

WATERBEACH PARISH COUNCIL

Minutes of the meeting of Waterbeach Parish Council held on 3 May 2016 at 7.30 p.m. at the Old Pavilion, Cambridge Road, Waterbeach.

16 / 1 THOSE PRESENT / APOLOGIES FOR ABSENCE

PRESENT: Cllrs Bull, Gaunt, Gilzean, A Grant, K Grant, Howlett, B Johnson, P Johnson, Rabbett, Smart, Shipp, J Williamson, M Williamson (Chair), Wright

APOLOGIES: Cllr Williams

IN ATTENDANCE: E Jones (Clerk),

16 / 2 ELECTION OF CHAIR

Cllr Williamson was proposed by Cllr Bull and seconded by Cllr Howlett and was elected unopposed

16 / 3 ELECTION OF VICE CHAIR

Cllr Bull was proposed by Cllr Rabbett and seconded by Councillor B Johnson and was elected unopposed

16 / 4 OPEN FORUM

Members of the public spoke about: -

Problems on St Andrews Hill due to inconsiderate parking and asked if there were any plans to solve parking issues in the village.

Pedestrian Crossing is great and getting a lot of use.

16 / 5 MINUTES

The Minutes of the meeting of the Council held on 5 April 2016 were approved as a correct record and were signed by the Chair;

Proposed: Cllr. Gilzean Seconded Cllr Gaunt

In favour: 12 Against: 2

The Minutes of the meeting of the Council held on 15 March 2016 revised to include a matter previously in the closed minutes, were approved as a correct record and were signed by the Chair;

Proposed: Cllr. J Williamson Seconded Cllr Rabbett

In favour: 10 Abstentions: 4

16 / 6 MEMBERS' INTERESTS

Cllr Rabbett - item 16/118

16 / 7 DATE FOR THE ANNUAL PARISH MEETING

The Chair advised that he had provisionally booked the school for **Thursday 26th May 2016 at 7.30 pm**. There were no objections to this date.

16 / 8 COMMITTEES -

(a)

It was **RESOLVED** that the Planning Committee should constitute all councillors except Cllr Shipp.

Proposed Cllr J Williamson Seconded: Cllr. Rabbett In favour 10. Abstentions: 4

Cllr Bull was appointed as Committee Chair unopposed.

It was **RESOLVED** that the Finance Committee should consist of Cllr M Williamson, Cllr Bull, Cllr K Grant, Cllr Smart, Cllr Gilzean, Cllr Rabbett, Cllr P Johnson .

Proposed Cllr P Johnson Seconded: Cllr. B Johnson In favour 13. Abstentions: 1

Cllr M Williamson was appointed as Committee Chair unopposed.

It was agreed that the Highways Committee (not a decision making committee) should continue with its current membership including County and District Councillors and members of the public.

Cllr Gilzean was appointed as Committee Chair unopposed.

Cllr Wright, who had stood down from this committee and as committee chair during the year, was thanked for his hard work on this committee over a number of years.

It was agreed that the Rec User Advisory Group (not a decision making committee) should continue with its current membership including representative of sports clubs and other Rec Users.

Cllr Bull was appointed as Committee Chair unopposed.

It was agreed that the Employment Panel should continue with its current membership.

Cllr Williams was appointed as Committee Chair unopposed.

(b) It was agreed to add the Neighbourhood plan meetings to the schedule to make it clear when the meeting room is in use. Also to add another Rec Users meeting in late June.

16 / 9 REPRESENTATIVES

It was agreed that the following should continue in their roles; -

Footpaths – David Armstrong. A vote of thanks was agreed, especially mentioning the work on the footpath by the station.

Community Association – Cllr Gaunt.

Library – Cllr K Grant

Twinning – Pam Gooding.

Trees – Cllr K Grant is happy to advise when she can

Charities – No appointments due to expire

Safety Check Chittering play area - Cllr. Gaunt

Safety Check Skate Park– Cllrs Bull and Rabbett

Safety Check Waterbeach Play Area and Exercise Equipment– Cllrs Bull and B Johnson.

16 / 10 WORKING PARTIES

Membership was agreed as follows:

Skatepark: Cllrs Gaunt, P Johnson. Residents co-opted

Cemetery: Cllrs Bull, B Johnson, Gilzean, K Grant, B Williams, Wright

Emergency Plan: To put on the next meeting agenda to see how membership can be opened up more.

Toddler Playgroup: This group to cease for the time being

Neighbourhood Plan: Cllrs Bull, Gaunt, Gilzean, K Grant, B Johnson, P Johnson, Williams, J Williamson, M Williamson, plus a number of residents

Grant Funding: Cllrs Gaunt and P Johnson.

Groundscare Tender: Cllrs Bull, Howlett, Williams, M Williamson, Wright

16 / 11 GRANTS

(a) Relate.

It was **RESOLVED** to award a grant of £500.

Proposed: Cllr Bull Seconded Cllr Shipp Amendment (increase in amount) proposed by Cllr Smart and accepted by Cllr Bull

In favour 12 Against: 2

The Clerk to attach a covering letter indicating that this was not a commitment to grants in future years.

(b) **EACH. Grant NOT agreed at this stage.** It was agreed that this charity provides an important service but the Clerk was asked to request further information on how Waterbeach residents would benefit.

(c) **A Day at the Beach.** A grant of £250 was agreed

Proposed: Cllr Shipp Seconded Cllr P Johnson

In favour 11 Abstentions: 3

16 / 12 INSURANCE

It was agreed to approve 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.

It was **RESOLVED** to authorise the Clerk to finalise details within these costs in consultation with the Chair.

Proposed: Cllr. A Grant Seconded Cllr Wright Unanimous

16 / 13 BUS SHELTERS

It was **RESOLVED** that the Parish Council would agree to take on responsibility for the two proposed bus shelters that would be installed as a part of planning application S/0551/14/FL **on condition that** the specifications be provided and that they are acceptable to the Parish Council

Proposed: Cllr. Shipp Seconded Cllr Gaunt In favour: 13 Abstentions: 1

16 / 14 EQUIPMENT

(i) Cllr Gilzean offered to investigate the potential requirement for a TV licence if a TV were to be purchased. Cllr Howlett offered to demonstrate (at a future meeting) the App on his tablet which has the features of a projector.

(ii) It was **RESOLVED** that £1000 be allocated to cover the cost of both a projection system (point i above) and a laptop to be used as a resource and for central storage for the NPWP

Proposed: Cllr. M Williamson Seconded Cllr Wright Unanimous

(iii) It was agreed that the NPWP should prepare another leaflet about the Neighbourhood Plan to increase awareness of the project. Anticipated cost around £150

It was generally agreed that the Council is happy for the Clerk to authorise expenditures where a budget has already been allocated without the necessity for them to be referred to a council meeting

16 / 15 ABBEY PLACE

Cllr Bull spoke about the fact that Councillors had visited the site and were surprised at the size of the space. The Clerk was asked to approach Annington Homes to ask if they had any plans for the space and whether they would be prepared to lease the space to the Parish Council on a long lease at a peppercorn rent. The Council could then install and maintain a play park and perhaps a kick about area or tennis court using s106 funds.

16 / 16 CAR PARKING

There was a long discussion about the various suggestions received from a variety of sources.

It was agreed as follows: -

- (a) Verges near station - bollards would not be practical as the problem would simply move further along the road. New signage could be worthwhile.
- (b) Goods Yard – see District Councillors Report
- (c) It would not be practical or safe to use the Tillage Hall/Recreation Ground car park as users of the Hall need to be able to park and also there is only access one-way at a time.
- (d) The County Council to be approached to ask about use of the field they own.
- (e) Investigate cost of removal of concrete pad outside Chinese Restaurant and look at time restriction on parking – refer to Highways Committee
- (f) U&C are happy to look into options for a park n ride service within other feasibility studies they are currently carrying out.
- (g) The Sailing and Motor Boat Clubs sites are secure sites so could not work,
- (h) The Church car park would not always be available due to funerals and other events.

It was suggested looking into the layby opposite the Bridge Hotel which is also County Council land.

There was a comment that providing more parking spaces would simply encourage increased numbers of people to use the station.

There was also a feeling that no major moves should be undertaken before the opening of the Chesterton station (due in May 2017) as this may lead to a decrease in the use of Waterbeach station by commuters.

The question of yellow lines was raised again – referred to the Highways Committee.

16 / 17 OPEN SPACES

- a. The Community Association would like to place one bench in the cemetery and another on the recreation ground. As well as a plaque on one of the benches on the Village Green. The Parish Council was happy with these arrangements. It was agreed that it would also be useful to move the existing bench on the Old Pond Site and install another one, to be opposite each other nearer the road. At the same time the area at the back could be built up and more grass and/or poppies sown (if poppies will grow there - it is very wet).
- b. There had been damage to the Village Green during the visit of the fair in very wet weather. There was some discussion about the future use of the green for events but no conclusions were reached. It was agreed that the Community Association would liaise with U&C over the possibility of the Feast making some use of the barracks site.
- c. It was agreed that we should look into putting in some low maintenance edging and ground cover to suppress weeds in the area outside One Stop. It was suggested that a loop type bike rack be added.

The Chair said that he would attempt to organise a village walkabout again to look at this site, the space outside the Chinese restaurant and the Old Pond Site. This would be some time from June onwards.

16 / 18 EMPLOYMENT TRIBUNAL

This agenda item was moved to the end of the meeting,

16 / 19 OFFICER REPORTS

- The Clerk was asked, in future, to report on any Health and Safety items that have been raised with her as this is no longer a separate item on the agenda.
- District Cllr Johnson had circulated a report. He wanted to emphasise again the level of concern among elderly residents about the matter of streetlights. It was suggested that he bring a costed proposal to a future meeting.
- The library officer reported that World Book Night had been a big success.
- The Tree Officer asked that the Council investigate the possibility of a natural hedge behind the old garage if the Toddler Play Group were not likely to take over the building. There were still some saplings near Chapel Close which could be used.

16 / 20 COMMITTEE & WORKING PARTY REPORTS

- The internal audit has been carried out
- The Neighbourhood Plan group has engaged a consultant from Cambridgeshire ACRE.
- U&C are hoping the Development Framework Document will be ready by the end of next week.
- Planning application discussions for the Cemetery extension are ongoing including a site survey.
- U&C were happy to submit a written report again in future as that was felt to be helpful.
- The Groundscare tender working party hoped to bring a recommendation to the Council in August.

16 / 21 MONTHLY PAYMENTS

It was **RESOLVED** to approve the accounts for payment.

Proposed: Cllr Bull Seconded Cllr J Williamson

In Favour: 10 Against: 1 Abstentions: 3

It was suggested that the Council investigate alternatives to CAPALC in early 2017 before the next membership renewal is due.

It was **RESOLVED** to waive relevant standing orders to allow the meeting to continue beyond 9.30 pm

Proposed: Cllr B Johnson

Seconded: Cllr: J Williamson

Unanimous

16 / 22 FUTURE AGENDAS

- Amend Standing Order 31 regarding recording of meetings
- Take photos and do written report from councillor walkabouts – have an agenda for the walkabout
- Emergency Plan

Cllr Rabbett left the meeting at 9.35 pm

16 / 18 EMPLOYMENT TRIBUNAL

The tribunal judgment had been a satisfactory outcome from the Parish Council's point of view. It was agreed that the judgment should be published on the website as before and this should be signalled on Facebook and the website news.

Cllr Gilzean wanted further discussion at a future meeting about lessons that could be learned. He was asked to put his concerns in writing and submit them to the Clerk

The meeting closed at 9.51 pm

Chair