

## WATERBEACH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held at 7.30 pm on Tuesday 8 May 2018 at the Old Pavilion, Waterbeach.

### 18/1 THOSE PRESENT / APOLOGIES FOR ABSENCE

**Present:** Cllrs Bavester, Bull, Gilzean, Grant, ,Howlett, B Johnson, P Johnson, Rabbett, Seamarks, Shipp, B Williams, J Williams, J Williamson, M Williamson, Wright  
**Apologies:** County Cllr Bradnam, District Councillors Rippeth, Smith  
**In Attendance:** S Mason – Clerk

### 18/2 ELECTION OF CHAIRMAN

Cllr M Williamson advised that he did not wish to be considered for the role of Chairman in the coming year. He wished to thank Councillors and staff for their contributions during his time as Chair and expressed the wish that this Council would focus on issues ahead rather than behind it.

Two proposals for Chair were received. Cllr Bull was proposed by Cllr M Williamson and seconded by Cllr J Williams. Cllr Gilzean was proposed by Cllr Shipp and seconded by Cllr Grant

**After a secret vote, the Clerk declared that Cllr Bull had been elected as Chair for the forthcoming municipal year.**

Cllr Bull then took the Chair and thanked Cllr Williamson for filling the role for the previous 4 years. She also thanked Cllr P Johnson who as District Councillor had provided a lot of help to the village, and especially the Planning Committee.

### ELECTION OF VICE CHAIRMAN

18/3 Two proposals were received. Cllr B Williams was proposed by Cllr Bull and Cllr Howlett. Cllr Gilzean was proposed by Cllr Shipp and seconded by Cllr Seamarks.

**After a secret vote the Clerk declared that Cllr B Williams had been elected as Chair for the forthcoming municipal year.**

### 18/4 INTRODUCTION OF COUNCILLORS

Councillors briefly introduced themselves to all present.

### 18/5 OPEN FORUM

A resident was concerned that there had been some bonfires in the villages over the Bank Holiday which had caused inconvenience and annoyance. They were advised that this was not illegal in itself but advised to keep a log of incidents as this would provide useful evidence to present to the District Council should the problem recur.

### 18/6 MEMBERS' INTERESTS

Cllr Grant was a volunteer at the library (item 18/8).

### 18/7 APPOINTMENT OF COMMITTEES

To appoint members to formal committee, and panels for the ensuing municipal year and to appoint Chair to those Committees. The following appointments were made:

**Planning Committee:** all Councillors would be members.

**Proposed: Cllr Bull Seconded: Cllr B Williams Unanimous**

Cllr Kate Grant was elected Chair with Cllr Jane Williams as Vice-Chair.

**Proposed: Cllr B Williams Seconded: Cllr B Johnson Unanimous**

**Finance Committee:** Membership would comprise the following:  
Cllrs Bull, Grant, Gilzean, B Johnson, P Johnson, Rabbett, Shipp, B Williams and M Williamson.

**Proposed: Cllr Wright Seconded: Cllr B Johnson Unanimous**  
Cllr M Williamson was elected as Chair

**Proposed: Cllr Bull Seconded: Cllr Howlett Unanimous**

**Highways Committee (not a decision making committee)** All Councillors would be members.

**Proposed: Cllr Wright Seconded: Cllr J Williams Unanimous**  
Cllr Gilzean was elected as Chair

**Proposed: Cllr Grant Seconded: Cllr B Williams Unanimous**  
This committee also includes a number of co-opted members.

**Recreation Users' Advisory Group:** Membership would comprise the following:  
Cllrs. Bavester, Bull, Howlett, B. Johnson, Rabbett, Seamarks

**Proposed: Cllr B Williams Seconded: Cllr B Johnson Unanimous**  
Cllr Howlett was elected as Chair

**Proposed: Cllr B Johnson Seconded: Cllr Rabbett Unanimous**  
The committee also includes Senior Groundsman Robert Pinion and representatives of various sports.

**Employment Panel:** This panel worked on a rolling basis so Cllrs Gilzean, Howlett and J Williamson would remain on the Panel to provide continuity. Cllrs Grant, Rabbett and Shipp said they would be willing to fill the remaining two places. After a secret vote the Clerk declared that **Cllrs Grant and Rabbett** had been elected.

It was **AGREED** that Cllr J Williamson would chair the Employment Panel.

**Proposed: Cllr B Williams Seconded: Cllr Bull Unanimous**

18/8

#### **APPOINTMENT TO VARIOUS OUTSIDE BODIES AND OF LEAD PERSONS FOR VARIOUS ACTIVITIES**

The following appointments will be effective in the 2018/19 municipal year:

**Age UK Warden scheme** – Cllr J Williamson

**Footpaths** – David Armstrong

**Community Association** – Cllr Bavester

**Library** – Cllr K Grant

**Twinning** – Pam Gooding (if willing to continue).

**Trees** – Cllr K Grant is happy to advise where necessary

**Safety Checks/fault reporting etc**

**Cemetery** – Cllr Wright

**Old Pond Site/Clare Close/Winfold Close** – Cllr Rabbett

**Village Green/Gault safety checks** – Cllr Seamarks

**Chattering play area/bus shelter/solar panel** - Cllr. Rabbett

**Other Rec areas**– Cllr Howlett

**WB Play Area, Toddler Park and Exercise Equipment**– Cllrs Bull and B Johnson  
Street Furniture will be considered at a future meeting.

**Turbary Charity and Waterbeach United Charities** – Cllrs Gaunt and J Williamson  
(WPC appointments made in 2018-9 for a 4-year term)

**Alms Houses** – to be discussed once an approach has been made to WPC  
**Amey Liaison Group** – Cllr Bull and Seamarks.

**18/9 WORKING PARTIES**

To review the list of working parties operating in 2017-8 (membership details attached) and agree amendments as necessary.

The following working parties and members were identified:

**Cemetery:** Cllrs Bull, Gilzean, K Grant, B Johnson, Rabbett, Shipp, Wright

**Emergency Plan:** Cllrs P Johnson, J Williamson, Wright

**Neighbourhood Plan:** Cllrs Bavester, B Williams, J Williams, J Williamson (plus a number of residents)

**Communications** – scope and members to be discussed at a future meeting

**18/10 TRAINING**

Councillors welcomed the suggestion of a training event and asked the Clerk to fix a date for a Wednesday evening.

**18/11 RELOCATED RAILWAY STATION DROP IN EXHIBITION/ ANNUAL PARISH MEETING**

A rota was drawn up to ensure Councillor coverage for the drop-in session on 14 May.

**18/12 MONTHLY PAYMENTS**

The following payments were **APPROVED:**

AVC Connections	Projector installation	£195.96 incl VAT
Anglia Surface Care	Moss treatment on the tennis court/toddler park	£636.00 incl VAT

**Proposed: Cllr Bull Seconded: Cllr Shipp Unanimous**

**18/13 PROJECT SCHEDULE**

Members noted the latest schedule.

**18/1 FUTURE AGENDAS**

**4** An opportunity for Members to suggest items for inclusion in future Parish Council meeting agendas.

There being no further business the meeting closed at 9.25pm