

# **WATERBEACH PARISH COUNCIL**

Minutes of a meeting of **Waterbeach Parish Council** held on 3rd April 2012 at 7.30 p.m. at the New Pavilion, Cambridge Road, Waterbeach.

## **PRESENT**

Councillor N Kay, Chair

Councillors B J Bull, J Cornwell, C Grant, M Howlett, Mrs B Johnson, P Johnson, A Lloyd, J Rabbett, D Smart, C Smith, Mrs J Williamson, M Williamson and A Wright.

## **APOLOGIES**

An apology for absence was submitted on behalf of W Bullivant.

## **OPEN FORUM**

No issues were raised by members of the public.

## **280/11 MINUTES**

The Minutes of the meeting held on 6th March 2012 were approved as a correct record and signed by the Chairman, subject to the deletion of the words 'Smith' and 'Johnson' in Minute No. 255/11 entitled 'Minutes' and their replacement by the words 'Wright' and 'Howlett' respectively.

## **281/11 MEMBERS' INTERESTS**

Councillors Mrs B Johnson, Wright and Mrs J Williamson declared a personal interest in Minute No. 289/11 (Beaches Community Car Scheme).

Councillor Rabbett declared a personal interest in Minute Nos. 284/11 (Condition of Equipment) and 301/11 (Accounts).

## **282/11 RECREATION USERS COMMITTEE**

### **RESOLVED**

that the minutes of the meeting of the Recreation Users Committee held on 13th March 2012 be received.

## **283/11 PLANNING COMMITTEE**

### **RESOLVED**

that the minutes of the meeting of the Planning Committee held on 20th March 2012 be received.

## **284/11 CONDITION OF EQUIPMENT**

Further to Minute No. 258/11, a report was submitted by the Acting Clerk (a copy of which had been circulated to all Members) indicating that both the Husqvarna and Stiga mowing machines were in need of repair and currently unusable. In view of the age and condition of the machines and the potential cost of repair, Members were invited to consider the purchase of a replacement machine. As a compact tractor was capable of both mowing and a variety of other tasks and was only slightly more expensive than a dedicated mowing machine, the Acting Clerk had recommended that this offered a more cost effective solution.

As requested at the previous meeting of the Council, a specification of the vehicle proposed had been included in the report, together with an explanation of the uses to which the machine could be put.

As both mowing machines currently could not be used and there would be a need for the grass to be cut, Members were informed that a local supplier had offered to loan equipment to the Council if an order was placed for a new machine until the latter had been delivered.

Concern was expressed by a Member that fallen wood on the grass might have damaged the Stiga when it had become caught under the machine.

Councillor Bull reported that if new equipment was purchased, the suppliers would provide it taxed for use on the road. However a question was raised as to whether equipment provided on loan would be taxed and might involve some means of transportation to enable sites throughout the village to be mowed. The need for insurance cover also was raised if loan equipment was being used by the Council.

As a compact tractor would be too large for use between the graves at the cemetery, it had also been recommended that a small hand operated mower be purchased. However Councillor Grant suggested that, from a time management perspective, a ride on mower might be more efficient for use at the cemetery than a push mower and she asked whether the Husqvarna could be repaired.

Members were also informed that South Cambridgeshire District Council had confirmed that the purchase of grounds maintenance equipment was an acceptable use of the money received by the Parish Council from Section 106 Agreements for open space purposes.

Following discussion and voting on the recommendations contained in the report, together with an amendment that the provision for use at the cemetery be re-evaluated, it was

### **RESOLVED**

- (a) that sums of £6,500 be allocated from both the vehicle reserve fund and the section 106 account to fund the purchase of the equipment recommended in the report;
- (b) that the Council purchase a New Holland TZ21 compact diesel tractor as described in the report submitted and, subject to the outcome of the decision referred to in resolution (d) below, the existing Stiga and Husqvarna mowers be disposed of;

- (c) that the Council's Financial Regulations be suspended for the reasons stated in paragraph 4.3 of the report and the equipment purchased from G and J Peck Ltd.; and
- (d) that a further report be submitted evaluating the options for the cutting of the grass between grave spaces at the cemetery.

(Councillors Cornwell, Grant and Smart requested that their names be recorded as voting against resolution (a) to (c) inclusive. Councillor Wright requested that his name be recorded as having abstained from voting on the resolutions.)

## **285/11 PLAY EQUIPMENT – SAFETY INSPECTIONS**

Following safety inspections undertaken by Wicksteed Leisure Ltd. of the play equipment installed at various locations in the Council's ownership in the Parish, Members' attention was drawn to the reports that had been received from the company, copies of which had been circulated.

Particular attention was drawn to a number of items of equipment which had been assessed as medium/high risk which Wicksteed Leisure recommended should result in remedial action being planned or implemented within three months. These included the fence adjacent to the skateboard equipment which was impeding the safety zone of the curved grind rail, the roundabout, the spring mobile and the swings at the Recreation Ground. With regard to both the roundabout and the swings, replacement parts were no longer available and Wicksteed had recommended that they be removed or replaced as soon as possible. In terms of the spring mobile, Members recalled that parts had been ordered some 12 months previously to undertake the necessary repairs to the unit.

Members accepted that immediate action was required to rectify the issues raised in the safety reports and as this would result in the loss of play equipment in the short term, Councillors Bull and Rabbett were asked to review the play equipment at the open spaces in the Parish as a matter of some urgency and report back with recommendations for replacement equipment.

Arising from a recommendation by Wicksteed that a missing roof ridge plate on the rainbow multi-play unit at Chittering be replaced, it was suggested by a Member that the part had not been fitted when the equipment had been installed by the company themselves in 2006. Arising from a suggestion that a self-closing gate be installed at the Chittering play area, Councillor Cornwell agreed to consult parents in the village for their views on the proposal.

### **RESOLVED**

- (a) that the recommendations contained in the report be accepted;
- (b) that the roundabout be immobilised;
- (c) that the flat seat on the swings be removed and the suspending chains tied back;
- (d) that notices be displayed explaining why the above actions had been taken;
- (e) that the cradle seats be retained and repaired in the short term;

- (f) that quotations be received for the repair/replacement of the fence around the skateboard equipment;
- (g) that Councillors Bull and Rabbett be requested to report back with proposals for the replacement of the equipment to be removed.

## **286/11 TILLAGE HALL**

Further to Minute No. 272/11, the Chair reported that arrangements had been made for she and Councillor Mrs J Williamson to meet the Project Manager on site on 5th April to discuss any issues that were outstanding with the construction of the Tillage Hall prior to the expiry of the retention period. Members were invited to raise any issues of which they were aware and Councillor Grant indicated that she would e-mail with Chair with details of various issues relating to the landscaping. Members also queried whether the uprighters in the Recreation Ground path were suitable for that location, having regard to the number of times that they had been vandalised and had had to be replaced. It was also reported that the company that had cleared the drain blockages in the New Pavilion recently had questioned whether the pipework had been damaged as intimated previously by the company that serviced the pump.

With regard to the transfer of the Tillage Hall, the draft Articles of Association for the Trustees of the Tillage Hall were circulated to which Members had no objection.

Members were informed that bookings of the Hall were continuing to grow. Attention also was drawn to a booking on 21st April for which permission had been requested to locate a bouncy castle on land in the Council's ownership outside the building. Having been advised that there were no football or cricket fixtures at the time when the bouncy castle would be in use, Members had no objection to the request, subject to satisfactory evidence being provided of suitable insurance cover.

With regard to the arrangements for the opening ceremony, Councillor Rabbett suggested that a member of the Parish Council attends the next Community Association meeting on 16th April when plans for the Jubilee Picnic would be discussed. The Chair also indicated that she would contact WAY again to ascertain whether they could suggest a suitable person to officially open the Hall. Members were also asked to notify the Chair of the names of suggested guests to be invited who could include representatives of WREN, Amey Cespa, the County Council, the District Council and the Criminal Justice Board.

## **287/11 WATERBEACH BARRACKS**

Further to Minute No. 271/11, the Council discussed the future of the Hawker Hunter plane currently located at the entrance to the Barracks in Waterbeach. It was reported that the Imperial War Museum at Duxford were not interested in obtaining the plane but that a number of people in the village would like to see it remain in Waterbeach. In the event of the land outside the gates becoming designated as a green, it was suggested that this would be an ideal location for the plane but that otherwise an alternative location that was suitable would need to be identified.

With regard to the potential future development of the Barracks and other land in Waterbeach following the Barracks closure, it was suggested that neighbouring parish councils (including Streatham) were interested in closer liaison to oppose the redevelopment. The Chair reported that she had received approaches from the developers requesting an opportunity to address

the Council but Members endorsed her view that this would be inappropriate in the current circumstances.

Following a previous decision to invite representatives from the local planning authority to attend a meeting to explain the proposals for the future of the site, it was suggested that this would be appropriate after the publication of information on the next stage of the Strategic Housing Land Availability Assessment later in the summer.

#### **RESOLVED**

- (a) that enquiries be made with regard to the possible retention of the plane at Waterbeach after the Barracks had closed;
- (b) that Councillor P Johnson be requested to make enquiries with South Cambridgeshire District Council with regard to the land outside the Barracks entrance being designated as a village green.
- (c) that neighbouring parish councils, including Streatham, be invited to send representatives to attend a meeting in Waterbeach to discuss the potential future development when the time was opportune; and
- (d) that relevant planning officers of South Cambridgeshire District Council be invited to speak at a special meeting of the Council to be convened in September 2012 on the potential redevelopment of the site.

#### **288/11 FREEDOM OF THE PARISH**

Councillor M Williamson invited the Council to consider the arrangements for producing the scroll which was to be presented when the Freedom of the Parish was granted to the Royal Engineers in view of their long association with Waterbeach. The Chair reported that companies existed that could produce formal scrolls and caskets for such occasions or it was suggested that the scroll could be hand written locally.

Following discussion, it was

#### **RESOLVED**

- (a) that arrangements be made to grant the Freedom of the Parish to the Royal Engineers; and
- (b) that details for the wording of the scroll be raised with Major Hornby, following which the cost of providing a suitable scroll be investigated by the Acting Clerk.

(Councillor Lloyd left the meeting at this point in the proceedings.)

#### **289/11 BEACHES COMMUNITY CAR SERVICE**

Arising from the consideration of a request from the Beaches Community Car Scheme for the Council to consider renewing their current loan from the Council to enable them to pay their drivers in advance of receiving their annual grant from the County Council, Members

concluded that there should be no need for the organisers to re-apply each year. However in the event of the scheme being wound up, it was felt that the loan should be re-paid.

## **RESOLVED**

that the loan to the organisers of the Beaches Community Car Scheme be extended for the life of the scheme, subject to them agreeing to repay the loan in full upon the termination of the scheme.

## **290/11 CYCLE RACKS**

Arising from discussion at the meeting of the Highways Committee held on 14th February 2012, Members were invited to consider the possible location of cycle racks for use by the public throughout the village.

Members were of the opinion that the investigation of suitable sites was best left to the Highways Committee, with the Acting Clerk investigating potential funding opportunities with the County and District Councils and the possible use of the Section 106 Agreement reserve.

## **291/11 INSURANCE**

Further to Minute No. 269/11, the Chair confirmed that arrangements had been completed for the Council to be insured through the Suffolk ACRE group scheme with Zurich Municipal. A saving had been made against the policies provided by the previous insurers and the policy excess had been reduced to £100 per claim compared with the previous figure of £350. As the cover was effective from 1st April, the Chair explained that this would overlap with one of the previous policies held by the Council for a period of two months but that Suffolk ACRE would try to arrange a refund for the period not required.

With regard to the insurance of volunteers over 75 years of age who helped at the Waterbeach Independent Lending Library, the Chair reported that they had not been insured under the previous policies but that they would be covered for personal accident involving death and total disability under the policy with Suffolk ACRE.

## **RESOLVED**

that the report be received and the Finance Committee requested to consider the implications of the new policy with Suffolk ACRE in terms of the cover provided for volunteers over 75 years of age.

## **292/11 ARTIST IN RESIDENCE**

At the suggestion of Councillor Mrs J Williamson, it was

## **RESOLVED**

that the artist in residence currently working with Waterbeach Cultural Collective on the Public Art project be invited to attend prior to the commencement of the next meeting of the Council to give a presentation on the plans for Waterbeach.

## **293/11 HM THE QUEEN'S DIAMOND JUBILEE**

Members discussed the purchase and issue to children under the age of 16 in Waterbeach of mugs to commemorate the Diamond Jubilee of Her Majesty The Queen. It was estimated that approximately 1,000 would be required. Having regard to the various types of mugs available, the Chair agreed to select three designs and circulate these together with a suggested suitable inscription to Members for their consideration in advance of the next meeting.

Attention also was drawn to an invitation from the office of the Lord Lieutenant for two persons and their guests to attend a Grand Jubilee Picnic which would be attended by Her Majesty The Queen at Burghley House, Stamford on 13th June 2012.

### **RESOLVED**

- (a) that mugs to commemorate the Queen's Diamond Jubilee be distributed to all children under the age of 16 in Waterbeach, with the choice of design to be confirmed at the next meeting; and
- (b) that the Chair and Vice Chair and their guests be nominated to attend the Grand Jubilee Picnic at Burghley House.

## **294/11 INVESTMENT STRATEGY**

Members were informed that, after consultation with the Chair of the Finance Committee in accordance with the Council's Investment Strategy, the Acting Clerk had opened a savings account with Cambridge Building Society and deposited a sum of £50,000 in the account. In response to a question from a Member, Councillor M Williamson reported that the money was on a fixed term deposit for one year.

## **295/11 BUS SUBSIDIES**

By means of a press release issued by the County Council, Members noted the process to be adopted by that authority in reviewing the level of subsidies paid to bus companies in Cambridgeshire over the ensuing three years. Subsidised services had been grouped into thirteen geographical areas which would be reviewed in three tranches but before any subsidy was removed, consultation would be undertaken to discover the public's transport needs. Solutions could include local operators, smaller vehicles, links to commercial hubs and flexible dial-a-ride services.

Members noted that further information would be issued by the County Council in due course.

## **296/11 PROPOSED 50MPH SPEED LIMIT ON A10**

Members noted an invitation from the County Council to comment on an Order that had been advertised to introduce a 50 mph speed limit on the A10 from its junction with the A14 to a

point 190 metres north of the junction with Denny End Road and in both Denny End Road and Car Dyke Road from their junctions with the A10 to the village of Waterbeach itself.

## **297/11 HEALTH AND SAFETY**

Members raised the following issues –

- Attention was required to the Levitt Lane play equipment, in respect of which the Acting Clerk was requested to contact the management company;
- The dead sections of trees on The Green needed to be identified and addressed, in respect of which Councillor Grant suggested that an earlier permission to undertake works to the trees subject to a Tree Preservation Order might still be applicable. Members requested that quotations for the work be obtained;
- The back stiles needed clearing;
- Broken glass in the children's play area was a recurrent problem, although it was accepted that this could only be dealt with when the Grounds staff were at work;
- The problems of dogs being exercised in the skateboard and 5 a side area, in respect of which it was proposed that suitable notices to be displayed and an article included in the next newsletter or Beach News

(Councillor Cornwell left the meeting at this point in the proceedings.)

## **298/11 REPORTS**

The Council considered/noted reports from the following –

### **(i) County Councillor**

Councillor M Williamson reported upon a number of matters in his role as the county councillor for the local electoral division.

### **(ii) District Councillor**

A report had been circulated from Councillor Johnson in his capacity as one of the district councillors for the ward in which he had provided information on a number of matters.

Members were informed that District Council officers were continuing to monitor the Waterbeach Lodge site and that all of the trees identified for retention had been maintained. Councillor Johnson also reported that the safety barrier at Chapel Close had been re-positioned and now was being used satisfactorily. He had also alerted the District Council's Planning Officers to large scale development planned to take place in East Cambridgeshire District near the boundary with Chittering and had requested that the Parish Council be consulted on any planning application for development.

### **(iii) Chair**

The Chair reported that a meeting would be held later in the week with the Project Manager of the Tillage Hall scheme to discuss any outstanding issues. She also advised that the operators of the continental market that had used The Green in March had failed to pay the agreed sum and that this was being pursued with them.

**(iv) Library Officer**

Councillor Grant reported on a number of matters, including additional CRB checks, a recent meeting of volunteers, the ordering of books for the Summer Reading Challenge and an income and expenditure statement for the financial year. She indicated that the proposal for a separate bank account had yet to be discussed and that WILL would be organising a stall at Feast Week which would be booked in the name of the Parish Council.

**(v) CPALC**

Councillor M Williamson indicated that there was nothing to report.

**(vi) Neighbourhood Watch**

Councillor Mrs J Williamson reported that a Police Panel meeting would be held at Cottenham Village College on 10th April 2012.

**(vii) Trees**

Attention was drawn to the need for the nursery bed to be weeded.

**(viii) Waterbeach Cultural Collective**

Councillor Mrs J Williamson indicated that this would be dealt with by the visit of the Artist in Residence to the next meeting of the Council.

**(ix) Waterbeach Initiative for Sustainable Energy**

Councillor Mrs J Williamson advised that WISE would also be booking a stall at the Feast Week in the name of the Parish Council which they hoped would be adjacent to that booked by WILL.

**(x) Wicken Vision**

Members were informed that there was nothing to report

**299/11 ACCOUNTS**

**RESOLVED**

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

		£
Ridgeons	Sealant (102666)	18.36
Ridgeons	Miscellaneous supplies (102666)	8.30
ESPO	Miscellaneous supplies (102667)	22.14

ESPO	Files (102667)	4.16
ESPO	Files (102667)	10.26
ESPO	Line marker (102667)	228.00
ESPO	Miscellaneous supplies (102689)	49.32
E.ON	Electricity supply – Groundsman’s store (paid by direct debit)	300.48
E.ON	Electricity supply – New Pavilion (paid by direct debit)	202.00
E.ON	Electricity supply – Old Pavilion (paid by direct debit)	125.00
E.ON	Electricity supply – The Green (paid by direct debit)	58.00
Brian Langley & Son Ltd.	Repairs to Rec. Ground lights (102668)	186.00
Brian Langley & Son Ltd.	Repairs to Rec. Ground light & circuitry tests (102668)	120.00
R Reeves	Reimbursement for postage & phone calls June 11 – March 12 (102669)	200.00
Warboys Parish Council	Charge for stationery, photocopying & consumables June 11 – March 12 (102670)	100.00
Berrycroft Stores Ltd.	Lawn sand & spreader (102671)	92.50
Institute of Groundsmanship	Attendance of Groundsman on course (102672)	90.00
CSA	Dog gloves (102673)	198.00
G & J Peck	Plugs & filters (102674)	51.70
G & J Peck	Parts (102674)	20.60
G & J Peck	Parts (102674)	62.38
G & J Peck	Plugs & gloves ((102674)	25.15
G & J Peck	Filter (102674)	15.95
G & J Peck	Linch pins (102674)	6.05
Waterbeach Comm.	Rent for community room for WILL (102675)	500.00

Primary School		
PHS Group plc	Sanitary disposal – New Pavilion 2012/13 (102677)	11.52
PHS Group plc	Sanitary disposal – Old Pavilion 2012/13 (102677)	1.52
South Cambs. District Council	Rates for Old Pavilion October 11 – March 12 (102678)	340.99
South Cambs. District Council	Rates for Old Pavilion 2012/13 (102678)	708.75
South Cambs. District Council	Rates for Cemetery 2012/13 (102678)	225.00
David Shipp	Plumbing repair to Bowls Pavilion (102679)	36.00
CPALC	Annual subscription (102681)	698.47
Cambridgeshire Cricket Board Grounds Assoc.	Hire of cricket ground equipment 2010/11 (102684)	100.00
M Carr	Mileage (102684)	2.80
Able Group	Drain clearance – New Pavilion (102690)	114.00
(b) that payment of the following amount in accordance with the Council's Investment Strategy be endorsed (cheque number shown in parentheses):-		
Cambridgeshire Building Society	Investment account (102665)	50,000.00

### **300/11 EXCLUSION OF PRESS AND PUBLIC**

#### **RESOLVED**

that the public be excluded from the meeting because of the confidential nature of the business to be discussed.

### **301/11 CONFIDENTIAL PAYMENTS**

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

There being no further business, the meeting was declared closed at 10.00 p.m.

Chairman

UNAPPROVED