

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 9 January 2013 in the Village Hall at 7.30pm

Members present:	Miss A Bacon ^(AWB) (Chairman)	Mr H Griffiths ^(HG)
Councillors:	Mr B Pemberton ^(BP)	Mr A Hollick ^(AH)
	Mr S Moffat ^(SM)	Mr T Scott ^(TS)
	Mr R Elleray ^(RE)	Mr P Crossley ^(PC)
	Mrs J Preston ^(JP)	Miss C Westgarth ^(CW)
	Dr J McCabe ^(JM)	

In attendance: 4 members of the public, County Councillor F Whelan, and Mrs G Stoehr (Clerk)

1. Apologies for absence and declarations of interest

Apologies for absence were received from District Cllr S Harangozo and for lateness from County Cllr F Whelan.

1.1 To receive declarations of interests from councillors on items on the agenda

Cllrs Bacon, Westgarth, McCabe and Pemberton declared a pecuniary interest in the setting of the precept as residents and taxpayers and disclosed the existence of their dispensation to enable them to speak and vote on matters relating to the precept.

1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

Requests for dispensations in respect of setting the precept were received from Cllrs Griffiths, Crossley, Scott and Preston.

1.3 To grant any requests for dispensation as appropriate

Dispensations were granted to Cllrs Griffiths, Crossley, Scott and Pemberton to enable them to speak and vote on setting the precept. .

Comments & observations from members of the public and County and District Councillor reports

Residents spoke to their letter and outlined their concerns regarding the Connections Bus and some of the youths which use it, for discussion under Agenda Item 3.2.

2. To approve the minutes of the last meeting on 12 December 2012

The minutes of the last meeting on 12 December were unanimously approved^(Prop RE, 2nd BP) and signed by the Chairman after an addition to Item 5.7 to show that the meeting closed at 9.35 pm. The confidential minutes of 12 December were approved^(Prop CW, 2nd JM) and signed by the Chairman.

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 matters arising, was noted.

3.1 (5.6) Assets Group report on any encroachment of Parish Council land

The storage of wheelie bins in Harbour Avenue was carried forward. Information on the Janes Estate Public Open Space is to be circulated to all members for monitoring to take place.

3.2 Connections Bus provision from 1 April – to consider correspondence received and the recommendation from the BFWG

Cllr Crossley reported on a conversation with Alan Webb of the Connections Bus Project regarding the attendance record and spoke highly of the benefits of the visits.

An increase from £177 to £230 is proposed but the use of volunteers would result in a £40 reduction in the cost.

On a proposition by the Chairman, the meeting was briefly suspended and residents were invited to outline their objections to the Connections Bus. It was agreed ^(Prop PC, 2nd BP) to raise these with the Bus Project and clarify what procedures were in place, as there was a need to ensure youths stayed for the full duration of the visit to prevent anti-social behaviour. A letter of support from another resident about the service provided was also noted. It was observed that a member had witnessed a group of youths engaging in anti-social behaviour during the daytime. The PCSO is to be asked to undertake more regular patrols.

It was agreed to assure the Bus Project that the Council was in full support of their work. It was agreed to explore a building based system at an increase of £39 per session. This is to be an agenda item for the next meeting. The BFWG and RWG are to bring a recommendation to the next meeting. Cllr Crossley will convene the meeting and prepare a report.

3.3 Hines Lane speed bumps – to consider residents’ responses to the consultation

The responses of residents were considered. The lack of support was noted.

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 Amanda Bacon (reimbursement for a dustpan and brush) £10.48.

R Elleray (Reimburse toner)	£68.91
Cambridgeshire ACRE (Membership renewal)	£30.00
Edwards Sports Services (Tennis court mechanism)	£97.55
S & J Cleaning (Pavilion clean)	£42.00
CAPALC (Training)	£35.00
SLCC (SLCC and ILCM Membership)	£293.00
C Stewart (Salary)	£54.68
LG Stoehr (Salary)	£243.04
LGS Services (Admin support)	£1634.02

4.2 Risk assessment matters

The report and quote from Alarm Maintenance was considered and it was agreed ^(Prop CW, 2nd AB) that new luminaires should be installed at the pavilion for emergency lighting at a cost of £529.00.

Cllr Whelan arrived and was invited to report. This covered:

- Bus service meetings are to take place on 17 and 23 January to discuss demand responsive transport and other options.
- The CCC budget is to be released on 29 January. It is still possible to submit letters of support for the Minor Highways Improvements Scheme bid.
- Toft Parish Council had expressed a mutual interest in discussing the Bennells Farm proposal.

Cllr Harangozo’s report was taken as read in his absence.

4.3 To review the budget FY 2012

The Finance and Budget Working Group’s report and budget recommendation was considered. Cllr Elleray, while having been a member of the working group and involved in the preparation sat back from the discussions.

- 4.4 SCDC precept payment and consultation 2013-2014
Noted.
- 4.5 To consider and approve a budget for FY2014 and to set the precept
The draft budget was considered. It was agreed ^(Prop PC, 2nd CW) that £2,500 should remain in the earmarked reserves for the recreation ground project and to the sum of £10,000 allocated to projects to £7,500.
The reserves were considered. General reserves are to be reduced to 1.2% from over 2% this year ^(Prop PC, 2nd AB with three abstentions). Cllrs Elleray, Moffat and Hollick sat back from the discussion and decision. Cllr Moffat left the meeting at 9.05 pm and returned at 9.10 pm.
The budget was approved by resolution of the Council. ^(Prop PC, 2nd CW) and it was unanimously agreed to seek a precept of £55,590 from South Cambridgeshire District Council, being the amount required by the Parish Council to balance its budget minus the estimated grant offered by SCDC.
- 5. To receive reports and recommendations from committees, working groups and members**
- 5.1 Planning Committee
Taken as read.
- 5.2 Recreation Ground Working Group
Cllr Griffiths reported on a meeting with Comberton United Football Club. Matters discussed included cleaning, the up to date fixture list and payment of the outstanding debt, broken beading in the window frame in the gents toilets, a build up of materials, and a broken casing on the roller blind. A contribution for line marking material and a skip for the clearance of the pavilion store room had been requested.
An expression of interest had been submitted to Ameycespa for a grant. The next working group meeting will be on 15 January.
It was agreed (Prop HG 2nd AB) that the blind and window were high risk and that the Clerk should arrange repairs. Consideration of the requests from the football Club for a skip and contribution for line marking materials will be an agenda item for the next meeting.
- 5.3 Questions to RWG regarding recreation ground use by villagers and sports clubs
Withdrawn.
- 5.4 Transport Working Group (TWG)
Nothing to report.
- 5.5 SCDC Local Development Framework 2012/Our Village Vision (LDF2012WG)
The SCDC LDF Issues and Options 2 consultation was noted. A Comberton specific consultation will be funded by SCDC. A public meeting will be held on 23 January. The Council will consider a recommendation from the Working Group as to its response at the next meeting.
- 6. To consider matters arising out of correspondence/communications received**
- 6.1 Came and Company – play inspection and tree inspection requirements
A discussion took place regarding the recommended requirements. Weekly play inspections and recording was already in place. Tree reporting and recording procedures will be reviewed and enhanced and details will be sent to the insurance company for its views in the hope that an arboricultural report would not be necessary.
- 7. Closure of meeting**
There was no further business and the meeting closed at 9.50 pm.

Signed Chairman date