



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
Wednesday 2 November 2011 at 7 30 pm in the Octagon,
St Mary and All Saints Church, Church Street

Present Councillors A Cook (Chairman), P King, G Pake, D Jacques, H Berry, C Jones, R Manning, I Barratt,
Ms W Hardman, R Foster, (*arrived 7.38pm*), D Clarke, R Purnell, W Kirkman, S Mellows and H Awal

Three Parishioners attended the meeting, (*left the meeting at 8.50pm*)

Actions	
<p>201/11 Apologies for absence</p> <p>Apologies were received from County Councillor Johnstone.</p>	
<p>202/11 Declarations of interest</p> <p>Item 210/11 – Councillor Berry declared a prejudicial interest as employee of Briar Security, Item 213/11 - Councillor Awal declared a prejudicial interest as trustee of Willingham Youth Trust, Councillor Manning as a District Councillor, Councillor Purnell declared a personal interest in WAG.</p>	
<p>203/11 Public forum (<i>maximum 3 minutes per person, with an overall limit of 15 minutes</i>)</p> <p>The Chairman adjourned the meeting.</p> <p>Mr Jeeps complained about the amount of rubbish being thrown into the hedge on Hayden Way. Councillor Manning replied that he would pass this on to South Cambs District Council as it was regarded as fly tipping. Mr Jeeps also requested if the paths in the Cemetery could be tidied up, Councillor Pake replied that this was in hand and would be accomplished in the near future.</p> <p>Mr Mumby requested guidance on canvassing for public community support for the possible Community Orchard WAG have planned for the Old Recreation Ground, however, he did understand that the Parish Council Clerk was currently undergoing investigation as to whether this could be a future use of the ground due to possible clauses on the original documentation. Councillor Manning said that should the Parish Council be able to agree to this project, it would receive full support from South Cambs District Council. Councillor Kirkman suggested an article for the Willingham News once it was understood that the project would be able to go ahead.</p> <p>Mr Mike Tidball announced that he had won the title of Village Hero 2011 , awarded by South Cambs District Council, he reported that the ceremony was wonderful and thanked the Parish Council for nominating him.</p> <p>The Chairman re-convened the meeting.</p>	<p>Clerk</p>
<p>204/11 Minutes of the meeting of the full parish council held on the 5th October 2011</p> <p>Councillor King requested an amendment to Item 183/11. It should read as follows:-</p> <p>Councillor Johnstone stated that following a meeting between Friends of Willingham Library, Willingham and Over Parish Councils and representatives from the Library service, FOWL had prepared a business plan for retention of the Library. However, the County Council was now developing a new approach with a vision for a twenty first century Library service in which no Libraries would close. Councillor Johnstone was pressing for early sight of the County's new business case and the impact on Willingham.</p> <p>Councillor King stated that there was strong support from the parish for the Library to remain open in the current building and that Willingham Parish Councils decision to offer financial support, together with voluntary support, was on the understanding that otherwise the Library was likely to close.</p> <p>In response to a question, Councillor King also stated that the response from WPC had been carefully worded to ensure funds would only be used from the Willingham precept if they were not available elsewhere and that it would be helpful to know if this was the case before the precept was discussed in November.</p> <p>Councillor Johnstone replied that it was very unlikely that the County Council would be making any decisions before next year and recommended that the most prudent course would be to continue to provide for Library support as already offered even if that meant it could be released later.</p> <p>County Councillor Johnstone was appointed by the local government association, vice chairman on economic development and</p>	

transport issues

Item 190/11 – omission to include Councillor Purnell in the WYT liaison group.

Subject to the above amendments, Councillor Manning proposed the above minutes as a true record, this was seconded by Councillor Berry and **agreed** with twelve votes in favour and two abstentions.

205/11 Matters arising from the minutes of the meeting held on the 5th October 2011 not covered elsewhere on the agenda.

None.

206/11 County Council Reports

There had now been imposed a 40mph speed limit on parts of the B1050 and Councillor Johnstone would attend a meeting on the 10th November with regard to the use of HGV's on this road. However, no further news on the deterioration of this road, especially as the ditch side was also particularly bad. Clerk to enquire.

Councillor Johnstone had been in discussion with Stagecoach about potential improvements to the 5 bus service and it's connection to the Longstanton Park and Ride. There will be a consultation for both users and non-users in the near future.

207/11 District Council reports

Councillor Manning reported as District Councillor;

Had attended a meeting with two government ministers and Chairman of Home & Communities Agency, regarding Northstowe and upgrading the A14, another survey was to be conducted.

The situation at Dale Farm had now settled down and the standing committee that had been set up to deal with any issues, had not been needed, therefore it had stood down.

There was general disappointment with progress on the Gypsy & Traveller document; South Cambs had been waiting two years and would now consider the next step due to the lack of progress.

The Community Chest Grant had seen many requests signed off, although none from any community groups in Willingham! Requests were welcomed, those under £1000 were considered on a daily basis, those over that amount could now apply in March.

The Solar Panels originally planned for Council houses were no longer to be installed due to the government announcement on downgrading the feed in tariff.

208/11 Chairman's report

The Chairman reported:-

Thanks from WAG received for WPC support for the Willingham Feast.

Yesteryear Road Run 2012 will be on April 15th 2012 and run by Magpas.

Update on Willingham Byway 8 & 9 - Cambs County Council are re-doing a couple of gate tethers on these byways to protect winter closures. People have been gaining illegal access by wrenching the gates and chain and forcing the gates open; Gates are also being stolen.

Public Footpath 10 – Between Rampton Rd & Mill Rd – County Farms tenant has lost several acres of crops from his field south of this public footpath due to people trampling and riding motorcycles over the crops. This of course is not acceptable and is effecting his livelihood.

Update on Street Lighting

Noted – cost of energy supply to street lights - £347.68

209/11 Reports from the following Committees, reports from lead councillors, any delegated decisions taken, and any recommendations

Planning Committee

Planning Committee meeting held on 24 October 2011 - Minutes circulated.

- Councillors Purnell and Barratt would represent WPC at the SCDC Transport Modelling Workshop.

Actions

**SJ
Clerk**

RP/IB



Green & Boundaries	Actions
<p>– Trees on Village Green – contractors – Treeworks would be trimming back the Trees on the green and were liaising with South Cambs District Council on the planning application to do so. The cost to do the work on the Trees on the Green was £140 + VAT.</p>	
<p>WAG were initiating a bulb planting exercise and bulbs were agreed to be placed around the foot of Trees and possibly along the access road on the green.</p>	WAG
<p>Councillor Pake would be erecting lights on the Green and would make a request for a Christmas Tree for the Green. It was suggested that perhaps a carol service would be appropriate when turning on the lights to mark the occasion.</p>	GP BK
<p>Cemetery</p>	
<p>– Trees in Cemetery - a survey had been conducted by Gardenworks. Mr Bailey, Councillor Pake and Spencer from Fergusons (<i>current contractors for maintenance of Cemetery grounds and grass cutting</i>), had met and discussed what needed to be done. It was agreed that Fergusons would reduce the height of two Lime trees adjacent to the neighbouring church building and reduce the limbs over-hanging the building and thin the crown at a cost of £440 + VAT. Councillor Pake would conduct all the other tree works highlighted in the survey.</p>	GP
<p>Paths would also be straightened.</p>	
<p>Halls</p>	
<p>– Car-park Extension – two quotes have been received from consultants, regarding specifications, drawings and preparation of the proposed Car-park extension. These were:-</p>	
<p>JJ consultants Ltd – no quote Scott White and Hookins - £2,285.00 + VAT Visual Creations Limited - £1600 + VAT + £85 for planning application (<i>this quote was for both the car-park extension and the proposed conversion for the youth building in the Ploughman Hall</i>).</p>	
<p>Agreement to accept Mr Warrington’s quote from Visual Creations Limited is noted under Item 213/11 – youth.</p>	
<p>– Energy Audit – This was received in the office on the 1st November, Councillor Foster and the Chairman have yet to read the report and will report back at the December meeting on any findings or suggestions.</p>	RF/AC
<p>H & Safety Audit completed on 25/10/2011 – A report is awaited. However, some items had been identified to the Clerk during the tour of the buildings and a few issues are already being dealt with.</p>	WH Clerk
<p>– Quote from Jason Kirby for Ploughman Hall External decoration - £1080 – it had been decided at the October FPC meeting that the Lead Councillor would decide on the contractor for the external decoration as three had been approached, but only two had replied, both with quotes of £780. However, just after the meeting, the third quote arrived, it did however take the cost over £1000, which would not be within the limits of the Lead Councillor to decide under Standing Orders. A further discussion took place. Councillor Foster proposed acceptance of the higher quote from Mr Jason Kirby, justification for this was because Mr Kirby quoted four coats of Dulux paint as opposed to two coats from the previous two contractors and he would also be removing all the wire mesh and replacing it after the job was finished. The job would therefore be best value. This was seconded by Councillor Cook and agreed with fourteen votes in favour and one abstention. Clerk to action.</p>	Clerk
<p>– new agreement for regular users of the Ploughman Hall – deferred to December Meeting.</p>	DEC MTG
<p>Leisure and Amenities</p>	
<p>– Recreation Ground - The Trees were surveyed by Treeworks and various issues identified. Due to the danger of some diseased Trees, the Large Ash Tree and the Alder Tree next to it on the Recreation ground, it was decided to action immediately. This was agreed between the Lead Councillor of L&A, the Lead Councillor of G&B and the Chairman and vice Chairman. The cost to address all the Trees on the Recreation Ground was £2,515 + VAT.</p>	
<p>The Recreation Ground had been flailed around the edges and would now be tidied up and made good. A site meeting took place between the users of the Recreation field, the Lead Councillor and the Contractor, Fergusons, who cut the grass. A quote had been sought from Fergusons for tidying up the flailed edges and removing all</p>	

Q 7/12/11

rubbish exposed from the cut back hedges and brambles. To Face back all the hedges and remove any top heavy branches to enable the hedges to grow more effectively. All prunings would be removed. This would ensure easy future maintenance of the hedgerows and edges. The total cost for all the above was £1055 + VAT. A discussion took place and Councillor Berry proposed acceptance of the quote; seconded by Councillor Foster and **agreed** unanimously. There would be further improvements to the football fields to take place, these would involve weed killing, fertilising and spiking. A report in December would be made on these works.

DEC
MTG

Football Wall – after general feedback it was decided not to enlarge the football wall, but to contact the Youth from the Connections Bus and the Youth Club to paint the wall in graffiti art. Clerk to contact Julie Bristow and Alan from the Connections youth bus.

Clerk

– **Jubilee Field** - The cost for the Trees on the Jubilee field was £685 and this work was addressed at the same time. The edges of the field had also been flailed. Two new oak trees were to be planted in the near future, the Clerk to chase this. QE2 status was almost completed.

Clerk
WH

Pavilion – The pool table has been removed all those who helped, thanked.

Cambridgeshire ACRE undertook a H & S audit on 25 October and the report is awaited. However, issues had been raised in regards to the Kitchen at the Pavilion. The Kitchen had remained open for all users to make use of, however, the cooking and serving of hot food had been temporarily suspended until improvements have been made to the facilities to bring it in line with H & S requirements. Contractors had already been approached to quote for the work needed. Other areas had also been highlighted and these would be included within the written report from ACRE. The Front door is to be adjusted this week.

Clerk
WH
AC

The Chairman stated that emails had been received from certain members of the Pavilion Management Committee to the Parish Council and the Lead Councillor of L & A and that they had been particularly venomous and unjustified. The Chairman thanked Councillor Hardman for all her hard work on the above areas.

210/11 Accounts

Paid Items:

Salaries	October	Salaries (a)	£2596.77
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Items to Pay:

CBS Office	Stationery	Est (b)	£ 22.99
Briar Security	Alarm Maintainance	Est (c)	£ 234.00
Balfour Beatty	Street Lighting	G & B (d)	£ 384.96
D Fouracre	Pavilion – Fault	L & A (e)	£ 462.00
Oldham Cleaning	Pavilion Cleaning	L & A (f)	£ 190.00
Oldham Cleaning	Ploughman – Clean	Halls (g)	£ 245.00

The above accounts were proposed as accepted by Councillor Kirkman, seconded by Councillor Jones and **agreed** with fourteen votes in favour and one abstension.

- **To receive and approve the quarterly budget statement**

Tabled - The RFO explained the statement and the fact that the level of reserves needed to be high to enable the Parish Council to operate for one year with no income. A discussion took place on this. Councillor King proposed acceptance of the quarterly budget statement, seconded by Councillor Manning and **agreed** unanimously.

- **To discuss interest rates for the Parish Council reserves**

Tabled and would be refered to the F & GP Meeting scheduled for November 15th.

F & GP

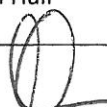
211/11 To consider a personnel committee for WPC

A discussion on the need for a personnel committee took place. The Clerk was asked why she felt the need for a personnel liaison group/committee. Councillor Kirkman felt that to reinstate another committee would not be of benefit and therefore a group of two or three Councillors could be personnel representatives who would deal with any issues and reviews needed. The Chairman proposed Councillor Jones look into this in more detail and seek the views of the Clerk and report back to the Council in December. This was seconded by Councillor Berry and **agreed** unanimously.

CJ
Clerk



212/11 To consider the upkeep of Long Pond	<i>Actions</i>
A meeting and site visit took place with Councillors Manning and King attending. It was agreed that South Cambs District Council would take action to clear the pond, and clear up the edges. Water levels were low at the moment, but action would take place during the winter months when the water level rose.	<i>SCDC</i>
213/11 Youth update Latest figures for attendance on the Connections Bus were circulated.	
-Youth conversion at Ploughman Hall and receive a quote from S J Wilson – consultant architect	
Three different quotes were received:- Simon Wilson – £2,500 + VAT Tim Bond - £1725 + consultancy fees = VAT Paul Warrington - £1600 + VAT for both youth conversion and Ploughman Hall Car-Park	
A discussion took place and the Chairman proposed acceptance of Mr Warrington’s quote; seconded by Councillor Jones and agreed unanimously. Clerk to write to Mr Warrington.	<i>Clerk</i>
Awaiting response from WYT after PC liaison group gave guidance on the business plan.	<i>WYT</i>
214/11 To consider an Olympic Party weekend Councillor Berry’s recommendation had been circulated prior to the meeting. A discussion took place and it was decided to defer this until the December meeting after Councillor Berry has obtained feedback from the community.	<i>HB DEC MTG</i>
215/11 To receive an update on WPC Long Term Strategy Update circulated prior to the meeting. Councillor Purnell thanked those Councillors who had contributed with helpful suggestions.	<i>DEC MTG</i>
216/11 To consider taking part in the Queens Diamond Jubilee Beacons Information to be passed onto WAG.	<i>WAG</i>
217/11 To receive notice of a public consultation on proposed redesign of Mental Health services in Cambridgeshire and Peterborough Noted	
218/11 To receive information on small grants for celebrating London 2012 Olympics and Paralympic games Noted and information passed on to Councillor Berry.	<i>HB</i>
219/11 To consider a change of website Host and receive information on this from ‘Intouch Communities’ The Council consulted the Clerk’s advice and after discussion, Councillor Jones proposed acceptance to change the website Host to Intouch Communities; seconded by Councillor Hardman and agreed unanimously. Clerk to action.	<i>Clerk</i>
220/11 To consider renewal of SLCC membership for the Clerk The Clerk confirmed the cost would be £135, this was proposed as accepted by Councillor Jones and seconded by Councillor Cook; agreed unanimously.	<i>Clerk</i>
221/11 To receive a report from the Clerk regarding the recently attended SLCC National Conference Circulated.	
222/11 Items for future meetings Willingham Library Long Term Play equipment Olympic Party WPC Long Term Strategy New agreement for regular users of the Ploughman Hall Website	

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223/11 Date of next meeting

The meeting ended at 9.50pm

Legislation governing payments

- (a) LGA 1972 s112(2)*
- (b) LGA 1972 s111*
- (c) LGA 1894 s(8)91(i)*
- (d) Parish Councils Act 1957 s3(1)(a)*
- (e) LGA 1894 s(8)91(i)*
- (f) LGA 1972 s112(2)*
- (g) Ditto*

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