



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 1 August 2012 at 7 30 pm in the Octagon, St Mary and All Saints Church, Church Street

Present Councillors P King, D Jacques, R Manning, R Foster (arrived 7.40pm), D Clarke, J Watson, W Kirkman, I Barratt and C Jones,

7 - Parishioners attended the Parish Council meeting

~~DRAFT~~

The meeting was Chaired by Cllr King and minuted by M Powell

Due to their late arrival the presentation from Pat Walsh of Balfour Beatty regarding future plans for street lighting in Willingham was held after the public forum.

Actions

Mr Walsh summarised the plans for the replacement/upgrade project for the street lights in Willingham. He stated that 70% would be completely replaced and the remaining 30% would have the lantern upgraded. The columns which fall under category one (residential road) will be 6 metres tall and be of white light. He confirmed that Cambs County Council have to lose 10% of their stock and that this would be on residential streets.

The Parish Council have been asked by County for their views on which columns to remove. Some concern was raised regarding the brightness of white light within a residential building and Mr Walsh stated that residential lights will be dimmed between 10pm and 6am and are of a better design, but should a resident have an issue with a particular column's brightness they could request a baffle to be fitted. All affected residents will receive correspondence from Balfour Beatty in advance of any work being carried out.

Councillor Clarke agreed to put a piece in the Willingham News summarising the plans and Councillor Barratt agreed to look at the proposals and feed back to County Council/Balfour Beatty on behalf of the Parish Council

IB/DC

145/12 Apologies for absence

Apologies were received and accepted from Councillors Cook, Purnell Awal, Pake and County Councillor Johnstone.

146/12 Declarations of interest

Councillor Clarke declared a personal interest as a member of Willingham Pavilion Committee.

147/12 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes)

The meeting was adjourned.

A considerable amount of concern/distress was expressed regarding the impact of the road closure on the High Street. It was pointed out that as a result Stagecoach are not servicing the northern half of the village leaving parishioners stranded. Councillor King confirmed that the Parish Council have been in conversation with Stagecoach and have been advised that they are unable to re-timetable in order to accommodate the diversion

Concern was also expressed regarding traffic which was travelling the wrong way down Long Lane and at excessive speed and this had been reported to the Police. The Parish Council would pass on these concerns to Councillor Johnstone and also request the local police look into it

Clerk

One of our parishioners stated that although he had requested a meeting with Anglian Water they felt there was no purpose in holding one at the present time. He also felt misled by Anglian Water as he had received correspondence stating the problem was a displaced joint and not a collapsed sewer. From what he could tell it was flowing well. The parishioner was extremely unhappy with the situation and felt he was being forced to move from his home whilst the works take place. He confirmed that Cambridge News would be publishing an article on the issue.

Councillor King confirmed that the Parish Council had contacted Anglian Water and they have stated that it is an emergency situation, they are liaising with the relevant bodies and the road will be opened as soon as possible. Councillor King also stated that the Parish Council were extremely unhappy with the poor management and appalling communication offered by Anglian Water and will continue to escalate their concerns widely

Two issues with grass cutting were raised – Haden Way – the grass has been cut but left in a mess and is overhanging the roadway. Rockmill End – again the grass is overhanging the road. The clerk was requested to notify County Council and Councillor Manning agreed to look into the areas of SCDC responsibility.

Clerk
RM

It was requested that a replacement tree be planted in Daniels Close as the original one had been removed during the development. The Clerk was asked to liaise with WAG regarding the possibility of placing one there

Clerk

The group working on the Jubilee Field improvement and tree planting plans reported that they are making good progress. They hope is to relocate the under 5s play areas to the back of the Jubilee Field alongside the picnic area and put a skate board area where the existing under 5s area is currently. Assurance was sought from the Parish Council regarding the availability of S106 and precept money previously marked for the improvements. Councillor King confirmed that the S106 money is ring-fenced for such purposes but the finer details would need to be clarified with the Parish Council. The plans are now to move into phases 2 and 3 which will require a lot of work. The Parish Council were asked for support in these phases. Councillor King reiterated that the Parish Council are happy to support/liaise with the group moving forward

(Signature)
26/8/2012

The meeting was re-convened.

148/12 Co-option of Councillor

No applications were received. The position would be re-advertised and a note put in the Willingham News

149/12 Minutes of the meeting of the Full Parish Council held on 4 July 2012

Councillor Watson proposed these be accepted as a true record of the meeting. This was seconded by Councillor Jacques and agreed with eight votes in favour and one abstention due to not being at the meeting.

150/12 Matters arising from the minutes of the annual meeting held on 4 July 2012 not covered elsewhere on this Agenda

131/12 Chairmans Report – Phoenix School – Councillor Clarke confirmed the group concerned had been spoken to and didn't anticipate any further problems. Councillors Foster and Watson agreed to meet regarding charging of the open spaces

134/12 – The RFO requested to remain on the bank mandate but not sign cheques as if she was removed she would be unable to administer the account either over the phone or in branch. Councillor Kirkman proposed the Parish Council accept this request. This was seconded by Councillor Clarke and agreed unanimously.

151/12 County Council Reports

Councillor Shona Johnstone was not at the meeting,

None received.

152/12 District Council reports

Councillor Manning reported as District Councillor;

Announcements on the A14 improvements have now been issued.

SCDC have formed a Civic Affairs Committee which will now deal with any standards issues.

153/12 Chairman's report

Willingham News: Councillor King requested a 3rd person to write up the input for the Willingham News but no one came forward. Wendy Jones has offered to continue doing it although she is no longer a Councillor. Councillor King proposed we accept this offer. This was seconded by Councillor Manning and agreed unanimously.

Neighbourhood Watch: Mike Tidball had reported that although progress is slow they are having some success and have 12 co-ordinators in place at the moment. He would like to thank the Parish Council for their grant.

West Meadow Close – Flooding – The Parish Council have been informed that the County Council are looking into the issue. The Clerk was asked to follow up with County.

Over Day Centre – Open Day – The open day is to take place on Thursday 13 September between 6.30pm and 8.30pm. All Councillors are invited to attend but were asked to notify the Clerk if they wished to so numbers could be established. Councillor Manning confirmed he would be unable to attend due to a conflicting meeting.

154/12 Reports from the following Committees, reports from lead councillors, any delegated decisions taken, and any recommendations

Planning Committee –

Meetings held on 11th July and 25th July – Minutes circulated.

Planning Application S/1374/12/FL – 9 High Street, Willingham – Mr C Warren – extension and installation of air conditioning unit

Councillor Jones proposed that the Parish Council recommend approval of the application providing that neighbours were consulted appropriately. This was seconded by Councillor Foster and agreed unanimously.

Green & Boundaries – Any updates

The Map is now in place on the village green and the ceremony has been reported in the August issue of the Willingham News.

Cemetery – No report

Actions

DC/Clerk

RF/JW

Clerk

ALL

Halls – Updates
Public Hall – None

Actions

Ploughman Hall –

- Car-park extension – Tenders have been sent out and are due back on 20 August 2012:
- Consider updated draft of Ploughman Hall booking form and fees - deferred from the July meeting.

Councillor Foster requested this be deferred to the September meeting.

RF/Sept

Leisure and Amenities –

- Adopting QE2 status as set out by Fields in Trust

Councillor Jones summarised the proposal previously issued to councillors and the reasons for it. Councillor Watson requested this item be deferred to the September meeting so that he could fully familiarise himself with the paperwork. It was felt that the item should be debated fully and must be dealt with at the September meeting and not deferred any further.

CJ/
Sept

- Signage in children's Play Area

Councillor Watson felt that signage would probably be ineffective and suggested a special bin be fitted in the play area. This would incur a cost for provision and an ongoing cost for emptying. Councillor Manning agreed to look into the costs and report back at the September meeting. Councillor Clarke also agreed to put a note in the Willingham News reminding users not to dispose of soiled nappies in the litter bin.

RM/DC

- Grass Cutting on Jubilee Field and Recreation Ground – Fergusons are planning to cut back the edges of the fields within the next few weeks (weather dependent).

155/12 Annual Report from internal Auditor Accounts (to March 2012)

Councillor Manning proposed the Parish Council accept the report submitted from the Internal Auditor. This was seconded by Councillor Foster and **agreed** unanimously.

156/12 Accounts (This Item was taken after the presentation from Balfour Beatty – the RFO then left the meeting 8.15pm)

Paid Items:

Lloyds charge Card	Annual fee	Est	32.00
WAG	Set up N. Watch	Donation	250.00
Dorcas	Clock Maint	G & B	720.00

BACS Payments:

Salaries	July	Salaries	2117.65
HMRC	PAYE	Salaries	412.42
S Oldham	Plough cust & clean	Halls	286.00
	Pavilion cleaning	L & A	60.00

Items to be paid:

CBS Office	Stationery	Est	75.74
Intouch	Website Licence & Hosting	Est	71.98
Create Signs	Map Green	G & B	30.00
A Buchannan	Map Green	G & B	245.00
G Whitfield	Internal Audit 11/12	Est	188.25
Konica Minolta	Photocopier	Est	149.40
Visual Creations	Spec Car Park	Halls	480.00
Briar Security	Pav - move camera	L & A	144.00
D Fouracre	Boiler serv - Pav	L & A	114.00
Cromwell Fire	Ploughman	Halls	75.34
Coulson Builders	Kitchen Pav	L & A	4566.80
PC Business Call	Computer	Est	90.00
Cash	Petty Cash Office	Est	142.59
Coulson Builders	Repairs to pavilion Roof and Door	L&A	732.22
Willingham Youth Trust	Youth Donation	Section 142	1054.00*
HMK Supplies Ltd	Toilet roll Ploughmans	Halls	19.63
PC Business Call (invoice No: 03001030)	Computer	Est	90.00

(* needs to be confirmed/clarified

The RFO confirmed that WYT have not yet received the full £5,000 grant agreed for the last financial year but had actually received approximately £1,500 to-date. Therefore Councillor Manning proposed the Parish Council pay the invoice for £1,054 and accept the accounts. This was seconded by Councillor Jones and **agreed** unanimously.

157/12 Adoption of SCDC Code of Conduct (This item was dealt with after 162/12)

Some discussion took place and concern was raised regarding the issue of the data being available to the public electronically. Councillor King proposed the Parish Council adopt the policy and that councillors complete the declaration of interest forms as best they can. Should any queries arise from SCDC in the future we can then deal with it at the time. This was seconded by Councillor Kirkman and **agreed** unanimously.

158/12 S106 agreement for 48 Haden Way

Councillor King proposed the Parish Council accept the agreement. This was seconded by Councillor Watson and agreed unanimously. The agreement to be signed by Councillors King and Cook and returned to SCDC

159/12 Clerk's Attendance to SLCC National Conference in October 2012

The Clerk requested to attend the above conference. Councillor Foster proposed the Parish Council accept the request. This was seconded by Councillor Watson and agreed with seven votes in favour and two against both due to cost and time issues.

160/12 George V Jubilee Plaque

A request had been received for a plaque for the George V Jubilee to fitted in the church wall retrospectively. Councillor King proposed the Parish Council go ahead with purchasing/placing the plaque subject to a limit in cost of £250.00 This was seconded by Councillor Watson and agreed with seven votes in favour and two abstentions. Clerk to liaise with Andrew Cook

161/12 Youth Update

None received. It was agreed that WYT would be asked for a formal update on progress and fund raising to be presented at the September meeting.

162/12 Items for Future Meetings

QE2 Fields
Ploughman Hall Booking forms
Youth Update
Bin for Play area

163/12 Date of next meeting – Wednesday September 5th

The meeting ended at 9:25pm.

Legislation governing payments

- 1 – LGA 1972 s111
- 2 – LGA 1972 S137
- 3- LGA 1894 S(8)(1)(i)
- 4 – LGA 1972 s112(2)
- 5 – LGA 1972 s112(2)
- 6 – LGA 1972s111
- 7 - Ditto
- 8 - Ditto
- 9 - Ditto
- 10 – LGA 1894 s(8)(1)(i)
- 11 - Ditto
- 12 – Audit Commission Act 1998 s7(3)
- 13 – LGA 1972 s222
- 14 – LGA 1894 s(8)(1)(i)
- 15 – LGA 1972 s111
- 16 – LGA 1894 s(8)(1)(i)
- 17 – LGA 1972 s111
- 18 - LGA 1894 S(8)(1)(i)
- 19 – LGA 1972 s111
- 20 - Ditto
- 21 – LGA 1894 s(8)(1)(i)
- 22 – LGA 1972 s137
- 23 – LGA 1972 s111
- 24 - Ditto

Actions

PK/AC/
Clerk

κ/AC

Clerk/WY

M. K. King

WILLINGHAM PARISH COUNCIL - 30th June 2012

	Budget Expenses for 2012	Expected Income for 2012	Income 30.06.12	Total	Expenses 30.06.12	Balance As at 30.06.12
Finance & General Purposes						
Insurance	5000			5000		5000
Parish Magazine	3500			3500		3500
Salaries	38464			38464	7535	30929
Piper Lifeline	2729			2729	556	2173
Donations	22422			22422	418	22004
Grass cutting	7500			7500		7500
Establishments	12897			12897	1663	11234
Income	0		180	180		180
F & GP Total	92512		180	92692	10172	82520
Cemetery						
Grass cutting	5830			5830	600	5230
Water & Rates	600			600	529	71
Soil test	283			283		283
Eurocontainer emptying	360			360	351	9
Maintainance	400			400	150	250
Trees	400			400		400
				0		0
				-3000		-1962
Cemetery Total	0	7873	-3000	1038	5911	1630
						4281
Green & Boundaries						
Street Lighting	260		352	612		612
Electricity	240			240	182	58
Map	929			929	425	504
Sundry Expenses	500			500	60	440
Green & Boundaries Total	1929		0	2281	667	1614
Leisure & Amenities						
Gas & Electricity	1595			1595	219	1376
General Rates	1800			1800	1823	-23
New Play Equipment	4000			4000		4000
Play equipment inspection	1150			1150	167	983
Pavilion Boiler service	125			125		125
Pitch Improvements	500			500		500
Ground Hedge planting	2000			2000		2000
Tree inspection & works	1500			1500		1500
Maintainance of L & A Grounds	1500			1500		1500
Maintainance Repair & improvement	3500		289	3789	663	3126
Health & safety improvements	3857		1000	4857	3806	1051
Receipt from sports council			2676	2676	120	2556
Income			-200	875	675	675
Leisure & Amenities Sub Total	21527	-200	4840	26167	6797	19370
Hall						
Water rates	750			750		750
Electricity	6000			6000	166	5834
Ploughman Hall Rates	3000			3000	3015	-15
Ploughman Hall Car Park	30000			30000		30000
Planning	4000			4000		4000
Fire Extinguishers	430			430	108	322
Front Door	1500			1500		1500
Ploughman Hall Decoration	5000			5000		5000
Chair upholstery/replacement	1000			1000		1000
Hedge cutting	500			500		500
PRS licence	100			100	445	-345
Refuse	1100			1100	585	515
Cleaning	3000			3000	1216	1784
Advdvertising	300			300		300
Maintainance	5332			5332	1872	3460
Income	0		-9000	2437	-6563	-6563
Hall Total	62012	-9000	2437	55449	7406	48043
S106 Monies						
Earlith Road	4978			4978		4978
Rock Mill End	30306			30306		30306
Berrycroft	3617			3617		3617
SCDC - Bourneys Manor	25004			25004		25004
RESERVES						
New Cemetery	67000			67000		67000
General reserves	17389			17389		17389
	100829		0	84389	0	84389
TOTALS	334148	-12200	8495	330795	26672	304123
Total Parish Council Budget	321948					