

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 11 January 2012 in the Village Hall at 7.30pm

Members present:	Miss A Bacon ^(AWB) (Chairman)	Mr S Moffat ^(SM)
Councillors:	Mr A Bateman ^(AB)	Mr B Pemberton ^(BP)
	Mr H Griffiths ^(HG)	Mrs M Richards ^(MR)
	Mr A Hollick ^(AH)	Mr T Scott ^(TS)
	Dr J McCabe ^(JM)	Dame V Sutherland ^(VS)
	Mrs J Preston ^(JP)	Miss C Westgarth ^(CW)

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

1. Apologies for absence and declarations of interest

Apologies were received from Cllr Fiona Whelan.

Comments & observations from members of the public

A resident read out her family's letter to the Parish Council expressing their concerns regarding increased traffic along Hines Lane that may result if additional pitches are introduced and indicated that they would prefer that the Recreation Ground was used for general activities, not only sport.

A resident indicated he had attended regarding the proposed Hillfield Rd bollards. This will be an agenda item for the next Council Meeting.

Andy Marsh from Comberton United Football Club complained that correspondence forwarded to the Recreation Ground Working Group had not been replied to. He raised concerns that the proposed extension to the car park of 5 metres would mean that the football pitch is only 2 metres from the fencing. He requested a meeting with the Recreation Ground Working Group.

Cllr Whelan's report which was read by Cllr Harangozo in her absence, included:

- School's admissions policy and its benefits
- Change of Library opening hours
- Members allowances reviews and process
- An invitation for members to attend a meeting with Highways to look at crossing near the Meridian School.

Cllr Harangozo spoke to his report and expressed his concerns regarding progress of the recreation ground extension given that the District Council (SCDC) gave £20,000 for the land extension purchase. He was asked to write to the Council so that his views could be considered alongside all others received.

2. To approve the minutes of the last meeting on 14 December 2011

The minutes of the previous meeting on 14 December were approved ^(Prop HG, 2nd MR, 1 abstention) as a true record and signed by the Chairman, after the following amendments:

- Item 5.3 to delete 'to where.... be sited', and insert 'of Barton Rd'.

3. Matters arising or carried forward from the meeting or a previous meeting for discussion or decision and to note the Clerk's report

The Clerk's report which included background to items on the agenda and items for info only was noted. This included the response from SCDC on Land off The Valley S106 and the provision of water at the land and also residents' responses to recent consultations including those on

- Hines Lane potential increased traffic to the recreation ground
- Proposed traffic calming by Meridian School
- Barton Rd speed reduction scheme

- Hillfield Rd proposed bollards

3.1 (3.3) Village Hall Committee – appointment of trustee

Carried forward to the next meeting

3.2 (5.9) Deed of Dedication for Watts Wood

The advice of CPALC is awaited so this was carried forward to the next meeting.

3.3 (6.2) CCC Funding for Local Minor Highway Improvements - to consider bids including ‘20’s plenty’ and raised platforms near the Meridian School, and in Barton Rd

The response to the consultation, as circulated, considered an alternative option suggested. It was agreed to submit a bid for a minor highways improvement, for raised platforms either side of the junction with Harbour Avenue. The Parish Council will pay the required 10% if successful. ^(Prop SM, 2nd AB, unanimous) The Transport Working Group will complete the papers and will arrange a meeting with Cllr Whelan.

3.4 (3.2) Appointment to any Committees or Working Groups – Clerk’s Appraisal Group
Appointments were agreed as follows ^(Prop CW, 2nd AB)

Cllrs McCabe and Sutherland will form the Clerk’s Appraisal Working Group. Cllr Moffatt resigned from the Recreation Ground Working Group as of 1st February. Cllr Pemberton will join the Recreation Ground Working Group on 1st February.

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 ^(Prop CW, 2nd HG) that the payments as listed in the financial report should be paid, plus ACRE (5 yr membership) £100, SLCC (affiliation fee Clerk’s membership) £286.00, and Connections Bus £1368.00.

Alarm Maintenance (Alarm Service)	£216.00
Royal Mail (PO Box 6 months)	£110.00
Contract Flooring Services (Flooring)	£4752.00
CCC (Streetlighting)	£211.68
S & J Cleaning (Pavilion Cleaning)	£84.00
ESPO (Litter Picking Equipment)	£29.58
LGS Services (Admin Support)	£1202.42
LG Stoehr (Salary)	£172.12
C Stewart (Litter Picker)	£54.68

Credits received between meetings were noted. The payment to Royal Mail will allow time for the Council to notify all parties, including the Bank of the change of address,

4.2 Appointment of Internal Auditor

It was agreed to appoint Canalbs Ltd at an approximate fee of £105.

4.3 To consider tenders received for the Recreation Ground car park

Three tenders were considered. The statement on one tender is to be clarified. The Transport Working Group will look at the specification and tenders, and bring a recommendation to the next meeting.

4.4 Connections Bus Contract and report

The report as circulated was noted. The draft budget provision was considered and it was agreed to extend the contract to 31 March 2013 to include school holidays ^(CW,AB).

4.5 Budget Working Group – to consider the report and recommendations including

4.5.1 To review budget FY 2012

The Budget Working Group’s report and accompanying papers were considered.

4.5.2 To consider and approve a budget for FY 2013

It was agreed that the Parish Council adopt the budget as presented. ^(Prop CW, 2nd HG)

4.5.3 To set and demand the precept

It was agreed to set and demand a precept of £58,815.60 from SCDC which is the amount required to balance the budget. ^(Prop CW 2nd VS)

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

5.1 Planning Committee

The minutes of the meeting which had been circulated were taken as read.

5.2 There was no item 5.2 on the agenda.

5.3 Transport Working Group (TWG) including:

No report.

5.4 Tree Group

Cllr Westgarth reported that the Tree Warden had inspected the trees in The Spinney following high winds, and all appears to be in order. Self-set saplings on the land extension have been vandalised and some removed. The mechanical construction of an earth mound has been noted. It was agreed that a letter be sent to the School advising them they can cut off any branches overhanging the school grounds

5.5 Recreation Ground Working Group

Cllr Moffat reported that the Working Group (RWG) will be meeting in a few weeks at which time all responsibilities on Recreation Ground matters will be considered and a meeting with sports clubs and users will be arranged.

Cllr Westgarth reported that she had put out a fire under the skate park and that the Clerk had reported this to the Police.

It was noted that a new structure had appeared at the Bowls Club and two ornamental bowls outside the Bowls Club gates. The RWG will look into these and report to the next meeting.

5.6 Affordable Housing Working Group

Cllr McCabe spoke to her report and that Alan Finch, Stepford Homes, had indicated that the Company had carried out a survey of the potential Affordable Homes site on Long Road. They were working on a draft proposal which they plan to show to SCDC and the Parish Council. She had reiterated that the Parish Council would want feedback from a Village Consultation before deciding whether it would support a proposal for Affordable Housing on this site.

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

6.1 SCDC – Land off Barton Rd proposed sale or lease of land to adjacent home

The letter from Jenny Clarke at SCDC was considered, and it agreed to reply that the Parish Council prefers Option 1, whereby the land is offered for garden use only, with a restrictive covenant that no building takes place on the land ^{(Prop CW, 2nd MR).}

6.2 Changes to Comberton Village College Admissions and consultation

Cllr Whelan's report on this was noted.

6.3 SCDC Housing Strategy Consultation

This has been delegated to the Affordable Housing Working Group.

6.4 SCDC Arts Awards

It was agreed to carry this forward to enable member to consider nominations.

6.5 SCDC Empty Homes consultation

This was delegated to the Affordable Housing Working Group to complete on the Parish Council's behalf.

At 9.13pm 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, the Council considering 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. The Clerk was invited to remain.

7. **Closure of meeting**

At 9.25 pm the meeting was declared re-opened to the public. There was no further business and the meeting closed at 9.25 pm.

Signed Chairmandate

Approved