



**COMBERTON
PARISH COUNCIL**

Full Council Meeting of the Parish Council

Minutes of the September 2026, annual meeting of the Parish Council, held at the Comberton Village Hall, Wednesday 9th September 2026, at 7.30pm.

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

Clerk – Jessie Brewer

Meeting opened at: 7:32pm

Members of the public: 1

Cllr Ariel Cahn

Jessie Brewer - Clerk and Proper Officer

Jessie Brewer

Minutes

26-27/ 61 Chairs welcome – (1 minute)

26-27/ 62 To receive apologies for absence – (1 minute)

Cllr Edwards and Cllr Martin sent their apologies. Cllr Michel proposed that these were approved. Cllr Bottrill seconded this and all were in favour.

26-27/ 63 To receive declarations of interests from councillors on items on the agenda – (2 minutes)

Cllr Banks declared that they are involved in the Comberton Twinning Association and the cricket club.

26-27/ 64 County and District Councillor reports – (5 minutes)

Cllr Cahn (District Councillor) attended, and went through the monthly report – this is available on the Comberton Parish Council website.

26-27/ 65 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.

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One resident attended and expressed concerns about speeding in the village. Cllr Michel updated the resident on the Speedwatch scheme being organised and the installation of the MVAS.

26-27/ 66 To approve minutes of the Full Council Meeting held on 8th July 2026 - (2 minutes)

Cllr Michel proposed that these were approved. Cllr Bottrill seconded this and all were in favour. Cllr Page abstained due to absence.

26-27/ 67 Matters arising (for information only) - (5 minutes)

Cllr Michel provided an update regarding the driving scheme and confirmed that a resident has now been found to fill the role.

It was noted that the Community Showcase event will take place on the 10th of January 2027.

26-27/ 68 Planning matters - (5 minutes)

68.1. To consider and approve the establishment of a temporary working group to prepare draft Parish Council responses to any planning applications relating to the fields surrounding the village.

Cllr Marshall proposed the establishment of the temporary working group, which was seconded by Cllr Moffat. All members were in favour. The working group will comprise Cllr Moffat, Cllr Marshall, Cllr Page and Cllr Harfoot.

26-27/ 69 Finance, procedure and administration – (5 minutes)

69.1. To approve payments as listed:

Recipient	Tr Description	Total (incl. VAT)
Staff salaries	Aug 26	£1,928.14
PAYE, NI & Pensions	Aug 26	£415.86
Staff salaries	Sept 26	£2,096.43
PAYE, NI & Pensions	Sept 26	£486.93
Three	Monthly phone bill (2 months)	£20.00
Simple Solutions	Monthly payroll (2 months)	£62.50
Scribe	Monthly finance package (2 months)	£84.00
Canva	Monthly subscription (2 months)	£26.00
Microshade	Monthly subscription (2 months)	£150.22
True Speed	Pavilion internet - monthly subscription (2 months)	£57.98
Instantprint	Bands in the Park banners	£80.11
Amazon	Lanyards Bands in the Park	£11.99
Amazon	Clerk monitor	£139.99
Amazon	Hazard tape	£8.99
Proludic	Installation of MUGA	£73,860.00
Proludic	Removal of skatepark	£2,228.70
Rick Mister	Reimbursements	£20.02
Aidan Petre	Bands in the Park travel expense	£29.48
Source for Business	Water for pavilion - Jan - July 26	£559.23
South Cambs	Election cost	£195.00
South Cambs	Bands in the Park bins	£185.00
Eclipse	Bands in the Park remaining marquee	£1,176.00
Marvall	Repair of lawnmower	£298.80
Comberton Baptist Ch	EDGE	£838.80
Top Garden Services	May grass cutting	£728.00
Top Garden Services	June grass cutting	£728.00
Top Garden Services	July grass cutting	£728.00
Firecrest	Bands in the Park - cellidh balance	£680.00
Zurich	Annual insurance	£1,365.60
PKF Little John	Annual external audit	£504.00
Oakes and Watson	Tree survey	£1,080.00

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Clerk tasked with setting up a meeting with Top Garden Services to discuss the issues with the grass cutting.

Cllr Michel proposed that the payments were approved. Cllr Bottrill seconded and all were in favour.

69.2. To approve and sign the bank reconciliation for June, July and August 2026

Cllr Page signed these.

26-27/ 70 To consider the request for a grant from the Comberton Twinning Association – (4 minutes)

Cllr Michel proposed that the grant request be approved, seconded by Cllr Evanson. Cllr Harfoot, Cllr Marshall and Cllr Page voted in favour. Cllrs Bottrill, Miles, Banks and Moffat abstained. The motion was carried with 5 in favour and 4 abstentions.

26-27/ 71 To consider the request to use the recreation ground for Meridian's fun run on October 1st – (2 minutes)

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

26-27/ 72 To consider a councillor's attendance to the People's Emergency Briefing on behalf of the Parish Council – (2 minutes)

Cllr Michel confirmed they will be attending.

26-27/ 73 To consider the request to have a bouncy castle outside 21 Hillfield Road – (2 minutes)

Cllr Michel proposed that the request be approved, seconded by Cllr Bottrill. Vote: 7 in favour – Cllrs Michel, Bottrill, Page, Evanson, Harfoot, Marshall and Miles. Abstentions: 2 – Cllrs Moffat and Banks. The motion was carried.

26-27/ 74 To review and approve the wild fire contingency plan – (5 minutes)

Cllr Michel deferred the item.

26-27/ 75 To consider and resolve that Comberton Parish Council meets the eligibility criteria to exercise the General Power of Competence (Localism Act 2011) – (3 minutes)

75.1. Confirmation that the clerk now holds the required qualification

Cllr Michel confirmed that the Clerk holds the required qualification for the Council to exercise the General Power of Competence.

75.2. Confirmation that the required proportion of Councillors meet the electoral condition

Cllr Michel confirmed that the required proportion of Councillors have been elected and that the Council therefore meets the electoral condition for eligibility.

It was resolved that Comberton Parish Council meets the prescribed conditions and is eligible to exercise the General Power of Competence under the Localism Act 2011.

It was noted that, following the adoption of the General Power of Competence, the Clerk's spending authorisation limit should be reviewed.

26-27/ 76 To receive reports, updates and proposals from working groups and liaison managers for

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information:

- a) EWR Working Group – (5 minutes)

Meeting coming up at the end of September, Cllrs Moffat and Evanson will report back.

- b) Transport Working Group – (3 minutes)

It was reported that the positions for the MVAS poles have now been confirmed. The sign is able to collect speed data, which may assist the Parish Council in building a case for further traffic-calming measures in the future.

It was noted that the Speedwatch scheme is going ahead, with Cllr Michel leading on this.

It was reported that there is potential for two speed bumps to be installed on Long Road as part of the Greenways project.

The Clerk was tasked with adding traffic-calming measures to the October agenda for consideration.

In relation to the potential link between Barton and Comberton Greenway, Cllr Michel has contacted Peter Blake and is awaiting a response.

It was noted that the Speedwatch equipment requires PAT testing.

- c) Recreation Working Group – (5 minutes)

Clerk tasked with adding the recreation ground pitch improvements to October agenda.

76.1.c.1. To consider the storage container proposal

It was noted that the proposal was not ready, but should be ready for Octobers meeting.

- d) Pavilion Working Group – (5 minutes)

76.1.d.1. To consider a proposal for funding improvements to the pavilion

Cllr Moffat proposed that this was approved. Cllr Bottrill seconded and all were in favour. Cllr Banks abstained due to being a cricket club user.

- e) Finance Working Group – (2 minutes)

No update.

- f) Sewage – (2 minutes)

No update.

- g) Comberton Village College – (2 minutes)

No update.

- h) Meridian Primary School – (2 minutes)

It was noted that they have had new windows and doors installed over summer.

- i) Comberton Playgroup – (2 minutes)

No update.

- j) Police Liaison – (2 minutes)

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No update.

- k) Comberton Shed – (2 minutes)

It was noted that the group are eager for an answer regarding the storage container.

- l) Natural Environment Committee – (10 minutes)

76.1.l.1. To review Watts Woods, and its security

Cllr Marshall left the meeting at 20:56pm

It was noted that the Parish Council will install a retractable post secured with a fire brigade-approved padlock.

76.1.l.2. To review bringing in restrictions for Watts Woods, and signage to reflect these

Cllr Miles proposed that the restrictions be approved. Cllr Page seconded the proposal and all were in favour.

The Clerk was tasked with adding a What3Words location to assist anyone needing to report an emergency.

76.1.l.3. To consider installing a tether for pond life ring

Cllr Miles proposed that this was accepted. Cllr Page seconded this and all were in favour.

- m) HR Working Group – (2 minutes)

No update.

26-27/ 77 Date of next meeting: 14th October 2026

Meeting closed at: 9:11pm