

# **WATERBEACH PARISH COUNCIL**

Minutes of a meeting of **Waterbeach Parish Council** held on 4th October 2011 at 7.30 p.m. at the New Pavilion, Cambridge Road, Waterbeach.

## **PRESENT**

Councillor N Kay, Chair

Councillors B J Bull, W Bullivant, J Cornwell, C Grant, M Howlett, A Lloyd, C Smith, Mrs J Williamson, M Williamson and A Wright.

## **APOLOGIES**

Apologies for absence were received on behalf of Councillors P Johnson, J Rabbett and D Smart and District Councillor J Hockney

## **OPEN FORUM**

Prior to the commencement of the meeting, the Council was addressed on a number of issues during the Open Forum.

A youth leader from WAY and several young people expressed their appreciation to the Parish Council for the facilities provided at the Tillage Hall which now enabled 40 plus children to attend on three evenings each week and a greatly enhanced range of activities to be provided.

A resident of the village expressed his concern over the potential future development of the Barracks at Waterbeach for housing and he encouraged the Parish Council to communicate with and involve the local community in opposing the plans.

## **135/11 MINUTES**

Upon being moved by Councillor Wright and seconded by Councillor M Williamson, the Minutes of the meeting held on 6th September 2011 were approved as a correct record and signed by the Chairman, subject to:-

- (a) the insertion of the following words in parentheses at the conclusion of Minute No. 118/11(a)(i) – ‘(Councillors Bull and Cornwell asked that their names be recorded as abstaining from voting.)’
- (b) the insertion of the following words in parentheses at the conclusion of Minute No. 118/11(a)(ii) – ‘(Councillor Cornwell asked that her name be recorded as abstaining from voting.)’

## **136/11 RESIGNATION**

The Chairman reported upon the resignation of Mr A Ball from the Council.

Members paid tribute to the work of Mr Ball while he had been a member of the Council and particularly his efforts to establish the Tillage Hall and in the financial performance of the Council.

The Acting Clerk indicated that he would advise South Cambridgeshire District Council of Mr Ball's resignation to enable the vacancy to be advertised and that if the requisite 10 electors did not call for an election, the Parish Council could co-opt a person to fill the vacancy.

## **RESOLVED**

that the Council place on record its appreciation to Mr A Ball for his service as a councillor and a letter sent to him to express the thanks of the Council.

## **137/11 MEMBERS' INTERESTS**

Councillor Grant declared a personal and prejudicial interest in Minute No. 141/11(a)(ii) (Planning Applications) as the owner of the property that was the subject of the application. She also declared a personal interest in Minute No. 147/11 (River Cam Conservancy).

Councillor M Williamson declared a personal interest in respect of Minute Nos. 147/11 (River Cam Conservancy) as one of the Conservators.

## **138/11 REQUEST FOR FINANCIAL ASSISTANCE – WAY**

Further to Minute No. 119/11 and with the assistance of an explanatory e-mail from the Project Manager, Members considered a request for financial assistance from Waterbeach and Landbeach Action for Youth. In previous years, WAY had received funding from the Government of over £6,000 per annum but this had been withdrawn in 2011/12. Although other grants had been secured, a deficit was anticipated of between £14,000 and £17,000 depending on the success of other fundraising efforts. As a result WAY had decided to cut the youth provision to 2 nights per week and reduce the youth worker hours, although a grant from an anonymous donor had enabled this to be postponed until Christmas.

Under the circumstances, WAY had asked if the Parish Council could assist them financially. Members were advised that a sum of £2,000 had been included in the Council's budget for the current year under the heading of 'contribution to youth leader', although it was understood that this had originally been intended to fund summer holiday activities that were not supported by the County Council. In terms of any additional support either in the current year or from 2012/13 onwards, Members acknowledged that the former would need to be subject to discussion by the Finance Committee after monitoring expenditure to date, while the latter could only be dealt with when the precept

and budget for the following year were being discussed later in the autumn. It was noted that support for WAY would need to count against the Council's section 137 expenditure.

The Project Manager of WAY was in attendance for this item and answered a number of questions by Members.

Councillor Bullivant also drew attention to the question of financial support for the elderly in the village and asked that an item be included on the agenda to this effect for the next meeting of the Council.

Following discussion, it was

#### **RESOLVED**

- (a) that the money allocated in the budget as a 'contribution to youth leader' be paid to WAY by way of a grant towards their operational costs in the current year;
- (b) that the Finance Committee be requested to report on the Council's financial position in the current year;
- (c) that WAY be requested to provide a financial update prior to the December meeting of the Finance Committee; and
- (d) that consideration of a grant for WAY in 2012/13 be dealt with as part of the budgetary process for that year.

#### **139/11 RECREATION USERS COMMITTEE**

Arising from the submission of the Minutes of the meeting of the Recreation Users Committee held on 13th September 2011, discussion arose about the amount of storage available for the various clubs and the difficulty in reconciling the needs of the cricket and football clubs. The Chairman indicated that the Council would be reviewing the amount of storage space used for the Council's own records at the New Pavilion and that this issue would be discussed further at the next meeting of the Committee.

#### **RESOLVED**

that the minutes of the meeting of the Recreation Users Committee held on 13th September 2011 be received.

#### **140/11 PLANNING COMMITTEE**

#### **RESOLVED**

that the minutes of the meeting of the Planning Committee held on 20th September 2011 be received.

## 141/11 PLANNING APPLICATIONS

Members considered the following applications for planning permission. In the case of application S/1666/11, Members were informed that an amended plan had been received from the District Council for comment. Application S/1659/11 had been considered by the Planning Committee at its meeting held on 20th September and had been recommended for refusal on the grounds that insufficient information had been provided. The Acting Clerk informed Members of further information that had subsequently been provided by the applicant.

The Acting Clerk also drew attention to an invitation from the District Council for up to 3 persons to attend a training session on planning to be held at Cambourne on 18th October 2011.

### RESOLVED

- (a) that the following observations be submitted to South Cambridgeshire District Council:-

- (i) **S/1666/11 87 Cambridge Road – First floor side and rear extension**

That the District Council be recommended to approve the application, subject to no objections from neighbours and to all construction materials being stored off the highway.

- (ii) **S/1659/11 The Old Sunday School, Chapel Street – Change of use of office to undertakers**

(Having declared a prejudicial interest under Minute No. 137/11 ante, Councillor Grant left the room while this application was considered.)

That the District Council be recommended to refuse the application on the following grounds:-

- (1) that the use of the premises for the development proposed would be out of character and unsympathetic in the local neighbourhood, particularly having regard to the use of the first floor of the premises for care for the elderly and the existence of housing for the elderly nearby;
- (2) that there is inadequate off street parking on site to accommodate the proposed use with long wheelbase hearses having difficulty manoeuvring into the site; and
- (3) that the potential installation of refrigeration units at the premises would create a noise nuisance to nearby residents.

- (b) that Councillor Smith be authorised to attend the training session at Cambourne and other Members interested in attending be requested to notify the Acting Clerk if they wished to attend.

### **142/11 TILLAGE HALL**

Further to Minute No. 119/11, Councillor M Williamson reported that a meeting of the Friends of the Tillage Hall had been held earlier in the day at which it had been agreed to sign the Licence to Occupy the premises that had been prepared by the Acting Clerk. Members were informed that the Friends had received funding of £5,000 from the anonymous donor to purchase furniture, crockery etc to enable the premises to be used by the public. The Friends had also welcomed an offer by former Councillor Ball to assist with any final issues relating to the opening of the premises.

Councillor Williamson reported upon a number of matters that required attention. A soap dispenser and hand drier had not been fitted in the kitchen in respect of which Councillor Cornwell indicated that their omission had been identified during an inspection and drawn to the attention of the contractors. It had been identified that the exterior lighting on some sides of the Hall was inadequate and that additional lights needed to be installed, preferably on movement sensors. Members also were informed that the electricity supply had been taken on a spur from the Groundsman's Shed with a sub-meter which was thought to be unsatisfactory for billing purposes. Mention also was made to the fact that the landscaping had yet to be undertaken by the contractor.

With regard to the formal lease of the Hall, Councillor Williamson reported that a draft had been sent by the Council's solicitors to the Trustees' solicitors. With regard to the document relating to the establishment of the Trustees, Councillor Williamson undertook to supply a copy to the Acting Clerk for circulation to Members.

### **RESOLVED**

that the Acting Clerk be requested to liaise with the contractors and Project Manager with a view to the outstanding issues referred to above being undertaken.

### **143/11 DAMAGE TO VEHICLE**

The Acting Clerk reported on damage caused to a vehicle parked nearby as a result of the weathervane at the Tillage Hall being dislodged by high winds. An estimate for the repair had been received in the sum of £1,029.25 plus VAT which the Acting Clerk reported he would refer to the Council's insurers.

Members were informed that the weathervane did not appear to have been attached the roof securely but it was felt that this was consistent with the previous fitting of the weathervane at the New Pavilion.

## **144/11 CEMETERY**

Further to Minute No. 121/11, the Acting Clerk reported that the Defence Estates had agreed to carry out the repairs to the roadway leading to the cemetery and had been asked to provide advance notice when it was intended to carry out the work to avoid clashing with any internments that were taking place.

## **145/11 REVIEW OF PARLIAMENTARY BOUNDARIES**

Members were informed that the Boundary Commission for England were undertaking a review of parliamentary constituency boundaries which would result in changes to the constituencies in Cambridgeshire to ensure that electoral parity was achieved in terms of the size of electorates. This would involve the creation of a new South Cambridgeshire constituency that would include Waterbeach and 21 other parishes in South Cambridgeshire District, together with one ward from Cambridge City. Although this was a substantial change from the present boundaries of the South East Cambridgeshire Constituency, it was

### **RESOLVED**

that no objections be raised to the proposed change involving Waterbeach.

## **146/11 REMOVAL OF SUBSIDISED BUS SERVICE FUNDING**

Attention was drawn to an invitation by the County Council to comment on a review of their decision to withdraw £2.7 million subsidy from bus services currently supported by financial contributions from Council funds. Councillor M Williamson advised that the further consultation had arisen from a challenge by way of judicial review of the previous consultation exercise which had not been considered to have been sufficiently extensive.

Members were informed that one of the services at risk of a loss of subsidy and therefore withdrawal was route 196 from Waterbeach to Cambridge. It was felt that the service offered a vital link for residents of the village and was particularly useful in terms of the interchange with the Network Rail station.

### **RESOLVED**

that representations be made to the County Council to retain service 196.

## **147/11 RIVER CAM CONSERVANCY**

The Acting Clerk reported on a consultation currently being carried out by the River Cam Conservancy on future finance options. The organisation had explained that the income currently generated from registration fees, an interchange agreement with the Environment Agency, rents etc. was sufficient to meet ongoing revenue expenditure but that this would not enable planned capital expenditure to be undertaken in the period to

2019/20. As a result they had invited comments on a series of options to generate additional income.

Members were of the opinion that an increase in registration fees should be avoided where possible, as should the introduction of tolls to pass through locks. Of the options suggested, Members favoured the introduction of charges for events on the river and an increase in commercial opportunities.

#### **RESOLVED**

that the Conservancy be advised of the Parish Council's comments.

#### **148/11 REQUEST FOR FINANCIAL ASSISTANCE - VICTIM SUPPORT**

Having considered a request for financial assistance from Victim Support towards the work of the organisation, Members felt that local groups should be supported in favour of more regional bodies

#### **RESOLVED**

that a grant be not made.

#### **149/11 SOUTH CAMBRIDGESHIRE PARISH LIAISON MEETING**

Further to Minute No. 128/11, the Chairman reported on the attendance of herself and the Vice Chairman at a parish council liaison meeting hosted by South Cambridgeshire District Council on 28th September. Members were informed that much of the discussion had centred on the next stage of the Strategic Housing Land Availability Assessment which had included those sites submitted by landowners and developers for housing development that met the initial criteria set by the Council. These included Waterbeach Barracks which was described as a mixed use new community comprising up to 12,750 dwellings as an extension to Waterbeach. In addition a further 13 sites had been included in Waterbeach itself with a potential for up to 600 dwellings.

Members expressed their opposition to the development of the Barracks and reference was made to the case that had been submitted previously when the site had been put forward and rejected. Councillor M Williamson reported on the highway implications for the A10 and A10/A14 junction which he suggested would be of concern to the County Council. He also undertook to circulate a presentation that he had prepared when the site had been considered previously and to co-ordinate a meeting with representatives of the parishes of Milton and Landbeach.

Attention was drawn to a public meeting that was being held at the school on 4th November and a number of suggestions were made to obtain information from Histon Parish Council on the Orchard Park development and to investigate the reasons for the previous rejection of the Mereham development. The possibility of engaging external planning consultants to assist in opposing the allocation was also mentioned.

Members were reminded that the SHLAA process was at an early stage and that far more sites had been put forward for development than were required. Further opportunities to comment on the choice of sites would be available later in the process.

The Chairman also reported that at the Parish Councils Liaison meeting, the District Council's financial position had been discussed and parish councils had been advised that they could invest funds with the District Council which might offer a more advantageous rate of return than elsewhere.

### **150/11 BOWLING GREEN SPRINKLER SYSTEM**

The Acting Clerk reported that, following the autumn treatment of the bowling green, a fault with the sprinkler system had been discovered. A temporary repair had been effected which had enabled the green to be watered during the recent dry weather but permanent repairs were necessary. Following investigation, Members were informed that it appeared that the electrical cabling had not been buried in a conduit and had fractured in one place. The cost of the repair including the ducting of the cable at that point was £120 plus VAT but it was suggested that a need for further repairs was likely as the cabling elsewhere deteriorated over time.

### **RESOLVED**

that the repairs be undertaken at the price quoted and the contractor asked to provide a quotation for the ducting of the cable for the whole of the green.

(Councillor Mrs J Williamson arrived at this point in the proceedings.)

### **151/11 HEALTH AND SAFETY**

A number of issues were raised by Members concerning the problems caused by traffic speeding on the access road to the New Pavilion and Tillage Hall and to cars being parked in the disabled parking bays at the Tillage Hall while not displaying a disabled badge. A number of alternatives were suggested to slow traffic on the access road but in the first instance, the Acting Clerk was requested to write to the owner of the stables asking that users be reminded to drive at a responsible speed. The Acting Clerk was also asked to write to an able bodied person who was thought to be parking in the disabled bays.

### **152/11 REPORTS**

The Council considered/noted reports from the following –

#### **(i) County Councillor**

Councillor M Williamson reported that he had met the coffee seller at the station with a representative of First Capital Connect, as a result of which the situation with the tenant of the former station goods yard appeared to have improved.



Mention also was made in his report of the potential development of the Barracks and to his intention to convene a meeting to discuss community transport issues when the County Council's policy became clearer.

**(ii) District Councillors**

In a written report, the District Councillors had also referred to the public meeting to discuss the Barracks development, the Lock Farm enforcement issue, the station goods yard enforcement case, access for the disabled at the Chapel Close entrance to the Recreation Ground and an invitation to an open day at the District Council's offices at Cambourne on 7th October.

With regard to the entrance to the Recreation Ground, Councillor Cornwell advised that the District Council were proposing to install a staggered barrier, although she understood that residents of Chapel Close were concerned that this might encourage greater usage of the Close and that the District Council would be carrying out a consultation exercise.

**(iii) Chairman**

The Chairman reported that the grounds staff had been installing new bins and seats and had sprayed the paths at the cemetery during the past month. Councillor Wright reiterated the need for the spraying of the paths to take place on a regular basis.

**(iv) Library Officer**

Councillor Grant raised a number of issues, including a need for two replacement signs, an update on the library accounts held by the Parish Council, a request for the Parish Council to arrange for CRB checks for a number of new volunteers, storage at the school, the need for agreement on the rent at the school, the outstanding SLA with the County Council and a request that the County Council permit the use of a special keyboard on library computers.

The Chairman reported that a meeting had been arranged with the Head Teacher of the primary school at which a number of the issues raised would be discussed and the Clerk undertook to pursue the question of the CRB checks, the library accounts and the SLA.

**(v) C&PALC**

Councillor M Williamson advised that he was establishing whether other parish councils in South Cambridgeshire were interested in reintroducing meetings of the District Association of CPALC which had not been held for some time.

**(vi) Neighbourhood Watch**

Councillor Mrs J Williamson reported that a meeting of the Police Neighbourhood Panel would be held on 11th October and that few incidents locally appeared to have been reported to the Police recently.

**(vii) Waterbeach Cultural Collective**

Councillor Mrs J Williamson reported on recent events, including the discussions at a committee meeting in September and a free entry day at the Denny Abbey farmland museum in the same month.

**(viii) Waterbeach Initiative for Sustainable Energy**

Councillor Mrs J Williamson reported on various energy initiatives and referred to a workshop to be held at Ely on 18th October arranged by the National Energy Foundation and a presentation on domestic solar photovoltaic electricity generation at a meeting of 25th October.

**(ix) Trees**

Members agreed that the hedging around the New Pavilion, Tillage Hall and access road to the stables should be cut back to a height of approximately 4 feet to improve visibility for users of the facilities. Attention was drawn to the need for an overhanging tree near the station to be cut back.

**(x) Wicken Vision**

Councillor M Williamson drew attention to the existence of no cycling signs on the footpath to Anglesey Abbey along Bottisham Lode which discouraged access for cyclists who wished to access the cycle routes beyond that point. The Clerk was requested to contact Wicken Fen to check on the veracity of the signs and Councillor Williamson indicated that he would speak to the Countryside Access Team at the County Council.

**153/11 ACCOUNTS**

**RESOLVED**

that the following accounts be approved (cheque numbers are shown in parentheses):-

		£
Berrycroft Stores Ltd.	Miscellaneous materials (102549)	82.86
Berrycroft Stores Ltd.	Whiting (102549)	163.20
G & J Peck Ltd.	Miscellaneous parts (102550)	27.70
G & J Peck Ltd.	Miscellaneous parts (102550)	3.19
G & J Peck Ltd.	Miscellaneous parts (102550)	2.55
G & J Peck Ltd.	Respirator (102550)	36.41

G & J Peck Ltd.	Miscellaneous parts (102550)	3.24
G & J Peck Ltd.	Miscellaneous parts (102550)	2.74
G & J Peck Ltd.	Oil (102550)	13.99
G & J Peck Ltd.	Hedge trimmer (102550)	578.00
G & J Peck Ltd.	Miscellaneous parts (102550)	60.07
G & J Peck Ltd.	Protective equipment (102550)	14.23
G & J Peck Ltd.	Miscellaneous parts (102550)	1.01
Burdens Ltd.	Post mix (102551)	55.61
Burdens Ltd.	Protective equipment (102551)	35.94
Abbey Tyre Co.	Tyre puncture repair (102552)	53.28
E.ON	Electricity supply – Groundsman’s store (DD)	61.73
Sherriff Amenity	Binders loam (102553)	586.08
Mackays of Cambridge Ltd.	Tools (102554)	106.10
Mackays of Cambridge Ltd.	Protective equipment (102554)	35.74
Thurlow Nunn Standen Ltd.	Miscellaneous parts (102555)	28.01
Thurlow Nunn Standen Ltd.	Miscellaneous parts (102555)	31.78
Thurlow Nunn Standen Ltd.	24” roller (102555)	222.00
N Kay	Reimbursement for purchase of – Stationery)	10.80
	Postage)	54.05
	Refreshments) (102556)	95.92
	Postage)	48.60
	Stationery)	6.70
	Printing)	166.44
Waterbeach Community Association	Membership subscription (102557)	15.00
M Carr	Mileage (102558)	21.60
M Carr	Reimbursement for stationery (102558)	175.38

Burdens	Post mix (102559)	33.36
Sherriff Amenity	Seed (102560)	451.84
Waterbeach & Landbeach Action for Youth	Grant	2,000.00

#### **154/11 EXCLUSION OF THE PUBLIC**

#### **RESOLVED**

that the public be excluded from the meeting because of the confidential nature of the payments to be made to employees.

#### **155/11 CONFIDENTIAL PAYMENTS**

The payments relating to the salaries of employees, etc. appear in the confidential section of the Council's minute book.

#### **156/11 EMPLOYMENT MATTER**

The minutes of this item appear in the confidential section of the Council's minute book.

There being no further business, the meeting was declared closed at 10.40 p.m.

**Chairman**