

# COMBERTON PARISH COUNCIL



To All Members of the Council

You are hereby summonsed to attend the Meeting of Comberton Parish Council, for the purpose of transacting the business as set out below. Meeting to be held on Wednesday 22<sup>nd</sup> July 2020 at 7.30 pm, online via Zoom

Meeting ID: 928 8631 2058 Password: 173398

The Public and Press are cordially invited to be present.

*Libby White*

Libby White CertHE PSLCC Locum Clerk

15<sup>th</sup> July 2020

## AGENDA

1. **Chairman's Welcome**
2. **To receive apologies for absence and reasons**
3. **To receive declarations of interests from councillors on items on the agenda and details of any dispensations held** and to receive written requests for dispensations for interests and to grant any requests for dispensation as appropriate (if any)  
**Comments & observations from members of the public & County and District Councillor Reports**
5. **To approve the minutes of the meetings held on 17<sup>th</sup> June and 9<sup>th</sup> July 2020**
6. **To consider any applications to be co-opted to the Council**
7. **Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report**
8. **To receive a small presentation of and consider support for the Hardwick 2021/22 LHI Scheme**
9. **Planning Matters**
  - 9.1 To consider the proposed Co-op convenience store near to the parish boundary.
  - 9.2 To consider the opportunity to engage with South Cambridgeshire District Council about requesting S106 monies from the potential Bennell Farm development
10. **Finance, procedure and risk assessment**
  - 10.1 Review of Inventory of land, street furniture and assets including buildings and office equipment.
  - 10.2 To review and approve Section 1 'Annual Governance Statement 2019/20' of the Annual Governance and Accountability Return
  - 10.3 To review and approve Section 2 'Accounting Statements 2019/20' of the Annual Governance and Accountability Return
  - 10.4 To receive the finance report and to approve the payment of accounts (list of invoices to be listed at the end of the agenda)
  - 10.5 To receive the Recreation Ground Co-ordinator report including any action taken using delegated powers
  - 10.6 To consider the offer of a grant of £200 towards a defibrillator from London Hearts.
  - 10.7 To consider the ongoing arrangement for a Locum Clerk
  - 10.8 To consider access to the online bank account in line with Financial Regulations

10.9 To consider the purchase of parish council equipment necessary for the functioning of the council going forward

**11. To receive reports and items from committees, working groups and members for information**

11.1 Tree group report

11.2 To consider how to treat the non-native aquatic plant having been introduced to the pond.

11.3 To consider any further quotations received for the safety surfacing in the playground

11.4 To consider the quotations received for tree survey of parish council owned trees

11.5 To consider applying for a grant from Cambridge Water for the 'pond'

**12. To consider correspondence/communications received**

12.1 To consider the report from EDGE for the Spring/Summer 2020

12.2 To consider the conversion of the Village Institute to a CIO

12.3 To consider communication received from residents about mud on West Street

12.4 To consider information received about the planings on the Drift.

12.5 To consider communication received from a resident about reinstating Lot Way footpath and the state of other footpaths.

**13. Motion to Exclude the Public and Press**

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 14-15 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

**14. To approve the confidential minutes of the meetings held on 9 July 2020 from which the public was excluded**

**15. Update on the position of the Clerk to the Council**

**16. Motion to Re-Admit the public and Press**

To resolve that the confidential business having been concluded, the press and public are re-admitted to the meeting

**17. Closure of meeting**

<b>Supplier</b>	<b>Details</b>	<b>Amount</b>
Salary Costs	July 2020	£ 775.25
HMRC	Tax Year 2019-20 PAYE/NIC	£ 390.40
HMRC	Tax Year 2020-21 PAYE/NIC	£ 232.80
CAPALC	Locum Clerk June 2020	£ 472.50
Cambridge County Council	Street Lighting Energy 1/10/19 - 23/11/19	£ 55.63
Command Pest Control	Pest Control 14/6/20 - 14/9/20	£ 42.00
Simple Solutions	Payroll Processing July 2020	£ 10.00
R.H. Landscapes	Grass Cutting June Inv 581	£1,339.99
Oakes & Watson	Maple Tree reduce and shape	£ 576.00
Briar Security Systems Ltd	Intruder/Fire Alarm Maint 1/6/20 - 31/5/21	£ 288.00
Mrs Libby White	Zoom Subscription - 1 year	£ 143.88
Human Capital Department	Recruitment & Selection Project	£ 150.00
	<b>Total Payments</b>	<b>£4,476.45</b>