

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 5th of July** 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

30th June 2022

AGENDA

THOSE PRESENT / APOLOGIES FOR ABSENCE

22/48

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.

22/49

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.

22/50

MINUTES OF THE LAST MEETING

To approve the [minutes](#) of the meeting held on the 7th of June 2022.

22/50

REMOVAL OF AUGUST MEETING

To agree a proposal to suspend all meeting during the month of August.

22/52

ANNUAL GOVERNANCE AND ACCOUNTING RETURN

1. To note the [Annual Internal Audit Report 2021/2022](#)
2. To approve the [FY2021/2022 Accounting Statements](#)
3. To review and approve the Governance Statement
4. To agree the dates for the period of exercise of public rights.

22/53

ACCOUNTS

1. To approve the payment of accounts for the past month.

Cllrs are asked to alert the Clerk in advance regarding any issues requiring clarification

2. To agree any further invoices presented to Council that are not on the schedule, if any
3. To approve the [accounts](#) for the past month
4. To note the [bank totals](#) for June

22/54 E

GENERAL HOUSEKEEPING – VILLAGE GREEN

To agree a tidy up, re-grass earth works and removal of soil.

22/54 F

GENERAL HOUSEKEEPING – OLD FIREHOUSE

To agree works needed for a replacement wooden door.

22/54 G

GENERAL HOUSEKEEPING – SPORTS CLUBS

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

22/54 H

GENERAL HOUSEKEEPING – BOWLS

1. To receive [update 1](#) and [update 2](#) from the working group, and to view plans
2. To discuss and agree proposal
3. To note the [Floorplan](#) and [Footprint](#)

22/54 I GENERAL HOUSEKEEPING – EMPLOYMENT

To receive an update, and to nominate a councillor to join the Panel

22/54 J GENERAL HOUSEKEEPING – OFFICE & GROUNDS

1. To note that a booklet will be circulated via e-mail / booklet form containing standing orders, code of conduct, and any other relevant documentation, please familiarise yourself with these. Councillor training will soon be scheduled. Councillors are asked to adhere to office hours, and schedule meetings in advance to assist with the continuous high workloads being experienced by officers.
2. To agree to replace the grounds equipment

22/55 CHITTERING PLAY PARK

To discuss and agree the barriers to be installed at Chittering Play Park

22/56 PLANNING AND MAJOR APPLICATIONS

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

Updates on - U&C:

- U&C Cond30 - Proposed [Letter to SCDC for Ratification](#) & [Supporting document](#)

Updates on – RLW:

22/57 CO-PTION

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

To discuss and agree the process of acceptance of new members, and to review two potential candidates

22/58 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

22/59 HEALTH & SAFETY

To receive updates (if any)