

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 7th August, 2007 at 7.30 p.m. in the New Pavilion.

Present: Mr. D. Black; Mrs. J. Cornwell; Mr. W. Grant; Mr. M. Leeke; Mr. W. Saberton; Mrs. C. Smith; Ms. G. Smith; Mrs. J. Williamson; Mr. A. Wright.

Absent: Mrs. J. Dunnett; Mr. T. Gilzean.

1. Apologies: Mr. A. Ball; Dr. C. Grant; Mr. P. Johnson; Mr. M. Williamson.

2. Declarations of Interest:

Mr. W. Grant declared a personal interest in item 11 as knowing Mr. Smart.

Mrs. Cornwell declared a personal interest in item 18 as a relation of a member of the Beach Social Club.

3. To approve the Minutes of the meeting held on 3rd July, 2007:

Mrs. Cornwell proposed, seconded by Mr. Wright and agreed that the Minutes be signed.

4. To approve the Minutes of the meeting held on 17th July, 2007:

Mrs. Smith proposed, seconded by Mr. Wright and agreed that the Minutes be signed.

5. To approve the Minutes of the meeting held on 24th July, 2007:

Mr. Leeke proposed, seconded by Mr. Grant and agreed that the Minutes be signed.

6. Clerk's report and matters arising from the Minutes:

- i. Clayhithe Road - road repairs opposite Bridge entrance – resurfacing of the carriageway will be submitted as a bid for 2008/09
- ii. Path marking in Greenside – to be done when white ling contractors next in area
- iii. Kerbing in Way Lane – work between 55 Way Lane and the path at the entrance to the school is to be carried out in August.
- iv. Additional parking for station users – Mr. Williamson would be asked to pursue the matter.

7. To receive communication to the Council as seen fit by the Chairman:

SCDC – Funding Fair – 15th September – Mrs. Cornwell would attend

CALC – training courses. Councillors interested in attending courses should contact the Clerk
Waterbeach Community Association – letter and cheque in appreciation for use of pavilion and recreation ground for Summer Charity Ball

Taylor Vinters – information required for Statutory Declaration for registering of village green

SCDC – Review of polling districts and polling places. It was agreed that the Council are satisfied with the current situation of boundaries and the sites for polling stations at Chittering and Waterbeach

8. To progress on plans for groundsman's shed:

It was agreed that the proposed site adjacent to the existing shed should be reconsidered due to access and the provision of services. Alternative sites suggested were adjacent to the social club beer garden and on the western boundary of the recreation ground. The outline of the proposed extension to the pavilion and the shed would be marked out before the September meeting and both sites suggested for an additional shed would be considered before the September meeting.

9. To consider progress on plans for youth/community building:

An application has been sent to Prohelp for assistance with drawings and fund raising. Other grants are being looked into.

10. To receive reports and minutes of committee meetings:

- i. Chairman's report

Mrs. Williamson and Mrs. Cornwell attended the Chairman's workshop organised by CALC on 6th July. A number of issues raised were not dealt with consistently with information given previously to the Clerk. Mrs. Williamson is looking into this matter.

- ii. Village Plan representative

The results of the surveys are still awaited.

- iii. Library Officer:

The library remained open for the latter part of the Friday session and the Saturday morning session during the refurbishment works.

Many regulars chose not to come at all during this period, and of course we missed a final visit from playgroup. The library is now back to “normal hours” although we do have a shortage of volunteers and over the holidays in particular the Friday session may have to be truncated. 2 copies of Harry Potter were covered and catalogued and on the shelves for borrowing when the library opened at 10am on Saturday 21st.

The Library IT service were fantastic, removing the public terminals in the last few minutes of normal opening and returning them for the start of the first proper session.

Working at the screens without blinds in the brief moments of sunlight we have had this summer is difficult but hopefully blinds will be installed shortly.

Will “relaunched” the library on Saturday 28th to raise awareness that normal opening had resumed. There were a number of book stalls in the village and some reading sessions in the library. A raffle, to be drawn on 2nd September, is currently being held.

iv. CALC representative

There had not been a CALC meeting

v. Planning committee minutes – these have been circulated

vi. Finance committee minutes – these have been circulated

vii. Highway committee minutes – these have been circulated. Concern was expressed about the standard of pot hole filling which has recently been carried out in Cambridge Road. Mr. Howard would be informed and a copy sent to Mr. Macguire. The pot hole outside 1 Greenside should also be reported.

viii. Recreation manager:

Spraying of the recreation ground – this was carried out with no problems.

Milton Bowls Club have requested that, and been given permission to, play a semi-finals game on Waterbeach bowls green.

11. To approve accounts for payment:

Mr. Leeke proposed, seconded by Mrs. Smith and agreed that the accounts as presented with the addition of the sum of £129.25 to Syston Doors for the repair of the shutter door on the pavilion should be paid.

12. To receive reports from:

i. County Councillor:

Cambridge Sports Lake – s.106 Agreement – it is hoped that there will be a contribution to improvements at the Slap Up junction. Other issues for inclusion in the agreement have also been discussed.

Accident at Slap Up junction – a press release on the problems at the junction was released and a follow up interview on Q103. Resurfacing is to be carried out in the next few weeks.

Flooding – regular updates of emergency situations are issued from County Council officers to County Councillors. Any relevant information would be passed onto parish councillors by their county councillor.

Mobile library – no complaints about the cuts have been received by parishioners. The parish council should make representation as soon as possible if they wish to do so. Mr. Grant would draft a letter for the Clerk to send.

ii. South Cambridgeshire District Councillor:

Flooding – according to the Environment Agency Waterbeach is now out of the 100 year flood plan apart from the station area which is in the 1000 year flood plan. There is therefore no emergency plan for Waterbeach. Central Car Parks are telephoned by the Environment Agency when the Cambridge-Upware flood warning is given.

13. Risk Assessments and health and Safety:

i. To approve removal of diseased tree adjacent to groundsman’s shed:

It was agreed that the tree be removed for a cost of £540.

ii. To adopt Building and Open Space risk Assessment:

Mr. Wright proposed, seconded by Mrs. Smith and agreed that the document be adopted.

- iii. To consider risk assessment consolidated check list:

It was agreed that the consolidated check list should be put into operation and filed for inspection by the internal auditor.

14. To discuss opening of and signage for public toilets:

It was agreed that a notice be placed on the door stating that the toilets are only opened when the groundsman is at work and otherwise opened by volunteers. It should also be stated that volunteers are required in order that the facility is more available. A notice would also be put in the Beach News.

15. To adopt reviewed standing orders and financial regulations:

It had not been possible to circulate the document in time for the meeting. It would be circulated in time for councillors to give the amendments consideration before the September meeting.

16. To consider flooding issues:

- i. Emergency contingencies:

It was agreed that a list of volunteers, first aiders, those able to lift heavy objects etc. should be drawn up. An article would be included in the December newsletter.

- ii. Policies of authorities to prevent flooding

SCDC and CCC would be asked for details of all ditches and drains for which they are responsible and the maintenance programme for them.

17. To consider nuisance of smell from recycling plant at Chittering:

The Environment Agency state that the matter is being dealt with although the situation has not improved. Chittering residents are keeping a record of the problem. It was agreed that a liaison meeting with Donarbon should be requested.

18. To consider request by Beach Social Club for:

- i. an extension to the permitted times of use of the garden in order that smoking can take place outside the building – Mr. Wright proposed, seconded by Mr. Black that there be no change to the hours of use of the garden. For 8; Abstention 1.
- ii. an extension of the agreement to use the garden for a further term beyond 28th January, 2008 – this would be discussed at the September meeting.

19. To consider provision of litter bin in Station Road:

Due to the litter problem in Station Road it was agreed that a litter bin be ordered for placing along Station Road. The exact position would be agreed when the bin has arrived.

20. To arrange a date for a meeting to discuss suggested projects as a result of the village facility inspections:

A meeting would be held on 27th September. The Clerk would collate information collected regarding the projects discussed at the village inspections

21. Correspondence:

SCDC – Draft policy – Licensing Act 2003

CCC – Business Plan Volume 1 – Corporate Plan 2007 – 2008

Waterbeach Football Club – 2006/07 accounts

CCC – Cambridgeshire Design Guide for streets and the public realm

CCC – Cambs. and Peterborough Minerals and Waste Plan – change to the timetable for plan preparation

Cambs. ACRE – AGM

CCC – Review of parking policies

22. Matters for the next agenda:

Provision of a loop system in the new pavilion.

Station yard – use as a car park

11 Station Road

Chairman Date