

WATERBEACH PARISH COUNCIL

Notice of Meeting

Notice is hereby given that the annual meeting of Waterbeach Parish Council will be held at the Old Pavilion, Cambridge Road, Waterbeach on Tuesday, 3rd June 2014 at 7.30 p.m. 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.

Please note that all open Parish Council meetings are now recorded including the open forum which precedes the formal meeting.

All Members are reminded that they need to sign a Declaration of Acceptance of Office form in the presence of the Clerk before they can attend the meeting.

Liz Jones
Parish Clerk

AGENDA

14/1 ELECTION OF CHAIRMAN

To elect the Chairman of the Council for the ensuing municipal year.

14/2 THOSE PRESENT / APOLOGIES FOR ABSENCE

14/3 APPOINTMENT OF VICE CHAIRMAN

To appoint the Vice Chairman of the Council for the ensuing municipal year.

14/4 INTRODUCTION OF COUNCILLORS

The new Chairman to ask each councillor to briefly introduce themselves to all present.

14/5 PUBLIC FORUM

Open Forum 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)

14/6 MINUTES

To confirm the Minutes of the meeting of the Council held on 6th May 2014.

14/7 MEMBERS' INTERESTS

- (a) To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item.
- (b) Members to be formally reminded that they must submit a formal notification of any disclosable pecuniary interests within 28 days of election on the forms provided

14/8 MEETINGS SCHEDULE FOR THE YEAR

To receive schedule of dates for ordinary meetings of the Council for the municipal year.

14/9 APPOINTMENT OF COMMITTEES

To appoint Members to the committees and panels for the ensuing municipal year. Those that have been operating for the past year are Planning, Finance, Highways, Employment Panel, Recreation Users Group. A list will be circulated of current committee/panel members.

14/10 APPOINTMENT TO OUTSIDE BODIES AND OF LEAD PERSONS FOR VARIOUS ACTIVITIES

To appoint Members or residents for the ensuing municipal year.

Last year people were appointed for the following
Footpaths, Community Association, Library, Twinning, Youth, Play Area, Trees, Charity Football, Waterbeach Cultural Collective, Cemetery, Cemetery/Winfold Road/Old Pond Site Safety Check, Village Green, Gault Safety Check, Recreation Ground Safety Check, Skateboard Park Safety Check, Waterbeach Play Area Safety Check, Chittering Play Area Safety Check, Tillage Hall Management Task Force.
A list will be circulated of those currently appointed to these roles.

14/11 CREATION OF WORKING PARTIES

- (a) **Skatepark**
To review and add to membership of the existing working party which will need to continue work on the grant applications, completion of and issuing of tender documents, appointment of a project manager, decisions on siting and timescales.
- (b) **Community Infrastructure Levy.**
To create a working party to study the information available and consider how the Parish Council should respond to the CIL Charging Level Consultation and to bring a recommendation to the 1st July Parish Council meeting. Deadline for a formal response to South Cambridgeshire District Council is 7 July.
- (c) **Cemetery**
To review and add to membership of the existing working party which will need to continue work on the revision of fees and policy leaflet, risk assessments, expansion of the cemetery etc.

14/12 ANNUAL ACCOUNTS

To review the draft accounts for the year 2013/14 and to fix a date for a meeting to approve the final accounts, the internal audit and the Annual Return for 2013/14

14/13 ANNUAL PARISH MEETING

To consider and agree arrangements for the Annual Parish Meeting to be held on 25th June 2014

14/14 APPLICATIONS FOR GRANTS

Application from 1st Haddenham Guides for donation towards the cost of a trip to Belgium involving participants from Waterbeach. Grant application and supporting papers circulated to members.

14/15 HEALTH AND SAFETY

An opportunity for Members to raise issues of which they are aware.

14/16 REPORTS

To receive reports (if any) from the following –

- (i) Parish Clerk
- (ii) County Councillor
- (iii) District Councillor(s)
- (iv) Chairman
- (v) Library Officer

14/17 MONTHLY PAYMENTS

To approve the payment of accounts for the past month - a schedule will be issued prior to the meeting.