

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm on Tuesday 3 April 2018 at the Old Pavilion, Waterbeach.

17/253 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Gaunt, Gilzean, K Grant, B Johnson, P Johnson, Shipp, Smart, J Williamson, M Williamson, Wright

Apologies: Cllrs Bull, A Grant, Williams

Not Present: Cllr Rabbett

In Attendance: S Mason – Clerk

17/254 OPEN FORUM

No members of the public wished to speak.

17/255 MEMBERS' INTERESTS

None declared.

17/256 MINUTES

The following amendments to the minutes of the meeting on 6 March 2018 were submitted:

Item 17/239 the addition of the text shown in italics: – A day At the Beach – it was **AGREED** to award £400 *on condition that the organisation had its own bank account.*, *It was also suggested that it might explore* converting to charitable status which would render it eligible to apply for grant funding from a wider range of potential providers.

Item 17/243. Add the following paragraph:

County Cllr Bradnam arrived late, having been delayed at another Parish Council meeting. She asked if there were any issues members wished to progress, None were suggested.

Subject to the inclusion of these amendments, the minutes were agreed and signed a true record of the meeting

Proposed: Cllr J Williamson Seconded: Cllr Shipp In favour: 9 Abstention:1

17/257 PLANNING APPLICATION FOR A RELOCATED RAILWAY STATION FOR WATERBEACH

A draft reply had been circulated to members and already discussed at Planning Committee. It was currently being formatted into planning language prior to its formal submission to SCDC. The Clerk would circulate the response to Members.

To discuss options for consulting with the public.

It was **AGREED** to hold a public drop-in event between 4 – 7.30pm, i.e immediately prior to the Annual Parish meeting. The format would match last year's public consultation event on the Urban and Civic application.

17/258 ANNUAL PARISH MEETING

The Annual Parish Meeting of Waterbeach residents would be held on Monday 15 May from 7.30 at the Baptist Church. The agenda would review main activities in 2017-8 and

may also include an item on Community Land Trusts .

17/259 S106 INDEMNITY

To approve the signature of the indemnity for execution regarding S106 monies now due to be received from SCDC in respect of the following site:

Development of Land adj to 41 Denny End Road S/0882/14/FL

–Additional Indoor Community space, either through Tillage Hall extension or new multipurpose community building on the Rec ground) – £13,521.80

- Provision and maintenance of additional tennis courts and/or sports pavilion refurbishment in lieu of on-site sports provision - £29,784.53

It was **AGREED** to approve the signature of the indemnity for the executions regarding the S106 monies listed above.

Proposed: Cllr Wright Seconded: Cllr B Johnson Unanimous

17/260 RISK REGISTER

It was **AGREED** to adopt the register as a sound initial starting point. Lower level checklists and more focussed entries would now be developed as required.

Proposed: Cllr B Johnson Seconded: Cllr J Williamson Unanimous

The Clerk would also explore potential training opportunities on risk, possibly in conjunction with other Parish Councils.

17/261 INTERNAL AUDIT

The findings of the interim audit report were noted. The remaining issues would be dealt with in a further visit during April. In answer to a query on whether Cllrs could meet the Internal Auditor, the Clerk explained that this had been raised with Moore Stevens previously but it is not part of the service they are contracted to do. Councillors were therefore asked to pass to her details of any issue they would like raised.

17/262 MONTHLY PAYMENTS

It was **AGREED** to approve the accounts for March for payment with the exception of Voucher Nos 394 and 395 (LGSS). These invoices were over a year old and Councillors required more detailed information about what they covered before they could be considered for payment. A recorded vote was requested:

Proposed: Cllr J Williamson Seconded: Cllr K Grant.

In favour: Cllrs Gaunt, K Grant, Howlett, P Johnson, B Johnson, Wright, J Williamsons, M Williamson

Against: Cllrs Gilzean, Shipp, Smart

17/263 APPLICATION FOR STREET TRADING CONSENT

To consider the attached application to use pitch on the A10 Layby (previous trader vacating pitch)

The Council had **NO OBJECTION** to the application

Proposed: Cllr Gilzean Seconded: Cllr Shipp Unanimous

17/264 USE OF VILLAGE GREEN

The request from A Day at the Beach for use of WPC land as outlined in its submission to publicise its event was **APPROVED**.

Proposed: Cllr J Williamson Seconded: Cllr Gaunt Unanimous

17/265 MOBILE VEHICLE ACTIVATED SIGN

The sign had been delivered to County Cllr Bradnam who would be organising its handover to the 3 Parishes. A sharing protocol had been drafted which envisaged moving the sign to different locations every fortnight. Highways Committee had recommended that within Waterbeach the first location where it should be installed should be High Street. Given that a large number of locations had been identified WPC would need approach the sign manufacturer to purchase additional brackets.

17/266 HEALTH AND SAFETY

The following points were raised:

- Skatepark cracks: the Clerk was arranging for a site visit from Concrete.
- Graffiti: there had been a few recent incidents within the recreation ground. Cllrs were also aware of two further incidents in the village and asked the Clerk to alert the PSCO.
- Bollards by the Beach Club: one of the bollards appeared to be leaking colour. The product used had been deemed suitable for external use and the manufacturers had been surprised to hear of the problems. Once the weather was warmer we would apply sealant to prevent further problems. Meantime warning tape had been applied.

Cllr Bradnam arrived, having been delayed by another PC meeting held on the same evening.

17/267 OFFICER AND COUNCILLOR REPORTS

Cllr Bradnam had submitted a written report. She encouraged people to continue to feed in highway problems using the on-line reporting tool on the CCC website.

District Cllr Johnson had submitted a written report since when he had organised a site meeting with County Highway officers to highlight safety concerns around the A10/Car Dyke Road junction.

The Clerk reported on the following:

She had met with the recently appointed Project Manager who would produce an options report for the May meeting covering work to upgrade the Recreation Ground car park.

A member of the County Highways team had agreed to a site visit to provide professional advice on: the feasibility of a crossing in Bannold Road; potential MVAS locations there and on Cody Road as well as safety advice around the bend in Denny End Road.

The cold and damp weather had led to delays in projects including: getting new litter bins installed; various painting jobs; and completion of the toddler wheeled park

South Cambridgeshire had published its Business Plan – it can be accessed on line at <https://www.scambs.gov.uk/council-aims-and-objectives>.

SLCC had published a raft of advice and documentation on the forthcoming General Data Protection Regulations which she was reading through.

17/268 COMMITTEE, WORKING PARTY AND PROJECT REPORTS

Cllr K Grant as WILL representative thanked Cllr Shipp for letting them sell books at the Hyacinth open days

Emergency planning – Cllr Wright had been in touch with the authorities at recent incident at level crossing but no assistance had been needed. Members were reminded that an Emergency Plan for Waterbeach had been developed but was incomplete..

Cemetery –there were reports of a dog being let loose within the cemetery. Reminder notices would be placed there.

17/269 PROJECT LIST

The list was not reviewed. Members were however advised that the recently engaged Project Manager had been asked to produce an options report for the May meeting covering work to upgrade the Recreation Ground car park.

17/270 FUTURE AGENDA ITEMS

The following were mentioned:

- Options for repair of the recreation Ground car park
- The outcome of the review into matters leading to Judicial review (assuming the report is available by then)
- A summary of current activities and their status.

17/271 EXCLUSION OF THE 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 asked that in the public interest the public and press be temporarily excluded from the meeting and were herewith instructed to withdraw.

Proposed: Cllr J Williamson Seconded: Cllr Gaunt Unanimous

17/272 MEMBERS INTERESTS

None reported

17/273 CONFIDENTIAL MINUTES

The minutes from the meeting on 9 January were approved

Proposed: Cllr Gaunt Seconded: Cllr B Johnson In favour: 10 Abstentions:1

The minutes from the meeting on 6 February were approved

Proposed: Cllr Gilzean Seconded: Cllr B Johnson In favour: 9 Abstentions: 2

The minutes from the meeting on 6 March were approved

Proposed: Cllr Gilzean Seconded: Cllr Gaunt Unanimous

The meeting closed at 9.25 pm