



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
3 February 2016 at 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street

Present: Councillors: A Slater, P King (Chair), A Cook, R Manning, J Anderson, D Law, R Tassell, J Watson, B Mansfield,
N Harris
Clerk: Mandy Powell
Parishioners: None

18/16 Apologies for absence

Apologies were received from Councillors:

S Mellows – personal commitment
J Smith – work commitment
J Vincent-Pilsworth – unwell
L King – prior commitment
R Croucher – personal commitment
County Councillor P Hudson – personal commitment

19/16 Declarations of interest

Item 26/16 L&A – Fire Work Display – Councillor Cook declared an interest as he was involved with Scouts and the fireworks.

20/16 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

No public were present

21/16 To approve the minutes of the Parish Council meeting held on the 6th January 2016

Item 14/16 should read "G Mumby be put forward for the environment award" not community award as stated. Subject to this amendment Councillor Anderson proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Watson and agreed with eight votes in favour and two abstentions due to not being at the meeting.

22/16 To deal with any matters arising from the meeting held on the 6th January not covered elsewhere on this agenda.

None

23/16 To receive and consider any County Council reports and communications not covered elsewhere on the agenda.

Councillor Hudson was not present but his report had been previously circulated. In summary –

Speed restriction on Station Road - still ongoing

Ely Bus – all work had now stopped due to budget pressures

Temporary lights and leaf litter on the highway – CCC Highways had responded to say that leaf litter clearance was the responsibility of SCDC. The Clerk was asked to contact SCDC and also to chase CCC Highways regarding the drain issue outside the Duke of Wellington.

Street Lighting – The Council had received an email from a parishioner regarding this matter and the fact that the guided busway is extremely lit up around the park and ride area at Longstanton. The Council had also received notification of the intention to amend the switch off timings to 2am - 6am. Concerns were raised as this would mean residents walking/cycling to the park and ride at Longstanton to catch the first morning bus (6am) would need to do so in the dark. It was agreed to write to Councillor Hudson and request the turn off time be set at 1am to 5am instead of 2am to 6am

24/16 To receive and consider any District Council reports and communications not covered elsewhere on the agenda.

Councillor Manning reported that the Electoral Review was still ongoing and that Over/Willingham was likely to go down to two District Councillors. Councillor Manning had met with Network Rail to raise the issues of the more trains being needed and a station at Addenbrookes etc. Although the meeting had seemed to go quite well, following the meeting Network Rail announced a delay in the station at Chesterton. It was felt that this was likely to have an impact on any other projects moving forward

Actions

Clerk

Clerk

Mandy Powell 02/02/2016

Councillor King asked whether there was any news with regards to business rates being paid to the District. Councillor Manning confirmed that there was no change to the situation at present. Councillor King also raised the issue of the boundary with Over and summarised the issue to-date. A brief discussion took place and the Council confirmed their continued support for the boundary change.

25/16 Chairman's report including:

To receive correspondence regarding Post Office access.

The Council had received correspondence regarding disabled access at the post office. The Clerk had spoken to the Postmaster and was asked to respond to the resident accordingly.

Clerk

To receive correspondence regarding Post Office collections

The Council had received correspondence regarding the possible change to collections from the main post office from 5.30pm to 5pm. Concerns were raised regarding the inconvenience this could cause local business and it was agreed the Clerk would write to the Postmaster confirming that the Council would prefer the collection times to remain as they currently were.

Clerk

To receive correspondence from WAG re display boards

WAG had kindly offered to donate some display boards to the Council. It was agreed that the Council were very unlikely to use them and suggested that possibly the School, Doctors or Library may be able to make use of them instead. The Clerk was asked to respond to WAG.

Clerk

Letter from Historic England

The Church had passed the Chairman a letter from Historic England regarding the war memorial. Historic England was considering the war memorial for addition to the list of buildings of special architectural or historic interest. It was agreed that when Historic England contact the Council the Council would confirm that they would like the war memorial left as it is and do not wish to change its status.

Councillor Emails

The Chairman reported that most Councillors were now set up with the new email addresses and requested that those still to set themselves up do so in the next couple of weeks. Once all the emails were in place the Clerk would switch to using these addresses. It was agreed to consider the publication of email addresses at the March meeting.

All

March

26/16 receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

To consider adoption/amendment of policies as recommended by F&GP Committee

Councillor Law proposed that the Council adopt/amend the following policies

Complaints procedure (code of conduct) (New)

Complaints procedure (administration) (New)

Publication Scheme (Amended)

Disciplinary Procedure (New)

Grievance Procedure (New)

Councillor Law also proposed that as several changes were being suggested to the policy to cover, email as the written word, that his be put back to the F&GP committee for consideration at their March meeting. This was seconded by Councillor Anderson and **agreed** unanimously.

Clerk

F&GP March

To consider committee recommendation for electronic banking

Councillor Law proposed that the Council implement the F&GP Committee's recommendation to start electronic banking from April, seconded by Councillor Anderson and **agreed** unanimously.

RFO

To consider committee recommendation re external audit

The Clerk summarised the current situation with regards to external audit and it was agreed unanimously to adopt the F&GP Committee's recommendation to enter the automatic external audit arrangements.

RFO

Planning Committee – updates including:

- planning minutes from meetings held on 12th and 27th January 2016 - Circulated and noted.

Councillor Law summarised the latest meetings and pointed out that the Council had received several outline applications for developments ranging from 26 houses to over 70. Councillor King raised concerns about the potential rapid growth in the village and the impact on services etc. Councillor Manning explained that until the District Council's local plan is in force the national Planning Policy Framework is the document used to evaluate planning applications

Baroness

02/08/2016

- (xii) LGA 192 s111
- (xiii) Ditto
- (xiv) Ditto
- (xv) Open Spaces Act 1906 s10
- (xvi) LGA 1894 s(8)(1)(9i)
- (xvii) Ditto
- (xviii) Ditto
- (xix) Ditto
- (xx) Open Spaces Act 1906 s10
- (xxi)

Raymond Lundy 02/03/2016 .

Councillor Harris reported that between March and September contractors would be carrying out work to the balancing ponds at Northstowe. This would mean that there would be approximately 1 lorry per minute travelling along Hatton Road between 8am and 6pm.

Green & Boundaries – Monthly report plus updates including:

To receive an update on Meadow Road Site

Councillor Tassell summarised the report he had prepared (this had been previously circulated and tabled) with potential options for the Meadow Road Site. Councillor Manning gave some background regarding the terms of the lease and a discussion took place. Councillor Cook proposed that Councillors Tassell and Watson liaise with the tree warden and obtain quotes for hedging the perimeter of the site. Councillor Cook also proposed that the Council remove the fence dividing the two areas of the site, the electric fence that had been put up without permission and make arrangements for the horse to be removed. This was seconded by Councillor Harris and **agreed** unanimously.

R Tassell
/J Watson

To receive an update on the community orchard flailing

Councillor Watson confirmed he had been in communication with M Peacock regarding flailing but a date for the work to be completed and costs for this was yet to be agreed. Councillor King reminded Councillor Watson that the work must be carried out during February, prior to the nesting season and if M Peacock was unable to do this then an alternative contractor should be sought. Councillor Cook proposed that the Council agree that the work be completed before March to a maximum cost of £150, seconded by Councillor Manning and **agreed** unanimously.

J Watson

Community Orchard – Beehive

Councillor Watson tabled a proposal from WAG for a beehive to be sited in the corner of the community orchard. The hive would be owned and managed by named members of the local bee keeping community who would be responsible for its upkeep. The hive would be fenced off and signposted. Councillor Cook proposed the Council give permission for the siting of the hive on a trial basis for 2016 to be reviewed next year, seconded by Councillor Law and **agreed** unanimously

Clerk

Cemetery - monthly report plus updates including:

Nothing to report.

Leisure & Amenities - monthly report plus updates including:

To consider request for possible alternative siting of the Scout Firework Display

Councillor Smith was not at the meeting but had reported that he was waiting to liaise with the new contact for siting the fireworks and had confirmed with the Scouts the Council's proposal to move the display to the opposite corner of the top field.

J Smith

Halls - monthly report plus updates including:

Councillor Croucher was not presented but had previously circulated his report which included:

To receive and consider quotes for Youth building external door

Two quotes had been received with a significant difference in cost. The Clerk had asked for clarification from one of the contractors to ensure the quotes were like for like. Councillor Manning proposed that once clarification had been received, should the quotes be like for like then the Council should accept the lower quote, seconded by Councillor Anderson and **agreed** unanimously.

R Croucher
/Clerk

Request from Scouts to run air rifle activity in the Public Hall

A request had been received from the Scouts to run organised air rifle activities in the public hall as one of their leaders had become a certified air rifle instructor. Councillor Manning proposed the Council agree to the request, seconded by Councillor Anderson and **agreed** with nine votes in favour and one abstention due to declaration of interest.

Clerk

Public Hall User Committee Meeting

Following requests by the Parish Council to meet, the PHUC had arranged a meeting without including the Council in the arrangements. Unfortunately, despite requests to change the meeting date due to lack of availability of the Lead Councillor the PHUC were not disposed to change the arrangements.

R Croucher

27/16 Accounts

To receive and consider quarterly budget statement

This had been previously circulated and tabled – No questions were raised.

Paid Items

Salaries	January	Salaries	£1886.65
Salaries	January	Paye	£ 510.08

Raymond Croucher
02/08/2016

Total Gas & Power	Village Green	G & B	£ 108.98	<i>Actions</i>
Engie	Electric Pavilion	L & A	£ 356.99	
Total Gas & Power	Pavilion Gas	L & A	£ 17.57	
British Gas	Pavilion Electric	L & A	£ 527.91	
Intouch	Licence	Est	£ 35.99	
Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00	
Suds & Bubbles	Cleaning Halls	Halls	£ 425.00	
<u>To be paid</u>				
K Fergusons	Cemetery Grass Cut	Cemetery	£1566.00	
Atlas Tree	Trees Rec & Ploughman	L & A	£2652.00	
Binder	Maintenance Pump	Halls	£ 102.00	
Binder	Maintenance Pump	L & A	£ 90.00	
Hewitsons	Legal Fees P Buckley	Establishments	£ 56.40	
Buchans	Rec Grd & Pyrethrum	F&GP	£ 167.70	
Edgar Farrell	Office flooding	Establishments	£ 96.00	
Cromwell Fire	Intruder Alarm Service Pav	L&A	£ 114.00	
Cromwell Fire	Intruder Alarm Callout	L&A	£ 168.00	
Cromwell Fire	Intruder Alarm Service Hall	Halls	£ 114.00	
Lawn Hopper	Rec - machine scarification	L&A	£ 125.00	
Councillor Law proposed the Accounts be accepted, seconded by councillor Anderson and agreed unanimously.				
Councillor King advised the Council that the payment from Wiser for the WEEE collection had now been received (£226.84). Councillor King proposed the Council pass the payment onto WAG, seconded by Councillor Anderson and agreed unanimously.				
28/16 Police matters update including:				
Councillor Slater summarised his report (this had been previously circulated). There had been several incidences of petty crime including criminal damage and egg throwing. Councillor Slater had also received reports of an assault on a local dog walker and several burglaries along Long Lane (these had not been detailed on E-Cops)				
29/16 To receive any other reports from outside bodies not on the agenda				
None				
30/16 Items for future meetings.				
Postal Deliveries				
Email addresses				
Pension Provision (May meeting)				
Meadow Road				
Community Orchard				
30mph limit				
31/16 Date of next meeting. 2 March 2016				

Clerk

Meeting closed at: 21:02

Legislation governing payments in the order in which they appear:

- (i) LGA 1972 s112(2)
- (ii) Ditto
- (iii) LG (Misc Provs) Act 1976 s19 (1)
- (iv) Ditto
- (v) Ditto
- (vi) Ditto
- (vii) LGA 1972 s111
- (viii) Ditto
- (ix) Ditto
- (x) LGA 1972 s 214
- (xi) Open Spaces Act 1906 s10

Samuel Endy

02/03/2016.