

COMBERTON PARISH COUNCIL
The minutes of the Parish Council held on
Wednesday 10 June 2009 in the Village Hall at 7.30pm

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

In attendance: 9 members of the public including Mrs S Roberts Chairman Toft Parish Council, Cllr F Whelan (County) and Mrs G Stoehr (Clerk)

Comments & observations from members of the public

Noted:

- Bush Close - vehicles parking on the pavement early evening. The PSCO is to be informed and an article is to be placed in Contact regarding parking on pavements in general highlighting that it does not help road users or pedestrians.
- Posters in the Barton Road bus shelter have been set alight.
- Potholes in Bush Close and elsewhere are to be raised with the County Cllr.

1. Apologies for absence and declarations on interest

1.0 Apologies were received from Mr Halford (unwell) and also from Cllr Whelan that she would be late.

2. To approve the minutes of the previous meeting on 13 May 2009

On a proposition by Dr Chambers, seconded by Miss Bacon, the minutes of the last meeting were approved as a true record and signed by the Chairman after the following amendments:

- Item 1.4.1 –Mrs Morison’s name added
- Item 1.4.4 – Miss Westgarth’s name added.
- Item 1.4.6 – Mr Walsh (Convenor).

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

3.1 Co-option to fill casual vacancy

On a proposition by Miss Westgarth, seconded by Dr McCabe it was unanimously agreed to co-opt Mr Simon Moffat¹ onto the Parish Council. He signed the declaration of acceptance and was welcomed to the meeting.

3.2 (5.0) Sustainable Communities Act

Noted.

3.3 Parish Plan Working Group

Parish Plan Group Terms of Reference:

- Brief: to consider the content, format and structure of the second Comberton Parish Plan beginning with the questionnaire which will be delivered to all homes and to make recommendations to full council for its consideration.
- Administrative matters: No formal agenda, minutes or meeting room required etc as a group not committee
- Financial matters: To spend the ACRE start up grant of £500 in conjunction with the Clerk on promoting the early stages of the project and encouraging others to join the working group.
- Membership:
 - Dr Chambers and Mr Serby - Recreation ground

- Mr Moffat - Transport
- Miss Bacon - Planning
- Mr Hollick - Focus
- Dr McCabe - Affordable Housing
- Mr Walsh - Infrastructure
- Mrs Hyde – Trees
- Miss Westgarth – other (convenor)

The Parish Plan Group

- Must have due regard for the Parish Council's Standing Orders.
- May seek advice or information from the District or County Councils, ACRE and/or other body to enable it to understand or carry out its duties more effectively.
- Should liaise with other Parish Council committees as appropriate.
- May co-opt residents and others to the Group.

An article is to go in Contact inviting residents to participate. This is to be a standing agenda item each meeting.

4. **County Councillor and District Councillor reports & questions**

Cllr Whelan's report was considered². It was noted there is a new CEO at the County Council.

It was agreed that the TWG are to progress items identified under item: 7.4 of the last meeting liaising with Cllr Whelan and inviting her to participate in TWG meetings and discussions so that she may fully support the Group in its CCC liaison and lobbying.

5. **Finance and procedure**

5.1 **To receive the financial report and to approve the payment of bills³**

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 Dr Chambers, seconded by Miss Bacon, it was agreed that the payments as listed in the financial report should be paid:

SCDC (rates)	£135.00
EON (electricity)	£268.96
Buchans (grass cutting)	£225.70
Ridgeons (wood stain)	£9.87
Peter Oakes (tree works)	£184.00
Playsafety Ltd (ROSPA check)	£106.95
Caxton Consultancy (internal audit)	£50.00
R Abraham (handyman)	£31.50
A Marsh (cleaning)	£150.00
LG Stoehr (salary)	£217.72
LGS Services (admin support)	£860.84
Buchans (grass cutting)	£258.13
Peter Round (grass cutting)	£293.16

Noted:

- The grass by the Meridian has not been cut – the contractor is to be asked to attend to this.
- The Pond site has been registered with Land Registry.

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

6.1 **Planning Committee including**

The planning minutes⁴ were taken as read.

6.2 Recreation Ground Working Group

It was reported that the Recreation Group had met with Mr Saunders and had agreed to prioritise the questionnaire to enable input from residents.

On a proposition by the Chairman it was agreed that:

- the Group should maintain continuity with its term so of reference and continue with the negotiations with all the sports clubs on the proposed and also the Clubs' request for all inclusive fees
- The Planning Committee is to look at the planning permission regarding the land extension and liaise with the Recreation Ground Working Group.

Mrs Morison arrived.

6.3 Affordable Housing Working Group⁵

The Affordable Housing working Group's report on their recent meeting with Schuyler Newstead and Mike Osbourne of SCDC was noted. It was agreed to question the SCDC Scrutiny and Overview Committee about the role of Parish Council's in exception sites as the report indicated that this policy had recently changed. The Affordable Housing Working Group is to find out what SCDC is doing to prevent smaller houses being upgraded to larger housing.

6.4 TWG report and recommendations inc Hillfield Road

Nothing further to report. All residents' views are to be sought by the inclusion of a question in the parish plan questionnaire.

6.5 Tree Group

A letter from a resident regarding children building swings and other structures in a tree in Harbour Avenue was considered⁶. Miss Westgarth proposed and Mrs Morison seconded that the structure be removed Following a vote of four in favour and four against the Chairman's casting vote resulted in the motion to remove the structures being carried.

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

7.1 South Cambridgeshire District Council – textile bank⁷

In response to the letter from SCDC seeking to site a textile bank on the recreation ground it was agreed that the recreation ground was not a suitable location as the bank would be at risk of fire and the car park had in the past been damaged by the recycling collection vehicles It was agreed to suggest that the lay-by in Toft is a more suitable place.

8. Closure of meeting

There was no further business and the meeting closed at 9.25 pm.

SignedChairmandate

¹ Simon Moffat application for co-option

² Report of County Councillor Fiona Whelan

³ Financial Report

⁴ Planning Minutes

⁵ Affordable Housing Working Group Report

⁶ Resident letter re structures in trees in Harbour Ave

⁷ SCDC letter re: textile bank