

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 1st September, 2009 at 7.30 p.m. in the New Pavilion.

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

In attendance: Angela Young, acting Clerk

Matters raised by members of the public

No public present

2009.146 Apologies:

Ms. N. Kay; Mrs. C. Smith; Mr M. Leeke

2009.147 Declarations of Interest for matters on the Agenda

Dr. C. Grant (personal interest) Item 14 Clerk's employment

Mrs. J. Williamson (personal interest) Item 7 Accounts – payment re-imbusement of window re-instatement

Mr. M. Williamson (personal interest) Item 15 County Council S106 payment

2009.148 To approve the Minutes of the meeting held on 4th August, 2009

Proposed by Mr. A. Ball, seconded by Mr. A. Wright, and approved that the Minutes be signed. 9 in favour, 1 abstention

2009.149 Clerk's report and matters arising from the Minutes

Repairs painting to benches etc – Young Offenders team have been contacted

Damage to drains by tree roots – S-Tech have advised that if the Council were not aware of the damage they are not liable but now have a duty to act to prevent incident occurring again as they are aware of the problems. S-Tech have advised that are treatments which can be carried out. Ben Hudson has been consulted. Agreed to deal with under item 16

2009.150 To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land.

Dr. C. Grant raised issue of wall corners in Cemetery and reminded Council these were Health & Safety issues, not just maintenance. Agreed to deal with under item 6 iii)

2009.151 To receive reports and Minutes of committees

i. Planning Committee - noted

ii. Highways Committee – noted. Clarified that 9.13 v refers to footpath. Meeting arranged with David Lines, CCC, to which all necessary representatives would be invited. Clerk to advise all members where meeting to be held

iii. Inspection of cemetery, Clare Close and Winfold Road – noted. Estimate received from Flanders for work on cemetery walls in sum of £5,698 discussed (item brought forward from 159). Dr. C. Grant declared personal interest (Flanders had carried out work for her). Noted estimate dated November 2008 and may be out of date. Following debate regarding delegation to Finance Committee, a proposal and withdrawal, proposed Mr. A. Wright, seconded Mr. A. Ball, that Council agree to look at having all the work carried out, as specified 10 November 2008, and as an interim measure, for Health & Safety reasons, agree to instruct Flanders to immediately remove the dangerous corner areas and make safe with netting. New prices for remainder of work to be asked from Flanders for October Full Council meeting. 8 in favour, 2 abstentions
It was confirmed that plainings were to be laid on cemetery drive

Agreed to request Clerk to obtain prices for all works suggested in notes of cemetery, Clare Close and Winfold Road inspection 19 August, and to provide a progress chart for next Full Council meeting

Proposed Mr. A. Ball, seconded Cllr. A. Wright, all in favour, that the Clerk be

additionally requested to prepare an action list for all recent inspections (all Open Spaces) and obtain quotes where appropriate in order that work can be carried out in a timely manner or budgeted for

2009.152 To approve the account for payment

Mrs. J. Williamson declared personal interest (reimbursement). Proposed by Mr A. Ball, seconded by Mrs. J. Cornwell, all in favour that the accounts be paid as presented, to include employment items

2009.153 To deal with planning matters which need to be disposed of before 15th September, 2009

i. **S/1176/09/F:** Mr Mrs. Clough, 70 Cambridge Road – extension (Amended design). Dr. C. Grant and Mr. W. Grant both declared personal interests (applicant known to them). Council reviewed previous application on site and comments made previously recommending refusal. Proposed Mr. A. Wright, seconded Mr. P. Johnson, 5 in favour, 2 against, 3 abstentions (including C. Grant and W. Grant due to personal interest) to RECOMMEND APPROVAL subject to neighbours having declared no objection to SCDC

ii. **S/1137/09/F:** Segro Plc, IQ Cambridge, Ely Road – Variation of conditions 1, 2, 3, 4, 8 & 10 of Planning Permission S/1398/06/F. Noting it was no longer possible to apply for an extension to permission, proposed Mr. A. Ball, seconded Mrs J. Cornwell, all agreed to RECOMMEND APPROVAL but to request SCDC allow Waterbeach Parish Council the normal planning application consultation period in respect of reserved matters

2009.154 Community/Youth building project

Community/Youth building project

i. Notes of Community/youth task force meetings – noted. Meeting with café due 10 September. Mrs. J. Cornwell reported on all recent meetings and confirmed current funding position and negotiation on tender.

ii. **Proposal as on agenda:** The Community/Youth Task Force having studied the three tender responses rejected one at the outset because it did not meet the specification requested. Additional information was requested from the two other contractors and as a result of a meeting to discuss this on the advice of Kevin King the Parish Council are recommended to accept the lower tender even though some additions have already been identified so that the final contract price will be greater than the initial tender received. This proposal was not formally proposed

With agreement of Council, Chairman closed the meeting to the public **due to the special nature of the business and held discussion “in Committee”**

On return from “in Committee” session, Council continued with:

iii. **Proposal by Mr W Grant, seconded Mr A Ball, all in favour and agreed:** That Kevin King continues to look at the preferred chosen contractor’s Bill of Quantities to advise where any changes to the specifications need to be made before the final contract is agreed and that the Community/Youth Task Force will work with him to finalise this.

2009.155 To arrange dates for litter picking

Agreed smaller informal sessions be encouraged in Waterbeach. Clerk to write to Community Association, approach Guides and Scout movement, and newsletter article to be included in next issue

2009.156 To nominate councillor to serve on Recreation Facilities Users Committee

It was agreed that Mr Peter Johnson should serve on the Recreation Facilities Users Committee. The next meeting is to be held on 8th September, 2009

2009.159 To consider the Future Jobs Fund Scheme

Details of the scheme to provide free labour for a six month period to 18 to 24 year olds who have been out of work for nine months had been circulated. It was agreed that the scheme be explored with a view to a person being employed for six months from

February 2010 to assist Mr. Rabbett with work at the cemetery. Training for Mr Rabbett to be organised to include basic tractor training, use of ladders, and working at heights. Mr M Williamson to enquire about CPALC providing such training in future. Clerk requested to enquire with neighbouring counties for schemes if Cambs County Council unable to provide

2009.159 To consider action to be taken in relation to repairs to cemetery wall

See item 151

2009.160 To review additional administrative hours

Proposal as on agenda: The Clerk continues to do an additional five hours per week for a further three months in the first instance and that the Clerk authorises additional hours for the Assistant Clerk as required. Proposals and amendments followed resulting in final proposal from Mr A Ball, seconded Mr A Wright that "The Clerk continues to do an additional five hours per week for a further three months in the first instance and that the Clerk authorises additional hours for the Assistant Clerk as required, **up to a maximum of 10 hours per month**" 7 in favour, 3 abstentions. To be budgeted for from reserves, as previously agreed

Discussion on employment panel expectations followed. Agreed to request timesheets be kept backdated to 1 August showing hours carried out on CYB work, to be allocated to that falling budget, not for Precept income

Noted voluntary effort can be used as a contributory "in kind" for certain grant applications

2009.161 To receive reports from Councillors and officers and representatives of the Council

i. County Councillor. No written report. Dissatisfaction expressed over resurfacing problems in Jubilee Close. Up-date given on solar panel at Chittering

ii. South Cambridgeshire District Councillor. Public Art presentation offer for November meeting; Kissing Gate matters; 2 year road sweeping programme; tree trimming; property matter; Bannold Road development up-date; resurfacing
Discussion on possible Compulsory Purchase and Listing opportunities. Dist Cllr Johnson to investigate

iii. Chairman

Possible newsletter articles discussed

iv. Library Officer

Considerable interest was shown in the Summer Reading Challenge. The scheme was promoted at Cubs some of whom are using it as a way to achieve their Book Reader Badge

The library and public computers are still in need of upgrading – the systems are slow and limiting. Book borrowing encouraged

v. Village Plan

Alan Ball had met ACRE representative to discuss. Actions expected in next month

vi. CPALC

Board meeting due 19 September

v. Neighbourhood Watch

A meeting with PCSO Claire Whiteman and PCSO Shaun White was held on 20th August. PCSO Claire Whiteman reported that there had been a number of incidents in Waterbeach. Publicity about the scheme will be in the Beach News and the Alive magazine and a meeting in October to re-launch the scheme.

vi. Tree Officer

Damage to newly planted trees on the Gault and mature trees on the Green has been caused. The Council need to consider necessary action to protect trees from vehicle damage during the Fair and the Feast. Agreed to remove hawthorn damaged. Agreed to include photo of damaged tree in booking form in future for commercial hirers and

request a returnable deposit against damage to trees
Tree ties on some trees need replacing
The Council should consider placing Tree Preservation Orders on mature trees on their property.

2009.162 To receive communications to the Council as seen fit by the Chairman for presenting to the Council

CCC – Waterbeach Youth/Community Building – request for invoice for s.106 monies and further information

SCDC – Co-option permitted. Next agenda. Agreed to advertise and advise any previous resident expressing interest

SCDC – Emergency Planning Awareness Seminar SCDC 1 October 6 p.m.

AFP Construction Consultants - appointment information. Kevin King to complete forms

Miss Pattinson, 14 Clare Close – request for re-imbusement for damage to drains (see item 149). Mr M Williamson explained problems seen by resident in blockage in drains by tree roots resulting in bill from Drain Co for £97.75. Tree was responsibility of Waterbeach Parish Council but advice received indicated no legal liability. Full discussion followed and agreed to write to resident advising the Parish Council would address the tree but have no responsibility for the drain. Resident to be advised to contact neighbours, sharing the drain, about sharing the cost or to see if any property has insurance cover; to talk to her own insurers; to apply to the Waterbeach Charity or another organisation for assistance. Report on tree advice awaited from Ben Hudson

2009.163 To receive all other correspondence

Carillon WSP – Major resurfacing scheme – A14 junction 34 to 36

2009.164 To answer questions from Councillors

None

2009.165 Matters for the next agenda

None

The meeting ended at 9.52 p.m.

Chairman Date