



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 2nd April 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,
R Manning, S Mellows, J Watson, J Smith, W Kirkman

Parishioners: Three

Presentation from "Stop Berry Wind Farm Campaign"	Actions
<p>Mark Hugo (Parish Councillor for Haddenham) and Steve Cheetham (Co-Chairman of the Group) gave a short presentation on the proposal for a possible wind farm at Berry Fen, Aldreth. There could be up to 4 wind turbines measuring a maximum of 130m. The presentation outlined the groups concerns should the proposal go ahead and detailed what impact they felt the proposal could have on areas such as landscape, wildlife, noise, house prices etc. They were also concerned that if allowed to go ahead there would be the potential for more turbines to be erected in the area.</p>	
<p>The Chairman thanked them for attending the meeting and the Parish Council meeting commenced at 7:43pm</p>	
<p>72/14 Apologies for absence</p>	
<p>Apologies were received and accepted from Councillor Law and Pake due to holiday and Councillor Awal due to prior commitments.</p>	
<p>73/14 Declarations of interest</p>	
<p>Item 80/14 – Cllr Smith – member of the Bowls club. Councillor Smith left the room whilst this item was discussed and agreed upon. Item 85/14 – Cllr Cook declared a personal interest with scouts and did not vote on this item. Item 81/14 – Cllr Manning – Manning and Son. Cllr Manning did not vote on this item.</p>	
<p>74/14 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes) All parishioners wishing to speak and who are on the Electoral register, must make their name known to the Clerk prior to commencement of the meeting. Maximum of five people to speak. Large Groups must decide on a spokesperson representative.</p>	
<p>The Chairman adjourned the meeting:</p>	
<p><u>Mrs Pat Daniels (Chair of the Public Hall Users Committee)</u> confirmed that the intention moving forward was to keep the user committee in place and requested that the Parish Council continue with the lease of the hall to them.</p>	
<p><u>Mr Reg Purnell (Chair of WAG)</u> summarised his monthly report as follows:</p>	
<p>Old Recreation ground – residents who have sponsored trees have been sent maps showing the location of them. The trees are now all planted and were being maintained.</p>	
<p>QEII Field project is still ongoing</p>	
<p>Neighbourhood Watch – Some parts of the village remain unconnected due to a lack of volunteers and WAG are reviewing the best way to ensure information is passed from the police to residents. Areas currently covered include: Earith Road, Church Street, Fen End, Covent Garden, Bourney's Manor, Over Road, Priest lane, Green Street, George Street, Rockmill End, Balland Field, Thoday's Close, Saxon Way, Westfield, Rook Grove and Westmeadow Close</p>	
<p>75/14 To approve the minutes of the Meeting of the Full Parish Council held on 5th March 2014</p>	
<p>Councillor Kirkman proposed these be accepted as a true record of the meeting, seconded by Councillor Jacques and agreed with ten votes in favour and one abstention due to not being at the meeting.</p>	
<p>76/14 To deal with any matters arising from the minutes of the Meeting held on 5th March 2014 not covered elsewhere on this Agenda</p>	
<p>None</p>	

77/14 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Councillor Manning reported that he had resigned as County Councillor. Councillor King thanked Councillor Manning for all the work that he does for the community and stated that he would be missed.

78/14 To receive and consider any District Council reports and communications not covered elsewhere on this agenda

Councillor Manning reported that the City Deal is going ahead and that the local plan had been submitted and an inspector appointed.

**79/14 Chairman's report including:
Reminder of Elections and nomination forms**

The Chairman reminded councillors of the election date of the 22 May and asked councillors to notify the Clerk as to whether they intended to stand or not. Nominations papers were available from the Parish Council Office.

All

Update on Cambridgeshire Future Transport initiatives.

The Clerk had attended a meeting at Swavesey Parish Council to look at the possibility of trying to fill in some of the gaps in the current bus service, particularly between the villages and to and from the busway. Various options were put forward to CCC and once some draft routes and timetables had been put together a further meeting would be called.

Update on charges for Park and Ride sites

The Chairman read out a letter received from CCC confirming the planned charges for parking at the park and ride sites. These charges were due to come into force from May 2014

SCDC Parish Liaison Meeting – The Chairman had attended this meeting and reported that the Community Chest grant availability had been increased to £1,500. CIL (Community Infrastructure Levy) was progressing and would likely come into to effect and replace S106 monies in the summer of 2015.

80/14 To receive reports from the following Committees, receive reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – To receive any updates

No updates received.

Planning Committee – To receive any updates including:

Update on Northstowe- Councillor Harris reported that he had attended the latest meeting and it focussed on the new primary school which was to be run by the Ely Diocese

Planning Minutes of the meeting held on 18 March 2014

Minutes had previously been circulated and noted.

Green & Boundaries – To receive any updates including:

Update on Dog Waste Bin

The Clerk was carrying out a review of what dog waste bins and litter bins currently existed in the village and their locations. Once completed the Council could then decide whether any locations etc needed reviewing.

All/Clerk

The seat in Thodays Close had now been painted and the pump on the Green would be repaired shortly. Councillor Cook reported that the Anita Papworth seat outside the school also needed looking at. Councillor Kirkman agreed to look into this.

WK

Cemetery – To receive any updates:

None

Halls – To receive any updates including:

Public Hall –

The Fire alarm had been triggered again and the Clerk had written to G M Pake and Son to see what could be done to try and resolve this ongoing problem. G M Pake and Son had confirmed they would investigate at no further cost to the Council.

GP

[Handwritten signature]
7/5/14

Decoration of the Exterior – quotes were still being sought, two had been received one was pending. Not all Contractors wanted to quote for the repair to the frames. Councillor Croucher would be looking into this further.

RC

Ploughman Hall

Front Door

The front door lock had failed and had to be replaced at a cost of £291.00. This had meant that the aerobics group could not access the hall and had to cancel their class. It was agreed to reimburse their weekly booking fee (£68) to cover their loss of income.

RFO

Leisure and Amenities To receive any updates including:
Councillor Smith left the room
Councillor Slater summarised the monthly report as follows:

Pavilion – repairs had now been completed and the floodlight switch moved. Boxing in the CCTV was still ongoing

Recreation Ground – Minor works to be completed shortly. The delay was due to ground conditions.

QEII Field – SCDC had confirmed the new bin would be installed shortly.

Bowls Club - The Bowls Club had requested a grant to assist with replacement of their fine cut mower. Councillor Kirkman proposed that the Council award a grant of £1,000, seconded by councillor Slater and **agreed** with six votes in favour and four abstentions.

Clerk

The Bowls Club also requested that the Parish Council agree to the area around the green being cut fortnightly instead of monthly, as currently. Councillor Mellows proposed the Council agree to the fortnightly cuts, seconded by councillor Watson and **agreed** unanimously.

Clerk

Willingham Wolves

The meeting to discuss producing annual accounts was cancelled by the Wolves and the Council are still waiting for proposed dates from their secretary.

New front door keys have been issued. The signed key list needs to be returned to the Parish Office.

Councillor Smith had met with Dean Greygoose to discuss various maintenance jobs to improve the quality of the grass for all users. These included Verti-Drain, reseeding, top dressing poor areas and weed killing. Quotes had been requested from our Grass cutting contractors and it was their opinion that unless done monthly verti-drain on the top pitch would bring no benefit.

Councillor Smith returned to the meeting

81/14 Accounts

Items paid:

Salaries	Salaries March	Salaries	£2201.40
HMRC	Payee March	Salaries	£ 500.73
SCDC	Rates Pavilion	L & A	£1907.55
SCDC	Rates Cemetery	Cemetery	£ 553.43
SCDC	Rates Ploughman	Halls	£3155.70
SCDC	Trade Waste	Cemetery	£ 388.70
SCDC	Trade Waste Ploughman	Halls	£ 672.10
SCDC	Piper Lifeline	Section 124	£ 676.00
Total Gas	Gas Pavilion	L & A	£ 35.48

Items to be paid:

Visual Creations	WYT Project	Section 106	£ 157.50
Parish Online	Online subscription	Establish	£ 108.00
CBS Office	Stationery	Establish	£ 23.88
Konica Minolta	Photocopier	Establish	£ 40.36
Konica Minolta	Photocopier	Establish	£ 222.84
R D Holland	Move Road Plannings	L&A	£ 360.00
Buchans	Tree Work	Cemetery	£1106.10
Manart Limited	Ploughman Windows	Halls	£2137.68
Intouch CRM	Licence/hosting	Establish	£ 35.99
Rapid Response	Locks Pavilion	L & A	£ 246.60
Manning & Son	Trees	G&B	£ 150.00
CPALC	Councillor Training	Establish	£105.00

Rapid Locksmiths	Office Door	Establish	£ 90.00
Rapid Locksmiths	Ploughman Hall Door	Halls	£ 291.00
Suds and Bubbles	Cleaning of Ploughman Hall	Halls	£ 425.00
Suds and Bubbles	Cleaning of Pavilion	L&A	£ 250.00
Suds and Bubbles	Deep Clean Pavilion Changing rooms	L&A	£ 200.00

Councillor Smith proposed the accounts be accepted, seconded by councillor Croucher and **agreed** with ten votes in favour and one abstention.

82/14 Youth Update including:

The office had contacted Came & Co to ensure that everything was in order for the insurance of the project and it was still anticipated that the start date would be early May.

83/14 WAG Update

Given under public forum

84/14 Police Update

Councillor Slater reported as follows: Two burglaries had taken place in Berrycroft on the 5th March. The fly grazing issue was still ongoing and no further progress had been made regarding the altercation near the Co-Op last month. It had been noted that there were horses in Priest Lane. Councillor Slater agreed to pass this information on to the PCSO.

AS

85/14 To consider the Lease for the Public Hall

Councillor Croucher summarised the history of the lease and also stated that in December 2012 the charity status and trustees had been looked into and the Council had agreed to ask the clerk to register the title of the hall and look into making the Council the sole custodians of it. Councillor Croucher proposed that the lease to the user committee be accepted in principle whilst areas that needed resolving such as rent and duration of lease would be looked at and brought forward for discussion in the summer. This was seconded by Councillor Kirkman and **agreed** with ten votes in favour and one abstention.

RC

86/14 To consider the request for the removal of the wall in the Public Hall

A discussion took place and the Chairman adjourned the meeting briefly to allow Pat Daniels (The Chairman of the user committee) to address the meeting. Mrs Daniels confirmed that the request was being made by the user committee and they felt that it would improve the usage of the hall. The meeting was reconvened and a further discussion took place. It was agreed that more time was needed to consider the best way forward with the proposal. In the meantime councillor Croucher and the Clerk would obtain further quotes for the work and report back at the next meeting.

RC/Clerk

87/14 To discuss correspondence received from CCC regarding Meadow Road and consider response

A letter had been received from CCC that needed responding to prior to the meeting taking place. The Chairman advised that he had written to CCC reaffirming the Councils agreed prior response. The Council agreed for the Chairman to represent the Council moving forward to discuss the purchase/lease.

AC

88/14 To consider quote for the repair/restoration of the village map currently stored with County Archives.

The Council had looked into the possible repair of the map in 2007 but it proved to be too prohibitive at that time. CCC had re-contacted the council and offered to restore the map at a cost of £1,000. Councillor King proposed that the Council accept the quote to have the map restored in its rolled format and that the use of it is offered back to the school. This was seconded by Councillor Harris and **agreed** unanimously.

Clerk

89/14 To consider membership renewal for CAPALC

Notification of annual renewal had been received at a cost of £740.95. Councillor Kirkman proposed the Council renew the membership, seconded by Councillor Watson and agreed with nine votes in favour, one against and one abstention.

Clerk

90/14 To consider allocation of monies raised through the WEEE collection scheme.

£360.76 had been raised from the last collection and an invoice had been issued to WISER. Councillor Kirkman proposed that as WAG had organised the collection the monies be passed to them to support their continued good work for the village. This was seconded by Councillor Smith and **agreed** unanimously.

Clerk

91/14 To consider request from CCC for a grant support for the Summer Reading Challenge

Councillor King proposed the Council award a grant of £600, seconded by Councillor Harris and **agreed** unanimously.

Clerk

Handwritten signature and date: 0-7/5/14

92/14 To consider annual membership renewal of SLCC for the Clerk

Notification of renewal had been received at a cost of £165.00. Councillor King proposed the Council renew the membership, seconded by Councillor Manning and agreed unanimously.

Clerk

93/14 Change to Finance Regulation Number 42 (Income)

In order to ensure consistent and timely collection of sums due to the Council, Councillor King proposed that Finance Regulation number 42 be amended to read:

"The collection of all sums due to the Council shall be the responsibility of and under the supervision of the RFO. All invoices to show payment within 30 days and must be followed up immediately thereafter by the RFO. Any payment not received within 60 days of issue must be referred by the RFO to the Council for further action."

Clerk/
RFO

This was seconded by Councillor Croucher and agreed unanimously.

94/14 Items for future meetings.

Public Hall Lease
Public Hall Wall

95/14 Date of next meeting: 7th May 2014

Legislation Governing payments in the numerical in which they appear:

1. LGA 1972 s112(2)
2. Ditto
3. LGA 1972 s133
4. LGA 1972 s214
5. LGA 1972 s133
6. LGA 1972 s214
7. LGA 1972 s133
8. LGA 1972 s137
9. LG (Misc Provs) Act 1976 s19 (1) (b)
10. LGA 1894 s(8)(1)(i)
11. LGA 1972 s111
12. Ditto
13. Ditto
14. Ditto
15. LGA 1894 s(8)(1)(i)
16. LGA 1972 s214
17. LGA 1894 s(8)(1)(i)
18. LGA 1972 s111
19. LGA 1894 s(8)(1)(i)
20. Ditto
21. LGA 1972 s111
22. LGA 1894 s(8)(1)(i)
23. Ditto
24. LGA 1972 s111
25. Ditto
26. Ditto

27/5/14

