



# WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday  
9<sup>th</sup> January 2013 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, H Awal, N Harris and G Pake

15 - **Parishioners** attended the Parish Council meeting, (*The majority of public were WAG members and left after the presentation*)

County Councillor – Mrs S Johnstone (*arrived at 9.20pm and left at 9.40pm*)

Presentation from WAG on tree planting was given prior to the meeting commencing.	Actions
<p><i>Documents had been circulated prior to the meeting.</i></p> <p><i>Mr Chris Jones thanked the Parish Council for the £100 donated with regard to supplies needed to plant the new trees. He gave a re-cap on funding received to-date and the tree planting planned for the Village. Mr Jones reiterated that correct procedures had been followed with regards to consultations with the public and other authoritative bodies.</i></p> <p><i>53 Trees had now been ordered, further plans to plant more in 2014/15. Land owner permission had been sought and permission requested from the Parish Council on lands owned by them.</i></p> <p><i>Clerk had identified that the old Recreation ground had been registered in the 1960's as a Village Green. It is the Parish Council's intentions to ensure this land is made available to all village residents for recreational use and a new gate to allow access is to be placed shortly. WAG intend to make this space a community orchard and tree planting will commence next winter, (2013/2014). The local school will be involved in potting young whips ready for this planting next year and WAG are inviting any parishioner with knowledge on fruit trees to liaise with them.</i></p> <p><i>WAG suggested by request the following actions from Willingham Parish Council:-</i></p> <ul style="list-style-type: none"><li><i>A letter granting permission to plant trees on Parish Council land, including, Pyrethrum Way, the Green, the Cemetery, old Recreation ground and Jubilee field.</i></li><li><i>Agree to use of the old Recreation ground as community orchard.</i></li><li><i>Confirmation that the Parish Council will maintain the community orchard for future use and generations.</i></li><li><i>Nominate one/two Councillors to liaise with WAG of the future proposals for the community orchard.</i></li><li><i>Support action for extension of the footpath on the east side of Earith Road up to the community orchard.</i></li></ul> <p><i>At this point, Councillor Cook clarified that the circulated document from WAG had stated that the Parish Council had given agreement to Trees planted on Pyrethrum Way, the Village Green and the Cemetery. In all cases, the Chairmans opinion had been sought, but this was an individual opinion and not that of the Parish Council. All areas had yet to be agreed.</i></p> <p><i>The Council also pointed out that funding and permission for the path extension would need to be sought from the County Council Highways, however WAG confirmed that they had been told that no funding was available. Future funding for this would need to be decided on. It was felt that at this stage, although the Parish Council would support it, at present, they also could not fund this.</i></p> <p><i>Councillor Manning asked who was raising the Fruit Tree's; WAG replied that they would be using vintage varieties to allow space underneath for movement, two people involved with WAG had knowledge on the vintage trees suggested.</i></p> <p><i>Councillor King thanked all those who had attended from WAG.</i></p> <p><i>The presentation ended at 8.45pm and the Parish Council meeting commenced.</i></p> <p><b>01/13 Apologies for absence</b> None. It was noted however that County Councillor Johnstone had advised of her possible late arrival.</p> <p><b>02/13 Declarations of interest</b> Item 10/13 – Halls – Councillor Law as Secretary of the Badminton Club. Item 14/13 - Councillor Awal as a Trustee of WYT.</p> <p><b>03/13 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes)</b></p> <p><i>Mr Jeeps – felt that the area for planting on Hayden Way needed cleaning up before any planting could begin. Ownership of this land would also need to be identified, Mr Mumby agreed to report this back to the Parish Council.</i></p>	

WAG

6/2/13

Mr Jeeps asked that the Parish Council report the many broken and missing Virgin Media inspection covers throughout the village, particularly the Covent Garden/Over Road area. Clerk to report to Virgin Media.

Clerk

Mr Jeeps enquired when the Cemetery Gates would be repaired and re-positioned, Councillor Cook explained that they would be done as soon as he was able to transport them to the repairers.

AC

Mr Jeeps reported that he had come across a very upset local resident in the Cemetery, the holly wreath she had placed on her late husbands grave had been stolen. There was no knowledge of who may have done this, but the Police had been informed.

Mr Jeeps complained about the Trees overlooking the footpath in the Cemetery, Councillor Pake assured him that he was due to meet with Fergusons to discuss this.

GP

Mr Garner asked if Topple testing had recently been carried out, he felt concern that his parents head stone had been moved slightly. The Council assured Mr Garner that no topple testing had taken place. Mr Garner will investigate further how this could have occurred.

Mr Paul Duggen from Waste recycling attended the meeting to explain electrical waste recycling. He explained that he was looking to implement a similar scheme currently operated in Stilton village. The procedure was on an assigned day/date, any product that had an electrical plug, (although not industrial items), would be placed outside properties for collection. At the end of the collection day, a brief sweep would be made again of the route to check no items had been overlooked. They would then be paid for these items by the tonne and a percentage would go to the Parish Council. Councillor Manning felt it would be good to trial this.

#### 04/13 Minutes of the meeting of the Full Parish Council held on 5<sup>th</sup> December 2012

Councillor Watson proposed acceptance of the Minutes as a true record, seconded by Councillor King and agreed with nine votes in favour and one abstention due to absence at the last meeting.

#### 05/13 Matters arising from the minutes of the annual meeting held on 5<sup>th</sup> December 2012 not covered elsewhere on this Agenda.

Item 239/12 - Clerk to Check with RFO if Greygoose coaching had paid for use of Recreation ground.

Clerk/RFO

#### 06/13 Co—option of Councillors

No applications received. The Chairman reported the resignation of Councillor Ayling.

#### 07/13 County Council Reports

This item was postponed to await the late arrival of County Councillor Johnstone.

County Councillor Johnstone reported as follows:-

B1050 - Councillor Johnstone expressed her grave concerns over the latest discussions at County level regarding the B1050. The latest proposal was the suggestion of trialling two different methods of stabilising the bank in two separate areas which would essentially extend to approximately half of the entire length of the river stretch of the B1050. Although two different methods would be used, it was proposed to dig out the current material and then recycle it to fill in again with piling. This work would then be reviewed in approximately four years time to ascertain the results. The cost would be in the region of approximately £2m. Work would be carried out in the Spring and the road would be closed for several weeks. Councillor Johnstone expressed her dissatisfaction of this large spend of money on an uncertain outcome and only covering half the problem area. It would also mean that only remedial work would be carried out for the remaining parts of the road for the foreseeable future. Re-directed traffic would create 'hot spots' on Harrison Way and St Ives in general.

The Chairman aired his unhappy views on this proposal and a discussion took place. The Council felt that this was not a sensible solution to the existing problem. It was felt that the whole situation would need re-looking at, exact figures produced to enable a clearer picture for a better long term solution that would justify the cost. Councillor Kirkman proposed that Councillor Johnstone report back to Mick Oakman at County level reiterating that it was felt this solution was a waste of money, and insist costings are produced with an alternative route so that comparisons could be made. Seconded by Councillor Harris and agreed unanimously.

SJ

#### 08/13 District Council reports

Councillor Manning reported as District Councillor:-

The District Council would raise tax by £5 per person per year. It would still be one of the cheapest in the County.

The new Police Commissioner was renting an office at SCDC headquarters. The BBC were doing an investigation into rent charged.


(1) 1/1/12

The meeting closed at 10.25pm.

Legislation governing payments (in numerical order)

1. LGA 1972 s112(2)
2. LGA 1972 s111
3. LGA 1972 s137
4. LGA 1894 s(8)(1)(i)
5. LGA 1972 s112
6. LGA 1972 s214
7. LG (Misc Provs) Act 1976 s19(1)(Green, Rec)
8. LGA 1894 s(8)(1)(i)
9. Ditto
10. Ditto
11. Parish Councils Act 1957 s3(1)(a)
12. LGA 1972 s111
13. Ditto
14. Ditto
15. Ditto
16. LGA 1972 s137
17. LGA 1972 s111
18. LGA 1894 s(8)(1)(i)

12/6/13

<p>had explained that WYT had not been very pro-active with regards to the Youth conversion at the Ploughman Hall due to lack of time for commitment from Trustee members, this explained the reason a professional fund raiser had been employed.</p> <p>A discussion on current lack of grants/funding took place and concerns were aired.</p>	
<p>The Parish Council now await the decision of funding from the District Council at their March meeting.</p>	March Mtg
<p><b>15/13 WAGs proposal for storage of waste electrical and electronic equipment (WEEE) at the Ploughman Hall</b> Document previously circulated.</p> <p>Paul Duggen had previously explained the scheme, (item 03/13) and whilst it was agreed to trial the doorstep collection, storage at the Ploughman Hall was refused.</p>	
<p><b>16/13 Membership Renewal of Cambridgeshire ACRE</b> Single year membership - £30, or Five year membership - £120. Councillor Law proposed five year membership, seconded by Councillor Jacques and <b>agreed</b> unanimously. Clerk to action.</p> <p><b>17/13 Membership of East of England Local Government Association.</b></p> <p>It was decided that it would not benefit the Council at this time.</p>	Clerk
<p><b>18/13 Update on Combined Charities meeting 13 November 2012</b></p> <p>The Chairman had briefly outlined that many emails had taken place between himself, Mr Ingle, Councillor Ayling and the Clerk. The Clerk had explained matters and declared the matter closed. This email was read out to the Council.</p> <p>Councillor Manning asked for a verbal report to be requested at the Annual Parish Meeting to enable public members to ask any questions relevant to the Charity. Clerk to write to the Charity.</p>	Clerk
<p><b>19/13 Police matters</b></p> <p>There had been no news of a replacement PCSO since the departure of Claire Whiteman. Clerk to write to Sargent Rogerson to ask who the contact should now be?</p>	Clerk
<p><b>20/13 Balfour Beatty Preliminary Street Lighting Proposals</b></p> <p>The Chairman asked Mr Ian Barratt, former Councillor, current representative for the Council to report on this matter. Details were tabled and the originals lodged at the Parish Office. 19 streets were currently missing on the existing diagrams, but were due to arrive in detail. There were approximately 33 lamps to be removed from the Parish. If the Parish Council wished to retain them, they would have to fund them. Mr Barratt would send his comments to the Clerk after studying them in detail, the plans had only arrived that evening. Councillor Manning asked if Mr Barratt could question Balfour Beatty on those marked 'unknown power supply' and why some of the numbering had changed.</p>	Ian Barratt/ Clerk
<p><b>21/13 WAG Tree Planting</b></p> <p><i>This item was brought forward after item 05/13</i></p> <p>The Parish Council acknowledged that the old Recreation ground be used as a Community Orchard for future community to enjoy. Councillor Manning had concerns of committing to future maintenance of the fruit trees. Councillor King felt it was clear that the Parish Council were the only body able to maintain the orchard in future. The Council insurers would need to be consulted. Councillor King proposed acceptance to the above and support (but not funding) for the extension of the footpath on Earith Road to the Orchard. Seconded by Councillor Kirkman and <b>agreed</b> eight votes in favour, one against and one abstention.</p> <p>Councillors Kirkman and Watson would be the nominated representatives to liaise with WAG on this project. Clerk to contact the Insurers.</p> <p>Councillor Kirkman thanked WAG for the work that had been done on this project.</p>	BK/JW Clerk
<p><b>22/13 Items for Future meetings</b></p> <p>Northstowe update, Quote from Cromwell Fire on repositioning of CCTV at the Pavilion, Funding for Youth project from SCDC, Report on drainage pipe outlets on the Recreation ground.</p>	
<p><b>23/13 Date of next meeting</b></p> <p>Wednesday, 6<sup>th</sup> February 2013</p>	

thought that the previous plastic ones had been strimmed off by the Environment Agency whilst clearing the Lode. The cost would be £20 per pipe with 9/10 needed. This was **agreed**.

FEB Mtg

Councillor Watson reported meeting with Cromwell Fire regarding moving the CCTV monitor to a better suited location in the Pavilion. This would be further discussed with costings at the February meeting.

JW

JW

### 11/13 Accounts

#### Paid Items

Salaries	December	Salaries	£2355.01
HMRC	PAYE Dec	Salaries	£ 468.77
SCDC	Piper Lifeline	Section 142	£ 468.26
Hygiene Supplies	Baby Changing Unit	L & A	i) £ 170.38

#### To be paid

Oldham Cleaning			£ 130.00
K Fergusons	Grass Cutting	Cemetery	£2087.28
K Fergusons	Grass Cutting	Establishments	£3665.02
Cromwell Fire	Extinguishers Pub Hall	Halls	£ 72.00
Cromwell Fire	Extinguishers Pavilion	L & A	£ 72.00
Cromwell Fire	Extinguishers Ploughman	Halls	£ 139.44
Camb County Council	Street Lighting	Est	£ 347.68
Intouch CRM	Licence & Hosting	Est	£ 35.99
CBS Office	Stationery	Est	£ 94.71
Canalbs Ltd	Training	Est	£ 192.10
Petty Cash	Stationery	Est	£ 105.00
SCDC	Piper Lifeline	Section 142	ii) £ 54.34
Edge Design	Cemetery Database	Cemetery	£ 210.00
Coulson	Ploughman Hall Car Park	Halls & Section 106	£44,094.00

Notes:

i) This was paid, with authorisation using the Credit card.

ii) Have requested a Direct Debit form.

Councillor Kirkman proposed acceptance of the above accounts, seconded by Councillor Harris and **agreed** unanimously.

### 12/12 Grass Cutting Tenders

Tenders were summarised in table form and tabled.

Green End Landscapes - £11,425 (total price)  
 Buchans Landscaping - £8,228 (exc VAT)  
 Henry Williams - £10,082 (exc VAT)  
 T & PT Canning - £33,510 (exc VAT)  
 CGM Landscapes - £9823 (exc VAT)  
 Fergusons - £7,964 (exc VAT)

The Chairman highlighted points of the quotes received. A discussion took place. Councillor Manning proposed appointing Buchans Landscaping for all grass cutting from 2013 – 2016. Seconded by Councillor Watson and **agreed** unanimously. Clerk to inform successful bidder and inform other bidders of the outcome.

Clerk

Councillor Harris proposed including the triangular piece of grass outside Mr Jeeps Bungalow within the contract. Seconded by Councillor Cook and **agreed** unanimously. Councillor Cook to let Clerk know exact location. Clerk to inform Buchans of additional grass cutting and obtain price.

AC/Clerk

### 13/12 Amendment to Standing Orders to incorporate public speaking policy - circulated

Item 46(f) now reads as follows:- 'Members of the public must adhere to WPC Policy which states that questions at meetings must be relevant to matters in relation to which WPC has powers or duties or matters relating to the promotion or improvement of the economic, social or environmental well-being of the village.'

Councillor Watson proposed acceptance of the above, seconded by Councillor Manning and **agreed** unanimously.

### 14/13 Youth Matters Update

Councillor Cook reported a visit with Rev. Trevor Rowe. Rev. Rowe had stated that the youth club at the Tabernacle was very successful, with a further session now conducted on another week day evening to accommodate numbers. Rev. Rowe

*Handwritten signature/initials*

Brendon Lewis is the new deputy of MP Eric Pickles. They would be looking into problems of the planning inspectorate with especial regard given to gypsy and traveller applications.

A City deal between the District Council and Cambridge City is to be decided that could help in regard to taxes/rates. A final decision is to be made in July 2013.

#### **09/13 Chairman's report**

The Chairman reported the following:-

Parish Council Liaison meeting at SCDC on Thursday 7<sup>th</sup> March 2013 – Councillor Cook to attend. Agenda items to be sent by 18<sup>th</sup> February.

Report of letter of thanks from the Over Day Centre for £500 donated. - noted

**10/13 To receive reports from the following Committees, receive reports from lead councillors, note any delegated decisions taken, and make any recommendations**

#### **Planning Committee –**

Application for Tree works 34-38 Church Street, Willingham Mr J Honey – removal of willow tree

Councillor King proposed agreement to removal of the tree, seconded by Councillor Manning and **agreed** unanimously.

Minutes were previously circulated for the Planning Committee meeting held on 11<sup>th</sup> December 2012

#### **Finance and General Purpose Committee –**

**Precept – of £112,000** recommended by the F & GP Committee from the meeting held on Tuesday 20<sup>th</sup> November 2012. This amounted to a 2.7% increase. Councillor King proposed acceptance, seconded by Councillor Law and **agreed** with nine votes in favour and one abstention.

#### **Green & Boundaries –**

Councillor Kirkman reported that it had not been possible to erect a Christmas Tree on the Green in December 2012 due to the considerable wet weather. However, lights had been put up by Councillor Pake and had been removed this week. Councillor Pake was thanked.

There was some discussion on who was providing the new trees on Pyrethrum way, Councillor Kirkman to find out if it was WAG or the District Council.

**Cemetery –** no report necessary.

#### **Halls –**

Appointment of Lead and Deputy Councillors – no-one stepped forward for these roles. Councillor Cook would continue as Lead Councillor for Halls until a Councillor came forward.

Ploughman Hall Heating system – It had been noted by Councillors temporarily conducting Custodian duties that the heating system was not really adequate. An alternative method needed to be considered. Councillor Jacques felt that this could be looked at when the Youth Conversion took place.

Ploughman Hall – hire rates – Councillor Law left the room

New and old charges had been circulated prior to the meeting, new charges were tabled at the meeting. Councillor Cook explained the new charges in comparison to the old ones. It was decided to implement the new charges for ad-hoc use immediately and for regular hirers on 1<sup>st</sup> April 2013. This was proposed by Councillor King, seconded by Councillor Manning and **agreed** with nine votes in favour and one abstention due to Councillor Law not being in the room.

Councillor Law returned to the meeting.

#### **Leisure and Amenities –**

Appointment of Deputy Councillor – no deputy came forward.

The pump at the Pavilion had now been repositioned outside with casing and an emergency beacon to alert of problems.

The Recreation ground had been badly flooded, the consequence of this was that current jobs had been put on hold until the ground dries out. There was a discussion on the location of the drainage holes and it was suggested that a contract digger be employed to dig out the Lode bank side to locate the holes, cost £25 per hour. This was **agreed**.

It was felt that concrete outlets should be placed on the drainage pipes once found to show their location in future. It was

BK

AC

AC

JW