

# WATERBEACH PARISH COUNCIL

## Notice of Meeting

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Notice is hereby given that a meeting of the Parish Council will be held at the Old Pavilion, Recreation Ground, Waterbeach on **Tuesday 1 August at 7.30 pm** 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.

Shelley Mason  
Clerk

### PARISH COUNCIL

#### AGENDA

**17/65 THOSE PRESENT / APOLOGIES FOR ABSENCE**

**17/66 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.

**17/67 MINUTES**

To confirm the Minutes of the meeting of the Council held on 4 July 2017.

**17/68 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.

**17/69 CODE OF CONDUCT – STATEMENT FROM CLLR SHIPP**

To note a statement from Councillor Shipp.

**17/70 REVIEW OF HANDLING OF CODE OF CONDUCT CASE**

To consider the following motion submitted by Cllr Smart: "To discuss and to agree to request LCPAS to identify and commission an independent review of the circumstances leading to the Judicial Review and identify lessons learned and any appropriate follow up actions identified in the review."

- 17/71 PLANNING – NEW ROAD NAMES**  
To consider names proposed following call for ideas on Parish Council and Facebook webpages and determine which (if any) to recommend to SCDC to make available for new roads in the Parish.  
[Note the Council has already suggested that aircraft names are kept in reserve for roads on the actual barrack development].
- 17/72 OLD SKATEPARK RENOVATION**  
To instruct the Recreation Committee to assess 3 incoming designs (including consultation with stakeholders) and make a recommendation to Council by October.
- 17/73 TERMS OF REFERENCE – EMPLOYMENT PANEL**  
To agree the updated Terms of reference recommended by the Employment Panel.
- 17/74 SOCIAL MEDIA POLICY**  
To discuss the case for adopting a social media policy and consider attached draft.
- 17/75 CEMETERY TRAINING**  
To authorise the Clerk to attend a Cemetery management training course at a cost of up to £100.
- 17/76 MEMBERSHIP OF CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE**  
To authorise the Clerk to renew the annual subscription for membership of the CCVS at a cost of £60.  
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- 17/77 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.  
  
To authorise the Clerk to organise emergency first aid training for the groundsman with St John's Ambulance at £130 following expiry of his existing current qualification.  
  
To discuss how to handle and assess requests for double yellow lines on sites in the village.
- 17/78 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 available for Councillors to inspect on the day of the meeting during working hours and for 30 minutes before the start of the meeting.
- 17/79 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.

**17/80 WORKING PARTY AND COMMITTEE 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, Neighbourhood Plan, Grant Funding, Cemetery, Urban & Civic.

**17/81 PROJECT LIST**

To review a draft project list and make suggestions for additions and/or improvements to the table.

**17/82 FUTURE AGENDA ITEMS**

An opportunity for Members to suggest items for inclusion in future Parish Council meeting agendas.

**17/83 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.*

**17/84 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

**17/85 CONFIDENTIAL MINUTES**

To confirm the Confidential Minutes of the meetings of the Council held on 6 June 2017.

**17/86 CONFIDENTIAL EMPLOYMENT MATTERS**

To receive an update on current employment issues

**17/87 CONFIDENTIAL MATTERS**

To discuss any other confidential matters