

# WATERBEACH PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on **Tuesday the 05<sup>th</sup> of July 2022** at **7:30Pm** in the Baptist Church, Waterbeach

Due to technical difficulties the meeting opened at 7:36Pm

## THOSE PRESENT / APOLOGIES FOR ABSENCE

**Present:** Chair - Cllr. Clive Rabbett (CR); Vice Chair - Cllr. Jane Williams (JW); Cllr. Brian Williams (BW); Cllr Martin Howlett (MH); Michael Williamson (MW); Cllr. Mick Bavester (MB); Cllr. Cllr. Ivan Gilzean (IG); Cllr. Kate Grant (KG); Cllr. David Smart (DS); and Cllr. David Black (DB) (10)

**Also Present:** Clerk - Belinda Westwood (BAW); Groundsman – Robert Pinion (RP); Cllr. Judith Rippeth (JR); Cllr. Anna Bradnam (AB); and three members of the public

## 22/48 OPEN FORUM

A member of the public spoke on behalf of the bowls club to say that the bowls club reports which were available on the previous agenda were not on the current agenda, I refer her to Item 22/54 H, where both reports and floor plans are linked and available.

A councillor asked to speak as a member of the public, but the Chair advised that as she had been summoned to the meeting in the capacity of councillor it was not advised that she speak as a member of public.

A third resident, and member of the Chittering Working Party asked to give an update on the Chittering play park project, requesting item 22/55 to be brought forward.

## 22/49 MEMBERS INTERESTS

Cllr. DB expressed an interest in item **22/54 H - GENERAL HOUSEKEEPING - BOWLS**

## 22/50 MINUTES OF THE LAST MEETING

The [minutes](#) of the meeting held on the 7<sup>th</sup> of June 2022 were approved.

Cllr. DS asked to have his name recorded **against** the approval of the minutes.

Cllr. KG queried that the ROSPA report which was on the **REC USERS MEETING** was not on the PC agenda, the Clerk explained that the PC agenda is full (as we couldn't get through the agenda as it is) items on other meetings cannot just be expected to be added onto the PC agenda and should not be a reason for disagreeing minutes.

*Proposed: Cllr. JW;                      Seconded: Cllr. MB;                      In Favour: 6                      Against: 3                      Abstain: 1*

## 22/50 REMOVAL OF AUGUST MEETING

It was agreed to suspend both the Parish Council and Planning meetings during the month of August, emergency meetings on matters where decisions are needed urgently can still be arranged should the need arise.

*Proposed: Cllr. JW; Seconded: Cllr. MH; In Favour: 6 Against: 4 Abstain: 0*

*Standing Orders were suspended to bring forward Item 22/55*

## 22/55 CHITTERING PLAY PARK

A local resident and working group member of the Chittering Play Park Project, gave an update to say that two grant applications have now been successfully attained, whilst one grant is still outstanding. It was agreed that the need for barriers outside the recreation ground with Highways and the County Council would be re-visited and chased up.

*Standing Orders were resumed*

## 22/52 ANNUAL GOVERNANCE AND ACCOUNTING RETURN

1. The [Annual Internal Audit Report 2021/2022](#) were noted.
2. The [FY2021/2022 Accounting Statements](#) were approved.
3. The Governance Statement was approved, and will be published on the 08<sup>th</sup> July 2022.
4. The period of exercise of public rights were agreed as from the 7<sup>th</sup> July 2022 for 30 Working days.

1. Yes				
<i>Proposed: Cllr. CR;</i>	<i>Seconded: Cllr. MB;</i>	<i>In Favour: 7</i>	<i>Against: 0</i>	<i>Abstain: 3</i>
2. Yes				
<i>Proposed: Cllr. CR;</i>	<i>Seconded: Cllr. MB;</i>	<i>In Favour: 6</i>	<i>Against: 3</i>	<i>Abstain: 1</i>
3. Yes				
<i>Proposed: Cllr. MB;</i>	<i>Seconded: Cllr. MH;</i>	<i>In Favour: 6</i>	<i>Against: 2</i>	<i>Abstain: 2</i>
4. Yes				
<i>Proposed: Cllr. CR;</i>	<i>Seconded: Cllr. HM;</i>	<i>In Favour: 9</i>	<i>Against: 0</i>	<i>Abstain: 1</i>
5. Yes				
<i>Proposed: Cllr. CR;</i>	<i>Seconded: Cllr. MH;</i>	<i>In Favour: 7</i>	<i>Against: 1</i>	<i>Abstain: 2</i>
6. Yes				
<i>Proposed: Cllr. JW;</i>	<i>Seconded: Cllr. MB;</i>	<i>In Favour:</i>	<i>Against: 0</i>	<i>Abstain: 3</i>
7. Yes				
<i>Proposed: Cllr. BW;</i>	<i>Seconded: Cllr. MB;</i>	<i>In Favour: 6</i>	<i>Against: 0</i>	<i>Abstain: 4</i>
8. No				
<i>Proposed: Cllr. BCR</i>	<i>Seconded: Cllr. IG;</i>	<i>In Favour: 9</i>	<i>Against: 0</i>	<i>Abstain: 1</i>
9. N/A				
The year end Accounts were agreed and signed off:				
<i>Proposed: Cllr. MW;</i>	<i>Seconded: Cllr. JW;</i>	<i>In Favour: 9</i>	<i>Against: 0</i>	<i>Abstain: 1</i>

## 22/53 ACCOUNTS

1. The payment of accounts for the past month is approved.

**Proposed: Cllr. CR;                      Seconded: Cllr. JW;              In Favour: 8              Against: 1              Abstain: 1**

2. Further invoices were presented to Council:
  - a. Library

**Proposed: Cllr. CR;                      Seconded: Cllr. BW;              In Favour: 9              Abstain: 1**

- b. Human Capital Department

**Proposed: Cllr. CR;                      Seconded: Cllr. BW;              In Favour: 9              Abstain: 1**

- c. Brookfield

**Proposed: Cllr. CR;                      Seconded: Cllr. MH;              In Favour: 7              Abstain: 3**

- d. Church

**Proposed: Cllr. CR;                      Seconded: Cllr. KG;              In Favour: 10              Unanimous**

## 22/54 E GENERAL HOUSEKEEPING – VILLAGE GREEN – DEFERRED

To agree a tidy up, re-grass earth works and removal of soil.

## 22/54 F GENERAL HOUSEKEEPING – OLD FIREHOUSE – DEFERRED

To agree works needed for a replacement wooden door.

## 22/54 G GENERAL HOUSEKEEPING – SPORTS CLUBS – DEFERRED

To discuss and agree:

Set up new terms and rates contractually with the COLTS

Insurance consequences around access to the equipment store

Access to the equipment store to be validated and monitored

## 22/54 H GENERAL HOUSEKEEPING – BOWLS – DEFERRED

1. To receive update 1 and update 2 from the working group, and to view plans
2. To discuss and agree proposal
3. To note the Floorplan and Footprint

## 22/54 I GENERAL HOUSEKEEPING – EMPLOYMENT – DEFERRED

To receive an update, and to nominate a councillor to join the Employment Panel

**22/54 J      GENERAL HOUSEKEEPING – OFFICE & GROUNDS – DEFERRED**

1. To note that a booklet will be circulated via e-mail / booklet form containing standing orders, code of conduct, and any other relevant documentation, please familiarise yourself with these. Councillor training will soon be scheduled. Councillors are asked to adhere to office hours, and schedule meetings in advance to assist with the continuous high workloads being experienced by officers.
2. To agree to replace the grounds equipment

**22/56      PLANNING AND MAJOR APPLICATIONS – DEFERRED**

To discuss any urgent planning applications received before the meeting, if any:

Updates on - U&C:

- U&C Cond30 - Proposed [Letter to SCDC for Ratification](#) & [Supporting document](#)

Updates on – RLW:

**22/57      CO-PTION – DEFERRED**

WPC have four Councillor vacancies available, see [details](#) for all applications

To discuss and agree the process of acceptance of new members, and to review two potential candidates

**22/58      OFFICER & COUNCILLOR, COMMITTEE AND GROUP UPDATES**

Reports from County and District Council were received and is available on the website.

**22/59      HEALTH & SAFETY – DEFERRED**

To receive updates (if any)

**Meeting Close 9:30Pm**