

WATERBEACH PARISH COUNCIL

Minutes of the meeting of **Waterbeach Parish Council** held on 8th January 2013 at 7.30p.m. at the New Pavilion, Cambridge Road, Waterbeach.

PRESENT

Councillor N Kay, Chair

Councillors B. Bull, W. Bullivant, J. Cornwell, K. Grant, B. Johnson, P. Johnson, J. Rabbett, D. Smart, J. Williamson and A. Wright

APOLOGIES

Apologies for absence were submitted on behalf of Councillors A. Lloyd, M. Howlett, M. Williamson (arrived during item **207/12 Planning Applications**) and C. Smith

OPEN FORUM

Having ascertained that all those members of the public who were present wished to speak on item **207/12 (Planning Applications)**, the Chairman moved on to the next item on the Agenda, **205/12 (Minutes)**.

COUNCIL

205/12 MINUTES

The Minutes of the meeting of the Council held on the 4TH December 2012 were approved as a correct record and signed by the Chairman.

206/12 MEMBERS' INTERESTS

Councillor Grant declared an interest in item **207/12 (Planning Applications (a) ii)**, as the owner of a neighbouring property.

Councillor Smart declared an interest in item **226/12 (Employment Tribunal)**, in view of his relationship with the person who is the subject of the case.

Councillor P. Johnson declared an interest as a District Councillor in matters relating to South Cambridgeshire District Council Planning Applications and to item **210/12 (Beach Bowls Club)** as a member of the Bowls Club

Councillor B. Johnson declared an interest in item **210/12 (Beach Bowls Club)** as a member of the Bowls Club

Councillor Rabbett declared an interest in items **223/12 (Accounts) and 225/12 (Salaries)**, with regard to payments to Mr C. Rabbett, who is an employee of the Council.

207/12 PLANNING APPLICATIONS

(a) Applications

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

RESOLVED

that the following recommendations be submitted to South Cambridgeshire District Council;

- (i) **S/2440/12/FL** 27, Way Lane, Waterbeach. First floor side extension and revised roof pitch to existing rear extension

That the District Council be recommended to approve the application, with the following comments:

(a) That all materials should be kept off the road during the building works

(b) That due consideration should be given to any comments received from residents of neighbouring properties.

- (ii) **S/2555/12/OL**, Land to the rear of 10A, Rosemary Road, Waterbeach, Residential development (8 dwellings) and access.

(Councillor Grant left the meeting during discussion of this item)

That, having been addressed by members of the public and having regard to letters that had been submitted to the Council and read to the Meeting by the Clerk:

the District Council be recommended to refuse the application on the grounds of overdevelopment, lack of suitable parking and concerns with the height of the rooflines.

(b) Amendments

Members considered the following amendment to a planning application as a result of which it was:

RESOLVED

That the following recommendation be submitted to South Cambridgeshire District Council

- (i) **S/2064/12/FL**, 17, Robson Court, Waterbeach, (Demolition of existing 35 no. shared amenity apartments for the homeless and the erection of 30 no. self-contained apartments for the homeless with associated parking and amenity space.)
Revision to parking layout-7 spaces along Waddelow Road frontage removed and replaced with 6 spaces to Robson Court/south elevation
Addition of plant room to rear
Minor revisions to elevations to reflect internal layout changes and to amend discrepancies between the floor plans and elevations
- That the District Council be recommended to approve the amendment.

That the amendments to the following planning applications submitted to South Cambridgeshire District Council be noted:

- (i) **S/2434/12/DC** Land at Radical Farm, Chittering Drove, Chittering Discharge of conditions 3 (Landscaping), 6 (Boundary Treatments), 7 (Highway Method Statement), 8 (Plant), 12 (Inverter Stations) and 13 (Development Parameters) of planning permission S/1542/12/FL for an extension to existing solar farm, to include the installation of solar panels, on-site equipment rooms and plant, access tracks, security fencing and cameras, landscaping and other associated works.
- (ii) **S/0895/12/FL** r/o 31, High Street, Waterbeach Erection of single-storey dwelling following demolition of existing outbuilding,
- (iii) **S/0896/12/CA** r/o 31, High Street, Waterbeach Demolition of outbuilding,
- (iv) **S/0896/12/CA** Withdrawal of application

(c) Determinations

The Members noted that the following planning applications had been determined by South Cambridgeshire District Council:

Approved

- (i) **S/0804/12/OL** Land rear of 54, Way Lane, Waterbeach, means of access for the erection of single storey dwelling
- (ii) **S/0895/12/FL** r/o 31, High Street, Waterbeach, extension and conversion of existing outbuilding to form single-storey dwelling
- (iii) **S/2275/12/FL** 10, Camps Close, Waterbeach, single storey side extensions

208/12 CAMBRIDGESHIRE ACRE

After discussion on the level of discount offered, it was
RESOLVED

To renew membership of Cambridgeshire ACRE for a five year period

209/12 TILLAGE HALL

A letter requesting additional information had been received from the Solicitor acting for the Parish Council, Mr R.S. Taylor, Hedleys Solicitors, regarding the lease to be drawn up between the Parish Council and the Tillage Hall Management Committee. The Clerk had supplied details of the transfer of ownership from the County Council, confirming that the Parish Council did indeed own the land on which the Tillage Hall had been built, but a clause in the deed suggested that an additional permission for the building of a Community Facility may have been required from Cambridgeshire County Council. Mr Taylor and the Clerk had agreed that his firm would be able to supply the scale plan of the building and the surrounding land, but a further request had been received from him. It was suggested that a more local firm of solicitors might be more convenient for the Parish Council, although it was agreed that any new firm would need to be fully conversant with the needs of a Parish Council. It was

RESOLVED

That the Clerk would:

- (i) contact the County Council regarding the possible need for a retrospective additional permission for Tillage Hall,
- (ii) contact Murfitts, who had built the hall, for help in producing a scale plan suitable for Land Registry,

210/12 BEACH BOWLS CLUB

A request to repair the fence between the bowls green and the skatepark had been received from The Bowls Club along with a request to freeze the rent for the 2013/2014 season at the 2012/2013 rate. Councillors agreed it was important to maintain the facilities and commented that it would be good to see membership increase. It was

RESOLVED

- (i) that the Clerk would obtain quotes for two types of fencing; the type used at the back of the skatepark and the type used between the bowls green and the Old Pavilion,
- (ii) the level of fees be deferred to the next meeting, at which time the Finance Committee would have considered the issue and made a recommendation.

211/12 FLOODLIGHTS

After discussion on the possible need for more energy efficient lights, the availability of mobile lights that would allow training areas to be rotated and the care needed to safeguard walkers using the path, it was

RESOLVED

To defer the item to after the refurbishment of the Old and New Pavilions.

212/12 OUTDOOR EXERCISE EQUIPMENT

Favourable comments and suggestions had been received as a result of the inclusion in the Chairman's letter, in the December issue of the Beach News, of the mention of the Council's plan to investigate the provision of outdoor exercise equipment, including offers of help in deciding the most suitable equipment and suggestions for siting the equipment. It was

RESOLVED

that Councillors Cornwell and P. Johnson, with the Clerk, be tasked with progressing this project and reporting back to Council.

(Councillor Rabbett left the meeting)

213/12 CAMLOCKS MANAGEMENT CO. WORKING GROUP

A letter had been received from the Camlocks Management Co. Working Group, which currently manages certain areas on the Morris Homes development off Bannold Road, requesting that the Parish Council consider adopting the communal areas, including the play area.

Councillors raised the issues of the balancing pond, the area of open space and play area needing maintenance, potential access problems and the Section 106 Agreement for the site. Councillor P. Johnson agreed to check with South Cambs whether any Section 106 money had been passed to the Management Co. It was

RESOLVED

that the Clerk would arrange an initial exploratory meeting between Councillors and representatives of the Camlocks Management Group.

214/12 SCHEDULE OF MEETINGS

A report by the Chairman was passed to Members, for information but not discussion as it would be put on the Agenda for February's meeting and discussed at that time.

215/12 UPDATE ON BANNOLD ROAD

With reference to minute **167/12** (Bannold Road Footway), the Clerk reported that a reply had been received from Michael Oakman, Area Manager Maintenance, Cambridgeshire

County Council and that he was proposing to meet with the Enforcement Officer at the location before the Christmas Holiday to review the best way to improve the current situation and would report back. No further communication had as yet been received.

With reference to Planning minute **44/12** (Camlocks), Councillor P. Johnson and the Clerk had met with Kate Wood, Team Leader, Development Control (East), South Cambs District Council, regarding the reinstatements. After inspecting the area, she was going to contact the County Council for their views on the matter. Councillor Johnson informed the members that he had just received the reply that had been sent to her, in which the Street Works section at the County Council had concluded that the finish was acceptable. Members agreed that this was unsatisfactory and Councillor P. Johnson informed the meeting that he would continue to investigate further.

(Councillor Cornwell left the meeting)

216/12 COMMUNITY VISITING SCHEME

This item had been included on the Agenda at the request of Councillor J. Williamson, who explained that, at this stage, the proposal to set up a visiting scheme for elderly or isolated people was in the very early stages and that more details would follow as the plan was formulated. She suggested that it could be a matter for next year's budget.

217/12 LIBRARY GRANT 2012/2013

Councillor Grant informed members, that despite strenuous fundraising efforts, income for the library had not been as high as hoped and, even though the library relied on volunteers, it would cease to be viable without an increase in income. She was concerned that funds allocated in the budget had not been received. It was:

RESOLVED

That Waterbeach Independent Lending Library (WILL) be urged to submit an application for grant funding to the Parish Council, enclosing their annual accounts.

218/12 GRANTS FOR 2013/2014

Discussion on the best way to publicise the availability of grants from the Parish Council led to it being

RESOLVED

that

(i) invitations to apply for grants should appear in the Beach News and be placed on the village noticeboards,

(ii) the Finance Committee might consider increasing the grant allocations for the next financial year.

219/12 HEALTH AND SAFETY

Members raised the following points:

(i) in the interests of safety, to consider replacing the unreliable path lights on the Recreation Ground with solar studs

Clerk to get quote

(ii) concern over the continuing receipt of Parish Council mail to the former Clerk, which she was finding upsetting

The Clerk informed the meeting that the Assistant Clerk had that very day prepared 50 letters, stressing the importance of noting and acting on the change of address and contact details, to go out to organisations and suppliers with whom the Council had dealings over the last two years

(iii) concern over broken paving slabs in front of the Post Office and the inconsiderate motorists who continue to park on pavements and at bus stops

Clerk to report the broken paving slabs

Suggested that registration numbers of offending vehicles be taken and reported to the PCSO

(iv) request for the ground staff to keep a check on the drain at Chapel Close

(v) pothole on Station Road

Councillor J. Williamson to report (Fix my street.com)

(vi) ongoing query regarding the ownership and safety of a tree in Bannold Road

Clerk and Chairman to investigate

(vii) lack of Dog bin in Bannold Road

Clerk to organise

(viii) play equipment on the Gault no longer fit for purpose

Clerk to arrange for removal and quotes for replacement

220/12 CEMETERY

The Clerk reported that, due to a change in circumstances, a cemetery plot that had been previously reserved and paid for might no longer be required. As spaces are limited, the Assistant Clerk had made discreet enquiries and the owner had expressed an interest selling it back to the Parish Council. It was therefore

RESOLVED

that any buy-back of cemetery plots be made at the price current at the time of re-purchase.

221/12 MINOR HIGHWAYS IMPROVEMENT SCHEME

The Clerk reported that, with reference to minute **198/12**, having taken advice from the County Council area team an application for funding for Minor Highways Improvements had been submitted. A meeting to consider the applications seems likely to be held in March 2013.

222/12 REPORTS

The Chairman considered/noted reports from the following:

(i) County Councillor

Councillor M. Williamson reported that the number of cycle spaces at Waterbeach Station were to be increased. Informal discussions on the effects of the 50 mph speed limit on the A10 had taken place and, although traffic speed had decreased, turning out onto the A10 could be more difficult as the gaps in the traffic had declined.

(ii) District Councillor

Councillor P. Johnson reported that the problem of the boat moored long-term at Bottisham Lock was still ongoing and that he was continuing investigations on the issue.

(iii) Chairman

The Chairman reported that refurbishment work on the Old and New Pavilions was due to start on Monday 14th January and that as a result the office phone was to be diverted to her private landline until completion.

(iv) Library Officer

Councillor Grant handed Members a summary of the Library accounts to date and reported that finances were giving cause for concern. A grant from the Parish Council would be of great benefit to the running of the Waterbeach Independent Lending Library(WILL).

(v) CAPALC

There was no report.

(vi) Neighbourhood Watch

The advent of CCTV at the Tillage Hall and Recreation Ground seems to have reduced the occurrence of drug and substance abuse, although thefts at the rail station, particularly of

catalytic converters, seems to have increased. In the case of emergencies, the public are urged to ring 999, but for non-urgent cases, 101 is the correct contact number.

(vii) Trees

There was no report, but Councillor Grant requested clarification on the state of the poplar trees on the Recreation Ground with reference to the after- effect of topping.

(viii) Waterbeach Cultural Collective

There was no report and it was agreed to remove this item from the Agenda.

(ix) Waterbeach Initiative for Sustainable Energy

The initiative is in abeyance and it was agreed to remove the item from the Agenda.

223/12 ACCOUNTS

RESOLVED

(a) that the following accounts be approved for payment

Supplier	Cheque No.	Cost Centre	Net Cost
E.ON	DD	Village Green light	24.00
EON		4th Quarter VAT	
E.ON	DD	Rec. electricity & water	47.00
EON		4th Quarter VAT	
E.ON	DD	Rec. electricity & water	49.00
EON		4th Quarter VAT	
E.ON	DD	Rec. electricity & water	112.42
Ridgeons	102877	Work Wear/Rec Main	15.55
Ridgeons	102877	Rec Maintenance	55.60
Thurlow Nunn Standen	102878	Service Spares & Repairs	8.83
Thurlow Nunn Standen	102878	Service Spares & Repairs	47.04
Thurlow Nunn Standen	102878	Tools/SSR	70.52
ESPO	102879	Tools/Rec Main	23.76
ESPO	102879	Rec Maintenance	7.43
Fire Safety Services	102880	Office Expenses	140.00
Fire Safety Services	102880	Tillage Hall	58.70
Cambridgeshire Acre	102881	Subscription	120.00
CCC	102882	Village Green Main	369.41
Acacia Tree Surgery	102883	Trees	1,310.00
Sherriff Amenity	102884	Rec Maintenance	312.55
amey cespa	102885	Cemetery Maintenance	5.00

N Kay (Staples)	102886	Office Expenses	13.33
G & J Peck Ltd	102887	SSR/Work Wear	38.04
G & J Peck Ltd	102887	Rec Maintenance	39.16
G & J Peck Ltd	102887	Service Spares & Repairs	13.66
G & J Peck Ltd	102887	Tools/SSR	17.88
G & J Peck Ltd	102887	Rec Maintenance	39.00
G & J Peck Ltd	102887	Rec Maintenance	39.00
G & J Peck Ltd	102887	Rec Maintenance	99.34
G & J Peck Ltd	102887	Service Spares & Repairs	8.01
G & J Peck Ltd	102887	Cemetery Maintenance	18.69
G & J Peck Ltd	102887	Service Spares & Repairs	2.31
G & J Peck Ltd	102887	SSR/Work Wear	3.26
M Carr	102888	Office Expenses	75.00
M Carr	102888	Mileage	4.95
R Pinion	102889	Mileage	87.94
Rosemary Newsagents	102890	Rec Maintenance	25.50
Alan Lamb Assoc	102891	Office Expenses	500.00
BT	102892	Telephone & Post	79.06
C Rabbett	102893	Fuel	73.87
Post Office	102894	Telephone & Post	50.00
E-on	102901	Village Green light	7.81
BT	102902	Telephone & Post	38.97

(Councillor Smart requested that mileage allowances be paid monthly and not allowed to accrue. He then abstained from voting on the item.)

224/12 EXCLUSION OF THE PUBLIC

RESOLVED

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

225/12 CONFIDENTIAL PAYMENTS

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

226/12 EMPLOYMENT TRIBUNAL

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

There being no further business, the meeting was declared closed at 10.40 pm.

Chairman

UNAPPROVED