

## **WATERBEACH PARISH COUNCIL**

Minutes of the meeting of Waterbeach Parish Council held on 5 November 2013 at 7.30 p.m. at the New Pavilion, Cambridge Road, Waterbeach.

### **OPEN FORUM**

Members of the public were advised that any complaints should be addressed in the first place to the Parish Clerk.

Jane Williams spoke about a Facebook campaign "Shop Local" to save local shops and raised concerns about whether businesses were being affected by traffic problems in the village caused by parking for the station. She had undertaken a brief informal traffic survey and identified 123 cars parked on a weekday as compared to 68 on a Sunday. Issues included visibility exiting from St Andrews Hill and for people on mobility scooters manoeuvring between parked cars. In particular it was felt that the layby opposite the Village Store should have a waiting time restriction. There were also places where yellow lines would be appropriate. The Council thanked Mrs Williams for her hard work and explained that the Highways Committee would be meeting shortly and all these issues would be considered. Mrs Williams would be invited to attend.

### **COUNCIL**

#### **PRESENT**

Councillor N Kay, Chair  
Councillors W Bullivant, J Cornwell, B Johnson, P Johnson, D Smart, C Smith, J Williamson, M Williamson and A Wright.

#### **IN ATTENDANCE**

E Jones, Parish Clerk

#### **APOLOGIES**

Apologies for absence were submitted on behalf of Councillors Bull, Grant, Howlett, Lloyd and Rabbett

#### **92/13 MINUTES**

The Minutes of the Extraordinary meeting of the Council held on 17th September 2013 were approved as a correct record and signed.

The Minutes of the meeting of the Council held on 1st October 2013 were approved as a correct record and signed.

### **93/13 MEMBERS INTERESTS**

Councillor P. Johnson declared an interest as a District Councillor in matters relating to South Cambridgeshire District Council (SCDC) planning applications.

### **94/13 PLANNING**

- (a) The application S/1979S/13FL had been withdrawn since the agenda was issued.
- (b) After some discussion during which it was pointed out that copies of applications can be viewed on the website of SCDC it was

**RESOLVED:** that, with the exception of large developments, paper copies of planning applications be kept by the Parish Council for a maximum of 5 years.

### **95/13 CAMLOCKS**

There was nothing new to report but it is hoped to arrange a follow-up meeting with the residents' representatives before the next Parish Council meeting.

### **96/13 IT BUILDING**

The Parish Council had been advised that it was unlikely that the former IT building would be listed but if there is a feeling that the community want this to be done then the Parish Council should approach English Heritage directly. The Clerk was asked to pursue this.

In the meantime Tree Preservation Orders are being put in place for the sycamore trees.

### **97/13 GRANT APPLICATION**

As the application contained personal information, this item was moved to be considered later in the meeting as part of the confidential agenda.

### **98/13 FOOTBALL ON THE RECREATION GROUND**

It was agreed that the Parish Council needs to know how many teams are using the pitches and to have a fixture list which could be displayed to show who should be playing and when. It is a public open space and we don't want to dissuade people from using it, but football teams are using the facilities, goal posts etc. so perhaps a log book could be organised for team captains to sign in to say they are playing. This could be enforced by random checks.

A Recreation Ground Users Advisory Group meeting is planned to take place in the near future at which these matters can be discussed in more detail.

### **99/13 SKATEPARK**

- (i) The Parish Clerk had reviewed the three quotations for removal of the half-pipe and recommended using Wicksteed to carry out the work as they were the least expensive option at £1300. However see item (ii) below.
- (ii) The working party had met with 2 potential suppliers and another is to visit shortly. They had also been asked to quote for removal of the half-pipe and had indicated the cost would be tiny. It was also said that it might be a waste of time to have the ground made good at this stage as it will need to be dug up again when the time comes for the new skatepark to be installed. The working party is getting quotes for installation of the new skatepark in both the original location and a second location on the Recreation Ground. It was suggested that in the meantime we could use Harris fencing to cordon off the half-pipe.

**RESOLVED** to investigate and if practical obtain Harris fencing to cordon off the unsafe half-pipe so the remainder of the skatepark area can be safely re-opened for public use.

### **100/13 OUTDOOR FITNESS EQUIPMENT**

Having considered various quotations for maintaining the outdoor fitness equipment once installed, it was

**RESOLVED** to allocate a sum of £250 per annum for the maintenance of outdoor gym equipment.

**RESOLVED** to budget separately for the replacement of outdoor fitness equipment in the future.

### **101/13 DOG CONTROL**

The Clerk was asked to enquire about what Fulbourn have done as they were recently reported to have banned dogs on their recreation ground. The general feeling was that there are only a few offenders among many responsible owners and the difficulty was how to enforce any attempted control. SCDC have assured us that if we can give them names and addresses or car registration numbers they will take action. People therefore need to report irresponsible dog owners when they are identifiable.

Various options for different posters were looked at and it was agreed that constant change is necessary. Everyone was invited to contribute their ideas for what should be on the signs and where they should be displayed. It was agreed that they should be displayed by the entrance to the recreation ground and by the bag dispensers.

It was

**RESOLVED** to laminate and display some signs asking people to pick up after their dogs and to keep them under control and to see if matters improve.

### **102/13 FINANCE**

A finance committee meeting had been held for which minutes will be available shortly. The current budget report is on the Parish Council website and we are keeping close to the budget to date. Whilst we appear to have overspent on equipment this is because of the replacement of stolen items for which an insurance claim is in progress

The calculation of council tax is more complex than in the past, resulting in the Band D Tax base being reduced and potentially a higher precept. There was a grant of £7.5k from SCDC in 2013/14 to compensate for the changes but there will be no grant in 2014/15 so the Parish Council will need to budget carefully. Errors in the 2013/14 calculations were made by SCDC which incorrectly made it appear as if the Parish Council had increased the precept which was not the case.

The Parish Council has reserves but needs to ensure any use of reserves is prudent.

### **103/13 LIBRARY**

A report had been circulated from Councillor Grant. There were no comments or questions.

The Clerk and the Chair had met with the Headteacher and raised concerns over security of the building where the library is situated. These will be looked into by the school. The Clerk will be reviewing the agreement with the school and also the SLA with the County Council as and when received.

### **104/13 HEALTH AND SAFETY**

- The drain on the Gault needs to be made safe as the area around it is currently too steep.
- The ground around the manhole covers on the corner of the recreation ground near the Parish Office needs repair.
- The gate to the Chittering playpark is still to be repaired
- More dog bins are needed in Chittering; on Cody Road and Way Lane; in front of the community rooms on Primrose Lane and one needs to be moved to the lamppost in the middle of Primrose Lane. It is believed that the Parish Council should supply them but SCDC will empty them.
- Leaves blowing out from the Recreation Ground and collecting in Chapel Close make the area quite slippery.
- There are similar problems on Station Road between the Salvation Army building and the Church – these are the responsibility of SCDC.
- The benches on the Village Green need to be repaired

- There is frequently flooding near end of green which has been cleared after reporting the problem, but this needs constant monitoring as there is thought to be an old culvert under the area.

### **105/13 OPENNESS AND TRANSPARENCY**

There had been some concern that during past discussions regarding health and safety reports, removal of the skate park ramp, estimates or quotations, councillors had only seen a précis of the information.

It was clarified that when the Parish Clerk makes summaries of reports for Parish Council meetings, this is simply for the convenience of all concerned and councillors are always welcome to refer to and read the full reports or quotations which are kept in the Parish Office. The Clerk will always try to advise councillors when such reports are available.

Councillor Cornwell left at 9.10 pm

### **106/13 REPORTS**

- (i) Parish Clerk - see report submitted**
  - In addition to repairs to the area proposed, the Clerk was asked to organise road planings for repairs to the Car Park surface.
  - It was suggested that if interim measures are needed, chippings could be used instead of turf for the proposed cycle rack area.
  - In addition to those already proposed for the Cemetery and Cody Road, it was agreed additional signs are needed for the Recreation Ground, Tillage Hall and Parish Office.
  - It was agreed to add the question of the cemetery paths to the January Parish Council agenda in order to take a decision about what surface the council wants for them in the future.
  - It was pointed out that the location of replacement trees on the Gault needs to take account of the need to place marquees there for Community Association events.
  - It was suggested that it might be possible to use ESPO as an intermediary for the electricity contracts.
  - It was agreed to submit an item for the next Beach News to try and find a resident who would be able to draw a map of the village, including the new streets but in a similar style to the old hand drawn map produced by Dennis (?). Copies could then be displayed on the village Green and at Clayhithe as well as at Bottisham Lock.
  - It was agreed to create wildflower meadows as suggested in the report. In addition it was suggested that we plant poppies next year at the old pond site.
  - It was agreed that we should progress the replacement of the hammock and cargo net vandalised last year in the playpark on the recreation ground.
  - It was agreed that Councillor Johnson would contact Charlie Munro to invite him to join the Recreation Users Advisory Group on behalf of the skatepark users.

- Rather than using a PayPal account, the Clerk was asked to check with CAPALC about whether it is legally permissible to have a debit card on the Parish Council's current account. It was agreed to put this matter on the agenda for the December meeting.
- It was confirmed that the Clerk is authorised to spend up to £1000 per transaction on necessary items of expenditure without further prior authorisation by the council.

**(ii) County Councillor**

- The Park and Ride parking charges are to go ahead
- In future there will be 3 Police Neighbourhood panels of 4 per annum and they will also cover a bigger area.
- There will be a boundary review of electoral areas for 2017.
- The question of the 196 bus will come onto the agenda again shortly.
- There is another problem with leaves on the junction of Cattalls Lane and the High Street.
- Councillor Johnson has chased to get the street light on Rosemary Road replaced.
- White lines and pothole repairs are needed opposite to Whittons Farm.
- Repair of the solar light at Chittering is also being chased.

**(iii) District Councillor – see report submitted**

- The station Car Park lights were replaced last Saturday.
- Councillor P Johnson has also requested that the trees be cut back.
- Network rail car park team are proving very helpful
- The question of training in connection with Neighbourhood Planning had been raised and it was suggested that a joint meeting be organised with other nearby Parish Councils (Landbeach, Milton, and Horningsea) after the New Year.

**(iv) Chairman**

- The East of England Ambulance Service (EEAS) have offered to supply a Defibrillator, which is planned to be installed on the outside of the Old Pavilion Parish Office to make it accessible to both the Recreation Ground and the village centre. There is the possibility of a second one which it is suggested be located in the Bannold Road area – perhaps outside the doctors' surgery.
- If there is sufficient interest, it may be possible for the representative of EEAS to also come and talk to a meeting about the First Responders' scheme.
- A representative of WAY had proposed a plan to help with implementing a recycling facility at the recreation ground end of the village. It was agreed that whilst in principle this is a good idea it needs to be looked at in more detail. It was agreed that a meeting should be organised involving representatives of Tillage Hall/WAY and the Parish Council. Councillors J Williamson and P Johnson volunteered to do this. Councillor J Williamson will talk to the WAY representative and organise a meeting and let the Clerk know the date.

**(v) Library Officer**

This item had already been covered at 103/13 above.

**(vi) CAPALC**

There is an upcoming conference of Parish Councils in Peterborough.

**(vii) Neighbourhood Watch**

Interest in this has waned and Councillor J Williamson felt it needs a re-launch. An article in the local magazine asking for people to get in touch had resulted in little or no response. Councillor J Williamson may stand down from her involvement in Neighbourhood Watch. It was suggested that Councillor Rabbett be approached to see if the Community Association could give it a push. As a result of information available over the internet, the role of Neighbourhood Watch groups has changed.

There was a general discussion regarding the recent spate of burglaries in the village and Councillor Bullivant reported that neighbours of his in Denson Close had waited for 3hours for a response from police after pulling their emergency cord.

**107/13 ACCOUNTS**

A list of bills due to be paid was circulated to councillors

**RESOLVED** To pass the accounts for payment

**108/13 EXCLUSION OF PUBLIC**

**RESOLVED** *in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the Chairman asks that in the public interest the public and press are temporarily excluded from this meeting and herewith instructed to withdrawal.*