



**COMBERTON  
PARISH COUNCIL**

## COMBERTON PARISH COUNCIL

**Minutes of the January 2026, full council meeting of the Parish Council, held at the Comberton Village Hall, Wednesday 14<sup>th</sup> January 2026, at 7.30pm.**

Present: Cllr Edwards, Cllr Miles, Cllr Banks, Cllr Page, Cllr Moffat, Cllr Chilvers, Cllr Bottril, Cllr Michel.

**Meeting opened at: 7:30pm**  
**Members of the public: 0**

*Jessie Brewer*

Jessie Brewer - Clerk and Proper Officer

### MINUTES

**24-25/147** Chair's welcome - (1 minute)

**24-25/148** To receive apologies for absence – (1 minute)

Cllr Michel proposed to accept the apologies from Cllr Martin and Cllr Evanson. It was noted that Cllr Marshall was absent for the beginning of the meeting.

**24-25/149** To receive declarations of interests from councillors on items on the agenda – (2 minutes)

None received.

**24-25/150** County and District Councillor reports – (5 minutes)

None were received. It was noted that the council would email the District Councillors to express the wish for increased involvement and to discuss how they could be more present and involved.

**24-25/151** Public participation – (15 minutes)

At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairperson. This is limited to 3 minutes per speaker.

**24-25/152** Approve minutes of the meeting held on 9<sup>th</sup> December 2025 - (1 minute)

Cllr Michel proposed that the minutes were approved. Cllr Moffat seconded this and all were in favour. Cllr

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Page and Cllr Chilvers abstained due to absences from the meeting.

**24-25/153** Matters arising (for information only) – (5 minutes)

Cllr Miles noted that the Nature Recovery Steering Group would like the Parish Council to reconsider the siting of the noticeboard at the pond. The Clerk advised that if they receive five requests from councillors to put this item back on the agenda, the council will be able to reconsider this officially.

**24-25/154** Planning matters – (5 minutes)

Cllr Michel proposed that Cllr Bottril join the Planning Committee. This was seconded by Cllr Chilvers, and the motion was carried unanimously.

It was also noted that the planning meeting was not quorate on the day and therefore did not proceed.

154.1. 62-64 Barton Road update

South Cambridgeshire District Council is actively investigating the matter, and Cllr Bottril has followed up on the case. The issue has been reported to the police.

**24-25/155** Finance, procedure and administration – (5 minutes)

155.1. To approve payments as listed:

Cllr Michel proposed that the payments as listed were approved, Cllr Edwards seconded this and all were in favour.

Total	Description	Supplier	Bank
£25.00	Payroll	Simple Solutions	Unity Trust Current
£299.99	PAYE & NI	HMRC PAYE	Unity Trust Current
£978.60	EDGE	Comberton Baptist Church	Unity Trust Current
£28.99	Pavilion internet	County Broadband	Unity Trust Current
£13.00	Monthly subscription	Canva	MultiPay
£25.00	Payroll	Simple Solutions	Unity Trust Current
£10.00	Clerk phone bill	Three (H3G)	Unity Trust Current
£42.00	Monthly Scribe subscription	Scribe	Unity Trust Current
£64.99	Antivirus software - annual fee	McAfee	MultiPay
£3.00	Multipay fee	Lloyds	MultiPay
£100.84	Pensions	NEST	Unity Trust Current
£1,862.13	Jan 26 salaries	Staff	Unity Trust Current
£17.46	Reimbursements	R Mister	Unity Trust Current

155.2. To approve and sign the bank reconciliations for December 2025

It was noted that Cllr Page and Edwards signed the reconciliation.

*Cllr Marshall entered the meeting at 7:53pm.*

**24-25/156** To consider re-nominating The Three Horseshoes as an Asset of Community Value (ACV) – (3 minutes)

Cllr Michel proposed that the Parish Council re-nominate, Cllr Edwards seconded this and all were in favour.

**24-25/157** To receive reports and updates from working groups and liaison managers for information:

- a) Transport Working Group – (5 minutes)
  - i. Greenways update  
Barton Greenway: Work is currently underway. The section along the A603 from

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Haggis Farm round about to Cambridge has been completed. The remaining Barton Greenway application has been submitted but is not yet approved.  
 Comberton Greenway: The planning application is expected to be submitted this month. The anticipated duration of the application to go through is approximately one year, during which the village will be engaged on the project.  
 MVAS Locations: Locations for the MVAS units have now been agreed. MVAS units are expected to be in place by the summer.  
 20mph Zone: Cllr Michel met with the County Council regarding the 20mph zone. A new Traffic Regulation Order (TRO) will be required for Long Road, as the previous one has now lapsed. Royston Lane is under discussion for a buffer zone.

b) Recreation & Pavilion Working Group – (10 minutes)

It was noted that the main objective is to restart this working group.

c) Finance Working Group – (10 minutes)

i. To consider the allocation of funds for a summer festival in the 26/27 budget

Cllr Michel proposed to increase the community events budget to £6k, which would cover a 'Bands in the Park' event. Cllr Bottril seconded and all were in favour.

ii. To consider the allocation of funds for a storage solution in the 26/27 budget

Cllr Bottril proposed to allocate £4,000 for this project. Cllr Moffat seconded this and all were in favour.

*Cllr Edwards left the meeting at 8:16pm.*

iii. To discuss any other applications to be included in the budget

iv. To verify the total funds allocated to the pavilion project

Cllr Michel proposed that £85,000 of unallocated funds be allocated to a long-term project reserve and held in a high-interest account. The proposal was seconded by Cllr Moffat and approved unanimously.

Cllr Edwards offered to chair a meeting to discuss the pavilion and next steps.

v. To approve the budget 26/27

Cllr Michel proposed that this was approved. Cllr Moffat seconded and all were in favour.

vi. To approve the precept amount for 26/27

It was proposed that the precept total be set at £75,392.34, representing a 5% increase on 25/26. The proposal was made by Cllr Michel, seconded by Cllr Moffat, and approved unanimously.

d) HR Working Group – (2 minutes)

No update.

e) Sewage – (4 minutes)

Cllr Moffat is due to attend a meeting regarding sewage issues at Swaynes Lane with South Cambridgeshire Watercourses and Envirocrime.

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Cllr Miles noted that the Parish Council has been in contact with Cambridgeshire County Council regarding the watercourse along Meridian. Officers will attend to assess the watercourse and its condition.

Cllr Page left the meeting at 8:42pm.

- f) Comberton Village College – (2 minutes)

No update.

- g) Meridian Primary School – (2 minutes)

No update.

- h) Comberton Playgroup – (2 minutes)

No update.

- i) Comberton Village Hall – (2 minutes)

It was noted that the new website is live, including the booking system. Cllr Banks requested to include a note in the next Contact magazine for reaching out for trustees for the Village Hall.

- j) Police Liaison – (2 minutes)

No update.

- k) EWR – (5 minutes)

Cllr Moffat proposed an annual donation of £50 to Haslingfield Parish Council to support their ongoing costs for hosting EWR meetings. It was noted that the council supports this and will include it on the agenda for formal approval in February.

- l) Comberton Shed – (5 minutes)

No update.

- m) Natural Environment Committee – (5 minutes)

It was noted that the meeting took place prior to the full council meeting. The council will be receiving a commemorative tree in recognition of Covid-19. In addition, the committee expressed a desire to enhance certain areas of the village through additional planting.

**24-25/158** Date of next meeting: Wednesday 11<sup>th</sup> February 2026

Meeting closed at 9:00pm.