



WILLINGHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 2nd September 2015 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: D Law, R Croucher (Chair), L King, J Smith, J Anderson, A Slater, B Mansfield, N Harris
County Councillor Hudson (arrived 7:40)

Parishioners: Four

Clerk: Mandy Powell

175/15 Apologies for absence

Apologies were received and accepted from Councillors:

Tassell – Holiday

Cook – Holiday

Mellows – Holiday

P King – Prior commitment

Manning – Prior commitment

176/15 Declarations of interest

None

177/15 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 the commencement of the meeting. Maximum of five people to speak. Large Groups must decide on a spokesperson representative

The meeting was adjourned:

Mr M Tidball from WAG reported that there had been some confusion over the date for the Feast weekend church service. The Church had arranged the service for the 11th and the Salvation Army had booked the 4th. All parties were liaising to resolve the issue

WAG

Mr Garner reported that he had attended the public consultation regarding the potential development on Rockmill End and had suggested to the representatives of Ely Diocese that they should give part of the land to the PC for a much needed new cemetery.

Mr Garner also commented that he was very disappointed with the recent state of the cemetery but noted that it had been cut since his visit.

Mr Jeeps raised concerns about the cemetery including the path straightening and tree pruning. The Chairman confirmed that these concerns would be passed to the Lead Councillor to follow up.

S Mellows

Mr Jeeps went on to say that he was very unhappy with the amount of surface water left on parts of Over Road running up towards the traffic lights. He also stated that the gutters around the village needed clearing. Councillor Hudson agreed to look into these issues for Mr Jeeps.

P Hudson

Mr Jeeps also raised concerns about the tree on the green area at the entrance to Haden Way, he felt it was very overgrown and needed addressing. The Chairman confirmed these concerns would be passed onto the relevant authority.


Clerk

Mr Hart also raised concerns about the condition of Over Road and reiterated his concerns regarding the parking around the school area and the Newington junction. Mr Hart went on to state that he felt the Feast should be the 1st w/e of October and that it had always been that way.

The meeting was reconvened.

178/15 To approve the minutes of the Parish Council meeting held on the 5th August 2015

Councillor Anderson proposed that the minutes be accepted as a true record of the meeting, seconded by Councillor Slater and **agreed** with six votes in favour and two abstentions due to not being at the meeting.

<p><u>179/15</u> To deal with any matters arising from the meeting held on the 5th August not covered elsewhere on this agenda.</p>	
<p>None</p>	
<p><u>180/15</u> To receive and consider any County Council reports and communications not covered elsewhere on the agenda. Councillor Hudson reported that the negotiations regarding the Ely bus service were still ongoing. He was due to meet with a representative regarding the 30mph speed limit extension over the next week and would report back to the Council when he had further news. Concerns were raised regarding the white zig zag lines outside the Co-Op. These were very faint and cars had been reported parking on them. Councillor Hudson agreed to speak to highways.</p>	<p><i>P Hudson</i></p> <p><i>P Hudson</i></p>
<p><u>181/15</u> To receive and consider any District Council reports and communications not covered elsewhere on the agenda. Councillor Manning was not present to give a report.</p>	
<p><u>182/15</u> Chairman's report including:</p>	
<p><u>Correspondence received from CCC regarding Rights of Way Improvement Plan update</u> The Council were invited to comment on the draft updated rights of way improvement plan. Comments should be received by the 21st October 2015. The Chairman read out the details and informed Councillors that should they wish to comment details could be obtained from the Clerk.</p>	<p><i>All</i></p>
<p><u>Invitation to attend Cambridgeshire ACRE Annual Meeting</u> The Council had been invited to attend Cambridgeshire ACRE's Annual Meeting, to be held on Monday 21st September. No volunteers were forthcoming.</p>	<p><i>All</i></p>
<p><u>Correspondence regarding hedges between the Lode and the Ploughman Hall car park</u> The Council had received correspondence from a parishioner about the bushes between the Ploughman Hall Car park and the Lode and had requested that they should be allowed to grow to allow for privacy and noise reduction for the terraced houses on the opposite side of the Lode.</p>	
<p>The Clerk was asked to respond explaining that the area immediately alongside the Lode was the responsibility of the Environment Agency and that the Council would continue to review the height of their hedges.</p>	<p><i>Clerk</i></p>
<p><u>Invitation to attend Amey Community Fund awards event on Tuesday 20th October</u></p>	
<p>Following the completion of Phase I of the QEII Field the Council had been invited to attend the above event. It was agreed that a member of the WAG team should be invited to attend and if possible a member of the Parish Council. The Clerk was asked to forward details to M Tidball and respond to Amey Cespa accordingly.</p>	<p><i>WAG/Clerk</i></p>
<p><u>Invite to attend police workshop on Saturday 17th October 2015</u></p>	
<p>The Council had been invited to send a representative to a summit on modern day slavery to be held on the 17th October and the Chairman read out the itinerary for the day. Any Councillor wishing to attend should notify the Clerk</p>	<p><i>All</i></p>
<p><u>183/15</u> To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations</p>	
<p>F&GP Committee</p>	
<p><u>To receive and consider insurance premium renewal</u></p>	
<p>The insurance renewal has been received by the Clerk and previously circulated. The long term agreement was due to finish in 2016 and the insurance company had offered a 5% reduction should the council wish to commit to a further long term agreement running to 2018.</p>	
<p>Councillor Smith proposed that the Council accept the renewal and that they also agree to the further long term agreement to run to 2018, seconded by Councillor Anderson and agreed unanimously.</p>	<p><i>Clerk</i></p>
<p>Due to the confidential nature of the following F&GP items the Chairman proposed that they be taken at the end of the meeting and that this section of the meeting be closed to the public, seconded by Councillor Smith and agreed unanimously</p>	

Update on personnel (Item taken after item 194/15 in closed session)

Due to the confidential nature of this item the discussion was taken under closed session. The Chairman summarised the current situation and confirmed that as discussed previously the position of Admin Assistant had been made redundant meaning the Parish Council staff now consisted of the Clerk, RFO and Litter Picker.

Update on Ongoing Complaint (Taken after item 194/15 in closed session)

Due to the confidential nature of this item the discussion was taken under closed session. The Chairman summarised the situation to date following the FOI request and recent correspondence and it was agreed to respond to the complainants request for a meeting

Planning Committee – updates including planning minutes from meeting held on 19th August 2015

Minutes were previously circulated and noted.

Councillor Law had attended the recent public consultation in relation to the proposed development in Rockmill End. He reported that the original SCDC plan showed 50 houses on the site and that the new proposals indicated 70. He confirmed that no application had been submitted to date.

Councillor Harris reported that despite reassurances from Highways that the incorrect road closure signage for the Northstowe development would be corrected before the recent bank holiday closure they remained inaccurate. He would mention this at the next Northstowe meeting.

N Harris

Green & Boundaries –

Updates including:

To appoint Deputy Lead Councillor

As Councillor Watson was not present at the meeting this was deferred until October

October

Update on Meadow road site – fencing and gate

As Councillor Watson was not present at the meeting this was deferred until October

October

To receive and consider quotes for repair of fencing on Pyrethrum Way

As Councillor Watson was not present at the meeting this was deferred until October

October

Cemetery –

Updates including:

Councillor Mellows was not at the meeting to provide a report.

Leisure & Amenities

Monthly report had been previously circulated and noted

To receive and consider quotes for tree works

Quotes had been received from Atlas and Richardsons Tree Surgery to carry out works to the Willow trees and hedges on and around the recreation ground and also the hedge between the Ploughman Hall and the QEII Field.

The quotes for the trees and hedges were taken separately.

Councillor Smith proposed that the Council accept the quote from Atlas to carry out the work on the Willow Trees, seconded by Councillor Law and **agreed** with seven votes in favour and one abstention.

Clerk

Councillor Smith proposed that the Council accept the quote from Atlas for the works to the hedges on the Recreation Ground and the QEII Field once he had clarified the distance of the hedge to be trimmed, seconded by Councillor Slater and **agreed** with one vote in favour and one abstention.

J Smith/Clerk

To consider request from the Cricket club for additional CCTV coverage

The cricket club had requested additional CCTV coverage to prevent vandalism to their covers. Councillor Smith agreed to investigate the feasibility and cost options and would report back at a later meeting.

J Smith

Request from the Scouts re Firework Display on the Recreation Ground

Councillor Smith had received a request from the Scouts to hold their firework display on the Recreation Ground. He was currently discussing the logistics and health and safety issues with them and would report back. The Clerk remind Councillor Smith that the insurers would need to be notified of any such event with at least two weeks notice.

J Smith

Halls Updates including:

Public Hall

To consider quotes for minor repairs to the hall

Quotes had been requested from 4 companies and only one has responded – A Warren £165.00

Councillor Croucher proposed that the Council accept the quote from Mr Warren, seconded by Councillor Smith and **agreed** unanimously.

Clerk

It had been noted that the Public Hall Users had placed gravel along the side of the hall making the area look very smart. The Clerk was asked to pass on the Council's thanks to them.

Clerk

Ploughman Hall

To receive update and consider quotes for redecoration of office following recent water damage.

Investigations and requests for quotes to repair the damage had been ongoing. Quotes had now been received from various companies for repair, redecoration and flooring. These had been previously circulated to all Councillors

Councillor Smith proposed that the Council accept the quote from Manart for all the work quoted, seconded by Councillor Harris and **agreed** unanimously. The Clerk would forward the quotes to the insurers and request the go ahead to carry out the work.

Clerk

To receive and consider quotes for works to internal door between office and Youth facility

Quotes had been received from E Farrell and Manart to carry out the remedial work to the internal fire door in the office.

Councillor Harris proposed that the quote from Manart be accepted, seconded by Councillor Anderson and **agreed** unanimously.

Clerk

184/15 Accounts

Paid Items:

Salaries	August	Salaries	1867.27
PAYE	August	Salaries	595.77
H Szulakowska	Redundancy	Salaries	837.61
Intouch CRM	Licence	Est	35.99
Hewitsons LLP	Legal Fees P Buckley	Est	4949.11
Commercial Floor	Sand Floor	Halls	2971.20
Total Gas	Gas Pavilion	L & A	16.74
Total Gas	Electricity Public H	Halls	64.13
GDF Energy	Electric Ploughman	Halls	417.80
British Telecom	Phone/Internet	Est	292.47

Items to be paid by BACS:

Buchans	Village cuts	Est	938.60
Buchans	Seeding/fertilizer	L&A	1228.80
Suds & Bubbles	Cleaning	L&A/Halls	625.00
Suds & Bubbles	Hall Chairs	Halls	100.00

To be Paid:

K Unwin	Office Leak	Est	96.00
Richardson Trees	Willow Rec Ground	L & A	420.00

Councillor Law proposed that the accounts be accepted, seconded by Councillor Anderson and **agreed** unanimously.

185/15 Police matters update including:

Councillor Slater had circulated his report previously and reported that an aggravated burglary had taken place in West Fen Road and was being investigated.

186/15 WAG update

Given under public forum.

187/15 To receive an update on the 30mph extension along Station Road

The Clerk had written to the police for their support with the application to extend the 30mph limit to the Westfield junction. This had not received a positive response and the Clerk had now forwarded the information to County Councillor Hudson to see what, if anything could be done to move the proposal forward. Councillor Hudson was due to meet with a representative in the next week and would report back to the Council.

<p><u>188/15</u> Update on Speed watch and traffic monitoring</p> <p>As Councillor Tassell was not at the meeting it was agreed to defer this until October.</p> <p><u>189/15</u> Update on parking issues around the school</p> <p>The PCSO was unable to attend the Parish Council meeting but had suggested a separate meeting with himself, the Parish Council and the School. The Clerk was asked to liaise with Councillors King and Tassell to see if a meeting could be organised.</p> <p>The Chairman also read out correspondence received from the Police following a recent meeting regarding parking issues attended by Councillor Tassell. Unfortunately the response was very negative as to what action they could take regarding nuisance parking. The Chairman summarised their response to the Council and confirmed that the Council could purchase the use of a PCSO for 42 hours at a cost of £1,000 to tackle the issue. Councillor Croucher proposed that the Council refer the issue to the F&GP committee at their precept meeting to see if it would be possible to fund a PCSO for this task.</p> <p><u>190/15</u> To receive and consider information from Utility Wise regarding energy contracts</p> <p>Nothing received prior to the meeting.</p> <p><u>191/15</u> To receive and consider correspondence from CCC regarding street lighting energy savings</p> <p>The Chairman summarised the response received regarding the queries raised by the Parish Council last month. Councillor L King had kindly marked up the village map to show which lights would remain on (dimmed) after midnight. It was noted that the map clearly showed that the North side of the village was inadequately lit in areas such as the junction of Church Street/Green Street and Green Street and Rampton End. These are all significant junctions on significant routes to and from the village.</p> <p>Councillors were requested to forward any other areas of concern to the Clerk by Thursday 10th September at which time she would forward these to CCC. At the same time the Clerk would ask CCC to carry out a night time survey of the lamps they intend to leave switched on to ensure optimal illumination would be provided.</p> <p><u>192/15</u> To receive any other reports from outside bodies not on the agenda</p> <p>None Received.</p> <p><u>193/15</u> Items for future meetings.</p> <p>G& B Deputy Lead Councillor Pyrethrum Way Meadow Road Fencing CCTV Recreation Ground Insurance Claim update 30mph speed limit Parking issues</p> <p><u>194/15</u> Date of next meeting: Wednesday 7th October 2015 Meeting closed at 9.30pm</p>	<p>October</p> <p>Clerk</p> <p>F&GP Comm</p>
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Legislation governing payments in the order in which they appear on the accounts:

1. LGA 1972 s112 (2)
2. Ditto
3. Ditto
4. LGA 1972 s111
5. Ditto
6. LGA 1894 s(8)(1)(i)
7. LGA (Misc Provs) Act 1976 s19(1)
8. Ditto
9. Ditto
10. LGA 1973 s111
11. LG(Misc Provs Act 1976 s19(1)
12. Ditto
13. LGA 1972 s111
14. Ditto
15. LGA 1894 s(8)(1)(i)
16. Ditto

TWK