

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 13 July 2011 in the Village Hall at 7.30pm**

Members present:	Ms A Bacon (Chairman)	Dr J McCabe
Councillors:	Mr A Bateman	Mr S Moffat
	Mr A Hollick	Dame V Sutherland
	Mrs S Hyde	Miss C Westgarth

In attendance: 10 members of the public, Cllr F Whelan (County Councillor), Cllr S Harangozo (District Councillor), Mr Simon Sommerfield-Large and Mr Mike Lee (Laragh House Developments) and Mrs G Stoehr (Clerk)

**1. Apologies for absence and declarations of interest**

There were no apologies.

Cllr Hyde declared an interest in matters relating to the Village College (CVC) as a family member attended the school and also in matters relating to Long Road as a resident.

**Comments & observations from members of the public**

Concerns were expressed about the duck pond and residents were urged to stay clear of the signs and respect the signage as the pond was infested with blue green algae which is harmful if ingested. The Council had been advised by the Environment Agency to leave the pond until the algae cleared later in the year.

A resident raised the proposal for yellow lines outside Comberton Village College. Concerns were expressed that this would divert problems in to Kentings and West Street. It was reported that warning signage by the Village College was obscured by overhanging trees. Cllr Whelan will follow this up with the school.

Mr Malcolm Wright, the Village Hall Chairman raised the proposed storage building at the village hall and its ownership once built. He also raised the condition of a few rustic bins. The Council reported that these had already been ordered for repair.

Cllr Harangozo's report was taken as read. Poor morale at the District Council was highlighted.

Cllr Whelan reported on:

- Volunteers needed to support the library. The costs of the premises are being investigated. A meeting will be held at 7.30 pm on Monday 18 July.
- The results of the transport appeal for the Meridian School.
- Proposed bus service proposed reductions – a judicial review is to be held.
- Secondary School provision – Cllr Whelan declared a personal interest as having a child at Comberton Village College. The proposed new secondary school at Cambourne is expected to open in 2013.
- Parking outside the Village College – Cllrs Whelan and Harangozo had not been invited to the meeting between the County Council (CCC) and CVC.
- Double (both sides of the road) parking at Meridian School.
- Madingley Rise proposed improvements works and expected timing.

Cllr Whelan was thanked for her report and she left the meeting.

Mr Simon Sommerfield-Large and Mr Mike Lee expanded on their correspondence which outlined a proposal for an exception site in Long Road in conjunction with Hundred Housing Society.

Other sites had been explored by them but had been dismissed following discussion with the Planning Authority. A question was raised regarding the provision and allocation of housing. It was noted that the Parish Council and village had not supported a similar proposal on the same site several years ago. It was agreed that the Affordable Housing Working Group would

meet with the gentlemen from Laragh House Developments to discuss the proposal and bring a recommendation to the next meeting in September. (JM 2nd AB)

**2. To approve the minutes of the last meetings on 8 June 2011**

The minutes of the previous meeting on 8 June were approved (Prop CW, 2nd JM, carried with 1 abstention) 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 (3.1) Co-option to fill vacancies on the Parish Council

No applications had been received.

3.2 (3.2.3) Recreation Ground

3.2.1 (3.2) Management arrangements and report

On a proposition by the Chairman, it was agreed to vary the order of business to take this item at the end of the meeting.

3.2.2 (3.3) Recreation ground extension project and car parking provision

Cllr Westgarth outlined the Planning Committee's report and recommendation. It was agreed to extend the recreation ground car park by a further 10 vehicle spaces, lay to satisfy the remaining planning condition at an approximate cost of £19,500. This will come from the Recreation ground budget and tenders are to be invited.

3.2.3 (3.2.5) Garage damage to wall – to consider repair

Three quotations were considered and it was unanimously agreed (Prop CW, 2nd SH) to accept the quotation from Ted Hoover. The Clerk was delegated to arrange for the wall to be reinforced with breeze blocks or other reinforcing.

3.2.5 (6.4) Jubilee Trees

Cllr Westgarth outlined a proposal for Jubilee tree planting on the recreation ground extension and consideration was given to linking the other commemorative areas including the sensory garden, and Watts Wood into a Jubilee walk. The Tree Group and the Focus Group are to look into this and bring a recommendation to the next meeting.

3.2.6 (3.4) To consider setting up a recreation ground committee or working group and its terms of reference

The Terms of Reference were confirmed as follows:

To consider all management aspects of the Recreation Ground

To look at the facilities on the Recreation Ground and their use and to make recommendations on further Terms of Reference for this working group and also its membership.

Membership: Cllrs Westgarth, Sutherland and Moffat (Convenor).

3.3 (3.2.6) To review the Terms of Reference for the Tree Group

It was agreed to add the following to the terms of reference:

“To consider all matters relating to the environment and biodiversity”.

3.4 (3.2.5) Hillfield Road Parking

Consideration was given to the report from the Hillfield Road parking group and legal advice from NALC regarding the appropriation out of Public Open Space for parking, and the limits on what is permitted. The Transport Working Group is to explore options with CCC and to report to the next meeting.

3.5 (7.4) Comberton Library

It was agreed that the Library was very important to the community as a whole. Cllr Hollick agreed to attend the meeting on 18 July. Mr Michael Whyatt of CCC Library Services was invited to address the Council and he indicated that local community

support was required in the form of either voluntary help or funding and he suggested that local villages could work together to support the library. Cllr Hollick will raise this at the library meeting on 18 July.

### 3.6 (7.2) Connections Bus and user survey

Cllr Bacon reported on the members' visit to the bus which was found to be a humbling experience. A request had been received for funding for goal posts. It was agreed <sup>(Prop CW, 2nd JM)</sup> to review the provision of the Connections Bus at the next meeting with a view to consideration whether there should be some provision next summer and if there should be other provision. A parishioner's kind offer to donate goal posts was noted.

### 3.7 Village Hall hearing loop

The trial undertaken at the Annual Parish Meeting was reviewed, together with residents' letter. It was unanimously agreed <sup>(Prop AB, 2nd JM)</sup> that no further action be taken except that members should continue to be mindful of the training received about speaking more clearly and loudly.

### 3.8 Memorial Bench

It was noted that the contractor had not accepted the contract on the terms agreed at the last meeting and had quoted for the removal of the spoil so another quote had thus been sought. It was agreed <sup>(Prop CW, 2nd AB)</sup> to accept the quotation of £930 from Reids Playground Maintenance for the bench's installation.

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

Taken earlier.

## 5. Finance, procedure & risk assessment

### 5.1 To receive the financial report 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 <sup>(Prop CW, 2nd JM)</sup> that the payments as listed in the financial report should be paid, plus R Sewell (flower beds) £30.00, LGS Services (Admin support) £1141.90, CGM Cambridge (xxx) £390.85, Eon (Electricity) £63.42, Scotsdales (Sensory Garden plants) £28.96.

SCDC (Rates)	£46.00
CGM (Grass cutting)	£1540.08
Jason Moore (Footbridges)	£1392.00
LGS Services (Annual reports)	£375.00
A Marsh (Rec Ground Manager)	£50.00
A Marsh (Pavilion Cleaner)	£120.00
LG Stoehr (Salary)	£172.12
CCC (Village Hall sign)	£119.69
BT (Telephone)	£48.00

It was noted that fees for recreation ground fees were outstanding and that reminders had been sent to all clubs and also the Football Club had been invited to settle again in instalments if they preferred.

## 6. To receive reports and recommendations from committees, working groups and members

### 6.1 Planning Committee

Nothing to report.

### 6.2 Affordable Housing Working Group

The S106 agreement is awaited for signature.

### 6.3 Transport Working Group including speed stickers

Cllr Bacon resigned as Convenor. Cllr Bateman was appointed the new Convenor.

6.4 Tree Group

A resident had requested that a hornbeam in Baker Close be removed and stray lower branches be cut back 2 metres. The Tree Warden will trim the tree in autumn.

6.5 Parish Paths Partnership

Nothing to report.

6.6 Recreation Ground Manager's report

No report had been received. On a proposition by the Chairman, it was agreed to vary the order of business to carry this item forward to the end of the meeting.

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

7.1 Community Connect Constitution

Noted.

7.2 Resident request for gap in recreation ground hedge

The residents letter congratulating the Parish Council on the new bridges and requesting a gap in the hedge is to be looked at by the recreation Ground working group.

7.3 CCC Street Lighting PFI project

The Parish Council supported the proposals as detailed.

7.4 South Cambridgeshire Community Pride and Village Hero Awards

The meeting was adjourned at 10.20 pm to enable Cllr McCabe, Chairman of the Help Scheme, to recommend the co-ordinator, Jill Redman, who has undertaken this role for 30 years (Prop CW, 2nd AH, agreed)

7.5 CCC Speed Limit policy

The Parish Council agreed (Prop CW, 2nd SM, carried with 1 abstention) to support the policy.

7.6 SCDC Draft Parish Charter

Carried forward to the next meeting.

7.7 CCC Proposed no waiting at any time near the Village College, West Street

It was agreed that the Parish Council had no objections to the proposal.

3.2.1 Recreation Ground Management arrangements & 6.6 Recreation Ground Manager's report

At approximately 10.25 pm, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, the Council considering matters concerning an employee, the public were temporarily excluded from the meeting and were instructed to withdraw. The Clerk was invited to remain.

The meeting was re-opened to the public at approximately 10.40pm. No public rejoined the meeting.

**8. Closure of meeting**

There was no further business and the meeting closed at 10.40 pm.

Signed ..... Chairman .....date