



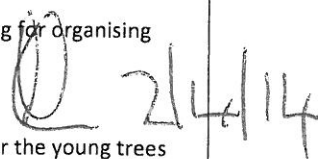
# WILLINGHAM PARISH COUNCIL

## Minutes of the Full Parish Council Meeting held on Wednesday 5<sup>th</sup> March 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,  
R Manning, S Mellows, G Pake, J Watson

**Parishioners:** Four

	Actions
<p><b>47/14 Apologies for absence</b></p> <p>Apologies were received and accepted from Councillors Smith and Awal with prior engagements and Councillor Kirkman due to being unwell</p>	
<p><b>48/14 Declarations of interest</b></p> <p>55/14 L&amp;A Quotes for Floodlight Switch - Councillor Pake declared an interest as part of GM Pake and Son (<i>Cllr Pake left the room whilst this item was discussed and agreed upon</i>)</p> <p>55/14 – Public Hall – Councillor Cook declared a personal interest with Scouts (<i>Cllr Cook took no part in the decision on this item</i>)</p> <p>62/14 Taylor Wimpey – Councillor Croucher declared an interest as a resident of Saxon Way</p>	
<p><b>49/14 Public forum</b></p> <p>The Chairman read out the 5<sup>th</sup> 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 <i>The meeting was adjourned</i></p> <p><i>Mr Purnell of WAG presented the monthly report as previously circulated to councillors and summarised below:</i> <u>Old Recreation Ground</u> – <i>The tree planting continued to go well and plans were in place to extend the water supply pipe to make watering the orchard trees easier.</i> <u>Big Tree Plant</u> – <i>As well as the Old Recreation Ground trees have been planted around the village and WAG continue to look for further suitable sites to complete their planting project.</i> <u>QEII Project</u> – <i>This was still ongoing. The final design would be developed prior to seeking planning permission and Environment Agency clearance. The funding would then need to be secured.</i></p> <p><i>The meeting was reconvened</i></p>	
<p><b>50/14 To approve the minutes of the Meeting of the Full Parish Council held on 5<sup>th</sup> February 2014</b></p> <p>It was pointed out that the Vicars name had been spelt wrong twice within the minutes for which the Clerk apologised. Councillor Slater proposed the minutes be accepted as a true record of the meeting, seconded by Councillor King and <b>agreed</b> with ten votes in favour and one abstention due to not being at the meeting.</p>	
<p><b>51/14 Any matters arising from the minutes of the Meeting held on 5<sup>th</sup> February 2014</b></p> <p>None</p>	
<p><b>52/14 County Council reports and communications</b></p> <p>Councillor Manning reported as follows: He had received a report that some trees at the Longstanton park and ride had been blown over. This had been reported and was in hand. The budget had been set and a lot of savings would need to be made. Councillor King requested an update on the B1050 and Councillor Manning agreed to raise the issue again with highways.</p>	<p>RM</p>
<p><b>53/14 District Council reports and communications</b></p> <p>Councillor Manning reported that the meeting to agree the Local Plan would be taking place in the next week or so. Councillor King passed on concerns received from parishioner Peter Dennis regarding the potential flooding risk to his property from the Northstowe development. He was concerned as to where the flows would go bearing in mind the size of the development and the impact of the increased water. Councillor Manning confirmed that it had been looked</p>	<p>RM</p> <p>2/4/14</p>

<p>into closely, work was being carried out on some of the drains already and the pump and pump house would be installed during the early stages of development. It was agreed to pass Mr Dennis' letter to SCDC so that they could respond more fully.</p> <p>Cllr Watson raised the issue of the parking along West Fen Road, some pot holes had now returned. It was agreed that the area needs much more work to address the levelling issue and Councillor Manning agreed to talk to highways.</p>	<p>Clerk</p> <p>RM</p>
<p><b>54/14 Chairman's report</b></p> <p><u>Letter received from Parishioner regarding Piper Lifeline</u></p> <p>The Chairman read out a letter of thanks from a resident in relation to the recently installed piper lifeline.</p> <p><u>Letter received from Willingham Primary School regarding School Association Fun Run</u></p> <p>The Chairman read out the letter received from the school confirming the fun run was to take place on Sunday 18<sup>th</sup> May.</p>	
<p><u>Invitation from SCDC to attend Community Awards</u></p> <p>The Council had been invited to send two representatives to the above event on 20<sup>th</sup> March 2014. Councillors were asked to inform the Clerk should they wish to attend.</p>	<p>All</p>
<p><u>Bus Shelter update</u></p> <p>SCDC were in the process of ordering the new bus shelter and requested confirmation of whether the Parish Council wanted it to include solar power for the lights and its preferred location. Councillor Cook proposed that the Council request the shelter be placed on the North side of Wilford Furlong and that the Council agree to the solar powered lights. This was seconded by Councillor Law and <b>agreed</b> unanimously.</p>	<p>Clerk</p>
<p><u>B1050 40mph speed limit order</u></p> <p>The chairman read out the notice confirming the permanent speed restriction which would take affect from the 21<sup>st</sup> March 2014</p>	
<p><u>Piper lifeline update</u></p> <p>The Chairman read out the notice the office had received confirming that the maintenance cost would be increased from £4.26 per week to £4.34 per week for each unit. Councillor Watson proposed the increase be accepted, seconded by Councillor Harris and agreed unanimously.</p>	
<p><b>55/14 Committee reports and reports from lead councillors, delegated decisions taken, and any recommendations</b></p>	
<p><b><u>F&amp;GP Committee</u></b></p> <p>Nothing to report.</p>	
<p><b><u>Planning Committee</u></b></p> <p><u>Update on Northstowe</u></p> <p>Councillor Harris had attended several Northstowe meetings over the last month and his report was tabled.</p> <p>They had now looked at six months of traffic flow information and it had been consistent although higher than they had formed their development plan on. Cllr Harris had requested information on the impact of the Ouse Washes road closures on traffic flow.</p> <p>It was confirmed that Phase 2 of Northstowe would not start until the A14 upgrade was complete and a dual carriageway was in place from the southern side of Northstowe through to Bar Hill.</p> <p>Phase 1 of the development going through to 2019 would see 1,500 house being built and phased in with school building and services etc</p>	
<p><u>Planning Minutes of the meeting held on 24<sup>th</sup> February 2014</u></p> <p>These had been previously circulated.</p>	
<p><b><u>Green &amp; Boundaries</u></b></p> <p><u>Letter from Parishioner following the recent tree removal from the Green and redecoration of their property</u></p> <p>A letter had been received from a parishioner thanking the Council for removing the tree adjacent to their property and asking for the council to contribute towards the cost of redecoration. Councillor King proposed that the Council write to confirm that this would be setting too much of a precedent and regrettably they would not be able to contribute, seconded by Councillor Watson and <b>agreed</b> unanimously.</p> <p>The replacement trees had now been planted on the Green and thanks were passed to Cllr Manning for organising this.</p>	<p>Clerk</p>
<p><u>Update on water supply on the Old Recreation Ground</u></p> <p>WAG would be extending the water supply (in line with current water regulations) in order to water the young trees that had been recently planted.</p>	<p></p>

### Cemetery

Councillor Pake was still working on the main cemetery gates and hoped to have them running smoothly soon. He had also noted the dog sign in Lane Stile need reattaching and would deal with this as well. He had completed his monthly inspection of the cemetery and confirmed that seats needed rubbing down and varnishing. He would liaise with the clerk to contact those responsible.

GP  
GP/Clerk

Halls – Report previously circulated

Public Hall –

### Scouts

Two letters had been received from the Scouts. One requesting the Council relook at the lease that is due for renewal this year and the second with an accompanying quote requesting permission to remove the wall during the Easter break and clarification of the cost allocation for the project. A discussion took place and it was agreed that the Council needed to be clear on the future management of the hall before any decisions could be made. It was agreed that Councillor Croucher would look into the situation and it would be discussed in more detail at the April meeting.

RC/April

### Update on Fire Alarm

The new circuit board had been received and installed by GM Pake and Son. No further instances had been recorded.

### Ploughman Hall

Velux Windows – The work window had now been replaced and the grids installed.

Electricity Contract – The clerk had contacted Eon but they are unable to provide figures for a new contract before September 2014. It had been agreed to monitor the price levels over the next month or so

Clerk

Leisure and Amenities – report previously circulated

### Quote for deep clean of pavilion changing room floors

A quote had been received from Suds and Bubbles to deep clean the two internal changing rooms and anti-room £100.00 and for the outside changing rooms £100.00. Councillor Harris proposed the Council accept the quote for both sets of changing rooms (£200.00 in total). This was seconded by Councillor Slater and **agreed** unanimously.

Clerk

### Pavilion Front Door

Unfortunately the lock had been broken and as the door was a fire exit had to be dealt with as an emergency. This and the cutting of an additional 13 keys for users cost £246.60

*Councillor Pake left the room.*

### Quotes for relocation of floodlight switch – pavilion

Quotes had been received from GM Pake and Son: £121.45 plus VAT and J Kilborn and Son for £189.00 plus VAT. Councillor King proposed the quote from GM Pake and Son be accepted, seconded by Councillor Law and **agreed** unanimously.

Clerk

### **56/14 Accounts**

#### **Paid Items:**

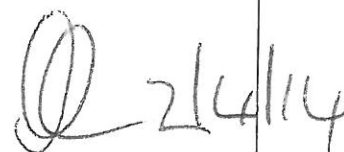
Salaries	February 2014	Salaries	£2021.56
HMRC	February 2014	PAYE	£ 434.78
Cromwell Fire	Fire Alarm - Public Hall	Halls	£ 60.54
SLCC	Conference	Est	£ 318.00
British Telecom	Phone	Est	£ 252.45
Total Gas	Pavilion Gas	L & A	£ 40.37
Total Gas	Pavilion Gas	L & A	£ 100.43
British Gas	Pavilion Electric	L & A	£ 260.98
E-on	Ploughman Electric	Halls	£1477.53
E-on	Public Hall Electric	Halls	£ 146.34

#### **Paid items - Credit Card**

Blue Box Batteries	Batteries for scales	Est	£ 13.94
A C Leigh	Keys- Ploughman	Halls	£ 52.50

#### **Items to be paid:**

Binder Ltd	Annual Service & Repair	L & A	£ 118.28
Binder Ltd	Annual Service & Repair	Halls	£ 205.48
CBS Office Sup	Stationery	Est	£ 72.80
Suds & Bubbles	Cleaning Ploughman	Halls	£ 425.00
Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00
A R Aspinall	Catch - Ploughman	Halls	£ 12.90
Intouch CRM	Licence & Hosting	Est	£ 35.99
Will Youth Trust	Donation	Donation	£ 900.00
Edge IT Systems	Licence	Cemetery	£ 210.00



Edge IT System	FTP Facility	Cemetery	£ 180.00
Guy Champ	Ploughman Hall maintenance	Halls	£ 83.00
Guy Champ	Pavilion Maintenance	Pavilion	£ 253.50
Cash	Office	Est	£ 94.97
CBS Office Solutions	Replacement Hoover hose	Est	£ 18.00

Councillor Croucher proposed the accounts be accepted, seconded by Councillor Law and **agreed** unanimously.

**57/14 Youth Update**

Update on conversion works and start date.

Councillors Croucher and Cook had met with the contractor and the architect. It was hoped that work would start early in May meaning the facility should be ready for use from start of the school year in September.

To Consider the creation of a working party with WYT

WYT had requested that the Council consider setting up a working party. It was agreed by the Council that as we had now reached the stage of agreeing the contract and work would soon be commencing, it would be much better for them liaise directly with the Lead Councillor. Clerk to advise WYT

Clerk

**58/14 WAG Update**

This was taken under the public forum

**59/14 Police Update**

An update had been previously circulated and Councillor Slater summarised as follows: The Police were working on several key areas including fly grazing in the area and operations to target known offenders operating or travelling in the vicinity. They were also looking at working in partnership with Parish Councils to address speeding in the villages. Councillor Slater was also liaising with the local officers regarding fly grazing. It was pointed out that it is illegal to tether a horse along the side of the highway and for them not to be chipped. Councillor Manning agreed to speak to CCC to see what could be done and would also write to Defra and the Police Commissioner. It was reported that SCDC has one of the lowest crime rates in the country.

AS

RM

There had been a couple of crimes in the village in the last week or so. Some theft of diesel down West Fen Road and also a disturbance between two groups of youths around the Co-Op and Recreation Ground.

**60/14 Meadow Road**

Nothing to report.

**61/14 Street lighting**

There had been a few more issues addressed recently although it was reported that Green Street is still quite dark due to lanterns being obscured by trees. Part of the footpath in Saxon Way was also dark as only half of the tree had been trimmed. The Clerk was asked to pass on these issues to Balfour Beatty

Clerk

**62/14 Taylor Wimpey proposal to adopt small parcels of land on Saxon Way**

The Council had responded to Taylor Wimpey regarding the parcels of land and had not heard back to-date.

**63/14 Request from Parishioner regarding signs for dog owners.**

The Council had received a request from a parishioner for either a dog waste bin to be installed along Rockmill End or for the Parish Council to pay for signs to be put up discouraging dog owners allowing their dogs to foul in the area. It was agreed that the Council in the first instance needed to look into what bins we currently have and are responsible for and their location. The Clerk to write to the parishioner.

Clerk

**64/14 Parish Online mapping software.**

The Clerk had looked into the benefits and costs (£20 initial fee and £70 per year) of the above and had previously circulated a report. Councillor Law proposed the Council take up the software, seconded by Councillor Croucher and **agreed** unanimously.

Clerk

**65/14 Ouse Valley AONB**

The Council had written to Natural England and Mr Quest regarding this and responses had been received from both parties (previously circulated). The Chairman read out the letters received and it was agreed that there was no need to meet with Mr Quest and his group at the present time.

**66/14 To agree and confirm date change for the Annual General Meeting**

Due to the Parish elections being brought in line with the European elections the Council has had to move the date for the Annual Parish Meeting. It was agreed to hold the meeting on the 18<sup>th</sup> June 2014. Clerk to re-circulate meeting dates.

Clerk

**67/14 Increase in grass cutting fees for 2014 season**

A letter had been received from Buchans for a 2.5% increase in the fees this year. It was confirmed that the Council had been very happy with the service provided last year and Councillor Cook proposed that the increase be accepted. This was seconded by Councillor King and agreed unanimously.

Clerk

*Handwritten signature and date: 2/4/14*

**68/14 Request from Stop Berry Fen Wind Farm Group to attend a Parish Council meeting.**

It was agreed to invite the group to attend the April meeting and be allocated a 10 minute slot before the meeting starts.

*April/  
clerk*

**69/14 Yesteryear Road Run**

Councillor King had received notification that the run was to take place on the 27<sup>th</sup> April this year. Unfortunately there would be no traffic management from the authorities this year as the application was not submitted on time. They would be carrying out a test run on 9<sup>th</sup> March and invited Councillors to meet them at the Green between 10am and 11am to discuss any concerns.

*ALL*

**70/14 Items for future meetings.**

Public Hall Lease and Wall  
Meadow Road  
Berry Fen Wind Farm  
Dog Bins

**71/14 Date of next meeting:**

2 April 2014

**Meeting closed at: 9:20pm**

**Legislation governing payments in the numerical order in which they appear**

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

*2/4/14*

