

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council zoom meeting held on **Tuesday 1 December 2020 at 7pm**

THOSE PRESENT/APOLOGIES FOR ABSENCE

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

Apologies: District Cllrs Rippeth and Smith

Also in Attendance: S Mason – Clerk, County and District Cllr Bradnam

20/125 OPEN FORUM

A member of Waterbeach Homes for Amicable Transport (WHAT) advised that the group would be suggesting an alternative routing to those proposed in the current GPC consultation.

20/126 MEMBERS' INTERESTS

Cllr Wright – item 20/130 reference in Clerk's report to St John's Church as he is a member of the Parochial Church Council.

Cllr Seamarks – item 20/128 due to being a signatory along with a family member for an allotment on Glebe Road

20/127 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 3 November 2020 were approved and will be signed as a true record.

Proposed: Cllr Wright Seconded: Cllr Howlett. Unanimous

20/128 GCP consultation on the Waterbeach to Cambridge Public Transport and Active Travel project.

The Parish Council **OBJECTS** to the proposals outlined in the consultation. Members reviewed the suggested draft response and asked for some textual amendments to strengthen its response. These would provide more detailed reference to locational pinch points of concern and a stronger conclusion. The Clerk was also asked to include with the WPC response copies of the emails it had received from residents.

Standing orders were suspended to enable a member of the WHAT group to present a proposal for an alternative route to make better use of existing infrastructure and also improve access to/from Cottenham. Member noted the presentation but would not be commenting on the proposal that WHAT would be submitting.

Proposed: Cllr Wright Seconded: Cllr Rabbett Unanimous

20/129 S106 PROJECTS

A.. Bowls Pavilion

It was **AGREED** that Cllrs Howlett, B Johnson and B Williams would represent the Parish Council on a joint WPC-Bowls Club working group to revisit pavilion plans and establish minimum requirements to bring back to the Council.

Proposed: Cllr Bull Seconded: Cllr B Williams. Unanimous

b. Library Equipment

It was **AGREED** to use S106 receipts from the Papworth nurses' accommodation (ref S/3204/16/FL) to purchase new book cases single and double sided shelves at a cost of £2,648.00 and double sided mobile shelving at a cost of £2,170.35.

Proposed: Cllr Gilzean Seconded: Cllr Howlett. Unanimous

c. Tillage Hall kitchen refurbishment.

This item was deferred as one of the quotations has not yet been received.

20/130 OFFICER & COUNCILLOR, COMMITTEE AND GROUP UPDATES

Reports from the County and District Cllrs had been circulated.

The Chair thanked County and District Cllr Bradman for her draft report regarding maintenance of the Bannold Road ditches which was a very helpful and comprehensive document. It was noted the final version would be produced once CCC drainage officer had been given an opportunity to input to it. The report clarifies that riparian responsibilities are documented within the Land Drainage act 1991 (section 28) and make a landowner is responsible for a watercourse that runs across or just outside the boundary of their property. Where a watercourse is riparian owned and abuts a highway, the full width is the responsibility of the riparian owner. Cllr Seemarks asked County and District Cllr Bradman to suggest to SCDC communications that this was an issue to be covered in a future edition of its quarterly magazine.

The implications for riparian landowners were significant but whether developers made this clear to prospective purchasers was unclear. It should be covered in respective s106 agreements. Councillors would also be interested to know if there was an associated responsibility on local authority highways bodies adequately to maintain their trees along the banks of ditches, since inadequate maintenance would have adverse consequences for the riparian landowners. This matter would be put onto the agenda for the Planning Committee on December 15.

The Clerk's report had been circulated. The Clerk left the meeting (broadband failure).

The Library officer reported that the Lending Library was continuing with appointment system to ensure numbers were accommodated in a Covid-safe manner. The Community Room had had various enhancements but an alternative location was desirable in the longer term which offered more suitable facilities.

The Chair had just attended a Zoom meeting on the Local Plan organised by SCDC and would report back to the Planning Committee.

The Clerk rejoined the meeting and added the following:

- The external audit of the 2019-2020 accounts had been completed without any additional comment.
- Along with Cllr Wright and the Admin Clerk she had recently attended a virtual presentation by Scribe on a new cemetery management package. A report would be produced for a future discussion.
- MVAS sign – an alternative provider had been identified who offered the possibility to download data via a smartphone app. Example of the data download reports were currently awaited.
- Phone and broadband – she had been made aware of a potential alternative supplier offering cheaper rates but wished to find out more about them before deciding whether to recommend any change.

20/131 ACCOUNTS

a. The payments schedule was approved for payments

Proposed: Cllr J Wright Seconded: Cllr B Williams. In favour 12 Abstentions: 2

b. The following late arriving invoices were read out and also approved (figures shown are net figures) :

- PFK Littlejohn – external audit fee (£600)
- Acacia Tree services – crown lift of trees on the Village Green (£500)
- Reimbursements to the Finance Officer for:
 - Office Chair - £63
 - Printer (74.99)
 - Mouse and keyboard (17.27)
- MSA Associates – Project Management Services:
 - Bowls pavilion project in Oct. (400)
 - Recreation Ground Car park (117.90)

c. The bank reconciliation for October 2020 was noted.

20/132 PARISH COUNCIL GRANTS

To consider the following requests:

a. To agree to allocate 50% of SCDC SB grants a special COVID-related grant scheme

The proposal was withdrawn as WPC had already approved the establishment of a £5,000 Covid 19 grant fund earlier in the year and the calls on it had so far been limited. The next Parish Council newsletter would publicise the availability of the fund. Normal grant rules applied which meant that payments can be made to community groups but not directly to individual recipients.

b. Web hosting cost for a new website – Waterbeach Bowls Club (£250)

This item was deferred as the Clerk was asked to obtain up to date supporting documentation.

20/133 INITIAL BUDGET PREPARATIONS

Councillors were asked to continue feeding in suggestions for new budget items to enable the draft to be drawn up.

20/134 HEALTH AND SAFETY

The following items were covered:

- The new Burgess Road street light situated close to the Rosemary Road passageway is now operational
- The GP surgery is currently having to rely on locum GPs only, which is concerning given the growth of the village
- While it was not clear precisely what the sequence of events was concerning the social media posts inviting people to watch fireworks on the Green on November 7th, the Parish Council had not given permission for any such event.

20/135 MITCHELL HILL QUARRY

It was **AGREED** that Cllr Seamarks would represent WPC on the new site liaison forum.

Proposed: Cllr Bull Seconded: Cllr B Williams. Unanimous

It was unanimously agreed to extend by meeting by 15 mins.

20/136 MAJOR DEVELOPMENTS

a. U&C development.

The Clerk would liaise with U&C regarding quarterly briefing updates regarding the barracks development.

The Clerk was asked to acknowledge the recent letter from SCDC Major Development Officer pending a discussion about it at the forthcoming Planning Committee

The Clerk was asked to find out if U&C had plans to clear the A10 cycle path in the near future.

Cllr Seamarks was concerned that transport mitigation activities were properly monitored. Cllr B Williams said transport mitigation group could push this - it had been dormant for some time now but was looking to restart in the New Year. He suggested Cllr Seamarks joined this. Cllr J Williams felt land remediation conditions should also be monitored in a similar way.

b. RLW update (if any) [S/2075/18/OL](#)

Not discussed

c. Bannold Road ditches East from the GP surgery

This had been raised under County Cllr report and would be tabled at the December Planning Committee meeting.

20/137 NEIGHBOURHOOD PLAN

The Neighbourhood Planning team had been working with SCDC on a pre-submission document which was about ready for a 6 week consultation. The consultation draft was about ready for approval and envisaged a consultation period of mid-January 2021 to end February 2021. This should provide sufficient time to submit for formal inspection prior to a referendum in May. The Planning Committee on 15 December would be preceded by a one-item Council meeting to sign off the text.

20/138 MEMORIAL BENCHES

Cllr noted the variety of designs available. It was felt that recycled benches were more appropriate for the Recreation Ground which was outside the conservation area. Whatever design was selected it was important that there were suitable facilities for mothers and disabled people. Based on their comments the Clerk would explore further.

20/139 CHRISTMAS 2020

Councillors noted the Parish Office will be closed between Christmas and New Year.

SIGNED.....

DATE.....