



# WILLINGHAM PARISH COUNCIL

Parish Council Office  
Ploughman Hall  
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NOTICE IS HEREBY GIVEN of an ordinary meeting of Willingham Parish Council to be held on  
**Wednesday 4 February 2015 at 7.30pm, in The Octagon, St Mary 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 23/15

“That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items (29/15 F&GP) of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.”

## AGENDA

**21/15 Apologies for absence**

**22/15 Declarations of interest**

**23/15 Public forum** (*maximum 3 minutes per person, with an overall limit of 15 minutes*) **All parishioners wishing to speak and who are on the Electoral Register, 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.**

**24/15 To approve the minutes of the Meeting of the Parish Council Meeting held on 7 January 2015**

**25/15 To deal with any matters arising from the minutes of the Meeting held on 7 January not covered elsewhere on this Agenda**

**26/15 To receive and consider any County Council reports and communications not covered elsewhere on this Agenda**

**27/15 To receive and consider any District Council reports and communications not covered elsewhere on this Agenda**

**28/15 Chairman's report**

- Correspondence from Over Day Centre
- Correspondence received regarding road safety in the village
- To receive correspondence regarding local highway improvement initiative 2015/2016
- Any other updates

**29/15 To receive reports from the following Committees, receive reports from lead councillors, note any delegated decisions taken, and make any recommendations**

**F&GP Committee To receive any reports including:**

- Update on complaints received and agree future action.

**Planning Committee - To receive any reports including:**

- To receive the minutes of the meeting held on the 12 January 2015
- Any other updates

**Green & Boundaries – To receive any reports including:**

- To elect new Lead Councillor
- To receive and discuss recent correspondence regarding dog fouling
- Any other updates

**Cemetery – To receive any reports including:**

**Halls To receive any reports including:**

**Public Hall**

**Ploughman Hall**

**Leisure and Amenities** To receive any reports including:

- Update on the Lode
- To receive an update on funding and consider placement of a contract for the works

**30/15 Accounts**

- To consider outstanding invoices due to the Parish Council
- To receive and consider quarterly budget statement
- To receive and agree accounts payable:

Paid Items

Salaries	January	Salaries	£2683.13
Salaries	January	Paye	£ 732.38
Total Gas & Power	Village Green	G & B	£ 45.09
Total Gas & Power	Village Green	G & B	£ 44.55
Total Gas & Power	Pavilion Gas	L & A	£ 38.27
Hewitsons	Meadow Road	Section 106	£50,000.00
WAG	Donation/Wee Collect	Donation	£ 207.76

To be paid

CBS Office	Stationery	Establishments	£ 80.62
Intouch CRM	Licence & Hosting	Est	£ 35.99
Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00
Suds & Bubbles	Cleaning Halls	Halls	£ 425.00
Willingham PCC	Hire of Octagon	Est	£ 162.00
Cromwell Fire	Extinguishers for WYT Building	Halls	£ 531.53
Konica Minolta	Toner for Photocopier	Est	£ 18.00
CBS Office	Toner for printer	Est	£ 77.44
Aztek Services	Annual Maintenance Intruder Alarm	Est	£ 85.20
Edgar Farrell	WYT Conversion	Halls	£5,169.70

**31/15 Youth Update including:**

- Update on Youth Conversion
- Update on WYT Lease agreement

**32/15 WAG Update**

**33/15 Police Update**

**34/15 To receive an update regarding Meadow Road**

**35/15 To discuss and consider Willingham News**

**36/15 To consider implementing a guide for document protocol**

**37/15 To consider appointment of new Internal Auditor**

**38/15 To consider 'council' email addresses for councillors**

**39/15 To receive an update on bus route no: 110 to Cottenham and Ely**

**40/15 To consider any applicants for co-option for councillor vacancies**

**41/15 To receive and consider candidates for New Year 2016 – Honours nominations**

**42/15 Items for future meetings.**

**43/15 Date of next meeting.**

**PLEASE NOTE THAT A FOLDER OF CORRESPONDENCE AND REPORTS FOR COUNCILLORS' INFORMATION WILL BE ON THE TABLE.**



Mandy Powell  
Parish Clerk 28 January 2015

Halls Report for Willingham Parish Council, January 2015

The following activity with respect to Halls can be reported:

1. There is no activity of note to report with respect to the Public Hall.
2. Discussions about the leasing arrangement with Willingham Youth Trust (WYT) for the youth conversion have been ongoing. WYT have requested a lease based on the contents of a letter written by the Parish Council in January 2012. WYT argues that it would be irresponsible to do otherwise as their current level of funds is extremely low and the viability of hiring the building is, as yet, untested.

The January 2012 letter commits the Parish Council as follows:

*'WPC will grant WYT a tenant repairing lease for 10 years at a peppercorn rent, renewable at WYT's option every 5 years thereafter as long as it is not materially in breach of the lease terms. WPC will continue to maintain the exterior of the building. The lease will not be assignable without the permission of WPC, but to raise funds WYT can offer the rooms for short term hire if they wish. The lease would terminate if WYT ceases to exist or use the building for a period to be agreed.'*

A draft lease, incorporating the contents of the 2012 letter, will be circulated.

Ray Croucher  
January 27<sup>th</sup> 2015

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# Leisure & Amenities – Feb 2015 Report

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## **Pavilion**

- Defibrillator – Installation to be carried out next week, awareness session to be conducted Feb/March

## **Recreation Ground**

- No further news on the flooding issues

## **QE11 Field**

- Nothing to report specifically other than the QE11 redevelopment discussion regarding commencement of work and any shortfall of funding for phases 1 and 2

## **Regular Users**

### **Cricket Club**

- Nothing to report

### **Bowls Club**

- Meeting scheduled next Month

### **Willingham Wolves**

- Nothing to report

### **Hockey Club**

- Nothing to report

### **Phoenix School**

- Nothing to report

Jamie  
Lead Cllr L&A