

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 4th July, 2006 at 7.30 p.m. in the New Pavilion.

Present: Mr. Black; Mrs. J. Cornwell; Mrs. J. Dunnett; Mrs. S. Fisher; Mr. T. Gilzean; Mr. W. Grant; Mr. D. Halsey; Mr. M. Leeke; Mr. W. Saberton; Mrs. C. Smith; Mr. M. Williamson; Mrs. J. Williamson; Mr. A. Wright(Chairman).

Mr. Williamson also attends as county councillor for the ward of Waterbeach

In attendance: The Clerk; Mr. P. Johnson(SCDC)

1. **Apologies:** Dr. C. Grant

2. **Declaration of Interests:**

Mr. Gilzean – personal and prejudicial interest as the school caretaker in matters relating to the school site

Mrs. Williamson – personal interest as a school governor in matters relating to the school and the library.

Mr. Williamson - personal interest as a county councillor and school governor in matters relating to the school and that library.

3. **To approve the minutes of the meeting held on 6th June, 2006:**

The Minutes of the meeting were approved and signed.

4. **Matters arising from the Minutes of the meeting held on 6th June, 2006**

i. Parish Plans:

A public meeting, attended by 38 parishioners, to launch the Parish Plan had been held on 28th June in the school hall. 11 parishioners had given their names to serve on a steering committee and others had offered to be volunteers. A monthly meeting of the steering committee would be held and minutes from that meeting circulated to parish councillors prior to the monthly meeting for information and/or comments under the agenda item.

ii. Parish 3-way meeting with CCC highways:

Mr. Williamson suggested that as Mr. Preston, CCC, is reshaping his department that a meeting be held in October. It was agreed that 18th October would be suggested to Landbeach and Milton Parish Council before he finalised the date with Mr. Preston.

iii. Permit to travel machine:

Further correspondence had been sent to the rail operator requesting additional facilities on the north bound platform.

iv. Car Dyke bridleway request:

There is nothing to report.

v. Sustrans cycleway:

Complaints had been received about the narrowing of the cycleway due to overhanging overgrowth. Mr. Williamson would contact Mr. Joyce who is responsible for the route.

vi. Mr. Williamson's meeting re. Clayhithe Road:

A meeting had not yet been held.

vii. Path marking in Greenside:

Mr. Howard, CCC, had responded to the request that he was happy for the parish council to mark out the area. The Clerk had informed Mr. Howard that it is the responsibility of CCC as most of the area in front of the White Horse is part of the highway. Mr. Howard has requested further information from his department.

5. **Risk Assessments and Health and Safety:**

Mrs. Williamson had completed a risk assessment for the recreation ground.

i. To consider review of the risk assessments

Mr. Ball, Mrs. Fisher and Mrs. Williamson are to meet on 5th July to consider the review.

6. **Community/Youth building:**

A mobile classroom at Waterbeach school is to become surplus in July. The measurements would be obtained and e.mailed to the Clerk.

It was agreed that Mr. Harris, CCC should be contacted and told that if no tenders are received to remove the structure then the Council would like to negotiate for the classroom. He should also be asked to inform the Council of any other mobile classroom which may be available. SCDC planners have no objection in principle to the siting of a portacabin adjacent to the old pavilion. It was agreed that a planning application should be made for the siting of a mobile structure which could be used for the youth.

7. To review Annual Parish Meeting and plans for 2007:

The Annual Parish Meeting would be held on Wednesday, 25th April, 2007. The Community Association would be notified of the date in order that all their members could be notified and asked to avoid events on that date. All councillors were asked to give consideration to suggestions for a speaker. The matter would be discussed as an agenda item in August.

8. To endorse the Highway Committees proposal to include representatives from the Industrial Estate on the Highway committee of the Council:

The Highways committee of the Parish Council consists of parish councillors and non-voting SCDC councillors. It was agreed that all businesses in the village should be invited to put forward traffic concerns and issues in the village and to indicate if they are interested in attending a meeting to discuss the same. All circulars should be accompanied with the 'Near Miss' form which is being prepared by Mr. Williamson. A press release is being prepared by Mr. Williamson on the 'Near Miss' form.

9. To consider the formation of an Employment Panel and their Terms of Reference:

The Clerk had obtained the Complete Employment Guide from CALC. Mrs. Fisher will read the contents and make a proposal on the formation of an Employment Panel and its Terms of Reference for discussion at the August meeting.

10. To consider play equipment at Chittering:

Replacement of the swings means that safety matting has to be laid the edge of which will be too close to the entrance to meet safety requirements. Mrs. Cornwell suggested that the entrance gate should be relocated to the Old School House corner of the play area and the whole of the area be laid with safety surfacing. Mr. Williamson proposed, seconded by Mr. Halsey and agreed that Mrs. Cornwell obtain total costings for the work in order that they could be discussed at the Finance committee meeting. The Clerk would find out if planning permission were required to relocate the gate.

11. Correspondence:

Cambridge Water – Village Fund application – The application pack was given to Mrs. Cornwell to enter the Chittering play area swing provision into the scheme.

CALC – ABA conference report

CALC – councillor professional development stage 1

CCC – High St and Waddelow Road Prohibition of Waiting

Waterbeach Football Club – fees

CCC – Is your business at risk of flooding?

British Legion – Poppy support

Waterbeach Residents Co. Ltd. Steering Committee –

ABA info

Information Commissioners Office – Data Protection

CCC – street lighting maintenance

CCC – Cowley Road Park & Ride Relocation Consultation

Sth Cambs. Crime & Disorder Reduction Partnership – Policing your Neighbourhood meeting

Mrs. R. Davis – Dant Cup Tennis Tournament

CALC – Complete Employment Guide

ACRE – Community Action magazine

Mr. Meadows – complaint about an occurrence at the Beach Social Club. It was agreed that the Clerk would visit the Beach Social club to make enquiries before responding to the letter.

12. To approve accounts for payment:

Mr. Leeke proposed, seconded by Mr. Grant and approved that the accounts be paid.

13. To approve and review financial statement:

The Clerk presented the Annual Return for the year ended 31 March 2006 to the councillors. The Clerk read the Statement of assurance points to the councillors who answered accordingly.

14. Representative Reports

i. County Councillor's Report:

Park and Ride – the re-siting of the park and ride site had been approved by CCC as the site to the south of Butt Lane.

A10/A14 Milton roundabout – this is now completed. Milton residents have made some suggestions to improve some areas. These suggestions may be considered.

Guided Bus – the scheme has been approved by CCC

School crossing – the patrol officer is very pleased with the improvements to safety since the installation of additional double yellow lines.

Waterbeach level crossing – bollards have been installed at the entrance to the old station yard to prevent people using it as a dropping off point. It is considered that other problems have resulted from the action. Mr. Williamson will raise the matter at the meeting which is to be held.

ii. South Cambridgeshire District Councillor's Report:

The street name signs for Way Lane and Pieces Lane are to be replaced.

iii. Library:

The library will be closed on 10th and 11th July for upgrading to the new computer system.

The mobile library will not be visiting during the hot weather.

iv. Bannold Road development – 106 agreement:

Mr. Johnson agreed to encourage Katriona Dunnett, SCDC solicitor, and Melissa Reynolds, SCDC planner, to agree to a meeting to discuss the agreement in order that the matter could be completed.

v. CALC – nothing to report

vi. Parish Council facilities:

The conifer trees on the gault have been removed.

14. Village Matters:

Nine teams entered into the Arnold Scrivener cup rounders tournament on 18th June. The cup was shared by the Whitmore Way Wanderers and the Cottenham team.

SCDC Local Development Framework - a link has been put on the website which enables the objection sites to be viewed.

Back stile footpath – a fence is overhanging the footpath. The Clerk will contact the owners and ask them to repair the fence.

Mrs. Cornwell has reported the bad odour resulting from the landfill site.

Mr. Gilzean apologised for the confusion over the locking of the playground gates.

The meeting ended at 10.05 p.m.

Chairman Date