

Waterbeach Parish Council

Reports for Parish Council meeting 5/11/13

PARISH CLERK'S REPORT TO PARISH COUNCIL MEETING ON TUESDAY 5 NOVEMBER 2013

Actions arising from last parish council meeting

1) SCHOOL CROSSING PERSON

a) I have asked the PCSO to attend at the school gates at peak times and move on illegally parked cars. He will try to do this but as he covers several villages, cannot be there every day. He also indicated that vehicles observed parking illegally at the school can be reported by calling 101 and reporting the registration number. Repeat offenders can then be followed up.

b) A copy of the advertisement for a replacement lollipop person has been circulated to councillors and the community association and copies have been displayed on noticeboards.

2) CAMLOCKS

The chair has been in contact with the Camlocks group to advise them of the response from Morris Homes and to arrange a follow up meeting.

3) CYCLE RACKS

a) South Cambs District Council has confirmed that we will need planning permission to install cycle racks in front of One Stop and that it is in a conservation area, but the trees are not subject to TPOs.

b) Whilst this application is in progress, we plan to lay some turf over the area concerned.

4) CHITTERING PLAYPARK

a) The carpenter estimates that to replace the slats on the table and the seating timber (seats would be angle cut not curved) would cost £250 + Vat. This would involve replacing the whole table top with decking wood which is pressure treated and would last longer and would cost no more than replacing the rotten slats on the table top as we won't have to match the existing wood.

b) The gate can be repaired in the next 2/3 weeks at a cost of £100 including materials.

5) HEALTH AND SAFETY

a) A replacement spring and pads have been ordered for the little playground.

b) Three contractors have been approached to inspect the ramp access to the Old Pavilion in order to supply quotations for widening the ramp.

c) A bell has been ordered for the front door.

d) The installation of a light has been organised for the exterior end wall of the office.

e) The recreation ground light pole has been repaired.

f) Balfour Beatty insist that the solar light at Chittering is the responsibility of the County Council and have said they will carry out the necessary repairs. On 17 October they said it would be repaired within 5 working days.

g) I am in the process of getting quotations for new signs for the cemetery and for Cody Road.

h) I have not yet written to the MP about the reopening of cemeteries.

i) The tar in Chittering playpark has been cleaned.

j) The external toilet at the Old Pavilion has been thoroughly cleaned and a weekly cleaning routine established. However it has since been vandalised and is currently closed pending repairs. This has been reported to the police. Unfortunately it may be necessary in future to lock the toilet when the office is locked in the evening.

k) I have not yet confirmed who is responsible for painting the Bus Stop markings on the road, but I believe it is the County Council.

l) The leaves are now being cleared regularly from the Green and the Gault. This work is quite time-consuming so I have limited it to once a week.

m) With regard to the cemetery paths, the Groundsman has checked the approval status of a residual herbicide we have in store and its approval now covers gravel paths in amenity situations. This will allow us to apply a single

dose in the spring, which will control the weeds for around six months. It leaves a chemical barrier in the soil that weeds can't grow through. This will reduce the time spent spraying and still give a satisfactory level of control.

6) DISTRICT COUNCILLOR'S REPORT

I have submitted an Expression of Interest to SCDC with respect to the grants available for bus facility improvements and have indicated that the Parish Council would like to have Real Time Bus Information available at bus stops in the area.

7) CHAIR'S REPORT

Some new signs have been displayed asking people to pick up after their dogs. Others are in preparation in order to have a variety.

8) TREES

The dead trees on the Gault have been removed. The plan is to plant replacement trees further from the paths so that the tractor can still get around them to cut the grass as they grow; also in a location that avoids the previous situation where one was in the path of people coming out of the pub. It is proposed to obtain the replacements from Bartram Trees.

Recent correspondence

Letter of complaint from Councillor Grant dated 1st October referring to the council's failure to improve the access ramp to the Old Pavilion within three months of the July Parish Council meeting when the work was authorised. Councillor Grant has indicated that she would be prepared to withdraw this complaint once quotations have been received and the work set in hand.

Letter dated 2 October from Hall Farm stables regarding cricket balls coming over the hedge. I have responded that we will contact the cricket club and users of the nets and have asked Hall Farm stables to let me know if and when it happens again.

Copy of a letter dated 16 July delivered by hand by Mrs Smart. The letter is a formal complaint against Waterbeach Parish Council regarding non-compliance with the council's Freedom of Information Publication Scheme and requesting further detail on financial matters. I have acknowledged receipt of the letter.

Letter dated 30 August from the Information Commissioner's Office advising that they had received a complaint from Mrs Smart regarding the council's lack of response to her July letter. I have taken advice from the ICO regarding our obligations in respect of this matter and when I have had time to check the information I will respond to Mrs Smart.

Other work planned or in progress

Road planings to be ordered for repair of ground in front of shed. (Annual).

Spraying of tennis courts to remove slippery moss. (To be done twice a year).

Review and renewal of electricity contracts (or change to another provider) is due in mid-November. I am working on the assumption that the council cannot commit to a contract longer than one year but please correct me if this is not the case.

It is intended to submit an application to SCDC Community Chest to cover the cost of a new noticeboard and map at Bottisham Lock.

One of the dog waste bins on the recreation ground needs replacing – the cost is approximately £160

Would the council be interested in creating wildflower meadows in some areas that have no other use – example areas would be - behind the store, next to the office or between trees at the back end of the recreation ground?

Other outstanding matters

Quotations were obtained last year for the replacement of a hammock (£258 +Vat) and the cargo net (£750 + VAT) in the play area, the last of which I understand was vandalised. Does the council wish to go ahead with the purchase/replacement of these items? I understand that it may be possible to claim some of this cost from insurance.

Replacement of the children's play equipment for the Gault (previously authorised) is now in hand.

Other

There is not currently a skatepark user on the Recreation Ground Users Advisory Group. It has been suggested that if one of the users would like to join the group they would be very welcome.

Would the council agree to open a PayPal account (with appropriate controls) to enable the purchase of items online and thus avoid any employees having to use their personal accounts?

Regular work authorisations

I should be grateful for confirmation from the council as to the level of expenditure that needs to be brought to council meetings for authorisation. It is my understanding that part of my responsibility is to authorise regular and day-to-day expenditure to a reasonable cost level, provided of course that, over the course of the year, it is within budget. Would I - for example - have been able to progress all the items mentioned in this report in advance of the meeting?

Item 6

This report is a grant application which contains personal details of a child. Copies have been sent to Councillors but they are not being made public.

Item 8(a)

REPORT FROM PARISH CLERK RE SKATE RAMP HALF-PIPE REMOVAL

THREE QUOTATIONS RECEIVED FROM : -

HIGHLINE EXTREME £2000 + VAT

Description:

Use two people and sufficient equipment to dismantle and remove existing skate ramp (half pipe). The edges of the void in the tarmac will be ramped off to make the area safe. The area will be left clean and tidy. Upon acceptance work will be completed within two weeks.

Cost to be refunded if replacement ramps of sufficient value purchased through them.

WICKSTEED £1300 + VAT

Description:

To dismantle and remove existing half-pipe skateboard ramp and to make good the existing tarmac level. Process will take 2-4 weeks from acceptance of the quotation to the completion of scheduled works and can be completed within 1-2 working days on site.

EDWARDS AND SONS £2100 + VAT

Description:

Dismantle large skate ramp structure, remove all waste materials from site, prepare and finish floor area under skate ramp flush with existing and with the equivalent material.

No provision made for 2 smaller ramps

RECOMMENDED ACTION

I recommend we ask Wicksteed to carry out the work as they are the least expensive option for removing the half pipe and the tender process did not involve the contract for the new installation. It is my understanding that it will be some time before a contact for a new installation can be offered for tender.

Liz Jones

4 November 2013

Item 15 (iii)

District Councillors report November

Lights at Waterbeach Station Car park

After much chasing the County Council the lights have at last been repaired, the next step is to get the trees trimmed so the lights have a better effect, reducing shadows and generally making it safer for users of this car park.

Cam Locks

No new updates on the bins and seats but the officer dealing with this has been on annual leave, she did return to work on the 4th Nov so I am expecting to hear something soon.

Road Resurfacing

I have been told that large areas of Capper Road, Cody Road and the Bannold Road/Cody Road junction are to be resurfaced and it is hoped to be done during December, Station Road to be planed and resurfaced in February, Station Road Footpath and new kerbing to be done in January if all goes to plan. Part of Station Road near the railway crossing is planned to be resurfaced weekend 23rd /24th November to coincide with the railways planned closure for this weekend.

Trees along the Cemetery drive

I have been in touch with James Ryley from the DIO regarding the trees along the cemetery drive, there are brambles that could catch a person's face plus the trees are stopping the light getting into the houses in Providence Way. Contractors have been out and looked at what needs doing and now waiting for an order from the DIO to get the area trimmed up

IT Building on Station Road

Conservation team at South Cambs have said it is unlikely to listable, if a planning application is needed for changes then the fact that it is a "Heritage Asset" as a historic building of local interest would be a consideration in reaching a decision. If the local community want to pursue the case for listing then they suggest going directly to English Heritage. Our tree officer came out last Friday and the two sycamore trees are worthy of TPO and she will be raising the paperwork for this.

Station Car Park

Network Rail are in contact with South Cambs Planning dept regarding getting the old goods yard up and running as a car park, previously this was being handled by the Network Rail Estates team but now a car park team has been formed as there are other stations in a similar situation to Waterbeach where additional car parking is needed

Training

At the moment there are no plans for Training regarding neighbourhood planning, it is under investigation but an officer from the council could attend a meeting and give some advice on Neighbourhood plans.

Item 15(v)

Library Report to November 3013 Waterbeach Parish Council.

1. News of successful reading challenge

Seventy two children participated over the summer and seventy children completed reading the six books. Certificates will be presented to the majority of the children at Waterbeach Community School assembly on Friday 8th November. Waterbeach was so successful we had to ask the County co-ordinator for more certificates and medals!

2. Security of the Library

This remains a concern, particularly now the library is advertised as a wifi hotspot indicating the presence of hardware etc. It was agreed in a meeting with the Clerk that an assessment of replacement cost of books and furniture would be provided to ensure appropriate insurance cover is in place. Nevertheless the volunteers would ask the PC to request that the school upgrade the security, improving the security of the outer door, and potentially providing a lock on the inner door so that if the building is left open and unattended for external activities the room with computers etc is still secure.

3. Agreements with School and County

We understand that the actual agreement between the school and the PC has never been finalised and it would be helpful if discussions include Mrs. Crane as she is the one who receives all the issues raised by volunteers and is aware of the LAPs (and volunteers') day to day requirements. Similarly when the County send the new SLA (promised at annual LAP meeting to be produced in the autumn) this needs to be circulated to Mrs Crane so she can check if the requirements are manageable. It would be good to ensure the two agreements do mesh together and do not conflict.

Currently there is an ongoing issue with the new book drop arrangements. It is great that we now have a weekly book drop again but disappointing that our request for this to be at a time the library is open has not been accommodated. Volunteers have made themselves available from 2 to 2.30 to receive the book drop on a Tuesday but actually it has arrived at varying times from 11.45 on, and it is impractical to expect a volunteer to be there all that time, particularly as this is one of the times the school use the community room. It would be useful if the Parish Council, or our County Councillor, could try to get the drop rearranged for a time the library is open and does not make an additional constraint for volunteers.

Kate Grant