



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 7th May 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 (arrived 8.05pm), D Jacques, A Slater, R Manning, J Watson, J Smith, W Kirkman, G Pake, D Law, H Awal

Parishioners: Six

	Actions
<p>96/14 Apologies for absence</p> <p>Apologies were received and accepted from Councillor Mellows due to prior commitments</p>	
<p>97/14 Declarations of interest</p> <p>None</p>	
<p>98/14 Public Forum</p> <p><i>The meeting was adjourned</i></p> <p><i>Mr Garner pointed out that the clock had gone missing from inside the Ploughman Hall. This would be looked into and replaced.</i></p> <p><i>Mr Garner also raised concerns regarding the hedges around the outside of the community orchard on the Old Recreation Ground. He stated that the hedge along Earith Road needed attention before it became too difficult to address. The chairman agreed to look into the issue.</i></p> <p><i>Mrs Daniels commented that she was pleased the Anita Papworth bench was being repainted and also expressed her hope that the Council would make a decision regarding the Public Hall internal wall.</i></p> <p><i>Mr R Purnell of WAG summarised his monthly report as follows:</i></p> <p><i>Old Recreation Ground – Planting has now ceased for the summer and maintenance has now begun. WAG were looking into the feasibility of introducing wild flower areas.</i></p> <p><i>QEII Field Play Equipment Project – Planning application had now been submitted to SCDC for processing.</i></p> <p><i>Litter Pick – A successful litter pick had taken place on the 26th April and was well supported. Thanks were expressed to all who took part.</i></p> <p><i>Feast – A project team had been set up and planning had begun</i></p> <p><i>The meeting was reconvened</i></p>	<p>Clerk</p> <p>AC</p>
<p>99/14 Approval of minutes of the Meeting of the Full Parish Council held on 2 April 2014</p> <p>Councillor King proposed these be accepted as a true record of the meeting, seconded by Councillor Slater and agreed with ten votes in favour and two abstentions due to not being at the meeting.</p>	
<p>100/14 Any matters arising from the minutes of the Meeting held on 2 April 2014</p> <p>None</p>	
<p>101/14 County Council reports and communications</p> <p>None</p>	
<p>102/14 District Council reports and communications</p> <p>Councillor Manning reported as follows:</p> <p>A community chest meeting had recently been held and two applications from Willingham had been approved. Councillor Manning had attended the SCDC planning committee meeting earlier on behalf of the Council and reported that S/0727/14/PA - 130 Station Road had been approved as had S/0863/13/FL – Cadwin Field and S/0199/14/FL – Land to the North of the Piggery had been refused</p>	

[Handwritten signatures and initials]

Councillor King raised concerns regarding sewage with Councillor Manning. He was concerned that at a recent meeting called by SCDC to discuss Northstowe discharges there had been no attendance by Anglian Water who will be responsible for dealing with the increase in effluent. A Parishioner (David Stevenson) with extensive knowledge of the industry had been looking into the issues closely and had provided a report to Councillor King outlining some of the problems. Councillor Manning agreed to organise a meeting with Anglian Water and would invite the Parish Council and Mr Stevenson to attend.

RM

103/14 Chairman's report including:

Thank you letter from Bowls Club regarding grant

The Chairman read out the letter received from the Bowls Club expressing their thanks and appreciation for the grant awarded by the Parish Council. A lawnmower had been purchased and the season is under way.

Update on Willingham map

CCC Archives had confirmed that they would be starting work on the map shortly with a view to finish the restoration by around August.

Update on Election nominations

The Chairman confirmed that the 13 councillors who had put forward nominations had been uncontested. Councillor Pake had decided not to stand this term and would be stepping down on the 27th May 2014. Thanks were passed to Councillor Pake for all his hard work over the past few years. The Council now have two vacancies which can be filled by co-option.

Great War Event 3 August 2014

The Chairman read out correspondence from CCC giving details of an event to be held on 3 August in Huntingdon. Further details could be obtained from the Clerk.

Cambridgeshire ACRE - Affordable Homes Tour

The Chairman read out an invite to attend the above tour on July 1st. It was agreed not to put forward a councillor to attend.

Library Summer Read Challenge

The Chairman passed on the library's thanks for the Council's continued support of this annual event.

104/14 Reports from the following Committees and lead councillors, delegated decisions taken and any recommendations

F&GP Committee

Nothing to report

Planning Committee

Update on Northstowe

Councillor Harris had attended the meeting held on Wednesday 16 April 2014. This had been reported on in the planning minutes of the 28th April.

Planning Minutes of the meetings held on 8th April and 28th April 2014

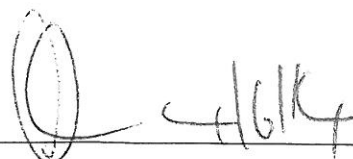
Both these minutes had been previously circulated and noted.

Green & Boundaries – report issued with agenda

Update on Dog Waste Bins and litter bins

The Clerk had now collated the information regarding the location of the bins. It was agreed to write to SCDC and ask them to replace those that were missing.

clerk



Correspondence regarding recent Village Green event

Correspondence had been received from Mr Ferguson expressing his concern regarding a garlanded Christian Cross left on the Green following a recent Easter event. The clerk had responded to Mr Ferguson as noted in the G&B monthly report. Councillor Kirkman saw no reason to change the Council's stance on this event and proposed that it continue as it had done so in previous years. This was seconded by Councillor Slater and **agreed** unanimously.

Quotes received for repair/painting of two benches

The Clerk had approached three contractors to quote for the above but only one (Mr C Cross) had provided a quotation for both the bench in Station Road and the Anita Papworth bench outside the School

Station Road Bench = £95.00
Anita Papworth Bench = £268.50

Councillor King proposed that the quotes be accepted, seconded by Councillor Watson and **agreed** unanimously

Clerk

Cemetery

Complaint received regarding the War Memorial

The Clerk had received a telephone complaint from Mr Rose of Rampton regarding the current state of the memorial. Mr Rose had also subsequently been into the office to re-iterate this complaint. The Chairman and various Councillors had visited the cemetery and confirmed that the memorial does, as would be expected, have some bird faeces on it. If this is not removed by the rain in the next week or so then Councillor Pake would look at washing the low level areas. It was agreed to look into having the memorial completely pressure washed in the future.

GP

Correspondence received regarding recent grass cutting

The Clerk had received correspondence following the recent grass cut and the volume of cuttings left on memorials and curbing. This had been as a result of the extremely mild weather over winter allowing the grass to grow much longer than usual. The contractors had been contacted and had subsequently cleaned the memorials as best they could. It was agreed to authorise an additional grass cut at a cost of £204 to try and get on top of the grass level. This would hopefully reduce the problem going forward.

Cemetery Gate

New bearings had now been fabricated and fitted and the gate appears to be opening smoothly.

Request for additional cemetery grass cut

As a result of the recent grass cutting problem the contractors had requested that the Council approve an additional two cuts at the start of future seasons at a cost of £204 per cut. This would enable them to manage the long grass at the start of the season more easily. Councillor King proposed the council agree to the additional cuts, seconded by Councillor Smith and **agreed** unanimously

Councillor Harris arrived 8.05pm

Halls – report issued with agenda

Public Hall

Update on internal wall and consider any quotes received

Councillor Croucher confirmed that three quotes had been requested but only two quotes had been received. These were from Edgar Farrell £5,263 (incl VAT) and Manart £5,166 (incl VAT). Councillor Croucher outlined some concerns he had regarding the floor levels, potential additional costs and benefits of the work to this community facility.

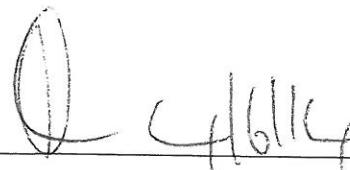
Councillor Smith left the room.

The Chairman, with the agreement of the Council adjourned the meeting to allow Pat Daniels (Chair of the Hall user committee) to comment.

Mrs Daniels stressed that she felt the matter had gone on for long enough and that the Council should agree to have it removed.

The Chairman reconvened the meeting and a discussion took place.

Councillor Smith returned to the meeting.



Councillor King proposed that the Parish Council did not proceed with the removal of the wall. This was seconded by Councillor Watson with two votes in favour, four against and seven abstentions. The proposal was not carried.

Councillor Kirkman proposed that we accept the Manart quote for the removal of the wall. This was seconded by Councillor Smith and **agreed** with five votes in favour, three against and five abstentions.

Clerk

Update on External Windows Repair and Decoration

Quotes had been sought for both the repair and decoration of the external windows at the hall but unfortunately with very little success. As a result the work was separated and quotes re-requested. Although four quotes were requested only one had been received for the repair of the windows and this was from Manart at £936.00 (incl VAT). Councillor Croucher proposed that the Council accept this quote, seconded by Law and **agreed** unanimously.

Clerk

Update on fire alarm system

The problem with the fire alarm triggering was still ongoing and GM Pake and Son were continuing to investigate and would be testing each detector individually.

GP

Update on hall lease

Councillor Croucher reported that he and Councillor Smith would be meeting with the user committee on the 20th May to discuss the new proposed lease, the contents of which had been tabled.

RC/JS

Councillor Manning thanked Councillor Croucher for all his hard work and input on the hall lease.

Councillor Croucher read through the proposal and the Council agreed that it should be put to the user committee for discussion/agreement. Councillor Croucher was asked to bear in mind potential internal capital maintenance costs during these discussions.

Councillor Manning confirmed that a community chest grant had been awarded to the Scouts for the removal of the wall. This would now be transferred to the Parish Council.

Ploughman Hall

Removal/retention of recycling paper bin at the Ploughman Hall

The paper bin at the hall had not been used for some time as youths had taken to scattering the shredded paper all over the play park. As a result the Clerk had asked SCDC to remove it. Although SCDC are able to do this they forwarded information relating to business requirements to comply with the waste hierarchy (regulation 12 of the waste regulations 2011). This information had been passed to Councillors to decide how they would like to proceed. Councillor Croucher proposed that the Council agree to the smallest paper bin which would be stored in the store room in the Ploughman Hall and be collected once a month. This was seconded by Councillor Smith and **agreed** with 11 votes in favour and two abstentions.

Clerk

Leisure and Amenities (report issued with agenda) To receive any updates including:

To receive and consider quote for weed killing on the Recreation Ground

A quote had been received from Buchans to carry out the weed killing and top dressing on the Recreation Ground totalling £940 excluding VAT. Willingham Wolves had agreed to share the costs with the Parish Council thereby reducing the Council's costs to £470 excluding VAT. Councillor Smith proposed the Council accept the quotation, seconded by Councillor Cook and **agreed** with eleven votes in favour and two abstentions.

Clerk

There were a few outstanding issues with the Willingham Wolves group. The meeting they requested had still to take place and the key holder list was still outstanding. A risk assessment had been provided for the tournament weekend in June. Councillor Smith confirmed he was not available for that weekend and requested that Councillor Slater attend to ensure everything was in order.

105/14 Accounts

Payments May 2014

Paid Items:

Salaries	Salaries	April 14	2321.71
HMRC	Salaries	PAYE	607.91
SLCC	Membership	Est	165.00
C.C.C.	Summer Read Ch	Donation	600.00
CPALC	Membership Ren	Est	740.95
Bowls Club	Donation	Donation	1000.00

E-on	Electric Ploughman	Halls	1212.09
E-on	Electric Public Hall	Halls	127.59

Items to be paid:

Buchan	Village Cuts	Est	277.68
Buchan	Grass Cutting	Cemetery	540.00
Intouch CRM	Licence	Est	35.99
Suds & Bubbles	Cleaning	Ploughman	425.00
Suds & Bubbles	Cleaning-Pavilion	L & A	200.00
Chris Cross	Pump casing repair	G & B	145.00
SCDC	Piper Lifeline	Section 142	78.85
Chris Cross	Thodays Close Bench	G & B	135.00
Petty Cash	Office	Est	77.25

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

106/14 To receive and consider presentation of annual accounts

The RFO notified Councillors that the accounts had not been checked by the internal auditor as he had not managed to complete his audit in time for the meeting.

The Chairman read out Section 2 – the annual governance statement, to the Council, questions 1 – 9. All **agreed** with these statements and the Chairman signed and dated them.

Councillor Manning proposed the Annual Return and Annual Accounts be approved by the Council, seconded by Councillor Slater and **agreed** unanimously.

107/14 Youth Update including:

Update on Youth Conversion

Edgar Farrell had confirmed a start date of Tuesday 27th May for the commencement of the work.

108/14 WAG Update

Mr Purnell gave an update under the public forum.

Councillors Croucher and Cook attended a meeting with WAG representatives regarding the QEII Field. They were proposing a fund raising event in July in the form of an "It's a Knockout" competition. This would be organised by an events company who would require a deposit of £500 plus VAT. WAG had asked the Council if they would be prepared to fund the deposit. A discussion took place regarding the event and likelihood of success. It was agreed that the Council would like to support WAG where possible but they would need to demonstrate community buy in before the Council could commit to any expenditure. Councillor King proposed that the Council agree to pay the deposit as long as WAG had signed up six teams (each paying £400) by 11th May. This was seconded by Councillor Law and **agreed** with twelve votes in favour and one abstention.

Clerk

109/14 Police Update

Councillor Slater reported as follows:

There had been reports of eggs being thrown from cars at passers-by in Willingham and surrounding villages.

Neighbourhood Watch had reported a spate of thefts from sheds and garages in the area.

There had been some antisocial behaviour in the village with youths kicking over bins.

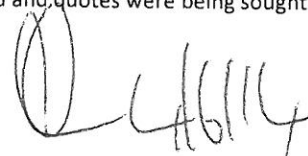
There were still horses in Priest Lane and the Police had requested issues be reported to 101 and they would re-tether them if they had broken free. It was felt that the issue with fly grazing was becoming an increasingly serious issue and it was agreed that the Council should write to the Police Commissioner and ask him to address the problem.

AC/Clerk

111/14 Update on Meadow Road.

CCC had accepted the offer of £50,000 for 125 lease for the land on Meadow Road and quotes were being sought from local Solicitors.

Clerk



It was agreed to fund the purchase as follows:

Approximately £32,000 would be taken from S106 monies and the remaining £18,000 would be taken out of reserves. The Council was due for further S106 monies to come in shortly and this would then be put back into reserves. It was noted that there were various S106 monies for indoor community facilities. These would be allocated to the youth building and the equivalent amount moved from the current youth building allocation and put to the Meadow Road purchase.

112/14 Correspondence from the Highways Agency in relation to the A14 Cambridge to Huntingdon improvement scheme.

The correspondence had been previously circulated and it was agreed that the Council did not wish to comment further.

113/14 Items for future meetings.

Hall Lease

114/14 Date of next meeting

4th June – Annual Meeting of the Parish Council

18th June – Annual Parish Meeting

Meeting closed at: 9.35pm

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

- (i) LGA 1972 s112(2)
- (ii) Ditto
- (iii) LGA 1972 s143
- (iv) LGA 1972 s137
- (v) LGA 1972 s143
- (vi) LGA 1972 s137
- (vii) LGA (Misc Provs) Act 1976 s19 (1)
- (viii) Ditto
- (ix) LGA (Misc Provs) Act 1976 s19 (1)
- (x) LGA 1972 s214
- (xi) LGA 1972 s111
- (xii) Ditto
- (xiii) Ditto
- (xiv) LGA 1894 s(8)(1)(i)
- (xv) LGA 1972 s137
- (xvi) LGA 1894 s(8)(1)(i)
- (xvii) LGA 1972 s111

