



**COMBERTON
PARISH COUNCIL**

Annual Meeting of the Parish Council

To All Members of the Comberton Parish Council:

You are summoned to attend the Annual Comberton Parish Council Meeting, to be held on:

Wednesday 13th May 2026, at Comberton Village Hall, at 7.30pm.

The meeting is open to members of the public.

Jessie Brewer - Clerk and Proper Officer

Jessie Brewer

Agenda

26-27/ 13 To elect a Chairperson – (2 minutes)

13.1. Chairperson to Sign Declaration of Acceptance of Office of Chairman

26-27/ 14 To elect a Vice-Chairperson – (2 minutes)

14.1. Vice-Chairperson to Sign Declaration of Acceptance of Office

26-27/ 15 To consider applications for co-option - (2 minutes)

26-27/ 16 To receive apologies for absence – (1 minute)

26-27/ 17 To receive declarations of interests from councillors on items on the agenda – (2 minutes)

26-27/ 18 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.

26-27/ 19 Approve minutes of the Annual Parish meeting held on 21st May 2025 - (2 minutes)

26-27/ 20 Approve minutes of the meeting held on 8th April 2026 - (2 minutes)

26-27/ 21 Matters arising (for information only) - (5 minutes)

26-27/ 22 Planning matters - (5 minutes)

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- 26-27/ 23 To consider and approve the Standing Orders – (5 minutes)**
- 26-27/ 24 To consider and approve the Financial Regulations – (5 minutes)**
- 26-27/ 25 To consider and approve the Asset Register – (2 minutes)**
- 26-27/ 26 To consider and approve the new IT Policy – (2 minutes)**
- 26-27/ 27 To consider and approve new Publication Scheme – (2 minutes)**
- 26-27/ 28 To consider and accept a Civility and Respect Pledge – (2 minutes)**
- 26-27/ 29 To consider lighting for the MUGA – (5 minutes)**
- 26-27/ 30 Finance, procedure and administration – (5 minutes)**

30.1. To approve payments as listed:

Recipient	Description	Total (incl. VAT)
Staff salaries	May 26	£1,861.53
PAYE, NI & Pensions	May 26	£401.43
Three	March phone bill	£10.00
Simple Solutions	May 26 payroll	£26.25
Scribe	Monthly finance package	£42.00
Canva	May 26 subscription	£13.00
Instantprint	Posters annual meeting	£24.89
Microshade	Monthly invoice - April	£75.11
Safeplay	Repair of timber posts - zipwire	£2,100.00
County Broadband	May 26 internet pavilion	£28.99
Boston Seeds	Grass seed for recreation ground	£132.99
Gareth Venn	Installation of bench - recreation ground	£350.00
Gareth Venn	Installation of 6 bins	£1,500.00
Briar Security	Repair of alarm fault	£138.84
Lloyds	Multipay monthly fee	£3.00
Amazon	Fencing pins	£77.85
Amazon	Wheelbarrow	£48.40
Amazon	Spade and fork	£16.95

30.2. To approve and sign the bank reconciliation April 2026 (Cllr Page and Cllr Edwards)

30.3. To re-approve and sign bank reconciliation March 2026 (Cllr Page and Cllr Edwards)

26-27/ 31 To review committees and members – (3 minutes)

26-27/ 32 To assign councillors to working groups – (5 minutes)

26-27/ 33 To receive reports and updates from working groups and liaison managers for information:

- a) Transport Working Group – (3 minutes)
- b) Recreation Working Group – (5 minutes)
- c) Pavilion Working Group – (5 minutes)

33.1.c.1. To propose a pricing structure for the pavilion

- d) EWR Working Group – (5 minutes)

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33.1.d.1. To propose and approve response to the statutory consultation

- e) Finance Working Group – (2 minutes)
- f) HR Working Group – (2 minutes)
- g) Sewage – (2 minutes)
- h) Comberton Village College – (2 minutes)
- i) Meridian Primary School– (2 minutes)
- j) Comberton Playgroup – (2 minutes)
- k) Police Liaison – (2 minutes)
- l) Comberton Shed (Cllr Banks) – (5 minutes)
- m) Natural Environment Committee – (5 minutes)

33.1.m.1. To decide upon a contractor to undertake the tree survey.

26-27/ 34 Date of next meeting: 10th June 2026

JESSIE BREWER