

WATERBEACH PARISH COUNCIL

Minutes of the meeting of Waterbeach Parish Council held on 4 October 2016 at 7.30 p.m. at the Old Pavilion, Cambridge Road, Waterbeach.

16 / 111 THOSE PRESENT / APOLOGIES FOR ABSENCE

PRESENT: Cllrs Bull, Gaunt, Gilzean, A Grant, B Johnson, P Johnson, Shipp, B Williams, J Williamson, M Williamson (Chair), Wright.

APOLOGIES: Cllrs K Grant, Howlett, Rabbett, Smart.

IN ATTENDANCE: E Jones (Clerk),

16 / 112 OPEN FORUM

No members of the public were present.

16 / 113 MINUTES

The Minutes of the meeting of the Council held on 6 September 2016 were approved as a correct record and were signed by the Chair;

Proposed: Cllr. Wright

Seconded: Cllr Bull

Unanimous

16 / 114 MEMBERS' INTERESTS

None declared

16 / 115 PLANNING

(a) and (b) Enforcement. The Chairman suspended the meeting to allow Charles Swain from Planning Enforcement at South Cambridgeshire District Council to participate. Matters discussed included Denny End and Gibson Close as well as Bannold Road developments. Cllr Williams commented that the enforcement team was clearly understaffed. Mr Swain explained the options available to enforcement officers and gave his contact details to councillors. As well as enforcement, councillors were concerned to ensure that conditions requested by the Parish Council should, wherever possible, be part of a planning decision. Mr Swain said he would give a summary of councillors' concerns to Julie Baird (Head of Development Management at SCDC) who had not been free to attend the council meeting.

The Chairman thanked Mr Swain for attending and reopened the meeting at 8.05pm

(c) It was **RESOLVED** to approve the appointment of Tim Slater as a Planning Consultant, terms to be based on the paper circulated by the Chairman at the September meeting.

Proposed: Cllr Bull

Seconded: Cllr Williams

Unanimous

16 / 116 BANKING

It was **RESOLVED** to authorise the Clerk to apply for a Unity Corporate MultiPay card with a spending limit of £1000 per month.

Proposed: Cllr Williams

Seconded: Cllr B Johnson

Unanimous

16 / 117 CEMETERY

It was **RESOLVED** to approve submission of the cemetery planning application as circulated to councillors on Monday 26th September, with an understanding that the council would be liable to pay some legal and other costs associated with the land ownership and the land registry.

Proposed: Cllr Bull

Seconded: Cllr B Johnson

Unanimous

16 / 118 OPEN SPACES

(a) As the Clerk was awaiting further quotations, it was **RESOLVED** to authorise the Clerk to make a final decision on the repair of the gang mowers, in the best interests of the Parish Council.

Proposed: Cllr M Williamson

Seconded: Cllr Williams

In favour: 9 Against: 1 Abstentions: 1

(b) The Clerk was asked to make enquiries with neighbouring councils about their policies on replacement of machinery and to report on the results of her research to the Finance Committee.

(c) It was **RESOLVED** to authorise the autumn cleaning and mosskill treatment for the tennis courts at a cost of £500.

Proposed: Cllr Bull **Seconded: Cllr Wright** **Unanimous**

(d) It was **RESOLVED** to ask the Clerk to get a third quotation and to authorise her to then make arrangements for the necessary tree surgery (removal of deadwood on the recreation ground and the village green) in the most efficient and cost effective way.

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

In favour: 10 **Against: 1**

16 / 119 PREFERRED CONTRACTORS

Councillors felt that in general it would be a good idea to appoint preferred contactors for work below a defined cost level and that the council had, in fact, had this type of arrangement in the past. This would be for work required regularly such as tree surgery, plumbing, electrical work etc. It was agreed to do some research and see if a policy can be adopted which has succeeded elsewhere.

16 / 120 WATERBEACH COMMUNITY ASSOCIATION

It was **RESOLVED** to approve the renewal of membership of the WCA.

Proposed: Cllr M Williamson **Unanimous**

16 / 121 CAMBRIDGESHIRE PARISH COUNCIL CONFERENCE

Cllr M Williamson, Chair, volunteered to attend the conference on behalf of the Council. It is to be held on Friday 18th November 2016 in St Ives. If other councillors wish to attend, they should let the Clerk know so that they can be registered.

16 / 122 FLOOD AWARENESS AND PREPAREDNESS

Cllrs Gilzean and Shipp volunteered to complete the County Flood Awareness questionnaire on behalf of the Council.

16 / 123 EMPLOYMENT

The Council **RESOLVED** to adopt the following revised policies as recommended by the Employment Panel: Disciplinary Procedure, Grievance Procedure, and Sickness Absence Procedure

Proposed: Cllr Williams **Seconded: Cllr Gaunt** **Unanimous**

16 / 124 MONTHLY PAYMENTS

The Council **RESOLVED** to approve the list of payments

Proposed: Cllr Gaunt **Seconded: Cllr Bull** **Unanimous**

16 / 125 HEALTH & SAFETY

The Clerk reported that the path lights on the Recreation Ground had been repaired and necessary tree work had been reported on elsewhere. The CCTV insurance claim resulted from vandalism to the camera brackets.

16 / 126 OFFICER & COUNCILLOR REPORTS

The Clerk's report had been circulated.

District Cllr Tregoing spoke about the proposed development at Gibson Close and a disappointing visit to Amey. She is keen to see a Village Warden scheme introduced, probably in cooperation with Age UK. It was agreed that Cllr J Williamson would coordinate with Cllr Tregoing to investigate the options.

District Cllr P Johnson had circulated a written report and spoke further about spraying Footpath 2, which Councillors agreed could be done by the Groundsmen.

County Councillor Leeke spoke about devolution, the City Deal and the fact that consultation has just opened on the County budget for next year. As part of this the Amey waste contract is being reviewed.

The **Chairman** had attended the local devolution presentation and spoke about Community Hubs. He also updated Councillors on the progress of the recruitment process for a new Clerk. One application has been received for the Assistant Groundsman post.

16 / 127 WORKING PARTY & PROJECT REPORTS

- The Clerk and Cllr Gaunt spoke about the remedial work to be done on the skatepark in relation to the end of the defects period since construction was completed. It was **RESOLVED** that the Parish Council accept a financial contribution of £1500 towards remedial work on the grass area of the recreation ground damaged by the access road.

Proposed: Cllr Gaunt

Seconded: Cllr P Johnson

Unanimous

- Cllr Williams spoke about the Neighbourhood Plan. There will be a workshop in the Parish Office on 2 November facilitated by Mark Deas. A Facebook page has been set up and a survey started via survey monkey. The photo competition is still ongoing. It was agreed that publicity banners could be put up on the Parish noticeboard on the village green and elsewhere in the village.
- The Clerk reported that Urban & Civic would be happy to receive feedback from the Parish Council relating to the recent consultation event. The focus was very much on transport and traffic.

16 / 128 FUTURE AGENDAS

Work on repairing or replacing the village fingerposts needs to be prioritised. It was agreed that Cllr B Johnson will see if she can arrange a quote from a contact in her family's company.

As there was nothing to report under item 16/132 the Chair proposed that the meeting come to a close and the approval of confidential minutes be postponed to a later meeting.

The meeting was declared closed at 9.28 pm

Chair