

COMBERTON PARISH COUNCIL
The minutes of the Parish Council meeting held on
Wednesday 11 December 2013 in the Village Hall at 7.30pm

Members present:	Miss A Bacon (Chairman)	Mr S Moffat ^(SM)
Councillors:	Mr P Crossley ^(PC)	Mrs J Preston ^(JP)
	Mr R Elleray ^(RE)	Mr T Scott ^(TS)
	Mr H Griffiths ^(HG)	Mr N Taylor ^(NT)
	Mr A Hollick ^(AH)	

In attendance: two members of the public including Ms D Hatherley (Comberton Playground Project), and Mrs G Stoehr (Clerk).

1. Apologies for absence and declarations of interest

Apologies for absence were received from Cllrs McCabe (ill), Westgarth (another commitment) and Pemberton, and from County Councillor S Frost.

- 1.1 To receive declarations of interests from councillors on items on the agenda
Cllrs Elleray and Hollick declared an interest in Item 6.1 as Village Hall trustees.
- 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

Ms D Hatherley presented drawings for the proposed play area, and details of the consultation and the maintenance schedule. There are to be three phases:

Phase 1a – Older children’s equipment – Super Nova, contingent on WREN funding.

Phase 1b – Sandpit

Phase 1c – Younger children’s equipment.

Phase 2 – Swings

Phase 3 – Landscaping and benches/tables.

The group is in discussion with The Mears Group and it is hoped that they will proceed, effecting a saving of £4-5000. The WREN site visit is to take place next week when there will be more detail for the finance part of the application.

The Parish Council will consider the scheme and its formal approval for the scheme at the January meeting.

District Cllr Scott reported on:

- SCDC forming its own company either to buy or build housing.
- the dropping of the A14 toll plans and the implications for the Girton interchange.
- his membership of the Partnerships Review Committee and the meeting tomorrow with Jo Mills regarding the Local Development Plan.

Cllr Elleray reported on the Planning Forum held at SCDC. Cllr Scott, as District Councillor, was asked to keep the Parish Council informed on the District Council’s views on the Bennell Farm application.

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

RESOLVED that the minutes of the last meeting on 13 November be approved ^(Prop SM, 2nd AB) and signed by the Chairman, after inserting the words “The matter will also be raised” under Item 5.3.2.

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 (6.1) Football Club complaint regarding charges for re-arranged fixtures and request that the statement is changed including report on meeting with the Football Club

The Chair and Vice-Chair had not yet met with the Club to discuss their request that a further charge on 25 November be dropped.

4. Finance, procedure & risk assessment

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

RESOLVED to receive the financial report and check that this be checked against the invoices and statements before the cheques are signed at the end of the meeting.

RESOLVED ^(Prop AB, 2nd RE) that the payments as listed in the financial report should be paid, plus Eastern Tree Surgery (Tree survey) £1134.00, and C Westgarth (reimbursement for Christmas lights) £53.03.

HMRC (PAYE/NIC)	£30.80
Salaries	£363.70
Wright Way Cleaning (Pavilion clean)	£720.00
CGM (Grass cutting)	£33.60
CGM (Grass cutting)	369.60
ACE Fire (Fire extinguisher)	£87.36
Alarm Maintenance (Access control)	£1328.40
EON (Electricity)	£65.59
CGM (Grass cutting)	£33.60
CGM (Grass cutting)	£516.00
Algar Signcraft (Rec sign)	£25.80

RESOLVED to pay future E.On bills by direct debit and that this be capped at a maximum of the annual amount plus 5%. (Proposed RE, 2nd AB)

It was noted that SCDC had awarded the Council £1,000 towards the village sign refurbishment.

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

5.1 Planning Committee report

Taken as read.

5.2 Recreation Ground Working Group (RWG)

Consideration was given to the RWG report including: Comberton Playground Project fundraising, the Cambridge Evening News report and congratulations from other Councils on the Sport England lottery grant. Sport England is reviewing the Agrostis report.

RESOLVED to delegate to the Chair and Clerk to approve Sport England's costs of approximately £600 if another survey is necessary. ^(Prop PC, 2nd RE)

Fencing costs are to be considered by the Comberton Playground Project and a recommendation is to be made to the next meeting. The Parish Council is to consider at the next meeting if the play area should be fenced.

The RWG is to consider a suggestion of a Multi-Use Games Area and bring a recommendation to a future meeting.

5.3 Transport Working Group (TWG)

The TWG report was considered which included a plan of the areas for the proposed speed limit extension under the Minor Improvements Scheme.

5.4 Clerk’s annual review – to consider the report and any recommendations
On a proposition by the Chairman, it was RESOLVED to defer this item to the end of the meeting.

5.5 Assets Review – to consider the report and any recommendations and to arrange any repairs
RESOLVED to seek urgent quotes for the Pavilion tiles and guttering and the garage guttering
RESOLVED to accept Cllr Elleray’s kind offer to apply Sadolin to the notice board outside the Village Hall. Repairs to the village pump, and the bins by the shop and by the Village Hall.
RESOLVED to and delegate to the Clerk and Cllr Griffiths to put work all work in hand.

5.6 Budget and Finance Working Group – to appoint a new convenor
Cllr Crossley stood down from the working group. RESOLVED to appoint Cllr Elleray to the working group and as its convenor. All Council working groups are to provide budget bids to Cllr Elleray by the end of December.

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

6.1 South Cambridgeshire District Council Community Pride and Village Hero Awards 2013/2014
RESOLVED to accept Dr Wright’s recommendation that the Village Hall be nominated for the Community Pride Award for its contribution to village life. (Prop AB, 2nd RE)
RESOLVED to nominate Cllr Westgarth, former Chairman of the Parish Council, for the Village Hero Award. (Prop AB, 2nd RE) The Chairman is to write and submit the nomination.

6.2 Eastern Tree Surgery’s arboricultural report – to consider the report ad recommendations
RESOLVED to send a formal letter to CCC that the trees on the path to the rear of the Meridian School are in need of checking. Full consideration of the report was deferred to the next meeting. The Tree Group report will also be considered at the next meeting.

5.4 Clerk’s annual review – to consider the report and any recommendations
At 8.40pm, 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. The Clerk and public left the meeting and did not return.
The Chairman thanked everyone for their hard work.

7. **Closure of meeting**
At _____ pm, the meeting was re-opened to the public. No members of the public returned. There was no further business and the meeting closed at _____ pm.

Signed Chairmandate
