

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 4th April, 2007 at 7.30 p.m. in the New Pavilion.

Mr. Wright welcomed Mr. Johnson and Ms. Smith to their first meeting as recently co-opted parish councillors.

Present: Mrs. J. Cornwell; Mrs. J. Dunnett; Mr. W. Grant; Mr. P. Johnson; Mr. M. Leeke; Mr. W. Saberton; Mrs. C. Smith; Ms. G. Smith; Mrs. J. Williamson; Mr. M. Williamson; Mr. A. Wright (Chairman)

Absent: Mr. A. Ball.

Mr. Johnson also attends as district councillor for Waterbeach. Mr. Williamson also attends as county councillor for Waterbeach. Mr. Hockney, district councillor, had tendered his apologies.

In attendance: The Clerk, six members of the public.

Matters raised by members of the public:

20's Plenty campaign – Mr. Lewis-Jones requested that the council support his campaign for the introduction of a 20mph speed limit and traffic calming along Cody Road.

Planning application for land r/o 10a Rosemary Road and 3 St. Andrews Hill – concern that some of the reports attached to the planning application are very inaccurate.

1. **Apologies:** Mr. D. Black; Mr. W. Saberton; Mrs. C. Smith.

2. **Declaration of Interests:**

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

Dr. Grant - a prejudicial interest as a neighbour of the properties listed in item 5.

Mr. Grant – a prejudicial interest as a relative of the neighbour of the properties listed in item 5.

Mr. Williamson – personal interest as a county councillor in item 4v and as a county councillor and school governor in matters relating to the school and the library.

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

All councillors present declared a personal interest as being acquainted to the neighbours of the properties listed in item 5

3. **To approve the minutes of the meeting held on 6th March, 2007:**

Mr. Leeke proposed, seconded by Mrs. Williamson and agreed that the Minutes be approved and signed.

4. **Clerk's Report including matters arising from the Minutes of the meeting held on 6th March, 2007**

i. Clayhithe Road repair opposite Bridge entrance and the path marking in Greenside – now that the new financial year has started the outstanding issues will be pursued these matters with CCC as recommended by them.

ii. Graffiti removal – form sent to SCDC requesting removal of graffiti from brick work which is the responsibility of the PC, the rear of the Beach Social and the brick work at the rear of Chapel Close.

iii. Course attendance – two days of Intensive Training for Clerks have now been attended. The one at the end of March covered insurance and health and safety management, statutory powers of parish councils and finances. Both courses have been interesting and useful. As a result there are some issues which need addressing.

iv. Bannold Road – s.106 –collected this from the solicitors last Tuesday and returned them, signed last, Thursday. Amy Richardson had checked the document and advised that the document should be signed as it included all matters requested by the council. It was agreed that the engrossed copy of the document should be kept by Taylor Vinters and that a copy be kept by the council. It should established whether the agreement is a public document.

v. The internal audit will take place on 22nd May

vi. The youth club football team lost for the first time to a team of players led by the groundsman.

5. To consider planning application:

Dr. Grant and Mr. Grant declared an interest and left the room.

Mrs. A. Dant, Mr. N. Foster , Mr. T. Brown, land r/o 10a Rosemary Road and 3 St. Andrews Hill – 8 dwellings

Copies of correspondence sent to SCDC regarding the application had been received from Mr. and Mrs. Morgan, Helen Humphreys and Mick Doe, J.S. and C.R. Grant, Miss J. Randall, Ms. M. Archdeacon, Mrs. A. Ellwood (Salvation Army) and Mr. and Mrs. Adams.

Mrs. Cornwell proposed, seconded by Mr. Gilzean and approved that the application be refused for the following reasons:

- The access is not adequate for the number of houses with particular regard to there being no footway and potential problems for access by waste collection lorries and fire engines.
- Impact of height of houses on the conservation area, the protected village amenity area and the surrounding properties is unacceptable.
- Inadequate area between proposed houses and the wall of The Hall which is a listed building.

6. To receive communications to the Council as seen fit by the Chairman

Waterbeach Community Primary School – use, renovation and repairs of community room and use of storage. Mrs. Williamson , as a governor, had attended the meetings to discuss the storage facilities and use of the community building. She reported that as much work had been done on the site there is a need to address the usage of the community facilities. A decision is expected by the end of May.

CCC – church corner, Station Road. Mr. Oakman, CCC, hope to be able to report in early April with a practical solution and programme for works to provide a safe passage for pedestrians. The Clerk would contact Mr. Oakman in mid April.

S-Tech – renewal of insurances. It was agreed that a review with the insurers should be carried out. The Clerk would arrange a meeting to be attended by Mr. Leeke, Mr. Wright and the Clerk.

Waterbeach Residents Steering Committee – 20's Plenty campaign. Traffic calming had been discussed previously and objections raised by the bus companies and the emergency services.

CCC are in the process of determining the new policy on speed limits, Mr. Williamson agreed to investigate the matter. It was agreed that 20mph speed limit in other areas of the village should also be considered.

Dept. of Constitutional Affairs – memorial safety

Mr. Merrington – Request for need for 7% increase in precept. Mr. Grant proposed that an explanation and the difficulties encountered by the accounting for the number of houses for the military should be published in the next Beach News

7. To consider progress on plans for groundsman's shed:

Plans had been drawn up by C. J. Murfitt Ltd. The estimate to construct the shed is £21,256. It was agreed that an alternative construction should be investigated. As a temporary measure the clerk asked the cricket club if temporary use could be made of their container now that their roller is surplus. Dr. Grant proposed that if the cricket club container is not available for use by the council a container should be purchased to alleviate the storage problems. This would be discussed as an agenda item in May.

8. To consider progress on plans for youth/community building:

C. J. Murfitt Ltd. had drawn up plans for a building of a similar size to the new pavilion and linked to it. The approximate cost of the basic building would be £230,000. It was agreed that the plans should be shown to Dave Beaseley and then to SCDC planners for comments.

9. To receive and consider reports and minutes of:

- i. Planning committee – the minutes of the previous meeting had been circulated.

10. To approve accounts for payment:

Mr. Williamson proposed, seconded by Mr. Leeke and agreed that the payments as presented should be paid.

11. To receive report from

i. County Councillor:

Cambridge Sports Lakes - I have seen the latest response from the County Council about the traffic issues relating to this development. I shall be able to report in more detail at the meeting, but they reflect the concerns of Waterbeach and Landbeach concerning the Slap Up junction.

Cowley Road P&R Relocation - The County Council Development Control Committee considered this on March 26th. The committee were extremely concerned about the provision for cycling. They agreed to pass the application to the Secretary of State (it is in the Green Belt) but to consult further on provision for cyclists and pedestrians.

Mobile Libraries - Consultation will start soon. If we want to protect the services in our villages, then we will need to agree what we want to say.

Milton Country Park - The County would prefer to lease its piece of land to SCDC rather than to a third party. This makes things simpler.

ii. South Cambridgeshire District Councillor

The siting of either a dog bin or a litter bin on the lamp post in the passageway leading from Jubilee Close to Denny End Road has been agreed verbally, a person from the street cleaning site based in Waterbeach was doing a site visit on Friday 30th and was to ring me confirming it was ok, no phone call !!!! I will chase this up on Monday 2nd April so we have a result for Tuesday's meeting..

It was asked at the last meeting if planning permission would be needed to site bins on Cody Road and Kirby Road, the answer is no. I have attached an e-mail I received from planning regarding this matter.

Stagecoach Buses -I have written to Andy Campbell regarding the buses not using the correct stopping point at the barracks, so far I have not received any written reply but verbally I have been told that the buses should all be pulling into the correct place, it actually needs monitoring and any bus not pulling in we need the time and the bus registration number. Any volunteers for this task?

Bannold 106 Agreement - South Cambs have been in contact with their own solicitor on 16th March who confirmed they are waiting for the developer who has had the engrossments for some weeks and they do not know what the hold up is now but there are no outstanding issues from South Cambs.

Cycle Barrier- I have spoken to Becky Gane about making these barriers DDA compliant and I am still waiting her response, she was hoping to respond by Tuesday but it may be later in the week.

Hall Farm Enforcement – The Highway Authority have been consulted and do not confirm SCDC's issues of highway safety. SCDC were willing to investigate on the basis of harm caused through lack of Highway Safety from the use of Livery from the stables. SCDC do not consider that they could justify taking action as it would be unlikely without the support of the highway authority that they would be successful. At this present time the use of the site for livery does still require planning permission. SCDC will ask that an application is submitted and discuss whether there are any other issues that they feel action could be taken.

12. To receive report from other representatives:

i. Village Plan representative:

Mr. Wright closed the meeting to allow Mr. Lewis-Jones to give a report.

3500 copies of the sixteen page questionnaire are to be printed and delivered on 21st April to 1000 homes. The questionnaires will be collected two weeks later. The report of the findings will be back in June.

Mr. Wright re-opened the meeting.

ii. Library officer:

The new books donated by Narinder Dhami have been catalogued, covered and are now featured on a separate rack in the children's area. The Heron Group has donated £285 for the purchase of books because the group is being disbanded and funds are being shared out among local organisations.

Storage is still a major problem. Many of the boxes of books have been removed and stored offsite, but donations keep coming and it would be good to be able to sort and store these in another room. Books are too heavy to be regularly moved on and off the school site. There may also be an issue with some of our weekly exchanges now that a key volunteer may be unable to get a bus back from work to do this.

A letter from the school has been circulated to the Parish Council. This has information about a working party set up by the school (or Governors?) to look into use of storage facilities and renovations to the Community Room. It can be seen that the external decoration is in urgent need of repair. The external tap has clearly been leaking for some time and rotted the wooden planks below it (it could not be seen before because it was in the section behind the library that has recently been cleared).

There is still an issue with the layout of the parking spaces. The disabled space is next to the narrow crosshatched strip which doubles up as the space for people to get in/out of a car in the disabled space and a path to the ramp. But if a car in the adjacent space is parked close to the white line there is NOT enough room for some double buggies. There is also (after rain) a large puddle at the end of the ramp which is deep enough to get visitors feet wet on occasion.

Statistics: - In the 11 months to February 2007 the LAP issued 11015 books and 939 were renewed centrally by the contact centre. This means that issues and renewals are running at more than 1080 per month. Over half the books borrowed are the library's own stock from donations (or purchases with funds from events, charities or individuals). The annual target of 3500 CCC LAP stock borrowings should be met, at the end of February 3425 had been issued! 59 new readers were registered between July and February. The playgroup is still using the library regularly and the children come and change their books every 3 weeks.

iii. CALC representative

There had not been a meeting.

iv. Village Facility report:

The new cassette mower for use on the bowls green and cricket square is now here and has been used by the groundsman in his pre-season preparation of the playing surfaces. The scarifier, brush, verticutter and wide blades have been used on both surfaces. The bowls season starts at the beginning of May although the club have requested use of the bowls green from Easter weekend. Cricket matches also start at the beginning of May.

Renovation on the roller for the cricket square is almost complete

There is to be an under 13s cricket team this year. Kevin will be preparing a wicket for their specific use.

Kevin has attended an IOG cricket course. – it was recommended, for accuracy and time saving that a purpose made cricket crease marker was used and for time saving a water supply was laid to the cricket square.

Bins – after much effort the correct bins have been provided. Kevin is installing these in between grass maintenance.

Cemetery – Kevin has trimmed back most of the paths and spread 6tns of gravel on them.

The ride on mower has now been repaired by DS and Clive is continuing to cut the grass. Complimentary comments on the appearance of the cemetery have been expressed by visitors and the gravedigger commented that in all of the 40+ years that has been working in the cemetery it is the best that he has seen it.

Now that the additional equipment has been delivered, the topper will be used and brought back from DSmart's shed, where the maintenance work was carried out on it, and the roller is almost ready for unveiling there is a very serious issue, in the interest of safety and the care of the machines, of storage of equipment.

The contents and recommendations of the report were agreed

13. Risk Assessments and Health and Safety

i. Incident at Pavilion on 25th March:

Following the incident when the caretaker was interrupted by a group of youths whilst cleaning the pavilion it was agreed that all clubs must inform the council when they will be using the pavilion and that lone workers need to have more than one contact number for use in the case of emergency.

ii. Report by Jane Williamson and Alan Ball:

The next action which was identified at the last meeting is to write workplace risk assessments and recommend that this is best done by the employment committee in consultation with the relevant employees.

As we reported for the last meeting The following issues may need addressing in a work place risk assessment depending on the type of work being discussed are:

- o Manual handling
- o Working at heights
- o Machinery
- o Power tools
- o CoSHH
- o Members of the public
- o Vehicular
- o Lone working
- o Office based: display screen equipment

Recommendation that the Employment Panel take this on. Mr. Ball would be willing to advise after Easter.

The Open Spaces checklists which have been in use for the past year or so need revising

14. Correspondence:

- Cambridge Local Access Forum
- Audit Commission
- CCC – emergency planning for pandemic flu:burials
- SCDC – Grounds maintenance contract

15. Matters for next agenda.

- Waddelow Road – pot holes
- Station Road ruts in road at junction to Whitmore Way.
- School Lane, Chittering – bollards on verge and destruction of verge outside play park.#

The meeting ended at 10.10 p.m.

Chairman Date

