

## **Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 3<sup>rd</sup> October, 2006 in the New Pavilion.**

**Present:** Mr. A. Ball; Mr. D. Black Mrs. J. Cornwell; Dr. C. Grant (took minutes); Mr. W. Grant; Mr. D. Halsey; Mr. W. Saberton; Mrs. C. Smith; Mrs. J. Williamson; Mr. A J Wright (Chairman)

In attendance: Mr. P. Johnson (SCDC);

Member of the Public: Request for double yellow lines on junction of Denson Close and Waddelow road, referred to Highways.

1. **Apologies:** Mrs. J. Dunnett, Mrs S Fisher, Mr. M Leeke; Mr. M. Williamson; the Clerk

2. **Declaration of Interests**

- Dr C R Grant - personal interest as a committee member of the community/youth building committee in matters relating to youth provision. Personal interest as a WILL volunteer in matters relating to the library.
- Mr. W. Grant - personal interest as a WILL volunteer in matters relating to the library.
- Mrs. J. Williamson – personal interest as a school governor in matters relating to the school and the library. Personal interest as a committee member of the community/youth building committee in matters relating to youth provision.

3. **To approve the Minutes of the Extraordinary meeting held on 22<sup>nd</sup> August, 2006**

Mrs J Cornwell proposed, seconded by Mrs C Smith and agreed that the Minutes be approved and signed. **Action:** Information from Mrs Smith of buildings for hire from “homebuilding and renovation” to be passed on to the Clerk

4. **To approve the minutes of the meeting held on 5<sup>th</sup> September, 2006.**

Paragraph 5.1.a “it had been suggested” was amended to read “it was suggested”

Mrs J Cornwell proposed, seconded by Mrs J Williamson and agreed that the Minutes be approved and signed.

5. **Matters arising from the Minutes of the meeting held on 5<sup>th</sup> September, 2006**

- i. Parish 3-way meeting with CCC highways on 18<sup>th</sup> October – Agenda  
**Action:** Mr M Williamson to circulate an agenda before the Highways meeting
- ii. Permit to travel machine
- iii. Car Dyke bridleway request
- iv. Sustrans cycleway

It was reported that the bridleway at Cow Hollow Wood was very overgrown,  
**Action:** It was suggested that the Clerk should contact Oliver Merrington (Bannold Road) to request action. The barrier has still not been moved. The Council had grave concerns regarding this obstruction due to the drawing in of the night. When the cycleway was constructed the Council requested urgent action on this matter and are disappointed that no action has been taken.

**Action:** The Clerk will also write to CCC and Sustrans to ask for a copy of their current risk assessment for this section of the cycleway/bridleway and express the Council’s concern that no action has been taken for nearly a year since the matter was first raised.

- v. Clayhithe Road road repair opposite The Bridge entrance

**Action:** Clerk to raise matter again with CCC and ask for action to be taken (dark nights will exacerbate the danger).

- vi. Path marking in Greenside

**Action:** Another reminder to be sent to CCC

- vii. Chittering play area

Mrs J Cornwell reported that the application has been submitted

- viii. Yellow box marking at station

**Action:** Mr M Williamson to chase up

- ix. Village green on St. Andrews Hill

Some correspondence regarding the registration of land on St Andrew's Hill was received and the advice was to consult a solicitor. Mr A Ball proposed that the Parish Council consult their solicitors, seconded by Mrs J Cornwell. **Action:** The Clerk to contact solicitors

x. Road to locks

No update from IDB or Anglian Water on this matter. **Action** Clerk to follow up

xi. Long Drove

Condition deteriorating. CCC have no resources currently. **Action:** The Clerk should write to CCC to ask when work will be scheduled on this and Cross Drove

xii. To consider action regarding graffiti

Cambridge City Council quote £75 per hour plus materials.

Mr P Johnson reported that SCDC is trying to provide a graffiti removal kit, he also reported that any graffiti on SCDC property will be dealt with by SCDC so that the Parish Council are only responsible for their own property (**Action** Mr Johnson to clarify that the Parish Council is not responsible for other properties in the parish). Several areas need to be considered for graffiti removal including the basketball court, skateboard court, youth building, Beach Social club, New Pavilion, bus stops etc. It was agreed to defer the matter to the Finance committee to consider how much to spend (and therefore what can be cleared).

**Action** Clerk to contact Beach Social and ask them if they would like to join the Parish Council in approaching a contractor to remove graffiti from their building.

xiii. Recommendations from employment panel

The Groundsman's First Aid qualification needs to be renewed and the Parish Council will investigate what level of training he requires, what service he could offer in the course of his employment and any insurance implications. **Action** The Clerk to follow up.

**Action** Finance committee to consider budget implications and arrange for estimates re additional equipment noted in the recommendations of the employment panel.

**Action** The Clerk to continue progressing action 25 of action monitor list now that the list of chemicals is available

#### **6. Risk Assessments and Health and Safety:**

i. To consider review of the risk assessment

ii. Management of actions on risk assessments and safety checks

Mr A Ball said that following collection of datasheets of chemicals used by the groundsman a COSHH assessment should be made and any necessary action taken. Mr W Grant suggested it would be prudent to obtain advice on performing COSHH assessments before the Parish Council undertook them.

It was noted that the Clerk and Dr Grant have booked in to an employment and Health and Safety seminar in November

**Action** Mr A Ball, Mrs J Williamson and Mrs S Fisher will have another meeting to look at action monitors and come up with a way that this can be handled as an ongoing matter without imposing undue work for any individuals and they will report back by the December meeting.

#### **7. To arrange a date for a Finance Meeting**

i. This will be held on Tuesday, 31st October

#### **8. Community/Youth building:**

i. Meeting will be held on Wednesday, 1<sup>st</sup> November to discuss the long term solution to the provision of additional youth facilities.

#### **9. To receive report on progress with Parish Plan**

Mr A Ball attended the Community Association meeting and captured some of their views on what should (and what should not) be changed in the village. The Steering Group had looked at maps of the Parish produced by ACRE and generated a long list of questions that need answering. There are 140 businesses in Waterbeach. At their next

meeting the Steering Group will produce a time plan from now (early stage of consultation) to completion of Parish Plan by the date of the Feast next year. The Steering Group needs more people to volunteer. **Action:** Parish Councillors asked to think of more potential volunteers to participate in the activity and pass names to Mr A Ball or Mr D Black.

**10. To consider information circulated regarding dog fouling and litter and any action necessary.**

The Parish Council do need to follow it through and prosecute; and need to explain the new policy in the Beach News. Graffiti, litter and dog fouling to be featured in an article "Looking after our Village" in the next Beach News; **Action:** Mr W Grant will draft an article and will seek views of Recreation Ground committee.

**11. To approve and adopt amended Standing Orders.**

Mr A Ball proposed, seconded by Mr D Black and agreed that the amended Standing Orders should be adopted.

Mr A Ball proposed, seconded by Mr W Grant. that the Standing Orders should be reviewed annually in October.

**12. Resolution: All planning applications abutting parish council property are considered by the full Council**

Proposed by Mr W Grant, seconded by Mrs C Smith and agreed that the resolution be adopted.

Note it must be made clear when the agenda is circulated that it is a full, separate meeting if it is held on a Planning meeting day or as a separate item on the agenda of a monthly Parish Council meeting.

**13. Correspondence:**

- 13.1 Site & Maintenance – quote for 5-aside court opening  
£130 plus VAT or £170 plus VAT with a gate.

Mr W Grant proposed, seconded by Mrs C Smith to accept the quote with a gate

- 13.2 WAY – Annual Report meeting  
12<sup>th</sup> October at 7.30pm and all interested are invited to attend in the Old Pavilion.

- 13.3 CALC – Draft constitution, minutes, courses  
Mrs J Williamson has signed up for a course on 21<sup>st</sup> October

- 13.4 CCC – Park & Ride exhibitions  
Wednesday 4<sup>th</sup> October at Landbeach Village Hall 5.30-7.30  
Monday 9<sup>th</sup> October at Histon and Impington Recreation Ground 5.30-7.30

**Action:** Mrs Williamson to make figures re traffic available

- 13.5 ACRE – Rural Strategy

- 13.6 ACRE – Annual Review

- 13.7 Town and Country Planning Act variation of condition: Application S01456/06/CW  
to be considered by Development Control Committee (CCC) on 9<sup>th</sup> October.

Report on Donarbon liaison meeting where plans were discussed. Chittering are now suffering badly from smell and nuisance from the composting process. Donarbon do investigate on request but it is an ongoing nuisance.

- 13.8 SCDC re Lawful Development at Hall Farm

"Planning application S/0815/97/F for the erection of a stable block, ménage and yard was approved on 08/10/97. This planning permission was never implemented but instead the development was built approximately 50m south of the approved location. Consequently the original approved application is now null and void, as it has not been built to approved plans within the 5-year expiry date as set out under condition 1. **As such all associated conditions attached to the permission are no longer valid.**"

**Action:** Parish Council must respond in strongest terms that this is not acceptable and it is duty of SCDC to ensure planning conditions are complied with. Cite specifically planning consent given where specific conditions were extremely important and the risk is that where these are not complied with. The Parish Council require their assurance they will properly monitor and enforce planning conditions.

Note: the building is now lawful but the associated use of land is not lawful. It is expected that there will be an application to regulate the use of the land and “as such all matters of access, right of way and the proposed use of the land will be covered by such an application and determined by the Local Planning Authority.”

13.9 Moore Stephens

Letter requesting some additional information

13.10 Milton Road, Cowley Road works

13.11 Independent Examination local development framework

13.12 Cambridge Water Company (copy of newsletter)

13.13 CCC leaflet about amount of waste recycled

13.14 CCC Cambridgeshire Waste Private Finance Initiative project (see [www.cambridgeshire.gov.uk/wastepf](http://www.cambridgeshire.gov.uk/wastepf))

13.15 Leaflet re concessionary bus fares now available county wide

**14. To approve accounts for payment**

Mrs. J Cornwell proposed, seconded by Mr. A Ball and agreed that the accounts be paid.

**15. Representative Reports**

i. County Councillor’s Report:

No information

ii. South Cambridgeshire District Councillor’s Report

New street signs in Way Lane and Pieces Lane

New 106 agreement for Bannold site should have been circulated and once been considered then we can have a meeting. **Action:** Clerk to distribute copies

Rowing Lake meeting with SCDC on 24th October

New Neighbourhood manager (all SCDC houses) is Rebecca Gane

iii. Library

Finance Committee will be asked to do a final review of the library agreement and sign the contract on behalf of the Parish Council.

Mr W Grant asked what the Parish Council felt the LAP volunteers should say to councillors from other counties visiting the LAP. Discussion was that it is a good thing if it is all there is (ie as an alternative to nothing) but it was foolish to close libraries, LAPs are only a last resort and not a replacement. Volunteers have achieved a lot but it would have been much better if the libraries had been maintained.

iv. Bannold Road development – 106 agreement

**Action:** Clerk to distribute copies (see 15 ii above)

v. CALC

vi. Parish Council facilities

The possibility of allowing the Bowls club to take over the maintenance of Waterbeach Bowls Green was discussed.. Mr A Ball and Mrs J Williamson were of the opinion that there was insufficient time to discuss the matter and it should be deferred to the Finance Committee. **Action:** Mr W Grant to attend the annual meeting of the Bowls Club and to explore with them whether they would be prepared to take over the maintenance and, if so, on what terms

**15. Village Matters**

Acacia, tree inspection requested

Donarbol want to set up display at the school in October

Neighbourhood Watch on 31<sup>st</sup> October at Chapel Close

Tree reported across footpath (? near Clayhithe) not sure of location

Spate of vandalism in High Street and Cattell’s Lane (all 3 incidents reported to police)

Lads are being a nuisance on the recreation ground and at Chapel Close

Concern that Electricity Board should reinstate the green area at St Andrew’s Hill adequately after their current works.

*The meeting ended at 10.05*

Chairman ..... Date .....