



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 8 April 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 67/15

AGENDA

65/15 Apologies for absence

66/15 Declarations of interest

67/15 **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.

68/15 To approve the minutes of the Meeting of the Parish Council Meeting held on 4 March 2015

69/15 To deal with any matters arising from the minutes of the Meeting held on 4 March not covered elsewhere on this Agenda

70/15 To receive and consider any County Council reports and communications not covered elsewhere on this Agenda

71/15 To receive and consider any District Council reports and communications not covered elsewhere on this Agenda

72/15 **Chairman's report including:**

- Notice of ACRE community Fair
- Further correspondence received re dog fouling
- Notice of yesteryear Road Run event date

73/15 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:

- Request received to attend a meeting with the school and medical centre
- Update on personnel

Planning Committee - To receive any reports including:

- To receive the minutes of the meetings held on the 16 March 2015
- Any other updates

Green & Boundaries – To receive any reports including:

- Community Orchard update – including opening event and proposed signage
- Meadow Road Site update including to consider action to be taken over fly-grazing
- Update on dog and litter bins
- Any other updates

Cemetery – To receive any reports including:

- Update on soil left in cemetery
- Grass cutting update

Halls To receive any reports including:

Public Hall

Ploughman Hall

- To consider quotes received for replacement heater and water boiler element for the kitchen
- To consider quotes received for placement of bollards in the carpark

Ploughman Hall Youth Facility – To receive any updates:

Leisure and Amenities To receive any reports including:

- Update on the Lode
- To receive an update on QEII Field play equipment project including:
 - funding and any shortfall implications to the council.
- Award and placement of contract for the play equipment to Proludic

74/15 Accounts**Items paid by direct debit/standing order:**

South Cambs DC	Piper Lifeline	Section 142	£ 748.67
Total Gas	Pavillion Gas	L & A	£ 34.51
Total Gas	Green	G & B	£ 193.70
Total Gas	Public Hall	Halls	£ 223.60
GDF Suez	Ploughman Electric	Halls	£ 335.09
Camb Water	Rec Ground	G & B	£ 14.74
Camb Water	Ploughman/Pavillion	L & A/Halls	£ 66.52
Camb Water	Cemetery	Cemetery	£ 16.58
Camb Water	Public Hall	Halls	£ 138.52
Intouch CRM	Licence	Est	£ 35.99
South Cambs DC	Refuse Coll Ploughman	Halls	£ 821.50
South Cambs DC	Refuse Coll Cemetery	Cemetery	£ 418.50
South Cambs DC	Rates Ploughman	Halls	£3216.00
South Cambs DC	Rates Cemetery	Cemetery	£ 564.00
South Cambs DC	Rates Pavilion	L & A	£1944.00
British Gas	Pavilion Electric	L & A	£ 611.36

Items paid by bank payments:

Salaries	March 2015	Salaries	£2394.30
HMRC	March 2015	PAYE	£ 662.44

Items to be paid by bank transfer:

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

Items to be paid by cheque:

ACA Heating	Repair toilet Ploughman	Halls	£ 106.32
Nick Flower	Door Handle	Halls	£ 35.00
Peacock Farms	Flailing hedge	G & B	£ 45.00
Holywell Cum Nee	Travel Exp	Est	£ 46.80
Konica Minolta	Photocopier	Est	£ 222.84
Konica Minolta	Photocopier	Est	£ 54.30
Mapping Online	Mapping	Est	£ 84.00
Binder Limited	Pump Service	L & A	£ 90.00
Binder Limited	Pump Service	Halls	£ 90.00
Petty Cash	Office	Est	£ 97.71
Hewitsons	Legal advice	Est	£1,333.80

- Summary of electricity bill and telephone bill as requested at March's meeting.
- Any other updates

75/15 WAG Update**76/15 Police Update**

77/15 To receive and consider adoption of Volunteer policy.

78/15 To consider SLCC annual membership renewal

79/15 To consider CAPALC annual membership renewal

80/15 To receive notice of and agree increase in Piper lifeline rental

81/15 To receive and consider request to fund route diversion on route 110

82/15 Update on Willingham News

83/15 To consider implementing a guide for document protocol

84/15 To consider 'council' email addresses for councillors

85/15 Items for future meetings.

86/15 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

25th March 2015

Leisure & Amenities – Apr 2015 Report

Pavilion

- Details of the awareness session being held in conjunction with EEAST have been circulated in the Willingham News. This session is being held at the Sports Pavilion on Saturday May 9th from 10:30am. As well as using the AED, basic life support lessons will also be given. A reminder of this session will be published in the May edition of Willingham News out last April.

Recreation Ground

- Still awaiting quotes for re-seeding work that needs to be carried out on the top field.

QE11 Field

- The application for funding by Mick George has been submitted, it will be some weeks before we know if our application has been successful.
WREN have confirmed that they are happy with the amendments that we have proposed for the project.

Regular Users

Cricket Club

- Nothing to report

Bowls Club

- AGM being held on 2nd April where a new committee will be formed to move the club forward.

Willingham Wolves

- Awaiting confirmation of date required for their Football Festival, continue to chase.

Hockey Club

- Nothing to report

Phoenix School

- Nothing to report

Jamie
Lead Cllr L&A

Halls Report for Willingham Parish Council, March 2015

Ploughman Hall.

The following can be reported:

1. Minor works have been required in the Ploughman Hall. Firstly, an interior door handle had to be re-attached to the door and the external catch for the main door adjusted. This work was completed by Nick Flower, costing £35.00 (invoice attached). Secondly, a leak in the toilets required repair. This was completed by ACA Heating & Plumbing at a cost of £88.60 (excluding VAT) (invoice attached).
2. It was reported last month that three items in the Ploughman Hall electrical system required replacement. Two quotations for the replacement of the two heaters are now available: GM Pake & Sons is quoting £96.45 per heater whilst Clive Bass Electrical is quoting £167.00 per heater (these are both attached). The situation with respect to the heating element for the small kitchen water heater is more complicated as it has now been established that this heater is not connected to the mains supply. Supplementary quotations for this item are being sought and will be brought forward to the May Parish Council meeting.
3. At the time of preparing this report the following activity is ongoing:
 - i) Quotations have been sought for the placing of bollards around two areas of the car park, prior to a planting scheme being adopted (see attached diagram).
 - ii) A quotation has been sought from Aztec Services for an additional security light to be fitted in the area adjacent to the Youth Club entrance.

Public Hall.

1. There has been no work required in the Public Hall.
2. Clarification was sought by Councillors last month with respect to the costing of the electricity supply. The Minutes noted that four bills had been settled. These were as follows: a credit of £86.56 for 15/07/2014 – 26/08/2014, two payments of £76.81 for the period 28/10/2014 – 03/01/2015 and £71.97 for the period 27/08/2014 – 27/10/2014 and a fourth payment of £32.54 for the period 04/01/2015 – 03/02/2015. The Public Hall Users Committee have been invoiced for this fourth bill under the terms of the new leasing agreement.

The Youth Club.

1. To note that aspects of the Club's cleaning regime are being monitored.

Ray Croucher
March 25th 2015
