

Waterbeach Parish Council



Minutes of the Parish Council Meeting held at 7:30PM on Tuesday the 3rd of October 2023 in the Parish Office.

7:30PM

THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Chair - Cllr. Clive Rabbett (CR); Cllr. Jane Williams (JW); Cllr. Brian Williams (BW); Cllr. Cllr. Ivan Gilzean (IG); Cllr. Martin Howlett (MH); Cllr. Clody Howlett (CH) and Cllr. Michael Williamson (MW) Cllr. Kate Grant (KG); Cllr. Alice Grant (AG) (9)

Apologies: Cllr. Mick Bavester (MB); and Cllr. Jenny Newall (JN) (2)

Not Present: Cllr. Bruce Overhill (BO) (1)

Also Present: Clerk – Belinda Westwood (BAW); District Councillor – Anna Bradnam (AB); Cllr. Judith Rippeth (JR) and 4 members of the public.

23/72

OPEN FORUM

A member of the public spoke in regards to item 23/76 REQUEST FOR EASEMENT, to explain the lack of access to the property, as a neighbour to the requesting property he wanted to mention that he was in favour of this request. Another member of public addressed the council as the requester of the easement, and explained the request, the Council responded to this item on the allocates item on the agenda.

A third member of public spoke about the grounding at Chittering play park, and has sent some photos depicting the current situation, which will be sent to all Councillors by the Clerk. The member also raised concerns about the parking concerns outside the play park, requesting that bollards be installed to avoid accidents. Brambles in the play park need to be removed.

A fourth member spoke about the crossing at Bannold road, to say that a safe crossing should be implemented before the first train starts to run.

A fifth member spoke about the hedge in the play park, they suggest that the hedge not be removed, but rather cut down to encourage wildlife preservation.

23/73

MEMBERS INTERESTS

Cllr. MW declared a non – pecuniary interest in payment 197 on the accounts.

23/74

ACCOUNTS

Payment 197 should be altered to show the correct payment of £337.40, this payment should also be matched with the correct payment code, which should state grounds electricity consumption.

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It was proposed that this item be removed from the payment list and re-submitted with next month's payments.

Proposed: MW; Seconded: AG; In Favour: 9; Abstain: 0; Against: 0

Remove payment for line item 228, which is a duplicate entry.

Cllr. AG queried the pest control payment, which was explained as needed due to an infestation of rats.

Cllr. IG queried the lock on the sports pavilion, which was explained - the locksmith was called out to secure the door, where the second amount was for the replacement of the lock.

Cllr. IG queried the payment to a contractor for Project Management, which was explained - it was an old unpaid invoice.

Cllr. AG queried the ordering of the first aid kits, which was explained - it was needed to comply with H&S and the kits ordered were the correct ones.

Cllr. AG queried if the zoom subscription is still needed, the Clerk explained that zoom is used for meetings with committees and outside bodies, it was agreed that the Council would set up a Council account for zoom. The previous Clerk to cancel her subscription to Zoom.

- a) To approve the payment of accounts and acknowledge receipts for the past month.

Proposed: Cllr. JW; Seconded: Cllr. MH; Against: Cllr. IG Abstain: Cllrs. KG & AG

- b) No further invoices presented.

- c) The bank reconciliation for June 2023 and the bank totals were noted.

23/75

APPROVAL OF MINUTES

The minutes for September had numbering issues, the Clerk will correct this, and bring to the next Council meeting for approval.

23/76

REQUEST FOR EASEMENT

All Councillors agreed to suspend standing orders to allow a member of public to speak 8:05
Standing orders re-instated 8:08

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WPC agree to the easement in principle, subject to contract from legal representative to the access being granted. To consult with lawyers. To insert a caveat that the access is not used for business purposes.

WPC should not endure any of the costs of this application.

Would like a risk assessment for people accessing our land, and if peppercorn rent is suitable, care that back-yard development when property is sold on is not allowed. WPC requests a copy of the plan and the deeds.

Cllr. CR therefore Propose: that WPC send a letter to applicant explaining that we agree in principle subject to a contract, WPC will consult a legal consultant to take advice and draw up an agreement.

Proposed: Cllr. CR; Seconded: Cllr. MH; In Favour: All Against: 0; Abstain: 0

23/77 PEDESTRIAN CROSSING

The resident didn't attend the meeting, but she is concerned about the traffic calming measures that are non-existent in Denny End Road.

Propose that a LHI decision be made at the Highways meeting and be brought back to PC.

23/78 ADOPTION OF POLICIES

1. Publication scheme - The policies were agreed and adopted:

Change the line referring to GSPC on page 8, and mention charges for large letter costs.

Proposed: Cllr. CR; Seconded: Cllr. AG; In Favour: All Against: 0; Abstain: 0

2. Privacy Notice - The policies were agreed and adopted:

Proposed: Cllr. CR; Seconded: Cllr. MW; In Favour: all others Against: 0; Abstain: Cllrs. KG & AG

The full GDPR report will be circulated, and training will be arranged with the consultant.

23/79 WATERBEACH PLAY AREAS

1. It was agreed that a contractor would be approached to remove the vegetation, and that a contract should be arranged to have this done regularly. Pay attention to strimming the back walls, and the growth under the matting.

The wall needs to be assessed and repaired, along with the wall.

Proposed: Cllr. IG; Seconded: Cllr. BW; In Favour: all Against: 0; Abstain:

Standing Orders were suspended 20:40 to allow a member of public to speak.

Standing orders re-instated 8:45

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2. To note that the works needed for the other play areas will be added onto contracts finder.

Standing Orders were suspended 20:50 to allow a member of public to speak.
Standing orders re-instated 8:54

Item 23/81 was brought forward:

23/81 HR COMMITTEE

The TOR was discussed, and it was decided that the Clerk would circulate the TOR to all Councillors, who will recommend changes, and send back to the Clerk. She will consolidate and re-distribute, in order for the TOR to be adopted at the next meeting.

Standing Orders were suspended 21:05 to allow Cllr. Anna Bradnam to speak.
Standing orders re-instated 21:10

Item 23/82 was brought forward:

23/82 USE OF PARISH LAND – POP UP SANTA EVENT

This event was agreed, the Clerk will ask that the green is not damaged, and that foot paths are clear and not blocked.

Proposed: Cllr. AG; Seconded: Cllr. CR; In Favour: all Against: 0; Abstain:

Item 23/84 was brought forward:

23/84 IT MATTERS

This Item was withdrawn due to lack of interest from councillors who are opposed to having an IT system run independently. It has to be noted that this item has been on the agenda on and off for the last couple of years. After some discussion, it was agreed that in order to proceed with an outsourced IT supplier, a service level agreement has been requested from both vendors. This Item is therefore deferred for decision to November meeting.

Item 23/86 was brought forward:

23/86 OFFICER & COUNCILLOR, COMMITTEE AND GROUP UPDATES

Cllr. A Bradnam read her report which is available on the website.

21:22 Meeting extended by 15 Minutes

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23/85 PLANNING

It is proposed that Cllr. JW put together a document from WPC to SCDC to present WPC's planning concerns, which she will forward on to all councillors before sending to SCDC.

Proposed: Cllr. JW; Seconded: Cllr. CR; In Favour: all Against: 0; Abstain:

23/87 HEALTH & SAFETY

It was agreed that a contract will be drawn up for the Doctors surgery, and that installation of defibrillators will then be implemented.

Concerns were raised about the speeding in the village, and a speed watch machine is being suggested by Cllr. IG.

Two potholes on the diagonal green needs to be filled, the clerk to ask the groundsman to fill these.

Skete Park lights are still not functioning.

Filling in the holes from the receded lighting on the rec ground, quotations have been requested for these works.

Football Club and Tillage Hall users were parked in the disabled car park, and parking across the bays illegally. The clerk to write to the Tillage Hall and sports Clubs to raise the issue.

Proposed: Cllr. JW; Seconded: Cllr. IG; In Favour: all Against: 0; Abstain:

CR Proposed to discuss the following two items be discussed in a confidential manner :

Proposed: Cllr. CR; Seconded: Cllr. JW; In Favour: all Against: Cllrs. KG & IG; Abstain: Cllr. AG

The following matters are therefore discussed confidentially, and exclude the public.

Due to running out of time a decision was made to deferred these items to a future meeting.

MEETING CLOSED 21:52

23/80 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

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that in the public interest the public and press are temporarily excluded from this meeting and herewith instructed to withdraw.

- 23/80 CONFIDENTIAL STAFFING MATTERS
1. Documents to be available at the meeting.
 2. To agree the publication of the Chairs statement.

- 23/83 WATERBEACH INDEPENDENT LENDING LIBRARY
- To review and resolve the current situation at Waterbeach Library.

Approved