

WATERBEACH PARISH COUNCIL

Notice of Meeting

Notice is hereby given that the annual meeting of Waterbeach Parish Council will be held at the Old Pavilion, Cambridge Road, Waterbeach on Tuesday, 3rd May 2016 at 7.30 p.m. and I summons you to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Please note that all open Parish Council meetings are now recorded including the open forum.

Liz Jones
Parish Clerk

AGENDA

16 / 1 THOSE PRESENT / APOLOGIES FOR ABSENCE

16 / 2 ELECTION OF CHAIRMAN

To elect the Chairman of the Council for the ensuing municipal year.

16 / 3 ELECTION OF VICE CHAIRMAN

To elect the Vice Chairman of the Council for the ensuing municipal year.

16 / 4 OPEN FORUM

Open Forum of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g). Anyone wishing to speak needs to be present at the beginning of the meeting. This is not a forum in which to raise complaints about the Parish Council or its staff, which should in the first instance be directed privately to the Parish Clerk so that they can be independently investigated in accordance with the Council's complaints procedure

16 / 5 MINUTES

To confirm the Minutes of the meeting of the Council held on 5th April 2016.

To confirm the revised open Minutes of the meeting of the Council held on 15th March 2016.

16 / 6 MEMBERS' INTERESTS

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item.

16 / 7 DATE FOR ANNUAL PARISH MEETING

To agree a revised date for the Annual Parish Meeting.

16 / 8 APPOINTMENT OF COMMITTEES

- a. To appoint Members to formal committees, and panels for the ensuing municipal year and to appoint Chairs to those Committees. Those that have been operating for the past year are Planning, Finance, Highways, Employment Panel, Recreation Users Group. A list will be circulated of current committee/panel members.

- b. To agree a meetings' schedule for the year – draft to be circulated in advance.

16/9 APPOINTMENT TO OUTSIDE BODIES AND OF LEAD PERSONS FOR VARIOUS ACTIVITIES

To appoint Members or residents for the ensuing municipal year. Last year people were appointed for the following: Footpaths, Community Association, Library, Twinning, Trees, Charities, Play Area and Exercise Equipment Safety Checks. A list will be circulated of those currently appointed to these roles.

16/10 WORKING PARTIES

It is assumed that working parties will continue to operate as currently constituted but this is an opportunity for members to stand down if they wish to do so and be replaced. Those that have operated during the past year are: Skatepark, Cemetery, Emergency Plan, Toddler Playgroup, Neighbourhood Plan, Grant Funding, Groundscare Tender. A list will be circulated of those currently working on these groups.

16/11 GRANT APPLICATIONS

To consider and agree whether or not to award grants to:

- a. Relate Cambridge - amount requested £200
- b. EACH (East Anglia's Children's Hospices) - amount requested £1,000
- c. A Day at the Beach - amount requested £500

Grant forms circulated to councillors with some supporting documents. Full supporting information available to be inspected at the Parish Office.

16/12 INSURANCE

To approve the expenditure for the annual renewal of the main insurance policy (due for renewal on 1 June). Total budget is £7,000 from which £683.46 already allocated to vehicle insurance. The Clerk is still in consultation with the existing insurer and two alternative providers but actual cost is anticipated to be in the region of £3,500 to £4,000. Exact details to be finalised by the Clerk in consultation with the Chair.

16/13 BUS SHELTERS

To decide whether the Parish Council would be prepared to take responsibility for the maintenance, in perpetuity, of two proposed bus shelters that would be installed as a part of planning application S/0551/14/FL for Paragon Holdings, Stirling House, Denny End Road, Waterbeach. No commuted sums have been secured. Potential costs are estimated at £120 per annum for cleaning, £120 per annum for maintenance including painting, replacement of a glass/polycarbonate panel £840.

16/14 PURCHASE OF EQUIPMENT FOR NEIGHBOURHOOD PLAN

The Planning Committee recommend the following:

- (i) To purchase a large screen or TV through which plans could be viewed. This would not only be for the Neighbourhood Plan Working Party (NPWP) but also a general resource for the planning committee.
- (ii) To purchase a laptop to be used as a resource and for central storage for the NPWP.
- (iii) To prepare another leaflet about the Neighbourhood Plan to increase awareness of the project. Anticipated cost around £150

16/15 OPEN SPACES AT ABBEY PLACE

To consider and agree whether to approach Annington Homes initially with a view to finding out whether they would consider letting Waterbeach Parish Council take this site over for recreational purposes and lease it to WPC on a long lease for a peppercorn rent.

16/16 CAR PARKING

To discuss and agree actions on car parking issues within the village and specifically to consider:

- (a) Measures to restrict illegal parking near the railway station such as bollards and/or new signage.
- (b) Update on potential additional spaces in the current Goods Yard
- (c) Extending and/or allocating public car parking spaces in the Tillage Hall/ Recreation ground car park.
- (d) Availability of County Council land opposite the station
- (e) Reconfiguration of area opposite Chin Wah
- (f) Request for possible provision of park and ride with shuttle bus, based at the Barracks site.
- (g) Approach the sailing club / motor boat club regarding use of space on their land
- (h) Approach St John's church regarding use of the Church car park

16 / 17 VILLAGE GREEN AND OTHER OPEN SPACES

- a. To discuss and agree where to relocate or to add new benches, including those proposed to be donated by the Community Association.
- b. To discuss and agree a policy for the future use of the Village Green.
- c. To discuss and agree actions to be taken on the future use of the area outside One Stop.

16 / 18 TRIBUNAL JUDGMENT

To receive the judgment from the Employment Tribunal in the case of Rabbett vs Waterbeach Parish Council and to agree whether to make an additional public statement on the matter.

16 / 19 OFFICER & COUNCILLOR REPORTS

To receive reports (if any) from the Clerk, District and County Councillors, Library Officer, Tree Officer and the Chair of the Parish Council.

16 / 20 WORKING PARTY & PROJECT REPORTS

To receive reports (if any) from any Committees or Working Parties that have met since the last Parish Council meeting and which are not listed elsewhere on the agenda: - Planning, Highways, Finance, Recreation User Group, Skatepark, Emergency Plan, Toddler Playgroup, Neighbourhood Plan, Grant Funding, Cemetery, Urban & Civic, Groundscare Tender.

16 / 21 MONTHLY PAYMENTS

To approve the payment of accounts for the past month - a schedule will be issued prior to the meeting.

16 / 22 FUTURE AGENDAS

An opportunity for Members to suggest items for inclusion in future parish council meeting agendas.