

WATERBEACH PARISH COUNCIL

Minutes of the meeting of **Waterbeach Parish Council** held on 5th March 2013 at 7.30 p.m. at the New Pavilion, Cambridge Road, Waterbeach.

PRESENT

Councillor N Kay, Chair

Councillors B. Bull, B. Bullivant, M. Howlett, A. Lloyd, J. Rabbett, D. Smart, M. Williamson and A. Wright (arrived during item **256/12**).

APOLOGIES

Apologies for absence had been received on behalf of Councillors J. Cornwell, K. Grant, B. Johnson, P. Johnson, C. Smith and J. Williamson.

OPEN FORUM

The Chairman welcomed those members of the public who were in attendance.

The writer of a letter that had been received by the Council and was to be considered in item **265/12**, was unhappy that he had not been contacted prior to the meeting to let him know that his letter was appearing as an agenda item.

COUNCIL

254/12 MINUTES

The Minutes of the meetings of the Council held on the 5th February and the 19th February 2013 were approved as a correct record and signed by the Chairman.

255/12 MEMBERS' INTERESTS

Councillor Rabbett declared an interest in items **269/12 (Accounts)** and **271/12 (Salaries)** with regard to payments to Mr C. Rabbett, who is an employee of the Council.

Councillor Smart declared an interest in item **272/12 (Employment Tribunal)** in view of his relationship with the person who is the subject of the case.

256/12 PLANNING APPLICATIONS

(a) Applications

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

RESOLVED

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

- (i) S/0078/13/FL Hall Farm Stables, Cambridge Road, Waterbeach.
Change of use of land to permit stationing of a mobile home together with retention of riding school and livery.

That having been addressed by the Planning Consultant for the applicant, who explained that the application was in two parts, (i) the regularisation of the riding school and livery and (ii) the application for a mobile home as a temporary dwelling (with the intention to apply at a later stage for a permanent dwelling if the functional and financial need can be established) and having regard to a letter of objection that had been submitted to the Council and read out by the Clerk,

That the District Council be recommended to approve both parts of the application.

(b) Amendment

- (i) S/2555/12/OL Land to the R/O 10A, Rosemary Road, Waterbeach

Members noted the amendment to the above planning application submitted to South Cambridgeshire District Council.

(Councillor Wright entered the meeting during the discussion on item **256/12 (a) (i)** and subsequently declared an interest in item **260/12 (ii)**)

257/12 LOAN APPLICATION

Having previously resolved to take a loan to pay for any shortfall in the funding of the refurbishment of the Old Pavilion for use as the Parish Office and Meeting Room (Minute **169/12**), it was

RESOLVED

That the Application for Borrowing Approval and the report recommending the Application be approved.

258/12 SOUTH CAMBRIDGESHIRE LOCAL PLAN, GREEN SPACES

Having deferred this item from the Council meeting on 19th February (Minute **249/12**) due to the importance of the issue and to allow time for proper consideration, Members were asked for nominations for spaces to be designated as Local Green Spaces. Following discussion, it was

RESOLVED

That the following areas be submitted to South Cambridgeshire District Council for designation as Local Green Spaces:

Village Green
Gault
Recreation Ground
Millennium Wood and the field behind it
Old Pond Site
Barracks Frontage/Entrance
Camlocks - play area and balancing pond
Old Burial Ground
Abbey Ruins
Car Dyke – area either side of the dyke
Town Holt
School Frontage
Coronation Close – tree area
Back Stiles

259/12 TILLAGE HALL

A report from Councillor M. Williamson had been received and circulated.

Waterbeach Tillage Hall

Report for Parish Council – 5 March 2013

Formation of the company

As has previously been reported, a Company Limited by guarantee called Waterbeach Tillage Hall has been formed to manage the Hall once a lease has been signed. The Directors of the company are

Jane Williamson Representing the Parish Council

Michael Williamson Representing the Parish Council

Alan Ball Representing WAY

Richard Blake Representing WAY

Roger Briggs Independent person

The Articles of Association specify a number of other directors to be nominated by external organisation, and the Board are now actively putting into place the nomination process.

The Company is in the process of opening a bank account and it is hoped that all will be up and running very soon.

Progress on the Lease

As far as I am aware, the ball is now firmly in the Parish Council's court. The Directors are awaiting a plan of the areas to be included in the lease together with details of their responsibilities. Until that has been received from the Parish Council no further progress can be made.

Friends of the Tillage Hall

This organisation has been managing the hall since its inception. A licence was issued to the Friends in October 2011. The original licence was for, I believe, six months and I do not believe that it has ever been formally extended. It would seem logical to extend it to regularise the legal position.

The Friends currently deal with all matters relating to the letting of the hall. A steady income is received from WAY of £30 per week, and other income has been received from a number of lettings. These include Children's Parties, bookings from external organisations looking to use the hall for meetings and a regular Tuesday booking from Slimming World.

The total income received from lettings for the year to 30 September, 2012 was £2,285 but this represents very much a start-up period and income is showing clear signs of increasing from month to month.

The building

As might be expected, quite a few teething problems have come to light and a number of issues have been dealt with. The cost of maintaining some of the facilities is quite high; for example the shutters need to be serviced twice a year. Now that a full year has been completed, some clarity is being obtained on the general running costs so that proper budgets can be prepared.

Full details of the precise problems are not a matter for this report, but I should like to propose that representatives of the Hall meet with representatives of the Parish Council to resolve various issues.

Councillor Williamson added that it was hoped to encourage non-commercial users of the hall to become directors of the company and it was suggested that a nominee be sought from the Community Association. With regards to the ongoing teething problems the formation of a joint working party between representatives of the Waterbeach Tillage Hall Co. (WTH Co.) and the Parish Council was suggested and it was

RESOLVED

That Councillor Bull and the Clerk meet with representatives from the WTH Co. to discuss the ongoing issues, including where the responsibility for repairs and costs lies and report back to Council. As Councillors J. Williamson and M. Williamson are also on the Parish Council and are the nominees to represent the Parish Council in the WTH Co. it was agreed that they would not form part of this working party.

260/12 GRANT APPLICATIONS

(Having declared an interest, Councillor Wright took no part in the discussion of item 260/12(ii))

The Clerk reported that two letters of application had been submitted to the Council, which she then read out to the meeting.

- (i) WILL (Waterbeach Independent Lending Library)
- (ii) Waterbeach Military Heritage Museum

After discussion of the applications and the agreement that both organisations were of great importance to the village in their different ways, it was

RESOLVED

- (a) that a grant of £1200 be given to WILL
- (b) that a grant of £600 be given to the Waterbeach Military Heritage Museum

261/12 CAMBRIDGE GUN CLUB, “LOCAL GOOD CAUSE FUND”

A letter had been received from the Cambridge Gun Club explaining that they had been fundraising at various events and would like suggestions, from both the Parish Council and individuals, for local good causes that might benefit from a donation. It was

RESOLVED

- (a) that the following organisations be recommended by the Parish Council:
 - (i)WAY Project
 - (ii)Farmland Museum
 - (iii)Local Lunch Clubs
- (b) that the letter be sent to Councillors so that they could make further recommendations as individuals.

262/12 OUTDOOR EXERCISE EQUIPMENT

Following the meetings with representatives of three suppliers of outdoor gym equipment two detailed schemes and quotations had been received, from Fresh-Air Fitness and Wicksteed Playscapes, which were then outlined to the meeting. Some concerns were raised about the proposal to site one group of equipment close to the rear of dwellings on Chapel Close, but it was

RESOLVED

- (i) to approve the submission of an Application of Interest for a grant of £20,000
- (ii) to approve the use of Section 106 money for any overspend (up to 10%)
- (iii) to consult with the residents of Chapel Close regarding the proximity of the equipment

263/12 WILDLIFE ENHANCEMENT SCHEME

South Cambridgeshire District Council are supporting wildlife projects through its Wildlife Enhancement Scheme (WES) and are offering 50% grants to community or Parish Council schemes. Members commended the initiative but at this time had no projects in mind.

264/12 CEMETERY

Clarification on the Council's policy regarding kerbing was sought as a result of a request that had been received for the installation of kerbing around three plots. A leaflet had previously been sent out to Funeral Directors indicating the plan to move to a lawn cemetery and it was

RESOLVED

To continue with the policy to move to a lawn cemetery.

265/12 CHAIRMAN'S REPORT – FEBRUARY COUNCIL MEETING

A letter of complaint received in response to an item in the Chairman's Report was noted.

266/12 STREET LIGHTING

A letter of complaint regarding the replacement street lighting has been received, along with one verbal complaint. However, in general, there has been overwhelming support for the new lights, which are being replaced by a contractor on behalf of Cambridgeshire County Council. The county-wide programme of replacement started on the 1st July 2011 and the columns are being replaced as most of them are not structurally sound. The new lights are designed to be energy saving and have dimming regimes that will be implemented once the works are completed. Should light entering residents' windows be a problem the contractors are able to carry out checks and fit shields to the back of lanterns to help reduce the effect. Questionnaire cards have been provided to residents for their comments.

(At this point Councillor J. Williamson entered the meeting)

267/12 HEALTH AND SAFETY

Members raised the following issues:

- (i) the placement of a dog bin in the Recreation Ground car park (the Clerk replied that a bin had now been fitted there)

268/12 REPORTS

The Chairman considered/noted reports from the following:

- (i) **County Councillor**

**County Councillor's Report to Landbeach, Milton and Waterbeach
Parish Councils
March 2013**

This is a joint report. I know that some issues will be relevant to only some parishes, but to avoid leaving anything out, I felt it would be useful to circulate everything to all. I have used initials to show which items may be most relevant to which Parishes.

Cycle Parking at Waterbeach Station (L,W)

This is progressing. The work has been ordered but I do not have any date for installation.

Cycle crossing of the A10 (L,W)

As above, I am awaiting more detailed responses from the County Council officers (but see the Sports Lakes item below)

Landbeach Road - A10 junction (L,M)

As mentioned last month, I am awaiting news of the video surveillance to be carried out. However, I am pleased that those responsible for the installation of the cycleway are talking to those who are looking at junction improvements.

Improved Park and Ride Signage (M)

I think this may have been delayed due to some reorganisation in the Highways team. I have emailed the person who was originally involved and hope to have some response fairly soon.

Sports Lakes (L,M,W)

As many will have seen in the press, the S106 agreement has now been signed. Of course, we still don't know if there is funding in place for the project to go ahead, but there are two important clauses that I had a hand in including way back when the first drafts were being considered.

1. *"The construction and provision of a signal-controlled junction at the junction of the A10 road and Car Dyke road." Since the main entrance to the site will be off the Car Dyke road, these works are vital for road safety at this junction*
2. *The inclusion in the "Forum" of one elected member of each of the Parish Councils of Milton, Landbeach and Waterbeach together with the local County Councillor for the Waterbeach Division. There is a list of issues on which the Owners shall consult the Forum and they "undertake to pay full regard to any such representations" from the Forum.*

This project is going to be of major significance and, while many are in favour of it, I am aware that there are quite a few concerns locally about the implications of large events taking place. Hopefully, some of these will have been alleviated by the clauses in the agreement noted above.

Waterbeach Barracks

I have made a lengthy representation to the latest round of consultation. I am attaching it as a separate attachment to the email sent circulating this report.

I also attended a meeting at South Cambridgeshire Hall where the Defence Infrastructure Organisation (DIO) and Annington Homes were represented. The meeting was essentially to discuss the situation at the former married quarters where there has been a significant amount of crime since the military personnel left.

I pointed out at that meeting that the flow of information from DIO and Annington to the local community was pretty disappointing and hoped that it could be improved in the future. Unfortunately, I have not heard anything formally since the meeting.

Councillor Williamson reported that he had received an update from DIO earlier in the day and it follows.

Waterbeach Service Family Accommodation Estate

The MOD Service Family Accommodation (SFA) at Waterbeach is leased by the MOD from Annington Homes Ltd except the 34 properties at Park Crescent which are owned by the MOD.

The MOD is planning to terminate the lease on most of the Annington properties over three phases as follows:

Phase 1

The 105 properties in Abbey Court, Abbey Place and the top end of Cody Road are due to go back to Annington at the end of March 2013.

Phase 2

The 77 properties in Cammell Walk (1-11incl), Templar Walk (1-7 odd), Kirby Terrace (1-10 incl), Capper Road (2-16 even and 17-43 odd), Kirby Road (1-11 odd, 12-33 incl, 34 and 35) are all due to go back to Annington at the end of July 2013.

Phase 3

The remaining 74 properties that are outside the security fence at Waterbeach, and with the exception of the properties at Park Crescent, are likely to be handed back to Annington either in the late summer or early autumn.

The Buchanan Centre and Beach Hut will also be handed back to Annington as part of the Phase 3 disposal.

Once properties are handed back to Annington Homes Ltd they become Annington assets and it is a company decision on what they decide to do with them. Further details about Annington can be found on their web site at www.annington.co.uk.

The MOD will be maintaining a presence on the SFA estate at Waterbeach until the autumn but we are retaining the remaining stock behind the security fence for some time. In order to protect the properties the MOD has appointed a security firm to control the estate and alarm the vacant properties.

(ii) District Councillor

Councillor P. Johnson sent his apologies for not submitting a report as he was away

(iii) Chairman

The Chairman reported that:

- (a) the funfair would be making a return visit from 21st April to 28th April
- (b) Circus Tyanna would be returning to the village from 26th May to the 2nd June
- (c) the Parish Office is now up and running and Councillors are invited to come and have a look on Thursday, after 10.00 am. It is hoped that an opening ceremony can be arranged when the work is complete.

(iv) Library Officer

There was no report.

(v) CAPALC

^ CAPALC plan to put Parish Councillors on a mailing list so that links to the newsletter and bulletins can be issued

(vi) **Neighbourhood Watch**

There was no report

(vii) **Trees**

Councillor Wright informed the meeting that he was now volunteer warden at Cow Hollow, where a reed bed was going to be created and willow-working sessions would be introduced

(viii) **Project Schedule**

The Clerk reported that setting up the project schedule was still a work in progress

269/12 ACCOUNTS

(Having previously declared an interest, Councillor Rabbett left the meeting for this item)

RESOLVED

that the following accounts be approved for payment:

Supplier	Invoice No	Cheque No.	Cost Centre	Net Cost
E.ON		DD	Village Green light	107.00
ESPO	725552	102928	Stationery	25.72
ESPO	741295	102928	Office Refurb	160.00
ESPO	749976	102928	Stationery	17.25
amey cespa			Cemetery	5.00
	PSI0105458	102929	Maintenance	
Michael Murray Signs	4830	102930	Rec Maintenance	25.00
Thurlow Nunn Standen			Service/Spares &	19.56
	352445	102931	Repairs	
Mr Bingham			Cemetery Plot Buy	99.00
	Letter	102932	Back	
J Horsnell	Claim form	102933	Subscription	169.00
J Horsnell	Claim form	102933	Staff Expenses	6.75
Jaggard Builders Ltd	858	102934	Building Refurb	26,504.05
M Carr		102935	Staff Expenses	16.65
Rosemary Newsagents	53	102936	Rec Maintenance	25.50
World of Computers	69979	102937	Office Expenses	976.00
phs	59720199	102938	Tillage Hall	9.60
phs	59720200	102938	Rec Maintenance	9.60
Silvermans Office				889.00
Furniture	17074	102939	Office Refurb	
G & J Peck			Service/Spares &	140.45
	181287	102946	Repairs	
G & J Peck	181288	102946	Service/Spares &	94.98

G & J Peck			Repairs Service/Spares & Repairs	3.35
	181970	102946		

There was a question regarding whether the invoice no. 59720199 from phs for the Tillage Hall had already been paid by Councillor M. Williamson on behalf of The Friends of Tillage Hall and it was agreed not to send the cheque until the matter had been clarified.
(There was one abstention to this resolution)

270/12 EXCLUSION OF THE PUBLIC

RESOLVED

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

271/12 SALARIES

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

245/12 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 9.30 p.m.

Chairman

UNAPPROVED