



WILLINGHAM PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on
Wednesday 6th May 2015 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street

Present: Councillors: Cook (*arrived 7.35pm*), Croucher, Harris, King, Manning, Smith, Slater, Watson
Parishioners: Three
Clerk: Mandy Powell
RFO: Sarah Rutherford

Actions

Councillor King opened the meeting by confirming that Councillor Cook would be standing down as Chairman. He thanked Councillor Cook for all his hard work and commitment over the past four years in the role as Chair. Councillor Manning reiterated this confirming that Councillor Cook had been an excellent Chairman.

Councillor Cook joined the meeting.

87/15 Election of Council Chairman

Councillor Manning proposed that Councillor King take on the role of Chairman, seconded by Councillor Harris and **agreed** with five votes in favour and 3 abstentions.

Councillor King confirmed he would be happy to carry out the role for a year whilst the new Vice Chairman became familiar with the role.

88/15 Signature of declaration of acceptance of office by new Chairman

Councillor King signed the declaration of acceptance of office and this was witnessed by the Clerk. Councillor King continued to chair the meeting.

89/15 Election of Vice Chairman of the Council

Councillor King proposed Councillor Croucher become Vice Chairman, seconded by Councillor Smith and **agreed** unanimously.

90/15 Apologies for absence

Apologies were received and accepted from Councillors Mellows and Law due to holiday and Councillor Vincent-Pilsworth and County Councillor Hudson who were both attending business meetings.

91/15 Declarations of interest

Item 106/15 – Willingham News – Councillor King declared an interest as Treasurer of the Willingham News

92/15 Public forum (*maximum 3 minutes per person, with an overall limit of 15 minutes*)

The meeting was adjourned

Mr Purnell of WAG acknowledged the many achievements accomplished over the last four years whilst Councillor Cook had been Chairman, namely the new youth club, the community orchard, the purchase of Meadow Road and the soon to be installed play equipment on the QEII field.

The meeting was reconvened.

93/15 To elect Lead Councillors and Deputy Lead Councillors for the following financial year

Councillor Harris proposed that if the current lead councillors were happy to remain in post that they be re-elected this year, seconded by Councillor Slater and agreed unanimously

Lead councillors:

Halls – Ray Croucher (present at the meeting and happy to continue)

L&A – Jamie Smith (present at the meeting and happy to continue)

G&B – Jim Watson (present at the meeting and happy to continue)

Cemetery – Steve Mellows (not present at the meeting but previously advised the Clerk of willingness to continue)

JK

Councillor Harris proposed that if the current deputy lead councillors present at the meeting were happy to remain in post that they be re-elected this year, seconded by Councillor Slater and agreed unanimously

Deputies:

Halls – Jamie Smith (at the meeting and happy to continue)

L&A – Alan Slater (at the meeting and happy to continue)

G&B – Current vacancy due to resignation of Cllr Jacques (deferred to June)

Cemetery – Jo Vincent- Pilsworth (not at the meeting – deferred to June)

June

94/15 To elect a Planning Committee for the following financial year

Councillor King proposed the following members for the planning committee, seconded by councillor Watson and agreed unanimously

Derek Law (not present but previously indicated to the Clerk willingness to stay on the committee)

Phil King - on the committee as required by standing orders as Chair of the council)

Ray Croucher - on the committee as required by standing orders as Vice-Chair of the council)

Jim Watson)

Neil Harris)all present and happy to continue on the committee

Ray Manning)

Alan Slater)

95/15 To receive the Chairman's Annual Report

Previously circulated to all councillors and noted. A copy of the report would be forwarded to County Councillor Hudson

Clerk

96/15 To approve the Minutes of Parish Council Meeting held on Wednesday 8th April 2015

Councillor Smith proposed the minutes be accepted as a true record of the meeting, seconded by councillor Harris and agreed with seven votes in favour and one abstention due to not being at the meeting.

97/15 To deal with any matters arising from the minutes of the meeting held on 8th April not covered elsewhere on this agenda

None

98/15 To receive from the following Committees; annual reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee

Update on ongoing complaint - Attendance at meeting:

The Council had been asked for further reasons as to why they did not wish to attend a meeting with the school and medical practice and it was agreed unanimously that the Council did not wish to give a further reason to that already given. Clerk to advise parishioner.

Clerk

Personnel update

Halina is still off sick and hopefully will be back with us soon.

Planning Committee – updates including Planning meetings held on 14th and 27th April

Circulated and noted

Green & Boundaries –

Updates including:

Annual Report – circulated and noted

Meadow road site – including quote received for new gate and site usage

The work to clear the site had started and due to time constraints Councillors had been emailed regarding a quote from universal fencing for £ 520+VAT and in line with the Council's financial regulations, this was accepted. Councillor Smith had received some concerns relating to the amount of traffic from the site and asked when the work would be completed. Councillor Watson agreed to check with the contractors. Councillor Cook also confirmed that

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there was much more hardcore etc to be removed than had been anticipated resulting in more traffic. A letter would be sent to Gallaghers thanking them for all their help in clearing the site free of charge

Clerk

Update on cleaning of Wing bus shelter

Four quotes had been requested but only one received from Avocet for £45+VAT this had been accepted and the work had now been completed.

Cemetery -

Updates including:

Annual Report – circulated and noted.

Soil left in cemetery –ongoing.

Leisure & Amenities

Updates including:

Annual Report - circulated and noted

To receive and consider quote for weed spraying/top dressing of recreation ground.

A quote had been received from the ground maintenance contractors to weed spray and top dress the Recreation Ground for a total of: £2008 + VAT. Cllr Smith proposed the quote be accepted, seconded by Councillor Croucher and **agreed** unanimously.

Clerk

To consider annual rents for recreation ground/pavilion users

Councillor Smith proposed that the council agree the following rents for 2015/2016. Seconded by Councillor Watson and **agreed** unanimously:

Clerk/RFO

Willingham Wolves: £250

Cricket: £140

Hockey: £80

Bowls Club: £50

To consider quotes for the QEII Field Play area:

- 2 regulation compliant disabled access gates to toddler play area
- the laying of a path from the entrance to the field to the new toddler play area.

Quotes had been received from Proludic and further quotes were being sought

Clerk

Halls -

Annual Report - circulated and noted

Councillor Croucher thanked the office staff for all the time put into obtaining and chasing quotes for the various works in the hall of late.

- Updates including:

Public Hall

Ploughman Hall

To receive and consider quote for additional security light to ploughman hall

Aztek has been asked to quote for a second security light identical to that recently placed on the side of the hall. A quote had been received for £438 + £92 for a cage + VAT

Councillor Croucher proposed the council accept the quote from Aztek, seconded by Councillor Cook and **agreed** unanimously.

Clerk

To receive and consider quote for the replacement of missing roof tiles

A quote had been received from Manart for £144.00 and Councillor Croucher proposed the council accept the quote as detailed, seconded by Councillor Harris and **agreed** unanimously

Clerk

99/15 Accounts

To receive and consider annual accounts

The Chairman read out the accounting statement questions on the annual return. All were answered and agreed with and the Chairman signed the statement. This was witnessed by the Clerk.

RFO

The annual accounts had been previously circulated and Councillor Croucher proposed that these be accepted by the Council, seconded by councillor Slater and **agreed** unanimously

Monthly accounts:

Payments May 2015

Paid Items:

Salaries	Salaries	April 15	2431.05
HMRC	Salaries	PAYE	662.50
SLCC	Membership	Est	167.00
Initial Sanitation	Ploughman Serv	Halls	378.62
CAPALC	Membership Ren	Est	573.73
Total Gas	Gas Pavilion	L & A	15.57
Total Gas	Electric Green	G & B	12.47
Total Gas	Electric Public Hall	Halls	91.49
GDF Suez	Electric Ploughman	Halls	370.57
Intouch CRM	Licence	Est	35.99

Items to be paid by Fastpay:

Suds & Bubbles	Cleaning Ploughman	Halls	425.00
Suds & Bubbles	Cleaning Pavilion	L & A	200.00

Items to be paid:

Visual Creations	WYT Meetings	Halls	90.00
Lawn Hopper	Spring Treatment	L & A	120.00
Lawn Hopper	Scarification	L & A	125.00
Libby White	Attend Meeting	Est	59.70
CBS	Stationery	Est	46.42

Councillor Manning proposed the accounts be accepted, seconded by councillor Harris and **agreed** unanimously.

100/15 To receive and consider the annual Cambridgeshire County Council report and communications not covered elsewhere on this agenda

Circulated and noted.

It had been reported that part of the large willow tree overhanging Earith Road had come down into the road during the strong winds yesterday. The police had to be called and spent considerable time dealing with the issue. This tree had been reported to highways many times and it was agreed to write to Councillor Hudson to ask whether CCC would be reimbursing the police for their time as this should have been dealt with some time ago.

Clerk

101/15 To receive and consider the annual District Council report and communications not covered elsewhere on this agenda

Annual report circulated and noted.

Councillor Manning confirmed that the planning meeting for Northstowe would be on the 29th July should anyone wish to attend. A question was raised regarding the Northstowe development and the neighbouring parish boundaries. Councillor Manning clarified that these were unlikely to change.

102/15 Police matters - To receive and consider any reports including an update on village speedwatch

Report circulated and noted. It had been noticed that a greater number of e-cop reports were being received and now seemed to cover a much wider area. There appeared to be an increase in catalytic converter and number plate thefts and Cllr Slater had spoken to the police regarding what actions they were taking to get to the bottom of them.

Councillor Slater had received notification regarding the possibility of setting up speedwatch in the village and felt that that it was not a deterrent to speeders and that it was something the police should be controlling not volunteers.

No questions were raised.

103/15 Youth update

Councillor Cook advised the council that Rev Liversidge would be stepping down as Chair of Willingham Youth Trust at the end of June.

104/15 WAG

The meeting was adjourned

Some of WAG's report was given under Public Forum however, Mr Purnell confirmed that WAG and WYT were looking at ways to integrate themselves in some way in order to make best use of their combined resources.

The meeting was reconvened.

105/15 Update on bus route 110

Nothing further to report

106/15 Update on Willingham News

Councillor King reported that the Willingham News would set up a not for profit, limited liability company called Willingham News Ltd and will continue as usual.

Councillor Croucher asked for clarification as to any implications/commitments this may put on the Council. Councillor King confirmed that there would be no liability to the council other than the commitment it had made to underwrite the losses (capped to £3,000) each year – to be reviewed in 3 years.

107/15 To receive any other reports from outside bodies not on the agenda

None received.

108/15 Items for future meetings.

QEII Field path and gates
Co-options
Bus route 110
Election of Deputy Lead Cllrs for Cemetery and G&B

109/15 Date of next meeting: 20th may APM, 3 June Full Parish council meeting

Legislation governing payment, listed in the order they appear:

1. LGA 1972 s112(2)
2. Ditto
3. LGA 1972 s143
4. LGA 1972 s111
5. LGA 1972 s143
6. LG (Misc Provs) Act 1976 s19(1)
7. Ditto
8. Ditto
9. Ditto
10. LGA 1972 s111
11. LGA 1972 s112(2)
12. Ditto
13. LGA 1894 s(8)(1)(i)
14. Open Space Act 1906 s10
15. Ditto
16. LGA 1972 s112(2)
17. LGA 1972 s111

Meeting closed at 20:50pm

M. Liversidge
3 JUN 15

