

COMBERTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on
Wednesday 10 September 2008 in the Village Hall at 7.30pm

Members present:	Dr C Chambers	Mr D Charge
Councillors:	Mr E Halford	Mrs S Hyde
	Mrs J Horne	Mrs D Morison
	Dr J McCabe	Dr Rintoul
	Dr H Roscoe	Mr R Rowlands
	Mr J Walsh	Miss C Westgarth (Chairman)

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

Comments & observations from members of the public

The following were noted:

- B Worrall, Comberton Scouts, thanked the Parish Council for its offer of use of the recreation ground but confirmed that they can use the field again this year.
- Mr Ed Dickinson, Royal British Legion highlighted they are seeking volunteer collectors for this year's poppy collection.
- Residents were in attendance in relation to the NAH appeal item.
- Concern was expressed at cars doing hand break turns in Horizon Park and at the recreation ground and speeding along Barton Road. Traffic calming measures were requested.

1. To approve apologies for absence and declarations of interest

1.0.1 Apologies were noted from Mr Hollick (family funeral).

1.0.2 Mrs Morison and Dr Charge both declared a personal and prejudicial interest in item 6.1.1 NAH as residents.

2. To approve the minutes of the previous meeting on 9 July 2008

On a proposition by Dr McCabe, seconded by Dr Roscoe the minutes of the previous meeting on 9 July 2008 were approved as a true record and signed by the Chairman after the following minor amendment in item 6.3.1 "Mrs Morrison" should be spelt with one "r" only.

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

3.1 (3.2) CVC Sixth Form proposals – correspondence received

A selection of emails and letters¹ from residents regarding the 6th Form consultation were considered as was with Mr Arnold's² letter/reply dated 12 August 2008. CVC's reply dated 26 July 2008³ expressed surprise at the Council's recent response on the proposed 6th Form and indicated that the 'widely publicised' consultation period had been in February queried if a Council member had attended the Information Evening on 8 May.

It was noted that two Parish Council representatives did attend the Public meeting in May which had been poorly attended with only eight people there including the Parish Council members. The following courses of action was agreed:

- An article is to be placed in Contact.
- The Parish Council is to seek advice from CALC on what else the Parish Council can do and if a judicial review is an option and what if anything it would cost the Parish Council.
- This item is to be carried forward to the next meeting when the proposed public meeting arrangements are to be discussed again.

3.2 SCDC Chair Delegation – Reply from Cllr Corney

The e-mail/reply dated 20 August 2008 from Cllr Corney⁴ regarding delegation procedure was noted. It was noted that SCDC have agreed at the present time not to make any changes to the current delegation procedure. It was formally agreed to invite Cllr Corney and other local parish councils to a meeting in late October.

It was also noted that SCDC has returned one part of the Parish Council's two part complaint about planning procedure and asked that it be resubmitted to a different department. Cllr Harangozo kindly offered to look into this.

3.3 (3.1) Recreation Ground/EDF Lease

It was brought to the attention of the Parish Council that EDF has started cable work on the site.

3.4 (3.0) Hearing Loop – Mr Banyard and Mr Dickinson both reported that the personal digital listener which was being trialled is not any better and it was agreed to return it. It was noted that it had been used alone and not in conjunction with the village hall's hearing loop.

4. County Councillor and District Councillor reports & questions

Cllr Harangozo reported that kerbside recycling for plastic is due to start on 8 October 2008.

Cllr Baldwin was not present and no report has been received.

5. Finance , procedure & risk assessment

5.1 To receive the financial report and to approve the payment of bills⁵

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 Miss Westgarth, seconded by Mrs Morison it was agreed that the payments as listed in the financial report should be paid:

SCDC (rates)	£129.00
Ridgeons (fence materials)	£62.91
Connections Bus Project (youth bus)	£1448.85
Peter Oakes (tree work)	£74.03
Cambridge Water (water bill)	£112.46
Grounds by Rounds (grass cutting)	£742.72
Buchans (grass cutting)	£58.75
EON (electricity)	£121.41
Ridgeons (handyman materials)	£100.93
Jason Moore (bus shelter repair)	£179.78
Roger Abraham (handy man)	£176.83
Peter Oakes (tree work)	£176.25
LGS Services (admin support)	£1014.01
LGS Services (admin support)	£882.50
Grounds by Rounds (grass cutting)	£587.27
Moore Stephens (audit)	£470.00
PWLB (loan)	£8432.70
Roger Abraham (handy man)	£118.41
BT (telephone bill)	£57.00
Stuart Tunstall (notice board repair)	£163.27
LG Stoehr (salary)	£289.38

5.2 Alarm Maintenance –alarm quotation

In response to the quote from Alarm Maintenance⁶ dated 16 July 2008 it was agreed to accept the second part of the quote only “To install an additional fire bell to the second bell circuit for £116.00 ex: VAT” and to monitor the other recommendations.

5.3 Grounds by Rounds - Grass Cutting Contract

The letter from Mr Round dated 14 August 2008⁷ asking for an increase in price was considered. The principals of fair and sealed tender and the budget implications and spending of public money were revisited. On a proposition by Miss Westgarth, seconded by Dr Chambers it was unanimously agreed that Grounds by Rounds should be held to the terms of the three year contract.

5.4 Garage roof quotations

Three companies had been invited to quote; however only one quote had been received from RCC dated 19th August 08⁸. It was agreed to try and seek further quotes before making a decision and that Jason Moore should be invited to quote for the work. Carried forward to the next meeting.

5.5 Moore Stephens - Audit conclusion

It was noted that the audit had been concluded and everything found to be in order. The end of audit will be advertised.

5.6 Connections Bus report & contract⁹

The Connections Bus report covering April to July 08 was noted. The budget was reviewed and on a proposition by Mrs Morison, seconded by Mrs Hyde it was agreed to extend the current contract by a further term as the Connections Bus is well used.

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

6.1 Planning Committee

The planning report¹⁰ was taken as read. Thanks were expressed to Mr Charge for his work as Planning Committee Chairman and it was noted that Dr McCabe would now assume the responsibility. The Parish Council is to write to the Enforcement Office about 133 Green End, and the outstanding issue of the building in the back garden and also the gates in Barton Road (Carter Builders) all of which are in the conservation area.

6.1.1 Northern Affordable Housing – Appeal¹¹

In response to the formal notification of appeal from SCDC dated 8 August 2008 it was agreed to reiterate the Parish Council objections on the application directly to the Planning Inspectorate and that the Parish Council want to send a representative to speak at the appeal and also to see SCDC’s submission on the planning appeal.

6.2 Affordable Housing Working Group

6.2.1 Mike Sugden, Circle Anglia– Affordable Housing¹²

Mrs Horne declared a personal and prejudicial interest in the West Street part of the matter as adjacent resident and left the meeting whilst the matter was discussed. Mr Rintoul declared a personal interest as he lives in West Street and Mr Halford declared a personal interest as he lives in Swaynes Lane.

The letter dated 20 August 2008 from Circle Anglia outlining their proposal for affordable housing West Street and Bush Close Comberton was considered. It was agreed that the Affordable Housing Working Group should meet with Mr. Sugden and report back to the next meeting when this would be discussed further.

On a proposition by the Chairman it was agreed to vary the order of business to take item 6.6 next.

6.3 Appraisal Planning Group

At approximately 8.55 on a proposition by the Chairman, carried unopposed the public were temporarily excluded under section 1(2) of the Public Bodies (admission to meeting act 1960) due to the confidential nature of this item i.e. the Council considering the Clerk's appraisal. The Clerk also left the meeting while this item was discussed.

The public and the Clerk left the meeting.

At 9.16pm the Chairman declared the meeting re-opened to the public. The Clerk and two members of the public rejoined the meeting.

6.4 Recreation Ground Working Group

Dr Rintoul and Mr. Walsh left the meeting during this item.

The reports from the August and September¹³ meetings were considered. It was agreed to apply for an extension to planning condition for the land extension and to review the aims of the working group at the next meeting.

On a proposition by the Chairman seconded by Dr Chambers it was agreed to defer the Clerk's involvement with the working group until after the aims of the working group had been reviewed.

6.5 Tree Group Report¹⁴

Mrs Morison reported that a tree inventory is being updated and noted that the chestnut trees in Long Road are diseased.

6.6 Transport Working Group - Physical Traffic Calming Measures

It was reported that progress was being held up due to CCC policies and lack of funding. Dr Roscoe's resignation from the Working Group due to personal commitments was noted. It was agreed to ask the Police to undertake a speed check at Horizon Park as vehicles are speeding from their up to the Recreation Ground. The speed camera trials and speed summit minutes are to be circulated.

The Working Group was asked to bring a recommendation on a bid to the Minor Improvements Scheme to the next meeting when this will be an agenda item.

6.7 Focus Group – notice board

Carried forward to the next meeting.

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

7.1 A letter from Dr Malcolm Wright seeking a short term loan for the village hall to enable air conditioning to be installed¹⁵ was considered and it was agreed to deferred it to a future meeting when the budget has been reviewed and the financial implications considered along with other budget requirements.

7.2 Cambridgeshire and Peterborough Minerals & Waste Consultation¹⁶

To be circulated. The Planning Committee was asked to bring a recommendation to the next meeting.

7.3 In response to an invitation to present medals to the children who had taken part in the reading challenge on Friday 12 September at 4.00pm it was agreed that Mrs Hyde would attend and represent the Parish Council.

8. Closure of meeting

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

SignedChairmandate

NB:

- Unless indicated otherwise all actions arising from the Council's decisions in these minutes will be carried out by the Clerk as Proper Officer on the Parish Council's behalf as part of her normal duties.

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- These documents below are listed as background information to the correspondence and documents that the Council considered and do not form part of the minutes.

¹ Letters + Emails from Residents re: CVC proposals

² Letter dated 12/8/08 from Mr Arnold, Bennell Farm re: CVC proposals

³ CVC response dated 26/7/08 re CVC 6th Form proposals

⁴ Cllr Corney dated 20/8/08 SCDC Chair Delegation

⁵ Finance Report

⁶ Alarm Maintenance –alarm quotation

⁷ Grass Cutting Contract - letter dated 14/8/08 from Grounds by Rounds - request for an increase in price

⁸ Quote from RCC dated 19/8/08 for Garage roof

⁹ Connections Bus report April to July 08

¹⁰ Planning Report

¹¹ Northern Affordable Housing notification of appeal dated 08/08/08

¹² Mike Sugden, Circle Anglia– Affordable Housing

¹³ Recreation Ground Working Group – Reports for August and September

¹⁴ Tree Group Report

¹⁵ Letter Dr Wright re: Village Hall request for assistance

¹⁶ Cambridgeshire and Peterborough Minerals + Waste Consultation