

## WATERBEACH PARISH COUNCIL

Minutes of the meeting of Waterbeach Parish Council held on 1 September 2015 at 7.00 p.m. at the Old Pavilion, Cambridge Road, Waterbeach.

### PRESENTATION

Prior to the formal part of the meeting, a presentation was made by Urban and Civic concerning their intended approach to the development of the old barracks site. They sought feedback on how this could work alongside the Neighbourhood Plan process. Key points included: -

- Focus over the last few months had been about estate management and learning about the site and local area and progressing reopening facilities for the community. No design work has happened.
- U&C are charged by the MoD to progress the development quickly and the Government is focussed on housing delivery on brownfield sites.
- U&C will undertake a Masterplanning process with workshops and discussions on the development of plans for the site. There will be consideration on both the former barracks and airfield area, and the surrounding land, to evolve a Development Framework for future discussions. The aim would be to submit an Outline Application in Autumn 2016. The process would respond to changes that arise in the Local and Neighbourhood Plan but could stand alone if needed.
- U&C will look to organise open days and tours, workshops about the identity and nature of the new development, as well as technical workshops on themes like heritage, water, green infrastructure and transport. Survey evidence and expertise could be shared. The aim of the workshops is to bring local views and expertise into the design process and identify issues which the new development has to respond to, as well as local aspirations which it might be able to help deliver. Jonathan Kendall who will oversee the detailed Masterplanning process was introduced to the Council.

Issues raised by the Parish Council included - questions on social housing allocations; previously mentioned commitment to private rented provision; the nature and scale of any buffer between the existing community and new community; transport especially regarding the A10 and some feedback on the cycling aspirations previously mentioned; ensuring sustainability of any future development. U&C agreed that these are issues that need to be tested through discussion and survey work to ensure any plan that comes forward is robust, right for the local area and "works" within the local economy, environment and communities.

It was agreed that U&C should put a more detailed paper to the PC by Thursday 10 September for discussion at the Planning Committee on the 15th. SCDC had offered to be part of that discussion to enable a joined up approach.

### 15 / 94 THOSE PRESENT / APOLOGIES FOR ABSENCE

**PRESENT:** Cllrs Gaunt, A Grant, Gilzean, B Johnson, P Johnson, Howlett, Rabbett, Smart, Shipp, Williams, J Williamson, M Williamson (Chair), Wright

**APOLOGIES:** Cllrs Bull, K Grant (both out of parish)

### 15 / 95 OPEN FORUM

No members of the public wished to speak.

### 15 / 96 MINUTES

The Minutes of the meeting of the Council held on 4 August 2015 were approved as a correct record and were signed by the Chair;

**Proposed: Cllr Wright. Seconded Cllr Gilzean**

**In favour 8 Abstentions: 5 (not present at that meeting)**

The Minutes of the meeting of the Council held on 18 August 2015 were approved as a correct record and were signed by the Chair;

**Proposed: Cllr Wright. Seconded Cllr Gaunt**  
**In favour 8 Abstentions: 5 (not present at that meeting)**

#### **15 / 97 MEMBERS' INTERESTS**

Cllr A Grant declared an interest in items 15/100(a) and 15/103

#### **15 / 98 PUBLIC OPEN SPACE AND COMMUNITY FACILITIES CONTRIBUTIONS**

It was resolved to approve the signature of the indemnity for execution regarding s106 monies due to be received from SCDC in respect of the following site:

Development of Land R/o 54 Way Lane, Waterbeach – S/0423/13/FL

**Proposed: Cllr J Williamson Seconded: Cllr Williams Unanimous**

#### **15 / 99 POLICE REPORT ON SLAVERY**

Cllr Jacqui Rabbett volunteered to represent the community at the meeting organised by the police and was authorised to claim mileage expenses in the usual way.

#### **15 / 100 COUNCILLOR TRAINING**

- a. It was **RESOLVED** to approve a £15 payment plus mileage expenses for the Tree Officer to attend the East Anglia Region Tree Warden Forum at Stratford St Andrew, Suffolk.

**Proposed: Cllr J Williamson Seconded: Cllr Howlett**  
**In favour: 12 Abstentions 1 (Cllr A. Grant declared an interest)**

- b. It was agreed that the annual £1000 training budget be split and thus £500 vired into councillor training.

#### **15 / 101 BOWLS GREEN**

The Clerk reported that two of the three companies approached have provided quotations and the preferred contractor's price is just under £6000. The Clerk reported that she has applied for two grants which it is hoped may contribute up to £3500 towards the cost.

It was **RESOLVED** to allocate up to £6,000 from s106 funds for this work in the event that the grants are not forthcoming.

**Proposed: Cllr A Grant Seconded: Cllr P Johnson Unanimous**

#### **15 / 102 LOCAL ELECTIONS SYSTEM**

After some discussion it was **PROPOSED** that the Council support the "All-Up" method of elections to the District Council.

**Proposed: Cllr Williams Seconded: Cllr A Grant**

**In Favour: 6 Against: 6 Abstentions: 1**

The Clerk was asked to respond to the consultation to indicate that that the Council was evenly split on the matter

#### **15 / 103 HIGHWAYS MATTERS**

- (a) It was **RESOLVED** to confirm the allocation of £11,000 from reserves towards the cost of the pedestrian crossing on Chapel Street, with possibly some additional costs if extra signage is approved for this work.

**Proposed: Cllr Wright Seconded: Cllr B Johnson**  
**In Favour: 11 Abstentions: 2 (including Cllr A Grant who had declared an interest)**

- (b) It was **RESOLVED** to pay up to half the cost of the Speedwatch Kit (full cost £2625) to be shared with other nearby councils

**Proposed: Cllr Wright Seconded: Cllr Gaunt Unanimous**

- (c) It was **PROPOSED** to allocate £1000 to pay for a PCSO to police car parking in Waterbeach for 42 hours over a period of 6 months.

**Proposed: Cllr M Williamson                      Seconded: Cllr Gaunt**

**In Favour: 4    Against : 8    Abstentions: 1**

**Resolution NOT passed**

#### **15 / 104                      SICKNESS ABSENCE POLICY**

It was **RESOLVED** to accept the amendments to the sickness absence policy adopted in May this year subject to consultation with employees and any relevant union representatives.

**Proposed: Cllr Williams                      Seconded: Cllr Howlett                      Unanimous**

#### **15 / 105                      RIGHTS OF WAY**

It was agreed to postpone discussion on this matter to the next meeting and in the meantime the Clerk would approach Dave Armstrong to see if he had any comments or recommendations to make on the proposals

#### **15 / 106                      LOCAL PLAN**

Nothing to report

#### **15 / 107                      HEALTH AND SAFETY**

- The Clerk was asked to check if the office curtains were fire resistant and if necessary get them sprayed and labelled appropriately.
- There is a significant amount of encroachment of hedges across the pavement in Way Lane which causes people to need to walk in the roadway. The Clerk was asked to write to the relevant householders.

#### **15 / 108                      OFFICER & COUNCILLOR REPORTS**

- i. **Parish Clerk** – a report had been circulated
- ii. **District Councillor(s)** – a report had been circulated.  
The Clerk was asked to put in a Freedom of Information request to Anglian Water about the capacity of the sewage works.
- iii. **County Councillor** – clarification was sought and given on the reported problem with the uneven road at the Bannold Road level crossing.
- iv. **Library Officer** – a report had been circulated
- v. **Chair** – The Chair intended to distribute a draft newsletter to councillors this week. At this stage the following matters are to be covered: - winter gritting volunteers, library improvements, skatepark opening, Pedestrian Crossing, Neighbourhood Plan, dog bags.

#### **15 / 109                      COMMITTEE AND WORKING PARTY REPORTS**

- a. **Skatepark** – it was agreed that the working party should liaise with the Clerk to organise a date and activities for an open day
- b. **Neighbourhood Plan** - An agreement has been signed with SCDC in order to ensure the two parties work together on various planning issues. The designated area has been approved. Next steps for the core plan need to be progressed as swiftly as possible by applying for grants, investigating sources of advice etc.
- c. **Cemetery working party** - A date still needs to be fixed for a meeting.

#### **15 / 110                      ACCOUNTS**

It was **RESOLVED** to approve the payment of accounts for the month as set out in the schedule.

**Proposed: Cllr Wright                      Seconded: Cllr J Williamson**

**In favour: 12                      Abstentions 1**

**15 / 111 FUTURE AGENDAS**

Nothing to report

**15 / 112 EXCLUSION OF PUBLIC**

*It was resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item(s) the Chairman ask that in the public interest the public and press be temporarily excluded from this meeting and were herewith instructed to withdraw.*

**Proposed: Cllr Gaunt      Seconded: Cllr J Williamson      Unanimous**

**15 / 113 MEMBERS' INTERESTS**

Cllr Rabbett ref 15/115

**15 / 114 CONFIDENTIAL MINUTES**

The Confidential Minutes of the following meetings of the Council were approved as a correct record and were signed by the Chair;

3 August 2015 **Proposed: Cllr Gilzean      Seconded Cllr Howlett**  
**In favour: 9      Abstentions: 4 (not present)**

The Chair suggested that although it had been necessary for the meeting to be held in confidence, the minutes could be released to the public. The Clerk would leave this for a few days to allow councillors time to let her know if this would be a problem.

4 August 2015 **Proposed: Cllr Wright      Seconded Cllr Gaunt**  
**In favour: 9      Abstentions: 4 (not present)**

**15 / 115 CONFIDENTIAL EMPLOYMENT MATTERS**

The minutes can be found in the council's confidential minute book.

**15 / 116 COMMERCIALLY CONFIDENTIAL MATTERS**

It was agreed that an additional council meeting be held on Tuesday 22 September at 7.30pm.

The remainder of these minutes can be found in the council's confidential minute book.

The meeting closed at 9.21

Chair