



WILLINGHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 1st July 2015 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: P King (Chair), N Harris, D Law, R Croucher, J Vincent-Pilsworth, L King, J Smith, S Mellows, R Manning, R Tassell, A Cook

Parishioners: One

County Councillor: P Hudson

Clerk: Mandy Powell

	Actions
<p><u>131/15 Apologies for absence</u></p> <p>Apologies were received and accepted from Councillors Slater and Watson due to being unwell, Councillor Mansfield with a prior commitment and Councillor Anderson due to holiday</p> <p><u>132/15 Declarations of interest</u></p> <p>None</p> <p><u>133/15 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes)</u> All parishioners wishing to speak and who are on the Electoral Register, must make their name known to the Clerk prior to the commencement of the meeting. Maximum of five people to speak. Large Groups must decide on a spokesperson representative</p> <p><i>The meeting was adjourned</i></p> <p><i>Mr R Purnell from WAG reported that now the QEII Field play equipment had been installed it was being well utilised and good feedback had been received.</i></p> <p><i>Unfortunately as the Mick George grant application had been unsuccessful, funding would need to be secured for Phase II. A Community Chest application would be drafted by WAG and submitted by the Council for additional seating and picnic tables.</i></p> <p><i>Moving forward WAG would like to look at other areas raised in the Parish Plan, in particular traffic and speeding</i></p> <p><i>The meeting was reconvened</i></p>	
<p><u>134/15 To approve the minutes of the Parish Council meeting held on the 3rd June 2015</u></p> <p>Item 127/15 – Reappointment of internal auditor – It was agreed unanimously to reappoint the auditor at the June meeting but this had been omitted from the minutes. Councillor Manning proposed that the Council reappoint the internal auditor, seconded by Councillor Croucher and agreed with eight votes in favour and three abstentions.</p> <p>Subject to the above amendment, Councillor Smith proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Cook and agreed with eight votes in favour and three abstentions due to not being at the meeting.</p>	Clerk
<p><u>135/15 To deal with any matters arising from the meeting held on the 3rd June not covered elsewhere on this agenda.</u></p> <p>None</p>	
<p><u>136/15 To receive and consider any County Council reports and communications not covered elsewhere on the agenda.</u></p> <p>The report had been previously circulated. Cllr Hudson reported that he would be attending meetings with regards to the Ely bus route and the proposed speed limit change on Station Road and would report back to the Council. Councillor Hudson confirmed that the Enterprise Centre Scheme at the Central Library had been scrapped and the situation was being relooked at.</p> <p>Councillor Manning advised Councillor Hudson that Lucy Frazer (MP) would be contacting CCC and the Police regarding the recent problems with loose horses in the village. Councillor Hudson agreed to speak to Lucy Frazer as well as the enforcement officer.</p>	P Hudson P Hudson

<p>137/15 To receive and consider any District Council reports and communications not covered elsewhere on the agenda.</p> <p>Councillor Manning reported that SCDC had responded to the Inspectors report on their Local Plan and were looking at the evidence provided in the report. In the meantime the National Planning Framework applied to any planning applications that may be submitted.</p> <p>Phase 2 of Northstowe had been passed by SCDC this week subject to S106 and some reserved matters.</p> <p>138/15 Chairman's report including:</p> <p><u>Cambridgeshire's strategy for flood risk management</u></p> <p>The Council had received notification of the consultation for the above. The questionnaire needed to be completed by the 14th July. The Council would not be replying directly to the questionnaire but it was agreed to forward the documentation to Mr R Purnell, the Over and Willingham Drainage Board and Old West Drainage Board all of whom would be better placed to comment.</p> <p>139/15 To receive from the following Committees; annual reports from lead councillors, note any delegated decisions taken, and make any recommendations</p> <p>F&GP Committee <u>Update on ongoing complaint</u></p> <p>Due to the <u>confidential</u> nature of the item Councillor King proposed that that the meeting be closed to the public, seconded by Councillor Croucher and agreed unanimously. It was also agreed to take this item after item 149/15</p> <p>Councillor King summarised the situation to date with regards to the Freedom of Information and Subject Access Request and proposed that the Council continue as advised, seconded by Councillor Croucher and agreed unanimously.</p> <p>Planning Committee – updates including Planning meetings held on 8th and 30th June. The minutes had been previously circulated and no questions were raised.</p> <p><u>To consider filling planning committee vacancy</u></p> <p>Councillor Manning proposed that Councillor Cook join the planning committee, seconded by Councillor Smith and agreed unanimously.</p> <p>Councillor Manning reported that SCDC would be looking at the trees within the conservation area at Willingham House and would meet with the owners.</p> <p>Green & Boundaries – Updates including: <u>To appoint Deputy Lead Councillor</u></p> <p>As Councillor Watson was not present, it was agreed to defer this item until the August meeting.</p> <p><u>Update on Meadow road site – fencing</u></p> <p>As Councillor Watson was not present, it was agreed to defer this item until the August meeting.</p> <p>Councillor Manning reported that he is liaising with Gallagher and the Cambridge News regarding the press piece that the Council had agreed to submit for publication.</p> <p><u>To receive and consider actions following report of maintenance issues on Pyrethrum Way</u></p> <p>Correspondence had been received regarding various maintenance issues on Pyrethrum Way. This had been passed to the lead councillor for action.</p> <p>As Councillor Watson was not present at the meeting, it was agreed to defer this item until the August meeting</p> <p>Cemetery -</p>	<p>Clerk</p> <p>Clerk</p> <p>J Watson/ August</p> <p>J Watson/ August</p> <p>R Manning</p> <p>J Watson/ August</p> <p>Actions</p>
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<p>Updates including: Councillor Mellows reported: <u>Update on Soil left in cemetery</u></p> <p>This was still ongoing</p>	<p><i>A Cook</i></p>
<p><u>To discuss and consider future action regarding cemetery maintenance issues</u></p> <p>Councillors Mellows, Croucher and the Clerk had met with the grass cutting contractor to look at the recent issues raised with the cemetery. Councillor Mellows proposed that to try and address the variance in grass growth throughout the year, the Council agree to an additional maximum of four cuts to be used if needed between now and the start of the next season. Seconded by Councillor Croucher and agreed unanimously.</p>	<p><i>Clerk</i></p>
<p>Leisure & Amenities Updates including: The report had been previously circulated and Councillor Smith reported:</p> <p><u>Update on QEII Field</u></p>	
<p>Phase I had now been completed and Councillors had received positive feedback from parishioners regarding the new equipment. The grant claim forms had been submitted to WREN and AmeyCespa for payment. Unfortunately the application for funding from Mick George had been unsuccessful so funding for Phase II would now need to be sourced from elsewhere. The WAG/PC working party would continue to look at this. The opening event would be held on the 12th July.</p>	<p><i>QEII Working party</i></p>
<p>The specification for the QEII Field states fortnightly cuts. However, when needed our contractors had cut weekly (free of charge) in order to keep the grass length down. With the new equipment being installed they would now not be able to do this as manoeuvring around the equipment would mean the cut would take much longer. Councillor Smith has requested a quote for additional cuts and would report back once they were received.</p>	<p><i>J Smith</i></p>
<p>The Fen Gallop was due to take place this on 5th July, starting from the Recreation Ground, Councillor Smith was liaising with the organisers to ensure everything was in place.</p>	<p><i>J Smith</i></p>
<p>Councillor Smith had spoken to Willingham Wolves regarding some of the issues raised during the recent football tournament. He had advised the club that all future events must have a minimum of 4 adult marshals in place.</p>	
<p>Councillor Smith confirmed that he had not heard back from the Wolves with regards to the queries raised with their accounts.</p>	<p><i>J Smith</i></p>
<p>Halls Updates including</p>	
<p>Public Hall <u>Parking outside the public hall</u></p>	
<p>The Clerk had written to the neighbouring business for a second time requesting their users did not park in front of the hall or on the pavement. Although the situation had improved there were still incidences occurring where users were leaving the cars in front of the hall doors. It was agreed that Councillor Croucher and the Clerk would liaise with regards to further actions.</p>	<p><i>R Croucher/ Clerk</i></p>
<p>Ploughman Hall <u>To receive and consider quotes for floor sanding</u></p>	
<p>Quotes had been received from Roger Hyde Ltd (£2,978), Commercial Floor Sanding Ltd (£2,476), ACR Cleaning (£2,400), Abbey French polishing contractors (£6,115). All contractors with the exception of ACR Cleaning visited the site prior to quoting.</p>	
<p>Councillor Croucher proposed that the Council accept the quote from Commercial Floor Sanding Ltd, provided the work could be carried out during August. This was seconded by Councillor Harris and agreed unanimously. The office had also received advice regarding the ongoing maintenance of the floor once the works had been carried out.</p>	<p><i>Clerk</i></p>
<p>Manart had replaced most of the broken roof tiles but would need to return with a cherry picker to address the two that sit high on the roof. They had agreed to do this free of charge.</p>	
	<p><i>Actions</i></p>

MS

140/15 Accounts

Paid Items:

BACS/DD Payments:

Salaries	June	Salaries	2132.64
PAYE	June	Salaries	463.42
Intouch	Monthly Licence	Establishments	35.99
GDF Energy	Electric Ploughman	Halls	368.48
Buchan	Village Grass cutting	Establishments	1951.70
Suds & Bubbles	Cleaning Pavilion/Ploughman	L & A/Halls	625.00
SCDC	Piper lifeline	Section 42	532.48

Items to be paid:

Over & Will Drainage	Drainage rate	Establishments	32.50
Konica Minolta	Photocopier	Establishments	315.64
Old West Drainage	Drainage	Establishments	55.44
CBS Office	Stationery	Establishments	68.95
Hewitsons	Legal Fees	Establishments	1710.00
Universal Fencing	QE2 Gates	L & A	624.00
Willingham PCC	Meeting Room	Establishments	189.00
IAE	QE2 Gates	L & A	1410.36
Footprint	Signs QE2	L & A	70.56
Manart	Roof repairs Ploughman	Halls	144.00
Petty Cash	Office	Est	93.64

Councillor Law proposed the accounts be accepted, seconded by Councillor Harris and **agreed** unanimously
(After the meeting it was noted that the payment to Universal Fencing had been incorrectly allocated to L&A – this item was for the site on Meadow Road and should be allocated to G&B – RFO advised)

RFO

141/15 Police matters update

Report previously circulated. Councillor Slater had attended the police liaison meeting where topics discussed were neighbourhood watch and speedwatch. The police confirmed that crime in the area is down at present and Willingham had been quite quiet.

142/15 WAG update

This was taken under the public forum

143/15 – Youth update

Councillor Cook confirmed that the new Baptist Minister had become the Chair of Willingham Youth Trust.

It was pointed out that the external door to the side of the Youth building was damaged and that following a recent inspection of the emergency lights, two appear to have no power running to them. The Clerk would contact the builder to see what could be done.

Clerk

There had been a few incidents of antisocial behaviour around the hall recently. This had been reported and is being monitored.

144/15 To receive an update on the 30mph extension along Station Road

This was covered under item 136/15.

145/15 Speed Watch and the council's role in crime prevention in the village

A discussion took place about the effectiveness of speedwatch in the village. Councillor Tassell reported that prior to joining the Council he had spoken to the school about the children being involved by producing posters etc. It was agreed that Councillor Tassell should liaise with the school to ascertain their proposal and report back to the Council at the August meeting.

**R Tassell/
August**

Councillor Harris confirmed that as part of the Northstowe traffic monitoring he had some real time data relating to the number and speed of vehicles travelling through the village. This would be circulated to all councillors and discussed further at the August meeting.

**N Harris/
August**

The question of the Council's role in crime prevention had been raised at a previous council meeting. It was agreed that whilst the Council regularly liaise with the local PCSO and report any concerns as they arise, this matter really falls within the remit of the police.

Actions

146/15 Parking issues around the school – consider response from the PCSO

A response had been received from the PCSO with regards to the concerns raised over parking around the school. It was agreed to invite the PCSO to a future meeting so that the Council could discuss this further with him.

Clerk

147/15 Reports from outside bodies not on the agenda

None received.

148/15 Items for Future meetings

Ely Bus Route
30mph speed limit
G&B Deputy Lead Cllr
Pyrethrum Way maintenance
Speedwatch
School parking issues
SCDC Boundary Review

149/15 Date of next meeting: 5th August 2015

Meeting closed at 9:15pm

Legislation governing payments in the order in which they appear:

1. LGA 1972 s112(2)
2. Ditto
3. LGA 1972 s111
4. LG (Misc Provs) Act 1976 s19(1)
5. Ditto
6. LGA 1972 s112(2)
7. LGA 1972 s137
8. Water Resources Act 1991 ss134-138
9. LGA 1972 s111
10. Water Resources Act 1991 ss134-138
11. LGA 1972 s111
12. Ditto
13. LGA 1894 s(8)(1)(i)
14. LGA 1972 s134(4)
15. LGA 1894 s(8)(1)(i)
16. Ditto
17. Ditto
18. LGA 1972 s111

*Timing
5 AUG 15*
