

WATERBEACH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held at 7.30 pm on Tuesday 7 May 2019 at the Old Pavilion, Waterbeach.

19/1 ELECTION OF CHAIRMAN

Cllr B Bull was re-elected as Chair for the forthcoming municipal year.

. Proposed: Cllr M Williamson Seconded: Cllr B Johnson Unanimous

19/2 ELECTION OF VICE-CHAIRMAN

Cllr B Williams was re-elected as Vice-Chair for the forthcoming municipal year.

. Proposed: Cllr Bull Seconded: Cllr Bavester Unanimous

19/3 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Bavester, Bull, Gilzean, Howlett, B Johnson, P Johnson, Rabbett, Seemarks, Shipp, B Williams, J Williams, J Williamson, M Williamson, Wright

Apologies: Cllr Grant

In Attendance: S Mason – Clerk, County and District Cllr Bradnam, District Cllrs Rippeth and Smith

19/4 OPEN FORUM

A resident reported difficulties using the slalom gates between the Recreation Ground and Chapel Close and was keen for the SCDC team responsible for the issue to contact him.

A representative from the Bowls Club said they had identified some potential co-funders for the Bowls Pavilion albeit there may be timing issues to be sorted.

A representative from CBWIN outlined why the group would continue to oppose the incinerator application and hoped the Parish Council would do likewise.

19/5 MEMBERS' INTERESTS

Cllr Shipp – Item 19/7a pecuniary interest as member of the RLW consortium
Cllrs J Williamson and MJ Williamson – Item 19/7c pecuniary interests as Chair and Treasurer of the Denny Abbey Farmland Museum.

19/6 MINUTES

The minutes of the Parish Council meeting on 2 April 2019 were agreed and signed a true record of the meeting

Proposed: Cllr Gilzean Seconded: Cllr Shipp In favour: 13 Abstentions:1

The minutes of the Parish Council meeting on 16 April 2019 were agreed and signed a true record of the meeting

Proposed: Cllr M Williamson Seconded: Cllr A Wright In favour: 11 Abstentions:3

19/7

MAJOR DEVELOPMENTS

Standing item

a. Urban and Civic

It was reported that a document referring to costings for staffing of the level crossing had appeared on the SCDC webpage. The context for this was not explained but it was believed to be a proposed safety measure.

b. RLW Planning application S/2075/18/OL

Standing orders were suspended in order to hear from Tim Slater, Planning Consultant. He explained the additional documents recently submitted contained two major changes: firstly, the access routes on the Masterplan were now consistent with those in the U&C application; and secondly, the indicative heights of building adjacent to the railway line had been reduced from 4- to 3 storey. Although this second point addressed one of WPC's concerns, the new documents, in his view, did not make much difference to the Council's previously stated position. The Council will discuss its response to the recently launched consultation at the May meeting of the Planning Committee.

c. Energy from Waste Plant S3372/17/CW

Cllrs M and J Williamson left the room.

Having received an explanation of Rule 6 (6) status it was **AGREED** that WPC would not apply to be formally represented at the forthcoming public inquiry under Rule 6(6) status. **Proposed: Cllr Bull Seconded: Cllr Rabbett Unanimous**

A decision on whether/how to supplement/amend comments already made was deferred to the next meeting – which would be arranged for 14 May owing to the impending deadline set by the Planning Inspectorate for submitting comments.

Cllrs M and J Williamson returned to the room.

d. Relocated railway station

Standing item – not discussed

19/8

APPOINTMENT OF COMMITTEES

The following appointments were made:

Planning Committee: It was **AGREED** to retain the current arrangements with all Councillors as members, and Cllr Grant as Chair.

Proposed: Cllr Shipp Seconded: Cllr Wright In favour: 9 Abstentions: 5

Cllr J Williams was elected Vice-Chair

Proposed: Cllr P Johnson B Williams Seconded: Cllr Bull Unanimous

Finance Committee: It was **AGREED** to retain the current membership and Chair as follows: Cllrs Bull, Grant, Gilzean, B Johnson, P Johnson, Rabbett, Shipp, B Williams and M Williamson. Chair = Cllr M Williamson

Proposed: Cllr B Johnson Seconded: Cllr J Williamson Unanimous

Highways Committee (not a decision making committee) It was **AGREED** to revert to Committee status and appoint a committee of 7 (quorum to be 3)

Proposed: Cllr Wright Seconded: Cllr Seamarks Unanimous

The following, Bavester, Gilzean, P Johnson, Seamarks, B Williams, J Williams, M Williamson

Proposed: Cllr Bull Seconded: Cllr B Johnson Unanimous

Cllr Gilzean was elected as Chair

Proposed: Cllr Bull Seconded: Cllr Wright Unanimous

Recreation Users' Advisory Group: It was **AGREED** to retain the current arrangements with all Councillors as members and Cllr Howlett as Chair.

Proposed: Cllr Bull Seconded: Cllr Bavester Unanimous

The committee also includes Senior Groundsman Robert Pinion and representatives of various sports.

Employment Panel: It was **AGREED** to retain the current arrangements with all Councillors as members and Cllr J Williamson as Chair.

Proposed: Cllr Bull Seconded: Cllr B Williams Unanimous

19/9 APPOINTMENT TO VARIOUS OUTSIDE BODIES AND OF LEAD PERSONS FOR VARIOUS ACTIVITIES

The following appointments will be effective in the 2019/20 municipal year:

Age UK Warden scheme – Cllr J Williamson

Footpaths – David Armstrong (if willing to continue)

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

MVAS sign and other Highways issues – Cllr Gilzean

WB Play Area, Toddler Park and Exercise Equipment– Cllrs Bull and B Johnson

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

Amey Liaison Group – Cllrs Bull and Seamarks.

Alms Houses: Cllr K Grant and Gaye Smith (appointments confirmed in Jan 2019 for a 4 year period.

19/10 WORKING PARTIES

No changes were proposed to the existing arrangements for working parties.

19/11 OFFICER AND COUNCILLOR REPORTS

District Cllr Rippeth reported that SCDC were about to launch a zero carbon grant scheme with a total of £90k for Parish Councils.

District Cllr Smith reported that at the last Parishes Forum in November, a number of PCs including Shelford and Stapelford PCs had raised serious concerns regarding parking problems in their villages. There appeared to be no easy solution to this - SCDC and the County Council had been exploring what scope there was to improve the situation and a paper had recently been circulated summarising work to date.

County Cllr Bradnam was asked to enquire of CCC officers if the PC was due to receive S106 funding for library services from the Papworth nurses' accommodation for S106.

The Clerk reported on the following items:

School Lane Chittering - passing place. Along with County Cllr Bradnam, she had met Josh Rutherford from the County Highways team who confirmed that in technical terms there was nothing to prevent a passing place being made on School Lane. Cllr Bradnam is now pursuing with SCDC officers. It seems a previous condition for a passing place had not been complied with. It may now be too late to enforce retrospectively, but she was checking whether the committee members and Highways had been made aware of the WPC request to apply a condition to this application.

Feast Day – 8 June. She had forwarded to the Waterbeach Community Association a suggestion that RLW should be invited to have a presence at Feast Day if U&C were going to be present (NB WPC is not aware whether or not U&C will be attending),

The Waterbeach Innovation Park owners were holding an open day on 17 May and had invited the Council as a stakeholder to a drop in event in the morning. They were preparing a planning application for a new nursery on the site.

Planning application S/1058/1FL St Andrews Hill – the agent had provided proof of legal right of access to cross the land to access their property which she had sent on to SCDC whilst confirming the remaining comments still stood. Cllrs said its status as a registered village green was an important fact to be taken into consideration regarding work that could and couldn't legally be undertaken.

CAPALC Claim – no news yet, she will continue to chase.

Papworth Accommodation S106 – she would ask again if WPC would be receiving S106 monies for the library.

19/12 BOWLS PAVILION

Members noted the paper from the Bowls Club and encouraged them to consider further opportunities. It was also suggested that they should speak to members of the Tillage hall management Committee to understand what was involved in opening up the facilities for the wider community. A decision was deferred until there was more certainty on these points.

19/13 REVIEW OF CEMETERY FEES

It was **AGREED** to increase the following fees for the cemetery:

| | |
|--|--------|
| Exclusive Right of Burial (grave): | £350 |
| Exclusive right of Burial (Ashes plot) | £100 |
| Plaque for ashes | - £70 |
| Erection of headstone | - £160 |

Other fees would remain the same. The right of burial would be restricted to residents. This was in the light of legal advice received that it was not legal to differentiate between residents and non-residents with a connection to the village.

Proposed: Cllr M Williamson Seconded: Cllr Bull Unanimous

19/14 SPORTS CLUB FEE REVIEWS

It was **AGREED** to freeze existing fee levels for Waterbeach Colts, cricket clubs and the Bowls club, and defer a decision on a fee for adult football matches pending investigations into prevailing rates in the vicinity

Proposed: Cllr Bull Seconded: Cllr J Williamson Unanimous

19/15 PURCHASES

- a. Council **APPROVED** the engagement of Mel Pooley to undertake remedial work to Pitch G at an estimated cost of £2,430 (seed, top dressing, machinery and labour)

Proposed: Cllr Bavester Seconded: Cllr Rabbett In favour 12 Against: 1 Abstention: 1

b. A decision on the engagement of CWC to weedkill and apply liquid feed to the Recreation Ground was deferred pending information on the cost.

c. After some discussion Council **APPROVED** to renew membership with Cambridgeshire and Peterborough Association of Local Councils at a cost of £743, having noted that this would reduce the cost of the Cilca training course by £400.

Proposed: Cllr B Williams Seconded: Cllr J Williamson In favour: 7 Against: 5 Abstentions: 2

19/16 MONTHLY PAYMENTS AND BANK RECONCILIATION STATEMENT

The payment list for April was **APPROVED** with the exception of voucher 13 for CilCA training, where a revised invoice would be requested to incorporate the 50% discount in cost that applied for CAPALC members.

. Proposed: Cllr M Williamson Seconded: Cllr Bavester In favour: 12 Abstention: 1 Against: 1

The Bank reconciliation was noted.

19/17 BANKING

It was **AGREED** to transfer the following S106 receipts to the WPC Public Sector Deposit Fund account held with CCLA:

S/0882/14/FL Denny End Road - £43,306.33

S/0185/12/FL 64a Cambridge Road - £2,615.90

(Total: £45,922.23)

19/18 INVESTMENT POLICY

It was **AGREED** to adopt the investment policy as outlined in the paper presented to the meeting.

Proposed: Cllr B Williams Seconded: Cllr Bull Unanimous

19/19 USE OF PARISH LAND

a. It was **AGREED** to allow a request from A Day At the Beach for a graffiti artist to use the Village Green.

Proposed: Cllr Bull Seconded: Cllr B Johnson Unanimous

b. It was **AGREED** to allow a request from the Salvation Army to play on the Gault on the afternoons of 9 June, 21 July and 11 August

Proposed: Cllr B Johnson Seconded: Cllr Bull Unanimous

19/20 HEALTH AND SAFETY

The following issues were raised:

- Slalom Gates – in addition to the issue raised in the Open Forum it was reported that the resident was understood to be having problems with the barrier on Glebe road. County Cllr Bradnam would investigate,
- The litter bin between Burgess Drove and Bannold Road was overflowing. This may be due to the changes to schedules after the bank Holiday weekend.

19/21 COMMITTEES AND WORKING PARTIES

No updates.

19/22 OFFICER AND COUNCILLOR REPORTS

This agenda item was inadvertently included twice – see comments at 19/11 above.

19/23 EXCLUSION OF THE PUBLIC

*It was **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 asked that in the public interest the public and press be temporarily excluded from the meeting and were herewith instructed to withdraw.*

Proposed: Cllr Wright Seconded Cllr Bull Unanimous

19/24 MEMBERS INTERESTS

Cllr Shipp declared an interest in item 19/25a as he was related to the owner of the land being discussed in item 19/25a.

Cllr Shipp left the meeting at this point.

19/25 CONFIDENTIAL MATTERS

a. The potential for the purchase of land by the Parish Council.

CamLocks – this had been discussed at the April Council meeting (ref 18/234) and further discussion awaited follow up work arising from that.

The minutes of the remaining discussion on this item are contained in Confidential Minutes.

b. Employment Issues

Recruitment of an administrative clerk. It was **AGREED** to recruit an administrative clerk working 25 hours per week providing support to the Clerk on a fixed term appointment of 22 months as well as the appointment of up to 21 hours per week of temporary admin support to assist the Clerk in the interim. The Employment Panel was asked to approve a job description and undertake the recruitment of the fixed term appointment; and the Clerk was asked to organise the temporary support.

Proposed: Cllr Bull Seconded: Cllr B Johnson Unanimous

The minutes of other issues discussed are contained in the Confidential Minutes.

The meeting closed at 10pm

Unapproved