

COMBERTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 9th December 2020 at 7.30 pm, online via Zoom.

In attendance: Cllr Griffiths (Chairman),
Cllr Scott (Vice Chairman), Cllr Elleray, Cllr Feldman, Cllr Hollick, Cllr Martin,
Cllr Moffat, Cllr McCabe, Cllr Black & Cllr Westgarth.

District Councillor & County Councillor: Ian Sollom and Lina Nieto

Members of the Public: 1

Clerk: A Bridges

1. Chairman's Welcome

The Chair welcomed all to the meeting

2. To receive apologies for absence

Apologies were received from Cllr Tierney.

3. To receive declarations of interests from councillors on items on the agenda and details of any dispensations held. Cllr Elleray stated that he lives near the proposed plans in section 7.2 Planning: 20/04611/FUL 58 Green End (Prescription dispensing machine). No action required.

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

Reports: Stephen Watterson introduced himself as a councillor at Eversden Parish Council and stated he was joining this meeting as a representative from a local lobbying group for the East west Railway. He described the work in response to the proposed local route and explained that they were collaborating with other local groups, such as Cambridge Approaches (who were now focused on promoting the northern route) and Cam Bed Rail to raise the profile of the alternative northern route. Mr Watterson spoke of the lack of stations in the proposal which many felt would indicate a high number of freight trains using the route. Mr Watterson asked if Comberton Parish Council could assist with supporting residents to express their views before the next EWR consultation. Cllr Abraham agreed this would be beneficial and asked what the timeline was for this and how residents could share their views. Mr Watterson felt that signing the Cam Bed Rail petition and contacting local MP's before the end of the year would be extremely valuable. Cllr Moffat thanked Mr Watterson and felt that it was a great advantage that all groups were now aligned to work together. Cllr Moffat requested that EWR should be on Parish Council's agenda every month, so it can be discussed fully. Cllr Westgarth asked if this information could be added to the village's social media pages. **ACTION** to include EWR on each agenda. Mr Watterson left the meeting. The Vice Chair took over at this point as Cllr Griffiths internet connection was temporarily lost.

County Councillor Lina Nieto spoke of her involvement with the Eversden group and that she was due to attend a meeting with them shortly. Cllr Nieto described the Winter Support grants from Cambridgeshire County Council, some of which will be directly distributed through schools in vouchers but can also be applied for on the CCC website for other residents. Cllr Moffat asked Cllr Nieto if she was aware of any plans to merge Cambridgeshire County Council and Peterborough City Council. Cllr Nieto confirmed that they had a joint CEO and directors, which was a cost-effective method of management, but there were no future plans for further involvement and financial aspects remain fully separate. Cllr Nieto was thanked and then left the meeting. Cllr Griffiths returned to the meeting.

District Councillor Ian Sollom spoke of the recent announcement that a developer was proposing to create a new town of 25,000 homes in south west Cambridge. The developer had missed the deadline for the Local Plans Call for Sites and had made no contact with local representatives. Cllr Sollom stated that the developer reported a commitment to be carbon neutral, but the plans did not consider changes in road networks, which would have to occur if this number of houses were built. Cllr Moffat asked how the developers could submit plans without consultation or regard to the 15-year plan and Cllr Sollom agreed that he hoped the proposals would not be considered and that this area had already witnessed a very high rise in new houses already.

Cllr Sollom reported no new updates from EWR and was pleased that Cambridge Approaches were working with the same vision as local groups. Cllr Sollom was thanked and left the meeting.

5. **To approve the minutes of the meetings held on 18th November 2020** It was proposed by Cllr Griffiths, seconded by Cllr Hollick and **RESOLVED** that the minutes of the meeting were approved and will be signed by the Chairman at a later date. Cllr Abraham abstained due to absence at the last meeting.
6. **Matters arising or carried forward from the last meeting or a previous meeting and to note the Clerk's report.** The Clerk confirmed the lack of response from Cambridgeshire County Council regarding reclassifying The Byway.
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). The Parish Council felt that the dispensing machine would greatly benefit the community but felt that the hours should be restricted to between 7am and 10pm, rather than 24-hour availability, to reduce possible disturbance for neighbours. This was agreed to be revised at a later date. The motion was proposed by Cllr Moffat and seconded by Cllr Westgarth and all **AGREED**.
8. **Review and adoption of statutory documents and appointments**

Cllr Abraham stated that she did not get the agenda or supporting papers for the meeting. Cllr Scott also said that some of the Clerks emails went into the spam mailbox.

 - 8.1 Review of Parish Councils and/or Clerks membership of other bodies – CAPALC, SLCC and CPRE. Approved with no amendments.
 - 8.2 Complaints Procedure. Approved with no amendments.
 - 8.3 Requests under Freedom of Information Act 2000 and Data Protection Act 1988. Approved with no amendments.
 - 8.4 Equal Opportunities. Policy Approved with no amendments.
 - 8.5 General Data Protection Regulation Act 2018 (GDPR). Approved with no amendments.
9. **Review of Committees and working groups**
 - 9.1 **To review and approve the Terms of Reference for working groups and Planning committee.** The Clerk confirmed that the Planning Committee and the Finance Committee and the Recreation Ground Working Group had updated their Terms of Reference, which would be on the uploaded on the website.
 - 9.2 **To review and appoint members to the relevant committees and Working Group.** The representatives from the Parish Council were confirmed as the following:

Pond Group

Cllr's Tierney (Convenor), Hollick, Scott and Feldman.

Planning Committee

Cllr’s Elleray (Chair), McCabe (deputy chair), Westgarth, Hollick, Scott and Moffat.

Traffic Working Group

Cllr’s Moffat (Convener), Feldman, Scott and Elleray

Recreation Ground Working Group recwg-2020@

Cllr’s Abraham (Conveners), Scott, and Martin.

Flood Working Group

Cllr’s Hollick (Convener), Moffat, Scott, Black and Feldman.

Finance Working Group

Cllr’s Elleray (Convener), Griffiths, Moffat and Tierney.

Tree Working Group

Cllr’s McCabe (Convener) and Westgarth.

Footpath Working Group

Cllr’s Wesgrath (Convener), Martin and Moffat.

Personnel Working Group

Cllr’s Abraham (Convener) and Scott.

It was agreed that it would be beneficial to continue with the Personnel Working Group which was set up for recruitment of the new clerk. Cllr Abraham and Cllr Scott agreed to continue in this working group with advice from Cllr Griffiths if required. Cllr Griffiths confirmed he was an ex officio member of every committee and every working group.

It was also agreed that Cllr Moffat, Cllr Abraham and Cllr Scott set up an East West Rail 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). It was proposed by Cllr Elleray and seconded by Cllr Martin that the payments are approved.

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

10.3 To receive the Recreation Ground Co-ordinator report. The pavilion key holders were confirmed, and the Clerk was ACTIONED to contact the alarm company to update the contact list. Those responsible for weekly checks on the upcoming defibrillator are to be the recreation ground co-ordinator, the clerk and Cllr Martin.

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

10.5 To approve a printer for the Clerk. Two LaserJet printers were discussed, HP Colour LaserJet Pro (£332.43) or a Xerox WorkCentre (£378.37). Cllr Elleray suggested that the Xerox had cheaper cartridges and was a more cost-effective purchase. Griffiths proposed that the Xerox should be purchased, which was seconded by Cllr Moffat.

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.

Cllr Griffiths suggested that the Clerk contact Taylor Vinters for an estimate for obtaining advice on the ownership of the trees. This was AGREED by all.

12. To consider correspondence/communications received

None noted.

13. Closure of meeting - the meeting finished at 8.55 pm.

The next Parish Council meeting will be held via Zoom on **Wednesday 13th January at 7.30pm.**

Signed:

Date: