

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 11 September 2019 in the Village Hall at 7.30 pm

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

In attendance: 9 members of the public, Adrian Davey (Davey Estates), Stuart Liles (Saunders Boston), John Mason (Carter Jonas), Joe Joskow (Community Heartbeat Trust), County Cllr L Nieto, District Cllr I Sollom, and Mrs Gail Stoehr (Clerk).

1. **To receive apologies for absence and reasons**
None.
2. **To receive declarations of interests from councillors on items on the agenda and details of any dispensations held**
Cllr Westgarth declared a pecuniary interest in item 6.2 as Churchwarden.
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

A resident asked for an update on the pond. Cllr Tatnell reported on the Parish Council's investigations, including looking for blockages which may have been caused by development over past years, the tree works clearance and other works at the pond. The resident was invited to join the working group.

Another resident raised the issue of dog fouling in the village, requesting more signage and suggesting free dog waste bags be provided. This will be an agenda item for the next meeting.

County Cllr Lina Nieto's previously circulated written report was taken as read.

District Cllr Ian Sollom was asked about SCDC's current position on development in the Green Belt, outside the village envelope and the Local Plan. Housing numbers had been met in the current Local Plan but there would be a need for further development in the new Local Plan. SCDC was willing to work with parishes.

Adrian Davey of Davey Estates outlined his background and experience with Cambridge Housing Society and the local development at The Valley, explaining that this was his first project as a new developer. He had been approached by the landowner and after speaking to SCDC, who were supportive, he had been asked to provide more affordable homes and look at a larger development. The plans included 60% affordable housing. He and his colleagues outlined the proposals and plans were on view at the meeting. There was an opportunity for questions.

On a proposition by the Chairman, the order of business was varied to take item 6.1 at this point.

- 6.1 **S/2456/19/FL – Land to the rear of 40 West Street, Comberton – Proposed 16 No. dwellings including affordable housing, with access and landscaping**

RESOLVED to recommend refusal for the following reasons, highlighting the points made in the review of this site in the 2013 SHLAA Report:

- *“The majority of the site is in the Green Belt and development would have an adverse impact... through loss of enclosed farm land close to the village, causing a loss of rural character.*
- *Part is in the Conservation Area and close to listed buildings. It would have a major adverse effect on the settings of listed buildings at 38, 40 and 54 West Street and on the Manor House in Green End.*
- *There are protected species on the site.*
- *There are concerns about the inadequate sewage network.*
- *The overall conclusion was that the site is not potentially capable of providing residential development, taking account of site factors and constraints. It was not allocated for development, is outside the Development Framework and in the Green Belt.*

Furthermore:

- *It will cause additional traffic on West Street which is already congested at rush hours. There are already concerns about the volume of traffic from the Bennell Farm development of 90 houses which is just being built. Many pupils walk and cycle to the Village College along this stretch of road.*
- *There are already problems with sewage drainage from the village which is likely to be exacerbated.*
- *Mature trees and hedging were removed from the proposed access in the Conservation Area of West Street and a fence erected without the required permission.*
- *Section 106 payments if the application is agreed – the guideline is for a total of £43,000 but the Parish Council questions whether this should be higher. The pond is an important focal point of the village – the Council suggests that money could be spent on enhancing this area. Other possibilities would be additional play equipment on the Recreation Ground and improvements at the Pavilion.”*

(Prop CW, 2nd JM, unanimous)

Open Session (continued)

Joe Joskow of the Community Heartbeat Trust (CHT) described the system which enables the CHT to stay in contact with 145 sites and liaise with the ambulance service. Community training is provided. A leaflet outlining the benefits of the community defibrillator scheme and a project guide to providing a community defibrillator were left with the Council for consideration. Details of insurance and maintenance cover were given. The public were invited to comment. The Bowls Club asked about the suitability for their Club which is only open for part of the year. Mr Joskow explained that the defibrillator was better sited outside in a heated cabinet.

On a proposition by the Chairman, the order of business was varied to take item 5.1 at this point.

5.1 (5.3 and Open) Comberton Crusaders request that the Council pays for the relocation of the defibrillator at the Pavilion

Cllr Moffat left the meeting briefly at 8.46 pm returning at 8.49pm.

RESOLVED to reject the request from Comberton Crusaders that the Parish Council pay for the relocation of the defibrillator. (Prop HG, 2nd JF, unanimous)

RESOLVED to investigate the funding, provision and siting of a defibrillator in a central location in the village with CHT and the groups. A show of hands from those present fully supported having a defibrillator in the village.

4. To approve the minutes of the last meeting on 10 July 2019

RESOLVED that the minutes of the meeting on 10 July 2019 be approved and signed by the Chairman. (Prop LT, 2nd AH, carried with 3 abstentions)

5. 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.

5.1 (5.3 and Open) Comberton Crusaders request that the Council pays for the relocation of the defibrillator at the Pavilion

Taken earlier.

5.2 (6.5) Street lighting electricity update

RESOLVED to note the decision taken by the Chairman and Clerk together between meetings to accept the quotation from Opus for a twelve month period, at an approximate cost of £445.00.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 8.2.1 next.

8.2.1 Bowls Club request for permission for new water tank

RESOLVED that the Parish Council had no objection to the proposal for a replacement water tank and housing. (Prop LT, 2nd JMcC, unanimous)

5.3 (7.1) Bennell Farm S106 agreement – to consider

RESOLVED (prop HG 2nd CW unanimous) to write to South Cambridgeshire District Council to seek to vary the S106 agreement to provide funding for the projects as previously identified by the Council in the project report as previously sent to the District Council, in order of priority as follows:

- Pavilion extension and improvements
- Pitch drainage on the current football pitches and work on levelling the current pitches
- Tennis court resurfacing
- Fitness equipment
- Basketball equipment
- Skateboard extension

5.4 (6.2) Banking arrangements to discuss internet banking in line with Financial Regulations

RESOLVED to transfer the bank account to the Unity Trust Bank with the same signatories as at present, and that the Clerk should be authorised to administer the account in line with the Financial Regulations. (Prop SM, 2nd LT, unanimous)

5.5 (6.3.1) To consider the Sports Clubs' responses to the new fees and the Cricket Club charges

RESOLVED having considered the recommendation from the Recreation Ground Co-ordinator to reduce the fees for the Cricket Club on the basis that the number of friendlies is reduced from eight to four.

It was reported that the Community Payback team paint had been used by person or persons unknown.

The request from United that the Council spend the shortfall from last year's project is and the cost of replacement or additional sets of keys to be considered by the Recreation Ground Working Group and they are to bring a recommendation to the next meeting.

RESOLVED to co-opt Cllr Moffat to the Recreation Ground Working Group.

RESOLVED that the RWG should meet with the Clubs to consider clear boundaries with clear rules and expectations, etc, bearing in mind the sporting Codes of Conduct. (Prop HG, 2nd CW, unanimous)

5.6 (5.1) To consider a recommendation on the Rec Co-ordinator/Handyman expenses for printing

It was noted that the Clerk and Chairman using delegated powers having considered first Cllr Tatnell's recommendation had agreed a one of payment of £19 to the Rec Co-ordinator/Handyman's for his printing expenses.

Cllr Westgarth left the meeting briefly at 9.22 pm and rejoined a few minutes later.

Cllr Moffat left the meeting at 9.24 pm and did not return.

6. Planning

6.1 S/2456/19/FL – Land to the rear of 40 West Street, Comberton – Proposed 16 No. dwellings including affordable housing, with access and landscaping

Taken earlier.

6.2 S/0122/19/PA – Barn at Church Lane – Prior approval of Change of Use from agricultural to 5 no. dwelling houses and associated operational development – notice of appeal

Cllr Westgarth reported that residents were submitting more information based on the second application which was withdrawn. RESOLVED to submit the Council's comments on the withdrawn application also. (Prop JMcC, 2nd HG, carried with 1 abstention)

7. Finance, procedure & risk assessment

7.1 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.

RESOLVED that the payments as listed in the financial report should be paid, plus Briar Security Systems (Fire alarm) £306.00, noting that the invoice to RH Landscapes should be £1039.99 rather than £866.66 as shown on the finance report. (Prop CW, 2nd JF unanimous)

Salaries	£870.25
EON (Pavilion electricity) (DD)	£124.99
Baptist Church (Youth club)	£431.25
Oakes and Watson (Tree works – Hillfield Road)	£420.00
Oakes and Watson (Tree works – pond)	£264.00
Cambridge Water (Pavilion water)	£244.02
RH Landscapes (Grass cutting)	£1039.99
RH Landscapes (Grass cutting)	£1339.99
RPM (Cableway repair)	£384.00
Came and Company (Insurance)	£1377.66
LGS Services (Admin support)	£1230.29
LGS Services (Admin support)	£1198.88

Credits including a trade waste refund, pitch hire fees and utilities bill contribution, were noted.

Cllr McCabe left the meeting at 9.28 pm during this item.

On a proposition by the Chairman, the order of business was varied to take item 8.1.1 at this point.

8.1.1 Report on recent tree works at Hillfield Road and to consider quotation on the lime tree in Hillfield Road

RESOLVED, given that work had been carried out on only one of the trees quoted for, that the payment to Oakes and Watson for the invoiced sum of £528.00 should be reduced to £420.00 to reflect this. (Prop LT, 2nd JF, unanimous)

RESOLVED that authority to accept a quotation for works to the lime tree in Hillfield Road be delegated to the Clerk and Cllr Tatnell together to accept once additional quotes have been received, the Parish Council being broadly aware of the costs.

- 7.2 Clerk's report on any use of delegated powers and action taken due to risk
RESOLVED to note that the Clerk used her delegated powers to open a £500 credit account with Travis Perkins so that the Recreation Co-ordinator could order play bark cheaper than using Madingley Mulch or Ridgeons. Travis Perkins had opened the account with a £2500 credit limit.
- 7.3 Recreation Ground Co-ordinator/Handyman's report on any use of delegated powers
RESOLVED to note the report.
Taken earlier.
- 7.3.1 To consider quotations for repairs to the exercise equipment
RESOLVED to set up a maintenance contract with Fresh Air Fitness £498.02 (Prop CW
2nd LT unanimous)
- 7.4 To consider any urgent works required because of risk or health and safety
A fire on the Recreation Ground had caused damage to a bin.
RESOLVED that the Rec Co-ordinator/Handyman should repair the rabbit holes using his delegated powers.
- 8. To receive reports and recommendations from committees, working groups and members**
- 8.1 Tree Group
- 8.1.1 Report on recent tree works at Hillfield Road and to consider quotation on the lime tree in Hillfield Road
Taken earlier.
- 8.1.2 Update on the pond tree removal and autumn replacements
RESOLVED that a proposal should be brought to the next meeting with costings using the project form.
Cllr Martin left the meeting.
- 8.2 Recreation Ground Working Group
- 8.2.1 Bowls Club request for permission for new water tank
Taken earlier.
- 8.3 Problems with .org email address
Deferred to the next meeting to enable the Webmaster time to try to resolve the problems.
- 8.4 Coalition of Parish Councils – future attendance
RESOLVED to appoint Cllr Scott as the Council's representative in place of Cllr Feldman, and to inform Steve Jones.
- 8.5 Grass cutting – to consider schedule for checks by members with responsibility
RESOLVED to note that this was now monitored by the Recreation Ground Co-ordinator/Handyman.
RESOLVED to write to the contractors to inform them that the grass at the pond needs cutting further back to prevent brambles.
RESOLVED, given that the pond lights had been cut by a resident's hedge trimmer, that Cllr Westgarth and the Recreation Ground Co-ordinator/Handyman should meet with the residents to resolve the matter.
- 9. To consider matters arising out of correspondence/communications received**
- 9.1 Old Village Hall lease negotiations – to consider a response from the Trustees' solicitor
RESOLVED having considered the correspondence from the Institute's Solicitor/Agent and the advice from the Council's Solicitor to accept the Council's Solicitor's recommendations. (Prop HG, 2nd CW unanimous)
- 9.2 EDGE Community Youth Club report

Noted.

9.3 CCC Winter Gritting Volunteer Scheme

RESOLVED to note that Richard Elleray and Ian McFarlane were willing to continue.

9.4 CCC Draft Greater Cambridge Sustainable Design and Construction Supplementary Planning Document - consultation

Noted.

9.5 NALC – New Model Financial Regulations 2019 – to consider the update

RESOLVED to adopt the new Model Financial Regulations having incorporated existing authorities, spending limits etc as at present.

9.6 The Public Sector Bodies (Websites and Mobile Applications) (No2) Accessibility Regulations 2018

RESOLVED to note the requirement for compliance and that the Comberton.org website complies and the .org.uk website will comply by the 2020 deadline.

10. Closure of meeting

There was no further business and the meeting was declared closed at 10.01 pm.

Signed Chairmandate

DRAFT