

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 4<sup>th</sup> December, 2007 at 7.30 p.m. in the New Pavilion, Cambridge Road.

**Present:** Mr. A. Ball; Mrs. J. Cornwell; Dr. C. Grant; Mr. W. Grant; Mr. P. Johnson; Mr. M. Leeke; Mr. W. Saberton; Ms. G. Smith; Mrs. J. Williamson (Chairman); Mr. M. Williamson; Mr. A. Wright.

Mr. Johnson also attends as a district councillor for the ward of Waterbeach and Mr. Williamson attends as the county councillor for the ward of Waterbeach.

**In attendance:** the Clerk.

Mrs. Williamson thanked Mr. Wright for installing the loop system in the meeting room and Mr and Mrs Wright and the Clerk for organising the printing and distribution of the financial newsletter.

1. **Apologies:** Mrs. J. Dunnett; Mrs. C. Smith. It was noted that Mr Black be excused absence due to ill health

2. **Declarations of Interest:**

Mrs. Cornwell declared a personal interest in agenda item 7 and 8 as being related to a user of the area affected by the street lights and a member of the Beach Social Club.

Mrs. Williamson declared an interest as a school governor

Mr. Williamson declared an interest as a school governor

Mr. Wright declared a personal interest as a resident of Lode Avenue.

3. **To approve the Minutes of the meeting held on 6<sup>th</sup> November, 2007**

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

4. **Clerk's report and matters arising from the Minutes**

i. Youth/community building Youth/Community Centre –

Hpn, Newmarket quoted £2250 to prepare drawings and submit final design scheme for planning application

Kevin King, Waterbeach quoted £1000 to £1500 for the same.

A meeting with Kevin King, attended by Dr. Grant, Mr. Johnson, Mr. Beasley, Mrs Kay and the clerk was held on 3<sup>rd</sup> December and the sketch plans which had been drawn up were discussed.

A further meeting is to be held on 14<sup>th</sup> January when Kevin King will have some drawing prepared. Cost to planning submission will be £1200 + VAT.

It was agreed that Dr. Grant act in place of Mr. Grant as the meetings are held during working hours.

ii. Groundsman's shed - three companies have been contacted – two have replied. Further details to drawings need to be agreed

5. **To receive communication to the Council as seen fit by the Chairman**

CCC – Minor Highways Improvement Scheme – bid acceptance

CCC – Consultation on the Introduction of the National Standard Planning Application form.

It was agreed that the document would be discussed at the next planning meeting when councillors had considered it

Cambridgeshire Local Access Forum – 2008 meetings

CALC – Joint Planning Workshop. Mrs. Williamson proposed, seconded by Mr. Leeke and agreed that the cost of the workshops should be paid by the Council for councillors who wished to attend and the clerk. Mrs. Cornwell, Dr. Grant, Mr. Johnson, Mrs. Williamson, Mr. Wright and the clerk would attend the meeting at Cottenham Village College on 10<sup>th</sup> January.

SCDC – Parish Council Toolkit.

6. **To discuss parking issues in Lode Avenue:**

A resident of Lode Avenue had carried out a survey to determine what parking restrictions would be acceptable. Mr. Williamson had discussed the possibilities with Graham Lowe, CCC Highways. Mr. Williamson would arrange a meeting of the residents of Lode Avenue and Whitmore Way with an officer from CCC

**7. To discuss the continued funding of SCDC street lights as taken over in 2006:**

Mr. Leeke proposed, seconded by Mr. Ball that the Parish Council should continue to fund the 18 SCDC streetlights. For: 6; Against 3.

Dr. Grant proposed an amendment, seconded by Mrs. Cornwell, that the lights funded should be reviewed in January. For: 3; Against: 4.

**8. To approve for signing the Agreement with Beach Social Club:**

The draft agreement had been read by the Chairman and the Clerk, Mr. Wright proposed, seconded by Mr. Leeke that the document be signed when the engrossed document is received. Mr. Grant registered his opposition to the proposal.

**9. To approve continuing use of regular contractors:**

It was agreed that B. Langley & Son, Collier Turfcare, Acacia Tree Surgery and Site and Maintenance be retained as regular contractors and that the list should be reviewed annually by the Finance Committee. The need for estimates for major works still exists.

**10. To discuss the adoption of the open space maintenance on the Bannold Road development:**

Mr. Johnson agreed to request that SCDC do not agree commuted sums prior to the production of any maintenance agreement in future.

**11. To receive reports and minutes of committee meetings:**

i. Chairman's report:

An interesting and informative Neighbourhood Watch meeting detailing information for contingency planning had been attended.

ii. Library Officer:

Mobile library hours – information is still needed regarding hours and book changes.

iii. CALC representative:

There had been no meeting.

iv. Village Plan representative:

Mr. Ball proposed that the Planning Committee should consider whether a Village Design Statement should be done.

v. Planning committee minutes:

These had been circulated.

**12. To approve accounts for payment:**

The accounts were discussed after item 13 on the agenda when Mr. Leeke proposed, seconded by Mr. Ball and agreed that the accounts be paid.

**13. To agree increase in salaries from 1<sup>st</sup> April 2007 for:**

It was agreed that in view of the confidential nature of the business about to be transacted it is advisable that the public be temporarily excluded and they be instructed to withdraw.

i. Mr. K. Stubleby as per the Local Government Employee Pay Scales for the appropriate spinal column point.

ii. Mr. C. Rabbett as per the Local Government Employee Pay Scales and to agree the spinal point applicable.

iii. Mrs. S. Smart as per the National Joint Council for Local Government Services for the appropriate spinal column point

Mr. Wright proposed, seconded by Mr. Leeke and agreed that the increase be approved and that Mr. Rabbett be paid on the appropriate spinal column point.\*

**14. To receive reports from:**

i. County Councillor:

a. Flooding Contingency – CCC responsibility for ditches.

b. Station car parking

c. Congestion Charge – workshops are to be held for parish councillors in January or February. The congestion charge bid includes a new station at Chesterton which would have an adverse effect on services at

Waterbeach Councillors expressed concern that patients attending Addenbrookes for appointments early in the day would have to pay the charge. The matter would be discussed at a Highway Committee meeting.

- d. Mereham – any submission by the Council should also include planning conditions which the Council would like to see imposed if the planning appeal is successful
- ii. South Cambridgeshire District Councillor:
- iii. Cambridge Sports Lake s106 – CCC are not prepared to include the moving of the 30mph speed limit on Car Dyke Road further out of the village to the A10 side of the entrance to the Sports Lake but the omission of a footway to the A10 and village will be rectified. Mr. Johnson was asked to inform SCDC that Mr. Lowe, CCC Highways had suggested that the moving of the 30mph speed limit should be included in the s106.

Lock Farm planning appeal – the hearing has was held on 4<sup>th</sup> December

**15. Risk Assessments and health and Safety:**

Maple tree in play area – Mr. Smart had reported that there are a number of dead branches in the tree. It was agreed that, due to the siting of the tree and the potential danger Acacia Tree Surgery should be asked to assess what needs to be done and to carry out the work if it is within the financial regulation limits.

**16. To set up a working party to look at the policies required by the Council i.e archiving:**

The matter would be discussed further in January. Dr. Grant and Mrs. Cornwell agreed to be involved in the archiving working party.

**17. Bannold Road development**

- i. S.106 contributions
  - a. Public Art Contribution – it was agreed that an article be placed in the Beach News newsletter.
  - b. Education Contribution – Mr. Williamson would follow this up with the appropriate CCC officer.

**18. Correspondence**

- CCC – Contracted Bus Services
- SCDC – Parish Plan statement
- SCDC – Housing Futures

**19. Clerk's holiday:** 20<sup>th</sup> – 31<sup>st</sup> December, 2007

**20. Matters for the next agenda:**

Highways – potholes in Station Road opposite Whitmore Way; Chapel Street, junction with Greenside (west)

Date of next meeting: Due to the Bank Holiday the next meeting would be on 8<sup>th</sup> January, 2008

The meeting ended at 10.10 p.m.

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

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- i. Mr. K. Stublely as per the Local Government Employee Pay Scales for spinal column point 18.
- ii. Mr. C. Rabbett as per the Local Government Employee Pay Scales for spinal point 16.
- iii. Mrs. S. Smart as per the National Joint Council for Local Government Service spinal column point 21