



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 4 December 2013 at 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street

Present Councillors A Cook (Chairman), P King, R Croucher, N Harris, D Jacques, G Pake, A Slater,
D Law, R Manning, J Smith, H Awal and B Kirkman (arrived 7.34pm), J Watson, S Mellows

Parishioners Three

Councillor Manning is a Parish, District and County Councillor and as representative will be reporting

	Actions
<p>223/13 Apologies for absence</p> <p>None received</p>	
<p>224/13 Declarations of interest</p> <p>Item 231/13 Halls – councillor Pake – part of GM Pake and Sons Item 233/13 Youth Update – Councillor Awal member of WYT Item 238/13 Councillor Manning was a member of the Parish Council at the time. Item 241/13 Councillors King, Pake and Mellows – Members of Willingham News</p>	
<p>225/13 Public forum</p> <p>The Clerk took down the names of those wishing to speak in numerical order and their electoral register number and presented this to the Chairman. The Chairman read out the 5th paragraph of the Public Speaking Policy Document</p> <p><u>Miss Buckley</u></p> <p>Miss Buckley explained that she had not attended the previous meeting due to being unwell but wanted to let the Council know that she and Mr Lindsay from CHESS would be in touch again soon.</p> <p>Miss Buckley then asked Councillor King if he was a Justice of the Peace and if so how he would feel about another Justice of the Peace making an outrageous statement. Councillor King confirmed he was a Justice of the Peace and that the question being asked had no relevance to the Parish Council. Councillor King then advised Miss Buckley that any issues regarding the role of a Justice of the Peace should be addressed through the Courts.</p> <p>Miss Buckley also stated that the Willingham News had previously issued an article relating to her but not naming her and that she felt they should not have done so without asking her permission first.</p>	
<p>226/13 Minutes of the Meeting of the Full Parish Council held on 6th November 2013</p> <p>Councillor Kirkman proposed these be accepted as a true record of the meeting, seconded by Councillor Slater and agreed with thirteen votes in favour and one abstention due to not being at the meeting.</p>	
<p>227/13 Matters arising from the minutes of the Meeting held on 6th November 2013.</p> <p>None</p>	
<p>228/13 County Council reports and communications</p> <p>Councillor Manning reported: It had been announced that the A14 will no longer be tolled and that the planned start date is still 2016.</p> <p>The Amey Cespa waste processing machine was due to be back up and running shortly.</p> <p>Councillor Manning had received many complaints regarding street lighting and suggested that Balfour Beatty should be contacted with a view to addressing these fully in a structured way. The Clerk confirmed she had contacted them previously and was awaiting a response. If no response is received it was agreed to invite a representative to attend the January meeting. Councillor Manning agreed to speak to Balfour Beatty</p> <p>Councillor Croucher asked for an update on the willow trees on the B1050. Councillor Manning confirmed this work was still due to be carried out.</p>	<p>RM/Jan Mtg</p> <p><i>[Handwritten signature and date 21/1/14]</i></p>

Councillor Watson requested an update on the chippings to fill the pot holes in West Fen Road. Councillor Manning agreed to speak to Highways

RM

229/13 District Council reports and communications

Councillor Manning reported:

That an announcement regarding the previously reported City Deal was due imminently and he was hoping it would be included in the Government's Autumn Statement.

Northstowe S106 discussions were still ongoing as was the governance review.

230/13 Chairman's report

New Admin Assistant

Applications had been received and then shortlisted. Councillors King, Kirkman and the Clerk had conducted interviews and a verbal offer had been made.

Councillor Watson had received a call from an applicant and asked for clarification on why that individual had not been called in for interview. Councillor King explained the recruitment process and how the decision had been reached.

CPALC AGM

The Chairman read out an invite to attend the AGM on 9th December 2013 and asked for a volunteer to attend. No one came forward.

Enforcement and Inspection Policy Consultation

The Chairman read out correspondence regarding the above. This had been raised previously at the Parish Liaison meeting and reported on last month. The Chairman asked Councillors for any comments which they may want to put forward. None were forthcoming.

231/13 Committee and Lead Councillor Reports

F&GP Committee –

F&GP Minutes of the meeting held on 20th November 2013

Councillor Watson proposed these be accepted as a true record of the meeting, seconded by Councillor Kirkman and **agreed** with 13 votes in favour and 1 abstention

Precept request recommendation

The Chairman explained that residents were likely to see an increase in their payments even if the Parish Council did not increase their precept as the Council would not be receiving a grant this year from SCDC. There did seem to be some confusion as conflicting documentation had been received. Councillor Manning then confirmed that SCDC had no plans to pass on the grant.

In their meeting on 18th November, the finance committee had recommended the Parish Council set their precept at £112,000 (the same as last year)

Councillor Cook proposed that the Parish Council accept the F&GP committee's recommendation to set the precept as above, seconded by Councillor Law and **agreed** with thirteen votes in favour and one abstention.

Salary scale review for staff

The F&GP committee recommended that a pay increase be applied to all staff in line with the NJC agreement. This would be backdated to April, which is when the increase came into effect. The Council agreed to this recommendation.

SR

Planning Committee

Minutes of the meeting held on 18th November 2013

Previously circulated and they were summarised by Councillor Law

S106 agreement for 12 Green Street, Willingham

The Council agreed to accept the agreement. Councillors Cook and King to sign the agreement and the Clerk to return

PK/AC/
Clerk

it to SCDC

Parish Planning Forum Meeting 3 December 2013

Councillor Law had attended and reported that the local plan is still ongoing and changes are being made to the CIL proposals to include certain exemptions. He confirmed that it is planned to stop S106 payments in April 2015.

Northstowe Planning Forum

This had been attended by Councillor Harris and he reported that discussions had been around the times of Phase 1 and Phase 2 of the Development. This would not be started until the Southern access roads becoming available and a suggested start date was given as 2019.

Green & Boundaries – report previously circulated with agenda

Quote for Bench in Thodays Close

A quote had been received from C Cross for £135.00. Councillor Kirkman proposed the Council accept the quote, seconded by Councillor Smith and **agreed** unanimously. Clerk to notify C Cross

Clerk

Quote for tree works on the Village Green

A quote had been received from Buchans totalling £800.10. Councillor Kirkman proposed the Council accept the quote, seconded by Councillor Smith and **agreed** unanimously. Clerk to notify Buchans.

Clerk

Update on Dog Waste Bin

This was still ongoing and Councillor Cook would report back at the next meeting.

AC

Cemetery – report previously circulated with agenda

Quote for tree work in the cemetery

A quote had been received from Buchans to carry out various tree works in the cemetery for a total cost of £613.20. Councillor Pake proposed that the Council accept the quotation, seconded by Councillor Law and **agreed** unanimously.

Clerk

Cemetery Gate

Councillor Pake reported that the hinge needed adjustment and a wheel needed fitting to the opening gate. These jobs were in hand and hopefully would be completed shortly.

GP

Halls - report previously circulated with agenda

Appointment of Lead Councillor

Councillor Croucher had expressed an interest in taking on the role. Councillor Cook proposed Councillor Croucher become Lead Councillor, seconded by Councillor Manning and **agreed** unanimously.

Public Hall

Internal wall

The quote had been passed to the Scouts and they are looking into appointing a builder to quote for the work

Car Park Barrier

Councillor Cook reported that some youths had pulled down the overhead barrier to the car park last Sunday (1st December). Clerk asked to report incident to PCSO

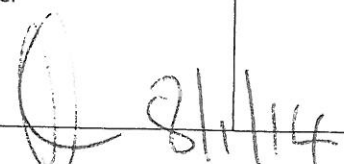
Clerk

Ploughman Hall

Update on Velux Windows

A quote had been received from Coulson to fit metal guards over the windows. Due to the need of erecting scaffolding to access the windows, the quote was very high. It was agreed to look into this further

AC



Replacement Heaters in the Hall

Councillor Pake left the room

Clerk

A Quote has been received from G M Pake and Son for replacement heaters in the hall. Councillor Manning proposed the Council accept the quote, seconded by Councillor Croucher and **agreed** with eleven votes in favour and two abstentions. Clerk to notify G M Pake and Son

Councillor Pake returned to the room.

Leisure and Amenities - report issued with agenda

Pavilion

Alarm System and Keys

The alarm system had been installed and Councillor Watson proposed that 11 keys be cut for the Wolves coaches so that they could access the front door, seconded by Councillor Harris and **agreed** with eight votes in favour, one against and four abstentions. The Wolves would be asked to make the container key available to coaches and not put it in the locked cleaning cupboard. A list of the key holders would be passed to the Clerk.

JW
Clerk

Pavilion Front Door Lock

Councillor Watson reported that the door lock was not working properly and it was difficult to get out from the inside. Councillor Cook stated that as this was a fire exit then the Pavilion should not be used until it is rectified. Clerk to contact a locksmith.

Clerk

Update on Pavilion Kitchen

Both ladies had completed the on-line training for food handling and would pass the paperwork onto the Parish Office. They had also worked through the safer food better business pack and this would be passed to the office also.

Clerk

Lead Councillor Role

The role of Lead Councillor was deferred from the November meeting due to Councillor Watson not being in attendance. Councillor Manning felt that although Councillor Watson worked hard and gave a lot of time to the role that it had become clear that the role was too much for him. Councillor Watson expressed his disappointment as he felt he had worked on his own without a deputy for nearly two years, had put a lot of time into the role, and had always done his best. A long discussion took place and Councillor Manning proposed a vote of no confidence in Councillor Watson to continue in the position of Lead Councillor, this was seconded by Councillor King and **agreed** with eight votes in favour, none against and five abstentions.

232/13 Accounts

Paid Items

Salaries	November	Salaries	1704.13
Paye	November	Salaries	377.53
British Gas	Gas Pavilion	L & A	78.78
Total Gas	Gas Pavilion	L & A	25.92
Total Gas	Gas Pavilion	L & A	12.19
SCDC	Piper Lifeline	Section 147	58.84
BT	Telephone	Est	247.30
Will Youth Trust	Donation	Donation	4098.00
Mr Walls	Refund	Halls	72.00

To Pay

Nicholas Hancox	Solicitors Fees	Est	555.60
Peacock Farms	Hedge Flailing	L&A	285.00
A R Aspinall	Screws/Play Equip	L & A	6.04
A R Aspinall	Bulk Gravel	L&A	91.20
Intouch CRM	Licence	Est	35.99
Cromwell Fire	Speech Dialler	Est	213.90
Buchans	Grass Cutting	Cemetery	480.00
Buchans	Grass Cutting	Est	1178.16
Visual Creations	Build. Control	Youth S106	472.50
Andrew Buchanan	Barrier	Halls	625.00
CBS	Stationery	Est	75.04
Suds & Bubbles	Cleaning	Halls	425.00
Suds & Bubbles	Cleaning	L&A	200.00
David Fouracre	Plumbing Repair Pavilion	L&A	78.00

Councillor Watson requested clarification on the payment to Nicholas Hancox Solicitors. Councillor Cook explained that this was ongoing advice being given for communications and requests for information from CHES.

Councillor King proposed the accounts be accepted, seconded by Councillor Law and **agreed** with thirteen votes in favour and one abstention.

233/13 Youth Update including funding support

Following on from last month's item on youth funding, Councillor Cook read out a letter sent to Willingham Youth Trust in 2012, which confirms the parish Council's financial support up to 2015/2016. Clerk to write to WYT confirming.

Clerk

234/13 WAG Update

This item was taken before item 231/13

Trees

Councillor Cook passed on the Parish Council's thanks to WAG for all their recent hard work with the tree planting.

QEII Fields

Design briefs have gone out to 5 interested companies and are due back in December.

Neighbourhood Watch

WAG had experience some problems extending the scheme to the remaining sections of the village and were looking at ways to encourage wider membership.

Speedwatch

Work with speedwatch had been ongoing and it was reported that there may be some changes as to how the Police tackle speed issues in the village. Clarification would be sought on what those changes may entail

Clerk

235/13 Police Update

The Police were not in attendance. Councillor Slater reported that he and others had attended at meeting on the 19th November where SCDC local policing was discussed. The group has been split into two sections targeting known offenders and domestic issues and ASBOs etc.

236/13 Notice of Sustainable Parish Energy Partnership

The Council had received notice of the above scheme. It was felt that whilst the scheme was a very worthy one the Parish Council has limited time available to give it. It was agreed to ask WAG if they would be interested in looking at on the Council's behalf.

Clerk

237/13 Marking the WWI Centenary

The Council had been approached with an enquiry as to whether there were any plans to commemorate the start of World War I. The Council felt it would be more appropriate to commemorate the end of the War and agreed to organise something suitable to mark the end of WWI in November 2018.

238/13 Complaint received regarding the naming of Balland Field

Mr Rose of Rampton had contacted the Council to say that he was very unhappy with the naming of Balland Field and felt that the Council should apologise to his family. A brief discussion took place and it was felt that the Parish Council was not a historical body and was fully occupied with current issues and events. The Council agreed that this matter was fully considered and decided upon by the Council in place at the time of the development and as such the current Parish Council did not want to review that decision nor did it feel it owed Mr Rose or his family an apology. The Clerk would write to Mr Rose.

Clerk

239/13 Nominations for South Cambs Community Awards

The Council had received correspondence regarding the above. Councillors were asked to give the categories some thought and pass any nominations to Councillor King who had agreed to look into the paperwork and report back at the January meeting

ALL/PK
Jan Mtg

240/13 To receive and discuss Clerk's request to attend Practitioners Conference in Feb 2014

Clerk

Councillor Manning proposed the request be accepted, seconded by Councillor Law and **agreed** unanimously

241/13 To receive request from Willingham News to fund hall hire for event.

Councillor Manning proposed the Council agree to pay for the hire of the Octagon, seconded by Councillor Croucher and **agreed** with eleven votes in favour and three abstentions.

242/13 Update of Parish Council offer to purchase land on Meadow Road

CCC had agreed to sell the land to the Parish Council subject to valuations etc. It was agreed that Councillors Manning, Cook and King put together a full report for discussion at the January meeting. Councillor Cook proposed that the Council agree to obtaining a valuation if needed, seconded by councillor Mellows and **agreed** unanimously.

243/13 Reports from outside bodies not on the Agenda

None

244/13 Items for future meetings

Velux Windows
Meadow Road
L&A Lead Councillor
Street Lighting

245/13 Date of next meeting January 8th 2014

Legislation Governing Payments in the numerical order in which they appear:

1. LGA 1972 s112 (2)
2. Ditto
3. LG(Misc Provs)Act 1976 s19(1)
4. Ditto
5. Ditto
6. LGA 1972 s137
7. LGA 1972 S111
8. LGA 1972 s137
9. LGA 1972 s111
10. LGA 1972 s111
11. LGA 1894 s(8)(1)(i)
12. Open Spaces Act 1906 s10
13. Ditto
14. LGA 1972 s111
15. Ditto
16. LGA 1972 s214
17. LG (Misc Provs Act) 1976 s19 (1)
18. LGA 1894 s(8)(1)(i)
19. Ditto
20. LGA 1972 s111
21. Ditto
22. Ditto
23. LGA 1894 s(8)(1)(i)

Clerk

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