

**WATERBEACH PARISH COUNCIL**  
**FOI DISCLOSURE LOG FY 2020-2021**

## FOI REQUEST

29 September 2020: Good afternoon, Please provide the following:

1. s106 money received in the last 10 years
2. the above to be identified as to what each of the contributions was for – i.e outdoor space, childrens play space, indoor recreation space etc. and how much was received with each payment made
3. The date each individual payment was received.
4. How much money has been spent from each contribution – i.e the category it was spent from
5. What each payment was for.
6. the minute where the council approved the drawdown from each of the s.106 contributions.

I await your response to the above in the time granted to a Freedom of Information request

## WPC RESPONSE

27 October: Good afternoon Please find attached two tables [edit: See Annex A] which, taken together provide the information you were seeking.

## FOI REQUEST

27October: Thank you for the email and the attachments which go some way to provide the information requested. The information in the attachments do not provide the information requested in 4 and having looked at some of the minute references the attachments do not give the information requested in 6. I would expect that perhaps you have omitted to attach a document with the information, although the matter of the minutes can not be addressed, so a request for a response by the end of the week is not unreasonable. I look forward to receiving the missing information without delay bearing in mind that the request was responded to at the deadline for response to a FoI

2<sup>nd</sup> email from same enquirer 27 **October**: Further to below there is a report, 17/139 regarding s.106. You have stated in the report that you will be asking the s.106 officer for advice. Please forward to me the final list which you sent the officer and the advice that you received.

2 November: Good afternoon, Again further to your e-mail of 27th October in which you state that the tables would provide the information that I was seeking PLEASE clarify the duplication of figures in the off-site sports and play columns in February, April and June 2019. Is it that the cost of the item is the total of the two columns or that it is duplicated. If it is the latter please explain and justify why this has been done.

Email 3 from same enquirer 11 November:

Good morning, I am e-mailing you as Chair of planning as the matter below is mainly related to planning matters and copying the clerk in hoping that she will provide the information in order that then Council are meeting the requirement to address the FoI which I sent on 29th September, although the time permitted expired on 27th October. I also attach the documents which the clerk sent to me on 27th October as a result of an FoI. You will see from the e-mail chain below that the FoI has not been fully addressed. I have no response to the emails sent to the clerk on 27th October or 2nd November. I am unable to find minutes and consequently agenda items to show that the applying of s.106 has been discussed by the council or minutes to show what expenditure has been applied to each individual contribution and planning application. I am asking if you, as chair of planning, could please see that the information requested is given. It needs to be noted that this is a serious matter since a FoI has not been completed in the time permitted.

## WPC RESPONSE

12 November: Good morning {name redacted}, apologies for the delay in replying. Re the duplication in the table, I'm not sure what happened there – thank you for picking it up, I have now attached a corrected version for you to see.[edit: Annex A.a corrected] You also referred back to points 4 and 6 – there is no further information I have to give you on 4 beyond what is in the table. On point 6, I will be arranging for references to be reviewed and double checked. This will take a little time and I can come back to you once this has been done. Finally, regarding minute ref 17/139 and the subsequent approach to the S106 officer - I've attached a copy of what I sent {edit: Annex B}. His advice was then subsequently relayed to the Council in the report under item ref 17/187.

## FOI REQUEST

1 November: Good morning, looking through information on the web site I have been unable to find any agreements between Tillage Hall users and the Parish Council or Beach Social Club and the Parish Council for use of the area of recreation ground at the back, fenced off for sole use by of the Club. Nor can I see any income for rent of wither property. I am aware that was a payment made to the Council for the use of the garden but can not see that as being received by the Council in recent years. Please provide as a FoI the following:

1. The agreement with the PC for the use of Tillage Hall by the users.
2. The agreement between The PC and The Beach Social Club for use of the garden area.
3. Dates and amounts of rent received from Beach Social Club for the use of the area of recreation Ground used solely by Beach Socail Club.
4. Reference to minutes relating to all of the above.

I look forward to receiving the information in the time allowed for a FoI request.

## WPC RESPONSE

27 November 2020: Thank you for your email. I have been looking into this and there isn't as yet an agreement between the Tillage Hall and the Council; this has been flagged up some time back and we await a final draft from the Tillage Hall Management Committee (or their agent).

Your enquiry about the Beach Social Club got me looking into the records and there is an old agreement that appears to have lapsed – I've attached a copy of this for you. Consequently I have records going back as far as FY2014-5 but there have been no rental payments since that time. I will be raising this with Councillors and thank you for drawing it to my attention.

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## FOI REQUEST

13 November: As a FoI request please provide a copy of all e-mails and or a list of all telephone conversations which the Council have had since 4th August, 2020 in attempts to find a solution to the problem of e-mail addresses.

## WPC RESPONSE

14 December 2020: I have no emails to send you and nor do I keep a record of phone conversations. I have now updated the website to flag up the potential problem and advise individuals what to do if they receive an error message. I note you are not in favour of having to route messages via the Clerk but this the way in which many Parish Councils operate as a matter of course, so I trust that will work for you if you need me to pass on any message to all Councillors for you. I am sorry we haven't been able to resolve this as quickly as you would expect but hope we can soon remedy the problem.

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## FOI REQUEST

17 March 2021: I am making a Freedom of Information request for a full copy of your Audio Recording of the March 2nd 2021 WPC Meeting. [REDACTED – PERSONAL DATA] I would trust that due to the significance of the exchange regarding my person that this recording has been preserved and has not been deleted or recorded over. I require a complete copy of the March 2021 meeting not just sections. Please issue me with an official fees notice form as you are aware The Freedom of Information Regulations and ICO state that such a notice has to be issued detailing costs prior to any payment being made as requested. I would be grateful if WPC formally respond to me through this channel as opposed to just dealing with my request through WPC meetings as all responses can then be fully transparent.

## WPC RESPONSE

17 March: Just to confirm the message in my email sent earlier this afternoon, which is that the recording was deleted once as the minutes had been drafted, and is therefore no longer available.

Annex A.a

WPC S106 EXPENDITURE  
(figures subject to review)

Paid	Description	Public Open Space	Community Facility	Off-site Sports	Play	Ref
01/05/2012	New Tractor for use on recreation ground and open spaces			£ 6,000.00		284-11
06/11/2012	Warranty on tractor			£ 225.00		41-12
04/12/2012	Playpark Refurbishment	£ 33,570.01				40-12
28/05/2013	New (Sports) Pavilion Refurbishment of kitchen etc.			£ 6,423.70		FC31-13
27/03/2014	Outdoor Adult Exercise Equipment			£ 2,485.50		262-12 and 280-1
31/03/2015	Tennis court surface treatment			£ 1,425.00		
31/03/2015	Vertidrainage recreation ground sports pitches			£ 1,800.00		14-19
31/03/2016	Skatepark Project			£ 30,880.00		139-13
31/03/2016	Recreation ground improvements			£ 1,900.00		15-10.2
31/03/2016	Bowls Green Project			£ 2,990.00		15-101
26/05/2016	Recreation ground improvements			£ 614.40		
28/09/2016	new goal posts + carriage			£ 925.40		16-91
20/02/2017	goal post installation			£750		16-158
13/06/2017	Tillage Hall roller shutters		£1,986.16			16-215
15/08/2017	Library shelving		£1,348.40			
31/10/2017	aeration and vertidrainage			£ 800.00		17-132
01/02/2018	Chairs and baby changing table - WILL		308			
Nov-18	New Bowls Pavilion		6,704 (ongoing project, split yet to be determined)			18/126i
Nov-18	Recreation Ground car park		133,535(physically complete, split yet to be determined)			18/126i
Feb-19	Toddler Wheeled Park				17,903.00	17/112
Feb-19	Harrier mower			915	915	18/197
Apr-19	new roller			9,120	9,120	18/197b and 18/255
Jun-19	G E Dennis mower			9,800	9,800	
Jun-19	Animal bin for wheeled park				417.5	
Jul-19	Football pitch renovations			2,310		19/15
Sep-19	tennis court colour surface restoration			5,095		
Mar-20	Library book browsers		594.00			19/244b
Mar-20	Library bookcases and A frame		682.00			19/244c
Jun-20	GE reconditioned gang mower set			6,558		19/244a
Aug-20	GE JD tractor			18,063		19/40-b

**WATERBEACH PARISH COUNCIL**  
S106 developer contributions

Date paid	Planning ref	Description	S106 category			Play
			Public Open Space	Community Facility	Sports	
23/11/2009	S/0720/08/F	28 Cattall's Lane	£ 743.82			
11/04/2011	S/0816/09/F	21/23 Way Lane	£ 3,104.00			
15/11/2011	S/1551/04/O	Bannold Road (Camlocks)			£ 92,241.31	
17/01/2012	S/1551/04/O	Bannold Road (late payment interest)			£ 770.00	
06/03/2012	S/0542/11/F	22 High Street	£ 3,104.38	£ 513.04		
13/08/2013	S/0922/13/FL	84 Way Lane	£ 2,244.90	£ 371.00		
13/08/2013	S/0262/12/F	7&9 Denny End Road	£ 2,306.69	£ 381.21		
09/09/2013	S/1153/13/FL	9 Greenside	£ 2,244.90	£ 371.00		
14/01/2014	S/1876/13/NM	7&9 Denny End Road	£ 2,014.00	£ 332.84		
04/07/2014	S/0895/12/FL	Outbuildings rear of 31 High Street	£ 2,302.46	£ 380.51		
04/07/2014	S/1513/12/FL	Land at 10 Burgess Rd	£ 3,104.38	£ 513.04		
04/09/2014	S/1879/13/VC	76 ROSEMARY ROAD	£ 4,299.59	£ 710.56		
04/09/2014	S/0860/14/FL	38 High Street	£ 732.82	£ 284.08		
08/10/2014	S/1986/13/RM	land r/o 2 Primrose Lane	£ 752.78	£ 287.50		
05/03/2015	S/1649/12/DC and s/2026/11/FL	Land adj 12 Burgess Rd	£ 2,475.14	£ 417.74		
08/09/2015	S/0423/13/FL	Land R/O 54 Way Lane	£ 2,414.27	£ 398.99		
09/04/2015	S/2291/11/POS	Land r/o 43 Rosemary Road	£ 2,335.42	£ 394.16		
01/12/2015	S/1892/12/FL	41 Rosemary Road	£ 2,305.81	£ 381.07		
21/06/2016	S/1889/13/FL	12 Pieces Lane	£ 5,025.15	£ 830.47		
25/08/2016	S/0296/15/FL	Wheatsheaf Way/Cody Rd			34,176	
04/01/2017	S/1907/14/OL	Land E of Cody/N of Bannold Rd		18,621	41,354	56,941
10/10/2017	S/0296/15/FL	Wheatsheaf Way/Cody Rd		31,641	35,911	
07/11/2017	S/0296/15/FL	Wheatsheaf Way/Cody Rd				88,098
16/04/2018	S/0558/14/FL	Harvey Way/Drovers Way	18,700	31,647	62,009	96,692
01/05/2018	S/0882/14/FL	Denny End Road		13,522	29,785	
01/01/2019	S/1359/13/O+ S/2458/16/RM	Land N of Bannold Rd (Persimmon 90 Dus)		51,340	106,760	153,004
01/01/2019	S/2461/16/FL	Land N of Bannold Rd (Beezer Persimmon 45DUs)		24,049	52,973	
21/03/2019	S/0185/12/FL	64 Cambridge Road	2244	371		
01/02/2020	S/2177/16/FL	Gibson Close		9236	20,345	

WPC S106 EXPENDITURE

Annex A.2 (corrected)

S106 Expenditure						
Paid/Due	Description	Public Open Space	Community Facility	Off-site Sports	Play	Ref
01/05/2012	New Tractor for use on recreation ground and open spaces			£ 6,000.00		284-11
06/11/2012	Warranty on tractor			£ 225.00		41-12
04/12/2012	Playpark Refurbishment	£ 33,570.01				40-12
28/05/2013	New (Sports) Pavilion Refurbishment of kitchen etc.			£ 6,423.70		FC31-13
27/03/2014	Outdoor Adult Exercise Equipment			£ 2,485.50		262-12 and 280-12
31/03/2015	Tennis court surface treatment			£ 1,425.00		
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31/03/2016	Skatepark Project			£ 30,880.00		139-13
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Apr-19	new roller			9,120		18/197b and 18/25
Jun-19	G E Dennis mower			9,800		
Jun-19	Animal bin for wheeled park				417.5	
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Jun-20	GE reconditioned gang mower set			6,558		19/244a
Aug-20	GE JD tractor			18,063		19/40-b
Oc						

Annex B

## Waterbeach Parish Council

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**From:** Waterbeach Parish Council <council@waterbeach.org.uk>  
**Sent:** 12 December 2017 14:13  
**To:** 'Fisher James'  
**Cc:** Barbara Bull assistantclerk@waterbeach.org.uk  
**Subject:** RE: 14th December Waterbeach Parish Council  
**Attachments:** Section 106 summary note for Parish Councils.pdf; S106-Dec17 ideas.docx

NOW WITH BOTH DOCUMENTS!

Hello James

We've been compiling suggestions fed into us so I think it would be helpful to get an indication at the outset about what ones are definitely not S106 eligible so the long list can become shorter, along with other pointers Cllrs need to bear in mind.

The list also includes a number of transport related suggestions, so a discussion around what could be done to influence CCC decisions (esp transport) on this would be good. I know for instance there is one of the S106 agreements that talks of an upgraded bus stop on Cody Road – yet this is a road that Stagecoach have announced they will not be servicing from next month because of the access difficulties. So liaison with CCC could be not just to pass on PC 'wishes' but to give a local perspective on the suggestions that emanate from CCC officers.

I know you ran a training session at the start of the year although I don't know who from Waterbeach went to it. In any case I think going over some of the same fundamentals incl issues for the decision taker would be useful to reinforce the messages. I can also send Cllrs in advance a copy of the SCDC summary note above – I assume it is still in date?

Unfortunately I shan't be there tomorrow as Carol and I are sharing the evening meetings. I've got a Highways Committee meeting tomorrow night and Carol will be taking the note on Thursday.

Best regards

Shelley Mason  
Parish Clerk & RFO  
Waterbeach Parish Council  
The Old Pavilion  
Recreation Ground  
Cambridge Road  
Waterbeach  
Cambridgeshire  
CB25 9NJ

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## WATERBEACH PARISH COUNCIL

### Developer ( S106) FUNDING

The list below covers ideas so far following an invite to residents in the last Parish Newsletter and on the website for their ideas.

SUGGESTIONS	NOTES
The School Swimming Pool should be made a community facility. With improvements to dressing and toilet facilities it could be made available in summer holidays/evenings to provide adults with lessons and exercise classes and to provide children with much needed lessons that could get them swimming better at a younger age and potentially save lives	
Reinstatement of a play area in/around Haling Park (requested at Council Open Forum 5 April 2016)	
A good quality village map	
Combine the map with an orienteering course to take in the best bits of Waterbeach. This would be great to get adults exercising and discovering the best of the village.	
Cam Sailing Club provides both leisure and competitive sailing for all ages and abilities for the communities of Waterbeach, Cambridge and the surrounding area– wish to extend membership and introduce new people to sailing as a sport Upgrade of facilities at Cam Sailing Club clubhouse, showers etc Replacement of old bank lining in the river bank Upgrades to power and drainage utilities.	
More dog poo bins. Certainly along the river or main river access points, Bannold Road, new housing estates and Way Lane and near the station.	
to set up a Community Cafe, like in Cottenham. What could S106 contribute?	
Community crime prevention CCTV at the 3 entrances and exits to the village. This will support crime detection, police prosecutions and be an effective deterrent when combined with signage.	
Cycle racks should be installed outside all shops (such as One Stop) , food outlets and public houses within the village. 10 locations of cycle parking proposed, a rack of four Sheffield Bike Stands, would allow eight bikes to be locked up.	
Permanent Floodlights for sports users on the Recreation Ground. Portable lights cover a reasonable area, but do not illuminate the area as well as the static lights you would at e.g Cottenham All Weather Pitch. This would benefit a wide range of clubs and rec users in Waterbeach.	



Security enhancements to the buildings on the sports area – the old garage, sport equipment store, groundsman store. Physical protection measures, alarm measures, detection capability.	
Need to decide what to do re the toilet on the Rec? Cld S106 contribute – presumably only to a refurb or a new build facility and not to running it (or renting, should it be possible to procure some sort of prefab thing?!) )	
We already have the tennis courts, now how about funding a coach to visit every weekend for an hour during the summer months April - September. At around £40-50 per hour max, you are looking at less than £1000 per year and this can help a) girls to get active and stay in sport; b) old and young can play together - tennis has very few barriers and there are plenty of 50+ who would benefit from this as much as other ages; c) make the most of the facilities we already have invested in.	
Better lighting on the rec Ground – replace the path lights which are getting old and probably could be replaced with something more modern and energy efficient	
Refurb of tennis and basketball courts – surfacing, fencing etc	
Access road to the Tillage hall (how can we influence CCC to spend money (S106) on it	
Ability to fund pedestrian or light controlled crossing (e.g at Bannold Road/Way Lane junction, or outside the school)	
Ability to use S106 funds to undertake a transport study of issues in the current village environment which the new development will exacerbate.	
With the growth of the village I can see how there could be merit in going through land where the barracks is to get to the new children’s early years centre, the gym and the new playground that Urban and Civic have suggested - maybe a path from the Cody Road /Capper Road junction down thorough the grass there? This would then, in the longer term, connect up the new supermarket if that goes ahead and the sports facilities which are planned.	
Constructing a proper lit path in both directions, to and from the Emmaus Community into the village of Waterbeach. Members of the community at Emmaus have to risk their lives walking along the road, often in the dark, in order to use the village amenities (which are the nearest to them). We have ample community facilities, think outside of the box, and spend any monies that may be forthcoming on achieving something worthwhile.	
Developers will do transport studies relevant to their own developments but the existing village is suffering already. The problems are complex and interlinked and need a study to provide a robust evidence base and come up with solutions that don’t simply displace the problem. How could we influence CCC decisions	
Cemetery – a new lych gate at the entrance Upgrade works to the lychgate building Costs associated with landscaping design of new extension	