




# WILLINGHAM PARISH COUNCIL

## Minutes of the Full Parish Council Meeting held on Wednesday 2 July 2014 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street

**Present: Councillors:** A Cook (Chairman), R Croucher, N Harris, D Jacques, A Slater,  
R Manning, J Smith, H Awal, J Vincent-Pilsworth, S Mellows

County Councillor Peter Hudson

**Parishioners:** Two

<del>DRAFT</del>	Actions
<p><b>140/14 Apologies for absence</b></p> <p>Apologies were received and accepted from Cllr King due to holiday and Councillors Law and Kirkman, both with prior commitments</p>	
<p><b>141/14 Declarations of interest</b></p> <p>None</p>	
<p><b>142/14 Public forum</b></p> <p><i>The meeting was adjourned</i></p> <p><i>Mrs Pat Daniels, Chair of the Public Hall User Committee summarised the recent committee meeting and confirmed that the users no longer wish the wall in the public hall to be removed.</i></p> <p><i>Mr Reg Purnell – WAG Chairman summarised the monthly report which had been tabled for the meeting and is attached.</i></p> <p><i>The meeting was reconvened</i></p>	
<p><b>143/14 To approve the minutes of the Meeting of the Annual Parish Council Meeting on 4<sup>th</sup> June 2014</b></p> <p>Councillor Slater proposed the Council accept the minutes as a true record of the meeting, seconded by Councillor Harris and <b>agreed</b> with eight votes in favour and two abstentions due to not being at the meeting.</p>	
<p><b>144/14 To deal with any matters arising from the minutes of the Meeting held on 4<sup>th</sup> June not covered elsewhere on this Agenda</b></p> <p>None</p>	
<p><b>145/14 To approve the minutes of the Meeting of the Annual Parish Meeting on 18<sup>th</sup> June 2014</b></p> <p>The minutes show Councillor Jacques present in error. Subject to this amendment Councillor Manning proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Slater and <b>agreed</b> with six votes in favour and four abstentions due to not being at the meeting.</p>	
<p><b>146/14 To deal with any matters arising from the minutes of the Meeting held on the 18<sup>th</sup> June not covered elsewhere on this Agenda.</b></p> <p>Councillor Croucher asked if the Council could write to all the organisations who had contributed a report for the meeting as he felt the quality and quantity of the reports received was much improved on previous years. The Council agreed and the Clerk was asked to write to those concerned.</p>	Clerk
<p>Councillor Croucher proposed that the Council approach Willingham News to see if they would be happy for the Parish Council Annual Report be included in a future edition. This was seconded by Councillor Manning and <b>agreed</b> unanimously.</p>	Clerk
<p><b>147/14 To receive and consider any County Council reports and communications not covered elsewhere on this agenda</b></p> <p>Councillor Hudson summarised the main points in his report, which had been tabled. Cllr Cook asked Councillor Hudson if he could look into some ongoing highways issues within the village namely the road surface on the corner of the Green by the library, the road surface along Over Road between the two villages and the road surface in Wilford Furlong. Councillor Hudson agreed to look at the issues and discuss with Highways.</p>	Cllr Hudson
	

**148/14 To receive and consider any District Council reports and communications not covered elsewhere on this agenda**

Councillor Manning reported that the City Deal had now been signed and further details would follow later in the year. A Northstowe meeting had been held this week to agree reserved matters. Cllr Harris asked whether there were any plans available for the work to be carried out on the B1050 between the Guided Busway and the golf course. Cllr Manning confirmed that he had not yet heard anything.

**149/14 Chairman's report including:**

Stop Berry Fen Wind Farm

The Council had received an invitation to attend a meeting on the 1<sup>st</sup> August regarding the proposed Wind Farm. No one wished to attend.

Correspondence regarding mobile reception

The office had received a letter from a parishioner expressing concerns regarding the poor signal quality of mobile phones in the village. It was agreed that whilst the council sympathised with the problem it felt that it varied between networks and was also affected by varying traffic volume. The Clerk would reply to the enquiry.

Clerk

Amey Cespa Application

The office had received correspondence from the funders confirming that in order to qualify for funding further documentation would be needed. The Clerk was currently working on drafting the policies/documents needed and would present them at the next meeting.

Clerk  
Aug Mtg

**150/14 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 appoint new additional cheque signatory

As Councillor Pake is no longer on the Council a new additional signatory was required. Lead Councillors were asked if anyone would like to take on the role and Councillor Mellows volunteered.

SM  
RFO

Any other updates

None received.

**Planning Committee – To receive any updates including:**

To receive and consider S106 agreement indemnity for 37 Rockmill End

An indemnity agreement had been received from SCDC which required Parish Council agreement, regarding application number S/2196/06/F, 37 Rockmill End for £12,362.00 in lieu of on-site provision of community space.

AC/PK

Councillor Croucher proposed the Council accept the indemnity for the above, this was seconded by Councillor Smith and **agreed** unanimously.

Update on Northstowe

Report circulated previously and included an update on phase 1 and phase 2. A planning application would be made in July for the primary school with a target opening in January 2016.

Planning Minutes of the meetings held on 9<sup>th</sup> and 23 June 2014

These were previously circulated and noted.

**Green & Boundaries**

To appoint Deputy Lead Councillor

Councillor Cook proposed councillor Jacques become Deputy Lead Councillor, seconded by Councillor Smith and **agreed** unanimously.

To receive any updates including:

The office had received a letter from a resident in Pyrethrum Way regarding hedge trimmings. The Clerk had responded to the letter.


Concerns were raised regarding the hedges along Saxon Way which are the responsibility of Taylor Wimpey. The Clerk confirmed she had written to Taylor Wimpey already but had received no response. The Clerk was asked to write again and copy in Cllr Manning.

Clerk  
RM

**Cemetery –**

To appoint Deputy Lead Councillor

Councillor Cook proposed that Councillor Vincent-Pilsworth become Deputy Lead Councillor, seconded by Councillor Manning and **agreed** unanimously.

<p><u>To consider cemetery fees</u> Councillor Cook had obtained a list of fees charged by neighbouring Councils and it was agreed that Councillor Mellows would review the figures and report back at the next meeting.</p>	<p>SM Aug Mtg</p>
<p><u>To receive any updates including:</u> Councillor Mellows confirmed he is looking into the points raised at the recent Annual Parish meeting with regards to ongoing cemetery issues and would report back at a later date.</p>	<p>SM</p>
<p>Councillor Manning had received a complaint recently regarding cemetery grass trimmings. This issue had been discussed and agreed upon at the June meeting.</p>	
<p><u>Halls –</u> <u>To appoint Deputy Lead Councillor</u> Councillor Croucher proposed Councillor Smith become Deputy Lead Councillor, seconded by Councillor Manning and <b>agreed</b> unanimously.</p>	
<p><u>To receive any updates including:</u></p>	
<p><u>Public Hall –</u> <u>Update on internal wall</u> As previously mentioned this is no longer to be taken down. The Clerk would write to the contractors to confirm that the project is no longer going ahead. Councillor Croucher proposed that the Council write to the user committee to request the cost of the structural engineers report be reimbursed to the Council. This was seconded by Councillor Slater and <b>agreed</b> with five votes in favour, three against and two abstentions.</p>	<p>Clerk</p>
<p><u>Update on Lease</u> Councillor Croucher reviewed the areas of concern raised by the User Committee and reported as follows:</p>	
<p>Length of Lease – the users would prefer the lease be 10 years long instead of the proposed 5 years. It was agreed to put forward the lease with a 10 year run but with the caveat to review it at an agreed break point.</p>	
<p>Rent Adjustment – Councillor Croucher summarised the history and proposed increase and stated that he felt the Council should continue with the proposed rent of £400/year to be reviewed bi-annually in line with the ploughman hall cost reviews.</p>	
<p>Electricity Charges – Councillor Croucher summarised what the Council have paid over recent years and felt it would be good standard practice to charge the user committee for the electricity they use.</p>	
<p>A discussion took place and it was agreed that Councillor Croucher should continue to work on the new lease and present it to the Council at a later date.</p>	<p>RC</p>
<p><u>Ploughman Hall</u></p>	
<p><u>Consider request from Aerobics regarding hall fees</u> The Aerobics group had contacted the Council to request a reduction in fees over the duration of the work being carried out in the hall as they felt the floor was excessively dirty and there had been an overwhelming smell of paint during their recent sessions. Both Councillors Croucher and Cook had inspected the hall and both felt that the floor was not excessively dirty and the cleaners had continued to clean it. They also felt that there was very little paint smell. It was agreed that a reduction in fee would not be appropriate at this time.</p>	<p>Clerk</p>
<p><u>Leisure and Amenities</u> <u>To appoint Deputy Lead Councillor</u> Councillor Smith proposed Councillor Slater become Deputy Lead Councillor, seconded by Councillor Harris and <b>agreed</b> unanimously.</p>	
<p><u>To consider Recreation Ground/Pavilion Fees</u> Councillor Smith proposed the following fees for 2014/2015</p>	
<p>Willingham Wolves (Mens) = £250 Hockey = £80 Cricket = £140</p>	<p>RFO</p>
<p>This was seconded by Councillor Harris and <b>agreed</b> unanimously</p>	
<p><u>To receive any updates including:</u> The report was issued with the agenda but to summarise the Bowls club would be returning the monies awarded by the Council for the lawn mower as they had subsequently received a Community Chest Grant from SCDC. The recent Wolves event had been a success The Bowls and Cricket Club had both expressed concerns about the flooding of the recreation ground. Councillor Smith was looking into the situation to see if anything could be done.</p>	

### 151/15 Accounts

#### Paid Items:

Salaries	June Wages	Salaries	2049.37
HMRC	PAYE June	Salaries	464.74
Total Gas & Power	Pavilion Gas	L & A	23.35
British Gas	Pavilion Electricity	L & A	282.13
SCDC	Piper Lifeline	Section 137	677.04

#### To be Paid

Cambs Scouts	Refund Hall	Halls	92.00
SCDC	Refuse collection	Halls	49.80CR
Cromwell Fire	Ploughman Hall Ext	Halls	243.80
Cromwell Fire	Rec Grounds	L & A	281.42
Cromwell Fire	Public Hall	Halls	201.35
Konica Minolta	Photocopier	Est	71.74
Konica Minolta	Photocopier	Est	222.84
Intouch CRM	Licence	Est	35.99
Buchans	Grass Cutting	Cemetery/Est	1532.14
Old West Drainage	Drainage board	Est	55.44
Over & Will Drainage	Drainage board	Est	32.50
E Farrell	PI Hall Youth Facility	Halls	5,100.00*
Willingham PCC	Octagon Hire for Mtgs	Est	189.00

**\*Please note that \$106 monies allocated for the youth facility will be transferred to the halls budget for payments.**

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

### 152/14 Youth Update including:

#### Update on Youth Conversion

Councillor Cook updated the Council with regards to the latest situation with the project and the recent problems encountered. Revised drawings had now been received and work should resume in the next day or two. Although extra costs would undoubtedly arise from the historical issues with the walls etc, the exact figures were yet to be confirmed. Councillor Cook also advised that some small extra costs (approximately £350) had been incurred for some work in the office that had not been originally scheduled for.

#### **153/14 WAG Update**

This was given under the public forum

#### **154/14 Police Update**

Cllr Slater summarised his report that had previously been issued with the agenda. No questions were raised.

#### **155/14 To receive an update regarding Meadow Road.**

*Cllr Awal left the room*

*Cllr Hudson left the meeting*

The Solicitor had been appointed and is waiting to receive the draft lease from CCC

#### **156/14 To consider submission for local highway improvement initiative.**

*Councillor Awal returned to the room.*

Notification had been received for the latest highway improvement initiative. Two options were put forward:

- Extending the 30 mile/hour limit on Station Road down towards Mannings Farm
- Extending the footpath on Earith Road down towards the Community Orchard

Following a short discussion, Councillor Harris proposed that the speed limit option be put forward, this was seconded by Councillor Vincent-Pilsworth and agreed with nine votes in favour and one abstention.

It was also agreed to look at options for the footpath and seek our County Councillor support at the next meeting.

#### **157/14 Items for future meetings.**

Cemetery Fees  
Policies for Adoption  
Community Orchard Footpath  
Public Hall Lease

#### **158/14 Date of next meeting. - 6<sup>th</sup> August 2014**

NH/AC/  
Clerk

Aug Mtg

Legislation governing payments listed 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) LGA 1972 s137
- 6) LGA 1894 s(8)(1)(i)
- 7) LGA 1972 s214
- 8) LGA 1894 s(8)(1)(i)
- 9) Ditto
- 10) Ditto
- 11) LGA 1972 s111
- 12) Ditto
- 13) Ditto
- 14) LGA 1972 s214
- 15) Water Resources Act 1991 ss134-138
- 16) Ditto
- 17) LGA 1894 s(8)(1)(i)
- 18) LGA 1972 s 135(4)
- 19) LGA 1972 s111
- 20) Ditto

T. Winoy  
6 AUG 14  
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