

WATERBEACH PARISH COUNCIL

Notice of Meeting

Notice is hereby given that a meeting of the Parish Council will be held at the Old Pavilion, Recreation Ground, Waterbeach on **Tuesday 5 June 2018 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

18/15 THOSE PRESENT / APOLOGIES FOR ABSENCE

18/16 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.

18/17 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 a pecuniary interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made.

18/18 ANNUAL GOVERNANCE AND ACCOUNTING RETURN (AGAR - previously called the Annual Return)

- i) To consider the Accounting Statements (Section 2) and approve them by resolution and to ensure they are signed and dated by the Chair of the meeting
(NB figures will be considered initially by Finance Committee at their 31 May meeting)
- ii) To complete the Governance Statement (Section 1) and to approve the statement by resolution.
- iii) To agree dates for the period of exercise of public rights.

AGAR Form circulated to Councillors. NB: the 2018 [Joint Panel on Accounting Guidance](#) gives details on how to complete the return.

18/19 WPC BANKING ARRANGEMENTS

- a. To review the signatories for the WPC bank accounts and consider if any amendments are needed.
- b. To resolve to complete the bank mandate forms required to open a Public Sector Deposit Fund (PSDF) account with CCLA (Council decision 17/215 refers).
- c. To authorise the Clerk to arrange the transfer into the PSDF of the following S106 receipts WPC has received since Autumn 2017 (note a wider review on S106 funds and discussion on potential projects is scheduled for the July meeting):

sum	month	S106 agreement ref and scheme
£162,153.23:	Oct 17	S/0296/15/FL Morris Homes Land West of Cody Road
£ 116,915.91	Nov 17	S/1907/14/OL: Land East of Cody Road and North of Bannold Road (above Drs Surgery)
£209,048.45	April 18	S/0558/14/FL Land to the North of Bannold Rd and West of Bannold Drove

d. To agree to continue the use of BACS payments from Unity Trust current account to settle invoices

e. To agree to continue the use of direct debit to pay for utility supplies

18/20 MONTHLY PAYMENTS AND BANK RECONCILIATION STATEMENT

a. 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.

b. To note the Bank reconciliation for end April 2018

18/21 USE OF THE RECREATION GROUND AREA

To consider the following requests:

- Cambridge Rugby Club training session - Tuesday 10 July from 6.30 – 8.30
- Use of Bouncy Castle 15 July outside the Tillage Hall

18/22 STREET NAMES

To consider a proposal from the Planning Authority to name the new plots off Gibson Close Haverstock Place or Haverstock Close.

18/23 WORKING PARTIES

a. To receive Cllr M Williamson’s proposal, agree to constitute a working group to focus on communications issues and identify members

b. 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, Neighbourhood Plan, Cemetery, Emergency Planning.

18/24 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.

18/25 MAJOR DEVELOPMENTS – STANDING ITEM

a. Urban and Civic

b. RLW - to discuss handling arrangements for the incoming planning applicaiotn.
It is understood this is imminent – the Clerk will attempt to get more information before the meeting.

c. Energy to Waste Plant

18/26 PROJECT SCHEDULE

To review the schedule of current projects.

18/27 FUTURE AGENDAS

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

EXCLUSION OF PUBLIC

- 18/28** 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.

MEMBERS' INTERESTS

- 18/29** 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

CONFIDENTIAL EMPLOYMENT MATTERS

- 18/30** To receive an oral update on current employment issues