

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm on Tuesday 6 June 2017 at the Old Pavilion, Waterbeach.

17/22 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Bull, Gaunt, Gilzean, A Grant, K Grant, Howlett, B Johnson, P Johnson, Rabbett, Shipp, Smart, Williams, J Williamson (arrived late), M Williamson, Wright
Apologies: Cllr Rabbett

In Attendance: S Mason – Clerk, County Cllr Bradnam, District Councillor Tregoing.

17/23 OPEN FORUM

No members of the public wished to speak

17/24 MINUTES

The Minutes of the meetings held on 2 May 2017 were approved as a true record, with the addition of the word ‘Annual’ in the title, and were signed by the Chair.

Proposed: Cllr P Johnson Seconded: Cllr Shipp Unanimous

The Minutes of the meetings held on 4 May 2017 were approved as a true record and signed by the Chair.

Proposed: Cllr Gilzean Seconded: Cllr Wright In Favour 9 Abstentions 5

17/25 MEMBERS’ INTERESTS

Cllrs P Johnson expressed an interest in 17/26 ii as he had been speaking to the applicant

Cllrs B Johnson and P Johnson expressed an interested in 17/26 iii as there was a company interest. Cllrs Gilzean and Bull expressed a personal interest in 17/26iii.

17/26 PLANNING

Council comments on the applications were as follows:

i) [S/1782/17/PO](#) Discharge of Planning Obligations

Land North of Bannold Road (Drovers Way), Waterbeach Bovis Homes Ltd

The Council recommends refusal. The Council is extremely concerned to see that the proposal reduces the proportion of affordable rented housing and does not feel the explanation provides sufficient justification given the desperate shortage of affordable rented housing in the area.

The Council is prepared to accept the proposal regarding the Highway works provided that a. the footpath is installed as soon as practical and b) that meantime the footpath on the opposite side of the road is reinstated in the meantime to provide safe conditions for pedestrians.

Proposed: Cllr M Williamson Seconded Cllr P Johnson In favour 11. Against 1 Abstentions 2

ii) [S/1086/17/FL](#) Demolition of existing dwelling and erection of 2 detached dwellings with asociated amenity space, parking and garages. Vehicular access from Way Lane

and Camps Close.

37 Way Lane, Waterbeach. YK Developments

The Council recommends refusal. The Council welcomes that the District Council has noted its concerns and the amended site plan, but remains concerned about the impact on existing adjoining houses. It suggests the site of Plot 2 should be moved further back still.

**Proposed: Barbara Bull Seconded Alice Grant. In favour 12. Against 1
Abstention 1**

iii) [S/0055/17/FL](#) erection of a warden/manager dwelling (to replace residential mobile home warden accommodation)

Warden Unit, Chittering Park, Ely Road, Chittering. CB25 9PH. Mr J Page

Cllrs P Johnson and B Johnson left the room.

The Council recommends refusal as it is not appropriate to put a permanent dwelling house on the site.

Proposed: Cllr Gaunt. Seconded Cllr Shipp. A recorded vote was requested.

In favour 5: Cllrs Gaunt, A Grant, K Grant, Shipp, Smart.

Against 4: Cllrs Howlett, J Williamson, B Williams, Wright

Abstentions: 3: Cllrs Bull, Gilzean, M Williamson

Cllrs B Johnson and P Johnson returned to the room.

iv) [S/0202/16/CW Waterbeach Waste Management Park](#)

The County Council have advised that Amey were now proposing only to treat leachate generated on site. Council therefore supports the amended proposal subject to the addition of a suitable condition to effect this, and asking that the County Council monitor compliance. **Proposed: Cllr A Grant. Seconded: Williams. Unanimous.**

New Road names

i) [Bannold Road](#)

It was **AGREED** that aircraft names should be kept in reserve for roads on the actual airfield site and alternative suggestions of either local wildlife or old Waterbeach public house names should be proposed to South Cambridgeshire District Council.

Proposed: Cllr Wright. Seconded: Cllr J Williamson. Unanimous

ii) [Cody Road](#)

It was **AGREED** to propose that the three new roads were named after noteworthy residents and that the names Robson, Mason and Clay should be put forward.

iii) [Future names.](#)

The Clerk would advise SCDC that WPC wished to see aircraft names kept in reserve for roads on the actual airfield site. As far as other names were concerned it would be appropriate to seek input from residents for further suggestions.

17/40

COUNTY COUNCILLOR REPORT

This item was taken out of order to enable County Cllr Bradnam to report before she had to leave the meeting. As the newly elected County Council member for Waterbeach, Cllr Bradnam presented an update paper to Councillors. She continued to chase for a response on the purchase of a mobile vehicle activated speed sign and agreed that one with the facility to store speed data would provide useful evidence to inform the

future development of traffic management policies in the village. On housing the Council noted her experiences that while South Cambs DC was in the vanguard of national policies to promote self-build houses, the DC was not keeping Parish and district Councillors informed of relevant activity.

17/27 INTERNAL AUDITOR

Council noted the conclusions of the internal auditor which would form part of the Annual Return sent for external audit. The Clerk was asked to approach the internal auditor to propose that the actions were expressed in terms of 'I' rather than 'We' statements.

**17/28 ANNUAL RETURN
Governance statement**

Council **RESOLVED** that the governance statement should reference the following shortcomings:

i) adherence to prevailing legislation (as it had not advertised a Grounds care opportunity in 2016 on the Contract Finder website, nor updated its entry on the Data Protection register) or ii) management of risks (where assessments did not yet cover every aspect of the Council's activity).

Proposed: Cllr J Williamson. Seconded: Cllr P Johnson. In favour 11. Against 2 Abstentions: 1

Accounting statement

It was **AGREED** the return should be made with the figures as circulated. The Clerk advised that the figures seen and queried by Finance Committee had inadvertently shown an entry in the asset register of £11,000 when the correct figure was £11. This had been corrected in summary figures that had been circulated to Councillors for this meeting.

Proposed: Cllr M Williamson. Seconded: Cllr J Williamson. In favour 13. Abstention: 1

Exercise of public rights

It was **AGREED** that the governance and accounting statements would be published, along with guidance, between June 9 – July 19th. **Proposed: Cllr A Grant Seconded: Cllr Wright Unanimous**

17/29 TRANSPARENCY CODE

The Local Government Transparency Code 2015 applies to the Parish Councils with a gross annual income of over £200k. Waterbeach now falls within that category and the Clerk was asked to prepare a paper noting requirements and associated actions needed to ensure compliance with the requirements applying to authorities in this category.

17/30 OLD SKATEPARK

Informal approaches to 3 companies had yielded a variety of proposals. Some of these went beyond what had been anticipated and clarifications would need to be provided to each company to ensure comparable quotes focussing on appropriate layout and surfacing.

17/31 IN-HOUSE OPERATIONS

The Council debated the motion proposed by Cllr Smart to agree to get tenders for all

current in house operations. In discussion the following points were covered:

- it was acknowledged that the Groundscare tender exercise last year should have been advertised on Contracts Finder. However, it had not resulted in a tender award and there was no legal requirement to rerun again
- the term in –house operations did not sufficiently define what could and could not be the subject of a tender exercise
- it was not appropriate or fair to staff to seek to rerun the exercise so soon after the previous exercise
- to run the exercise in the remaining months of the current Council could compromise the ability of the incoming Council in 2018 to take long-term decisions on the Council's operations.

Proposed: Cllr Smart. Seconded: Cllr K Grant. A recorded vote on the motion was requested:

In favour 5: Cllrs A Grant, K Grant, Gilzean, Shipp, and Smart.

Against 9: Cllrs Bull, Gaunt, Howlett, B Johnson, P Johnson, J Williamson, M Williamson, Williams, Wright

17/32 CEMETERY REGISTRATION

The Clerk had obtained three quotes and it was **RESOLVED** to accept the quote of £500 from Wellers Headley for legal support to effect the registration of both the extension to the cemetery and the part of the existing site that had never been registered.

Proposed: Cllr A Grant. Seconded: Cllr Bull. Unanimous

17/33 TERMS OF REFERENCE

The Council concluded that no changes were needed to the Terms of reference for Finance Committee and the Planning Committee. The Employment Panel was asked to look at its terms of reference which currently did not cover reporting arrangements.

17/34 OFFICE PROJECTOR

The Clerk presented a range of possible options regarding the purchase of a projector and screen. It was **AGREED** to allow up to £1,000 to purchase an HD projector and associated good quality screen. Associated installation works would also need to be provided.

17/35 MONTHLY PAYMENTS

The accounts for May were approved for payment. Although the second-hand Hayter mower had been repaired, associated costs were still well under the price of a new mower. The Clerk would investigate the ground for the hire of the school hall for the Parish meeting.

Proposed: Cllr Bull. Seconded Cllr Williams. In favour 11. Against 2. Abstention 0

17/36 VILLAGE EVENTS

It was **AGREED** to grant permission for a charity football match on the recreation

ground to raise funds for the Waterbeach Youth project. A mutually agreeable date would be sought.

Proposed: Cllr Bull. Seconded: Cllr Gaunt. In favour 12. Against nil. Abstentions 2

17/37 VILLAGE WALKABOUT

The Clerk was asked to propose some dates and areas to cover for an early evening walkabout.

17/38 REPRESENTATION AT MEETINGS

Cllr Gaunt agreed to represent the Parish Council at a forthcoming meeting of the SCDC Cabinet and Parish Liaison meeting on 27 June.

The Police and Crime Commissioner was holding a Parishes conference in August. The Clerk would circulate details of agenda items and see if the Council wished to be represented.

17/39 APPOINTMENT TO TURBARY CHARITY AND WATERBEACH UNITED CHARITIES

There was some confusion about the number of Parish Council nominated Trustees required owing to a discrepancy between the contents of a letter from its Secretary and the accompanying Charity Particulars. The Clerk was asked to seek clarification before the Council considered further.

17/40 OFFICER AND COUNCILLOR REPORTS

i) The Clerk reported the following:

- The Baptist Church was putting up a small blue plaque regarding the internationally famous preacher Charles Spurgeon who began his ministry at the church in 1851
- Users of the skatepark has drawn up rules and etiquette for use of the facility. These would in the first instance be placed on the Old Pavilion noticeboard.
- The Beer Festival had attracted a lot of positive comments but also two complaints about noise. The organisers (Waterbeach Colts) had used the event to pass on their thanks to Robert Pinion in recognition of his hard work in providing quality pitches for games throughout the season.

ii) District Cllr Johnson presented his written report.

iii) District Councillor Tregoing reported that there were a number of positive leads regarding funding sources for the warden scheme to be operated by Age UK and she was working on terms of reference for a management committee. SCDC had launched a wildflower scheme intended to boost community involvement in looking after small sites and she would be exploring possible sites in Waterbeach.

iv) Library – Cllr Grant reported that the County council had belatedly supplied a draft Service Level Agreement text that WILL would be considering at its forthcoming AGM.

v) Cricket – Cllr J Williamson thanked Robert Pinion for making himself available to sort out a problem between two clubs at the start of the new season.

vi) Neighbourhood planning - Cllr Williams reported that a bid for funding consultancy work was to be submitted. Consultation around the character assessment had commenced. A shared learning event to be hosted by Swavesey was taking place on 20 June.

17/41 FUTURE AGENDA

Playpark update

S106

H&S and working group reports should be standing agenda items

17/42 EXCLUSION OF THE PUBLIC

Proposed: Cllr A Grant seconded Cllr M Gaunt. Unanimous

17/43 MEMBERS' INTERESTS

None declared

17/44 CONFIDENTIAL MINUTES

The Minutes of the Extraordinary Council meeting held on 24 April 2017 were approved as a true record and were signed by the Chair.

Proposed: Cllr A Grant. Seconded Cllr Shipp.

In favour 10. Against 0. Abstentions 4

17/45 CONFIDENTIAL MATTERS

The Minutes for this part of the meeting can be found in the Council's confidential minute book.

The meeting closed at 9.56pm