

# WATERBEACH PARISH COUNCIL

## Notice of Meeting

---

Notice is hereby given that a meeting of the Parish Council will be held at the Old Pavilion, Recreation Ground, Waterbeach on **Tuesday 6 June at 7.30 pm** and I summons you to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Shelley Mason  
Clerk

### PARISH COUNCIL

#### AGENDA

**17/22 THOSE PRESENT / APOLOGIES FOR ABSENCE**

**17/23 OPEN FORUM**

Open Forum of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting **in respect of the business on the agenda** (Standing orders 3e, 3f, and 3g). Anyone wishing to speak needs to be present at the beginning of the meeting. This is not a forum in which to raise complaints about the Parish Council or its staff, which should in the first instance be directed privately to the Parish Clerk so that they can be independently investigated in accordance with the Council's complaints procedure.

**17/24 MINUTES**

To confirm the Minutes of the meetings of the Council held on 2 May and 4 May.

**17/25 MEMBERS' INTERESTS**

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item. Those councillors declaring an interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made.

**17/26 PLANNING**

i) To consider the following planning applications and comment (weblinks attached - hard copy available in the WPC Office

[S/1782/17/PO](#) Discharge of Planning Obligations

**Land North of Bannold Road (Drovers Way), Waterbeach**

Bovis Homes Ltd

Discharge of Planning Obligations

[S/1086/17/FL](#) Demolition of existing dwelling and erection of 2 detached

dwelling with associated amenity space, parking and garages. Vehicular access from Way Lane and Camps Close.

**37 Way Lane, Waterbeach**

YK Developments

Amended site plan which involves setting the dwelling back and altering the car parking arrangements.

[S/0055/17/FL](#) erection of a warden/manager dwelling (to replace residential mobile home warden accommodation)

**Warden Unit, Chittering Park, Ely Road, Chittering, CB25 9PH**

Mr J Page

Additional information – flood risk assessment

**S/0202/16/CW Waterbeach Waste management Park**

To consider amending original response to the above application in the light of updated information provided by Cambridgeshire County Council (see attached consolidation of emails including suggested draft text for the amendment).

**ii) New Road Names**

- a. To consider proposals from Charles Church and Persimmon Homes to name streets on the site land North of Bannold Road: Concorde, Lancaster, Vulcan, Harrier.
- b. To suggest 3 names for the new roads for development of Cody Road
- c. To consider a selection of names to enable SCDC to consult and hold a list of pre-approved names for forthcoming roads in current and future developments in the village.

**17/27 INTERNAL AUDITOR**

To receive the Internal Auditor's report and to note any actions to be taken.

**17/28 ANNUAL RETURN**

i) To complete the Annual Governance Statement (Section 1) and to approve the statement by resolution.

ii) To consider the Accounting Statements (Section 2) and approve them by resolution and to ensure they are signed and dated by the Chair of the meeting.

iii) To agree dates for the period of exercise of public rights. (Note: Dates cannot be set in advance of the approval of accounting statement. Proposed dates: 8 June – 21 July.)

Annual Statement Form circulated to Councillors. NB: Councillors are recommended to read the [2017 Joint Panel on Accounting Guidance](#) which gives detailed information on how to complete the return.

**17/29 TRANSPARENCY CODE**

To note that the Council now meets the definitions of a Local Authority for the purposes of the [Local Government Transparency Code 2015](#), and to ask the Clerk to prepare a paper noting requirements and associated actions needed to ensure compliance with its requirements.

**17/30 OLD SKATEPARK MAKEOVER**

To receive information on progress to date following informal approaches to potential

providers, and agree next actions.

**17/31 IN HOUSE OPERATIONS**

To debate the following motion proposed by Cllr Smart:

“To agree to get tenders for all current in house operations in line with Financial Regulations 10.3 (in part) 'for obtaining value for money at all times' and 11.1 b & c to comply with the 'Public Contract Regulations 2015 which is valued at £25,000 or more.....' and to delegate the execution of preparing tender documentation and obtaining responses to the Finance Committee which should act without delay and report the results to the Council for consideration.”

**17/32 CEMETERY REGISTRATION**

To authorise the Clerk to engage the services of a preferred provider to act for the Council regarding the registration of the cemetery (new extension plus currently unregistered area). See attached note.

**17/33 TERMS OF REFERENCE**

To review the Terms of Reference for:

[Finance Committee](#)

[Planning Committee](#)

Employment Panel

**17/34 OFFICE PROJECTOR**

To agree preferred option for purchasing a projector and authorise the Clerk to proceed with purchase.

**17/35**

**MONTHLY PAYMENTS**

To approve the payment of accounts for the past month – the schedule is circulated to Councillors and is available on the Parish Council website. The file of related invoices is available for Councillors to inspect on the day of the meeting during working hours and for 30 minutes before the start of the meeting.

**17/36 VILLAGE EVENTS**

To consider approach from a village resident requesting permission to stage a charity football match in late July (date to be agreed) to raise funds for WAY. Letter circulated to Councillors.

**17/37 VILLAGE WALKABOUT**

To agree to undertake a village walk round to note issues requiring attention for a task list.

**17/38 REPRESENTATION AT MEETINGS**

To agree whether WPC should be represented at the following meetings and by whom:

) SCDC Cabinet and Parish Liaison meeting – 27 June at 6.30 in Cambourne

ii) Police and Crime Commissioner Parishes Conference – 11 August at 10.30 at Hinchingsbrooke.

**17/39 APPOINTMENT TO TURBARY CHARITY AND WATERBEACH UNITED CHARITIES**

To agree appointments to the above which are now up for renewal. Letter circulated to Councillors.

**17/40 OFFICER & COUNCILLOR REPORTS**

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

**17/41 FUTURE AGENDAS**

An opportunity for Members to suggest items for inclusion in future Parish Council meeting agendas.

**17/42 EXCLUSION OF PUBLIC**

To exclude the public from the meeting because of the confidential nature of the business to be discussed.

It is hereby 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 asks that in the public interest the public and press are temporarily excluded from this meeting and are herewith instructed to withdraw.

**17/43 MEMBERS' INTERESTS**

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any confidential agenda item. Those councillors declaring an interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made

**17/44 CONFIDENTIAL MINUTES**

To confirm the Confidential Minutes of the Extraordinary meeting of the Council held on 25 April 2017.

**17/45 CONFIDENTIAL MATTERS**