



# WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday  
6<sup>th</sup> February 2013 at 7 30 pm in the Octagon, St Mary and All Saints Church, Church Street

**Present** Councillors A Cook (Chair), D Jacques, R Manning, J Watson, W Kirkman, D Law, S Mellows, H Awal, N Harris and G Pake

3 - **Parishioners** attended the Parish Council meeting.

County Councillor – Mrs S Johnstone (*arrived at 7.35pm and left at 8.05pm*)

## 24/13 Apologies for absence

Apologies were received and noted from Councillor King.

## 25/13 Declarations of interest

Item 33/13 – Halls – Councillor Law as Secretary of the Badminton Club.

Item 37/13 - Councillor Awal as a Trustee of WYT.

## 26/13 Public forum

**WAG** – Mr Purnell introduced himself as the new Chairman of WAG. Mr Tidball would continue as Secretary. Mr Tidball spoke on behalf of WAG members, he wanted to dispel the idea/feeling that WAG had been pressuring the Parish Council into making quick decisions with regard to the Tree planting.

Mr Tidball briefly outlined his understanding that the Parish Council had agreed to planting in the Jubilee Field, although, he recognised that the PC had not received details of exact locations and species of Trees. He reiterated that permission had been granted, subject to legalities, to planting on the 'Old Recreation ground' and that the Parish Council supported in principal the general planting around the Village, again subject to individual owner permission.

He reported that he had only discovered in January, that permission to plant Trees on Pyrethrum Way had not been agreed by the Parish Council for the reasons stated and declared that WAG would be happy to remove these Trees.

He stated that WAG had planted the two trees in the Cemetery on 7<sup>th</sup> January, again, without full permission from the Parish Council and without consultation on what species of Trees had been planted and location. He explained that these had been dedicated to a local resident recently deceased. He reported that WAG would like a decision from the Council on whether these trees were to remain or be repositioned or removed.

Mr Purnell stated that Tree planting had now been halted due to a cash flow situation, he also stated that the Trees for the next year had not been ordered for the same reason.

There was a lot of discussion and debate between the Council and the two representatives of WAG.

The Chairman addressed problems with cash flow for WAG and suggested that they request a loan from the Parish Council.

Councillor Manning objected to WAG not forwarding information on species of Trees and locations of planting to the Parish Council, he felt that this would have provided a clearer picture to the Council to enable them to make decisions and forge a better partnership in going forward with plans for the Village.


Many Councillors agreed with Councillor Manning and stressed that they did not object in principal to the planting, but felt that WAG had not communicated efficiently with the Parish Council. Details needed to be presented before an Agenda was sent out, thus enabling all Councillors to read the information and make informed decisions when presented with requests.

Councillor Kirkman as one of the newly appointed representatives between WAG and the Council, reported that the Clerk had written to Mr Tidball, on behalf of the Parish Council giving formal confirmation of Tree planting on the 'Old Rec'. He felt both WAG and the Council needed to ensure that they were happy with any final plans on all the Tree planting to enable the two groups to work together. It was important to recognise it as a major project for the good of the Village and he stressed the importance of good communication to resolve any problems along the way.

The Parish Council requested that WAG present a detailed plan of species of Trees, where they had been planted and those that WAG were intending to plant on Parish Council land in the future.

Councillor Kirkman also informed WAG that the Council insurers had been consulted on plans for the Community Orchard and they had requested any details of any assets, when placed on the land, such as benches. They had also advised the Trees were regularly checked and records kept of this.

**Actions**

 6/13/13

WAG then passed around the table to all the Councillors, a 'Logo' they had formed for the Jubilee field when it became the QE11 fields in Trust in the future. Copies of this were passed to the Clerk to be kept at the office.

Clerk

**27/13 Minutes of the meeting of the Full Parish Council held on 9<sup>th</sup> January 2013**

Councillor Watson proposed acceptance of the Minutes as a true record, seconded by Councillor Jacques and agreed unanimously.

**28/13 Matters arising from the minutes of the annual meeting held on 9<sup>th</sup> January 2013 not covered elsewhere on this Agenda.**

Item – 3/13 – Paragraph 1 - It had been identified that the County Council owned the land.

Item – 08/13 – The tax raised by the District Council is still to be recommended by cabinet for ratification at the next full Council meeting.

**29/13 Applications for Councillor Vacancies – Co-option**

There were four vacancies to fill and two applicants received for co-option. One candidate attended the meeting, Mr Ray Croucher. The other candidate, Mr Smith had advised the office that he would be unable to attend the meeting that evening.

Councillor Cook proposed Dr Raymond Croucher to fill the first vacancy, seconded by Councillor Kirkman and agreed unanimously.

*Councillor Croucher signed his declaration of office and collected Standing Orders, Financial Regulations and other documentation. He took his place at this meeting for observation only.*

Councillor Cook proposed Mr Jamie Smith to fill the second vacancy, seconded by Councillor Kirkman and agreed unanimously.

*The Clerk would contact Mr Smith and ask him to visit the office and sign his declaration of office and collect various documentation.*

Clerk

**30/13 County Council reports and communications not covered elsewhere on this agenda**

*(This item was taken after Item 26/13)*

Councillor Johnstone reported as follows:-

B1050 – an email had been sent as a result of the WPC January meeting, no reply had yet been received. Councillor Johnstone would chase.

Council tax increase 1.9% - the cabinet at County level would be recommending for approval an increase of 1.9% at their February meeting to be held on the 19<sup>th</sup>.

Street Lighting- Councillor Johnstone felt that the consultation had not gone well and had reported this back to them, work was expected to start on the 15<sup>th</sup> February.

S106 requirements regarding Northstowe – these had been considered at a cabinet meeting at the County Council. An email with detailed information had been circulated to all Councillors.

SJ

**31/13 District Council reports and communications not covered elsewhere on this agenda**

Councillor Manning reported as follows:-

Councillors had backed plans to protect the most vulnerable people in South Cambridgeshire from a reduction in Council Tax support after national funding was cut.

Northstowe – District Council felt it very important to utilise S106 money correctly from developers to ensure that utilities, such as sewerage etc were sufficient for the intended project.

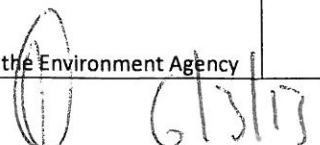
A14 upgrade – a meeting is to take place tomorrow evening, all Councils are being asked to commit to this project both in support and financially.

**32/13 Chairman's report**

Pot Holes in Willingham High St and Over Rd.  
Highways had promised to commence repairs the following day.

A1123 -

The recent continuous closure of the Earith Bridge had caused motorist problems. Every time that the Environment Agency



– It was established that Greygoose Coaching had still not paid for usage of the Recreation ground. The on-line Calendar needed to be updated regularly and checked to ensure that the Finance Officer could invoice correctly. Councillor Watson to oversee the booking on the on-line Calendar.

JW

The flashing beacon on the new pumping station at the Pavilion had not been fixed properly, which resulted in it Hanging loose. The Council felt that this needed to be remedied before final payment is made to Binder.

Clerk

### 34/13 Accounts

#### Paid Items

Salaries	January	Salaries	£2653.36
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#### To be paid

Konica Minolta	Photocopier	Establishments	£ 222.84
Binder Limited	Kiosk & Alarm Pavilion	L & A	£2004.00
CBS Office	Stationery	Establishments	£ 193.79
Intouch CRM	Licence & hosting	Establishments	£ 35.99
Connection Bus	Bus Project	Donation	£1575.00
Willingham PC	Rent for Octagon	Establishments	£ 144.00
Tim Whitehead	Land Drainage Pipe		£ 750.00

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

### 35/13 **Quarterly Budget Statement** – circulated prior to the meeting and also tabled at the meeting.

*This item was taken after Item 29/13.*

The RFO attended the meeting, no questions were raised. The RFO asked for clarification on the monies earmarked for youth provision. An email was sent to the RFO detailing information required.

### 36/13 **Reports from outside bodies not on the Agenda**

None.

### 37/13 **Youth matters update – WYT and Connections Bus**

**WYT** - An invoice from WYT was received on February 4<sup>th</sup> 2013 for an amount of £5000. The Minute 188/12, from the September 2012 Minutes quite clearly stated that it was agreed £5000 would be provided for WYT for this financial year, however, this included any carry over from the previous financial year. WYT submitted invoices in August 2012 totalling £1054, this would therefore leave them £3946 still to claim from the Parish Council.

A discussion took place.

The Council felt that the agreement should be explained again clearly to WYT. It was also felt that the invoice submitted by WYT did not contain any breakdown of the costs and needed to be re-submitted. If WYT still felt it necessary to claim a total of £5000 from the Parish Council, an Agenda item would be needed, together with a clear invoice detailing the difference and what it would be needed for, for consideration at the FPC March meeting.

Clerk  
WYT  
March M

**Connections Bus** – CPB had sent an urgent email informing the Council that a substantial increase would be incurred for 2013/14 (from £105 per week to £234 per week). Because CPB needed an urgent answer before the beginning of February 2013, an email had been sent to all Councillors detailing information and asking if they agreed to continue to support the CPB Bus at the new rate. A majority returned their vote as **No**, therefore the Clerk wrote to Alan at the CPB office to inform him that as from 1<sup>st</sup> April 2013, WPC would no longer support and give funds for a weekly visit of the bus.

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

### 38/13 **Consider clearance of Snow from pavements in the Community**

An email had been received from a parishioner with a request for a salt bin for her driveway. The Clerk had replied that five grit bins had been allocated to Willingham and placed in strategic points in the Village. Although the Parish Council were sympathetic to the problem, it was not possible to supply grit/salt bins to all parishioners in need.

Clerk

A note would be placed in the Willingham News stating that the County Council would hopefully be running a short 3 hour training scheme on snow clearance in the Autumn and volunteers were needed to attend.

Clerk

### 39/13 **Police Matters**

Kerrie MacInnes was the new PCSO for Willingham, Kerrie would be attending the March FPC meeting and would introduce herself and take any questions.

Q 6/3/13

issued a flood warning, the County Council closed the road to avoid risk. The County Council would be re-looking at this strategy.

Willingham BST – Two nominations are needed for term of office – the Parish Office to be informed of nominees prior to the March meeting.

*All Cllrs/  
March Mtg*

Village Clock – Because of an extended power cut last week, the Village Clock had gone out of sync. The Council has a servicing contract with Dorcus Engineering who attended to the fault today and repaired it.

Willingham Primary School Fun Run – Will take place on Sunday 12<sup>th</sup> May 2013. Map of the route was sent and noted.

**33/13** Reports from the following Committees, receive reports from lead councillors, note any delegated decisions taken, and make any recommendations

**Planning Committee**

To receive any updates including;

- Planning Committee meeting held on Thursday 24<sup>th</sup> January 2013 - Minutes previously circulated.
- Councillor Law is the new Chairman of Planning with Councillor Harris as the new Vice-Chairman.
  
- Northstowe update - Councillor Harris reported that he had attended the meeting at which permitted development per property had been discussed. A Newsletter would be distributed throughout the Village, possibly with the Willingham News if it could be arranged.

*NH*

Councillor Harris would also investigate the possibility of an exhibition on Northstowe at the Ploughman Hall.

*NH*

**Finance and General Purpose Committee**

- Councillor Kirkman proposed approval of the recommendations made at the F & GP meeting held on Tuesday 22<sup>nd</sup> January 2013, seconded by Councillor Watson and **agreed** unanimously.

**Green & Boundaries**

Universal Fencing had been in contact with the Office and the Chairman, the new gate and the kissing gate would be shortly installed.

*AC/BK*

**Cemetery**

- Updates – none.

**Halls**

- Appoint a Lead and Deputy Councillor - Councillor Cook would continue as acting Lead Councillor for Halls until other Councillors came forward to take the roll of Lead and Deputy.
  
- Consider changes needed to the Ploughman Hall heating system – Councillor Cook asked for suggestions for the March meeting.

*AC/March  
Mtg*

*All Cllrs/  
March Mtg*

**Leisure and Amenities**

- Appoint a Deputy Lead Councillor – no Councillors came forward to take this role.

*March Mtg*

- Report on drainage outlet pipes on the Recreation Ground – Three days had been spent locating the original Pipes. Eight/nine had been found, but six of these were blocked with tree roots. They had been placed low down in the Lode and there appeared no flow to them. It was felt the only solution would be to replace the pipes because it was recognised that the current serious drainage problem of the Recreation ground could not continue. Councillor Watson felt that to correct the problem, twenty metres in from the Lode would need to be excavated, this would not disturb the sports field. One quote had already been received, two further quotes were needed. Councillor Manning thanked Councillor Watson for his work on this.

*JW/  
March Mtg*

- Quote from Cromwell Fire on repositioning of CCTV at the Pavilion –  
£1104.5 – for re-location of CCTV and upgrade.  
£134 – per camera, replacement with high resolution incl infra red illuminators  
£226 – per camera, installation of replacement infra red camera.

A discussion took place. It was established that that five camera's were to be included in the above pricing, including the additional two new camera's, making a total of £1958.60. Councillor Watson proposed acceptance Of this quote, seconded by Councillor Harris and **agreed** unanimously.

*JW  
Clerk*

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*6/17/13*

**40/13** Items for future meetings

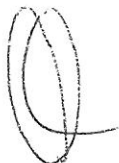
Nominations for BST  
Ploughman Hall heating system  
Lead and Deputy Councillor for Halls  
Deputy Councillor for L & A  
Update on drainage matters on the Recreation ground  
WYT – Youth Matters  
Police matters – Introduction of new PCSO  
WAG – Tree Planting

**41/13** Date of next meeting – Wednesday 6<sup>th</sup> March 2013.

The meeting closed at 9.15pm.

**Legislation governing payments** (in numerical order)

1. LGA 1972 s112(2)
2. LGA 1972 s111
3. LGA LGA 1894 s8(1)(i)
4. LGA 1972 s111
5. Ditto
6. LGA 1972 s137
7. LGA 1972 s134(4)
8. Open Spaces Act 1906s10

 6/3/13

