

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 4th August, 2009 at the New Pavilion, Cambridge Road.

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

In attendance: the Clerk

2009.128 Apologies

Mrs. J. Cornwell; Mr. P. Johnson; Mrs. C. Smith

2009.129 Declarations of Interest for matters on the Agenda:

Mr and Mrs. Williamson and Mr. Wright declared a prejudicial interest in the discussions relating to the Old Burial Ground.

Dr. Grant declared a personal interest in remunerations to the Clerk

2009.130 To approve the Minutes of the meeting held on 7th July, 2009

Dr. Grant proposed, seconded by Mr. Wright that the minutes be signed as a correct record. For: 4; Against: 1; Abstain: 3.

2009.131 Clerk's report and matters arising

Burgess Drove – the status of the drove as a private road from the Burgess Road level crossing to within 86metres of Bannold Road has been confirmed by CCC. It was agreed that the clerk continue to write to the affected parties regarding the establishment of public rights of way and invite them to a meeting is requested.

Old Burial Ground – advice has been sought as to the machine which is recommended for the cutting of long grass. Suitable machines range from £800+ to £1175. David Armstrong has advised that the original request was made for consideration if the Council had suitable equipment currently in their ownership. He is investigating the cost of contractors. Machines suitable for the cutting are available for hire at between £170 and £250 delivered.

The new Communities Portfolio Holder is scheduled to consider the grant application for the Community/Youth building – a decision is due 1st September.

The letter sent to Adrian Loades (see Finance Committee minutes) has been past to the Capital Team at CCC as Mr. Loades is on leave.

Pre-meeting checklist to ensure that all meetings and decisions are taken in accordance with legislation document is to be sent by SCDC

Car Dyke water – this matter is still being looked into. EA and CCC have been contacted. CCC officer will be visiting the site and reporting.

Internal audit – carried out 16th July. Report to follow. Suggest next internal audit during third quarter with end of year audit being carried out remotely. It was agreed that this is acceptable

Assistant Clerk – two applications have been received, the employment panel has met to discuss interviewing and it is hoped that applicants will be interviewed during w/b 3rd August and an appointment made shortly afterwards.

2009.132 To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land

Following damage and trimming of the trees on the Green by users of the area at the Feast and the Fair Dr, Grant proposed and agreed that an estimate be obtained to raise the crown of the trees in order to reduce the impact of the Feast and the Fair.

It was agreed that Terms of Conditions of Use be produced and presented to any applicants who request use of the Green and the Gault.

Concerns were raised relating to safe working practices especially during school holidays. It was agreed that an article appear in the next newsletter relating to use of recreation ground, safe use of equipment provided and adequate supervision of children.

It was noted that the emergency access was blocked despite signs. Notices were placed on car windscreens of cars parked inappropriately.

2009.133 To receive reports and Minutes of committees

i. Planning Committee

The minutes had been circulated and were noted

ii. Community/youth task force

The notes had been circulated and were noted.

iii. Finance Committee

The minutes had been circulated and were noted.

2009.134 To approve accounts for payment

Mr. Leeke proposed, seconded by Mr. Ball and agreed that the accounts be paid.

i. To review fees received from the Clubs

It was noted that part of the fees due from the Waterbeach Football Club for the 2008/09 season had been received and that training had already commenced. It was agreed that the Finance Committee should review the policy of charging for football matches and training. It was agreed that the football club be asked to change the training evening from Tuesday to alleviate parking problems on council meeting evenings.

Mr. Bullivant arrived at the meeting

2009.135 Community/youth building project

i. To approve recommendation of Finance Committee to seek a loan up to £50,000 for ten years should it be necessary

Mr. Grant proposed seconded by Mr. Leeke that the recommendation as presented be approved.

Mr. Williamson proposed , seconded by Mr. Ball an amendment that the Finance Committee seek a loan up to £50,000 for ten years should it be necessary subject to further analysis of what is required.

Dr. Grant proposed, seconded by Mr. Wright and agreed unanimously following the withdrawal of the previous proposals that the chairman of the finance committee and others prepare the paperwork necessary to detail the amount and the period of the loan together with the documentation required to submit a loan application for presentation to the Council for consideration at the October meeting.

ii. To approve recommendation of the Finance Committee that Kevin King be consulted on the services provided by each of the CDM contractor estimates and that the most cost effective CDM co-ordinator be appointed.

Mr. Williamson proposed, seconded by Ms. Kay and agreed that the recommendation of the Finance Committee be approved.

2009.136 Accounts for the year ended 31st March 2009

i. To approve the accounts

The annual return statement of accounts had been circulated. Mr. Leeke proposed, seconded Mr. Ball and agreed with two abstentions that the accounts be approved and signed by the chairman.

ii. To acknowledge responsibilities of Annual Governance Statement

Section 2 of the annual return, Annual Governance Statement had been circulated. Mr. Williamson proposed, seconded by Mr. Leeke with one abstention that the answers to questions 1 – 8 be 'yes' and question 9 be Not Applicable.

2009.137 To consider presence of dogs on the Recreation Ground

Dr. Grant proposed and agreed that District Councillors Mr. Hockney and Mr. Johnson be contacted and requested to establish when a dog warden would be re-instated. It was agreed that the byelaws should be looked at, the matter discussed at the recreation facilities committee and then referred to the October meeting of the Council

2009.138 To consider maintenance provision for Old Burial Ground

Mr and Mrs. Williamson and Mr. Wright left the room. Mr. Grant proposed that in the

absence of the chairman and the vice chairman Mr. Ball chair the meeting.

Dr. Grant proposed, seconded by Mr. Leeke that the clerk be authorised to find a contractor for up to £200 to cut the grass or give a donation as a one off payment to St. John's church. The matter would be reviewed by the finance committee.

2009.139 To nominate trustees to Waterbeach Almshouse Charity

Mr. Leeke proposed, seconded by Mr. Ball and agreed that Dr. Grant and Ms. Smith serve as nominated trustees for the four year term of office.

2009.140 To receive reports from councillors, officers and representatives of the Council i.

County Councillor

South Cambridgeshire Area Joint Committee – the matter of a pedestrian crossing outside the pharmacy was discussed at the meeting held on 13th July with little progress. Mr. Williamson is to arrange a further meeting. The provision of dropped kerbs was also discussed at the meeting and the issue raised that Waterbeach had been incorrectly placed in the size of villages which warranted dropped kerbs.

Medium sized accident reduction scheme - Slap Up junction, one of the most dangerous junctions in the County, has been omitted from the scheme. A further accident was recorded on 24th June. Mr. Williamson is to arrange a meeting with Mac Maquire, CCC portfolio holder.

Bannold Road development s.106 – a meeting had been held on 24th July to discuss planning issues. Morris Homes, developers are seeking to reduce the number of houses from 100 to 84 which will have an impact on the amount of the education contribution which is specified as per dwelling in the s.106 and ultimately the amount of contribution made to the community/youth building

ii. South Cambridgeshire District Councillor

No report

iii. Chairman

Planning Parish Forum meeting attended on 23rd July. Matter discussed were changes to the appeal process, Supplementary Planning Documents for Public Art, Open Spaces and Conservation and enforcement procedures.

Issues relating to planning applications dealt with by Chairman's Delegation were discussed

iv. Library Officer

The Quest Seekers Reading challenge is proving a success. Mr. Williamson reported that further cuts of £500,000 for 2011/12 are being requested

v. Village Plan

No report

vi. CPALC

No report

vii. Neighbourhood Watch/e.cops

A meeting of Neighbourhood Watch is to be held on 20th August.

2009.141 To receive communications to the Council as seen fit by the Chairman for presenting to the Council

CCC – Position Statement – Children's Centres Development in Cambridgeshire. Centre expected to be on the school grounds

Mrs. Lloyd – interest in co-option – a letter of acknowledgement enclosing the policy for co-option should be sent

D. Bradley – anonymous donation

Waterbeach Football Club – matches and fees

Donarbon - grant offer. Signed in acceptance for returning

Waterbeach Almshouse Charity – nomination of Trustees

Donarbon Newsletter

2009.142 To receive all other communications

ACRE – Rural Development Programme

Ivett & Reed – memorial application

CCC – swine flu outbreak – it was agreed that the Council should have a Critical Incident Policy

CCC – Highway maintenance

Cambs. Playing Field Assoc. Newsletter

2009.143 To arrange dates for:

i. inspection of Parish Council property

To be arranged during week beginning 17th August

ii. litter picking – to be agreed at September meeting

iii. painting of Old Fire Engine House

Mr. Grant was authorised to obtain the required paint and to do the work

2009.144 To answer questions from Councillors

There were none

2009.145 Matters for the next agenda

Litter picking

October Agenda:

Borrowing approval

Dogs on the Recreation Ground

Hedges boundaries on the recreation ground