

# WATERBEACH PARISH COUNCIL

## Notice of Meeting

Notice is hereby given that a meeting of the Parish Council will be held at the Old Pavilion, Recreation Ground, Waterbeach on **Tuesday 3 September 2019 at 7.30 pm** 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.



Shelley Mason  
Clerk and Proper Officer

## PARISH COUNCIL AGENDA

### THOSE PRESENT / APOLOGIES FOR ABSENCE

#### 19/98 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.

#### 19/99 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. Those councillors declaring a pecuniary interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made.

#### 19/100 MINUTES OF MEETINGS

To agree the [minutes of the meeting on 6 August 2019](#)

#### 19/101 MAJOR DEVELOPMENTS – ENGAGING WITH DEVELOPERS

To receive a proposal for a [Member informal engagement protocol](#).

#### 19/102 MAJOR DEVELOPMENTS – STANDING ITEM

- a. RLW Outline Planning permission for land East of the Barracks S/2075/18/OL
- b. Urban and Civic planning application S/0559/17/OL.  
To receive details of the Urban and Civic Engagement strategy and discuss appropriate WPC involvement.
- c. S3372/17/CW Energy from Waste Plant (Incinerator)
- d. S/0791/18//FL Relocated Railway Station

#### 19/103 RECREATION GROUND CAR PARK

To receive oral update and forward programme from the Project Manager

#### 19/104 PLANNING APPLICATION

To consider the following application:

**[S/0074/19/CC](#) – Section 73 application to develop Waterbeach Community Primary School from a 2 form entry school to a 3 form entry (630 places) including a two storey teaching block extension with a single storey link, front entrance, additional car and cycle/scooter**

**parking provision and external landscaping works without compliance with Condition 10 (Pedestrian Crossing) of Planning Permission S/0095/18/CC.**

[Agent cover letter](#)

- 19/105 OFFICER & COUNCILLOR REPORTS**  
To receive reports (if any) from the Clerk, [District Councillors](#), [County Councillor](#), Library Officer, Tree Officer and the Chair of the Parish Council.
- 19/106 CAMLOCKS**  
To receive quotes for provision of surveying services to support a business case and make a decision – details circulated to Cllrs.
- 19/107 MONTHLY PAYMENTS AND BANK RECONCILIATION STATEMENT**
- a. To approve the payment of [accounts for August](#). The file of related invoices is available for Councillors to inspect on the day of the meeting during working hours and for 30 minutes before the start of the meeting.
  - b. To note the Bank reconciliation for end July 2019
- 19/108 DIGNITY AT WORK, BULLYING AND HARASSMENT POLICY**  
To consider [proposal from Cllr Grant](#) for an amendment to the [existing WPC policy](#).
- 19/109 USE OF PERSONAL EMAIL ADDRESSES**  
To agree to remit the Communications working group to consider the [recent ICO guidance](#) on the use of personal email addresses and devices and report back with practical recommendations.
- 19/110 PARISH NEWSLETTER**  
To suggest items for inclusion in the next newsletter
- 19/111 HEALTH AND SAFETY**  
To highlight any recent items
- 19/112 TREE MANAGEMENT POLICY**  
To receive a [report from the Tree Officer](#) and consider a draft tree management policy (example circulated to Cllrs).
- 19/113 ZERO CARBON GRANT SCHEME**  
To discuss if WPC wishes to enter a bid into the [SCDC scheme](#) (closing date 31 October 2019) and if so, which Cllr would be prepared to lead preparing the [bid paperwork](#)  
To identify who can attend the briefing session at SCDC offices on 4 September 2019 (6pm)
- 19/114 WPC STREET LIGHTING**  
To receive an update from the Clerk.
- 19/115 COMMITTEES AND WORKING PARTIES**  
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, Neighbourhood Plan, Cemetery, Emergency Planning.