



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 5th February 2014 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, A Slater, D Law, B Kirkman, H Awal, R Manning (*arrived 7.33pm*), S Mellows, G Pake, J Smith,

Parishioners: 4 (*one arrived at 7.32pm*)

	Actions
<p>Short update from Balfour Beatty on the ongoing street lighting issues in the village <i>This item was taken after the Public Forum due to the late arrival of Balfour Beatty</i></p> <p><i>Keeley Russell (Head of Customer Liaison) and Peta King-Parcel (customer Liaison Officer) attended the meeting to provide an update on the outstanding issues within Willingham. Miss King-Parcel confirmed that officers were checking the columns in the village and would arrange for someone to check that lamps were not being obscured by trees. Those that were would be addressed in various ways such as brackets on the column or trimming the trees. They stated that the biggest problem they had experienced was with steel wired armoured cable that needs replacing. This is the responsibility of Network Power who were due to start work on the issue on the 11th February. They felt that most work should be completed this month and would keep the Council informed of any changes etc.</i></p> <p><i>Councillor King was surprised that the cable had been creating such a problem and felt very strongly that Balfour Beatty should have been aware of them as there were millions of miles of cables around the country and Balfour Beatty would have been involved with laying them in the first place. Miss King-Parcel confirmed that Balfour Beatty are not allowed to work on UK Power Network cables at all. Ms Russell agreed to feed back the Council's concerns to Balfour Beatty so that they could liaise with UK Power to try and limit further issues.</i></p> <p>24/14 Apologies for absence</p> <p>Apologies were received and accepted from Councillor Watson due to illness.</p> <p>25/14 Declarations of interest</p> <p>Item 35/14 Youth Update - Cllr Awal declared an interest as a member of WYT and left the room whilst this item was discussed and ratified.</p> <p>Item 34/14 Halls – Cllr Cook previously involved with Scouts</p> <p>Item 33/14 Accounts – Cllr Pake as part of GM Pake and Son and took no part in the discussion or decision of this item.</p> <p>Item 43/14 Taylor Wimpey & Saxon Way – Cllr Croucher as a resident of Saxon Way and left the room whilst this item was discussed and ratified.</p> <p>26/14 The Chairman read out the 5th paragraph of the Public Speaking Policy Document and invited those members of the public who had given their name to the Clerk prior to the meeting to speak.</p> <p><i>The meeting was adjourned</i></p> <p><u>Mr Reg Purnell</u> Mr Purnell from WAG summarised his monthly report to the Council as below:</p> <p><u>Old Recreation Ground</u> WAG had been successful in accelerating the programme of tree planting thanks to the efforts of the volunteers who worked in terrible weather conditions to plant the additional trees. There are now 690 trees planted comprising 23 species/varieties of native trees and tree shrubs. Tree sponsorship is going well with 75 pledges received so far.</p> <p><u>QEII</u> This project continued to make good progress and a preferred contractor had been chosen. Once detailed design had been decided upon approval and funding would be requested.</p> <p><u>Willingham Wheels</u> Willingham Wheels had been offered a grant of £365 to organise a celebration of "Le Tour" coming to Cambridge. It is planned to have a mass ride along the busway to Cambridge involving all villages to St Ives.</p> <p>The Chairman thanked WAG on behalf of the Parish Council for all their hard work with the various ongoing projects in the village.</p> <p style="text-align: right;"><i>Q 5/3/14</i></p>	

Rev Linda Liversidge

Rev Liversidge from WYT had seen how successfully the working party for the QEII project had worked and requested that the Council agree to set up a similar working party with WYT. The Chairman confirmed this would be on the agenda for next month's meeting.

Miss Phoebe Buckley

Miss Buckley wanted to explain to the Council her reasons for maybe coming across somewhat abrasive in the past. She felt that the relationship had been fraught at times but having been back through all the emails and correspondence she had taken advice on the responses given by the Council and it was felt that they had not answered all her questions. Miss Buckley also felt that some articles that had been in the Cambridge News had reflected badly on travellers and that this was unfair. Miss Buckley confirmed she would be resubmitting her questions to the Council and stated that the Council must answer them by law. The chairman confirmed that the Council had taken legal advice before answering the questions previously submitted.

The Chairman reconvened the meeting.

27/14 Minutes of the Meeting of the Full Parish Council held on 8th January 2014

Councillor Croucher proposed these be accepted as a true record of the meeting, seconded by Councillor Kirkman and agreed with ten votes in favour and 3 abstentions due to not being at the meeting.

28/14 Matters arising from the minutes of the Meeting held on 8th January 2014 not covered elsewhere on this Agenda

Item 3/14 – Councillor Manning confirmed that the drains had now been cleared.

November 2013 Minutes

The Chairman reported that Councillor Lambotte would be resigning with effect from 22 November and the vacancy would be filled at the elections next May. Please note this was missed from the minutes of that meeting.

29/14 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Councillor Manning reported as follows:

Northstowe – The S106 agreement had been agreed and should be signed in the next couple of weeks.

County Funding – Cllr Manning was concerned to read about Impington College in the Cambridge News and stated his disappointment that although the County contribute heavily in taxes they are funded extremely poorly in the areas of education and social care.

B1050 – Cllr Manning confirmed that he has continued to raise the matter of addressing the issues with the road and confirmed that there was no allocation in the Northstowe S106 monies for the B1050.

Councillor King referred to a previous meeting held with Highways where it was commented that the stretch of road along the bank really wasn't fit for purpose and a new road was needed and that CCC should borrow the money to do so. He asked Cllr Manning to put this forward to CCC and Cllr Manning confirmed that CCC had reached their borrowing limit at the moment.

City Deal – This was still progressing and should be in this year's budget announcement.

30/14 To receive and consider any District Council reports and communications not covered elsewhere on this agenda

Council Tax – This could be put up by 2% this year, which would mean SCDC would need to save another million pounds. Various ways of saving the money had been looked into including only collecting green bins monthly during the winter months. Some questions were raised regarding the frequency of bin collections and Cllr Manning confirmed that the only current statutory requirement is for the black bin collection. He also confirmed that a lot of work had been going on to look at the most efficient ways forward.

Parish Council Grant – There seemed to be some confusion as to whether the Government had passed on this grant to SCDC or not. It transpired that it had been included in the total grant payable. SCDC decided that as there is no limit on Parish Council precepts not to pass the grant onto Parishes this year.

31/14 Chairman's report

Letter from resident regarding footpath along Earith Road and overhanging trees

A letter had been received from a resident along Earith Road expressing concerns regarding the overgrown Willow Tree and requesting that a footpath be put in up to the Old Recreation Ground. The Chairman confirmed that he had written to the resident explaining that CCC do not have the funds for a footpath at present and that the Parish Council had already contacted Highways about the tree and would continue to liaise with them. Councillor Manning said it

5/3/14

may be possible to include such a project under 106 demands in the future.

Thank you letter from Over Day Centre

The Chairman read out a letter of thanks received from the Over Day Centre for the £600 grant awarded to them at last month's meeting.

32/14 To receive reports from the following Committees, receive reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee

Nothing to report.

Planning Committee

Minutes of the meeting held on 13th January 2014

These had been previously circulated and Cllr Law summarised the minutes to the Council.

Councillor Harris reported at the end of the meeting that he had attended two meetings recently for Northstowe. The first covering the chemicals that could be in the ground on the old airfield and how this would be tackled. The second was a phase 2 workshop. Ideas were put forward but Councillor Harris was not certain how much influence, if any, their input would have.

Green & Boundaries:

Update on Dog Waste Bin

Nothing new to report – deferred to the March meeting.

Update on Village Green tree Removal and correspondence from neighbouring resident

Buchans had carried out the removal of the trees on the village green as previously agreed. Unfortunately they damaged an inactive telephone line whilst carrying out the work. Buchans were liaising with the homeowner and the Parish Council to resolve the problem. The same resident had expressed concerns over the removal of the trees and the weed spraying of the Green. Cllr Kirkman confirmed that the roots would be removed in the next couple of weeks and the replacement trees then planted. It was agreed that the Council would write to the resident explaining the Council's reasons for tree replacement and weed spraying and that there were no plans to change this.

Clerk

Update on Old Recreation Ground Gate

Unfortunately the gate to the Old Recreation ground had been stolen over the weekend of 10th to 11th January. The incident had been reported to the Police and a new gate had been put in place at a cost of £240 +VAT.

Cemetery –

Quote from Buchans for emptying the cemetery bins in January and February throughout the contract.

A quote had been received from Buchans for the above: £12+VAT if emptied in conjunction with other work or £30+Vat if standalone visit required. Councillor Pake proposed that the Council accept the quote received. This was seconded by Councillor Law and **agreed** unanimously.

Clerk

Halls –

Public Hall –

Proposal for new Public Hall Hiring Agreement

Councillor Kirkman had circulated a proposal for a new hiring agreement but having spoken to Councillor Croucher prior the meeting had with some reluctance decided not to put the proposal forward at this stage as Councillor Croucher was still working on some of the financial details. However he hoped that the Parish Council would review the agreement near the renewal date of December 2014. Councillor Croucher thanked Councillor Kirkman for his support in this matter and felt it was important that the council were in receipt of all financial details prior to any decision being made.

RC

Internal wall

Councillor Cook had passed the drawings onto to two builders who the Scouts were liaising with

Update on Fire Alarm

The hall had continued to experience problems with the Alarm, GM Pake and son had referred back to the manufacturers who had agreed to provide a new circuit board at no charge, under guarantee. This will be fitted as soon as possible.

GP

Q sb/14

Ploughman Hall –

To consider Electricity Contract for Ploughman Hall (renewal date January 2015)

Councillor Croucher summarised the information from Utility Wise that had been previously circulated which recommended a 26 month contract with GDF and proposed the Council accept this recommendation. Councillor Cook suggested that the Council refer back to our existing provider and ask them to requote. Councillor King also felt that the Council should take more time to review this. No seconder was received for the proposal and it was then agreed to go back to the existing provider.

Clerk

Leisure and Amenities

Appointment of Deputy Lead Councillor

Councillor Slater volunteered to become Deputy Lead Councillor and Councillor cook proposed the Council accept him for the post. This was seconded by Councillor King and agreed unanimously.

To consider quote received from P Cornish for various works to be carried out on the Recreation Ground and QEII Field.

A quote had been received for various minor jobs on the recreation ground for £590.00 and Councillor Smith proposed the Council accept the quotation. This was seconded by Councillor Slater and **agreed** unanimously.

Clerk

To consider tenders for new play equipment for the Jubilee Field

Councillor Awal left the room.

Councillors Cook, Croucher and Smith had met with WAG last week and had assessed the short list of two contractors, Preludic and Hagg SMP. It was felt that although SMP had provided equipment in the past they seemed to be more focussed on wooden equipment and it was thought that this would be prone to rotting and high maintenance.

Councillor King asked for clarification on who Preludic were and the Chairman confirmed they were a British owned Company, manufacturing in the UK. They had also carried out two projects in Cambridge City which WAG had visited. Councillors Cook, Smith and Croucher were hoping to visit these sites shortly. Councillor Cook also confirmed that the majority of the funding for the project (£140,000) would be coming from grants such as Amey Cespa and WREN.

AC/RC/JM

Councillor Cook proposed the Council accept Preludic as the preferred contractor, this was seconded by Councillor King and **agreed** unanimously.

Councillor Awal returned to the meeting.

33/14 Accounts

Paid Items

Salaries	January	Salaries	£2256.11
Salaries	January	Paye	£ 556.86
British Gas	Pavilion gas	L & A	£ 134.02

To be paid

CBS Office	Stationery	Establishments	£ 47.43
GM Pake	Public Hall fire Alarm	Halls	£3191.28
GM Pake	Flood lights	L & A	£ 93.60
GM Pake	Xmas Lights	G & B	£ 120.00
GM Pake	Panel heaters Ploughman	Halls	£ 528.00
GM Pake	Lights in office	Est	£ 268.56
GM Pake	Fire Alarm Pavilion	L & A	£ 158.40
GM Pake	Electric to container	L & A	£ 458.88
Willingham PCC	Meetings	Est	£ 144.00
Buchans	Leaf Clearing ?	Est	£ 883.20
D Fouracre	Pavilion shower	L & A	£ 120.00
Intouch CRM	Licence & Hosting	Est	£ 35.99
HMK	Toilet Rolls	Halls	£ 9.82
HMK	Toilet Rolls	L&A	£ 9.81
HAG SMP	Part for Play equipment	L&A	£ 9.00
Suds and Bubbles	Cleaning Ploughman Hall	Halls	£ 425.00
Suds and Bubbles	Cleaning Pavilion	L&A	£ 200.00
Aspinals	Key Cutting Pavilion	L&A	£ 39.90
Cromwell Fire	Public Hall Fire Alarm call out	Halls	£ 171.26
Universal Fencing	Replacement Gate – Old Rec	G&B	£ 288.00

Councillor Cook clarified that the invoice for Cromwell Fire for £171.27 had been renegotiated and a reduced invoice of £92.27 + VAT would be issued instead. Councillor Kirkman proposed that with the Cromwell Fire amendment the accounts be approved. This was seconded by Councillor Croucher and agreed with 12 votes in favour 1 abstention due to declaration of interest.

Councillor Manning asked whether the accounts are generally listed with or without VAT. Councillor Cook confirmed he would request clarification on how and why the accounts are displayed.

AC

34/14 To receive Quarterly Budget Statement

This had been previously circulated. No questions or queries were raised.

**35/14 Youth Update including:
Tenders for Youth Facility**

The original tenders that had been received showed inconsistencies so each builder was asked to requote so that they were all on a level playing field. These tenders had now been received and reviewed by Councillors Cook and Croucher along with the architect. Councillor Cook provided a breakdown of the funding sources for the project:

SCDC Grant:	£13,000
WYT Monies:	£7,000
S106 moneys:	£29,073
Precepted monies:	£15,000
TOTAL:	£64,073

Quotes received excluding VAT were for:

Bruce Unwin £77,557
Adams and Newman £75,910.93
Regent Construction £74049
Edgar Farrell £60,812

Councillor Cook proposed that the Council accept the quote from Edgar Farrell, this was seconded by Councillor Law and **agreed** unanimously.

Clerk

It was agreed to audit the contents of the store room at the same time as moving the contents to the new allocated area.

AC/RC

The Chairman adjourned the meeting to allow Rev Liveridge to comment. Rev Liveridge expressed her pleasure at the Council agreeing to move forward and thanked them on behalf of WYT.

The meeting was reconvened.

36/14 WAG Update

This item was covered under the Public Forum

37/14 Police Update

Councillor Slater reported as follows:

- The Police had been contacted regarding the recreation ground gate.
- No further action would be taken over the cricket covers.
- The Police had notified the RSPCA regarding the loose horses.
- The Police Panel meeting is now to be held 3 times a year.
- There had been several police reports in and around Willingham including criminal damage to cars, petrol theft in nearby villages and theft of charity bags in the village.

Concern was expressed regarding the horses tethered in Meadow Road as it was felt they are very dangerous to drivers. Councillor Slater agreed to pass these concerns on and the Clerk agreed to write to the PCSO also.

Clerk/AS

38/14 To receive an update on Meadow Road

Cambridgeshire County Council had agreed in principal to the disposal of the land to the Parish Council and would liaise with the Parish Council to agree an appropriate payment.

39/14 To receive an update on street lighting

This was given by Balfour Beatty following the Public Forum.

40/14 To consider proposal for amendment to Financial Regulation No 14 (Budgetary Control)

A proposal by Councillor King for a change to Financial Regulation No 14 (Budgetary Control) to enable Lead Councillors to purchase items under £100 with the approval of two cheque signatories (one being either the Chairman or the Vice Chairman of the council) had been circulated. Councillor Cook suggested that Chairman and Vice Chairman should also be included in the authority to spend under £100. Councillor King proposed that the Council accept the proposal with the amendment "to enable Lead Councillors and the Chairman and Vice Chairman to purchase items under £100 with the approval of two cheque signatories (one being either the Chairman or Vice Chairman where they have not made the spend request), this was seconded by Councillor Manning and **agreed** unanimously.

Clerk

Handwritten signature and date 5/11/14

41/14 Notice from CCC regarding permanent speed restriction on B1050 (Shelfords Road)
The Chairman read out the notice and the Council agreed they did not wish to comment further on the proposal. Councillor Harris asked whether the 30mph speed restriction along Station Road could be extended to encompass the double bend. The Council requested Councillor Manning ask CCC to look at the feasibility of extending the 30mph limit to the edge of the parish. Councillor Manning agreed to put forward the Council's request.

RM

42/14 Notice of grant approval for the better bus facility and consider the conditions of the grant.
The grant had been awarded for a shelter at Wilford Furlong. The Council were requested by CCC to agree and sign the terms of the grant. Councillor King proposed the Council accept the terms of the grant, this was seconded by Councillor Croucher and **agreed** unanimously.

Clerk

43/14 Request from Taylor Wimpey to adopt small parcels of land on Saxon Way

Councillor Croucher left the room

The correspondence and map had been circulated to Councillors prior the meeting. Councillor Cook summarised the history of the site and confirmed that although originally it had been agreed to adopt the land it never took place and subsequently in 2009 the Council wrote to Taylor Wimpey confirming that they would not adopt the parcels of land. Councillor King proposed that the Council request a commuted sum of £100,000 (one hundred thousand pounds). This was seconded by Councillor Law and **agreed** unanimously.

Clerk

Councillor Croucher returned to the meeting.

44/14 To receive and discuss proposal from the Great Ouse AONB.
Councillor Cook summarised the paperwork received from Mr Quest and circulated prior to the meeting. A discussion took place and concerns were raised regarding the possible implications on residents and future development within the village. It was agreed that the Clerk would write to Natural England and copy in Mr Quest requesting clarification on the implications this could mean for the village and also asking how the Council could make representation with any concerns they may have.

Clerk

45/14 Items for future meetings


WYT Working Party
Dog Bin

46/14 Date of next meeting 5th March 2014

Meeting closed at: 9.37pm

Legislation Governing payments in the numerical order in which they appear

1. LGA1972 S112(2)
2. Ditto
3. LG (Misc Provs) Act 1976 s19 (1)
4. LGA 1972 s111
5. LGA 1894 s(8)(1)(i)
6. Ditto
7. Open Spaces Act 1906 s43
8. LGA 1894 s(8)(1)(i)
9. Ditto
10. Ditto
11. LGA 1972 s134(4)
12. LG (Misc Provs) Act 1976 S19(1)
13. LGA 1894 s(8)(1)(i)
14. LGA 1972 s111
15. Ditto
16. Ditto
17. LG (Misc Provs) Act 1976 s19(1)(f)
18. LGA 1972 s111
19. Ditto
20. Ditto
21. LGA 1894 s(8)(1)(i)
22. Ditto

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