

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 5<sup>th</sup> August, 2008 at 7.30 p.m. in the New Pavilion, Cambridge Road.

**Present:** Mr. A. Ball; Mr. D. Black; Mrs. J. Cornwell; Dr. C. Grant; Mr. P. Johnson; Mr. M. Leeke; Ms. G. Smith; Mrs. J. Williamson (Chairman); Mr. M. Williamson; Mr. A. Wright.

Mr. Johnson also attends as a district councillor for the ward of Waterbeach; Mr. Williamson also attends as the county councillor for the ward of Waterbeach.

**In attendance:** none

**Matters raised by members of the public:** none

**2008.77** **Apologies:** Mr. W. Grant; Mr. R. Jones; Mr. J. Lewis-Jones; Mrs. C. Smith.

**2008.78** **Declarations of Interest for matters on the Agenda:**

**2008.78.1** Mr. Ball, Mrs. Williamson, Mr. Williamson and Mr. Wright declared personal interests as members of the National Trust in matters relating to the Wicken Fen Vision.

**2008.78.2** Dr. Grant declared a personal interest in 2008.84 as knowing a supplier of services on the list of accounts for payment.

**2008.79** **To approve the Minutes of the monthly meeting held on 1<sup>st</sup> July, 2008**

Mr. Ball proposed, seconded by Mr. Leeke that the Minutes be approved and signed.

**2008.80** **Clerk's report and matters arising from the Minutes**

**2008.80.1** Dog warden – Histon & Impington do not consider that there is a need, Milton would be interested if it was cost effective and a number of councils were involved.  
further.

**2008.80.2** Recreation ground – sprayed and prepared for the start of the football season

**2008.80.3** Bowls Green – Cambridge and District League final of mens singles to be played at Waterbeach between two Milton players and possibly the final of the mixed doubles

Cemetery/Chittering inspections – to be held on Thursday, 7<sup>th</sup> August meeting at the cemetery at 7.30 p.m.

**2008.81** **To co-opt a councillor:**

It was agreed that notices should be displayed in the post office, library and at the railway station. Mrs. Williamson agreed to re-design the poster. It was agreed that it was not necessary to carry out a skills audit of councillors at the present time.

**2008.82** **To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land**

**2008.82.1** i. Councillors responsible for quarterly safety checks

It was agreed that the councillors responsible for quarterly safety checks would be:

- Mr. Black – skateboard area
- Mrs. Smith – old pond site, Clare Close open space area, Winfold Road open space area, the cemetery
- Mrs. Williamson – recreation ground
- Mr Williamson – the gault and the green

**2008.82.2** It was agreed that safety checks on all areas must be carried out by the end of September 2008.

ii. Tree audit:

Estimates for carrying out a tree survey on all trees which the Council are responsible for had been submitted by Acacia Tree Surgery: £750 and Ben Hudson: £100. It was agreed that Ben Hudson be instructed to carry out the work.

**2008.82.3**

Chittering Play Area – the safety surface is slimy and slippery. It has been established that the best way to clean is with a pressure washer and washing up liquid.

**2008.82.4**

Groundsman's working conditions – addressing of the concerns regarding the groundsman's shed are being held up by SCDC planners delay in processing the planning application submitted in January. It was agreed that a letter be sent from the chairman of the planning committee to the chief executive of the district council expressing the dissatisfaction of the council. It was agreed that the availability and cost of providing a container to relieve the congestion in the groundsman's shed should be investigated and the purchase of one be considered as an agenda item in September.

- 2008.83**      **To receive reports and minutes of meeting:**
- 2008.83.1**    i. Planning - the minutes of the meeting held on 15<sup>th</sup> July had been circulated and approved at the meeting held on 5<sup>th</sup> August
- 2008.83.2**    ii. Finance – the minutes had been circulated.
- 2008.83.3**    a. To consider purchase of football equipment  
Waterbeach Football Club had provided a list of equipment in the store along with the cost and the year of purchase. A depreciated value of the equipment and the cost of replacement had been provided by the Clerk. Mr. Leeke proposed, seconded by Mrs. Cornwell and agreed that £250 be offered to the club for all of the the equipment listed apart from the set of black and white goal nets which the football wished to retain for their own use. Dr. Grant proposed, seconded by Mr. Black and agreed that a set of white football nets and corner flags be purchased for general use in the event that the football club did not agree to the offer made to them. It was agreed that the amount charged to the clubs would have to be renegotiated if the council had to supply a lot of equipment but that the fees would continue to be increased at the same rate as the increase in the precept.
- 2008.84**      **To approve accounts for payment:**  
Mr. Leeke proposed, seconded by Mr. Wright and agreed that the accounts as circulated at the meeting should be paid. It was agreed that the electricity meter should be read and that ESPO be contacted regarding supply of electricity. The supply of electricity would be discussed as an agenda item in September
- 2008.85**      **To consider review of Standing Orders:**  
Mrs. Cornwell agreed to carry out an annual review of the standing orders with the assistance of Mr. Grant if he was able. Any suggestion would be considered at the October meeting.
- 2008.86**      **To discuss matters relating to the cemetery**  
i. Proposed policy – Mrs. Williamson thanked Mr. Wright for his efforts in producing policies for consideration. It was agreed that it was the aim of the council to provide a lawn cemetery. It was agreed that a letter be sent to the family of the late James and Mary Branch requesting that the recently laid kerb and slate be removed as permission had only been given for the erection of a headstone. Mr. Williamson and Mr Wright agreed to produce a draft lay-out for a publication of the policy for consideration at the September meeting.  
Mr. Ball recommended that there should be a contract for use of the cemetery. The Clerk would contact the Burial Authority .
- 2008.87**      **To discuss progress of Community/Youth building project**
- 2008.87.1**    i. Planning permission progress – the planning officer has not been in contact with the architect to discuss the outstanding issues
- 2008.87.2**    ii. To set up task force - a document, Governance Structure, prepared by Mr Ball and circulated was agreed following amendments. Mr. Williamson proposed, seconded by Mr. Leeke and agreed that Mr. Ball, Mrs. Cornwell, Dr. Grant, Mrs. Williamson and the clerk form the task force and that a resolution be drafted for the September meeting
- 2008.87.3**    a. Prepare for possible next stage of Community Challenge and other funding – as the project had been selected for second stage of Wren Community Challenge the clerk recommended that the paper ‘The Difference Our Project Will Make’ which will be needed if the project progresses to next stage should be prepared.
- 2008.87.4**    b. To progress gathering of further advice with reference to management and realisation of project – the meeting with Mr. Peacock, ACRE, re. management issues would be held on 16<sup>th</sup> September at 7.00 p.m.. The Clerk suggested that John Vickery, Cambourne PC be invited at some stage to discuss managing community buildings by the parish council and that other parties managing facilities in alternative ways should be invited
- 2008.88**      **To discuss progress of groundsman’s shed project**
- 2008.88.1**    No planning permission as yet.
- 2008.88.2**    Estimates for 1. build 2. supply and supply and erect 3. supply of groundwork and base have been requested. The army have also been approached for groundwork, base and erect

**2008.89** To discuss relating to boundary wall at Greenside

**2008.89.1** The meeting was closed following the resolution that in view of the confidential business about to be transacted, it is advisable in the public interest that the public be excluded and are instructed to withdraw.

Following discussions the meeting was re-opened.

**2008.90** To set up task force to investigate potential use of old pavilion site

**2008.90.1** It was agreed that Mr. Black, Ms Smith and Mr Wright investigate the potential for the old pavilion site and draw up a list of disadvantages and advantages for consideration by the council

**2008.91** To consider estimate for fencing at skateboard and five-aside area

A site meeting with a representative from Zaun had been held. The estimate had not been received.

**2008.92** To discuss the problems of blocked surface water drains in the village

There had been no progress on previous discussion. Mr. Williamson would ask Mr. Faunch, CCC, for the plan of drains.

**2008.93** To receive reports from Councillors, officers and representatives of the Council  
**County Councillor**

**2008.93.1** ECS Scrutiny committee looked at Library Access Points

LAPs are here to stay, at least for the medium term. There is even some suggestion about the model being adopted for new library services Number of visits to even the largest LAPs are smaller than those to the smallest libraries. When questioned about this, it appears that LAPs do not provide the same information services as are provided by libraries. The LAPs in ex County Council premises are allowed at the moment to be there at a peppercorn rent, but they have to pay all their running costs (utilities, rates, maintenance, etc.). It is not clear financially how this works out, but it seems clear that if new premises were to be provided not in the school, then WILL would almost certainly not get these rent-free

**2008.93.2** Jointly Funded Schemes – still chasing to see that the 2007/08 scheme is finished  
**District Councillor**

**2008.93.3** The new bin by the station was covered over by something which stopped it being used but Stuart Harwood-Clark went out and removed the cover and ensured the bin was emptied.

**2008.93.4** The Youth / Community building and groundsman's shed – attending SCDC officers on 11<sup>th</sup> August when the matter will be looked into.

**2008.93.5** Height of letter boxes in doors - this cannot be a planning condition but something that should be brought to the attention of the public by the Post Office.

**Chairman**

**2008.93.6** Landfill tax credit grants from Donarbon are now managed by Cambridge Community Foundation which meets quarterly in July, October, January and April. Grants up to a maximum of £20,000 are awarded under three objectives. Larger grants may be awarded in exceptional circumstances.

**2008.93.7** Traffic and Speeding summit at Sawston

Attended by Mr and Mrs. Williamson. It was noted that the police consider that many accidents are not caused by speed, that speed limits have to appropriate to the road, there is to be a focus on 'A' and 'B' roads for review of speed limits and that a Community Speedwatch programme is to be launched under which there may be funding

**Library Officer**

**2008.93.8** Representatives of the school governors attended the finance meeting on 22<sup>nd</sup> July when the fee structure for use of the community room was discussed along with the additional use that the school could make of the WILL facility. A draft agreement with the school is to be drafted by WILL representatives in readiness for the school governors to consider at the beginning of the new school year.

**2008.93.9** Replacement wooden book stands which are more easily moved and less likely to tip are to be purchased to replace the white metal ones.

**2008.93.10** There are two new volunteers.

**CPALC**

2008.93.11 Mr Wright and Mrs Smith were asked to keep the Council informed of matters of interest from the recently launched CPALC web site.

**Neighbourhood Watch/e.cops**

2008.93.12 There had been several incidents in the village recently, a stabbing, a number of break-ins and vandalism of cars. There is currently no PCSO assigned to Waterbeach and PC Shulver is on leave.

**Wicken Fen Vision**

2008.93.13 No further information

**Recreation ground meeting – to discuss suggestions regarding hedge**

2008.93.14 It was noted that the hedge had been trimmed. It was agreed that the level of the hedge at the junction of the track alongside Car Dyke and the recreation ground should be lowered slightly and kept trimmed. It is understood that the cricket and football club prefer that the hedge on the south boundary of the recreation is kept high for shelter and to prevent stray balls. Mr. Wright is to contact the clubs to confirm.

2008.94 **To receive communications to the Council as seen fit by the Chairman for presenting to the Council**

Waterbeach Football Club – annual accounts

CCC – changes to bus services

East of England Regional Assembly – review of the East of England Plan

WREN – Community Challenge

Miss Carlton – request for burial plots

David Reed Homes – cemetery boundary. No area of land in their ownership at Providence Way.

ACRE – AGM

2008.95 **To receive all other correspondence**

Cambridge Cycling Campaign – a vision for 2020

Waterbeach Community Primary School – revised charges for community room

2008.96 **To answer questions from Councillors**

2008.96.1 Mr. Williamson agreed to look at the footpath issues in the vicinity of 10 Way Lane.

There is still standing water in the road rain outside Margowen, High Street.

2008.97 **Matters for the next agenda**

Village security and policing issues.

The meeting ended at 10.10 p.m.

Chairman ..... Date .....