

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 4 June 2019 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

19/31 THOSE PRESENT / APOLOGIES FOR ABSENCE

19/32 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.

19/33 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.

19/34 MINUTES OF MEETINGS

- a. To agree the [minutes of the meeting on 7 May 2019](#)
- b. To agree the [minutes of the meeting on 14 May 2019](#)

19/35 ANNUAL GOVERNANCE AND ACCOUNTING RETURN

- (a) To review and approve the Governance Statement (Section 1)
- (b) To review and approve the Accounting Statements (Section 2)
- (c) To note the report from the Internal Auditor on the 2018-19 Accounts
- (d) To note the dates proposed 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.

19/36 CORPORATE DOCUMENTS

- a. To review the risk register and consider if any changes are needed (copy already circulated to Councillor)
- b. To review the asset register (copy circulated to Councillors)

19/37 WPC BANKING ARRANGEMENTS

- a. To review the signatories for the WPC bank accounts and consider if any amendments are needed.
- b. To agree to continue the use of BACS payments from Unity Trust current account to settle invoices
- c. To agree to continue the use of direct debit to pay for utility supplies.

19/38

OFFICER & COUNCILLOR REPORTS

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

19/39

HEALTH AND SAFETY POLICY

To review the [WPC H&S policy](#) and consider if any changes are needed
To highlight recent items (if any)

19/40

AGE UK WARDEN SCHEME

To receive a report from Cllr Williamson, note the position on funding and approve the release of a further tranche of monies.

19/41

GRANT APPLICATION

To consider a request from Waterbeach Day Centre for £2,000.
To consider a request from Relate Cambridge for £500.

19/42

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

19/43

MAJOR DEVELOPMENTS – STANDING ITEM

- a. RLW Outline Planning permission for land East of the Barracks [S/2075/18/OL](#)
- b. Urban and Civic planning application [S/0559/17/OL](#).
- c. [S3372/17/CW](#) Energy from Waste Plant (Incinerator)
- d. [S/0791/18//FL](#) Relocated Railway Station

19/44

S106 PROJECTS

To note updates on car parking and bowls S106 projects.

19/46

PARISH COUNCIL REPRESENTATIVE TO WATERBEACH MILITARY HERITAGE MUSEUM

To agree who to nominate as Trustee for the coming 3 year period. (Current nomination is Peter Johnson).

19/47

COMMITTEES AND WORKING PARTIES

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.