COMBERTON
PARISH COUNCIL

Full Council Meeting of the Parish Council

To All Members of the Comberton Parish Council:

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

Wednesday 2nd December 2026, at Comberton Village Hall, at 7.00pm.

The meeting is open to members of the public.

Jessie Brewer - Clerk and Proper Officer

Jessie Brewer

Agenda

26-27/ 104 **Chairs welcome – (1 minute)**

26-27/ 105 **To receive apologies for absence – (1 minute)**

26-27/ 106 **To receive declarations of interests from councillors on items on the agenda – (2 minutes)**

26-27/ 107 **County and District Councillor reports – (5 minutes)**

26-27/ 108 **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/ 109 **To approve minutes of the Full Council Meeting held on 11th November 2026 - (2 minutes)**

26-27/ 110 **Matters arising (for information only) - (5 minutes)**

26-27/ 111 **Planning matters - (5 minutes)**

26-27/ 112 **Finance, procedure and administration – (30 minutes)**

112.1. To approve payments as listed:

Comberton Parish Council, PO Box 1549,
CAMBRIDGE DO, CB1 0ZT
T: 07735908030 E: clerk@comberton-pc.gov.uk

Recipient	Description	Total (incl. VAT)
Staff salaries	Dec 26	£2,129.18
PAYE, NI & Pensions	Dec 26	£515.05
Three	Monthly phone bill	£10.00
Simple Solutions	Monthly payroll	£26.25
Scribe	Monthly finance package	£42.00
Canva	Monthly subscription	£26.00
Microshade	Monthly subscription	£75.11
True Speed	Pavilion internet - monthly subscription	£28.99
Rick Mister	Reimbursements - noticeboard corkboard repair	£49.52
Rick Mister	Glue for noticeboard repair	£40.23
Jessie Brewer	Reimbursment for meeting - coffees	£15.30
Mr Groundsman	Treatment for leatherjackets - recreation ground grass	£3,480.00
Frog End Fencing	Installation of bollard - Watts Woods	£70.00
Frog End Fencing	Bramble removal - Watts Woods	£490.00
Frog End Fencing	Cut back and tidy entrance - Watts Woods	£230.00

112.2. To approve and sign the bank reconciliation for November 2026

112.3. To consider the appointment of CAPALC as the Council's Internal Auditor for the 2026/27 financial year

112.4. To consider the grant application from EDGE for 27/28

112.5. To consider any grant applications or proposals to be included in the budget for 27/28

112.6. To consider the budget for the next financial year (27/28)

112.7. To consider and approve the precept amount for the next financial year (27/28)

26-27/ 113 To receive reports, updates and proposals from working groups and liaison managers for information:

a) Natural Environment Committee – (5 minutes)

b) EWR Working Group – (3 minutes)

c) Transport Working Group – (7 minutes)

d) Recreation Working Group – (15 minutes)

e) Pavilion Working Group – (5 minutes)

f) Finance Working Group – (2 minutes)

g) Sewage – (2 minutes)

h) Comberton Village College – (2 minutes)

1) To discuss possible solution to Playgroup use of Village Hall Car Park

i) Comberton Village Hall

j) Meridian Primary School – (2 minutes)

JESSIE BREWER

k) Comberton Playgroup – (2 minutes)

l) Police Liaison – (2 minutes)

m) Comberton Shed – (2 minutes)

n) HR Working Group – (5 minutes)

26-27/ 114 Date of next meeting: 13th January 2027

JESSIE BREWER

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