

COMBERTON PARISH COUNCIL
Wednesday 11 April 2007 in the Comberton Village Hall at 7.30pm

Members present:	Dr C Chambers	Mr D Charge
Councillors:	Mr D Coulson	Mr D Ellis
	Mr A Hollick	Mrs S Hyde
	Mrs D Morison	Dr J McCabe
	Dr R Rintoul	Dr H Roscoe
	Mr R Rowlands	Miss C Westgarth (Chairman)
	Dr M Wright	

In attendance: Cllr R Martlew, Cllr D Baldwin (District & County Councillors), 3 members of the public and Mrs G Stoehr (Clerk).

The meeting started with a time of silence in remembrance of Mr Mike Winney, Mike, an active member of the community, had recently died.

Comments and observations from members of the public
None.

1. To approve apologies for absence and declarations of interest

1.0 Councillor Harangozo (District Councillor) sent his apologies.

1.1 The following declarations of interest were noted:

Mrs Hyde declared a personal interest in item: 7.1 – 43 Long Road as she lives in the same road.

Dr Chambers declared an interest in item: 7.2 – rabbits on recreation ground as he lives adjacent to the recreation ground and a personal interest in item: 5.2 CCC Summer Reading Challenge as his family participate in the scheme..

2. To approve the minutes of the meeting on 14 March 2007

On a proposition by Dr Chambers, seconded by Dr McCabe the minutes of the previous meeting of 14 March 2007 were approved as a true record once several bullet points are removed from the minutes in item 3.1. The Clerk is to keep a report of the points mentioned for future reference so as not to confuse the minutes. The minutes of the 14 March 2007 are to be redrafted excluding these points and then signed by the Chairman.

3 Matters arising or carried forward from the meeting for discussion or decision including

3.1 (6.5) Comberton Elections – result uncontested election thirteen members returned¹

It was noted that 13 people stood for election and that they would be returned uncontested. This will give the Parish Council 100% electorate mandate required for quality council status.

3.2 (7.1) Crime and Disorder Reduction Partnership Invitation to meeting to discuss ASB on 18 April

The invitation to attend the meeting was noted. On a proposition by Dr Chambers seconded by Dr Roscoe it was agreed that the Parish Council fundamentally disagreed with the assumption that if there was no attendance this equated to no antisocial behaviour in the village as this was not the case. It was agreed to reply informing Ms Howlett at SCDC of this and asking her to arrange a meeting outside of the working day.

3.3 (3.2) EDF Lease – letter from the Council's solicitor

The letter from Gemma Cook, Mills & Reeve² (confidential) regarding the EDF Lease and requesting an indemnity policy was considered. On a proposition by Miss Westgarth, seconded by Dr Roscoe it was unanimously agreed if the indemnity cost of is a one off then the Parish Council agree to cover the cost of the indemnity of £200 plus Solicitor's fees as listed.

4. County Councillor and District Councillor reports & questions

4.0 District Councillor³

Cllr Martlew's report was noted.

4.1 County Councillor

Cllr Baldwin reported on:

- The interim report on Northstowe.
- The Guided bus way.
- Secondary schooling provision / proposed new School.

It was noted that the Cllr Baldwin's report for the APM has already been received and both Cllr Baldwin and Cllr Martlew were thanked for kindly supplying written reports.

5. Finance, procedure & risk assessment

5.1 To receive the financial report and to approve the payment of bills⁴

The financial report was received and considered and checked by a member against the invoices and statements before the cheques were signed. On a proposition by Miss Westgarth, seconded by Mrs Morison it was agreed that the payments as listed in the financial report should be paid:

Dr M Wright (notice board materials)	£3.09
SCDC (rates)	£124.00
Dents (garage locks)	£397.15
Herald Contract Services (Pavilion roof & removal metal)	£340.76
Caxton Consulting (internal audit)	£60.00
A Marsh (Pavilion cleaning Feb)	£120.00
A Marsh (Pavilion cleaning March)	£150.00
R Abraham (handyman)	£196.00
Ridgeons (materials village maintenance)	£64.91
BT (telephone bill)	£57.00
LG Stoehr (salary)	£136.82
LGS Services (admin support)	£809.90

The following was noted:

- A cheque from Comberton Cricket Club for keys has been banked and will show on the next statement.
- A VAT reclaim to the end of March 2007 has been reclaimed.

5.2 To consider requests for financial support – Nicola Deboys & CCC Summer Reading Challenge

5.2.1 Dr Chambers declared an interest in this item as his daughter attends the Brownies in Toft. The request for financial support/letter from Miss Nicola Deboys⁵ was noted and considered.

The rules of S137 donations relating to proportionate and community benefit were considered.

On a proposition by Miss Westgarth, seconded by Mrs Morison noting the Council's powers under Section 137 of the Local Government Act, 1972, it was agreed that the Council are unable to grant Miss Deboys request for financial assistance. It was suggested that Miss Deboys be informed of the Herringland Trust who may be able to help. The vote was recorded as 11 for and 1 abstention.

5.2.1 CCC Summer Reading Challenge

The letter from CCC regarding the Summer Reading Challenge⁶ and the County Council's request for financial support was noted and considered. On a proposition by Dr Roscoe, seconded by Mr Ellis accordance with its powers under Section 137 of the Local Government Act, 1972, it was unanimously agreed that the Council would donate £25 to the CCC Summer Reading Challenge as this amount is, in the opinion of the Council, in the interests of the area and its inhabitants.

5.3 Internal Audit report & annual audit

The Internal Auditor's report⁷ was read in full. This detailed the checks that Mrs Chambers had undertaken and that she had found everything to be in order. The requirements for the internal audit were noted and on a proposition by Dr Chambers, seconded by Miss Westgarth it was agreed that Mrs Chambers should undertake the an end of year audit and annual return by the 1 June 2007. Moore Stephens⁸ had written detailing the procedure and time scale and the cost of the external audit of over £100k. This was noted.

5.4 APM 1 May to note & reports

Members were asked to submit their reports by the 1 May 2007 the date of the APM. It was agreed to open the invites to all groups and organisations to report not just those receiving grants or donations and those Charities with trustees appointed by the Parish Council. Dr Wright is to arrange posters advertising the APM.

6. **To receive reports and members items and consider recommendations contained therein**

6.1 Planning report⁹

Taken as read. Dr Roscoe reported that the planning application for 64 Barton Road had been refused by SCDC.

Advertising finger post¹⁰ – The report was considered. On a proposition by Dr Roscoe it was proposed that the Planning Committee should discuss this matter further with those bodies which would be included on the Ordnance Survey map e.g. schools, Church, PO, Public House etc the possible provision of a finger post sign at the cross roads.

6.2 Combathon report¹¹

The Combathon report was received and considered. It was noted that funding would be in partnership with CVC. It was confirmed that the 1st priority would be the village having fun and the 2nd priority would be raising funds. Any surplus would be charitably dispersed within the village.

6.3 TWG report¹²

The TWG report was considered which included suggestions for West Street and Barton Road plus the traffic calming between Hines Lane and Woottens Close. It was agreed that the TWG should write an article in Contact detailing the proposals and seeking resident's views.

6.4 Other

Dr Wright reported:

- By June the upstairs meeting room at the village hall will have disabled access.
- The forthcoming formal opening of the Village Hall.
- Further to the agreement at the last meeting he had prepared an application to the Big Lottery Fund. On a proposition by Dr Chambers, seconded by Dr McCabe it was agreed that this should be signed by the Chairman on the Parish Council's behalf.

The Parish Council's representatives were asked to monitor the fire requirements for the upper room of the village hall.

It was noted that the old village hall is not currently accessible for lettings and is being used for storage.

Dr Wright offered to volunteer his services on the Village Focus Group.

7. To consider matters arising out of correspondence/communications received including

7.1 Charles Lee Builders request for access across POS in Harbour AV to the rear of 43 Long Road¹³

The letter from Charles Lee Builders was considered. On a proposition by Miss Westgarth it was proposed to re-iterate the Parish Council's previous decision on access across the Parish Council's land designated as public open space as nothing has changed since the request was previously considered. The vote was unanimous

7.2 Michael Horler – complaint, rabbits on recreation ground

The letter dated 19 March 2007 from Michael Horler¹⁴ complaining about rabbits on the recreation ground getting into his garden was considered. On a proposition by Miss Westgarth, seconded by Dr Roscoe it was agreed to reply that whilst the Parish Council is sympathetic with the plight there is nothing that the Parish Council can do.

8. Closure of meeting

There was no further business and the meeting closed at 9.25 pm.

Signed Chairmandate

¹ Results of uncontested elections

² Letter from Gemma Cook, Mills & re: EDF Lease

³ District Councillor's report

⁴ Financial Report

⁵ Request for financial support from Nicola Deboys

⁶ Letter from CCC Summer Reading Challenge - request for support

⁷ Internal Auditor's report

⁸ Moore Stephens annual audit

⁹ Planning report

¹⁰ Advertising finger post report

¹¹ Combathon report

¹² TWG report

¹³ Charles Lee Builders request for access across POS in Harbour AV to rear of 43 Long Road

¹⁴ Letter dated 19/3/07 from Michael Horler re: rabbits on recreation ground