

WATERBEACH PARISH COUNCIL

Notice of Meeting

Notice is hereby given that that a Meeting of Parish Council will be held at 7:30PM on Tuesday the 5th of September 2023 in the Parish Office, Recreation Ground, 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 to Waterbeach Parish Council
24th August 2023

AGENDA

THOSE PRESENT / APOLOGIES FOR ABSENCE

23/58 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.

23/59 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.

23/60 ACCOUNTS

- a) To approve the payment of accounts and acknowledge receipts for the past month. (This will be circulated on Thursday next week)
- b) To agree any additional invoices presented not already on the schedule, if any.
- c) To note the bank reconciliation for May 2023 and the bank totals. (This will be circulated on Thursday next week)

23/61 APPROVAL OF MINUTES

To approve the minutes of the council meetings held on 4th of July and the 1st of August 2023.

23/62 UNITY TRUST BANK

To agree to obtain a council payment card, linked with the Unity Trust current account, and to agree changes to Financial Regulations to reflect this.

23/63 CEMETERY MATTERS

To agree the purchase of additional plinths for the cemetery.

23/64 INSURANCE MATTERS

To agree the emergency allocation of funds for the office roof due to vandalism.

23/65 CHITTERING PLAY PARK

- a) To agree to an inspection of the gate and wall surrounding the Chittering play park.
- b) To discuss the options for installation of barriers outside the play park.

23/66 WATERBEACH PLAY AREAS

To agree a way forward to improve the children's play facilities in Waterbeach.

23/67 IT MATTERS

- a) To agree to purchase a .gov.uk domain to host the website and emails as the new website nears completion.
- b) To consider engaging an IT company to support the Council with email access, email archiving and streamlining Council documentation.

23/68 HR MATTERS

- a) To agree the terms of reference for the new HR Committee.
- b) To agree the appointment of Worknest as retained HR advisors to the council.

23/69 USE OF PARISH LAND

- a) To agree use of Parish Land for the annual Fun Fair on the Village Green. They wish to arrive on the 18th the funfair will run from the 21st to the 23rd of and will pack up and leave on the 24th September.
- b) To agree for the use of the Green for a Waterbeach Food Bank stall on the 8th of September 23 between 9 am and midday.

23/70 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.

23/71 HEALTH & SAFETY

To receive updates (if any)

23/72 EXCLUSION OF PUBLIC

To exclude the public from the meeting because of the confidential nature of the business to be discussed. It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the Chairman asks that in the public interest the public and press are temporarily excluded from this meeting and herewith instructed to withdraw.

23/73 CONFIDENTIAL STAFFING MATTERS

To agree statement.