

WATERBEACH PARISH COUNCIL

Minutes of a meeting of **Waterbeach Parish Council** held on 1st November 2011 at 7.30 p.m. at the New Pavilion, Cambridge Road, Waterbeach.

PRESENT

Councillor N Kay, Chair

Councillors B J Bull, W Bullivant, J Cornwell, C Grant, M Howlett, P Johnson, A Lloyd, Mrs J Williamson, M Williamson and A Wright.

IN ATTENDANCE

District Councillor J Hockney

APOLOGIES

Apologies for absence were received on behalf of Councillors J Rabbett and C Smith.

OPEN FORUM

Prior to the commencement of the meeting, the Council was addressed on two of the planning applications appearing on the agenda. In view of the number of members of the public who were present, the Chairman extended the period for the Open Forum to 30 minutes with the consent of the Council.

The applicant and six objectors who lived in Chittering spoke in respect of the application for the temporary siting of a static mobile home as warden's accommodation and an extension of the season by two months at The Traveller's Rest, Chittering. The applicant advised that he had only recently purchased the site, that he wished to be open to accommodate people holidaying at Easter and the October half term holiday and that he was concerned about unauthorised access to the site by travellers.

The objectors variously stated that an extension of time to 8 months was unnecessary, that the last caravan had only left the site on 31st October 2011 which was one month later than permitted by the current permission, that a previous application for a static caravan for site security had been refused, that the proposed site of the warden's accommodation was not conspicuous and therefore would not be a deterrent to unauthorised occupation of the site, that the occupants of the static caravan would be vulnerable, that there had been no problem with unauthorised occupation of the site in the past, that an improved security gate would be preferable to the current entrance barrier and warden's accommodation, that there had been previous breaches of planning conditions, that the siting of a static mobile home would create a precedent for further static caravans in the future and that rubbish had been thrown over the boundary fence on to a neighbouring field in which horses grazed.

Members were also addressed by two objectors who lived in close proximity to 10 Burgess Road in respect of which an application had been submitted for planning

permission for the demolition of the dwelling and the erection of two semi-detached dwellings on the site. The objectors suggested that there was insufficient parking available for the proposed 5 bedroom dwellings, that Burgess Road was narrow at that point which made it difficult for passing traffic if vehicles were parked on the street and that windows from the proposed dwellings would overlook adjoining properties.

162/11 MINUTES

Upon being moved by Councillor M Williamson and seconded by Councillor Howlett, the Minutes of the meeting held on 19th October 2011 were approved as a correct record and signed by the Chairman.

163/11 MEMBERS' INTERESTS

Councillors M and Mrs J Williamson declared prejudicial interests in respect of Minute Nos. 166/11(a)(i) Planning Applications) as they were members of the Governing Body of Waterbeach Primary School.

Councillor Cornwell declared a prejudicial interest in Minute No. 166/11(a)(ii) (Planning Applications).

164/11 PLANNING COMMITTEE

RESOLVED

that the minutes of the meeting of the Planning Committee held on 18th October 2011 be received.

165/11 FINANCE COMMITTEE

Councillor Grant objected to the submission of the minutes of the meeting of the Finance Committee held on 25th October 2011 as these had only been circulated earlier in the day. She also complained that an e-mail that she had sent to the Committee with regard to an item on the agenda had not been recorded in the minutes.

It was pointed out that the minutes had been submitted for information and not for confirmation which would occur at the next meeting of the Committee. Having regard to the limited time between the meetings of the Committee and the Council, the Acting Clerk suggested that it was inevitable that the minutes would only be circulated after the Council agenda had been dispatched. The Chairman of the Committee, Councillor M Williamson, also confirmed that Councillor Grant's e-mail had been read to Members at the meeting.

It was therefore

RESOLVED

that the minutes of the meeting of the Finance Committee held on 25th October 2011 be received.

166/11 PLANNING APPLICATIONS

Members considered the following applications for planning permission, as a result of which it was:-

RESOLVED

(a) that the following observations be submitted to South Cambridgeshire District Council:-

(i) S/1642/11 Waterbeach Community Primary School, High Street – Replacement boundary fence (1.8 m. high)

(Having declared prejudicial interests in Minute No. 163/11 ante, Councillors M and Mrs J Williamson left the room and took no part in the discussion and voting on the item. Before leaving, Councillor Mrs J Williamson informed Members that the double gate in the proposed fence would be used for emergency access only.)

that the application be recommended for approval, subject to the proposed double gates being used for emergency access only. (The Council also suggested that the fencing used be of the 'rebound' type that is suitable for the playing of ball games in the vicinity.)

(ii) S/1926/11 The Travellers Rest, Ely Road, Chittering – Variation of condition 2 of S/1446/73/F for the temporary siting of static mobile home to serve as warden's accommodation for a period of three years and the extension of use of the caravan site season by two months from March 1st through to October 31st.

(Having declared a prejudicial interest in Minute No. 163/11 ante, Councillor Cornwell left the room and took no part in the discussion and voting on the item.)

that the application be recommended for approval.

(iii) S/1977/11 2 Bannold Box Cottages, Cross Drove - Garage

that the application be recommended for approval, subject to all construction materials being stored on site.

(iv) S/2008/11 1 Bannold Box Cottages, Cross Drove - Garage

that the application be recommended for approval, subject to all construction materials being stored on site.

(v) S/2026/11 Land adjacent to 12 Burgess Road – Erection of dwelling with attached cycle and refuse store

that the application be recommended for refusal on the following grounds:-

- (a) that the absence of any on site parking will result in vehicles being parked on street in a busy road where the carriageway is narrow;
- (b) that the dwelling proposed would appear cramped in style and represent an over-development of the site; and
- (c) that the dwelling would have an adverse impact on the neighbours of the adjoining dwelling.

(vi) S/2054/11 10 Burgess Road – Erection of two semi-detached dwellings following demolition of existing dwelling and garage

that the application be recommended for refusal on the following grounds:-

- (a) that there is insufficient on-site parking to accommodate 5 bedroom dwellings which will result in vehicles being parked on street in a busy road where the carriageway is narrow; and
- (b) that there is inadequate space for vehicles to turn on site and leave in forward gear which represents a road safety hazard.

(Councillor Johnson left at this point in the proceedings.)

(vii) C/11/40/093 24 High Street – Remove four lowest lateral branches of one ash tree overhanging neighbouring roof.

that the application be recommended for approval. (The Council also requested that the District Council seek the submission of more accurate and detailed plans from applicants in the future for works involving trees.)

(Councillor Grant left at this point in the proceedings.)

(b) that the withdrawal of the following planning applications be noted:-

- (i) S/1641/11 Causeway Villa, School Lane, Chittering – Removal of agricultural occupancy restriction (condition 1 of permission C/67/18)
- (ii) S/1659/11 The Old Sunday School, Chapel Street – Change of use of office to undertakers

- (c) that the approval of the following planning applications by South Cambridgeshire District Council be noted:-
- (i) S/1492/11 Waterbeach Lodge, Ely Road, Landbeach – Variation of condition 3 of planning application S/1069/10/F for the substitution of approved plans and the temporary retention of the existing 1950s former dwelling as a site office during construction.
 - (ii) S/1666/11 87 Cambridge Road – First floor and rear extension and insertion of first floor window to side elevation of original dwelling.

167/11 TILLAGE HALL

Further to Minute No. 142/11, the Acting Clerk queried the arrangements for the supply of services to the Tillage Hall now that the premises were being occupied. Members advised that a separate electricity supply had not been installed when the Tillage Hall had been constructed and that the power had been taken via the Groundsman's Store. As this would prevent separate billing to the new Trustees once the lease had been completed, Members suggested that a separate electricity supply should be installed.

The Acting Clerk also drew attention to the receipt of two half yearly invoices from Cambridge Water Company for the supply of water to the Recreation Ground. The invoices contained no reference to sewerage charges, even though both pavilions had waste water supplies. The Clerk also queried the arrangements for the supply of water and sewerage to the Tillage Hall.

Members also were reminded that it had been reported at the previous meeting that the weathervane had been blown from the roof of the Tillage Hall and had damaged a WAY leader's car. An insurance claim had been submitted to the Council's insurers but the vehicle had subsequently been written off in an unrelated accident and the Acting Clerk reported that no further action was now required on the Council's part.

Councillor M Williamson reported that two very successful social events had been held in the Tillage Hall in recent weeks and that enquiries had been received by the Friends for regular bookings. Councillor Williamson also reported that a meeting of the Friends was to be held later in the week at which the choice of furniture would be agreed.

RESOLVED

- (a) that the Acting Clerk be requested to arrange for a separately metered electricity supply to be installed for the Tillage Hall; and
- (b) that the Acting Clerk be authorised to approach Cambridge Water to clarify the reason for charges not being made for sewerage at the pavilions and to notify the company with regard the occupation of the Tillage Hall.

168/11 PARISH COUNCIL NEWSLETTER

Councillor Mrs J Williamson suggested the re-introduction of the Parish Council newsletter for inclusion in future issues of the Beach News, following the recent period when newsletters had not been published. Members agreed that it would be helpful if newsletters could be issued by the Council, arising from which the Chairman indicated that she would draft the content of the newsletter which Councillor M Williamson agreed to publish in a format for printing.

169/11 WATERBEACH INDEPENDENT LENDING LIBRARY

Further to the minutes of the Finance Committee meeting held on 25th October 2011, Members discussed the current financial arrangements in respect of WILL whereby the library financial transactions formed part of the Council's accounts. Attention was drawn to the difficulty in reconciling income and expenditure on the part of WILL and the lack of any transparency in the arrangements in the absence of any financial controls being exercised by the Council. As the Council's accounts were publicly audited, it was felt that this situation was unsatisfactory and should not continue.

While it was thought that the present arrangements had arisen as a result of WILL not having a bank account, a Member suggested that he understood the organisation to have a bank account and that, in any event, there should be little difficulty in opening an account which would allow deposits and withdrawals to be made at the local post office.

RESOLVED

that the Waterbeach Independent Lending Library be informed that the Council is no longer prepared to absorb the financial transactions of the organisation in its accounts and that they should arrange to open a separate bank account.

170/11 WATERBEACH PUB OLYMPICS

Members' attention was drawn to a request from the organisers of the Waterbeach Pub Olympics for the use of the Recreation Ground for games of rounders on 14th June and The Green for a tug-of-war on 15th June 2012.

Members commented that The Green would be used for the Feast Week celebrations on the following day which could mean that the open space would be congested on the Friday evening as the preparations for Feast Week would be happening while the tug-of-war was taking place. No objection in principle was raised to the request by the organisers of the Pub Olympics, subject to this not impeding the preparation for Feast Week and appropriate conditions of use being agreed. It was therefore

RESOLVED

- (a) that, subject to no objection being raised by the Community Association as the organisers of the Feast Week, the request by the organisers of the Pub Olympics be approved; and

- (b) that standard conditions be adopted for the use of The Green and the Recreation Ground, including the submission of risk assessments and reinstatement of any damage to the surface of the land.

171/11 USE OF THE GREEN

Further to the previous minute and discussions earlier in the year about the use of The Green for events that resulted in the closure of the footpaths crossing the open space, Councillor M Williamson reported on his enquiries with the County Council's Rights of Way team over the status of the footpaths and the arrangements for their closure. Although the footpaths were definitive rights of way, the County Council had indicated that they were unlikely to view any temporary closure as a priority as long as suitable alternative routes were available.

Members acknowledged that the occasions when The Green was used for events of this nature were usually limited to Feast Week, the annual visit by the funfair and visits by circuses and that these events gave considerable enjoyment to the residents of the village. While the impact on the footpaths was inconvenient, Councillor Bullivant suggested that this was acceptable for the short periods involved.

RESOLVED

that no objection be raised to the use of The Green for temporary periods that affect the use of the footpaths that cross the open space but that the proposed standard conditions referred to in the previous minute contain provisions requiring the footpaths to be passable by the public wherever possible.

172/11 STREET LIGHTING MAINTENANCE AND ENERGY CHARGES

The Acting Clerk reported on correspondence received from the County Council's Street Lighting Office indicating that the cost for maintenance of the 17 street lights owned by the Parish Council would be £80.41 for the first quarter of the year and that the energy charge would be £369.41 for 2010/11. As there appeared some confusion over the period for which charges were being levied in the context of the transfer of maintenance to Balfour Beatty, the Acting Clerk advised that he would seek clarification from the Street Lighting Office.

173/11 HEAVY COMMERCIAL VEHICLE STRATEGY

Following consideration of an invitation from the County Council to appoint a representative to attend a meeting on 29th November at Swavesey on the adoption of a revised HCV Strategy, it was

RESOLVED

that Councillor Wright be authorised to attend.

174/11 HEALTH AND SAFETY

A number of issues were raised by Members including the need to arrange the annual safety inspection of the Council's play equipment by RoSPA and the need for additional external lighting at the Tillage Hall and New Pavilion. The Acting Clerk was also requested to ask the grounds staff not to light bonfires during the school holidays which proved an attraction for children and to include an item on the agenda for the next meeting in respect of the gap in the Recreation Ground hedge.

District Councillor Hockney also promised to investigate the replacement by the District Council of a litter bin near Denson Close with a dog waste bin which was likely to cause offensive odours for nearby residents.

175/11 REPORTS

The Council considered/noted reports from the following –

(i) County Councillor

Councillor M Williamson reported that the recently publicised decision of the County Council to approve increases of 25% in Members Allowances was being revisited after procedural irregularities had been identified. He also indicated that he was intending to meet the Head of New Communities and Highways with regard to the impact of the possible redevelopment of the Barracks on local highways.

(ii) District Councillors

In a written report, Councillor Johnson had drawn attention to the impending conclusion of the consultation with residents on the Chapel Close entrance to the Recreation Ground, the present situation with regard to demolition of Lock House, the trimming of shrubbery at the junction of Denny End Road and Bannold Road and the ordering of a replacement road sign at the Rosemary Road/Burgess Road junction. He also reported that the final section 106 agreement payment for the Bannold Road development had now been received by the District Council and the Chairman indicated that she had been informed that the District Council were transferring £92,241.31 to the Parish Council.

District Councillor Hockney reported on a positive meeting that he had attended with the Armed Forces Minister and the local Member of Parliament over the future of the Barracks.

(iii) Waterbeach Cultural Collective

Councillor Mrs J Williamson reported on a recent meeting that she had attended, when discussion had taken place on the artwork to be submitted for the approval of the Parish Council.

(iv) Waterbeach Initiative for Sustainable Energy

Councillor Mrs J Williamson reported on a recent meeting she had attended at which a presentation on solar energy generation in Histon had been given. She also reported that training was to be given in the use of a thermal imaging camera which would enable heat generation in individual dwellings to be monitored.

176/11 ACCOUNTS

RESOLVED

that the following accounts be approved (cheque numbers are shown in parentheses):-

		£
E.ON	Electricity supply – Groundsman’s Store (paid by direct debit)	69.28
E.ON	Electricity supply – Old Pavilion (paid by direct debit)	232.00
E.ON	Electricity supply – New Pavilion (paid by direct debit)	32.00
E.ON	Electricity supply – The Green (paid by direct debit)	9.00
E.ON	Electricity supply – Bus shelter (102567)	16.28
	Berrycroft Stores Ltd. Line marker (102568)	216.00
	Berrycroft Stores Ltd. Miscellaneous supplies (102569)	82.86
G & J Peck Ltd.	Miscellaneous supplies (102570)	28.85
G & J Peck Ltd.	Blade for mower (102570)	91.87
D A S Building Services	Repairs to bowling green sprinkler system (102571)	144.00
C Rabbett	Reimbursement for purchase of fuel – Sept. 2011 (102572)	131.00
Mackays of Cambridge Ltd.	Part for mower repair (102573)	24.89
Moore Stephens	Audit fees (102574)	2,010.60

Burdens	Sand and cement (102575)	24.48
Burdens	Sand and cement (102575)	32.71
Sherriff Amenity	Top dressing (102583)	368.16
Cambridge Water Co.	Water supply – Recreation Ground (102577)	17.77
Cambridge Water Co.	Water supply – Recreation Ground (102577)	285.58
Cambridge Water Co.	Water supply – Cemetery (102577)	19.40
BT	BT bill – Council broadband (102578)	91.29
BT	BT bill - Tillage Hall phone line (102578)	64.76
BT	BT bill - Council phone line (102578)	54.90
BT	BT bill - Tillage Hall broadband (102578)	123.24
BT	BT bill – Council on-line back up (102584)	78.98
Mr J Sadler	Honorarium & mileage – Appeals Panel hearing (105279)	140.00
Mr P J Duerden	Honorarium & mileage – Appeals Panel hearing (105280)	154.40
Mrs C Rowland	Honorarium & mileage – Appeals Panel hearing (105281)	159.20
Mr C Rabbett	Reimbursement for fuel purchase – October 2011 (102586)	107.23
LGS Services	Servicing of Council meetings (March & April) (102590)	486.72
LGS Services	Servicing of Council meetings (May) (102590)	308.41

177/11 PLANNING COMMITTEE

Further to Minute No. 17/11 of the Planning Committee minutes, it was

RESOLVED

that Councillor Johnson be appointed to the Planning Committee

178/11 EXCLUSION OF THE PUBLIC

RESOLVED

that the public be excluded from the meeting because of the confidential nature of the payments to be made to employees and the discussion of an employment matter.

179/11 CONFIDENTIAL PAYMENTS

The payments relating to the salaries of employees, etc. appear in the confidential section of the Council's minute book.

180/11 EMPLOYMENT MATTER

The minutes of this item appear in the confidential section of the Council's minute book.

There being no further business, the meeting was declared closed at 10.20 p.m.

Chairman