

Minutes of the monthly meeting of Waterbeach Parish Council held on Tuesday, 6th October, 2009 at 7.30 p.m. in the New Pavilion, Cambridge Road.

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

Mr M. Williamson attends also as the County Councillor for the ward

In attendance: the Clerk; six members of the public

Matters raised by members of the public

Mrs. Lloyd acted as spokesperson for five of the members of public who object to the closure of the created gap in the south west corner of the recreation ground. A petition of 53 signatures requesting that the gap be re-instated was handed to the Council.

Mr Reuben supported the Council in the blocking of the gap.

2009.169 Apologies:

Mr. W. Grant; Mr. P Johnson; Mr M. Leeke; Mr J Hockney (District Councillor)

2009.170 Declarations of Interest for matters on the Agenda

Ms Kay agreed with the advice given by the Chairman that she should declare a pre-determined personal interest in matters relating to the gap in the SW corner of the recreation ground as she is dog walker using the gap and been involved with the petition. Mrs Smith declared a predetermined personal interest in matters relating to the SW corner of the recreation ground as she is related to a member of the public present who is a dog walker

2009.171 To approve the Minutes of the meeting held on 1st September, 2009

Mrs. Cornwell proposed; seconded by Mr Ball and approved that the Minutes be signed

2009.172 To approve the confidential minutes of the meeting held on 1st September, 2009

Mr Ball proposed, seconded by Mr Williamson and approved that the Minutes be signed

2009.173 To approve the minutes of the extraordinary meeting held on 15th September, 2009

Mr Ball proposed, seconded by Mrs Cornwell and agreed that the Minutes be signed. Abstain: 5

2009.174 Clerk's report and matters arising from the Minutes

CPALC Training session on Code of Conduct and Standards Committee and Meeting procedures attended on 23rd September at Milton with Melanie Carr and four councillors.

SLCC Regional Conference attended on 24th September at Chilford Hall. Issues covered were: Local Empowerment and how it will affect you: How to get the maximum from your council's assets: What's new in the Play Provision Sector: HR Rights and Council's Responsibilities: Making the most of Allotments in the community: Creative use of Powers.

Items purchased: CD for Cemetery Management and Administration for Local Council Clerks (£27); Governance and Accountability for Local Councils Practitioners Guide (£20). Both purchased at member's rates saving £14. Mr Ball advised that the Cemetery Management CD had some very useful facts which need extracting for information.

Community Cashback – the bid to the fund has made it through to the next stage and been submitted to the Office for Criminal Justice Reform who will make the final decision as to which projects will receive funding for 2009/2010. Results to be announced week commencing 12th October. Key dates: Completion of project (if feasible) 31 March 2010; Evaluation of projects to be completed 31 May 2010

Cemetery wall – Arrangements have been made to fence off corners. Flanders have been contacted regarding doing urgent work to corners and to discuss the November 2008 estimates for the repairs.

Double yellow lines – consultation letters have been hand delivered to houses adjacent to proposed double yellow lines and those opposite. It was suggested that solid white

'Stop' lines be applied at the village sign junction of Greenside

Repairs to the bouncy animals on the Gault, the youth portacabin and the flat roof at the old pavilion are being priced

A14 Ellington to Fen Ditton – Draft orders are open for objection and comment until 6 January 2010. Public exhibitions are being held at University Arms on 15th October to 18th October 10am to 8pm and at Huntingdon Racecourse 9th October, 2pm to 8pm and 10th October to 12th October 10am to 8pm

2009.175 To receive and consider any point relating to Health and Safety in relation to employees, equipment, properties and land.

There were no points raised.

2009.176 To receive reports and Minutes of committees

i. Planning Committee held on 15th September. Circulated and noted

ii. Recreation Facilities Committee. Circulated and noted

iii. Planning Committee held on 1st October. Circulated and noted.

Concern had been expressed that actions were being taken on matters included in committee minutes without the agreement of the full Council. It was agreed that this procedure is not incorrect however recommendations of committees should be minuted and agreed by the Council.

2009.177 To approve the account for payment

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

2009.178 To receive and note recommendations of Internal Auditors Report

Recommendations made by Heelis & Lodge, Internal auditors:

i. Ensure that all invoices are referenced with cheque numbers and date of payment to ensure clear audit trail

ii. Review Financial Recommendations

iii. Identify LGAs 137 expenditure in the cash book and end of year account.

It was agreed that next Finance Committee would act upon the recommendations.

Mr Ball thanked the Clerk/Responsible Financial Officer for the work she had carried out.

2009.179 Community/Youth building project

i. Notes of Community/youth task force meetings

A verbal report was given by the Clerk of a meeting with Mrs Cornwell, Mrs Williamson to finalise the business plan and deal with the issues raised by WREN on the application for funding

ii. Notes of meeting with WAY. Circulated and noted

iii. To consider appointment of Employer's Agent

It was agreed that an extraordinary meeting would be held to consider estimates submitted. The estimates to be circulated to councillors prior to the meeting.

iv. Proposal: To accept the tender of the preferred chosen contractor in order that the project to build a new community/youth facility can be progressed to Design and Build for final tender prior to signing of a contract

It was agreed that an employer's agent should be engaged before appointing a contractor.

2009.180 To agree whether the gap in the hedge in the SW corner of the recreation ground should remain closed or should be opened

The facts given by the members of the public were considered.

It was agreed that:

1. as part of the condition of purchase of the land was to plant and maintain a hedge to the reasonable satisfaction of the vendor (CCC) that a letter be written to CCC requesting their views on the relaxing of the covenant to permit the gaps in the hedge and particularly the one in the SW corner

2. as the Parish Council had risk assessed the gap following the installation of the cricket nets and deemed it necessary to close the gap that an independent risk assessor assess the presence of a gap

3. a consultation by posters in the village and circulation to Community Association members be carried out on the presence of a gap

4. the cost implication of opening the gap and providing a gate be investigated
Mr Williamson proposed, seconded by Mr Wright that in principle the opening of the gap and the siting of gate, subject to issues 1 to 4 above being resolved, be approved.

2009.181 To consider the installation of a gate in the SW corner of the recreation ground

See minute 2009.180

It was agreed that the Terms of Reference of the Recreation Facilities User's Committee should be investigated with regard to membership of the committee

2009.182 To consider and agree the height of the hedge along the southern boundary of the recreation ground

Mrs Cornwell proposed, seconded by Ms Smith that the hedge height remain at its normal cut height. For: 8; Abstain 1.

2009.183 To consider the organisation of the 2010 Arnold Scrivener Cup tournament

Thought needs to be given to regenerating the Arnold Scrivener tournament in 2010. An approach should be made to the Community Association who it is understood are considering extending the activities of the Feast.

2009.184 To consider accepting offer from Diane Bayliss, CPALC, to speak about criteria and benefit of having Quality Status

It was agreed that more information should be sought.

2009.185 To consider estimate for lighting and power to groundsman shed and sports store

Brian Langley & Son – supply and fit lights and sockets to new shed with a temporary electricity supply at a cost of £1640.50. It was agreed that security lights above the main doors should be added to the specification. Brian Langley should be asked whether or not the lights and sockets could be powered by generators and whether the electricity supply to the new pavilion is adequate for supply to the new pavilion and the groundsman's shed. It was agreed that delegated authority to proceed be given to Mr Ball, Mrs. Cornwell and the clerk.

2009.186 To consider estimate for tree works

i. lifting of crowns on limes on Green

Ben Hudson - £650. To be considered by Finance Committee

ii. removal of maple in Clare Close

Ben Hudson - £850 including removal of stump. Advised that drains adversely affected. Removal of tree and re-planting of another species advised. It was agreed that repair of the pipe with a material which would not allow root damage should be investigated.

It was agreed that Ben Hudson be asked to assess the limes on the Green for deadwood.

2009.187 To consider handling of and discussion through e.mail

It was noted that not all councillors have access to e.mail

It was agreed that the Clerk should continue to circulate to councillors all e.mails received for their information.

It was agreed that e.mails should not be used for debate on a matter.

2009.188 To consider signing-up to the South Cambridgeshire Sustainable Parish Energy partnership:

Cambridge Climate Change Charter EXPO on 23rd October at Smart Life Centre, Kings Hedges Road, information to be circulated, and Village Energy Show on 24th October at Impington. It would be established whether attendance without signing up to the partnership is permitted.

2009.189 To receive reports from Councillors and officers and representatives of the Council

i. County Councillor

The roadway from Cambridge Road to the car park is owned by the Parish Council, the owners of land(CCC, Car Dyke, and Tessa Frost, Hall Farm Stables,) have access across the roadway.

The track alongside the Recreation Ground is owned by the County Council. It is not a public right of way, but the County Council have granted permissive access on foot onto the track for access to Car Dyke. The Parish Council have no specific rights over it. Gate to Car Dyke near car park – installed by CCC to prevent unauthorised access and opened at dawn and closed at dusk by owner of Hall Farm stables.

Created gaps from recreation ground to Car Dyke – Mr Burton, CCC, advised that a formal agreement should be made for the gaps particularly for the vehicular access. Burgess Drove – currently a private road. CCC are investigating the possibility that there are already public rights of way along the drove. If not CCC Countryside Access Team advice is that if there are no public rights of way the only possibility is that a public footpath is created.

ii. South Cambridgeshire District Councillor

Chapel Close kissing gate – a meeting had been held and further suggestions made which will be notified when finalised.

11 Station Road – owner contacted regarding overgrown area. Work to clear has commenced

Bannold Road development – meeting to be held at SCDC offices with developers, representatives of parish council

Waddelow Road and Jubilee Close – resurfacing work is in progress

Cemetery – pictorial suggestion of how cemetery should look. To be discussed as an agenda item at a later date.

iii. Chairman

Donarborn liaison meeting – attended on 10th September to view MBT plant and receive presentation on Minerals and Waste Plan

ACRE Workshop Rural Cambridgeshire Ensuring a vibrant future meeting attended on 17th September

iv. Library Officer

Questseekers Challenge – well supported. Request that budget for £500 to support summer reading scheme in 2010/2011. To be considered by Finance Committee

Meeting with school Acting Head, Dr. Grant and clerk to discuss use of Community Room by Children's Centre. Strategy agreed for use of store room. Agreed provision of facilities needs to be completed before further use as a classroom of the community room commences

Keys to Community room – provision of adequate sets of keys to new locks need to be provided. **Clerk to ensure minimum requirement of 8 sets are provided**

Library contract – commences on 1st November but not yet received for consideration.

County Councillor to investigate delay

WILL rent – need to agree rent with school for 2010/2011 in order that it can be included in budget. **Clerk to arrange meeting with school and liaise with Finance committee**

Storage of WILL books – **Council to explore provision to store accumulated books.**

v. Village Plan – no report

vi. CPALC – no report

vii Neighbourhood Watch

Increased anti-social behaviour in the village being reported.

Neighbourhood Watch Scheme meeting to revitalise group to be held on 22nd October in Church Rooms

Police panel meeting to be held on 13th October at Impington

2009.190 To receive communications to the Council as seen fit by the Chairman for presenting to the Council

Jane Williams – proposed usage of Tillage Hall
WREN application queries
CCC – formal agreement between WAY, Parish Council and CCC for usage of Tillage Hall
Barbara Bull – gap in hedge
Agnes Lloyd – gap in hedge
Kevin Northwood – gap in hedge
Norma Kay and Jenny Newall – gap in hedge
Kevin Stubley – gap in hedge
Andrew Evans – gap in hedge

2009.191 To receive all other correspondence

SCDC National Tenant Voice
ACRE Community action magazine
Naomi Wright – area opposite 96, 98 and 100 Cambridge Road
Copy letter to SCDC from Ms N Kay re. Hall Farm stables. Ms Kay requested that this letter be placed on the November agenda for discussion
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2009.192 To answer questions from Councillors

Overhanging hedge adjacent to 61 and 73 Denson Close – contact to be made with SCDC

2009.193 Matters for the next agenda

Nothing noted

The meeting ended at 10.00 p.m.

Chairman Date

