

WATERBEACH PARISH COUNCIL

Notice of Meeting

Notice is hereby given that a meeting of Waterbeach Parish Council will be held at the Old Pavilion, Cambridge Road, Waterbeach on **Tuesday, 6th December 2016 at 7.00 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.

AGENDA

7.00 pm **Presentation by Urban & Civic** to update councillors on the feedback from the public events and progress on the outline application

16 / 153 THOSE PRESENT / APOLOGIES FOR ABSENCE

16 / 154 OPEN FORUM

Open Forum of a maximum 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). Anyone wishing to speak needs to be present at the beginning of the meeting. This is not a forum in which to raise complaints about the Parish Council or its staff, which should in the first instance be directed privately to the Parish Clerk so that they can be independently investigated in accordance with the Council's complaints procedure.

16 / 155 MINUTES

To confirm the Minutes of the meeting of the Council held on 1 November 2016.

16 / 156 MEMBERS' INTERESTS

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item. Those councillors declaring an interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made.

16 / 157 FINANCE COMMITTEE

- (a) To ratify the revised Terms of Reference of the Finance Committee to allow for 9 members instead of 7.
- (b) To appoint two additional members to the Finance Committee.

16 / 158 RECREATION GROUND USERS COMMITTEE

- (a) To approve expenditure on installation of new goal posts. A written quotation has been received and also a verbal estimate. Financial regulations require that “the Clerk shall strive to obtain 3 estimates” for work valued at less than £3,000.
- (b) To consider installing lighting to the football pitch adjacent to the east facing side of the tennis courts; this would provide a training pitch for the teams. This was lost when the skatepark was built.

16 / 159 VILLAGE WARDEN

To consider a proposal and if agreed to resolve to support a village warden scheme at a cost of £5,000 per annum to the Parish Council. Report circulated. A three year commitment would be needed.

16 / 160 STREET LIGHTS

To consider a proposal and if agreed to resolve to ask the County Council to switch on street lights in Denson Close, Pieces Terrace, Hartley Close, Station Road, Winfold Road. Roughly 30 lights at £7.70 per light = £231.00 plus £65.00 admin fee, total approximately £300.

16 / 161 BUDGET 2017-18

- (a) To consider whether changes are need to the draft budget recommended by the Finance Committee and if appropriate to approve the budget.
- (b) To consider options for the level of Precept required for 2017-18 and if appropriate to agree such level.
- (c) To consider the following proposal from Councillor K Grant:
To investigate the costs of specific tasks done in house and with specialist contractors, and report back to the January meeting.

16 / 162 EMPLOYMENT PANEL

To adopt updated Terms of Reference for the Employment Panel as recommended by the Panel.

16 / 163 HIGHWAYS GRANT 2015-16

To review the plans received from County Highways for the areas to be covered by the new speed limits and to agree them or request amendments.

16 / 164 TREES

To review reports from three tree surgeons and agree what work should be approved with regard to the plane tree at the north end of the Village Green.

16 / 165 TILLAGE HALL

To consider a request from the Tillage Hall asking for permission, in principle, to install a separately metered electricity supply to the Hall so obviating the need to split the bill to the Groundsman’s store.

16 / 166 CEMETERY EXTENSION

- (a) To agree the planning conditions requested by South Cambridgeshire District Council
- (b) To approve a start date for the work as January 3rd, 2017

16 / 167 STREET TRADING LICENCE

To comment on the application from Mr Patrick Coughlan for a Street Trading Licence to sell cooked food on Pembroke Avenue

16 / 168 DATE OF JANUARY MEETING

The first Tuesday in January is January 3rd. Since this is the first day back after the Christmas break, it will not be possible to produce proper reports, including an up-to-date list of payments, for that date. It is thus proposed that the meeting be postponed until January 10th.

16 / 169 S106 FUNDS

Standing item on the Agenda.

16 / 170 MONTHLY PAYMENTS

To approve the payment of accounts for the past month – the schedule is circulated to councillors and is available on the Parish Council website. The file of related invoices is always available for councillors to inspect on the day of the meeting during working hours and for 30 minutes before the start of the meeting.

16 / 171 HEALTH AND SAFETY

To receive a report from the Clerk regarding Health and Safety issues (if any) that have been raised since the last full meeting of the council.

16 / 172 OFFICER & COUNCILLOR REPORTS

To receive reports (if any) from the Clerk, District and County Councillors, Library Officer, Tree Officer and the Chair of the Parish Council.

16 / 173 COMMITTEE, WORKING PARTY & PROJECT REPORTS

To receive reports (if any) from any Committees or Working Parties that have met since the last Parish Council meeting and which are not listed elsewhere on the agenda: - Planning, Highways, Finance, Recreation User Group, Skatepark, Emergency Plan, Toddler Playgroup, Neighbourhood Plan, Grant Funding, Cemetery, Urban & Civic.

16 / 174 FUTURE AGENDAS

An opportunity for Members to suggest items for inclusion in future parish council meeting agendas.

16 / 175 EXCLUSION OF PUBLIC

To exclude the public from the meeting because of the confidential nature of the business to be discussed.

It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting)

Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the Chairman asks that in the public interest the public and press are temporarily excluded from this meeting and are herewith instructed to withdraw.

16 / 176 MEMBERS' INTERESTS

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any confidential agenda item. Those councillors declaring

an interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made

16 / 177 CONFIDENTIAL MINUTES

To confirm the Confidential Minutes of the meeting of the Council held on 1 November 2016.

16 / 178 CONFIDENTIAL EMPLOYMENT MATTERS

To ratify the appointment of new employees.

16 / 179 CONFIDENTIAL MATTERS

To discuss various confidential matters including an update on the current ongoing legal case and to take any further decisions necessary on proposals to settle the case.

16 / 180 CEMETERY MATTERS

To agree whether to bring the cemetery maintenance back in-house with a commensurate increase in staff hours or whether to renew the contract with external contractors which expires at the end of December. This matter is included in the confidential part of the meeting since a note has been prepared by Liz Jones which contains potentially commercially sensitive information.