

Minutes of the Annual Meeting of Waterbeach Parish Council held on Tuesday, 8<sup>th</sup> June, 2010 at 7.30 p.m. in the New Pavilion, Cambridge Road.

**Present:** Mr Ball, Mrs Bull; Mr Bullivant; Mrs Cornwell; Ms Kay; Mrs Lloyd; Mrs Rabbett; Mrs Smith; Mr Smart; Mrs Williamson; Mr Williamson; Mr Wright

Action

**2010/54 To elect a Chairman**

Mrs Smith proposed, seconded Mrs Lloyd that Mr Johnson be chairman  
Mr Smart proposed, seconded by Mr Wright that Mrs Cornwell be chairman.  
Mr Johnson: 6; Mrs Cornwell 5.

**2010/55 Apologies**

Dr. Grant (work); Mr M Howlett (ill); Mr Johnson (holiday)

**2010/56 Declarations of Interest for matters on the agenda**

Mr Smart declared a prejudicial interest in agenda item 65 as being a payee on the list of accounts.

**2010/57 Open Session for the Public**

Standing Orders suspended

A parishioner, 39 years a parish councillor, suggested that it was now time to ban dogs completely from the recreation ground particularly as Waterbeach is not an urban area. The representation had been brought about by the leaflet, verging on anarchy, circulated round the village pre-election by a few of the newly elected councillors. The suggestion of the leaflet that the council was tired was considered to be wrong as they have created the wonderful village that it is.

**2010/58 To elect a vice-chairman**

Ms Kay proposed, seconded by Mrs Lloyd that Mrs Smith be vice chairman  
Mrs Cornwell proposed, seconded by Mrs Rabbett that Mr Ball be vice chairman  
Mrs Smith: 4; Mr Ball: 8.

**2010/59 To elect members of:**

i. Finance committee

Dr Grant; Mrs Lloyd; Mrs Rabbett; Mrs Smith; Mrs Williamson; Mr M Williamson

ii. Highways committee

Mrs Bull; Mr Bullivant; Mr Howlett; Mrs Smith; Mrs Williamson; Mr Wright; Mr Williamson (county councillor ex officio member) Terms of Reference to be amended to take account of increased membership

iii. Planning Committee

Mrs Bull; Mr Bullivant; Mrs Cornwell; Dr Grant; Mrs Rabbett; Mrs Smith; Mrs Williamson; Mr Wright Terms of Reference to be amended to take account of increased membership

iv. Recreation Facilities User's Committee

Mrs Bull; Mr Howlett; Mrs Lloyd; Mr Smart Terms of Reference to be amended to take account of increased membership

Mr Johnson and Mr Ball to serve as ex officio on all of the above committees

v. Employment Panel

Mrs Bull; Dr Grant; Ms Kay; Mr Williamson; Mr Wright

vi. Disciplinary and Grievance Panel

Mr Bullivant; Mrs Lloyd; Mrs Smith; Mrs Williamson

vii. Appeals Panel

Mr Howlett; Mrs Cornwell; Mrs Rabbett; Mr Smart

viii. Tillage Hall Building Task Force

Mrs Cornwell; Dr Grant; Mrs Williamson, the clerk

ix. Tillage Hall Management Task Force

Mr Ball; Ms Kay; Mr Johnson; Mr Williamson; Mr Wright

**2010/60 To elect officers/representatives for**

i. Footpaths – Mr Armstrong

- ii. Community Association – Mr Bullivant
- iii. Library – Dr Grant
- iv. Patch Planning – no longer in existence
- v. Twinning – Mrs Gooding
- vi. Youth – the clerk
- vii. Play Area – Ms Kay
- viii. Trees – Dr Grant
- ix. Charity Football – Mr Howlett
- x. Wicken Fen Cycle Route – Mr Wright or Mrs Smith
- xi. Waterbeach Cultural Collective – Mrs Williamson or Mrs Loyd
- xii. Cemetery – Mr Wright
- xiii. Cemetery/Winfold Road/Old Pond site Safety check – Mrs Smith
- xiv. Village Green/Gault Safety Check – Mrs Bull
- xv. Recreation Ground Safety check – Mr Bullivant
- xvi. Skateboard park safety check – Mr Ball
- xvii. Waterbeach Play area safety check – Ms Kay
- xviii. Chittering Play area safety check – Mrs Cornwell
- xix. Parish Plan – Mr Ball; Mrs Bull; Mrs Rabbett
- xx. Responsible Financial Officer – the clerk
- xxi. Internal Auditor – it was agreed that Heather Heelis of Heelis and Lodge be re-appointed and that consideration during the year should be given to whether an alternative internal should be engaged. Fin. Comm.
- xxii. CPALC – Mrs Williamson

**2010/61 To approve the Minutes of the meeting held on 4 May 2010**

Mrs Cornwell proposed, seconded by Mr Williamson and agreed that the Minutes be signed.

**2010/62 To approve the Minutes of the extraordinary meeting held on 25 May 2010**

Mrs Smith proposed, seconded by Mrs Cornwell and agreed that the Minutes be signed.

**2010/63 Clerk's report and matters arising from Minutes**

Cemetery rubbish – the heap of rubbish has been removed. Two bins as agreed by Mr Wright will be delivered by Donarbon

High Street development – SCDC advise that it is unlikely that a new street name will be required.

Allotments – John Green, Ely Diocese, has met with Carter Jonas as administrators for the land and requested that they contact the Council with reference to allotment provision.

Electricity refund - £3297.06 to be transferred to account as refund of overcharge.

Tillage Hall – the agreement with Cambs. County Council and Waterbeach Action for Youth has been sent to Steve White, CCC. A copy of the agreement has been sent to Jane Darlington at Cambs. Community Foundation for consideration in offering the anonymous donation.

**2010/64 To receive and consider any point relating to health and safety in relation to employees, equipment, properties and land**

No matters raised.

**2010/65 To approve the accounts for payment**

Mrs Williamson proposed, seconded by Mr Williamson and agreed that the accounts be paid.

**2010/66 To receive reports and Minutes of committee meetings**

- i. Planning committee – 19 May 2010 – Noted.

**2010/67 Tillage Hall:**

- i. To receive report from Building Task Force meetings

The delay caused by the discovery of a water main was questioned. It was noted that the project manager had been informed of a water main crossing the recreation ground prior to the digging of the foundations.

New path – residents of Cambridge Road have complained about the new lit path between the tennis court and their boundaries and that consideration was not given to them in the planning of the path.

- ii. To receive report from Management Task Force meeting

No further meeting

**2010/68 To consider nomination for representative to South Cambridgeshire Standards Committee**

No nominations

**2010/69 To receive update on street light at Chittering and to agree necessary action for re-instatement**

Funding through Camb Community Foundation to provide a replacement solar panel may be possible

MW/JC  
SS

**2010/70 Resolutions: That whenever services are laid or provided on Parish Council property by the Parish Council or by other users or utilities a plan of the route must be lodged with the Clerk before work commences and any amendments must be agreed by both the Parish Council and the service provider. These plans should then be kept with the relevant deeds"**

Mrs Cornwell proposed, seconded by Mr Wright and agreed that the resolution be adopted.

**2010/71 To receive update on building of dirt ramps**

It was agreed that Play Inspection Co carry out a risk assessment at a cost of £250 as soon as possible

**2010/72 To agree further work at cemetery and method of achieving recommended works**

Flanders Brothers, chosen contractor for stage 1 of the programme to repair the wall, have confirmed that they will not be increasing the costs as quoted in November 2008 however they have been informed by their suppliers for reclaimed bricks that depending when works are carried out there may be an increase in cost for the reclaimed items.

Flanders Brothers have identified the works that are most urgent

1. Corner sections of walls - £2381.00
2. Left side wall (Providence Way boundary) - £6681.81
3. Vegetation removal (especially on left hand side) £2809.75
4. Lytchgate – repointing - £650.47  
- replacement windows and decorations to store building - £3819.00
5. Right hand section - £2268.90

Total: £18610.93.

Ben Hudson has quoted £1000 for vegetation removal.

Mrs Cornwell proposed, seconded by Mrs Smith that the points 1, 2, 4 and as much of 5 as the budget permits should be carried out by Flanders Bros and that the vegetation be removed by Ben Hudson. That ABA, Burial Authority be approached with reference to possible grants and that legal advice be obtained about the southern boundary from in the first instance National Association of Local Councils and in the second Taylor Vinters.

**2010/73 To consider future provision for interments**

Mr Wright would circulate a report on the options for future provision for consideration at the inspection

AW

**2010/74 To arrange training sessions for councillors**

The Clerk would circulate possible dates for outreach training

SS

- 2010/75 To agree dates for inspections of council property**  
 23 June – Library – invitation to councillors to visit library  
 29 June – cemetery/Winfold Road/Clare Close/Chittering/Old Pond site  
 13 July – Recreation Ground/Green/Gault
- 2010/76 To agree increase in Fidelity Guarantee**  
 It was agreed that the recommendation of the clerk to increase the Fidelity Guarantee to £300,000 be approved. SS
- 2010/77 To agree signatories for bank accounts**  
 Mr Williamson proposed, seconded by Mrs Rabbett and agreed that Mrs Cornwell be a signatory on the account replacing Mr Leeke.
- 2010/78 To consider request by Waterbeach Children's Centre to use Village green for a Family Fun Day**  
 Agreed that approval be granted. Risk assessments and copy of insurance would be requested SS
- 2010/79 To consider request by Flying Pigs Football Club to use pitches**  
 To be referred to the Recreation Facilities Users Committee
- 2010/80 To receive reports from Councillors, officers and representatives of the Council**  
 i. County Councillor  
 CCC transport consultation. To be circulated for comments to be made to Mr Williamson by 6 July  
 ii. District Councillor/s  
 James Hockney  
 Elected as chairman of scrutiny committee  
 Working to save mobile library  
 iii. Chairman  
 No report  
 iv. Library Officer  
 No report  
 v. CPALC  
 No report  
 vi. Neighbourhood Watch  
 Meetings with PCSO John Mason – dates to be confirmed  
 viii. Trees  
 No report  
 ix. Wicken Vision  
 No report  
 x. Beach Car Scheme – more drivers required MW
- 2010/81 To receive communications to the Council as seen fit by the Chairman for presenting to the Council**  
 Waterbeach Children's Centre – request to use village green  
 Flying Pigs Football Club – request to use pitches  
 SCDC – Public Notice – Standards Committee  
 Local Government Standards in England – refusal of application for permission to appeal  
 Woodland Trust – Woods on your Doorstep – 10<sup>th</sup> Anniversary  
 Waterbeach Brass – request to further explore use of Tillage Hall and associated storage or old pavilion for band practise  
 Waterbeach Cultural Collective – progress on appointing artist and notice of public meeting
- 2010/82 To receive all other correspondence**  
 SCDC – Standards Committee newsletter  
 CCC – changes to local bus services  
 Cambs ACRE – new products and services guide

**2010/83    To answer questions from Councillors**

Clock hands/weathervane on new pavilion previously removed due to constant vandalism. In need of repair

SS

Car Dyke – understood that it may be used for grazing

SS

Street name plates – damage. Often as a result of CCC/SCDC grass cutting contractors

High Street development – construction traffic causing problems on the High Street particularly at start and end of school. PCSO to be contacted

SS

**2010/84    Matters for the next agenda**

School Lane, Chittering

UNAPPROVED