



# WILLINGHAM PARISH COUNCIL


Minutes of the Full Parish Council meeting of Willingham Parish Council held on  
Wednesday 1<sup>st</sup> August 2018 7.30pm, in the Octagon,  
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Anderson, Mansfield, Harris, Law, Croucher, Manning, P King (Chair), L King,  
Mellows, Tassell, Carlton, Croft

County Councillor: Wotherspoon

Parishioners: Three

Clerk: Mandy Powell

<b>128/18 Apologies for absence</b>	Actions
Apologies were received from Councillors: Cook (personal commitment) Watson (personal commitment) Smith (work commitment) District Councillor Handley (personal commitment) District Councillor Percival (work commitment)	
<b>129/18 Declarations of interest</b> None	
<b>130/18 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes) All parishioners wishing to speak, must make their name known to the Clerk prior to the commencement of the meeting. Maximum of five people to speak. Large Groups must decide on a spokesperson representative</b> <i>Meeting adjourned</i> <i>Mrs Brown addressed the Council with concerns regarding the state of the footpaths around the village in particular Berrycroft and Silver Street. Councillor Wotherspoon confirmed he was due to meet with the Highways Officer in August to inspect the footpaths.</i> <i>Meeting reconvened</i>	Wotherspoon
<b>131/18 To approve the minutes of the Parish Council meeting held on the 4<sup>th</sup> July 2018</b> Councillor Anderson proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Harris and agreed with nine votes in favour and three abstentions due to not being at the meeting.	
<b>132/18 To deal with any matters arising from the minutes of the meeting on the 4<sup>th</sup> July not covered elsewhere on the agenda.</b> None	
<b>133/18 To receive and consider any County Council reports and communications not covered elsewhere on this agenda</b> Councillor Wotherspoon reported that he had spoken to CCC Highways about the Police objection to the full length of the 30mph limit extension on Station Road who had suggested that the Police Safety Officer should meet and discuss their concerns with the Council. It was agreed that the Clerk would write to the Crime Commissioner reiterating the need to extend the limit to the full extent requested and confirming that it had the support of District, County and parishioners.	Clerk
Work was being undertaken to ascertain the origin and destination of HCVs and early results appeared to show that the A14 and Northstowe sites were broadly clear of coming through the village. Councillor Harris confirmed that the independent survey carried out following the meeting with Mick George had begun and further results would be forwarded as they come in. The group carrying out the surveys would like a member of the Parish Council to attend the recording sessions if possible.	All
Following the query raised last month regarding any future cycle path to Rampton impacting on school bus provision to Cottenham, Councillor Wotherspoon reported that this would more than likely be the case. He would ask the Cycle Path officer to contact the Council to discuss options available.	Wotherspoon
<b>134/18 To receive and consider any District Council reports and communications not covered elsewhere on this agenda</b> Councillors Percival and Handley were not present, but their report had been previously circulated. No questions were raised but it was noted that Councillor Percival had put in a lot of work with regards to HCVs and the Council offered their appreciation for all her efforts.	

**135/18 Chairman's report including:**

To consider correspondence from parishioner regarding parking in Saxon Way

Correspondence had been received regarding inconsiderate parking on Saxon Way requesting that the Council do something to try and alleviate the problem. The Chair agreed to speak to the business across the road to see if anything could be done to alleviate the situation.

P King

To receive an update on Christmas light sponsorship

The Co-Op had confirmed a cheque had been raised for last year's sponsorship of the Christmas lights. They had also put forward a donation of £250 for 2018 giving a total donation of £575. As £139.30 had been spent last year enhancing the provision, this would leave £389.30 for this year. Councillor Croucher would arrange for collection of the donation.

Croucher

To receive and consider invitation to attend a meeting re Timebanks

The meeting was to be held on the 15<sup>th</sup> August and it was agreed not to attend.

**136/18 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations**

**F&GP Committee – updates including:**

Nothing to report

**Planning Committee – updates including:**

To receive minutes of the meeting held on the 16<sup>th</sup> July

Previously circulated and noted

To receive an update regarding future S106 allocations and consider any actions

The Clerk had received figures from SCDC indicating what funds were anticipated from recently approved applications and this had been discussed by the planning committee at its meeting on the 16<sup>th</sup> July. The Council agreed with the recommendation put forward at that meeting.

**HALLS – Updates including:**

Report previously circulated

To receive an update regarding the proposed new signage for the Public Hall

Councillor Croucher summarised the design plans for the new signage and it was agreed unanimously to allow the Public Hall User Committee to go ahead as detailed.

Public Hall Lighting

The strip light in the entrance hall is missing its diffuser. It was agreed to obtain quotes for a cage to be fitted to protect the light.

Clerk

**Cemetery – updates including**

To receive an update regarding the cemetery gates and consider any actions

Councillor Mellows reported that this was ongoing.

To receive an update regarding the large tree in the cemetery and consider any quotations

A quote of £480 had been received to carry out the work required to reduce the size of the tree in the cemetery. Councillor Manning proposed that given the impact of the tree on neighbouring properties etc the Council should not seek further quotes and should accept the one received from Cambridge Trees. This was seconded by Councillor Croucher and agreed unanimously.

Clerk

**Green & Boundaries – updates including:**

Pound Lane

Councillor Manning reported that a meeting had been scheduled with the Rights of Way Officer to discuss Pound Lane and would take place on the 7<sup>th</sup> August.

New Life in the Old West

Councillor Manning had met with Cambs ACRE to discuss the project at the Meadow Road site and a report had been circulated. It is intended to hold a meeting on site in the Autumn to confirm project details with a view to securing funding in 2019. All Councillors would be invited to attend the site meeting.

All

**Leisure & Amenities - updates including:**

To receive and consider quotes for repair to play equipment on the QEII Field

Following the RoSPA inspection earlier in the year, quotations had been sought to carry out repairs to the play equipment. These totalled £1,525,17. Councillor L King proposed that the Council accept the quotations, seconded by Councillor Croucher and agreed unanimously.

Clerk

Talking Tubes (U5s Play Area)

Councillor Cook had kindly offered to air jet the tubes to see if they could be cleared.

Cook

MUGA

Councillor L King proposed that the Council form a sub-committee to investigate the feasibility and costings of a MUGA for the recreation ground. The committee would comprise of Councillors L King, Croft, Carlton and Smith. This was seconded by Councillor Carlton and **agreed** unanimously.

L King, Croft,  
Carlton,  
Smith

It was agreed that the Clerk would draw up terms of reference for the sub-committee detailing their remit to investigate options and costs for a MUGA and to report back to the Council. The sub-committee would not be allocated a budget and any expenditure would need to be approved by Council.

Clerk

**137/18 Monthly accounts for payment**

**Paid Items:**

Salaries	July 2018	Salaries	2715.97
HMRC	PAYE	Salaries	707.77
Nest Pension	Pension	Salaries	67.19
British Gas	Electric Pavilion	L & A	190.50
Total Gas & Power	Pavilion gas	L & A	42.22
Total Gas & Power	Green Electric	G & B	15.50
Total Gas & Power	Public Hall Electric	Halls	-17.89

**Items paid by credit card**

Amazon	Litter pickers	L & A	15.49
Premier Barriers	Temp fencing	L & A	133.79
Amazon	Padlock	Halls	2.25

**Items paid by BACS:**

Suds & Bubbles	Cleaning Ploughman	Halls	425.00
Suds & Bubbles	Cleaning Pavilion	L & A	200.00

**Items to be paid:**

CBS Office	Stationery	Est	51.20
Willingham PCC	Meetings	Est	210.00
Buchans	Village Grass Cutting	Est	1090.64
Camb & Pet Ass	Training	Est	75.00
Camb & Pet Ass	Share the vision	Est	30.00
ACA Plumbing	Pavilion Toilets	L & A	42.00
ACA Plumbing	Kitchen waste	Halls	42.00
The Lock Shop	Sunday call out	L & A	143.50
Camb Lock & Safe	Pavilion lock	L & A	63.00
Cromwell Fire Ltd	Service Pavilion	L & A	76.66
Cromwell Fire Ltd	Service Public Hall	Halls	79.36
Cromwell Fire Ltd	Service Ploughman	Halls	56.89
Cromwell Fire Ltd	Service Pavilion	L & A	360.89
A R Aspinall	Wood filler	L & A	6.59

Councillor Croucher proposed the accounts be accepted, seconded by Councillor Anderson and **agreed** unanimously.

RFO

**138/18 To consider request for payment by BACs from maintenance contractor**

The maintenance contractor had requested that his invoices be paid by BACs upon receipt so that they are paid in a timely manner. Councillor P King proposed the Council comply with the request, seconded by Councillor Anderson and **agreed** unanimously.

RFO

**139/18 To receive and consider quarterly budget statement**

It was noted that some utility charges had been allocated to L&A in error. It was agreed that the RFO would review the statement and resubmit it for approval at the September meeting.

RFO

**140/18 Police update**

The Clerk had met with the Crime Prevention Officer who had recommended reviewing the CCTV system and considering upgrading it. The Clerk agreed to look into this

Clerk

Councillor Carlton reported that the Police were holding a community surgery on the 15<sup>th</sup> August at the Co-Op 5pm -6.30pm. He also reported that he was looking into the Neighbourhood Watch Scheme.

All

**141/18 To receive an update on HCVs and traffic issues and consider any actions**

Minor Highways Improvement Scheme application

Councillor Harris reported that he had not submitted the application as agreed at the last meeting as he had misread the funding figures meaning the project costs would be too prohibitive for the Council.

Update on meeting with Mick George and subsequent traffic monitoring

Councillors Harris and Watson had held a productive meeting with Mick George (discussed under County Council report) Councillor Manning thanked Councillor Harris for his efforts to date with the HCV issue.

**142 /18 To receive and consider a response to SCDC gambling and licensing consultations.**

Both documents had been previously circulated and it was agreed that the Council had no comments to make.

**143/18 Items for future meeting**

Toilets

Insurance renewal

Standing Orders

Wreath Donation

Xmas Tree

Cemetery Bench

Quarterly budget statement

**144/18 Date of next meeting: 5<sup>th</sup> September 2018**

**Meeting closed: 20:43**

*Manning*