



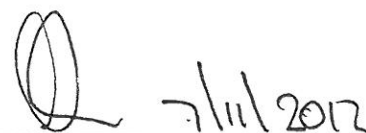
WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 3 October 2012 at 7 30 pm in the Octagon, St Mary and All Saints Church, Church Street

Present Councillors A Cook (Chair), P King, D Jacques, R Manning, J Watson, W Kirkman,
D Law, G Pake and S Mellows

Two - **Parishioners** attended the Parish Council meeting, (they left at 8.45pm)

County Councillor Johnstone (left the meeting at 8.40pm.)

	Actions
191/12 Apologies for absence Apologies were received and accepted from Councillor Foster	
192/12 Declarations of interest None	
193/12 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes) <i>The meeting was adjourned.</i>	
<i>Mr Garner queried why the Fairground and Willingham Feast was going to be held earlier than was traditional, the Chairman and Councillor Kirkman both replied that the Fairground had requested arriving earlier to encourage more attendance and that the Feast week had changed during the course of its history several times.</i>	
<i>Mr Garner expressed knowledge on the site on Rampton Rd that was being investigated for a possible new Cemetery site, he thought that the water table would be discovered to be too high. The Chairman replied that all the necessary investigation and liaison with the Environment Agency would be conducted prior to a possible purchase.</i>	
<i>Mr Jeeps requested an update on the Cemetery gates to which the Chairman replied that they were with the chosen contractor and being currently worked on and would be reinstated as soon as was possible. Mr Jeeps reported two large gaps on Lane Style. The Clerk to investigate.</i>	Clerk
<i>The meeting was re-convened.</i>	
194/12 Co-option of Councillor	
There were three vacancies to fill and two applicants. Councillor Manning proposed Mrs Sue Ayling to fill the first vacancy, seconded by Councillor King and agreed unanimously. Councillor Manning proposed Mr Neil Harris to fill the second vacancy, seconded by Councillor Kirkman and agreed unanimously. Both new Councillors were not present at the meeting. The Clerk would contact them to ask them to visit the office and sign their declaration of office and collect various documents.	Clerk
195/12 Minutes of the meeting of the Full Parish Council held on 5th September 2012	
Under item 181/12 – The following was omitted under the discussion on Councillors resignations due to the new law regarding declarations of Interest. Councillor Kirkman declared that he deplored the unforeseen consequences of this unfortunate legislation. Councillor King proposed that Willingham Parish Council pass a motion deploring the passing of legislation by a government that seemed incapable of balanced judgement or common sense. This was seconded by Councillor Kirkman and agreed unanimously. Councillor King asked that this was minuted and a copy send to the MP Jim Paice and the Secretary of State with a covering letter detailing the consequences to Willing PC.	
Subject to this added amendment, Councillor Watson proposed these be accepted as a true record of the meeting. This was seconded by Councillor Mellows and agreed with eight votes in favour and one abstentions due to not being at the meeting.	
Councillor Manning reported that there had been some emailed correspondence regarding statements made during the meeting, but the Minutes were an absolute accurate record of the meeting.	
196/12 Matters arising from the minutes of the annual meeting held on 5th September 2012 not covered elsewhere on this	
Agenda	
None.	

197/12 County Council Reports

County Councillor Shona Johnstone reported as follows:-

B1050 – work scheduled near the Bridge for Easter 2013 is not part of the work needed for the main support of the road. Despite emailing various County Council departments for updates, none have been forthcoming. Atkins engineers are still working on a long term solution to the problem. Councillor King reiterated his thanks for Councillor Johnstone's continuing battle to improve the B1050. Councillor Manning reported that a much needed bypass for Northstowe was in the Cabinet report.

Community Transport Links – reports from Over Parish have suggested that they feel they do not have a need for additional transport links.

Shed constructed by Mr Redmayne on the High Street – Mr Redmayne had acknowledged that the Shed was intruding on the highway by '20 sheets of A4 paper'. The County Council had responded that it was not lawful and would be moved. Much discussion took place. The County Council had expressed that they would like an opinion from the Parish Council. Councillor King stated that the County Council had to make a decision whether to tolerate an incursion on the highway or not and that due process had to follow. Further discussion took place. Councillor King proposed the Clerk write to County highways and state that due process must follow, seconded by Councillor Watson and **agreed** with seven votes in favour and two abstentions.

Clerk

198/12 District Council reports

Councillor Manning reported as District Councillor:-

Planning Meeting at SCDC on 3rd Oct 2012 – Both District Councillor Manning and Parish Councillor King attended the meeting. South Cambs DC had agreed to the Wind Turbine on Meadow Road, despite objections from the Parish Council.

Councillor King reported that seven applications for planning permission for permanent permission on the Travellers sites in Willingham were discussed at the meeting, six of the applications had been granted temporary permission for 18 months. One however, 6 Cadwin Fields had been granted permanent permission. Councillor King stated that both he, Councillor Manning and District Councillor Corney had spoken at some length at the meeting with reasonable objections to granting permission. All felt that the consequences of the application granted permanent permission were quite significant, opening pathways for others to appeal. The Chairman thanked Councillors King and Manning for their efforts to put forward community representation.

It was discovered during the above meeting that the previous head of Willingham Primary School had sent a letter backing permanent permission for travellers on sites. Willingham Surgery had retracted a previous statement that had said they had difficulty in coping with numbers.

RM

Much discussion took place. Councillor Manning reported that he would arrange for two planning officers from South Cambs DC to come to Willingham's Planning Committee to speak on the options and consequences following the permanent permission granted.

Councillor Pake reported that a Caravan had moved onto the Causeway from Meadow Road.

199/12 Chairman's report

The Chairman reported the following:-

Councillor Resignation – Councillor Clarke had resigned from the Parish Council during the month of September. Councillor Foster was abstaining from Councillor duties until he received further information from the Monitoring Officer. However, the Monitoring Officer had contacted the Chairman prior to the meeting to announce that he acknowledged Councillor Foster's resignation as a result of changes to the Law regarding Declaration of Interest Forms being published on the website. Therefore, Councillor Foster has resigned forthwith, leaving three further vacancies on the Parish Council.

Jubilee Field Funding Application

The above had been submitted by Caroline Hyde of the voluntary group behind the project. However, it had now been discovered that planning permission would be required for additional play equipment and the application required prior planning consent. Therefore, a new application would hopefully be submitted early next year. The voluntary group in question would be requested to attend the November meeting of the Parish Council to submit its aims/ proposals. Councillor Watson announced that the voluntary group called themselves L & R sub group; Caroline Hyde being the lead contact. The Parish Council wished to know who the rest of the members were. Clerk to contact Caroline Hyde.

Clerk

Precept Reminder

Email had been circulated reminding all Lead Councillors that precept proposals for 2013/14, for their areas need to be in before the end of October 2012.

Clerk

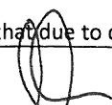
Recording Wildlife Doc

Noted, offer declined. Clerk to contact.

Clerk

Longstanton PC request

A request to stand on Longstanton's Standards Committee had been received. It was felt that due to depleted Councillor

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numbers currently in Willingham, this request would be declined. Clerk to write.

Willingham News

A letter had been received from the Secretary of the Willingham News asking if the Parish Council would like to continue to advertise the hire of the Ploughman Hall for the forthcoming year. Councillor King proposed advertising, seconded by Councillor Jacques and **agreed** unanimously.

200/12 To receive reports from the following Committees, receive reports from lead councillors, note any delegated decisions taken, and make any recommendations

Planning Committee –

- Planning Committee meeting held on 30 August and 25 September 2012
All aspects mentioned under District Council Reports.

- Representative to attend Parish Forum meetings – Councillor King proposed Councillor Manning to become a member of the Planning Committee, seconded by Councillor Pake and **agreed** with eight votes in favour and one abstention. Councillor King proposed Councillor Law to become a member of the Planning Committee, seconded by Councillor Cook and **agreed** unanimously. It was hoped that now the Planning Committee was full strength a representative could be found in the near future.

Green & Boundaries – The Fair during Feast week were parked on the Village green and would be using the electricity, they would be charged at the current rate.

Cemetery – Councillor Pake stated that he thought concrete up to 15ft would be beneficial, it would be placed from the Cemetery gates into the Cemetery to prevent further breakage of the Gates. The Council agreed that this would be a good idea. Councillor Pake to obtain costs. Councillor Pake also reported that the trees in Lane Style were being looked at.

Following an email from a relative of several deceased in the Cemetery, it was found the Ivy had re-grown at a rapid rate and would need to be killed. Clerk to ask Fergusons to look at the problem and report back. Councillor Manning mentioned the 'Betsy Norris Trust which in the past dealt with maintenance such as the Ivy. Clerk to investigate what happened with regards to the trust.

Halls – Public Hall – None

Ploughman Hall –

To consider revision of hire fees - deferred.

The Chairman reported that many of the paving slabs at the Ploughman Hall were broken. It was suggested that these be replaced by tarmac, leaving a two slab pavement around the front as already existed and bollards put in place to prevent cars parking too close to the Ploughman Hall. Chairman to talk to the contractors to negotiate adding this to the specification.

The County Council are supplying two free cycle racks which will be placed at the front of the Ploughman Hall.

Leisure and Amenities – Councillor Watson attended the meeting held by the L&R voluntary sub group with regards to future plans for the Jubilee field. They reported that their next step is to employ an architect to draw up plans for play equipment. They will attend the November FPC meeting to request monies for the planning application which is needed. The Parish Council felt that they needed more involvement with the L&R sub group and their plans, because the Land was owned by the Parish Council and funds from the Parish Council would be needed.

The new storage Container was now on site on the Recreation ground, a lock had been ordered and placement of keys for entry to be decided.

The Hedge and perimeters of the Jubilee field and lode in both the Jubilee field and Recreation Ground needed to be flailed. Councillor Watson would investigate whereabouts of the drainage pipes on the Recreation ground and whether they were blocked after the flailing had taken place.

The Bowls club had reported that the problem with Moles had seemed to be resolved. Councillor Watson and Councillor Cook would be attending arranging a meeting with the Bowls Chairman and members after their AGM.

The Grass cutting contract needs to be considered to send out to tender.

Shackles for the play equipment were on order to replace the damaged one.

201/12 Accounts

Paid Items:

RM
DL

GP

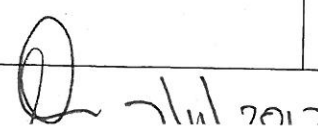
Clerk

AC/Clerk

JW

JW/AC

JW/GP

 27 Jul 2012

Salaries	September	Salaries	£2056.80
PAYE	September	Salaries	£ 371.44
S P Oldham	Cleaning Pav	L & A	£ 108.00
	Clean & Cust Plough	Halls	£ 296.00
1/2			
C Water	Water Public Hall	Halls	£ 92.10
C Water	Water Old Rec	L & A	£ 20.31
C Water	Plough & Pav	Halls & L&A	£ 86.63
C Water	Water Cemetery	Cemetery	£ 21.96
E-on	Electricity – Public	Halls	£ -79.78
British Gas	Pavilion gas	L & A	£ 79.27
SCDC	Piper Lifeline	Section 142	£ 468.26
Newsletter	Donation		£3500.00
Boxtor Limited	Container	L & A	£2580.00

Items to Pay:

CBS Office	Stationery	Est	£ 34.72
Connection Bus	Youth Bus	Section 142	£ 630.00
Fergusons	Grass Cutting	L & A	£ 324.00
SLCC	Conference	Est	£ 564.00
Konica Minolta	Photocopier	Est	£ 64.41
Cheffins	Valuation Old Rec	L & A	£ 120.00
Intouch CRM	Licence	Est	£ 35.99
A R Aspinall	Glue	L & A	£ 4.01
Willingham PCC	Meetings	Est	£ 144.00
Briar Security	Key pad	Est	£ 83.70
Sage UK	Sage cover	Est	£ 273.00

In addition to the above, the Parish Council Insurance has been paid for the year, this was £5,440.17. This had not been added as the insurance renewal notice had not been received and the usual month had changed from last year. A note had now been made for 2013.

The above was proposed by Councillor King, seconded by Councillor Manning and **agreed** unanimously.

202/12 To discuss and consider changes to Financial Regulations (Budgetary control:14)

The changes had been circulated. The Chairman reiterated that a cooling off period of five days was needed for the discretionary spend by Lead Councillors of £1000, as was the policy operated by South Cambs District Council. If three Councillors objected to the spend, the matter would be deferred to the next full Parish Council meeting. The above was proposed as accepted policy by Councillor Manning, seconded by Councillor Mellows and **agreed** unanimously. It would take immediate effect.

Clerk

203/12 To approve amendment of Standing Orders (members interests: 59,60,61) - 77 (C) (i) A public notice of intention to place a contract to be placed in a local newspaper.

As circulated, brought up to date with regards to the new Code of Conduct policy and delete the need to advertise in a local newspaper before any tenders were sought for works, this was proposed by Councillor Manning, seconded by Councillor King and **agreed** unanimously.

Clerk

204/12 To consider renewal of SLCC membership for the Clerk

Cost of £206 for annual membership of SLCC which includes membership to the Institute of local Council Management. Councillor King proposed acceptance of payment, seconded by Councillor Kirkman and **agreed** unanimously.

Clerk

205/12 To discuss possibility of improvement to local transport – Cambridgeshire Community Transport Fund

County Councillor had briefly mentioned this under the County Council report. Clerks to progress matter with Councillor Johnstone.

Clerk/S

206/12 To consider a representative to attend the Cambridgeshire funding fair in Newmarket – 19th November 2012


Councillor Watson to attend and inform the Clerk which workshops he will attend.

JW/
Clerk

207/12 Youth matters update

It was felt progress on funding from WYT was slow. The S106 money earmarked for the Youth Conversion needed to be used for this project in the near future. Councillor Manning declared that no applications had been received at South Cambs District Council for funding for this project from WYT and receipt of funding applications were now closed until February 2013. A discussion took place on progressing the matter with some urgency and it was felt that WYT needed to attend the November meeting to update the Parish Council. Councillor Cook to draft a letter.

AC/cler

 21/11 2012

208/12 Meeting closed to general public and press for Parish Council to discuss confidential item (*public bodies (Admissions to Meetings) Act 1960*)

The Chairman read out the official notice, the public and press would be temporarily excluded from the meeting.

The Chairman asked Councillor Manning to present the issue. Councillor Manning proposed an exempt session seconded by Councillor King and **agreed** unanimously.

Councillor King proposed acceptance of proposal, seconded by Councillor Watson and **agreed** unanimously.

209/12 Items for future meetings

Grass Cutting Tender
Youth
Cemetery Gates
Flailing the edges of L&A Fields

210/12 Date of next meeting – Wednesday 7th November 2012

The meeting ended at 10pm.

Legislation governing payments (in numerical order)

- 1 – LGA 1972 s111
- 2 – Ditto
- 3- Ditto
- 4 – Ditto
- 5- LG (Misc Provs) Act 1976 s19(1)
- 6- Ditto
- 7 – Ditto
- 8 - Ditto
- 9 - Ditto
- 10 - Ditto
- 11 – LGA 1972 s137
- 12 - Ditto
- 13 – LGA 1972 s111
- 14 – LGA 1972 s137
- 15 – LG (Misc Provs) Act 1976 s19(1)(Green,Rec)
- 16 – LGA 1972 s111
- 17 – Ditto
- 18 – LGA 1872 s133
- 19- LGA 1972 s111
- 20 - LGA 1894 s(8)(1)(i)
- 21 – LGA 1972 s134(4)
- 22 - LGA 1894 s(8)(1)(i)
- 23 - LGA 1972 s111

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