

# WATERBEACH PARISH COUNCIL

## Notice of Meeting

Notice is hereby given that a meeting of the Parish Council will be held on **Tuesday 2<sup>nd</sup> of November at 7.30pm** in the Baptist Church, Chapel Street, Waterbeach, and I summons you to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

*Belinda Westwood*

Belinda Westwood  
Clerk and Proper Officer  
28<sup>th</sup> October 2021

## AGENDA

**21/113 THOSE PRESENT / APOLOGIES FOR ABSENCE**

**21/114 OPEN FORUM**

Open Forum of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting **in respect of the business on the agenda** (Standing orders 3e, 3f, and 3g). Anyone wishing to speak needs to be present at the beginning of the meeting. This is not a forum in which to raise complaints about the Parish Council or its staff, which should in the first instance be directed privately to the Parish Clerk so that they can be independently investigated in accordance with the Council's complaints procedure.

**21/115 MEMBERS' INTERESTS**

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item. Those councillors declaring an interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made.

**21/116 MINUTES OF THE LAST MEETING**

To approve [the minutes](#) of the last meeting held on the 5<sup>th</sup> of October 2021.

21/117

## FINANCE ISSUES

### 1. To agree the appointment of the internal auditor:

*Proposal:*

To agree that WPC stay with our current auditor for the financial year 2021-2022.

The current fee is £300 – Councillors to note that the fees are reviewed at the end of year, so WPC should anticipate cost to be increased by a small percentage. Current budget provides for £350.00 for the internal audit for this year.

*Recommendation:*

The finance committee therefore recommends that the Council appoints: LGS Services as the internal auditor for the current financial year 2021-2022. It is further proposed and recommended that the appointment of the internal auditor is reviewed every 3 or 5 years.

21/118

## OUTSTANDING WORKS

A paper [detailing works](#) regarding the below five projects has been circulated to council for consideration in preparation of the meeting.

Chittering Play Park:

**To note** one quotation for works has been received totalling £41,762.09 more quotations are awaited.

Tennis Court Lights:

**To note** quotations awaited.

Rising Bollards:

**To note** vendors are consolidating quotations, Council to note that the automatic bollards need to have the ground dug up to bury wiring and a control box will need to be placed within a building.

CCTV Cameras:

**To agree** works - The CCTV cameras need to be serviced and a hard drive needs to be replaced, as the equipment is not working, we have received quotations from the supplier.

Work total: £ 988.29

Waterbeach Recreation Park – ROSPA repairs:

**To agree** the works needed on the two play parks. After receiving the ROSPA report, some works have been identified as urgent. The rec Users working group recommend getting these works done asap.

The Quotation for works total £ 645.95

Deadwood in Lime Trees (Recreation Ground):

**To agree** the works needed on two lime trees on the recreation ground.

The Quotation for works total £ 680.00 + VAT

**21/119 USE OF PARISH LAND**

To agree an [application](#) for the use of Parish Land has been made by the Waterbeach Scout Group.

**21/120 PLANNING / MAJOR DEVELOPMENTS**

- RLW
- U&C
- To note Planning Application [21/04625/FUL](#) – The clerk has asked for an extension until after the next Planning meeting on the 16th November 2021
- To discuss applications (if any) that arrive before the meeting if the deadline is before the Planning Committee meeting on the 16th November
- Neighbourhood Plan

**21/121 ACCOUNTS**

- To approve the [payment of accounts](#) for the past month  
*Cllrs are asked to alert the Clerk in advance regarding any issues requiring clarification*
- To agree any further invoices presented to Council that are not on the schedule, including:
- To note the [bank reconciliation](#) for October 2021
- To note the [bank totals](#) for October 2021

**21/122 SUGGESTIONS FOR SPENDING FUNDING FROM AGR RENEWABLES LIMITED**

- The Wombles initiative - To note that some litter pickers and bin hoops have been ordered. (this initiative is funded through the Parish Council).
- To agree the purchase of maps depicting the village which will be printed and displayed in all village noticeboards.
- To receive a request for funding from the library.
- To receive additional suggestions

**21/123 OFFICER & COUNCILLOR, COMMITTEE AND GROUP UPDATES**

To receive updates (if any) from the Clerk, [County Councillor](#), [District Councillors](#), Library Officer, Tree Officer, Chair of the Parish Council and Committee/Group Chairs.

21/124

#### HEALTH AND SAFETY

- To receive an update from Cllr. Bradnam regarding the maintenance of the verges, and the tree in front of the Bridge Club.
- To agree placement of new noticeboard, and to consider additional noticeboards for the village. See [suggestion](#) from Cllr. AW.
- To note the removal of posts in front of the Chinese take away that face at awkward angles – works are scheduled to be done shortly