

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm on Tuesday 2 July 2019
at the Old Pavilion, Waterbeach.

The meeting commenced at 7.45.

19/56 THOSE PRESENT / APOLOGIES FOR ABSENCE

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

Apologies: Cllrs Grant, Howlett, B Williams

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

19/57 OPEN FORUM

No members of the public were present

19/58 MEMBERS' INTERESTS

None declared

19/59 MINUTES OF MEETINGS

a. The minutes of the meeting on 25 June 2019 were agreed and signed as a true record of the meeting.

Proposed: Cllr Bull Seconded: Cllr M Williamson In favour 7 Abstentions 5

19/60 CAMLOCKS – REQUEST TO TRANSFER OPEN SPACES

i) It was **AGREED** to suspend the (bracketed provision in final sentence) of para14.4 the [Financial regulation](#)

Proposed: Cllr Shipp Seconded: Cllr Rabbett Unanimous

ii.) It was **AGREED** that the Clerk would seek quotes from a firm of chartered surveyors for the following specification of work: to value, survey and provide a report on the benefits, obligations and risks to the Parish Council of taking over the open spaces (minus balancing ponds) on the CamLocks development.

This would provide Council with relevant information for a subsequent detailed discussion.

Proposed: Cllr Bull Seconded: Cllr Rabbett Unanimous

19/61 HIGHWAYS

a. To decide what to bid for in the Local Highways Improvement Fund.

There are a range of concerns about highways issues in the Parish but each PC can only make one bid into the Local Highways Improvement Fund. It was **AGREED** that WPC would submit a bid for waiting restrictions to be placed on the layby opposite the post office/village store and outside the Chinese/hairdressers.

Proposed: Cllr J Williamson Seconded: Cllr Seemarks Unanimous

b. To receive a recommendation from the Highways Committee that WPC fully funds the painting of bus stop marking(s) at Greenside and High Street.

It was **AGREED** that the Parish Council would contribute up to £2,000 to get bus bay markings installed outside the bus shelter on the Green, and, subject to confirmation

from County Highways about technical feasibility, the stop opposite on Greenside as well as the stops either side of High Street in the vicinity of the bakery.

Proposed: Cllr Seamarks Seconded: Cllr J Williams Unanimous

It was acknowledged that this did not resolve all the Highways issued being raised but that a better evidence base would help future prioritisation

19/62 PUBLIC TRANSPORT STUDY

The Clerk was asked to advise the study team that the Parish Council would welcome an opportunity to meet to discuss the forthcoming study by the Combined Authority into public transport between Waterbeach New Town and North East Cambridge.

19/63 CYCLE PARKING

Council welcomed the proposals in the report from the Waterbeach Cycling campaign for more cycle parking in the village. The Clerk was asked to approach the County Cycling team for more advice.

19/64 OFFICER & COUNCILLOR REPORTS

Written reports had been submitted and the following issues were discussed:

The Clerk reported that the Hayter mower had now been returned following a manufacturer's recall for a technical adjustment. As the groundsman had also been on leave the same week she had arranged for the cemetery to receive a cut by contractors at a cost of £310.50.

Streelighting – CCC had notified Parishes that they would need to set up new arrangements for procuring and paying for street lighting energy themselves. She would provide a report for a further meeting.

District Cllr Smith said she would follow up the difficulties in Primrose Lane: bin lorries were unable to reverse down the length of the lane until hedge cutting was complete but so far only half way down had been done. This may be because there were different contracts for each section.

County Cllr Bradnam was following up a request regarding the status of the Car Dyke for walkers as it did not appear to be registered as a footpath. A number of highway concerns were raised with her. She arranged to meet Cllr Gilzean on site regarding his concerns on the safety of the balancing ponds on Anglers Way. Regarding the problems on Bannold Road, she had not yet seen the recent pictures forwarded by Cllr J Williams, but would do what she could to follow up once she had done so. Cllr Gilzean also read out a further email from residents concerned about the safety of the junction with Way Lane.

19/65 RISK REGISTER

The Clerk reported that the register had been updated again in the light of suggestions from Councillors. The updated register was **AGREED**.

Proposed: Cllr Bull Seconded: Cllr J Williams Unanimous

19/66 DOCUMENT RETENTION POLICY

The proposed policy document was **AGREED** and adopted

Proposed: Cllr Gilzean Seconded: Cllr Bavester Unanimous

19/67 NEIGHBOURHOOD PLAN

a. It was **AGREED** to formally endorse the Neighbourhood Plan Design Principles and Heritage and Character Assessment documents as a helpful source of guidance in understanding good design within Waterbeach Parish.

Proposed: Cllr J Williams Seconded: Cllr Bavester Unanimous

b. It was **AGREED** to submit them SCDC with a request that they are used as a material consideration when assessing planning applications.

Proposed: Cllr Bull Seconded: Cllr B Johnson Unanimous

19/68 HEALTH AND SAFETY

Covered under other agenda items

19/69 MONTHLY PAYMENTS AND BANK RECONCILIATION STATEMENT

The accounts for June were **AGREED**.

Proposed: Cllr J Williamson Seconded: Cllr Rabbett In favour: 10 Abstentions: 2

The Bank reconciliation for end May 2019 was noted.

19/70 BANK TRANSFER

It was **AGREED** to transfer £40,000 from WPC's account with CCLA into the Unity Trust current account.

Proposed: Cllr Bull Seconded: Cllr J Williamson Unanimous

19/71 LOCAL COUNCIL PUBLIC ADVISORY SERVICE

It was **AGREED** to renew WPC membership with LCPAS at a cost of £120

Proposed: Cllr Shipp Seconded: Cllr P Johnson Unanimous

19/72 USE OF PARISH COUNCIL LAND

The following requests were **AGREED**:

i Day at the Beach – use of Fire Station in July (coinciding with DATB events)

Proposed: Cllr P Johnson Seconded: Cllr Gilzean Unanimous

ii Cambridge Rugby Club - use of Rec and pavilion for a training session on 11 July

Proposed: Cllr P Shipp Seconded: Cllr Seamarks Unanimous

Cllrs B and P Johnson declared an interest in item 19/72iii since a family member is one of the organisers.

iii Waterbeach Dog Show – use of the Rec on Sunday 28 June 2020

Proposed: Cllr J Williamson Seconded: Cllr Bull In favour: 10 Abstentions: 2

iv) MindBodySoulFitness - Council **REJECTED** a request for long-term use of the tennis courts by Mind Body Soul Fitness but would defer a decision on use of other areas pending more information

Proposed: Cllr J Bull Seconded: Cllr Wright In favour: 10 Abstentions: 2

19/73 MAJOR DEVELOPMENTS – STANDING ITEM

a. RLW Outline Planning permission for land East of the Barracks [S/2075/18/OL](#)

b. Urban and Civic planning application [S/0559/17/OL](#).

c. [S3372/17/CW](#) Energy from Waste Plant (Incinerator)

d. [S/0791/18//FL](#) Relocated Railway Station

The Clerk would approach U&C to organise a briefing update. She reported that SCDC were facing significant resource shortages but Cllrs would have an opportunity to engage at the Community Forum on 10 July.

19/74 S106 PROJECTS

The Clerk was waiting for an updated work programme on the Rec Car Park but understood that mid-late September was now the earliest start date envisaged. This was disappointing but the result of various preliminary studies that needed to be undertaken first.

At this point Cllr Shipp left the meeting

COMMITTEES AND WORKING PARTIES

19/75

To receive reports (if any) from any Committees or Working Parties that have met since the last Parish Council meeting and which are not listed elsewhere on the agenda. The following updates were given

Cemetery – a new section had been started for ashes burials

Highways – the MVAS sign was currently situated in Way Lane. A proposal would come to Council for a purchase for a sign for WPC use only.

Emergency Planning – a request for volunteers to identify themselves and what they could offer should be put onto the Facebook page

Neighbourhood Planning – work underway to prepare an application for grant funding.

The meeting closed at 10pm

Unapproved