

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 7th October, 2008 at 7.30 p.m. in the New Pavilion, Cambridge Road.

Present: Mrs. S. Burke; Mrs. J. Cornwell; Dr. C. Grant; Mr. W. Grant; Mr. P. Johnson; Mr. M. Leeke; Mr. J. Lewis-Jones; Ms. G. Smith; Mrs. J. Williamson (Chairman); Mr. A. Wright.

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

In attendance: 7 members of the public (4 with interests in agenda item 2008.131; 2 with interests in agenda item 2008.133) and the clerk.

Mr. J. Megginson, National Trust – Wicken Fen Vision Project Manager, Mike Causer, Cambridge Cycling

Matters raised by members of the public:

Mr Megginson outlined the Wicken Fen Vision and the procedures that they had followed to achieve a cyclepath from Bottisham Lock to Waterbeach station via Burgess Drove. Maps showing the route and the works needed to create the route were displayed.

Residents of Way Lane stated that the residue from the poplar trees causes hay fever and they would like action to be taken to reduce the problem. They consider that the problem is exacerbated by the lack of maintenance by CCC.

Landowners in Burgess Drove expressed dissatisfaction that they had received no information about the Wicken Fen Vision cycle path.

2008.120 **Apologies:**

Mr. A Ball; Mr. D Black; Mr R Jones; Mr M Williamson

2008.121 **Declarations of Interest for matters on the agenda:**

Advice from the legal department at SCDC had been sought regarding interests relating to the Wicken Fen Vision cycle route

Dr. C. Grant declared a personal interest in agenda item 2008.133 as having an interest in the land adjoining the route of the cyclepath and in 2008.126 as having a business relationship with the Clerk and a supplier of services

Mr W Grant declared a personal interest in agenda item 2008.133 as being related to a related to Dr. Grant and in 2008.126 as having a business relationship with the Clerk and a supplier of services.

Mr. P Johnson declared a personal interest in agenda item 2008.133 as being a board member of Waterbeach Internal Drainage Board over whose land the Wicken Fen Vision cyclepath passes.

Mrs. J. Williamson declared a prejudicial interest in 2008.133 as the wife of the chairman of Waterbeach Charity over whose land the Wicken Fen cyclepath passes and as a trustee of Waterbeach United Charity which benefits from Waterbeach Charity. Mrs. Williamson also declared a personal interest in 2008.133 as a board member of Waterbeach Internal Drainage Board over whose land the Wicken Fen Vision cyclepath passes

Mrs Williamson declared a prejudicial interest in agenda item 2008.135 as a governor of the school

2008.122 **To approve the Minutes of the monthly meeting held on 2nd September:**

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

2008.123 **Clerk's report and matters arising from the minutes:**

Sustrans cycleway – e-mails sent to Network Rail on 13th August and 2nd September requesting views and safety assessment of proximity of cycleway to level crossing. To date no response received. Further e-mails sent to different contacts provided by Jon Megginson.

Web sites of interest:

www.crimereduction.homeoffice.gov.uk – information of Not in My Neighbourhood Week (13th to 17th October)

www.communities.gov.uk – Communities in Control: Real people, real power The making and enforcement of byelaws – Consultation. Comments by 20th November 2008.

Woodland Trust – WAY and the Council have successfully applied for free packs of 30 trees. Delivery is in November

Society of Local Council meetings attended by Clerk:

Consideration should be given to the benefits of CPALC membership following the re-organisation of the body.

Planning - website www.planning-portal.gov.uk has been funded by central government to allow planning applications to be submitted and comments to be made online.

Audit - Dickon Sandbach, partner at Moore Stephens, auditor:- one of the biggest problems he comes across is inadequate level of reserves. When working out the budget a decision on the level of reserves that is required should be determined in the first instance.

Consideration of the risks when making large expenditure decisions should be minuted.

Effective Teams

Litter picking – SCDC have been litter picking and emptying bins on areas which are the responsibility of WPC. SCDC have been asked to consider litter picking on areas which are not the responsibility of WPC, i.e. Primrose Lane, Back Stile footpath etc.

Meeting with Philip Peacock, ACRE – to be held on 14th October

Station ticket machine - First Capital Connect are installing upgraded and more robust machines to combat the problem of vandalism to the machines. FCC are planning to install a shelter/visor to the machine on the northbound platform to reduce the glare of the sun.

2008/2009 highway improvement scheme – David Lines, CCC, reports that the interactive signs are to be installed and connected by 17th October. There is a delay to the flashing amber lights.

2008.124 **To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land**

It was agreed that any expenditure required for health and safety reasons as a result of the employment panels meeting with the Clerk should be purchased.

Signage is required to notify road users of the station car park entrance as a number of incidents of sudden stopping to enter the car park has caused minor accidents. The Clerk would notify Mr. Faunch, CCC.

2008.125 **To receive reports and minutes of meetings**

i. Planning – the minutes of the meeting held on 9th and 16th September were noted.

ii. Recreation Facilities – the minutes of the meeting held on 30th September were noted

iii. Employment panel – the notes of the meeting with the Clerk held on 3rd October were noted. They will be considered further when the meetings with other employees have been held. It was agreed that all the suggested purchases be made as they were within the clerks purchasing limit and they were necessary for health and safety reasons.

Mrs. Williamson proposed that the Terms of Reference of committees should be reviewed.

2008.126 **To approve accounts for payment**

Mr. Leeke proposed, seconded by Mrs.Cornwell and agreed that the accounts as circulated be paid.

2008.127 **To discuss matters relating to the cemetery:**

i. Policy and Leaflet progress:

Mr Williamson and Mr Wright had received no comments from councillors – the second draft for consideration would now be produced for consideration at the November meeting.

2008.128 **To discuss progress of Community/youth building project:**

i. Leaflet progress:

Mr Ball is working on the leaflet and hopes to have it completed by 10th October.

- 2008.129 **To approve contractors for groundsman's shed:**
Mrs. J. Cornwell declared a personal interest as knowing one of the providers of an estimate.
Estimates for the provision of the groundsman's shed had been obtained.
For the groundwork: Tee Bee Groundworks: £16975.00; D.A.S. Building Services: £10360.00
Supply of building (no block work to sides): DBS Nationwide: £11952.43
Supply of building (block to sides): Graham Heath Construction: £15802.92
Supply and erect (no block work to sides): DBS Nationwide: £16135.78
Supply and erect (block work to sides): Graham Heath Construction: £18302.92
Complete build: C J Murfitt: £41912.37; Flanders Bros: £54464.50.
Dr. Grant proposed, seconded that the estimate from D.A.S. Building Services should be accepted for the groundwork and the estimate from Graham Heath Construction for supply and erect should be accepted and that additional work to provide a concrete working area at the front of the shed for a cost of up to £3000 should be included. Seconded by Mr. Lewis-Jones and agreed. It was agreed that as the figure in the budget is £15831.00 the finance committee should consider the virements to allow the project to proceed.
- 2008.130 **To discuss issues relating to boundaries**
i. Chittering Play Area – the Clerk had examined CCC notes for when the exchange of land was made. The information was not conclusive. Mrs. Cornwell agreed to contact the owners of the Old School House with reference to their boundary with the play area.
ii. Cemetery/Providence Way – Mrs. Smith had reported that she is making enquiries with reference to the original sale of land to the developers of Providence Way.
iii. Gault – 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 discussion the meeting was re-opened.
- 2008.131 **To consider the suggestions for work to trees on the school boundary in Way Lane:**
A number of letters and e-mails from residents of Way Lane had been received supporting the pollarding of the trees rather than the removal of them.
During the discussion the meeting was closed to allow members of the public attending the meeting to give their views on the action which should be taken. Suggestions that the trees be removed and a footway be installed and that the trees be pollarded were made. The meeting re-opened. Mr. Grant proposed, seconded Mr. Leeke that CCC be asked to remove the trees and consider installing a footway in the future.
Dr. Grant proposed an amendment, seconded by Mr. Lewis-Jones that the trees be pollarded in the first instance and trees planted on the school grounds along the boundary which would take over and the poplars be removed in due course.
Vote on amendment: For 2; Against 6; Abstain 2.
Vote on proposal: For 8; Against 2.
- 2008.132 **To consider further information regarding drains in Waterbeach:**
Maps of the drains had not been obtained. The Clerk would contact Ross Chilvers, Waterbeach Internal Drainage Board. It was agreed that a letter be sent to James Paice MP regarding the on-going problems of poor drainage in the village.
Concern was expressed that the Council had not seen the plans for the drainage of the Bannold Road development. Mr. Johnson would obtain information regarding the surface water drainage scheme and the balancing pond for the planning meeting on 21st October.
- 2008.133 **To agree in principle the Wicken Fen Vision spine route from Bottisham Lock to Waterbeach station via Burgess Drove, the Town Holt and the station yard subject to agreement between the parties involved and the concerns of the Council being addressed.**
Having declared a prejudicial interest Mrs. Williamson left the room whilst the matter was

discussed and Mrs. Cornwell chaired the meeting for the discussion.

Mr. Grant requested that a record of the names of how members voted was made (Standing Order 10)

Mr. Leeke proposed, seconded Mrs. Burke that the Council agree in principle to the Wicken Fen Spine Route from Bottisham Lock to Waterbech station via Burgess Drove, the Town Holt and the station yard subject to agreement between the parties involved and the concerns of the Council being addressed. The Council are concerned about the safety of the exit, adjacent to the level crossing, from the station yard; how the crossing over the river will accommodate pedestrians, cyclists and horseriders; the suitability of the surface of Burgess Drove; how the

change of use and surface will affect the tenant of the Town Holt; what risk assessment has been done to take into account the extra use of the Burgess Road crossing. The Council would like to have full understanding of the ongoing long term maintenance.

For: Mrs. S. Burke; Mrs. J. Cornwell; Mr. Peter Johnson; Mr. M. Leeke; Mr. Lewis-Jones; Mrs. G. Smith;

Against: Mr. W. Grant. Abstain: Dr. C. Grant.

2008.134 **To receive reports from councillors, officers and representatives of the council:**

i. County Councillor:

2008.134.1 **Highways maintenance** - highway supervisors have been advised that the 2008/2009 has been spent and that only emergency works, potholes etc will be done.

2008.134.2 **Slap Up junction** – there has been another accident. The junction is in a report to the South Cambridgeshire Traffic Management Committee of 6th October.

2008.134.3 **Park and Ride** –the new site in Butt Lane should be open in early November 2008

2008.134.4 **Bus Services** – Andy Campbell, Stagecoach, Paul Nelson, CCC and local councillors attended a meeting at Horningsea to discuss the change in bus services. Horningsea Parish Council are considering presenting a petition to County Council cabinet.

2008.134.5 **HCV parking** – CCC are unlikely to take action against overnight parking in the A10 lay-by. SCDC, environmental health, may be able to take action.

ii. District Councillor:

2008.134.6 **Chapel Close kissing gate** – the side gate is locked and can be opened by ‘radar’ keys which are available to disabled persons. SCDC are to issue keys to the parish council for distributing to persons requiring one. It was agreed that the structure is unsuitable as it is restricting access to the recreation ground. It needs removing as soon as possible.

2008.134.7 **11 Station Road** – whilst the property is still in a safe condition there is no enforcement action that SCDC can take. It was agreed that the Clerk should write to the owner to determine what is happening with the site.

2008.134.8 **Community/Youth building** – submitted to Go-East for the 21 day consultation

2008.134.9 **Groundsman’s shed** – report being written up.

2008.134.10 **Overnight parking in A10 lay-by** – SCDC can not act. It is a police issue

2008.134.11 **PCSO** – PCSO Claire Whiteman has started

iii. Chairman:

2008.134.12 **Crime and Disorder Reduction Partnership meeting** – discussion group attended on vehicle crime. Presentation on Community Speedwatch given

2008.134.13 **Waterbeach School Farewell Assembly for Col Brent** – to be held on 13th October. Mrs. Cornwell to be asked to attend as chairman attending as school governor.

2008.134.14 iv. Library Officer:

Contract for the use of the community room has been submitted by the school governors. The rent is to be agreed until March 2010 with any revision to be notified by October 2009. It was agreed that the Council should write to CCC stating clause 5.4 of the agreement which relates to WILL not being charged a rent.

2008.134.15 v. CPALC: no report

- 2008.134.16 vi. Neighbourhood Watch/e.cops: no report
- 2008.134.17 vii. Wicken Fen Vision – nothing further to report
- 2008.135 **To consider agreement between WILL and Waterbeach School**
 Mr. Grant proposed and agreed that the agreement prepared by the school governors should be accepted and that the governors involved should be thanked for their efforts in producing a more favourable agreement with WILL.
- 2008.136 **To consider Standing Orders and suggested amendments:**
 The initial amendments were considered. It was agreed a second draft would be prepared for approval at the November meeting.
- 2008.137 **To receive communications to the Council as seen fit by the Chairman for presenting to the Council**
 Waterbeach Wanderers – repayment. It was agreed that no concession could be made and that the monies owed needs to be paid.
 WAY – articles from CCC – Your Cambridgeshire
 CPALC – training
 Canalbs Ltd – Internal Audit and Clerk and Councillor training
 CCC – Minor Highway Improvement Scheme – 2009/2010 bids. Dr. Grant agreed to prepare an application.
- 2008.138 **To receive all other correspondence**
 CCC – Cambs. And Peterborough Minerals and Waste Preferred Option 2 – consultation 8 Sept. – 20 October
 Rural Housing Trust – Village Homes for Village People
 SCDC – North West Camb. Area Action Plan – Objection sites and consultation
 SCDC – Housing Futures
- 2008.139 **To answer questions from Councillors**
- 2008.139.1 Bannold Road education contribution for swimming pool maintenance – the Clerk would make enquiries.
- 2008.139.2 Newsletter – request that the final content and layout is circulated to councillors before it is distributed in order that councillors are prepared for contact made by parishioners regarding the content.
- 2008.139.3 Chapel Close – SCDC are considering installing CCTV to assist with the problem of youths in the area.
- 2008.140 **Matters for the next agenda**
 No matters were suggested

Chairman Date