COMBERTON
PARISH COUNCIL

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Minutes of the May 2026, annual meeting of the Parish Council, held at the Comberton Village Hall, Wednesday 13th May 2026, at 7.30pm.

Present: Cllr Martin, Cllr Michel, Cllr Marshall, Cllr Bottrill, Cllr Miles, Cllr Moffat, Cllr Page, Cllr Banks, Cllr Evanson, Cllr Edwards

Meeting opened at: 7:53pm

Members of the public: 0

Jessie Brewer - Clerk and Proper Officer

Jessie Brewer

MINUTES

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

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

Cllr Martin put themselves forward for the position of Chairperson. Cllr Edwards proposed the nomination, Cllr Moffat seconded it, and all members voted in favour. Cllr Martin was elected as Chairperson.

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

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

Cllr Michel put themselves forward for the position of Vice-Chairperson. Cllr Edwards proposed the nomination, Cllr Moffat seconded it, and all members voted in favour. Cllr Michel was elected as Vice-Chairperson.

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

Cllr Martin proposed that Will Bottrill be co-opted. Cllr Edwards seconded the proposal and all were in favour.
Cllr Martin proposed that Jessica Marshall be co-opted. Cllr Michel seconded the proposal and all were in favour.
Cllr Martin proposed that Mike Harfoot be co-opted. Cllr Michel seconded the proposal and all were in favour.

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

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None received.

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

None received.

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.

No members of the public attended.

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

Cllr Moffat, Cllr Bottrill and Cllr Evanson abstained due to being absent. Cllr Martin proposed that they were approved, Cllr Michel seconded this and all were in favour.

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

Cllr Moffat proposed that they were approved. Cllr Evanson seconded this and all were in favour. Cllrs Michel, Banks, Marshall, Martin and Bottrill abstained due to absences.

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

It was noted that the drift was discussed and the Clerk is due to meet with County Council to discuss what can be done to prevent antisocial behaviour.

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

Cllr Marshall proposed that Cllr Evanson should become Chair of the committee. Cllr Moffat seconded this and all were in favour. Cllr Marshall, Cllr Bottril and Cllr Moffatt will join this committee.

26-27/ 23 To consider and approve the Standing Orders – (5 minutes)

Cllr Martin proposed that these were approved, Cllr Moffat seconded and all were in favour.

26-27/ 24 To consider and approve the Financial Regulations – (5 minutes)

Cllr Martin proposed that these were approved, Cllr Moffat seconded and all were in favour.

26-27/ 25 To consider and approve the Asset Register – (2 minutes)

It was noted that the 32amp cables, wheelbarrow, fork, spade and MVAS units, should be added to the register. Cllr Martin proposed that it was approved with those added. Cllr Michel seconded and all were in favour.

26-27/ 26 To consider and approve the new IT Policy – (2 minutes)

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

26-27/ 27 To consider and approve new Publication Scheme – (2 minutes)

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

26-27/ 28 To consider and accept a Civility and Respect Pledge – (2 minutes)

Cllr Martin read out the statements. Cllr Moffat proposed that this was approved and accepted,

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Cllr Bottril seconded this and all were in favour. Cllr Martin signed the pledge.

26-27/ 29 To consider lighting for the MUGA – (5 minutes)

Cllr Martin deferred this item to the July agenda.

26-27/ 30 Finance, procedure and administration – (5 minutes)

30.1. To approve payments as listed:

Cllr Moffat proposed that these were accepted. Cllr Bottril seconded this and all were in favour.

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 - Aprirl	£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)

This was considered and signed.

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

This was considered and signed.

Cllr Page left the meeting at 8:27pm.

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

It was noted that the committees will remain the same – Natural Environment Committee and the Planning Committee.

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

The councillors were assigned to working groups, with leads, as per list below.

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

a) Transport Working Group – (3 minutes)

Cllr Michel will lead.

b) Recreation Working Group – (5 minutes)

Cllr Marshall and Martin will lead.

c) Pavilion Working Group – (5 minutes)

Cllr Edwards to lead. Cllr Bottrill, Cllr Moffat and Cllr Marshall will join the working group (wg).

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

Cllr Edwards proposed the new structure. Cllr Moffat seconded this and all were in favour.

Clerk tasked with helping with the administration of this.

d) EWR Working Group – (5 minutes)

Cllr Moffat will lead. Cllr Evanson will also join the wg.

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

The Parish Council reaffirmed its strong objection to the proposed East West Rail (EWR) route through Comberton and confirmed that its consultation response would focus on the reasons why the scheme is unsuitable and should not proceed.

The Council noted that, in line with previous advice from CAPALC, consultation responses are most effective when they: (1) respond to the consultation, (2) reflect the overall views of the village, and (3) provide a balanced assessment of potential mitigations and recommendations should the scheme proceed.

The draft response highlights several key concerns, including:

1. The proposed permanent maintenance track/road within a conservation area.
2. The impact on the Grade I listed building i.e. St Mary's Church.
3. The effects on public rights of way and footpaths.
4. The cumulative impact of construction traffic and ongoing maintenance activities.

Members also considered whether the response should include support for a tunnel as a potential mitigation measure to avoid severing the village. Following discussion, a vote was taken:

In favour: Cllr Moffat
Against: Cllrs Martin, Marshall, Michel and Evanson
Abstained: Cllrs Miles, Banks and Bottrill

The Council further discussed whether, if the scheme were to proceed despite local objections, the response should request the provision of a railway station to improve transport connectivity. It was acknowledged that local bus services are currently limited and unreliable, and that many members of the community have expressed support for rail access if a small station is possible, although it should be said, not all. A vote was taken as follows:

In favour: Cllrs Martin, Michel, Marshall, Edwards, Banks and Evanson

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Against: Cllrs Moffat and Miles
Abstained: Cllr Bottrill

It was proposed by Cllr Martin that the consultation response be submitted, incorporating the amendments agreed during the meeting. Cllr Moffat voted against the proposal. All other members voted in favour and the motion was carried.

It was noted that Cllr Moffat strongly disagrees with both the proposed consultation response and the provision of a railway station. The objection was based primarily on the view that the train station is intrinsically linked to future large-scale housing development and that such development does not reflect the prevailing sentiment within the village.

e) Finance Working Group – (2 minutes)

Cllr Page will lead.

f) HR Working Group – (2 minutes)

Cllr Martin will lead. Cllr Michel and Cllr Page will join the wg.

g) Sewage – (2 minutes)

Cllr Moffat and Cllr Banks will lead.

h) Comberton Village College – (2 minutes)

Cllr Edwards will lead.

i) Meridian Primary School – (2 minutes)

Cllr Michel will lead.

j) Comberton Playgroup – (2 minutes)

Cllr Evanson will lead.

k) Police Liaison – (2 minutes)

Cllr Martin will lead.

l) Comberton Shed (Cllr Banks) – (5 minutes)

Cllr Banks will lead.

m) Natural Environment Committee – (5 minutes)

Cllr Martin proposed that Cllr Miles should chair the committee. Cllr Page seconded this and all were in favour. Cllr Page, Cllr Banks and Cllr Harfoot will join the committee.

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

Cllr Miles proposed Oakes and Watson, Cllr Banks seconded this and all were in favour.

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

Cllr Moffat left the meeting at 9:19pm

Meeting closed at: 9:22pm

JESSIE BREWER

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