

COMBERTON PARISH COUNCIL
The minutes of the Meeting held on 9 January 2008
in the Village Hall at 7.30pm

Members present:	Dr C Chambers	Mr D Charge
Councillors:	Mr D Ellis	Mrs J Horne
	Mrs D Morison	Dr H Roscoe
	Mr J Walsh	Dr R Rintoul
		Miss C Westgarth (Chairman)

In attendance: Cllr S Harangozo, 5 members of the public and Mrs G Stoehr (Clerk).

Comments & observations from members of the public

Residents in attendance to hear the item on Northern Affordable Homes expressed concern that SCDC is still open to an application on the site and had not completely dismissed it. Concern was expressed that the hearing loop still does not work effectively. Two residents had attended to expand on their letter about the four trees in The Valley. They stated that they were devastated that the Council still had not replaced the inferior trees at the Valley with better specimens and urged the Council to attend to this without further delay.

1. To approve apologies for absence and declarations of interest

- 1.0.1 Apologies were received from Mrs S Hyde (ill), Mr A Hollick, Dr J McCabe, (out of parish) and Mr R Rowlands (work).
- 1.0.2 Mrs Morison declared a personal and prejudicial interest in 3.1 as a resident of The Valley
 Mr Charge declared a personal and prejudicial interest in item 3.1 as he lives in St Thomas Close.

2. To approve the minutes of the previous meeting 12 December 2007

On a proposition by Mr Ellis, seconded by Dr Roscoe the minutes of 12 December 2007 were approved as a true record and signed by the Chairman after one amendment in item 6.1.2 'On a proposition by Dr Charge' should read 'On a proposition by Dr Chambers'.

3. Matters arising or carried forward from the meeting or a previous meeting for discussion or decision

- 3.1 (3.1) Northern Affordable Homes reports from TWG on site meeting with CC & report on meeting with NAH & SCDC

Mr Charge and Mrs Morison having declared an interest left the room.

The report on the meeting on 7 January 2008 at SCDC attended by Dr Roscoe and Miss Westgarth was considered. Dr Roscoe reported on his meeting with John Finney, CCC who felt that that not much could be done about parking in The Valley and had suggested that it should be relayed out as shared use roadway/pavement becoming one with signage giving pedestrians right of way. Costs for implementing this are not as yet known and Mr Finney has been asked to provide these.

On a proposition by Miss Westgarth, seconded by Dr Roscoe it was agreed that the Affordable Housing Working Group members should meet with SCDC Housing Needs Officer, Martin Williams as recommended in the report. Mr Ellis is to make the arrangements and this is to be an evening meeting if at all possible and should take place before the public meeting.

On a proposition by Miss Westgarth, seconded by Dr Roscoe it was unanimously agreed to hold a parish meeting on 6 February and invite Nigel Blazeby, Nick Wright, John Finney, Simon Drummond-Hay and Anglian Water to attend.

It was noted that procedurally all members of the Parish Council may attend all working group and committee meetings although they would not be able to vote. The Chairman and Vice-Chair are ex-officio and should be notified of the date and time of any working group meeting.

Action: CC, DE (convenor), JW and JMC – next meeting

Mr Charge and Mrs Morison rejoined the meeting.

3.2 (6.5) Trees - The Valley

Mrs Morison proposed to replace the ones that have been damaged / failed with pot grown trees of same species. This was seconded by Mr Charge and unanimously agreed. The contractor is to plant them and MD Landscapes is to be asked to contribute to costs.

On a proposition by Miss Westgarth, seconded by Mrs. Morison it was unanimously agreed that in place of the two rose beds the areas should be planted with spindleberry. Mr. Lambert and MD Landscapes are to be asked to contribute towards the costs.

4. County Councillor and District Councillor reports & questions

Cllr Harangozo's report¹ was noted. It was noted that on Wednesday at 2.00pm there will be a meeting at SCDC when the Inspector will consider the objection sites in Green End. Concern was expressed that the Parish Council had not been formally notified. On a proposition by Dr Roscoe, seconded by Dr Chambers it was agreed to send a letter to the Inspector regarding the lack of notification seeking that the 'illegal' meeting should be postponed. If the meeting goes ahead it was agreed that a member of the Planning Committee should attend to represent the Parish Council and report to the next meeting.

Action Planning Committee – next meeting

It was noted that on the 22 December 2007 a 'Nisa' lorry was parked on the pavement outside the shop.

The Parish Council expressed its annoyance that the County Councillor is still not attending meetings. It was noted that the letter to Mr Lansley had been sent as agreed however a reply as yet had not been received.

On a proposition by Dr Rintoul seconded by Mrs Morison it was agreed to write to SCDC cabinet asking that SCDC address the problems with non collection of green wheeled bin during Christmas. The vote was recorded as 2 for and 5 abstentions.

5. Finance, procedure & risk assessment²

5.1 To receive the financial report and approve the payment of bills

The financial report was received and considered and checked by a member against the invoices and statements before the cheques were signed. On a proposition by Mrs Horne, seconded by Mr Walsh it was agreed that the payments as listed in the financial report should be paid plus: Caxton Consultancy £40 (internal audit), Greenhams £7.07 (pavilion materials), Connection Bus £1020.91 (youth bus) and C Westgarth £34.49 (reimbursement Christmas lights event).

A Marsh (pavilion cleaning)	£120.00
Y Marsh (pavilion decorating)	£190.00
LGS Services (admin support)	£1378.90
LG Stoehr (salary)	£144.69
SLCC (membership renewal)	£161.00
Cambs Acre (affiliation fee)	£25.00

5.2 Budget working group report including³

5.2.1 Grass cutting tenders and issue contract for 2008-2010 inclusive

It was noted that the tenders⁴ were opened on Monday 7 January 2008 by the Working Group. On a proposition by Dr Chambers, seconded by Miss Westgarth it was agreed to award 2 contracts as follows P Rounds grass cutting and Buchans for hedging and other maintenance work as it was agreed that this would be the best value for the Council.

5.2.1 Budget proposals – to agree the budget for FY 2009

The Working Group's budget report⁵ was considered and reserves reviewed. On a proposition by Dr Chambers, seconded by Miss Westgarth it was agreed to adopt the budget after the following were agreed/noted/amended:

- Trees budget – if unspent this is to be carried forward.
- Land registrations –the registration of the pond is in hand and Land Registry already has the fee to cover this.
- £5000 is to be retained in reserves for 'land preparation fund'.
- £3,000 set aside for the TWG is to be carried forward if unspent.
- £500 set aside for the pump is to be carried forward.
- The Parish Council agreed to the principle that the pavilion fees should be increased.
- Potentially £3000 approx would be given to the parish for any new builds.
- The budget would include:
 - youth provision
 - Recreation ground phase 2 extension.
- Precept required to balance the budget would be £57858

5.2 To set the Precept & demand it from SCDC

On a proposition by Miss Westgarth, seconded by Dr Chambers it was unanimously resolved to set the precept for £57858 and demand it from SCDC.

5.3 P3 grant application

It was agreed that the P3 co-ordinator is to bring a recommendation to the next meeting.

Action: CW- next meeting

5.4 Internal Auditor report⁶

Mrs Chambers report detailing her checks and finding everything in order was noted.

5.5 Hearing loop

It was agreed that the Clerk should pursue this with Mr Fisher.

6. To receive reports and members items and consider recommendations contained therein

6.1 Planning Committee⁷

The Planning Committee's report was noted. David Charge is the new Chair of the Planning Committee.

6.2 Affordable Housing Working Group

Nothing to report.

6.3 Parish Plan working group

Mr. Ellis gave his apologies for the next meeting and it was agreed that the group members who still had reports to write would bring their section reports to the March meeting.

Action: Parish Plan Working Group - March meeting

6.5 Recreation ground working group

It was noted that the working group would be meeting shortly with the sports clubs to continue the discussion of the trust and to inform the clubs of the Parish Councils decision to increase the fees.

Action: RRow, CC- next meeting

6.6 Village Hall representatives

None present.

6.7 Christmas Lights event

It was agreed that this was a good event which was well attended. An article is to go in Contact. Help was sought to take down the lights.

It was agreed to set up a working group to check the lights before summer. Membership will be Dr Chambers, Mr. Walsh, Miss Westgarth and Dr Rintoul.

Action: CC, JW, CW, RR – by summer

7. To consider matters arising out of correspondence/communications received7.1 CCC - Tackling congestion in Cambridgeshire – event briefing 30 Jan 6.30-8.30pm⁸

It was agreed to ask Cllr Harangozo to report on this if he attends.

7.2 PCALC APM 2 February – notification of meeting

Noted.

7.3 Comberton Village Hall - Safety Procedures⁹

The letter from Mr Burton was noted.

7.4 SCDC - The Naming or Re-naming of Streets within the District¹⁰

The reply from SCDC explaining procedure and indicating that the Parish Council's powers would be unaffected was noted.

8. Closure of meeting

It was noted that the accreditation panel had requested further information on the annual report and members contact details in the newsletter to support the quality council application.

There was no further business and the meeting closed at 9.50 pm.

SignedChairmandate

² Finance, procedure & risk assessment

³ Budget Report

⁴ Grass cutting tenders

⁵ Working Group's budget report

⁶ Internal Auditor report

⁷ Planning Report

⁸ CCC - Tackling congestion in Cambridgeshire – event briefing 30 Jan 6.30-8.30pm

⁹ Comberton Village Hall - Safety Procedures

¹⁰ SCDC - Naming or Re-naming of Streets within the District