



# WILLINGHAM PARISH COUNCIL

Parish Council Office  
Ploughman Hall  
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24 April 2013

NOTICE IS HEREBY GIVEN of the annual meeting of Willingham Parish Council to be held on  
Wednesday 1 May 2013 at 7 30 pm, at The Octagon, St Marys and All Saints Church – Church Street

## ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND.

The Public and Press are invited to address the Council under Item 90/13.

### AGENDA

85/13 Election of Council Chairman

86/13 Signature of declaration of acceptance of office by new Chairman

87/13 Election of Vice Chairman of the Council

88/13 Apologies for absence

89/13 Declarations of interest

90/13 Public forum (*maximum 3 minutes per person, with an overall limit of 15 minutes*)

91/13 To receive presentation of Parish Council accounts

92/13 To elect Lead Councillors for the following financial year

93/13 To elect a Planning Committee for the following financial year

94/13 To receive the Chairman's Annual Report

95/13 To approve the Minutes of Parish Council Meeting held on Wednesday 3 April 2013

96/13 To deal with any matters arising from the minutes of the meeting held on 3 April 2013 not covered elsewhere on this agenda

97/13 To receive from the following Committees; annual reports from lead councillors, note any delegated decisions taken, and make any recommendations

#### Planning Committee

No Planning Committee meetings held in April 2013

Receive documentation from SCDC on S106 money from Cattells Mill Site

#### Green & Boundaries –

Annual Report

Updates-

Cemetery -

Annual Report

Updates-

#### Halls -

Annual Report

Velux Window Replacements – Ploughman Hall

Heating System – Ploughman Hall

**Leisure & Amenities –****Annual Report**

To receive an update on the QE2 Fields

To decide an option for the Pavilion Intruder Alarm system

To receive an update on the Bowls Club

To receive an update on the Cricket Club storage shed

To receive an update on the drainage of the Recreation Ground

**97/12 Accounts****Paid Items:**

<i>Salaries</i>	<i>Salaries</i>	<i>April 13</i>	<i>2808.37</i>
HMRC	Salaries	PAYE	479.19
Camb Water Co	Public Hall Water	Halls	143.18
Camb Water Co	Cemetery Water	Cemetery	17.73
Camb Water Co	Ploughman/Pavi	Halls	116.40
Camb Water Co	Rec Ground	L & A	10.86

**Items to be paid:**

Connection Bus	Section 142	Bus Jan - March	630.00
D Fouracre	Leak toilet Plough	Halls	117.60
K Ferguson Ltd	Village Cuts	Est	436.18
K Ferguson Ltd	Grass Cutting	Cemetery	254.22
SLCC	Conference	Est	112.20
Playsafety Ltd	Inspection	L & A	163.20
CBS Office	Stationery	Est	40.39
Initial Washrooms	Service Amend	Halls	164.22
Intouch CRM	Licence	Est	35.99
Binder Ltd	Beacon	L & A	31.15
Canalbs Ltd	Training	Est	192.10
Konica Minolta	Photocopier	Est	20.28
Cromwell Fire	Relocate recorder	Halls	2350.32
CAPALC	Affiliation fee	Est	726.41
Petty Cash	Office	Est	37.55

**98/13** To receive and consider the annual Cambridgeshire County Council report and communications not covered elsewhere on this agenda

**99/13** To receive and consider the annual District Council report and communications not covered elsewhere on this agenda

**100/13** Police matters

To receive and consider any reports

**101/13** Youth update

Receive revised Tenders for youth conversion

**102/13** Discuss and consider change of Electricity supplier to all areas**103/13** To receive a report from WAG and an update on Trees planted on CCC Land**104/13** To receive and consider affiliation to CAPALC for 2013/14**105/13** Items for future meetings.**106/13** Date of next meeting.


Dawn Spouge  
Parish Clerk

## HALLS

31st March 2013

### INCOME

Precept	£19,250.00	
Section 106 (Trf for Car park)	£7,145.00	
Rent Public Hall	£200.00	
Rent Ploughman Hall	£8,380.80	
		<u>£34,975.80</u>

### EXPENDITURE

Water Ploughman	£92.10	
Water Public Hall	£86.63	
Electricity Ploughman	£3,688.49	
Electricity Public Hall	£326.93	
Fire Ext Ploughman	£172.09	
Fire Ext Public Hall	£112.40	
Refuse Ploughman Hall	£584.74	
Ploughman Hall Licence	£264.60	
Ploughman Hall Maintainance	£0.00	
Rates Ploughman Hall	£3,015.00	
Cleaning & custodial duties	£2,609.36	
Plans for Building & car park	£37,145.00	
Advertising & licence Ploughman	£336.00	
Maintainance Lighting/panic bars	£3,422.75	
Sundry Exp	£39.45	
		<u>£51,895.54</u>

INCOME OVER EXPENDITURE	<u><u>-£16,919.74</u></u>
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# WILLINGHAM PARISH COUNCIL

## Chairman's Report for year ending March 2013

### Personnel

This year we have had one addition to our staff, we have reverted to having a directly employed cleaner, and Christine Newton joined us three months ago. Meanwhile our administration remains under the care of Dawn Spouge our Clerk, Sarah Rutherford our Responsible Financial Officer and Mandy Powell our Admin Assistant. Once again I extend thanks to them for their efforts on behalf of the council. Their work continues to impress both the council and our internal auditor

Mark Mumford continues to be our litter picker, helping to keep the central area of the village and the recreation ground clear of the usual detritus of soft drink cans, bottles, chocolate wrappers etc. if we all dropped a little less, the Council would be able to cover more streets.

The office continues to be open each weekday morning from 10.00 – 13.00.

Our monthly meetings continue to be well attended by Cllrs and poorly attended by members of the public, indeed if it weren't for a very small number of parishioners who attend on a regular basis, public involvement would be virtually zero. Village residents always have an opportunity to address the council on any relevant matters just after the commencement of our meeting.

We have had quite a turnover of councillors in the past 12 months, mostly due to new laws governing declarations of financial interests. The Government decreed that all cllrs parish, district, and county have to declare both theirs and their spouses property interests within the parish.

The result of this is that we welcome Cllrs Derek Law, Neil Harris, Jamie Smith, Ray Croucher and Stephane Lambotte to the Council. At the time of writing we have one vacancy remaining.

We continue to provide and maintain the Ploughman Hall, the Public Hall, the Recreation Ground, childrens play area, cemetery, village green and Pavilion, financially support two youth clubs and the village magazine, comment on every planning application involving our village, and generally lobby both District and County Councils on the villages behalf.

The Ploughman Hall car park has now been completely refurbished, we now have the car park that was envisaged when the hall was built, but was unaffordable at the time. Pot holes and loose gravel are now but a memory.

It is our intention that the conversion of the Ploughman store rooms into a new youth facility will commence within the next few weeks, we have recently received a grant of £13,000 from SCDC towards this work.

We are also working with WAG to completely revamp the play equipment in the Jubilee field.

Our Cllrs continue to give their time without any remuneration, both for meetings in the village and elsewhere. Additionally lead Cllrs spend many hours administering their areas

of special responsibility, often putting in many extra hours of effort to carry out work that would otherwise cost the council large sums of money.

Once again we have increased our precept by a little under 5%, this is a difficult decision to take, as we are fully aware of the pressures on household budgets, unfortunately though our costs are rising just as fast as those of our council tax payers, and as a minor authority virtually all our income comes directly from the precept. Our accounts show that our balances have been reduced quite significantly with the completion of the car park, and imminent projects will reduce them significantly in the next 12 months.

Once again we are carrying over a large reserved amount for a new cemetery. We know we need a new site, the problem is finding one, our search continues.

Unfortunately Connections Bus project ceased to visit the village from the end of March, the new costs to the Council would have increased from £100 to £216 per week which was unaffordable. As mentioned above we intend to have the new youth facility open in the autumn which will replace the bus.

We continue to fund other youth work via the provision of the Public Hall to the Scout Group, and use of the recreation ground and pavilion for Willingham Wolves and the junior cricket club.

The B1050 continues to be a major worry, officers from County Highways attended our April meeting and presented their repair proposals, it is fair to say that the Council was unimpressed. We await a response.

Once again the Council has received a great deal of support from both Ray Manning our District Cllr, and Shona Johnstone our County Cllr. Shona after 16 years representing us has decided to retire from local politics, and we extend our thanks for all her efforts and wish her well for the future.

Lastly, It's time for thanks, firstly to Phil for both his support over the past year, its good to have a wise head to consult at times. to Dawn and Mandy for providing office support and guidance, without which once gain has made my job bearable, and finally once again to my wife and staff who have to endure the disruptions to the working day caused by Council business. I signed up for this, they didn't but bear the consequences and cover my absences.

Andrew Cook  
**Chairman**

## CEMETERY REPORT

2012-2013

The grass, hedges and trees have been maintained by Fergusons over a number of years. The contract has recently gone out to tender but they were not successful this time and we have appointed Buchan Landscaping to do the work for 3 years.

Deliberate damage to one of the main gates in Church Lane precipitated the need to remove them and have repairs carried out following several years of TLC to postpone this. The repairs have been carried out by Overall Engineering at Cottenham where they are now being cleaned and repainted and should shortly be back in situ. Two new trees have been planted near these gates.

The Church lane entrance will be concreted on completion of the refitting of the gates.

A plaque in memory of Caroline Hay is to be installed.

Regular Health and Safety audits have been carried out. Some trees have been trimmed to curb overhanging and further trees will receive attention in due course.

Our hopes were lifted in connection with the search for a new cemetery site when a field on Rampton Road was offered but were subsequently dashed as it has had water standing on it for most of the winter. The search continues.



G. M. PAKE

Clerk

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**From:** jim watson [jimwatson1@hotmail.co.uk]  
**Sent:** 09 April 2013 12:15  
**To:** Clerk  
**Cc:** philkng@aol.com; andrew cook  
**Subject:** Leisure and amenities Annual Report 2013

### L & A Report for APM

Here is my report on what's been happening on L & A Since i took over as lead councilor last year

We have received the container for the storage of the football club the slope is yet to be completed once this is done all of the football club equipment will be moved into that freeing up the two changing rooms. The heat detectors for all changing rooms are to be upgraded as the present ones are not suitable and set off the alarm then used

We have changed the grass cutting contractor this seems to be working very well

Recreation ground maintenance is as follows

Towards the middle and latter part of 2012 the recreation ground was flooded for about almost 3 months this affected all users not being able to use the recreation ground  
However i did have the drainage looked at in great detail in January 2013 and the end result was root bound drains in all of the drainage pipes and the solution was to replace these to return the recreation ground back and hope we have solved the problem.  
This work is due to start on the 15th April.2013

The Bowls club have been affected by this also with there pitch was under water for the first time in my memory.

The pavilion is in good condition it recently had a new kitchen fitted and is being put to good use by the users, The pavilion has also had the cctv upgraded and has now been moved into the meeting room thus making viewing it much easier and also extra camera's installed

The alarm system is being upgraded in the very near future.

All of the hedgerows are to be cut back in the very near future

Play Equipment is all in good order and is checked by me once a week and a report made of condition  
There are plans for much change on the QE11 field as it will be known in the future. Once the plans have been passed by full council for it to go ahead.

That concludes my report for the L & A

Regards Cllr Jim Watson ( Lead Councillor for L & A )

## **Green and Boundaries: Annual report, 2012-13**

Councillor Kirkman remained in post as Green and Boundaries Lead Councillor. Councillor Awal continued as Deputy Lead Councillor.

### ***The Green***

As we reported last year, the Council received a grant of £870 from the District Council's Community Chest fund, for the installation of a map showing key points in the village. We arranged for the map to be made by the University cartographic department.

It was installed, with a small ceremony, in July. And it seems to have attracted quite a lot of interest. The installation of the map completed the improvements to the Green.

In December, as usual, we surrounded the Green with Christmas lights (thanks to the help of Councillor Pake). Wet weather, and its effect on the ground, however, made it impossible to install a Christmas tree.

The old recreation ground on Earith Road is being brought back, after many years, to public use. We are grateful to WAG (Willingham Action Group) for their work in arranging for trees to be planted on it.

### ***Litter***

We continue to employ a litter picker, to clear the central area of the village.

It is dispiriting to note that there are still parishioners who behave irresponsibly, in an anti-social manner, by dropping litter in the street.

By contrast, Willingham Action Group's environment group have organised another litter-picking session (to cover the parts of the village not covered by the official litter-picker). As I commented in last year's report, the contrast between this public-spirited action and the behaviour of those who drop litter could hardly be stronger.

*Bill Kirkman*



## **Halls Report**

Public Hall: With Stagecraft disbanding, the only user is now Willingham Scout Group. With over 150 children on their books, this results in the hall being used every weekday evening, often both halls simultaneously. In the past 12 months we have had a full fire alarm system installed, and have changed the locking arrangements for the front doors.

Ploughman Hall: The hiring rates have recently been changed significantly, the main changes are a large decrease in private hiring charges, and altering the status of some commercial users to ensure that all users are charged fairly and consistently.

We have recently seen a number of new long term users, which will help with rental income.

Vandalism continues to be a problem, recently we have had one of the roof windows broken, and yet more broken roof slates

The heating system for the hall is not fit for purpose, and we intend to look towards a solution in the next 12 months.

Andrew Cook

Acting lead cllr for halls.

## **South Cambs District Council Report 2013**

**The District Council has raised Council Tax by £4.86** this year and this shows as a plus 4.5% rise on a Band D house. SCDC is a very low taxing authority (13 lowest in England) so the government allows an increase of up to £5 per year. The total Council Tax bill is of course much bigger as SCDC collects the tax for the County, Police, Fire and Parish Council as well. The SCDC portion on a Band D will be £120 out of the £1540 total.

**The Capital Grants programme** has now finished and Willingham received one of the last grants available, £13,000 towards providing a youth facility at the Ploughman Hall. There have also been grants towards the WAG tree planting scheme. The Community Chest scheme will continue, this provides sums of up to £1,000 for many capital type projects. It is a very simple and easy scheme to apply to, open to all groups in the village. The District Council will continue to support the Citizens Advice Bureau, plus community transport schemes and £30,000 towards helping young people.

**The Council has been working on the new Local Plan**, this determines the planning strategy for the next 15 years, although there will be reviews periodically. There were over 2000 responses to the public consultation and Cllr Corney and her officers are working their way through all the issues and options raised. The final draft will be made public for comments before being presented to an Inspector for approval next year. There are no major sites in Willingham but there will no doubt be continuing infill or small scale ones.

**Northstowe** has now been given planning permission, subject to many reserved matters. Cllr Burling is one of the 6 District Councillors on the Joint Development Committee so with Cllr Johnstone for the County Council the village is well represented. The amount of affordable housing has been reduced to 20% for the first phase and some other schemes are delayed but the developer is still paying £30 million in contributions. It works out at a cost of £20,000 per house, the highest amount ever paid in Cambridgeshire.

**The upgrading of the A14** is crucial to the building of even phase one of Northstowe. It is also important to attract more companies and retain those already here. The first stages of local improvements have been announced and the full upgrade scheme will be in the next government spending review. All the local councils are being asked to contribute towards the cost and the County Council and SCDC have agreed to pay their share. The Government had expected all to contribute but Cambridge City Council have said no, what effect that will have remains to be seen. The Local Enterprise Partnership, of which SCDC is a member, is designed to encourage businesses, it is based at Alconbury and serves a wider area than just Cambridgeshire. It is designed to encourage businesses to start up, relocate here or existing companies to expand bringing more employment and growth. The LEP as it is known will contribute up to £50 million towards the A14 and will support other projects as well.

**Another government scheme is the City Deal.** If local councils agree to work more closely together and can show that they are co-operating and delivering more benefits than they would as separate ones the government will allow them to have more money and more control over how it is spent. SCDC and Cambridge agreed to submit plans to do this and have made it through to the next round of the bidding process. The SCDC/City area contributes a huge amount of tax to the government, probably the highest in the Country.

**The B1050** is an ongoing problem, both the actual road surface which can only get worse between Willingham and Earith, and the potential problem of overloading at Longstanton when Northstowe starts. The District and County Cllrs have been doing all they can to get the problem acknowledged and something planned to mitigate it. The only long term solution is a bypass along a new road and it will become ever more needed as the new town develops. There is now a traffic monitoring group of District and County Cllrs who meet regularly to review vehicle numbers and comment on any impact. It is hoped that this group will influence the design of any signals and road junctions.

Cllr Ray Manning  
Cllr Brian Burling  
Cllr Pippa Corney