

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 5th July, 2005 at 7.30 p.m. in the New Pavilion.

Present: Mr. D. Black; Mr. N. Brown; Dr. C. Grant; Mr. D. Halsey; Mr. P. Jones; Mr. M. Leeke; Mrs. J. Williamson (SCDC); Mr. W. Saberton; Mr. A. Shipp; Mr. M. Williamson (CCC); Mr. A. Wright(Chairman).

In attendance: the Clerk

1. **Apologies:** Mrs. J. Cornwell; Mr. W. Grant.

2. **To approve the Minutes of the meeting held on Tuesday, 7th June, 2005:**

Mr. D. Black, Mr. M. Leeke and Mr. Saberton were added to the list of those present. With this amendment it was agreed that the Minutes be signed.

3. **Matters arising from the Minutes of the meeting held on Tuesday, 7th June, 2005:**

There were no matters arising.

4. **Co-option of councillor:**

Mr. M. Williamson proposed, seconded by Mr. W. Saberton that Mr. Peter Johnson be co-opted to the Council despite not re-applying as suggested by the Council. Mr. M. Leeke proposed an amendment that if a letter was received by the Council from Mr. Johnson re-affirming his interest in becoming a parish councillor the Council will co-opt him at the August meeting. The amendment was agreed unanimously.

5. **Bannold Road Development – 106 Agreement:**

Mr. Williamson proposed that unless the developer will guarantee paying the legal fees incurred by the Council in drawing up the relevant section of the 106 Agreement the matter will not proceed any further. Agreed. Dr. Grant proposed that Mr. Wright, Mr. Leeke, Mr. Brown and herself handle the matter in the early stages and meet with the solicitor in the event that payment of legal fees is agreed. Agreed.

6. **Annual Return for year ended 31st March, 2005:**

The Clerk presented the Annual Return to the Council. Councillors confirmed the eight points of Section 2 of the return, the Statement of Assurance, as read to them by the Clerk. An internal audit is to be carried out by Mr. Sloman of Money Matters on 8th July.

7. **Risk Assessments:**

Consideration was given to lone working by the groundsman. It was agreed that due to the nature of the job it was impractical to have a clocking in and out system. However it was agreed that should the groundsman be doing a dangerous job he should notify the Clerk.

The risk assessment folder is being circulated round councillors.

8. **Correspondence**

Marcus Bates – Bannold Road development 106 agreement

SCDC – advice re. 106 agreement

Defra – Clean Neighbourhoods and Environment Act 2005

CCC – Jointly Funded Minor Improvement Schemes – 2006/07 Bidding Round. To be discussed at a highway meeting

CCC – Highways Agency – A14 Ellington to Fen Ditton Consultation

CCC – changes to Local Bus Services

Cambridge Water Village Life Fund

Mrs. S. Knights – Waterbeach cemetery

SCDC – Small Business Rate Relief

SCDC – South Cambs. Debating Competition for young people 2005/06

S-Tech – reinstatement of document policy

Darren Bradnick – A10 traffic works and traffic in Denny End Road – to be discussed at a highway meeting.

Information Commissioner – Data Protection Act 1998 – confirmation of renewal

9. **Approval of accounts:**

Mr. Leeke proposed, seconded by Mr. Brown and agreed that the account be paid as presented.

10. **Superannuation – Additional Voluntary Contributions:**

Mr. Williamson has received a booklet on the matter which he will read.

11. Representatives Reports

i. County Councillor's Report:

Mr. Williamson reported that he is now serving on several education committees which are dealing with the issue of extended schooling and school transport.

Mr. Williamson reported that CCC is likely to lose the status of excellence as a result of the rules being changed to reduce the number of councils with such a status.

Mr. Williamson and the Clerk are meeting with Bob Howard, CCC Highways, to discuss issues such as Chapel Street/Station Road corner, white lines at bus stop in Cambridge Road, area opposite garage, barrier at end of passage to Jubilee Close. Mr. Brown requested that Mr. Howard be sent on to Chittering to discuss some highways issues.

ii. South Cambridgeshire District Councillor's Report:

Mrs. Williamson reported that the Waddelow Road Residents have requested improved street naming.

Mrs. Williamson reported that she is the SCDC representative on Cambridgeshire Association of Local Councils.

Mrs. Williamson reported that SCDC are still waiting the outcome of capping.

iii. Recreation Ground and Village Facilities

Dr. Grant and the Clerk had met with Kevin Stubbley on 1st July to discuss the ongoing employment issues. Prior to the meeting all of the interviewing panel had been consulted on the continuation of the employment of Kevin Stubbley.

Dr. Grant proposed that the groundsman's hours of work and pay be re-structured

The possibility of restructuring the groundsman's contract was discussed. Dr. Grant had agreed to work out the financial implications of changing the working hours to a flat rate and overtime. In the event of the groundsman not liking any pay re-structuring the Council would revert to the original pay structure. The financial implications would be presented to the groundsman for consideration before being discussed further at the Council meeting in August. The misconduct criteria, as previously agreed, would also be included in the revised contract of employment.

Dr. Grant proposed that Mr. Smart be asked to continue mentoring the groundsman and that he should be asked to state an acceptable sum for this service.

Dr. Grant further proposed that the College of West Anglia be approached regarding an on-site course for councillors and the groundsman to cover all jobs carried out.

Mr. Williamson seconded all of Dr. Grant's proposals. For: 6; Abstain 1.

Groundsman awards – Kevin Stubbley had received two awards from the Football Association for the condition of the football pitches.

iv. Library

New shelving for the library. An estimate from Flanders of £2668.58 for materials and fixing had been received, a further estimate had been requested from R. Throssell who was unable to complete the work in the time given and an estimate had been taken from Country Desk catalogue which amounted to £4150 for materials only. It was agreed that Flanders be asked to carry out the work.

Concern was expressed about the length of notice that had been given for the closure of the playground for the school fete. Mrs. Williamson was thanked for the action which she had taken concerning the matter.

12. Village Matters:

Dr. Grant and the Clerk had attended the unveiling at the army museum of the medals which had been presented to the village in November.

Mrs. Williamson reported that the councillor surgeries are to be presented differently in future.

Mr. Williamson reminded councillors that the Council newsletter for insertion into the Beach News needed writing.

The meeting ended at 10.15

Chairman Date

