

**COMBERTON PARISH COUNCIL**  
**The minutes of the Parish Council meeting held on**  
**Wednesday 9 November 2011 in the Village Hall at 7.30pm**

Members present:	Miss A Bacon <sup>(AWB)</sup> (Chairman)	Mrs M Richards <sup>(MR)</sup>
Councillors:	Mr A Bateman <sup>(AB)</sup>	Mr T Scott <sup>(TS)</sup>
	Mr A Hollick <sup>(AH)</sup>	Dame V Sutherland <sup>(VS)</sup>
	Dr J McCabe <sup>(JM)</sup>	Miss C Westgarth <sup>(CW)</sup>
	Mr S Moffat <sup>(SM)</sup>	

In attendance: 25 members of the public, including young people; Cllr S Harangozo (District Councillor), Cllr F Whelan (County Councillor), and Mrs G Stoehr (Clerk)

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

Apologies were received from Cllr Griffiths. There were no declarations of interest at this point.

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

Mrs Ingrid Sims from the Comberton requested that the Parish Council bring forward items 5.5 and 6.1.

Mrs Suzan Griffiths of Friends of Comberton Library provided an update on the recent meeting and the financial position which included details of funding secured and the result that the library had been saved.

Members of Comberton Crusaders, (committee members, players and their parents) raised objections and concerns regarding the proposal for tree planting on the Recreation Ground extension. Mr Richard Rowlands expressed concern at the Jubilee Trees project, the lack of consultation and the timing of the proposal, and that covenants were not being followed. Mrs Theresa Healy, Comberton Scouts complained that she had not been kept informed that Mr Worrall had declined to join the Recreation Ground Working Group. A resident requested that an independent view be taken regarding play equipment. It was observed that the land was purchased for sport, not woodland. Mrs Sims drew attention to the Annual Report of 2003 and the change of use on purchase for recreation purposes, referring to Tim Wall's report, and expanded on her letter under Item 6.1. Miss Eleanor Sims requested playing fields on the Recreation Ground and did not consider a wood a good use of space. Mr Nick Taylor, a parent of children playing for the Crusaders, explained that they have to play in other villages but want to play on home ground. It was questioned whether the Queen's Jubilee wood was a fitting use of the land.

Other concerns included that any space remaining after a wood had been planted, would not be enough for four pitches of varying size and whilst some trees would be acceptable, the present plan was not. One resident asked why the current pitch was not used, and a Crusaders' parent responded that this was because of its condition and the cost when compared with playing elsewhere.

Mr Robert Cook, Tree Warden, spoke to the reports the Parish Council had asked him to provide and advise on.

Concerns were expressed that the residents had not been consulted when their money was being spent. Mr Charles Chambers, ex-councillor and Comberton Crusaders' parent explained the financial position, concerning the costs of hire and the other costs including, line marking, washing of kit etc. It was suggested if the Crusaders were not using the Pavilion, they should approach the Parish Council for reduced costs. The Chairman stated that the Parish Council was pleased that the Crusaders had approach the Council with a view to lease and that their letter would be considered later in the meeting.

Cllr Whelan spoke to her written report which included:

- A site meeting with A Swallowe from CCC to discuss the wish for a crossing at Harbour Avenue by the School
- Pavement sweeping and past problems and she invited residents and the Council to inform her of any areas where there were problems.
- The Governors' draft admissions policy for Comberton Village College which permits the increase of class sizes if wished.
- Grant availability from CCC to celebrate the Olympics and Paralympics.

Cllr Harangozo spoke to his report which included:

- Publicity from SCDC regarding cheap insulation
- Transport and buses –the Parish Council was urged to express its concerns regarding public transport. SCDC Community Chest grants could partly cover the costs.

Cllr Whelan left the meeting.

**2. To approve the minutes of the last meeting on 12 October 2011**

The minutes of the previous meeting on 12 October were approved <sup>(Prop JM, 2nd MR)</sup>, as a true record and signed by the Chairman, after the following amendments:

- item 3.3, delete the words “and on he”
- item 5.2, add the words “taken earlier”
- the text in item 5.2 “Cllr Moffat reported ... Hillfields Road. Carried forward.” to be moved to item 5.3.

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

The Clerk's report which included background to items on the agenda and items for info only was noted.

On a proposition by the Chairman, it was agreed to vary the order of business to take Items 6.1 and 5.5 at this point together.

**6.1 Comberton Crusaders regarding their request for lease and the Jubilee Wood and also Cambridge Football Association**

**5.5 Recreation Ground Working Group including report on meeting with the Crusaders**  
Correspondence from the Comberton Crusaders and Cambridge Football Association, along with the Working Group's written report, all as circulated was considered. It was agreed that Cllr Moffat should arrange for the Recreation Ground and Tree Group to meet on site with the Comberton Crusaders to take a look at the area and see what is feasible and if a compromise is possible.

The resignation of Mr Robert Cook as Tree Warden was received.

**3.1 (3.1) Co-option to fill vacant seat on the Council and appointment to any Committees or Working Groups**

Carried forward pending receipt of applications for co-option.

**3.2 (3.6) Village Hall Committee – appointment of trustee**

Carried forward.

**3.3 (3.4 of 14.9.11) Comberton Library update**

Taken earlier under public comments.

**4. Finance, procedure & risk assessment**

**4.1 To receive the financial report and to approve the payment of bills**

The financial report was received and considered. This was checked by a member against the invoices and statements before the cheques were signed at the end of the meeting. It was agreed <sup>(Prop CW, 2nd JM)</sup> that the payments as listed in the financial report should be paid, plus LGS Services (Recreation Ground admin) £353.40, S & J Cleaning £210.00, CGM Cambridge (grass cutting) £520.48, Peter Oakes (Tree

works) £480.00, R Sewell (Flower beds) £20.00, A Bacon (reimbursement pavilion sundries) £7.37, and LGS Services (admin support) £1109.61.

SCDC (Rates)	£35.00
SCDC (Planning Charge)	£42.50
CGM (Grass cutting)	£60.00
Peter Oakes (Tree works)	£168.00
LG Stoehr (Salary)	£172.12

Noted:

BT had been requested to undertake a review, as the account was £198.58 in credit, which will be refunded by Direct Debit. The BT monthly payment plan had thus been reduced. Credits received since the last meeting including pitch hire and the VAT refund were noted.

#### 4.2 Budget Review

The Budget working group would be meeting shortly and members and working groups were urged to submit their bids for the FY 2013 budget.

#### 4.3 Crossroads flower beds contract

It was considered that a brilliant job had been done on the maintenance of the flower beds. It was agreed <sup>(Prop CW, 2nd JM)</sup> to renew the contract for up to 2 hours per month with an expected reduction in work during the winter season.

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

#### 5.1 Planning Committee

The previously circulated minutes of the Planning Committee were taken as read. It was noted that building work had started at both 12 Swaynes Lane and also 3 Long Road but as yet no S106 money had been received. This is to be reported to SCDC.

#### 5.2 Affordable Housing Working Group including update on Long Road affordable housing

Cllr Scott declared a personal and prejudicial interest as the tenant of the land in Long Road which Stepford Homes was looking into developing. Cllr McCabe spoke to her written report.

#### 5.2.1 The Valley Affordable Housing – to authorise the signing of the S106 agreement

The S106 agreement and establishment fund was explained and it was unanimously agreed <sup>(Prop AB, 2nd JM)</sup> that it should be signed by two members.

#### 5.2.2 Routing of services across/under Parish Council land 21-59 The Valley and impact on three trees

Cllr Westgarth reported on the site meeting. One silver birch needs to be removed and is to be replaced with a suitable tree. The removal of the silver birch was agreed <sup>(Prop CW, 2nd JM)</sup> in accordance with the plan drawn up by the developers. The resident's letter raising concerns about two trees in the locality and requesting their removal, was considered. This was carried forward until advice from Peter Oakes, Tree Surgeon has been received.

#### 5.3 Transport Working Group including:

#### 5.3.1 Hillfield Road proposed bollards and meeting with CCC – report on meeting and proposal that further consultation is undertaken on the options.

The Working Group's report and proposal was considered. It was agreed that the notes on the site meeting with the County Council's Officer should be distributed to the residents of Hillfield Road: -

1. asking them if they wish to get together to pursue any of the options at their own cost;

2. pointing out that they will not own any spaces even if they pay for it or contribute towards them;
3. pointing out that if they fail to choose any of these and continue parking on and thereby damaging the verges, then the CPC will have no choice but to install bollards as previously agreed;
4. enclosing a copy of CCC's Highway's specification for construction of highways which contains a list of approved contractors who can be contacted for quotations for the works;
5. deadline for responses and or proposals from the residents will be end of January 2012.

Cllr Moffat agreed to deliver these to households. An item is to appear also in Contact.

- 5.3.2 Barton Road speed reduction from the Long Road roundabout towards Barton – extending the 30 mph zone 400 metres further up Barton Road – proposal that subject to £2000 being available in the budget for this the Parish Council move ahead with this plan and associated consultation.

The amended proposal that the speed limit be reduced from 60 mph to 40 mph for a distance of 650 metres further up Barton Road at an estimated cost of £1800 plus VAT was agreed, subject to local consultation and consultation with the Police. It was agreed <sup>(Prop SM, 2nd CW)</sup> to transfer £1000 from the Contingency to the Transport Working Group budget to cover this cost. Cllr Scott is to discuss with Barton Parish Council the possibility of extending the limit to include the open section between the villages.

- 5.4 Tree Group

A quotation is to be requested for the work to the silver birch tree and the lime trees in Milner Road.

- 5.5 Recreation Working Group

Taken earlier.

- 5.6 Parish Plan Steering Group including proposal for publication of questionnaire results and for a summary report to be prepared and published

The Clerk, having declared a personal interest in this item, left the meeting. The quotation from LGS Services in the sum of £530 for the summary booklet to be produced and printed was accepted <sup>(Prop CW, 2nd AB)</sup>.  
The Clerk rejoined the meeting.

- 5.7 Recreation Ground staff vacancies - Appointing Working Group

On a proposition by the Chairman, it was agreed to take this item at the end of the meeting. The group will attend a meeting with Cllr Harangozo, Cllr Whelan and other parishes.

- 5.8 Bourn Brook Invasive Species

Cllr Hollick agreed to attend a meeting in Toft to discuss dealing with non-native invasive species in Bourn Brook. Anyone who wished to also attend was asked to inform Cllr Hollick.

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

- 6.1 Comberton Crusaders regarding their request for lease and the Jubilee Wood and also Cambridge Football Association

Covered under public session and Item 5.5 above.

- 6.2 CCC Consultation on review to remove all subsidised bus service funding

In response to the reports that the Parish Council might contribute financially towards the bus service it was agreed that the Chairman would attend the meeting being arranged by Cllrs Whelan and Harangozo and report back to the next meeting.

- 6.3 CPALC affiliation

The merits of rejoining CPALC were discussed and this was passed to the Budget Working Group to review against the budget and make a recommendation to the Council.

6.4 CLlr Harangozo – Community Energy Projects

It was noted that Cllr Harangozo had cancelled this item.

6.5 Queen’s Diamond Jubilee – lighting of beacons

To be passed to the Church. Cllr Westgarth declared a personal interest as a member of the Parochial Church Council.

5.7 Recreation Ground staff vacancies - Appointing Working Group

At 9.50 pm on a proposition by the Chairman, carried unopposed, 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, employment matters, the public were temporarily excluded from the meeting and were instructed to withdraw. Members of the public left the meeting and did not return.

Following the appointment of the litter picker the Clerk declared an interest as owner of LGS Services and left the meeting while the remainder of the business was discussed.

7. Closure of meeting

At 10.10 pm the meeting was declared re-opened to the public. The Clerk returned. There was no further business and the meeting closed at 10.10 pm.

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