

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 2nd September, 2008 at 7.30 p.m. in the New Pavilion, Cambridge Road.

Present: Mr. A. Ball; Mrs. J. Cornwell; Dr. C. Grant; Mr. W. Grant; Mr. P. Johnson; Mr. R. Jones; Mr. M. Leeke; Mrs. C. Smith; 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: the clerk

Absent: Mr. J. Lewis-Jones

2008.98 **Apologies:** Mr. D. Black; Mr. A. Wright.

2008.99 **Declarations of Interest for matters on the agenda**

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

2008.100 **To approve the Minutes of the monthly meeting held on 1st July**

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

2008.101 **Clerk's report and matters arising from the Minutes**

2008.101.1 Community/Youth club – Kevin King, architect, has drawn up revised plans for the car park and is hoping to speak to Melissa Reynolds on 2nd September to make sure that she is happy with them before submitting.

Kevin has also drawn a sketch for the leaflet agreed by the Task force for circulation.

2008.101.2 Groundsman's shed – a further estimate has been received for a shed and an amended estimate from DAS for groundwork

2008.101.3 Greenside – awaiting response to e.mail sent to solicitor on 11th August.

2008.101.4 Cemetery – Dave Hornby to arrange for grounds maintenance contractors to clear area between barracks security fence and cemetery wall and to trim copper beech.

2008.102 **To co-opt a Councillor:**

An application had been received from Mrs. Sheila Burke which had been circulated to Councillors. Mr. Ball proposed, seconded by Mr. Leeke and agreed that Mrs. Burke be co-opted to the Council

2008.103 **To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land**

2008.103.1 School car park – during library opening hours it had been noted that the car park was exceptionally full and that the disabled bays had not been kept free. It was considered that the marking of the car park needs to be improved. Mrs. Williamson, as a member of the school premises committee, would draw the matter to the attention at the next meeting.

2008.103.2 It was reported that the lay-by off the A.10 and behind the industrial estate is being used by lorry drivers as overnight parking and the adjacent ditch being used as a toilet. Mr. Johnson would inform SCDC Environmental Health and Mr. Williamson would enquire whether there was any other suitable place for overnight lorry parking. It was suggested that the new park and ride site should be considered

2008.103.3 **RoSPA identified risks** – the table of risks identified by RoSPA and prepared by the Clerk would be circulated to councillors

2008.103.4 Improved collection of road closure signs should be instigated to avoid confusion.

2008.103.5 i. **Completion of safety checks**

Safety checks by those responsible should be forwarded to the Clerk by the end of September

2008.103.6 ii. **Tree audit**

Ben Hudson had started the tree audit. He has been instructed to tag all of the trees as well.

2008.103.7 **Way Lane poplars**

Mr. Fauch, CCC, had reported that the county council could not afford to pollard the trees every year at a cost of £1000 to reduce the inconvenience to hay fever sufferers but the council would remove the trees.

Mr. Hudson recommends that the trees would need pollarding every three or four years at a cost of £700 - £800 to reduce that problems and that an initial pollard would cost £1700. Mr. Williamson agreed to report Mr Hudson's recommendation and cheaper option to Mr Fauch and that the matter would be discussed further as an agenda item in October. Mr. Johnson and Mr. Williamson agreed to notify residents of Way Lane of the meeting in order that they could attend if they wish.

2008.104 **To receive reports and minutes of meetings:**

2008.104.1 i. **Planning** – the minutes of the meetings held on 8th and 19th August had been circulated

- 2008.104.2 ii. **Highways** – the minutes of the meeting held on 12th August had been circulated. It was noted that it is now possible to purchase tickets to park at the station car park for up to 30 days
- 2008.104.3 iii. **Inspection of Council's property** – the notes of the inspections on the cemetery, Clare Close, Winfold Road and Chittering play area had been circulated.
- 2008.104.4 iv. **Old Pavilion Task Force** – Ms. Smith would arrange a meeting and a report would be submitted in October
- 2008.105 **To approve accounts for payment:**
- 2008.105.1 Dr. Grant and Mr. Grant declared a personal interest as having business relationship with the Clerk and Mr. Smart in relation to payments to them
- 2008.105.2 Mr. Leeke proposed, seconded by Mr. Ball and agreed that the accounts as circulated at the meeting be paid.
- 2008.106 **To deal with planning matters which need to be disposed of before 16th September**
Mr Mrs Barry, 34 Bannold Road – erection of a wall. Approved
- 2008.107 **To discuss matters relating to the cemetery**
- 2008.107.1 The first draft of the proposed was circulated at the meeting. It was agreed that any comments that councillors wished to make should be sent to Mr. Williamson or Mr. Wright who would prepare a second draft for consideration at the October meeting.
- 2008.108 **To discuss progress of Community/Youth building project:**
- 2008.108.1 **Amended plans addressing the car parking issues of the planning officer have been submitted. Mr. Johnson agreed to discuss the outstanding issue relating to landscaping with the planning officer**
- 2008.109 **To discuss progress of groundsman's shed project**
- 2008.109.1 A financially favourable estimate for the building using different materials than those detailed on the planning application had been received. Mr. Johnson would discuss with the planning officer if the change would be acceptable and if a planning amendment would need to be submitted.
- 2008.110 **To discuss matters relating to the boundary wall at Greenside:**
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.
- 2008.111 **To approve estimate for fencing at skateboard and five aside area:**
The quotation from Zaun to dismantle fencing around 5-aside, supply and install Duo 8 sports fencing at the back boundary of the skateboard park and around the 5-aside court along two free standing goal and basketball units for £23330 was considered along with the cost of providing cricket practice nets for a cost of £3534. The spreadsheet to show available funding of £30900 was also considered. Mrs. Cornwell proposed, seconded by Dr. Grant and agreed that the work proceed.
It should be established whether an opening could be created in the 5-aside fencing in the future if necessary.
- 2008.112 **To receive reports from Councillors, officers and representatives of the Council**
- i. **County Councillor**
- 2008.112.1 2007/08 Jointly Funded Scheme – Richard Preston, CCC, states that the two interactive signs will be erected in the next two weeks but this is dependent on EDF Energy
- 2008.112.2 Station car park – a meeting attended by representative of First Capital Connect, Network Rail, County Council and others had been held to discuss enlarging the station car park. CCC have been looking at plans to develop into Cow Hollow Wood.
Network Rail, owners of the goods yard, agree in principle to releasing the space for additional car parking. It was agreed at the meeting that this scheme is favourable due to lack of flooding potential, improved potential for planning consent approval and is likely to be completed earlier. It was agreed that FCC, Network Rail and CCC would progress this scheme further.
- 2008.112.3 Bus Service – the experimental number 8 service put on by Stagecoach has not been successful and is to be withdrawn.
CCC are to withdraw the subsidy which they give to the 196 service.
A meeting is to be held in Horningsea to discuss the loss of service. Mr. Williamson would establish if representatives from Waterbeach Parish Council could attend. Any response has to be made by 26th September
- ii. **District Councillor**
- 2008.112.4 The Kissing Gate for entrance to the Recreation Ground from Chapel Close is definitely on order.
- 2008.112.5 11 Station Road is being looked at again by Tony Marks from the enforcement section.

- 2008.112.6 Planning permission for the Community /Youth building continues to progress slowly
- 2008.112.7 Planning permission for the groundsman's shed is back on track, a report from the trees officer is awaited.
- iii. **Chairman** – see 2008.113
- iv. **Library officer**
- 2008.112.8 Service agreement with the school – a draft agreement has been prepared and sent to Naomi Wright, Chair of Governors.
- 2008.112.9 New books and donated books continue to be catalogued and incorporated into the library books
- 2008.112.10 Criminal Record Bureau and Code of Conduct forms are being processed for new volunteers.
- v. **CPALC**
- 2008.112.11 No report. Mrs. Smith would review and report for to future meetings any matters of interest.
- vi. **Neighbourhood Watch/e.cops**
- 2008.112.12 No report
- vii. **Wicken Fen Vision**
- 2008.112.13 No further meetings had been held.
- 2208.112.14 No response had been received from Network Rail concerning the proximity of the cycleway exit to the level crossing.
- 2008.113 **To discuss possible schemes to improve security in the village**
 The full time cost of a PCSO including on costs is £35000pa.
 At the moment the only cases where there are locally funded PCSO's are in Cambridge City and at Impington Village College. If parish were to self fund then it would be expected that the parish would have a say over what they did when but there could be conflicts if the PCSO were shared with other parishes and the line manager within the police authority would also have to have a say in what is done.
 It might be possible to negotiate to finance police presence for specific shifts if there were particular problems at certain times of the week. It might not be possible to guarantee that the same person was always present given work rosters so that continuity might be an issue.
 PCSO's can issue fixed penalty notices for a range of offences (e.g. littering, dog fouling etc) provided that the right byelaws are in place and the right procedures are followed
 Before proceeding a meeting with the new PCSO, PC Shulver and the local sergeant should be held to discuss ways of working to cover the priority issues.
- 2008.114 **To receive suggestions for Council Newsletter:**
 Suggestions for the newsletter: yellow line survey; bus service changes; improvement to recreation ground facilities; community/youth club building progress; improvements to cemetery.
- 2008.115 **To receive communications to the Council as seen fit by the Chairman for presenting to the Council**
 Cambridge & County Folk Museum – "Looking at our Village" panels. Collected by Clerk
 Dr. C. Grant – planning conditions – open space contributions. It was agreed that there needs to be a mechanism to determine and keep track of the different types of s.106 contributions made on planning applications.
 CCC – Changes to Contracted Bus Services in your area
- 2008.116 **To receive all other correspondence**
 Clerks & Council Direct
 SCDC – Housing Futures
 National Trust – Wicken Fen Vision
 Cambridgeshire Link – Local Involvement Network
 CCC – Countryside Access Team Annual Report
- 2008.117 **To answer questions from Councillors**
 Bus shelter on green – in need of cleaning
- 2008.118 **Matters for the next agenda**
 Review of Financial regulations – finance committee

The meeting ended at 9.45 p.m.

Chairman Date