

## WATERBEACH PARISH COUNCIL

Minutes of the Council Zoom meeting held on **Tuesday 2 March 2021 at 7pm**

### **THOSE PRESENT/APOLOGIES FOR ABSENCE**

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

**Also in Attendance:** S Mason – Clerk, S Thompson – Finance Officer, County & District Cllr Bradnam, and District Cllr Rippeth

### **20/183 OPEN FORUM**

Three members of Waterbeach Bowls Club spoke on agenda item 20/189e. They explained their wish to see an all-year facility provided and felt the delay in decision was preventing the project moving forwards and the prospects of securing new members. The Bowls Chair expressed unhappiness with the way the project was being presented to Cllrs. The paper tabled at the February meeting had implied that the working group had completed its work which was not the case. On funding he also felt that a more even distribution of S106 funding across community and sports for the car park project would free up additional monies which could be utilised on the bowls pavilion. The club felt their concerns and requests were not being taken on board and would be contacting the District Council.

### **20/184 MEMBERS' INTERESTS**

The following non pecuniary interests were declared:

- Cllrs B Johnson and P Johnson – Item 20/192 as they have carried out work for them
- Cllrs B Williams and J Williams Item 20/197a - members of the Beach Social Club
- Cllr M Williamson and J Williamson Item 20/197 – as Tillage Hall trustees.

### **20/185 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 26 January 2021 were **AGREED** and will be signed as a true record of the meeting.

**Proposed: Cllr Williamson Seconded: Cllr Wright In favour: 12 Abstentions: 2**

### **20/186 OFFICER & COUNCILLOR, COMMITTEE AND GROUP UPDATES**

The Clerk had submitted a written report the previous day which had been uploaded onto the website. The following updates were also given:

- A resident had reported that one of the goalpost holes was not covered on the Rec. The Colts had been asked to look into this urgently.
- Cllrs were reminded of a forthcoming opportunity to join a webinar on new website which should help inform proposals for a new WPC website. She had also circulated a request for a representative to join a CCC webinar to join an introductory meeting on Cambridgeshire Local but there were no nominations.

Regarding forthcoming meetings:

- the Planning Committee on 16 March had been left off the list
- She was looking to fix a date of either March 23 or 30 for the next Finance Committee

- A date for the next briefing from U&C had now been set for 29<sup>th</sup> March with a focus on transportation issues. An email would be going to Cllrs asking them to confirm who would be joining. She proposed calling a meeting of the Highways Committee shortly after this date so that it would consider information given at the briefing. However, Cllrs demanded that a Highways meeting was fixed before the 29 March to cover inter alia the level crossing consultation which Network Rail had launched. Regarding the A10, it was pointed out that while the causes of the recent fatal accident at the Car Dyke junction had not been published it was not possible to make informed proposals involving significant changes to the junction layout.

County Cllr Bradnam had submitted a written report the previous day which had been uploaded onto the website. The following points were raised:

- A10: CCC officers had advised they were preparing a prioritisation report on this and other problem sites and would share this once it had been signed off. Meanwhile she had seen figures that showed 26 accidents on the stretch between Milton and Denny End Road between 2015-2019 so was continuing to press CCC officers for short-term improvements to the A10 at Waterbeach including an active permanent speed camera and line refreshing.
- Flooding – she was putting in a great deal of effort into collating information on gullies and ditches to clarify the overall position in view of the problems in recent months.

The following issues were also raised with her:

- Trees and the Drs surgery - she would approach the CCC asset team to see if the ownership of the trees could be ascertained. U&C would be happy to arrange works but needed to clear with the site owner.
- Recording of near misses – Cllr Seamarks had experience a near miss caused by a delivery van parked on the road outside Bluebell Woods which needed other vehicles to swerve dangerously to avoid. She would ask the CCC team if there was a mechanism to record these.
- Temporary diversion signs – the signs placed on the A10 south of the Car Dyke junction were dangerous since they restricted the view of drivers trying to pull out and travel northwards. There had also been an unofficial sign attached to a lamppost in this area. She would look into these.

The District Cllrs had submitted a written report. The following more recent updates were added:

- SCDC Council Tax would be increasing by £5 per month on a Band D property
- As at 28 February over £7million had now been distribute in grants to support 3,257 businesses.

## **20/187 ANNUAL PARISH MEETING**

It was noted that an Annual Parish Meeting would be called for Thursday April 29. This would be a virtual meeting. The Clerk was asked to request a short written update from the library, WAY and grant recipients. Committee Chairs would also be asked to provide reports.

## **20/188 S106 ISSUES**

The Finance Officer's report covered the overall position on S106 funding.

- a. A| number of historical decisions needed to be recorded and the meeting therefore **AGREED** to ratify the following:
  - (i) New Holland tractor - to apportion half-costs (£6,225) of the tractor and warranty (as per original decision (CM 41/12 12/06/2012)).

- (ii) NH Tractor - to reduce the part-exchange refund received from Scamblers on 31st August 2019 for £3942.00 to half (£1971.00) for S106 income.
- (iii) Playpark refurbishment 2012- to authorise monies from the public open spaces S106 category (cost £33,570.01) .
- (iv) Skatepark - to approve the reduced figure of £24,980 only – to be allocated from S106
- (v) Library Funds –to allocate the cost reimbursed to Waterbeach Lending Library in respect of wheels purchased for mobile unit (£120 net) to S106.

**Proposed: Cllr Rabbett Seconded; Cllr Wright In favour: 13 Abstention 1**

- b. The Finance Committee was asked to take a look at the schedule of income and expenditure allocations and make a recommendation to Council
- c. It was **AGREED** to designate Cambridge & Counties Bank as a S106 account  
**Proposed: Cllr Wright Seconded; Cllr M Williamson Unanimous**  
 A decision on the recommendation to transfer a balancing figure to CCLA was deferred following receipt that afternoon of a message from CCLA about the future of the fund which needed to be digested and considered before any further action.
- d. Sports pavilion- the Clerk was asked to arrange for representatives of the Rec User Group to set up a small working party to produce proposals to upgrade facilities
- e. Bowls Pavilion. The Clerk had provided a report. The council’s commitment in October 2020 to earmark up to £170k had been made at a time it had been anticipated that S106 community funding could also be used. It had emerged subsequently that this funding source was no longer open as the Club would not be opening it to the wider community for non-bowls uses and could not therefore meet the conditions required for such funding to be allocated. This was an extremely significant development: it increased the pressure on S106 sports monies where the available funding was much more limited than other categories. As RFO she needed to bring this to the attention of the Council since in her view the budget figure should be reviewed in the light of available resource and competing calls before any further design works were undertaken.

Whilst acknowledging the view expressed by the bowls pavilion that the estimated costs were too high, these had been looked at by both a professional Project Manager and an independent Quantity Surveyor and she was not qualified to second guess them. Whatever budget was set it was important to ensure it covered the maximum exposure to WPC; to move forward without having this in place risk having to find additional funding from somewhere in the event of cost escalations midway through the project.

Cllr B Williams had chaired the joint working group. Progress had been slow and not all items had yet been discussed. But in the light of the funding issue it seemed there was a decision to take on whether to reduce the scope to fit available budget or ask the Club to source alternative additional funding.

After an inconclusive discussion it was left that the Finance Committee would take a more detailed look at costings and report back.

## **20/189 RISK REGISTER**

- a. The remaining sheets (cemetery, grounds store, finance, council business, Communications and Chittering) had been circulated to Cllrs for review and comment. With no amendments or queries it was **AGREED** to approve them and complete the review of the risk registers  
**Cllr Wright Cllr J Williamson In favour: 10 Abstentions: 3**
- b. The Clerk had explained that the current Covid 19 regulations expired on 7 May. While extensive lobbying was being undertaken to extend these, as things currently stood, virtual meetings after 7 May would not comply with legal requirements. NALC were therefore

encouraging Council's to identify options and prepare risk assessments for resuming physical meetings after 7 May 2021 in the event that Government did not accede to requests to extend the current arrangements. The Parish Office was clearly not a workable option and Cllrs Bull and Gilzean said they would put some thought into possible options.

## **20/190 ACCOUNTS**

a. The payments schedule for February was approved

**Proposed: Cllr Bull Seconded: Cllr J Williamson In favour: 13 Abstention 1**

b. The following invoice was also approved:

Ward Howard chartered surveyor – for updated building valuations (needed to ensure adequate insurance cover when quotes are sought) £850 excluding VAT

**Proposed: Cllr Rabbett Seconded: Cllr Wright In favour: 12 Abstentions 2**

c. The [bank reconciliation](#) for January 2021 was noted.

d.

## **20/191 USE OF PARISH LAND**

a. request to site a clothes bank onto Parish Council land

After considerable discussion of potential locations, it was concluded that the level of concerns meant that the request could not be accepted. The Clerk was asked to respond to the applicant but also to check with U&C why they could not agree to the request. The applicant may also wish to approach SCDC about their land.

b. A policy for use of Parish Council land

The Chair explained that historically a small number of groups had used WPC land and provided details of insurance cover and risk assessments. In the last year there had been a growing number of groups who were advertising and/or using WPC land for commercial businesses without first approaching the Parish Council. The draft policy tabled had been modelled on a similar one that had been adopted by another SCDC Parish Council. Following a detailed discussion where a variety of views were expressed it was concluded that a policy was needed going forwards and the draft policy tabled was **AGREED**.

**Proposed: Cllr B Williams Seconded: Cllr Seamarks. In favour: 13 Abstention: 1**

The policy meant that all commercial undertakings would be required to make a formal request into the PC and a charge may be levied. The Clerk was asked to get in touch with groups who were known users and explain they would need to provide details.

It was unanimously agreed to extend the meeting for a further 30 minutes.

## **20/192 PLANNING APPLICATIONS**

i) [21/00033/FUL](#): Change of Use of Former Public House, Managers Flat and Motel to 7 Residential Units including Extension to Public House

Site address: The Travellers Rest Ely Road Chittering

WPC **SUPPORTS** the application. However concerns were raised that there wasn't a Highways authority response to this application at this time and it therefore requests that a slip lane is created into the turn off for the caravan site on School Lane to make it easier for vehicles to pass so that they do not back up on to the A10 either way. WPC are also concerned that the vision coming out of School Lane could be obstructed by the planned landscaping enhancement and ask that the frontage is kept clear, e.g. with low level planting only, so that drivers can see coming out of School Lane.

**Proposed: Cllr J Williams Seconded: Cllr Gilzean In favour: 11 Abstentions: 3**

ii) [21/00120/FUL](#) Removal of existing substation buildings (inverters, transformers, switchgear), and replacement with new covered inverters, switchroom, and transformer compounds.  
Site address: Chittering 2 Solar Farm Radical Farm Chittering Drove.

The Parish Council **SUPPORTS** this application. It notes the comments from the Highways authority and asks if the method statement can be forwarded when available. It also asks that an additional condition is added to require that any damage to School Lane is quickly reinstated to highways standard.

**Proposed: Cllr Rabbett Seconded: Cllr Bull Unanimous**

## **20/193 APPLICATION TO PURCHASE DISTRICT COUNCIL LAND**

To comment on the requests made to SCDC to purchase sections of SCDC land

a. land to the rear of 1 Waddelow Road

This was not discussed owing to an apparent anomaly in the paperwork meaning that the location was not clear. Once clarified it could be discussed by the Planning Committee.

b. land adjacent to 2 Station Road

The Council can see the advantage to the applicant and has no other comment to make.

## **20/194 MAJOR DEVELOPMENTS**

a. Urban and Civic planning application S/0559/17/OL.

A date of 29 March had been set for a briefing to go through transport commitments to date and future timeframes

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

No update available

## **20/195 TREE QUOTES**

It was agreed to accept a quote of £212.50 from Greenwood tree Surgery to proceed with the Priority 1 work identified in the tree audit. A further quote would be sought for lower priority works in order to comply with the WPC Financial Regulation.

## **20/196 HEALTH AND SAFETY**

The following issues were raised:

- Cllr Bavester relayed a message he had received from the managers at Box Tree Cottage about one of its residents.
- Cllr Gilzean reported that he had been advised that the potholes by the Chines takeaway had been scheduled for repaired within the next 3 months. Cllr Seemarks added that his understanding was that up to 80 potholes would be fixed within a similar timeframe.
- Cllr Gilzean reported that staffing levels at the GP surgery were improving.
- The issue of unauthorised signage along the roadside was raised. While it was understood one-off events could be advertised for short spells of time, a number of business signs had been erected which could distract drivers. These would be reported into County Cllr Bradnam to see if she could forward to the appropriate contact for action.

## **20/197 LEASES**

(a) Beach Social Club - to review an expired [lease from 2008](#)

(b) Tillage Hall – to agree how to respond to the lawyer enquiries regarding a draft lease.

Items not discussed due to lack of time.

The meeting closed at 9.40.

Signed..... Date.....