

COMBERTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on
Wednesday 8 April 2009 in the Village Hall at 7.30pm

Members present:	Miss A Bacon	Dr C Chambers
Councillors:	Mr E Halford	Mr A Hollick
	Dr J McCabe	Mrs D Morison
	Dr R Rintoul	Mr R Rowlands
	Mr J Walsh	Miss C Westgarth (Chairman)

In attendance: Cllr S Harangozo (District Cllr), Ms Georgina Butcher (Standards Committee), Mr R Abraham, 9 members of the public and Mrs Gail Stoehr (Clerk).

Comments & observations from members of the public

- A resident expressed a desire for affordable housing and urged the Parish Council to find a site.
- A resident requested that the Parish Council minutes be made available on the notice board or in the village hall.
- Work has begun on the village hall air conditioning - noted.
- Several residents, including Mr Abraham who had been invited by the Council expressed conflicting views on parking solutions for Hillfield Road which included installing grasscrete on the grassed areas to installing reflective posts. Concerns were raised about access by emergency vehicles, lack of organisation and damage to verges.
- A resident enquired whether the PCSO could be invited to visit Bush Close in the evening when the lack of tax discs and parking problems could be observed.

Georgina Butcher of the Standards Committees was welcomed to the meeting and explained briefly the remit, membership and work of the Committee. She would take an opportunity to talk to members about the committee and the Code of Conduct following the meeting. Ms Butcher was thanked for attending and invited to remain and observe the meeting.

To approve apologies for absence and declarations of interest

Apologies were received from Mrs J Horne and Mrs S Hyde (both out of parish) and Mrs Morison and also Cllr Fiona Whelan (County Cllr).

Declarations were received as follows:

- Item 5.2 - Dr McCabe declared a personal and prejudicial interest as the Warden Scheme Chairman.
- Item 3.1 and 3.6 – Miss Westgarth declared a personal and prejudicial interest in the reply from Pat Matthews of SCDC as adjacent landowner.
- Item 5.2 – Miss Westgarth declared a personal interest as a member of the Parochial Church Council.
- Item 5.2 – Dr Rintoul and Dr Chambers expressed a personal interest in the Reading Challenge as their children take part in the scheme.
- Item 5.2 – Dr McCabe and Miss Westgarth expressed a personal interest as members of the Twinning Committee.
- Item 5.2 – Miss Bacon and Mr Hollick expressed a personal interest as members of the Twinning Association.
- Item and Dr Rintoul declared a personal interest as a West Street resident

2. To approve the minutes of the previous meeting on 11 March 2009

On a proposition by Dr Chambers, seconded by Dr Rintoul, the minutes of the previous meeting on 11 March 2009 were unanimously approved as a true record and signed by the Chairman.

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

3.1 (3.2) Review of Pavilion Cleaning Contract¹

On a proposition by Mr Halford, seconded by Mr Hollick it was agreed that the cleaning regime should be altered so that it was done as soon as possible after an event, that is by the next working day, for the benefit of all the clubs. The vote was carried with 2 votes against the proposal.

On a proposal by Mr Serby, seconded by Dr Rintoul, it was further agreed with three abstentions, that a letter is sent to all the clubs asking them to ensure that there is not such a mess and that all boots are to be removed and a notice is to be placed in the pavilion advising that the facilities are owned by the Parish Council and if the pavilion is not kept clean the fees may increase. Members of the Parish Council are to set up a rota to inspect the premises.

On a proposition by the Chairman it was agreed to vary the order of business to take item 6.5 next.

6.5 Recreation Ground and Pavilion Management

The Clerk advised that the Council needed to make alternative arrangements for the day to day management of the pavilion and recreation ground as after five years of doing this role which was not part of her job description she would no longer undertake these duties.

Arrangements for co-ordinating the clubs were discussed. It was noted that invoices for hire had been sent for use to date and that pitch bookings had been arranged for the forthcoming season.

On a proposition by Miss Westgarth, seconded by Dr McCabe Mr Roger Abraham was appointed without pay to manage the facilities and attend emergency call outs with Dr Chambers as reserve when Mr Abraham is away.

Dog fouling on the pitch was noted. An article is to be placed in Contact.

A request from the Cricket Club for an all inclusive fee is to be considered by the Working Group who will bring a proposal to the next meeting. Mr Serby declared a personal interest as a member of the Cricket Club.

3.2 (3.3) Tree Work Quotations – Long Road

On a proposition by Dr Chambers, seconded by Miss Westgarth, it was agreed to accept the quotation from Eastern Tree Surgery in respect of this work.

Mr Serby left the meeting.

3.3 (3.6) Comberton Watercourses – reply from Pat Matthews

Miss Westgarth left the meeting and Dr McCabe took over as Chairman. The reply from Pat Matthews of SCDC was noted.

3.4 (7.2) Comberton Twinning Association – thank you²

The letter from the Twinning Association thanking the Parish Council for the donation was noted. It was proposed by Dr McCabe, seconded by Miss Westgarth that any money left over from the event should be returned to the Parish Council.

3.5 Dog Bin and signage

Problems with dog fouling were noted in Fox's Way, Herringfield Drift and on the recreation ground. It was agreed to place an article in Contact outlining the health

issues, encouraging the use of dog bins and encouraging parents to educate their children.

3.6 SCDC – Chairman’s Delegation Procedure³

The reply from Cllr Nick Wright was noted. It was observed that the concerns expressed in the original complaint were not addressed in the reply from Cllr Wright and on a proposition by Dr Chambers, seconded by Miss Westgarth, it was agreed, with one abstention, to request again that the complaint goes to the Scrutiny Committee.

3.7 (6.6) Village Hall & South Street notice boards – to consider quotations received

Quotations from Jason Moore and Westside Joinery were considered. On a proposal by Dr Chambers, seconded by Miss Westgarth, the quotation for £150 for the Village Hall notice board from Jason Moore was accepted with the proviso that the backing board was suitable for pinning notices to it.

Only one quotation had been received in time for the meeting although three companies had been invited to quote. It was agreed that it was not necessary to seek additional quotations and on a proposal by Miss Westgarth, seconded by Dr Chambers, the quotation for £550 for the South Street notice board from Jason Moore was accepted with the proviso that the backing board was suitable for pinning notices to it.

3.8 Sustainable Parish Energy Partnership⁴

Dr McCabe reported on the meeting she had attended. It was agreed that Dr McCabe will act as lead in the short term and write an article for Contact and contact the existing energy group.

4 County Councillor and District Councillor reports and questions

Cllr Harangozo’s report⁵ was taken as read.

The County Councillor’s written report⁶ was noted in her absence.

5 Finance, procedure and risk assessment

5.1 To receive the financial report and to approve payment of bills⁷

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 Mr Hollick, it was agreed that the payments as listed in the financial report should be paid with the addition of Andy Marsh £120.00 and Earth Anchors £667.00.

Roger Abraham (handyman)	£255.50
Connections Bus Project (Youth bus)	£965.90
SCDC (Rates)	£270.98
LGS Services (Admin Support)	£933.91
LG Stoehr (Salary)	£144.69
A Marsh (Cleaning)	£120.00
BT (Telephone)	£57.00

5.2 S137 Donation requests for financial support from village groups and organisations

Dr McCabe having declared an interest left the meeting while the Village Help Scheme letter was considered. It was agreed to place an annual article in Contact prior to it considering its S137 donations.

Mr Walsh left the meeting and did not return.

The request from the Village Help Scheme⁸ for financial support was considered. A proposition by Miss Westgarth, seconded by Dr Chambers, that in accordance with its powers under Section 137 of the Local Government Act, 1972, the Council donate

£1500 to the Village Help Scheme which, in the opinion of the Council is in the interests of the area and its inhabitants, was carried unanimously.

Dr McCabe rejoined the meeting.

Crusaders request for £127.25 towards Respect Zone Barriers⁹ – it was agreed to invite the treasurer to the next meeting to provide more information.

The requests from St Mary's Church¹⁰ Comberton Scouts¹¹, the County Council Reading Scheme¹², for financial support were considered. On a proposition by Mr Hollick, seconded by Dr McCabe, it was agreed in accordance with its powers under Section 137 of the Local Government Act, 1972, the Parish Council would make donations to St Mary's Church £750, Comberton Scouts £300, CCC Reading Scheme £40 all of which are in the opinion of the Council, in the interests of the area and its inhabitants.

5.3 Moore Stephens – Notice of Annual Audit 1 June – noted.

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

6.1 Planning Committee including appointment of 2 members¹³

The Planning Committee's minutes of 11 March were noted. The meeting of 25 March was not quorate and the applications had been carried forward. It was agreed that rather than a report the minutes of the Planning Committee minutes would suffice the Parish Council meeting.. On a proposition by Miss Westgarth seconded by Dr McCabe, Miss Bacon was appointed to the Planning Committee.

6.2 Affordable Housing Working Group¹⁴

The report was considered and it was agreed to hold a public meeting to discuss two new potential sites i.e. north of 82 Green End and adjacent to The Drift which Nigel Blazeby, SCDC Planning Officer had indicated may be suitable as exception sites. It was agreed that this should be an agenda item for the Annual Parish Meeting on 29 April.

Dr Chambers left the meeting.

6.3 Transport Working Group

The Group had not met.

Hillfield Road parking - it was agreed that the Transport Working Group should bring a firm recommendation to the May or June meeting after meeting with residents and Mr Abraham to discuss the options.

6.4 Tree Group

Nothing to report.

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

7.1 Connections Bus – Newsletter and provision of youth services for 2009/10¹⁵

On a proposition by Miss Westgarth, seconded by Mr Hollick it was agreed to continue with the Connections Bus service and contract it to the end of summer.

7.2 Cambridgeshire ACRE – Village of the year competition¹⁶

It was agreed to place an article in Contact inviting a volunteer to co-ordinate this.

8. Closure of meeting

There was no further business and the Chairman declared the meeting closed at 10.16pm.

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.
- 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 Review of Pavilion Cleaning Contract

² Letter dated 26 March 2009 from Comberton Twinning Association

³ SCDC – Chairman's Delegation Procedure reply Cllr Wright

⁴ SCDC Sustainable Parish Energy Partnership

⁵ Report of Cllr S Harangozo dated 4 April 2009

⁶ Report of Cllr F Whelan dated April 2009

⁷ Financial report April 2009

⁸ Letter from the Mobile Warden Scheme dated 21 September 2008

⁹ Letter from Comberton Crusaders

¹⁰ Letter from St Mary's Church Parochial Church Council dated 3 November 2008

¹¹ Letter from Comberton Scouts dated 25 October 2008

¹² Letter from Cambridgeshire Libraries dated 12 March 2009

¹³ Minutes of Planning Committee dated 11 March 2009

¹⁴ Report of Affordable Housing Group dated 8 April 2009

¹⁵ Letter from Connections Bus Project dated 19 March 2009

¹⁶ Calor Village of the Year application form