

**LANDBEACH PARISH COUNCIL**

**MINUTES OF LANDBEACH PARISH COUNCIL MEETING  
held on Monday 3 November 2008 at 7.30 p.m.  
in Landbeach Village Hall**

**Present:** Mrs Melanie Hale (in the Chair), Dr Ray Gambell, Mr Gerald Hinkins, Mr Alan Wyatt, Mrs Tracy Hutchison, Ms Jackie Gregg, Ms Helen Boysen, Mr Trevor Dell, Mrs Maria Sylvester (Clerk), Mr Michael Williamson (County Councillor) and Mr Peter Johnson (District Councillor)

**Public Participation.** There was no public participation.

- 1     **APOLOGIES FOR ABSENCE** received from Mr James Hockney.
- 2     **MINUTES OF THE LAST MEETING** 6 October 2008 were agreed and signed.
- 3     **DECLARATION OF INTEREST**  
There was no declaration of interest.
- 4     **MATTERS ARISING**

**Landbeach Village Pond** It was reported that Mr Setchell was investigating if there was wood in the village available to pile the pond. It was also agreed to ask Acacia Trees if they had large pieces of wood which would be suitable for this.

**Basketball Nets** It was reported that the backboard should be replaced before the new basketball nets were erected. Mr Hinkins to investigate this further.

**Cambridge Building Society** - It was reported that Mrs Hale, Mr Hinkins and Mr Hockney would have to sign for the changeover of signatories for the accounts held by Cambridge Building Society for Helpline and Landbeach Village Sign.

**Bus Shelter - Waterbeach Road** - It was reported that the Clerk is looking into the possibility of getting a grant to erect a bus shelter in Waterbeach Road.

**Damaged Signs** - It was reported that the 'Drive Carefully' sign had not been repaired in Waterbeach Road. Clerk to contact Highways about this.

It was also reported that the Waterbeach Road sign near the Slap-Up had been damaged. Clerk to contact SCDC.

**Overbrook Nursery** - It was reported that SCDC had refused this application to erect a Workshop/Store.

**Affordable Housing** - Additional information on levels had been requested by SCDC and had been sent to them by John Dadge.

It was also reported that John Dadge had spoken to two owners of the houses to the rear of the archaeological store, one of whom has identified an issue regarding maintenance of the store which is being dealt with by CCC. The second owner had raised an issue relating to surface treatment and maintenance of the access way to Worts Farm and the sharing of any on-going maintenance costs with new occupiers which would be entirely reasonable. Mrs Hale said, as a neighbouring householder, she had also written to Planning voicing some concerns.

**Banworth Lane** - It was reported that information had been submitted to Countryside Access, CCC relating to access through Banworth Lane being blocked because of the erection of a fence.

**Annual Return Audit Charges** - It was reported that Moore Stephens had confirmed that these charges are based on the greater income or expenditure, which is banded £25-50K. This had occurred in the last Financial Year because of the purchase of the New Play Area. It was also reported to the Council that they should be aware of this procedure when budgeting in future for a specific project.

**BT Proposed Pay Phone Closures** - It was agreed that the Parish Council would adopt the pay phone for £1 as it was felt desirable to keep the box because of the environmental impact and also historically.

**Fly tipping** - It was reported that the rubbish, which had been fly-tipped, had been removed. It was also reported that more rubbish had been fly-tipped near Stanton Farm. Clerk to notify Milton Parish Council about this.

**Stagecoach Citi 2 bus** - A letter had been sent to Stagecoach outlining concerns about the bus stopping at each end of the village and not picking up at designated bus stops. It was agreed that Mr Williamson would follow this up on behalf of the Parish Council.

## 5 Clerk/Chairman's Report

**New Signs** - The replacement of signs was discussed and it was agreed that the signage was inadequate. Mr Hinkins agreed to draw up a list of signs that need repairing and Clerk to obtain a quotation for replacement for the next meeting.

**Draft Policy Freedom of Information Act** - This was tabled, adopted and approved.

**Neighbourhood Watch Coordinator** - it was reported that there had been three burglaries in Landbeach recently and it was agreed to advertise for a Neighbourhood Watch Coordinator in the Parish Magazine.

It was also agreed to invite Sgt Paul Rogerson and the new PCSO Claire Whiteman to speak at a Parish Council meeting to discuss issues and concerns in Landbeach.

**Staff Appraisal** - Staff appraisals had been carried out by the Clerk with Mr Setchell and by the Chairman with the Clerk.

Some issues were raised, the main one being that the Clerk's job was taking longer than 9 hours per week, more like 12. This was discussed and Dr Gambell proposed increasing the Clerk's hours from 9-12 hours per week. Mrs Hale seconded this.

Also the Clerk was at present on LC15 which was the lowest spinal column.\* This was discussed and Dr Gambell proposed an increase to Spinal 19 for the Clerk. Mr Wyatt seconded this. This would take effect from 1 November 2008.

Mr Setchell's salary was discussed and Mr Hinkins proposed increasing it to £8 per hour. This was seconded by Mrs Hutchison.

**NALC** - Revised salary scales. NALC had confirmed that the increase for part-time clerks in LC1 hourly rates should be backdated to 1 April 2008.

**Cambridgeshire Together** - It was agreed that Mrs Hale and Mr Hinkins would attend this event on 19 November to explore the role of Parish Councils in shaping and delivering the Cambridgeshire Local Area Agreement and Local Strategic Partnership's Sustainable Community Strategy.

**Replacement of Cradle Swings** - Mr Hinkins reported that Adventure Playground would supply and fit the cradle swings and would not charge for fitting. They had also agreed to look at the problems with the gate closure.

The question of the fencing on the multi-sports area getting damaged was discussed and it was agreed to get a working party to put larger staples into

\* In Local Government jargon, the "spinal column" is a list of pay grades. The paragraph above has nothing to do with back injuries. -- Editor

this and also to put a strip of boarding on to the existing wood at the bottom to make it stronger.

**Frames for Panels from Folk Museum** - Mrs Hutchison reported that the cost of the frames would be £51. Mr Hinkins agreed to ask the Village Hall Committee if they had any objections to the frames being put up in the Village Hall and also if glass frontages would be acceptable.

**Cottenham Village College** - A request had been received from Cottenham Village College Swimming Pool Association for funds from the Parish Council to support the swimming pool. It was agreed to donate £55.

**Bus Shelter** It was agreed to ask Mr Setchell to paint the bus shelter in the Spring.

**Daffodil bulbs** - Dr Gambell reported that he had been given some bulbs and would like to put them in the village. This was agreed and it was felt that no more bulbs needed to be purchased this year.

**Beaches Community Car Service** - This is a voluntary car service and volunteers were needed to support it. It was agreed to put the notice on the notice board and also put an advert in the Parish Magazine. It was also agreed that each individual who volunteers should consult with their Insurance Company to ensure the correct insurance cover was offered.

**Litter bins** - it was reported that the litterbins were damaged and Mr Hinkins agreed to strap the bins.

## 6 **Recreation Ground**

**Purchase of Recreation Ground** - National Playing Fields Association Deed of Dedication. This was tabled and it was felt that the wording was too restrictive. It was agreed to consult with Cambridgeshire Acre to see if there was another way of legally ensuring that the Recreation Ground would remain a Recreation Ground in perpetuity.

## 7 **Canalbs Ltd**

It was agreed to appoint Canalbs Ltd to carry out the Independent Internal Audit Service for the Parish Council for the next twelve months.

The report from Canalbs for the Intermediate Independent Internal Audit was tabled and the following points were agreed:

Minutes taken by Clerk should be destroyed when the minutes are approved at the next Parish Council Meeting.

The question of cutting the grass in the Churchyard was raised by Canalbs and it was confirmed that the Churchyard is not a closed Churchyard and the Parish Council provides a subsidy to the Church for the maintenance of the Churchyard and do not have an implied responsibility for insurance cover.

- 8 **Landbeach Widow's Trust** - The Clerk reported that Gareth Hayward was going to write to the Banks to change the signatures for this account. There were three Trustees at present and only one cheque was paid each month for the shopping bus trip.

Mr Hayward had been asked for a copy of the Trust Documents and agreed to forward these to the Parish Council.

The trust was for the elderly people in Landbeach and the Parish Council agreed that the funds should be used for this purpose wherever it was felt it was needed.

Dr Gambell reported that The Revd Lucy Cleland will be Licensed as Priest-in-Charge of Waterbeach and Landbeach, and it would be a good time to get her involved as Chairman of the Trust.

## 9 **CORRESPONDENCE**

The following correspondence was put into circulation:

CPALC - Constitution

CPALC - Annual General meeting 6 December 2008

COPE - Newsletter No 49 October 2008

Cambridgeshire ACRE - Annual Review 2007/08

NALC - Banking Crisis

Sue Ryder Care - Christmas cards and Annual Art Event

CCC - Contracted Services out to tender to commence between April and August 2009

SCDC - Visual Audits and Adopt a Neighbour Scheme

SCDC - Free woodchippings for footpaths, nature areas or regeneration projects

SCDC - South Cambridgeshire Local Development Framework

[www.scambs.gov.uk/Idf](http://www.scambs.gov.uk/Idf)

Communities and Local Government - Communities in control

[www.communities.gov.uk](http://www.communities.gov.uk)

## 10 FINANCE

The following cheques were approved for payment

Cheque No	Name	Amount	VAT	Total
522	G Setchell - Caretaking and general maintenance October 2008	£65.00		£65.00
524	Maria Sylvester - October 2008 salary	£231.64		£231.64
524	Maria Sylvester - reimbursement for Internet – October 2008	£10.00	£1.49	£10.00
524	B Maria Sylvester - reimbursement for mileage to budgeting and accounts course	£14.00		£14.00
525	Inland Revenue - PAYE October 2008	£57.80		£57.80
526	Truelink Ltd Grass Cutting September 2008	£462.83	£68.93	£462.83
527	Canalbs Ltd - Intermediate Internal Audit	£61.50		£61.50

## 11 PLANNING

S/1435/08/F - Overbrook Nursery, Green End, Landbeach Mr and Mrs Green  
Erection of Workshop/Store (Retrospective) **Refused**

S/1141/08/F - Former Duffield Volvo Site, A10 Ely Road, Landbeach  
Mr D Rubin, Glenmore Commercial Estates Ltd, 30 industrial Units (offering a mix of B2 and B8 use Classes) with Associated Parking and Site works after Demolition of Existing Workshop and Office **Approved**

### **New Application**

S/1694/08/F - Fire pump access, IQ Cambridge (formerly Cambridge Research Park), Ely Road, Landbeach, Cambridge CB25 6AP SEGRO

**No Recommendation**

## 12 COUNCILLORS REPORTS

Mr Williamson reported on the following:

There have been changes at CPALC on how advice is given. They want queries in writing and will respond by email and do not give telephone advice.

This was felt to be unsatisfactory. There is a CPALC AGM on 6 December 2008 where a resolution could be sent outlining the dissatisfaction of the Parish Council on not being able to get advice over the telephone. It was agreed to send a resolution to this effect.

There is a difference in the way CPALC and SLCC operate; SLCC is mainly for Clerks.

The new Park and Ride was opening on 13 November and he had been invited to the Opening Ceremony.

There had been an EERA Call for Development Proposals. These currently include one for Mereham 4-6,000 houses and one for Denny St Francis, Waterbeach for 12,750 houses. It was hoped that these proposals would get sifted straight out as they are not new proposals.

Dr Gambell reported on the following:

He had attended the WAY AGM and tabled Report of the Trustees, which the Clerk would hold. There are 130 regular attendees registered, 12 of these are from Landbeach which is about 10%.

On Tuesday 18 November 2008 The Revd Lucy Cleland will be Licensed by the Bishop of Huntingdon as Priest-in-Charge of Waterbeach and Landbeach in St John's Church, Waterbeach, to which all parishioners are warmly invited.

Mr Hinkins reported on the following:

Anne Bullman had asked if the WI could use the Recreation Ground on 25 July 2009 for a Hog Roast. This was agreed.

SCDC had carried out a litter-pick along Milton Road.

**13 DATES OF FORTHCOMING MEETINGS**

1 December 2008

5 January 2009

The meeting closed at 9.15 p.m.

Signed.....

Date.....