

# WATERBEACH PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at 7:30 PM on Tuesday the 04<sup>th</sup> of April 2023 in the Parish Office.

## THOSE PRESENT / APOLOGIES FOR ABSENCE

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

**Apologies:** Cllr. David Taylor (DT) (1)

**Also Present:** Clerk - Belinda Westwood (BAW); Cllr. Judith Rippeth (JR); Cllr. Anna Bradnam (AB) and 3 members of the public.

## 22/137 OPEN FORUM

A member of the public spoke on behalf of the Bowls club, to inform the Council that three Bowls members had written to the Monitoring officer to complain about councillor conduct.

A resident spoke about Chittering playpark, to give an update that trees have now been cut back, the resident had mailed the project vendor about wrongful placement of play equipment, the clerk is in contact with the vendor to set up a meeting for the Chittering Play Park working group to discuss the placement.

A member of public on the governing body of the Library and school spoke about the library and would like to set up an informal meeting with the Council to discuss library matters and proceedings.

## 22/138 MEMBERS INTERESTS

Cllr. K Grant declared an accessibility concern, rather than an interest in item 22/161 – Paths in cemetery aren't wide enough for wheel chair access, which is a health and safety issue.

## 22/139 MINUTES OF PREVIOUS MEETINGS

The minutes of the extraordinary February meeting were agreed.

**Recorded vote:**

**Proposed:** Cllr. JW; **Seconded:** Cllr. MH; **In Favour:** MH, JW, BW, IG, DS, KG, CR; **Against:** 0  
**Abstention:** MW, MB, BO

The minutes of the February meeting were agreed.

**Recorded vote:**

**Proposed:** Cllr. IG; **Seconded:** Cllr. MB; **In Favour:** MH, CR, MB, JW, BW, IG, KG, MW  
**Against:** 0; **Abstention:** BO

It was agreed that the January Minutes will be signed off at the May Meeting.

**22/155 ACCOUNTS**

1. The payment of accounts was approved, and receipts for the past month were noted. It was agreed that invoice 489 would not be paid until it was clarified that the blade sharpening was not for the gang mowers.

- \* The Clerk has since circulated the invoice which was not for the gang mowers, and the invoice was paid.
- \* Cllr. DS queried the replacement motor for the Bowls Pavilion, and why it had to be replaced.

**Recorded vote:**

**Proposed:** Cllr. JW; **Seconded:** Cllr. MB; **In Favour:** MB, MH, CR, JW, BW, MW **Abstain:** 0  
**Against:** DS, IG, BO, KG

*David Smart – Not voting in favour as he feels that there are unauthorised purchases, and that the invoice book is not available before meetings.*

**Resolution:** To have the file of receipts and invoices along with bank statements available for Councillors to sign off ahead of the monthly meetings.

**Action:** CW Set up a sign off process of accounts with two Councillors ahead of monthly meetings.

2. No further invoices were presented.
3. The bank reconciliation for February 2023 and the bank totals for March 2023 were noted.

**22/156 REQUEST FOR USE OF PARISH LAND**

1. The Annual Fair on the green was agreed, with a caveat that they will not damage the trees, and that every effort is made not to block the rights of way. Also to note that should it be too wet, that vehicles are not allowed on the grass, and that all debris is cleared up after the event.

**Recorded vote:**

**Proposed:** Cllr. BW; **Seconded:** Cllr. MH; **In Favour:** MB, MH, CR, JW, BW, MW, BO, KG, IG  
**Abstain:** DS; **Against:** 0

2. The Annual Easter Trail Saturday the 1st of April was agreed before hand.
3. The Kings Coronation – Scouting Event on Green Lunch event on the green to engage community - Monday the 8th May was agreed with a caveat that they will not damage the trees, and that every effort is made not to block the rights of way. Also to note that should it be too wet, that vehicles are not allowed on the grass, and that all debris is cleared up after the event.

**Recorded vote:**

**Proposed:** Cllr. CR; **Seconded:** Cllr. MB; **In Favour:** MB, MH, CR, JW, BW, MW, BO, KG, IG, DS; **Abstain:** 0; **Against:** 0

**Action:** The Clerk to let vendors know that events are agreed.

## 22/157 DEFIBRILLATOR

Cllr. IG. Gave an update on the defibrillator project.

It was agreed that four new defibrillators will be purchased by the Parish Council, funding for one of these will be recouped from the Community Association who have pledged the funding for one device. Other funding options will then be explored to assist with funding this project.

Sighting for these were agreed as:

In the phonebox (next to bus shelter on the green)

At the doctor's surgery.

At the Travelers rest at Chittering.

Last to be determined.

**Recorded vote:**

**Proposed:** Cllr. IG; **Seconded:** Cllr. MB; **In Favour:** MB, MH, CR, JW, BW, MW, BO, KG, IG, DS; **Abstain:** 0; **Against:** 0

**Resolution:** To purchase four devices, and explore funding options, negotiating a bulk buying deal.

**Action:** The Clerk to explore funding pledges from Urban and Civic, The Traveler's Rest in Chittering, and the community association.

## 22/158 CO-OPTION

It was agreed to accept Co-Opted applications, based on the below vote we will now advertise for candidates for co-option, adverts will appear on the noticeboard, facebook, and website. To request an advert in the Beach News.

**Recorded Vote:**

**Proposed:** Cllr. KG; **Seconded:** Cllr. JW; **In Favour:** MB, MH, CR, JW, BW, MW, BO, KG, IG, DS; **Abstain:** 0; **Against:** 0

**Resolution:** Co-Option to be pursued.

**Action:** The Clerk will now advertise vacancies and accept applications to bring to Council.

**22/159 CIVILITY AND RESPECT PROJECT**

To pass a resolution to sign up to the Civility and Respect pledge as recommended by NALC.

Cllr. Ivan Gilzean raised reservations about adopting this policy, as he feels that robust arguing is often misinterpreted as abuse. Councillors should say what they want to say without fear of repercussions.

The Chair explained that Councillors should not be instructing the clerk or any other officers directly in the first instance, and that we should all treat each other with respect in any case.

Cllr. Kate Grant pointed out that the dignity at work policy must then be aligned with this policy, before acceptance of this policy, all other policies should be reviewed and updated.

**Recorded Vote:**

**Proposed:** Cllr. CR; **Seconded:** Cllr. JW; **In Favour:** MH, MW, MB, JW, BW, **Abstain:** 0 **Against:** KG, IG, BO, DS

**Reasoning: KG:** Although Cllr. KG feels that the PC need a policy like this, she wants to review all policies that we have and align them. There are international policies that are perhaps better than the one from CAPALC.

**Reasoning: IG:** Cllr. IG noted that earlier on this year Councillors were asked to form a working party to sort out problems in the cemetery, he feels that nothing happened that was discussed at the meeting. He was then asked to mark the graves out, and then the job was taken away from him, so he feels that he was disrespected, therefore he is not happy to sign the policy until he is respected.

**Reasoning: BO:** Cllr. BO doesn't want to sign the policy, as he feels that he is not respected as a councillor.

**Reasoning: DS:** Cllr. DS feels that a lot has to change before he signs this agreement, as he feels that Councillors don't respect each other, and until he is respected, he won't respect anyone else.

At this point an argument broke out, causing the Chair to threaten to stop the meeting.

**Resolution:** Civility and respect policy passed and agreed by majority vote.

**Action:** The policy will be signed off as accepted and adopted on the 4<sup>th</sup> April 2023.

## 22/160      **GROUNDS EQUIPMENT**

A report on **grounds equipment** and service needs drawn up by the groundsman was read out and discussed.

**Resolution:** Hedge Cutter and Gang Mowers will go to the finance meeting to present to them for taking to the full Council. The Groundsman will attend and explain the costing.

**Action:** The policy will be signed off as accepted and adopted on the 4<sup>th</sup> April 2023.

**Football renovations** needed, it was agreed to do this work through a contractor, after two more quotations are obtained, to see if we can see if there are cheaper options out there.

**Resolution:** Agreement to go with a contractor doing the job, +/- £6000 exlc VAT, and we can go ahead with the works, as long as we make the best efforts to get another quotation in.

**Action:** Action carried with majority vote.

\* Cllr JW wanted a comment made by Cllr. DS recorded in the minutes: 'Of course you will vote on it as you have the majority vote' Cllr. JW feels that this comment calls her vote and character into question.

### **Recorded Vote:**

**Proposed:** Cllr. MB;    **Seconded:** Cllr. CR;    **In Favour:** MB, KG, MW, JW, BW, CR, MH,  
**Abstain:** IG    **Against:** DS, BO;

## 22/161      **CEMETERY PATHS**

It was agreed that this item go to the finance committee to bring forward a solution to the full council as to the allocation of these funds in the budget for next year.

The works at the cemetery (litchgate wall and building) to go ahead as approved before the clerk to give the go ahead with the works needed.

### **Recorded Vote:**

**Proposed:** Cllr. MB;    **Seconded:** Cllr. CR;    **In Favour:** MB, KG, MW, JW, BW, CR, MH,  
**Abstain:** IG    **Against:** DS, BO;

Meeting extended to 9:45

**22/162 IT HOSTING SERVICES**

It was agreed to progress with a new website.

***Recorded Vote:***

***Proposed: Cllr.BW; Seconded: Cllr. CR; In Favour: MB, MH, MW, JW, BW, BO, IG, CR***

***Abstain: KG, DS Against: 0***

**22/163 SUBSCRIPTION RENEWALS**

The annual CAPALC subscription was agreed for renewal.

***Recorded Vote:***

***Proposed: Cllr.MH; Seconded: Cllr. JW; In Favour: MB, MH, MW, JW, BW, BO, IG, CR, KG, DS; Abstain: 0 Against: 0***

Deferred to May meeting

**22/164 20's PLENTY INITIATIVE**

To agree the initiative be implemented within Waterbeach Parish – (apply before 30<sup>th</sup> April) – Deferred May

**22/165 EXCLUSION OF PUBLIC**

To exclude the public from the meeting because of the confidential nature of the business to be discussed. It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) At 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 asks that in the public interest the public and press are temporarily excluded from this meeting and herewith instructed to withdraw – Deferred May

**22/165 EMPLOYMENT PANEL**

To discuss and agree the way forward with the employment panel, and update – Deferred May.

**22/166 OFFICER & COUNCILLOR, COMMITTEE AND GROUP UPDATES**

District Cllr, AB gave her update, which will be available on the website.

22/167

## HEALTH & SAFETY

To note that the skatepark light switch will be relocated due to health and safety issues. – Deferred May

Meeting Closed: 10:00