

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 9 January 2019 in the Village Hall at 7.30pm**

Members present:	Mr H Griffiths (Chairman) <sup>(HG)</sup>	Ms J Martin <sup>(JM)</sup>
Councillors:	Ms J Feldman <sup>(JF)</sup>	Mr S Moffat <sup>(SM)</sup>
	Mr A Hollick <sup>(AH)</sup>	Mr T Scott <sup>(TS)</sup>
	Dr J McCabe <sup>(JMcC)</sup>	Miss C Westgarth <sup>(CW)</sup>

In attendance: 2 members of the public, District Cllr I Sollom, County Cllr Lina Joseph and Mr Ben Stoehr (Acting Clerk).

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

**1.1 To receive written apologies for absence and reasons**

Apologies were received from Cllrs Tatnell (out of parish), Black and Urquhart (work commitments). Cllr Black also conveyed retrospective apologies for being unable to attend the December meeting due to 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 items 3.2 and 6.5 as a member of the Village Hall Committee.

All councillors declared an interest in item 4.6 regarding setting the precept as residents and Council Tax payers.

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

RESOLVED to receive and grant requests for dispensations from Cllrs McCabe, Hollick, Scott and Feldman to speak and vote with regard to the setting of the precept.

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

Mrs Penny Cook expanded on the request for the new Village Hall door.

District Cllr Ian Sollom reported on the SCDC report, received in September, regarding the Greater Cambridge Housing Strategy and empty housing at SCDC. There is to be a budget discussion at SCDC and the Planning Committee will consider the contents application shortly. Cllr Sollom hopes to attend on behalf of the village.

Cllr Sollom's previously circulated written report was taken as read.

**2. To approve the minutes of the last meeting on 12 December 2018**

RESOLVED that the minutes of the meeting on 12 December 2018 be approved and signed by the Chairman. (Prop JF, 2nd CW, carried with 3 abstentions)

**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.

On a proposition by the Chairman, the order of business was varied, to bring forward item 6.5 and to take item 3.2 at the end of the meeting.

**6.5 Comberton Institute Trust – request permission for new front doors on the Village Hall**  
 RESOLVED that the Parish Council grants permission. (Prop HG, 2nd JM, carried with 1 abstention)

**3.1 (3.2) Pond water levels – to consider quotations for lining the pond**

RESOLVED that this item be deferred to the next meeting.

- 3.2 (3.3) Old Village Hall lease – to consider proposal for terms and conditions of new lease  
Deferred to the end of the meeting.
- 3.3 (3.4) To consider the Handyman vacancy  
No response had been received to the advertisement. The Council could consider using a contractor to cover both the Recreation Ground manager and Handyman roles. Cllr Joseph undertook to ask other councils who they use and if they would be available. Cllr Joseph also kindly offered to make enquiries with Anglian Water about pond lining.  
RESOLVED that the Parish Council should advertise for another month and that Cllr Joseph should mention the vacancy on social media.  
RESOLVED that the two vacancies should be seen as separate roles. (Prop HG, 2nd CW, unanimous)  
Cllr Scott enquired how other villages operated their Sports Club booking and facilities. This will be an item for the next agenda.
- 3.4 (3.1 of Nov 2018) Community Payback work materials  
The call from Peter Gaskin of CCC regarding works to the Drift was noted. It was agreed to wait until CCC had completed the works
- 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 on receipt of the new cheque book.  
RESOLVED that the payments as listed in the financial report should be paid, plus HMRC (VAT, replacement for cheque 1396) £115.99, LGS Services (Admin support) £1230.12, Cambridgeshire Countryside Watch (Subscription renewal) £52.00, and Comberton Baptist Church (Youth workers) £546.25. (Prop CW, 2nd JM, unanimous)
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|---------------------------------------|---------|
| Salary                                | £139.26 |
| Salary                                | £222.48 |
| Cambridge Hearing Help (S137)         | £100.00 |
| Greenham (Cleaning supplies)          | £9.45   |
| Command Pest Control (Rodent control) | £42.00  |
| NEST (Pension) (DD)                   | £177.25 |
| ICO (DPA registration)                | £35.00  |
- Credits, including pitch fees, receipt of the verges grant and an utilities contribution, were noted.
- 4.2 Clerk's report on any use of delegated powers and action taken due to risk  
None.
- 4.3 There was no item 4.3.
- 4.4 To review the budget FY2019 and consider arrangements for any outstanding projects and if any underspends at year end should be earmarked  
The budget was reviewed and earmarked funds agreed.
- 4.5 To consider and approve the budget for FY2020  
RESOLVED, given that the Pavilion alarm system was not working, to increase the Pavilion budget by £500.00.  
RESOLVED that the budget for FY2020 be approved. (Prop HG, 2nd JM, unanimous)
- 4.6 To set and demand the precept for FY2020  
RESOLVED to keep the precept the same at £59,400. (Prop HG, 2nd JM, unanimous)

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

5.1 Damage to verges in Swaynes Lane – to consider what if any action should be taken  
Cllr Moffat reported on damage to verges in Swaynes Lane. County Cllr Joseph undertook to ask Highways to look into this. It appears to have been caused by the Bush Close development vehicles and in the past by Anglian Water and refuse lorries.

5.2 Proposal that the Council revisits the suggestion of a container for the recreation ground  
RESOLVED following discussion to defer this item to a future meeting when more information is available.

5.3 To consider the provision of a defibrillator  
RESOLVED that the Parish Council is interested in the project and would like more information. This item was deferred to a future meeting.

5.4 To consider the assets review reports  
RESOLVED to obtain quotations for the play equipment items.  
RESOLVED to ask the landowner to fix the fence on the southern boundary of the recreation ground.  
RESOLVED to ask the Community Payback team which of the work identified they would be able and willing to carry out.

5.5 Speed reduction scheme update  
RESOLVED to note the report from Anna Barford and that the Parish Council has funding available.

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

6.1 CCC – Funding for Bikeability cycle training in schools  
RESOLVED that the Parish Council is supportive of the scheme and regards it as a good idea. The CCC officers are seeking sponsors to obtain funding for next year. It was suggested that funding from the A14 project could be used.  
RESOLVED to respond that the Parish Council might be interested depending on the amount involved.

6.2 Winter Health Packs – to consider if any are required and if so how they will be distributed  
RESOLVED to order a box of 100 packs, for distribution around the village, and that Cllr Westgarth should take delivery.

6.3 SCDC – Greater Cambridge Housing Strategy  
Cllr Sollom outlined the main points of the consultation. RESOLVED that the Parish Council is happy with the principles but is not satisfied with how they have been implemented in the past. RESOLVED to delegate to Cllr Griffiths to respond.

6.4 Funding request from EDGE for Community Youth Funding 2019-2020  
RESOLVED, in accordance with its powers under Section 137 of the Local Government Act 1972 that the Council approve a contribution of £3,500.00 to EDGE Community Funding, which, in the opinion of the Council, is in the interests of the area and its inhabitants.

Cllr Martin left the meeting at 9.00 pm.

At 9.00 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, discussion of the terms of the new lease, the public were temporarily excluded from the meeting and were

instructed to withdraw. The remaining members of the public left the meeting and did not return. The Acting Clerk was invited to remain.

6.5 Comberton Institute Trust – request permission for new front doors on the Village Hall

Taken earlier.

3.2 (3.3) Old Village Hall lease – to consider proposal for terms and conditions of new lease

RESOLVED to offer a new lease on the terms set out in Cllr Griffiths’s proposal.

7. Closure of meeting

There was no further business and the meeting was declared closed at 9.03 pm.

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

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