

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 13 March 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 T Scott ^(TS)
	Mr R Elleray ^(RE)	Mr N Taylor ^(NT)
	Mrs J Preston ^(JP)	Miss C Westgarth ^(CW)
	Dr J McCabe ^(JM)	

In attendance: one member of the public, and Mrs G Stoehr (Clerk)

1. Apologies for absence and declarations of interest

Apologies for absence were received from Cllrs Crossley (out of parish), Hollick (unwell), County Councillor F Whelan and District Councillor S Harangozo.

1.1 To receive declarations of interests from councillors on items on the agenda
None.

1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
None.

1.3 To grant any requests for dispensation as appropriate
None.

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

It was agreed that Cllr Whelan's correspondence regarding bus service meetings and flooding would be taken under members' reports.

2. To approve the minutes of the last meeting on 13 February 2013

The minutes of the last meeting on 13 February were unanimously approved^(Prop AB, 2nd RE, carried with 1 abstention) and signed by the Chairman, after amendments to Item 3.3 to change "Bateman" to "Bacon", and to record that Cllr Preston had sent her apologies and was not present.

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 (6.2) ACRE – Community Transport Fund

Cllr Pemberton reported on a meeting he had attended. CCC had not collated the results of the survey and no proposals for bus transport had been put forward. CCC was looking at demand responsive transport by running a minibus. It was not clear how this would operate. There was no information on the numbers affected. Future meetings will be held once a month in Cambourne.

3.2 To consider quotations for tree works in Bakers Close

The quotation from Peter Oakes for £200 plus £40 for work on an additional tree, was accepted.^(Prop CW, 2nd HG)

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 JM, 2nd CW) that the payments as listed in the financial report should be paid, plus P Oakes (tree cleared at Recreation Ground) £120.00, and R

Sewell (flower beds) £40.00, SCDC (trade waste) £45.00, and Alarm Maintenance (emergency lights) £634.80.

LGS Services (Admin support)	£1575.12
Cambridge Outdoor Living (Bollards)	£176.40
LGS Services (Admin support)	£1497.24
XXX (Salary)	£54.68
XXX (Salary)	£243.66
HMRC (PAYE/NIC)	£52.60
SLCC (Training)	£25.00
S & J Cleaning (Pavilion Clean)	£168.00

4.2 Risk assessment matters

It was agreed that the Beacon contract for annual water treatment at the Pavilion should continue at a cost of £680.

It was agreed that if Mr Sewell submitted his invoice it could be paid between meetings.

A new shower head, shower curtain and bulb for the store room for the Pavilion had been purchased under the Clerk's delegated powers and installed by LGS Services free of charge when carrying out recreation ground checks.

4.3 Assets Valuations and data transparency

The advice from NALC was noted.

4.4 The Valley – Transfer

The enquiry from Mills and Reeve was considered. The Parish Council had no objections to the retention of two car parking spaces by the Housing Association ^{(Prop JM, 2nd CW, carried with 1 abstention).}

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 spoke to the report of the Working Group.

Cllrs Westgarth and McCabe reported on their meeting with the Secretary and Treasurer of the Bowls Club. Further discussions would take place after the new treasurer had looked at the accounts. Assistance with grant applications had been discussed. The Recreation Ground Working Group is to assist with this. There is not much income and the Club is aware that the Parish Council was looking for some contribution towards the use of its land. Bowls Club members are all Comberton residents except one.

5.2.1 Proposal for adoption of an Access Policy and also a Child Protection Policy

The Public Access and Amenity Statement and also the Child Protection Policy were adopted ^{(Prop HG, 2nd AB).}

5.3 Transport Working Group (TWG)

The TWG is to meet with Clare Rankin regarding the proposed cycle route.

It appeared that the area in Harbour Avenue where the resident wanted a dropped kerb did not belong to either the Parish council or the County Council.

5.4 SCDC Local Development Framework 2012/Our Village Vision (LDF2012WG)

The report was taken as read.

5.5 Report on Pumping Station, Bush Close

Cllr Taylor reported on the site meeting he had attended with Cllrs Elleray, Hollick and Moffat. Flow pumps had been installed. It was noted that the size of the pipe should not be an issue. The pumping station also services Toft. Landowners on the Drift side had been asked to clear the ditches. The situation needs to be monitored after heavy rain or snow before the Parish Council could consider lifting its no new build ban agreed at the last meeting. The Village is to be leafleted by Anglian Water. An email from Keith Miles at the district Council stated that Anglian Water indicated that they have adequate capacity. Anglian Water will make good the verges. Cllr Bacon declared a personal interest on matters relating to Swaynes Lane. Cllr Taylor is to include his written report in Comberton Contact.

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

6.1 (5.2.1) Connections Bus dates and times

It was agreed ^(Prop NT, 2nd JP) that the bus should visit on Wednesdays at 7 pm.

6.2 Comberton Playground Project request for formal agreement with the Parish Council

It was agreed ^(Prop AB, 2nd SM) that in consideration for receiving funds from the Comberton Playground Project, Comberton Parish Council agrees to use those funds solely for the purchase and installation of playground equipment of a nature agreed with Comberton Playground Project. The Parish Council recognises the Comberton Playground Project as a body which will fund raise and seek grants towards the installation of new play equipment on the recreation ground, Hines Lane, Comberton. The Playground Project is to provide a plan and design specification of the proposed play equipment for consideration and approval by the Parish Council at a future meeting before any installation takes place. As the play equipment is being installed on the Parish Council's land once the Playground's Project's fundraising is complete the Parish Council will use these funds as indicated above to purchase the play equipment and arrange installation of it on its land. The Parish Council will have full responsibility for the ownership and maintenance responsibility of the play equipment and will also insure it against damage and public liability.

The Parish Council was very pleased to support the Comberton Playground Project in its grant applications and its Recreation Ground Working Group, via Cllr Griffiths, should be contacted if the Group required any assistance with this.

6.3 SCDC Local Plan – Local Green Spaces and Watts Wood

The principle the protection of valuable green space in the village was agreed. Cllrs McCabe and Pemberton declared an interest as allotment holders at the South Street allotment site.

It was agreed to propose the designation of the areas south of the recreation ground lying north and south of the Barton Road (as shown hatched on the plan; ^(Prop JM, 2nd CW) and also the allotments in South Street and the allotments in Long Road; ^(Prop CW, 2nd SM, carried with 2 abstentions) and Watts Wood. ^(Prop CW, 2nd JM)

7. Closure of meeting

The Annual Parish Meeting will take place on 22 May. Members' reports for inclusion in the Annual Report were requested by the next meeting.

There was no further business and the meeting closed at 9.45 pm.

Signed Chairman date