

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 9th December 2020 at 7.30 pm, online via Zoom

Meeting ID: 946 8082 1652

Passcode: 768761

The Public and Press are cordially invited to be present.

Angela Bridges

Angela Bridges, Parish Clerk. 2nd December 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)
- 4. Comments & observations from members of the public & County and District Councillor Reports**
- 5. To approve the minutes of the meetings held on 18th November 2020**
- 6. Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report**
- 7. Planning Matters**
 - 7.1** To receive a report from the Planning Committee.
 - 7.2** CPC's response to 0/04611/FUL 58 Green End (Prescription dispensing machine at the surgery)
- 8. Review and adoption of statutory documents and appointments**
 - 8.1** Review of Parish Councils and/or Clerks membership of other bodies – CAPALC, SLCC and CPRE
 - 8.2** Complaints Procedure
 - 8.3** Requests under Freedom of Information Act 2000 and Data Protection Act 1988
 - 8.4** Equal Opportunities Policy
 - 8.5** General Data Protection Regulation Act 2018 (GDPR)
- 9. Review of Committees and working groups**
 - 9.1** To review and approve the Terms of Reference for working groups and Planning committee
 - 9.2** To review and appoint members to the relevant committees and Working Group.

10. Finance, procedure and risk assessment

10.1 To receive the finance report and to approve the payment of accounts (list of invoices to be listed at the end of the agenda)

10.2 To note payments made before the meeting – Simple Solutions £10.

10.3 To receive the Recreation Ground Co-ordinator report. To review list of pavilion key holders.

10.4 To approve bench repairs in recreation ground at £69.63.

10.5 To approve a printer for the Clerk.

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

11.1 To approve obtaining legal advice for tree ownership around Hillfield Road.

12. To consider correspondence/communications received

None noted.

13. Closure of meeting

Expenditure for approval December Meeting		Net	VAT	Total
3 mobile phone	Montly contract	£ 11.64	£ 1.94	£ 9.70
Brookfield Groundcare	Tree works	£ 696.00	£ 116.00	£ 580.00
Auditor for Annual Return		£ 85.00		£ 85.00
Oakes and Watson	Tree application	£ 108.00	£ 18.00	£ 90.00
BT	Pavillion line	£ 35.04	£ 5.84	£ 29.20
Simple Soutlions	Admin fee	£ 10.00		£ 10.00
HMRC and salries				£ 1,317.61
PKF LittleJohn	Audit fee	£ 408.00	£ 68.00	£ 340.00
PKF LittleJohn	Audit Fine	£ 40.00		£ 40.00
Total expenditure		£ 1,393.68	£ 209.78	£ 2,501.51