

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm on Tuesday 3 September 2019
at the Old Pavilion, Waterbeach.

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

19/98 OPEN FORUM

A resident reiterated concerns about the traffic around the Way Lane/Bannold Road junctions. Cllrs acknowledged these and added that there were a number of problems areas and issues. It was important that a solution for one location did not have knock-on effects elsewhere. Building an evidence base to support proposals (date/time and nature of incidents) would help this process.

19/99 MEMBERS' INTERESTS

None relevant to this agenda

19/100 MINUTES OF MEETINGS

The minutes of the meeting of 6 August 2019 were agreed as a true record of the meeting and signed by the Chair.

**Proposed: Cllr B Williams Seconded: Cllr J Williams In favour: 13
Abstentions 2**

19/101 MAJOR DEVELOPMENTS – ENGAGING WITH DEVELOPERS

To receive a proposal for a [Member informal engagement protocol](#).

The Clerk was asked to produce a further draft both to cover a situation where a Councillor was representing another community group and to include a reference to the Code of Conduct and the provisions therein.

19/102 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.
To receive details of the Urban and Civic Engagement strategy and discuss appropriate WPC involvement.

Members noted the details in the U&C paper and welcomed the opportunity to hear more about some of the issues within key phase 1. The Clerk would liaise with them about these – and try for Monday.

- c. S3372/17/CW Energy from Waste Plant (Incinerator)
- d. S/0791/18//FL Relocated Railway Station

No discussion on other items within this heading.

19/103 RECREATION GROUND CAR PARK

The Project manager said 4 trial holes had been dug and the reports received did not identify any issues of concern. Permeability and contamination views were good. The programme is

significantly behind and there would be no construction start before the New Year. Lighting and landscaping solutions would have to be approved by SCDC.

19/104 PLANNING APPLICATION

To consider the following application:

S/0074/19/CC – Section 73 application to develop Waterbeach Community Primary School from a 2 form entry school to a 3 form entry (630 places) including a two storey teaching block extension with a single storey link, front entrance, additional car and cycle/scooter parking provision and external landscaping works without compliance with Condition 10 (Pedestrian Crossing) of Planning Permission S/0095/18/CC.

[Agent cover letter](#)

It was **AGREED** that Waterbeach Parish Council has **NO OBJECTIONS** to the proposal, albeit the delay is regrettable.

Proposed: Cllr M Williamson Seconded: Cllr J Williamson In favour: 9 Abstentions: 3 Against: 3

19/105 OFFICER & COUNCILLOR REPORTS

To receive reports (if any) from the Clerk, [District Councillors](#), [County Councillor](#), Library Officer, Tree Officer and the Chair of the Parish Council.

County Cllr Bradnam has submitted a written report but added the following:

- Regarding the forthcoming inquiry on the energy from waste proposal she advised that the Inspector would have the final decision on the suitability of Shire Hall as the venue for the Inquiry to be heard.
- She would follow up why the fault reports for Bannold Road appeared to have been removed from the on-line reporting tool before remedial works had taken place.

A District Cllrs report had been circulated but added that the handling arrangements for considering the proposal for a forthcoming relocation of the sewage works at Milton were clear even if there was as yet limited information on what the proposal when it arrived would say.

The Clerk apologised that she had not had time to submit a written report and therefore covered the following issues in an oral update:

- Sewage works – she had also been unable to find out any further detail about the relocation.
- Village Green - although this is registered on the CCC database of village greens it had now been confirmed that it is not registered on the Land Registry database which therefore means WPC is not its registered owner. In the light of this she was awaiting confirmation on the question of cycle parking racks opposite the Village Stores but was hopeful of a positive response.
- Car Dyke Walk – she had asked if the Greenways proposal for Waterbeach would in any case turn this into a path without the need for further activity. However as this is a way off it might be prudent to initiate the process for applying to turn it into a right of way. This is quite complex and needs, as a starter, evidence of usage prior to 1990. Cllrs asked for an article in the next newsletter to encourage people to feed these in.
- MVAS – WPC has invoiced Milton and Landbeach PCs for their share of the net cost. Data had started to come through but was not currently in a very user friendly format.
- Bowls pavilion – the Project Manager had met reps from the bowls club and WPC to discuss options and ensure there is a suitable drawing for the planning application to go in. A further meeting is planned in two weeks.

- Tennis court resurfacing- this is due to be done by the end of the month. It will need to be shut for 2 lots of three days but will still be available at weekends. Closure dates will be advertised on the WPC website.
- Gritting - CCC has made its annual call for volunteers. She is also chasing the County Council following a request last year for the gritting map to be corrected as Cllrs believed the following routes had previously been agreed but were not showing:
 - Rail station to Rosemary Road shop
 - Chapel Close warden dwellings to Rec entrance and village centre
 - Denson Close sheltered housing, footpath exit to Vicarage close and down on to Greenside/ High St. If possible also Primrose Lane (links Denson Close and High St)
 - From Queensway SCDC housing to Greenside

19/106 CAMLOCKS

To receive quotes for provision of surveying services to support a business case and make a decision – details circulated to Cllrs.

It was **AGREED** to appoint Carter Jonas to provide the business report

Proposed: Cllr Rabbett Seconded Cllr Shipp. Unanimous

19/107 MONTHLY PAYMENTS AND BANK RECONCILIATION STATEMENT

The accounts for August were **APPROVED**

Proposed: Cllr Howlett Seconded Cllr Wright In favour: 11 Abstentions: 4

The Bank reconciliation for end July 2019 was noted.

19/108 DIGNITY AT WORK, BULLYING AND HARASSMENT POLICY

It was **AGREED** to amend the introduction to the existing policy to include a reference to volunteers

Proposed: Cllr Grant Seconded Cllr Wright Unanimous

19/109 USE OF PERSONAL EMAIL ADDRESSES

Members received the [recent ICO guidance](#) on the use of personal email addresses and devices and Cllr M Williamson offered to find out how other parishes were tackling the issue.

19/110 PARISH NEWSLETTER

Members were asked to forward suggestions to Cllr M Williamson and the Clerk no later than 10 September.

19/111 HEALTH AND SAFETY

Trees. Arboriculture advice to be sought for three trees causing concern.

- The dead tree in the playground
- A chestnut at the Chapel Close end of the Rec where a torn branch needed looking at.
- A sycamore on the gault – possible honey fungus

The Police continued to encourage residents to keep reporting incidents and suspicious behaviour in the village. Residents can report using the on-line reporting tool (anonymous reporting is also possible). These were enabling them to target resources and activities.

19/112 TREE MANAGEMENT POLICY

Cllr Grant's report had been circulated. The Grounds team would be asked to include tree tagging and photographing on their winter schedule of work. Cllr Grant noted the example of a tree management that had been circulated but asked for more work to be done on this.

19/113 ZERO CARBON GRANT SCHEME

The Clerk asked Councillors to consider if they wished to make a bid and if a Councillor would be prepared to put this together. Cllr J Williamson said she may be able to attend the fact-finding meeting at SCDC.

19/114 WPC STREET LIGHTING

The Clerk reported that the CCC instruction to District and Parish Councils to make their own arrangements for utility bills for the lights not covered by its Balfour Beatty PFI had caused difficulties for many as it was not always easy to obtain quotes for unmetered supplies. CCC had now advised that it had arranged supplies through ESPO, the public sector owned professional buying organisation. It may be that this option proves the most suitable in the time available.

19/115 COMMITTEES AND WORKING PARTIES

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: Planning, Highways, Finance, Recreation User Group, Neighbourhood Plan, Cemetery, Emergency Planning.

The following points were raised:

- The first burial in the new extension had now taken place
- The Admin Clerk was arranging to meet a resident who had volunteered help in developing the emergency plan.

The meeting close at 9.30pm.