

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 December 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

19/160 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.

19/161 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.

19/162 MINUTES OF MEETING

To agree the minutes of the meeting on 5 November 2019

19/163 MAJOR DEVELOPMENTS – INFORMAL ENGAGEMENT WITH DEVELOPERS

To agree a [Member protocol](#)

19/164 MAJOR DEVELOPMENTS – STANDING ITEM

- a. [S/0559/17/OL](#) **Urban and Civic planning application**
To note dates of forthcoming engagement:
Monday 17 Feb – transport and public realm workshop
Monday 2 March 2019 (date proposed – WPC catch up) – focussing on sustainability
- b. [S/2075/18/OL](#) **RLW Outline Planning permission for land East of the Barracks**
- c. [S/0791/18/FL](#) **Relocated Railway Station**

19/165 NEIGHBOURHOOD PLAN

To confirm support for Draft Neighbourhood Plan to go forward for Regulation 14 Pre-Submission Consultation – paper circulated to Councillors.

19/166 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.

19/167 2020-2021 BUDGET

- To receive suggestions from the Finance Committee regarding projects for inclusion in next year's budget.
- 19/168 FINANCIAL REGULATION**
- To agree to adopt an update to the WPC Financial Regulation. Explanatory note attached.
- 19/169 INTERNAL AUDITOR**
- To agree a recommendation from the Finance Committee regarding appointing an Internal Auditor for the 2019-2020 year.
- 19/170 STREETLIGHTS**
- a.** Utility costs - To receive a report and appoint an energy supplier following withdrawal of CCC as agent.
- b.** New lights – to receive a quote to instal two new lights (Rosemary Road alleyway(Burgess Road end) and Jubilee Close)
- c.** Recreation Ground - to discuss whether to instal LED lamps into the three existing lighting columns
- 19/171 LOCAL HIGHWAYS IMPROVEMENT**
- To receive a feasibility report on the WPC bid and confirm commitment to contribute to the expected scheme cost if the bid is successful.
- 19/172 TENNIS COURT FENCING**
- To receive quotes and agree a supplier.
- 19/173 MONTHLY PAYMENTS**
- To approve the payment of [accounts for November](#). 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.
- 19/174 LIBRARY RELOCATION**
- To receive a paper and discuss concerns and options for moving forwards.
- 19/175 LONE WORKER POLICY**
- To agree a recommendation from the Employment Panel to adopt a policy – draft attached.
- 19/176 USE OF THE RECREATION GROUND**
- To agree a request from Waterbeach Colts to hold the annual football tournament and beer festival over the last bank holiday weekend in May, from 24th to 26th May 2019 (with set up/clear up either side).
- 19/177 HEALTH AND SAFETY**
- To highlight any recent items.
- 19/178 REPLACEMENT TREES**
- To agree to respond to enquiry from Highway re a tree to replace one removed in SPurgeons Avenue.
- To decide whether to replace the sequoia taken down in the High Street with another on PC land in the village.
- 19/179 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.

19/180 ACTIONS LOG REVIEW