

WATERBEACH PARISH COUNCIL

Notice of Meeting

Notice is hereby given that a meeting of the **Parish Council** will be held at **7:30 PM on Tuesday the 7th of June 2022** 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

Clerk and Proper Officer
31st May 2022

AGENDA

THOSE PRESENT / APOLOGIES FOR ABSENCE

22/37

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 it can be independently investigated in accordance with the Council's complaints procedure.

22/38

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.

22/39

MINUTES OF THE LAST MEETING

To approve the [minutes](#) of the meeting held on the 10th of May 2022.

22/40

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, if any / including
- To note the bank reconciliation for April 2022
- To note the bank totals for May 2022
- To approve member changes to the Unity Bank Account

22/41

PLANNING AND MAJOR APPLICATIONS

To discuss any urgent planning applications received before the meeting, if any.

- Updates on - U&C
- Updates on - RLW

22/42

GRANT APPLICATIONS

To receive and consider a grant application from Waterbeach Baptist Church.

22/43 A

GENERAL HOUSEKEEPING - CEMETERY

1. To receive a [report](#) from the cemetery working party, note and agree:
 - *Repair lychgate - front corner, gutter also needs repair at that point
 - *Repaint lychgate woodwork
 - *Replace cracked glass
 - *Repair the bier - distance to the new part of the cemetery
 - *Rebuild gatepost
 - *Install bench at the cemetery as previously agreed
 - *Remove rubble soil heaps
 - *Order additional plinths
 - Install an enclosed skip
2. To agree working group explore options to deter dumping

*All the above works have previously been agreed, to agree that it can now be actioned, and agree skip installation.

3. Several tree issues identified both in cemetery and within Parish. To agree a proposal - WPC contracts a vendor for a fixed period to take on tree maintenance for the ensuing election period.

- 22/43 B GENERAL HOUSEKEEPING – NEIGHBOURHOOD PLAN**
To receive and approve [support proposal](#) for NP consultant.
- 22/43 C GENERAL HOUSEKEEPING – GROUNDS EQUIPMENT**
To receive an update on insurance proceedings as well as a response from James Fisher. To agree resolution and action plan.
- 22/43 D GENERAL HOUSEKEEPING – SPORTS PAVILION & RECREATION GROUND**
To note that the roof repairs are presently underway.
To agree funding for renovation works as identified in [report](#).
To receive an update from the recreation users’ group.
- 22/43 E GENERAL HOUSEKEEPING – VILLAGE GREEN**
To agree a tidy up, re-grass earth works and removal of soil.
- 22/43 F GENERAL HOUSEKEEPING – OLD FIREHOUSE**
To agree works needed for a replacement wooden door.
- 22/43 G GENERAL HOUSEKEEPING – COLTS**
To discuss and agree:
Set up new terms and rates contractually with the COLTS
Insurance consequences around access to the equipment store
Access to the equipment store to be validated and monitored
- 22/43 H GENERAL HOUSEKEEPING – FINANCE**
To receive an update from the finance team on end of year finances.
- 22/43 I GENERAL HOUSEKEEPING – BOWLS**
1. To receive an [update](#) from the working group, and to view plans.
2. To discuss and agree proposal.
3. To note the [Floorplan](#) and [Footprint](#)

22/43 J GENERAL HOUSEKEEPING – EMPLOYMENT

To receive an update from the employment panel.

22/43 K GENERAL HOUSEKEEPING – OFFICE

To note that a booklet will be circulated via e-mail with standing orders, code of conduct, and any other relevant documents, please familiarise yourself with these. Councillors are asked to adhere to office hours, and schedule meetings in advance to assist with the continuing high workloads being experienced by officers.

22/44 ENGAGING A SOLICITOR

To note that WPC is in the process of engaging a solicitor.

22/45 CO-PTION

WPC have four Councillor vacancies available, see [details](#) for all applications.

22/46 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.

22/47 HEALTH & SAFETY

To receive updates (if any)