trust to confirm the exact location for the installation. (Prop SM, 2nd LT, unanimous)

3.12 (6.6) Coalition of Parish Councils – to consider response made  
Noted.

3.13 (5.4) APM arrangements – to consider if the Council should produce an annual report and which members should contribute  
RESOLVED not to produce an Annual Report this year.

#### **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 CW, unanimous) that the payments as listed in the financial report should be paid.

Connections Bus Project (Youth Bus)	£2777.50
Command Pest Control (Pond Pest Contract)	£42.00
Command Pest Control (Rat box)	£102.00
Zurich (Village Hall insurance)	£781.33
SCDC (Trade Waste) (DD)	£20.20
Salary	£131.15
LGS Services (Admin Support)	£1531.82
NEST (Pension) (DD)	£168.70

RESOLVED that the contract with Beacon Water Treatment Ltd for £650.00 be signed and that there was no need for a risk assessment as there had been no change. (Prop HG, 2nd CW, unanimous)

Cllr Westgarth left the meeting at 9.08 pm and returned at 9.10 pm.

4.2 Clerk's report on any use of delegated powers  
None.

4.0.1 RESOLVED, given that children had been climbing on top of the bunker, that the Parish Council should obtain a risk assessment of the roof structure from Jason Moore or a builder, and to ask the insurers what if anything the Parish Council should do.

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

5.1 Clerk's Annual Review (Confidential)

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 members of the public and the Clerk left the meeting at 9.13 pm.

At                      pm, the meeting was re-opened to the public. No members of the public returned.

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

6.1 Residents – The Causeway  
Taken earlier.

6.2 Comberton Walkers – Walking for Health – request for use of Sports Pavilion, Comberton Recreation Ground

Taken earlier.

**7. Closure of meeting**

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

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

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