

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm on Tuesday 1 August 2017 at the Old Pavilion, Waterbeach.

17/65 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Bull, Gaunt, Gilzean, A Grant, K Grant, Howlett, B Johnson, P Johnson, Shipp, Smart, Williams. J Williamson, M Williamson, Williams., Wright
Apologies: Cllr Rabbett (away on holiday), District Cllr Tregoing.
Also in attendance: S Mason (Clerk), County Cllr A Bradnam

17/66 OPEN FORUM

No members of the public were present

17/67 MINUTES

Subject to repeating at minute 17.50i) the declaration reported in minute 17/49 by Cllrs A Grant and K Grant, the minutes were accepted as a true record

Proposed: Cllr Wright Seconded: Cllr Williams. In favour: 11. Abstentions: 3

17/68 MEMBERS' INTERESTS

None declared

17/69 CODE OF CONDUCT – STATEMENT FROM CLLR SHIPP

Council noted the following statement from Councillor Shipp:

“Following a meeting with Robert at South Cambridgeshire District Council in Cambourne, it has become clear that Robert had been emotionally hurt by comments on Facebook prior to my election to Waterbeach Parish Council. My comments were intended as judgement on the way Waterbeach Parish Council acted. I apologise for any hurt or upset caused by any post I have made. I also undertake to stand by the out of court terms as agreed.”

17/70 REVIEW OF HANDLING OF CODE OF CONDUCT CASE

It was **RESOLVED** to instruct the Clerk to commission a review of the circumstances leading to the Judicial Review and identify lessons learned and any appropriate follow up actions identified in the review. This should be someone outside the County and with no prior involvement in the matter. The Clerk would ask SLCC for some potential nominations from whom expressions of interest could be sought.

Proposed: Cllr M Williamson. Seconded: Cllr Gaunt. In favour 11. Against 3. Abstentions 0

17/71 PLANNING – NEW ROAD NAMES

To consider names proposed following a call for ideas

The Clerk was asked to tidy up the list of names proposed thus far and use the next Parish Newsletter to invite further ideas.

17/72 OLD SKATEPARK RENOVATION

It was **AGREED** that the Recreation Committee would assess 3 incoming designs and organise a consultation with stakeholders with a view to making a recommendation to Council by October.

Proposed: Cllr Bull. Seconded Cllr Gaunt. In favour 13. Abstentions 1

17/73 TERMS OF REFERENCE – EMPLOYMENT PANEL

To agree the updated Terms of reference recommended by the Employment Panel.

The Clerk was asked to compare the proposed Terms of reference with those in place at other Councils and report back to Council.

17/74

SOCIAL MEDIA POLICY

To discuss the case for adopting a social media policy and consider attached draft.

After some discussion it was concluded that that a decision on a policy document would be deferred until there was a better understanding of forthcoming changes in 2018 to the data protection regulations. Meantime the current policy draft should be turned into a guidance document. The Clerk was asked to produce this and table at the next meeting

17/75 CEMETERY TRAINING

It was **RESOLVED** to authorise the Clerk to attend a Cemetery management training course at a cost of up to £100.

Proposed: Cllr A Grant. Seconded: Cllr I Gilzean. Unanimous

17/76

MEMBERSHIP OF CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

To authorise the Clerk to renew the annual subscription for membership of the CCVS at a cost of £60.

The previous year's subscription for CCVS membership had been a one-off and renewal was not necessary given its relevance was focussed on the voluntary sector

17/77

HEALTH AND SAFETY

- i) It was **RESOLVED** to authorise the Clerk to organise emergency first aid training for the groundsman with St John's Ambulance at £130 following expiry of his existing qualification.

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

- ii) To discuss how to handle and assess requests for double yellow lines on sites in the village.

The Highways Committee would organise a walkround of the areas causing concerns and draw up a 'long list' for discussion at its forthcoming committee meeting.

17/78 MONTHLY PAYMENTS

The payments for July were **approved**

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

The Clerk was asked to check if the Library grant payment had been approved
The Clerk was asked to include a reference to show which vehicle future fuel payments referred to.

17/79 OFFICER & COUNCILLOR REPORTS

To receive reports (if any) from the Clerk, District and County Councillors,
Library Officer, Tree Officer and the Chair of the Parish Council

i)The Clerk's report had been circulated. The walkabouts had yet to visit Chittering as well as Clare Close/Winfold Road . Cllrs were asked to forward suggestions for anything else that may have been overlooked.

ii)District Cllr report – Cllr Johnson's report had been circulated.

iii) County Cllr report – Cllr Bradnam's report had been circulated. Regarding the forthcoming changes to Local Highway Improvement processes, Cllr Bradnam explained these were aimed at enabling County officers to recover cost of scheme delivery as well as contractor cost. Details would be in the forthcoming invitations for Parish Council to submit bids.

Cllr Bradnam would relay the concerns about the lack of DDA compliance re the pedestrian crossing in the village.

iv)Trees – deadwood in a tree opposite Wellington Close needed removing.

v)Library – the summer reading challenge was proving very popular with 132 signing up in the first week alone

17/80 WORKING PARTY AND COMMITTEE REPORTS

To receive reports (if any) from any Committees or Working Parties that have met since the last Parish Council meeting and which are not listed elsewhere on the agenda: - Planning, Highways, Finance, Recreation User Group, Skatepark, Emergency Plan, Neighbourhood Plan, Grant Funding, Cemetery, Urban & Civic.

i)Planning – SCDC had held a useful workshop with Waterbeach stakeholders

ii)SCDC had mentioned that the outline New town Planning application 0558/17/OL was to be referred back for some significant changes. RLW were believed to be preparing to put in an outline application for its part of the site 'soon'.

iii)Emergency Plan – Cllrs Gilzean and Williamson would arrange a meeting

iv)Neighbourhood Plan – objectives had been cleared by SCDC and attention was now turning to policies

17/81 PROJECT LIST

Members were asked to note the first draft of a new project list and send further items for inclusion to the Clerk..

17/82 FUTURE AGENDA ITEMS

Village walkabout findings

Project list

Update from Tim Slater (Sept)

17/83 EXCLUSION OF PUBLIC

To exclude the public from the meeting because of the confidential nature of the business to be discussed.

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

17/84 MEMBERS' INTERESTS

None received

It was agreed to suspend Standing orders to allow the meeting to continue beyond 9.30

Proposed: Cllr K Grant Seconded: Cllr M Williamson. Unanimous

CONFIDENTIAL MINUTES

17/85 The Confidential Minutes from the meeting on 6 June 2017 were approved as a true record and signed by the Chair.

Proposed: Cllr Bull Seconded: Cllr B Johnson. Unanimous.

17/86 CONFIDENTIAL EMPLOYMENT MATTERS

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

17/87 OTHER CONFIDENTIAL MATTERS

None discussed

The meeting closed at 9.37pm