

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 2nd June, 2009 at 7.30 p.m. in the New Pavilion, Cambridge Road.

Present: Mr. A. Ball; Mr. W. Bullivant; Mr. W. Grant; Ms. N. Kay; Mr. M. Leeke; Mr. P. Mabbs; Mrs. C. Smith; Ms. G. Smith; Mrs. M. Welburn; Mrs. J. Williamson(Chairman); Mr. M. Williamson; Mr. A. Wright.

In attendance: the Clerk.

Mr. Williamson attends as the County Councillor for the ward of Waterbeach

2009.68 **Apologies:**

Mrs. J. Cornwell; Dr. C. Grant; Mr. P. Johnson.

2009.69 **Declarations of Interest for matters on the agenda:**

Ms. Smith declared a personal interest in matters regarding the Waterbeach Car Drivers Scheme

Mrs. Williamson declared a prejudicial interest in matters regarding the Old Burial Ground and a personal interest in matters regarding the Waterbeach Car Drivers Scheme

Mr. Williamson declared a prejudicial interest in matters regarding the Old Burial Ground

Mr. Wright declared a prejudicial interest in matters regarding the Old Burial Ground and a personal interest in matters relating to Waterbeach Car Drivers Scheme

2009.70 **To approve the Minutes of the Annual Meeting held on 5th May, 2009**

The Minutes were amended as follows:

Insert before 2009.35:Agreed that Standing Order 9, in relation to voting of chairman and vice-chairman be suspended in line with Standing Order 23 (p).

2009.71 **To approve the Minutes of the confidential minutes of the meeting held on 5th May, 2009**

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

2009.72 **To approve the Minutes of the extraordinary meeting held on 19th May, 2009**

Mr. Ball proposed, seconded by Mr. Wright and agreed that the minutes be approved and signed

2009.73 **Clerk's report and matters arising from the Minutes:**

SCDC Scrutiny and Overview Committee – meeting to be held in Waterbeach on 3rd September.

Youth Club – broken into again and vandalised.

Office space – a set of shelves has been installed. The telephone line still has to be transferred.

2009.74 **To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land:**

Broken seat on Gault – the broken back supports have been removed and the seat altered to a bench.

Bus shelter roof – further consideration should be given at the inspection to the repairs needed.

Urinating along eastern boundary of recreation ground – Mr. Williamson agreed to report this at the next Police Panel. It would also be referred to the PCSO. The Clerk would establish whether the public toilets are being opened at the weekends.

Qaud bikes on the tow path – Mr. Williamson agreed to report this at the next Police Panel. It would also be referred to the PCSO

2009.75 **To receive reports and Minutes of committee meetings:**

It was agreed that the Terms of Reference for all committees should be circulated to Councillors

i. Highways committee minutes – circulated and noted

ii. Planning committee minutes – circulated and noted

iii. Finance committee minutes – circulated and noted

iv. Recreation Facilities committee minutes – circulated and noted. The Clerk had established that the Council can apply to the Football Foundation for a 50% grant for goal posts. It was agreed that the groundsman would be asked if one or two sets were required and an application made accordingly. It was agreed that subject to a grant being obtained two sets would be purchased.

2009.76 **To agree members of:**

i. Employment Panel

Mr. A. Ball; Mr. P. Johnson; Ms. N. Kay; Ms. G. Smith; Mr. A. Wright.

ii. Discipline and Grievance Panel

Mr. M. Leeke; Mr. P. Mabbs; Mrs. M. Welburn

iii. Appeals Panel:

Mr. W. Bullivant; Mrs. C. Smith; Mr. M. Williamson.

Mr. Leeke proposed, seconded by Mr. Ball and agreed that the membership of the panels should be allocated as above. Against: 1

2009.77

To approve accounts for payment:

Mr. Wright declared a prejudicial interest as being one of the payees.

Mr. Grant declared a prejudicial interest as being associated with one of the payees

Mr. Ball proposed, seconded by Mrs. Smith and agreed that the accounts as presented be paid.

2009.78

To deal with planning matters which need to be disposed of before 16th June, 2009

i. Impington Roofing Services Ltd., 6 Convent Drive – 2 windows in new first floor office space. Approved. All building materials should be on site

ii. Mr. M. Drayton & Miss Smith, 14 Pieces Terrace – rear extension (amended design). Front porch reduced to single storey – rear extension (implemented) amended to reflect proportions. Approved. All building materials should be on site.

2009.79

Community/Youth building project

i. To receive progress report

A meeting of the Task Force had been held on 20th May when the Donarbon grant application was finalised for submission by the deadline of 30th May. Decision expected in early July. The grant application to WREN and SCDC are almost ready for submission. A meeting is to be held with Kevin King week beginning 15th June to discuss tenders.

Signatories for grant application forms – Mr. Ball proposed, seconded by Mrs. Smith and agreed that forms should be signed by the chairman, vice chairman or clerk or any two of three when required.

2009.80

To consider providing dugouts for football teams:

Mr. Grant proposed, seconded by Mrs. Smith and agreed that the £100 grant cheque be sent to Waterbeach Football Club towards the purchase of dugouts for their use.

2009.81

To consider purchasing ropes and stakes for around football pitches:

Mr Grant proposed, seconded by Mrs. Smith and agreed that ropes and supporting stakes be purchased for use by football teams to fence off the pitch during a game.

2009.82

To consider loan from reserves to Waterbeach Car Drivers Scheme:

Mrs. Williamson and Ms. Smith left the room. It was agreed that Mr. Ball chair the meeting. Mr. Grant proposed seconded by Mr. Williamson and agreed that a loan of £500 at 0% till 31st March, 2010 be made available to the scheme.

Mrs. Williamson and Ms. Smith returned to the meeting and Mrs. Williamson resumed as chairman.

2009.83

To approve increase in Fidelity Guarantee insurance:

To provide cover for the increased balance and the second instalment of the precept the clerk recommended that the fidelity guarantee insurance be increased to £225,000. Proposed Mr. Williamson, seconded by Mr. Leeke and agreed.

2009.84

To arrange a date to consider management options for the Community/youth building during and after construction:

A meeting would be held on 23rd June. A paper from previous discussions would be updated by the clerk and circulated.

2009.85

To consider quote to remove bus shelter foundation:

It was agreed that further quotes would be sought.

2009.86

To agree that quotes are sought for patching of the car park using a similar method to last time: Quotes would be sought for consideration at the meeting on 23rd June.

2009.87

To consider issues relating to the cemetery:

Mr. Williamson and Mr. Wright agreed to print the leaflet which would be made available from a dispenser at the cemetery and given to undertakers. Further matters relating to the cemetery would be discussed at a later date.

2009.88

To consider Quality Status:

This matter was deferred. The clerk advised councillors to refer to www.cpalc.org.uk – documents – communities – QPC for information about Quality Status and the same web site –

documents – communities – page 2 of the list for information on the Power of Wellbeing. The old version of the Guide to becoming a Quality Council was handed to some councillors – the new version can be viewed on the web site.

- 2009.89** **To consider County Council Play Pathfinder scheme:**
Ms. Kay agreed to investigate the scheme and to talk to Suzy Kay about play equipment provision.
- 2009.90** **To consider maintenance of sewage pump:**
It was agreed that estimates be obtained
- 2009.91** **To consider Councillor's expenses:**
It was agreed that this matter would be discussed by the Finance Committee.
- 2009.92** **To discuss hedge around recreation ground and in particular corner near cricket nets:**
The matter would be considered further following a site visit at the inspections. The clerk reminded councillors that the planting of the hedge was a condition of the purchase of the land.
- 2009.93** **To discuss state of water in Car Dyke:**
It was reported that the water in Car Dyke is contaminated and should be tested. It was agreed that the clerk would report the matter to the Environment Agency and South Cambridgeshire District Council and that the matter be referred to County Farms
- 2009.94** **To adopt Environmental Policy as circulated:**
Mr. Leeke proposed, seconded by Mrs. Smith that the Environmental Policy as circulated should be adopted and reviewed by 1st November, 2009.
- 2009.95** **To consider grass cutting in the old burial ground:**
Mrs. Williamson, Mr. Williamson and Mr. Wright left the room and it was agreed that Mr. Ball chair the meeting.
St. John's Church – request that the Council consider assisting with the upkeep of the Old Burial Ground in Station Road, currently done by volunteers, by cutting the area two or three times a year. Consideration was given to the request. It was agreed that further information is needed. Mrs. Williamson, Mr. Williamson and Mr. Wright returned to the meeting and Mrs. Williamson resumed the chair.
- 2009.96** **To receive reports from Councillors, officers and representatives of the Council:**
- 2009.96.i** County Councillor:
Footpath 1, Village Green to A10 – to be improved as a capital scheme in 2009/2010
Butt Lane, Milton traffic lights – problems are arising when drivers mistakenly approach the junction to turn towards Cambridge instead of travelling through the park and ride site. The signage is being reviewed. It was suggested that the phasing of the traffic lights should also be reviewed.
- 2009.96.ii** District Councillor
No report
- 2009.96.iii** Chairman
Dog fouling along the cemetery drive and on the recreation ground – dog walkers on the recreation ground have suggested that a dog litter bin should be positioned along the southern boundary. The dog litter gloves are appreciated by dog walkers. The problems along the cemetery drive have reduced.
Speedwatch – a training session has been held in Landbeach. A further session is to be held in Waterbeach
Royal Engineers – a March Pass was held on 29th May and refreshments provided on the Village Green.
Consideration should be given to a way in which acknowledgement is made of the contribution made to the village by the military.
- 2009.96.iv** Library officer
No report
- 2009.96.v** Village Plan
The remaining task is the completion and publishing of the Action Plan.
The original Steering Group has withered away due to participants had a range of other commitments.

Advice is being sought from ACRE on the best way forward to completion and publishing the Action Plan. A further report will be given following the meeting with ACRE in Jun

2009.96.vi

CPALC

No report

2009.96.vii

Neighbourhood Watch/e.cops

A meeting of the local co-ordinators is to be arranged in the near future.

2009.96.viii

Wicken Fen Vision

The minutes of the Wicken Fen Spine Route Steering Group meeting held on 13th May had been circulated.

2009.97

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

RoSPA – Play areas safety inspections

CCC – The Big Lunch

Taylor Vinters – Deed of Variation – Jephson Homes Housing Association – Morris Homes development, Bannold Road

Waterbeach Football Club – opening of football season. It was agreed that currently no definite decision could be made as to whether the pitches would be fit for use before 1st August. However games would be allowed prior to 1st August if conditions allow.

Waterbeach Young Wives – acknowledgement and appreciation of grant for tea urn

St. John’s Church – request to assist with maintenance of Old Burial Ground

2009.98

To receive all other correspondence:

SCDC – Housing Futures

Audrey Jones and Joan Nunn – grave stone

2009.99

To arrange dates for inspections of parish council property

It was agreed that the clerk would arrange suitable dates

2009.100

To answer questions from Councillors

Employment panels – clarification of the management of staff and the handling of existing grievances was requested. This matter was not appropriate for discussion at the meeting.

2009.101

Matters for the next agenda

Dogs on the recreation ground

Railway/Whitmore Way ditch

Wicken Fen – registering rights along Burgess Drove.

The meeting ended at 9.55 p.m.

Chairman Date