

COMBERTON PARISH COUNCIL
The minutes of the Parish Council held on
Wednesday 9 June 2010 in the Village Hall at 7.30pm

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

In attendance: Cllr S Harangozo (District Councillor), 7 members of the public and Mrs G Stoehr (Clerk)

Comments & observations from members of the public

A member of Comberton Football Club urged the Parish Council to consider the 'human side' when considering item 3.1 (recommendations for an all-inclusive fee). He outlined the financial and other pressures already being experienced by the Club and the fees charged by other villages for the use of their facilities.

The age and condition of the children's play area was compared to play equipment in other villages and several residents indicated their preference that the Parish Council should upgrade the play area.

Recent vandalism on the recreation ground and damage to the dog bins and defacing of council property was noted. Mr Abraham had this in hand and had reported this and the graffiti to the Police.

1. Apologies for absence and declarations of interest

Apologies were received from Mr Serby and Mr Walsh, and also from Cllr Fiona Whelan. There were no declarations of interest.

2. To approve the minutes of the previous meeting on 12 May 2010

The minutes of the last meeting were approved as a true record and signed by the Chairman ^(Prop JM 2nd AB, unanimous), after the following amendments:

Under item 1.4: Focus Group – delete JM; Tree Group - delete CW

Item 4.1 – delete.

Under item 7.2 – date of meeting to read 27 May.

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

3.1 (7.7) Utilities Working Group – to consider recommendation for an all inclusive fee

The working group had met and it was agreed that the workings are to be passed to Mr Halford to complete, based on the number of pitch bookings and dates during the last 12 months. Carried forward to the next meeting.

3.2 (7.8) Recreation ground long term management – to review the position to date and to consider how best to progress this, also to consider the proposal that £500 be spent to draw up the papers

The following documents were tabled:

- Draft Comberton Recreation Trust¹
- Bourn Sports Club Agreement²
- 16/11/09 Rec Constitution draft³
- Sport England Model Constitution⁴

It was reported that the Clubs were in principle willing to enter into the establishment of a trust to manage the Recreation Ground and its facilities subject to agreement over

the wording of the Agreement and the Constitution. It was agreed to write and ask the Clubs for their written agreement in principle and also seek their expectations for the management and the land extension.

It was agreed to carry this matter forward to the next meeting when the Village Hall Trust Deed and the Constitution (ACRE Model B) will also be tabled for consideration.

The plans for the recreation ground drawn up by the architect appointed a couple of years ago, are to be tabled.

At this point the Chairman agreed to return briefly to item 3.1.

The Clerk passed Mr Halford the pitch booking information and the Football Club's representative confirmed that the months September to April are for Football and May to August are for Cricket.

3.3 (6.2.1) Clerk, Recreation Manager, Cleaner and admin support reviews-- arrangements

The reviews for the Clerk and admin support are already in hand.

The Recreation Manager review will be carried out by Miss Westgarth and Miss Bacon.

The Cleaner's review will be carried out by Mrs Hyde and Mr Cornell.

The terms of reference are to review against the existing contract, to meet with the person concerned to discuss this and make a recommendation to the next meeting.

4. County Councillor and District Councillor reports and questions

Cllr Whelan's report was taken as read in her absence.⁵

Cllr Harangozo read his report⁶ which included:

- Uncertainty as to when the Government intends to release funds for affordable housing projects. It was agreed that the Parish Council would write to Grant Shapps, the Secretary for State/Minister, and also to Andrew Lansley, MP.
- Streetlighting is to be an agenda item next meeting when the Annual Parish Meeting resolutions would be discussed.
- Feedback was requested on the long-term management of the ditch adjacent to The Drift. It was noted that the Tree Group is looking into the ownership of the ditch and the Parish Council is to check its deeds. Cllr Harangozo will also ask Pat Matthews of SCDC and CCC to check.

5. Finance and procedure

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

The financial report⁷ was received and considered and checked by a member against the invoices and statements before the cheques were signed. It was agreed^(AB, SI) that the payments as listed in the financial report should be paid, plus P Round (grasscutting) £545.58, and JJ Consultants £88.13 (plan of the pond drainage system into the Highways drainage system.) Mr Hollick reported that the engineer he met on site had indicated the opposite and this is to be checked with the company.

Credits received between meetings were noted.

It was agreed that the dog bin and litter bin on the recreation ground, recently damaged by vandals, should be replaced.

SCDC (Rates)	£117.00
Caxton Consultancy (Internal audit)	£40.00
Cambridge Fire and Rescue Service (Fire alarm)	£89.80
Alarm Maintenance (fire alarm fault check)	£47.00
LG Stoehr (Salary)	£164.84
RT Abraham (Handyman)	£56.00
A Marsh (Cleaning)	£150.00

LGS Services (Admin support)

£913.13

The payment for £1389.07 to Came and Company (insurance) had been approved at the last meeting.

6. To consider any resolutions arising from the Annual Parish Meeting

The resolution regarding street lighting is to be carried forward to the next meeting.

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

7.1 Planning Committee

Nothing to report.

7.2 Affordable Housing Working Group⁸

The working groups report on their meeting on 27th May with Mr Arnold, his solicitor and representatives of both SCDC and also Toft Parish Council to discuss Mr Arnold's proposals for providing affordable homes and car parking at Bennell Court Farm was noted.

7.3 Transport Working Group

Nothing to report.

7.4 Tree Group

- Mrs Morison reported that the Watts Wood interpretation Board. The only matter outstanding is information as to whether the site is Anglian Water or Cambridge Water Company.
- Photographs of the bowls club hedge which has recently been cut were considered. A letter is to be sent to the bowls club expressing the Parish Council's disappointment that the hedge was cut at this time, and at the way it was done. The Club is to be asked to remove the corrugated iron and wood as this is a hazard.
- The corner of Harbour Avenue and Long Road has not been cut – the contractor is to be asked to carry this out.

At the next meeting consideration is to be given to expanding the Terms of Reference for the Tree Group to include other broader environmental areas.

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

None.

9. Closure of meeting

There was no further business and the meeting closed at 9.04 pm.

Signed Clive A. Worsyke Chairman 14/07/10 date

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

¹ Bourn Sports Club Agreement

² 16/11/09 Rec Constitution draft

³ Sport England Model Constitution

⁴ Draft Comberton Recreation Trust

⁵ Report from County Councillor

⁵ Report from District Councillor

⁶ Financial report

⁷ Report of Affordable Housing Working Group