

COMBERTON PARISH COUNCIL
The minutes of the Parish Council held on
Wednesday 12 January 2011 in the Village Hall at 7.30pm

Members present:	Mr A Hollick	Mrs D Morison
Councillors:	Mrs S Hyde	Mr S Moffat
	Miss C Westgarth (Chairman)	Mr J Walsh

In attendance: 5 members of the public including representatives from the Bowls Club, Cllr S Harangozo (District Councillor) and Mrs G Stoehr (Clerk)

1. Apologies for absence and declarations of interest

- 1.1 Apologies received from Cllrs McCabe and Bacon (out of parish) and Rowlands (work).

Comments & observations from members of the public

Residents raised the following -

Potholes in Bush Close have not been repaired and the road requires resurfacing. This will be reported to the County Council.

A lit bollard by CVC needs a washing. This will be reported to the County Council.

Representatives from the Bowls Club attended at the request of the Parish Council to discuss their request for a water meter.

A Pharmacy is not always going to supply the drugs requested or required, and so an alternative supplier may be a good idea.

The Bowls Club representatives expanded on their request to the Council about a water meter and requested that there should be no parking adjacent to the removal post as this restricts vehicular access to the Bowls Club.

2. To approve the minutes of the previous meetings on 8 December 2010

The minutes of the meeting on 8 December were approved as a true record ^(Prop DM, 2nd AH, 1 abstention) and signed by the Chairman.

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

3.1 (3.1.4) Bowls Club water meter, notification of septic tank and water charges

Clarification on the current apportioning of the water meter and the background to the current arrangements with the Bowls Club was considered. It was to release the water bill and to explore entering into a formal lease or agreement with the Bowls Club to regularise arrangements with the Club for its continued use of the area on the recreation ground and also with a view that the Bowls Club assumed responsibility for its share of the rates. ^(Prop CW, 2nd SH) This task will be carried out by Cllrs Walsh, Morison and Moffat, assisted by the Clerk. The Bowls Club plea that it could not afford any increase in costs is to be considered further when the recommendation is brought by the working group and this matter is considered further.

3.2 (3.1.2) Arrangements for shortlisting and appointing arrangements

It was agreed ^(prop CW, 2nd DM) that Cllrs McCabe (Convenor), Morison, Bacon assisted by the Clerk be appointed for the purpose of shortlisting, interviewing and appointing to fill the three vacancies with Cllr Walsh assisting as much as he is able.

3.3 (7.4) SCDC Arts Awards 2011

There were no nominations

3.4 Memorial Bench on recreation ground design and maintenance arrangements

The design of the bench¹ was considered and it was agreed that while the Parish Council likes the curved shape of the bench and has no objections to the recycled materials being used there were concerns about the spindle legs and the Council would like these to be of a more robust design.

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

Cllr Whelan's report² was read by Cllr Harangozo in her absence and included –

- A CCC A603 speed review meeting.
- Madingley Rise – with cuts to the budget there are no guarantees that safety improvements will be carried out.
- The CCC budget announced on 14th January, will be released to the public on 18 January.

As to the speed review the Parish Council highlighted that a dangerous junction on A603 was not included. Cllr Harangozo will let Cllr Whelan know.

Cllr Harangozo's report³ covered;

- Invitation to name the road at The Valley development.
- SCD budget discussions
- Enforcement services
- His intention to spread the planings on the path to the rear of the school to the recreation ground. It was agreed that he should liaise with the Recreation ground Manager

The Chairman temporarily adjourned the meeting to allow Cllr Harangozo to speak as a resident, as he had not been present at the beginning of the meeting and he urged the Parish Council to consider funding for a crossing at Meridian School in Harbour Avenue when considering its budget.

5. **Finance and procedure**

5.1 **To receive the financial report⁴ and to 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. It was agreed ^(DM, CW) that the payments as listed in the financial report should be paid, plus Geoff Wilson (Barton Road bus shelter guttering repairs) £75.82, R Sewell (West St flower bed work) £80, Earth Anchor £745.14 (new litter bin) and Connections £1317.84 (youth bus).

Pinner & Son (trees)	£55.70
CCC (salt bin)	£109.28
SCDC (trade waste)	£17.74
Cambs ACRE (affiliation fee)	£25.00
SLCC (affiliation fee)	£278.00
XXX (salary)	£172.12
Michael C Wood (Watts Wood - Artist)	£500.00
LGS Services (admin support)	£1048.00
A Marsh (cleaning)	£90.00
A Marsh (Rec Manager)	£50.00
Information Commissioner (DPA)	£35.00

5.2 **Appointment of internal auditor**

In response to the quotation and details received it was agreed to appoint Jacquie Wilson of Canalbs. ^(Prop JW, 2nd SH)

5.3 **To consider any quotations received including for replacing pavilion shingles and roof guard**

CGM's quotation for replacing shingles was accepted, a revised quotation for a lead substitute flashing is to be obtained and can be accepted by the Clerk is to be accepted as long as the price does not being requested. The Clerk was delegated to negotiate a lower price with CGM for a lead substitute flashing and put this work in hand. Revised quotations are to be obtained for the proposed roof guard.

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

6.1 Planning Committee ^(AB)

6.1.1 (3.1.1) Recreation Ground land extension report and recommendations including bridge quotes

Quotations for the recreation ground bridge are to be carried forward to the next meeting.

Quotations are to be obtained for the Watts Wood bridge safety surfacing e.g. tar with grit.

6.1.2 The minutes of 22 December 2010⁵ were taken as read. Members present reported on the applications considered at the last planning meeting. It was reported that the District Council had refused permission for 17 Long Rd. Cllr Harangozo was thanked for his help.

6.2 Affordable Housing Working Group ^(JM)

6.2.1 The Valley update and invitation to name the road

Having been invited to name the road by Cambridge and County Developments the Parish Council chose Normandy Close as the village is twinned with a village in Normandy and close is the old name for a field ^(Prop CW 2nd DM).

6.2.2 S/1218/10 Paul Harney Associates - Land at The Valley, Comberton

The Chairman temporarily adjourned the meeting to allow the public to view the planning application

It was agreed to recommend the District Council approve the application with the following comments

- The Parish Council notes that the Public Open Space (POS) will be transferred to the Parish Council to own and maintain. The Parish Council is agreeable to this subject to a S106 being negotiated covering the usual maintenance sum being provided etc. A sum in lieu of play equipment is requested for the Parish Council to spend on enhancing provision at the recreation ground.
- Noting the dog leg that extends to the western boundary of the site dissecting the POS; this should be shortened into a turning area of no more than a vehicle length so that POS is one area and the area removed should be landscaped as POS.
- The public road and the public parking areas should be transferred to the Cambridgeshire County Council as the Highway Authority rather than the Parish Council as currently indicated. Comberton Parish Council does not wish to become a Highway Authority and will not accept responsibility for the roads or the public parking spaces.
- The parking provision is inadequate.
- The Parish Council has drainage concerns.
- There is an area of grass to the north of the site shaded in a lighter green. The Parish Council seeks clarification on this and its purpose/use. It also may wish to comment further on this aspect when this information is provided.
- The Parish Council wishes to be fully involved in all aspects of the landscaping plan.
- This design is not as aesthetically pleasing given its linear appearance and the Parish Council much prefers the design of the previous application.

6.3 Transport Working Group (TWG)

Nothing to report.

6.4 Tree Group

It was agreed that the hedging pack for the recreation ground southern boundary was not now required and that no further planting will take place on this hedge at this time.

In response to the recommendation from the Tree Group it was agreed to purchase six Oak trees at an estimated cost of £150-£180 each from the recreation ground fund for planting near the corner of the recreation ground land extension, subject to SCDC having no objections.^(Prop DM, 2nd SH) It was agreed to invite residents via Contact to contribute towards the trees.

6.5 Budget Working Group – to consider the report and recommendations from the working group and to approve budget for 2011 and to set and demand the precept

The Working Group's report⁶ was considered and Cllr Walsh outlined the main deliberations.

It was agreed^(Prop JW, 2nd SM) that the Parish Council adopt the budget as presented and to set and demand a precept of £65,000 from SCDC which is the amount required to balance the budget.

6.6 To award the grasscutting contract 2011 to 2013 inc

Four tenders had been received and were opened at the meeting. One was dismissed as being too high leaving three for consideration. A decision on the cutting of the highway verges will be deferred to the next meeting as the agency services grant details are not as yet known.

While substantially lower than the two remaining quotes it was decided that as CGM were a well known and reputable company having participated in a fair tender process on equal terms as the other contractors the Parish Council would award the contract to them and that the Council would hold them to the tender price for the period of the contract.

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

7.1 NHS dispensing regulations classification of Comberton

In response it was agreed that Comberton should be classified as a rural community.

7.2 CCC winter service and localism agenda – opportunities for 3rd party working

It was agreed to reiterate that the parish Council think that Green End should be included in the main gritting routes and

7.3 CPALC Localism bill

Noted

7.4 Code of Conduct and Standards Committee update

Noted

8. Closure of meeting

There was no further business and the meeting closed at 10.10 pm.

Signed Chairmandate

¹ Memorial bench proposed design

² County Cllr report

³ District Cllr report

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 reports that the Council considered and do not form part of the minutes.

⁴ Finance report

⁵ minutes of Planning Committee meeting on 22 December 2010

⁶ Budget working group report and draft budget

APPROVED