



# WILLINGHAM PARISH COUNCIL

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25 May 2016

NOTICE IS HEREBY GIVEN of an ordinary meeting of Willingham Parish Council to be held on Wednesday 1<sup>st</sup> June 2016 at 7 30 pm, at The Octagon, St Mary and All Saints Church – Church Street, Willingham

## ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND.

There will be a short presentation from Cambridgeshire Acre summarising the results from their recent housing need survey for Willingham. The Full Parish Council meeting will commence after the presentation.

The Public and Press are invited to address the Council under Item 97/16

## AGENDA

95/16 Apologies for absence

96/16 Declarations of interest

97/16 Public forum (*maximum 3 minutes per person, with an overall limit of 15 minutes*) All parishioners wishing to speak, 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

98/16 To approve the minutes of the Annual meeting of the Parish Council held on the 4<sup>th</sup> May 2016

99/16 To deal with any matters arising from the meeting held on the 4<sup>th</sup> May 2016 not covered elsewhere on this agenda.

100/16 To approve the minutes of the Annual Parish Meeting held on the 18<sup>th</sup> May 2016.

101/16 To deal with any matters arising from the meeting held on the 18<sup>th</sup> May not covered elsewhere on this agenda.

102/16 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.

103/16 To receive and consider any District Council reports and communications not covered elsewhere on this agenda.

104/16 To receive the Chairman's report including:

- Thank you letter from the library
- Notice of Cambridgeshire Highways Depot Open Days 2016
- Update on Councillor Vacancy
- Notice of Youth Bus 21<sup>st</sup> Birthday celebrations – 27<sup>th</sup> July 2016

105/16 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

Planning Committee – updates including:

- Minutes of the meeting held on the 19<sup>th</sup> May 2016
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HALLS – Updates including:

- To appoint Lead and Deputy Lead Councillors
- Public Hall update
- Ploughman Hall update

Cemetery - updates including

- To appoint a Deputy Lead Councillor
- New Cemetery

**Green & Boundaries** – updates including:

- To appoint Lead and Deputy Lead Councillors
- To receive and consider proposal on the community orchard flailing and tree works
- To receive report and consider any proposals regarding Parish trees
- To receive proposal for future Christmas tree/lighting

**Leisure & Amenities** - updates including:

- Report on emergency replacement of door lock
- To receive report on QEII Field Phase II and consider any proposals
- To receive and consider proposal to purchase two topsy bins for the QEII Field

**106/16 Monthly accounts for payment**

**Paid Items:**

Salaries	May 2016	Salaries	£ 2027.28
HMRC	May 2016	Salaries	£ 568.54
British Telecom	Phone	Est	£ 359.41
Total Gas & Power	Electric Village Green	G & B	£ 11.72
Total Gas & Power	Electric Public Hall	Halls	£ 60.35
Total Gas & Power	Gas Pavilion	L & A	£ 23.24
Intouch CRM	Monthly Licence	Est	£ 35.99
GDF Suez	Electric Ploughman Hall	Halls	£ 489.52
Suds & Bubbles	Cleaning Ploughman	Halls	£ 425.00
Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00

**To be paid:**

Lawn Hopper	Spring Treatment	L & A	£ 42.00 Chq no. 003430
A R Aspinall	Chain	L & A	£ 79.70 Chq no. 003431
Playsafety	Annual Inspection	L & A	£ 214.20 Chq no. 003432
ESPO	Stationery	Est	£ 76.00 Chq no. 003433
Hewitson	Legal Costs	Est	£ 112.80 Chq no. 003434
Mijan Limited	Internal Audit	Est	£ 100.00 Chq no. 003435
PRS Music	Ploughman Hall Licence	Halls	£ 646.54 Chq no. 003436
Rob Kirtiak	Emergency lock replacement – Pav	L&A	£ 420.00 Chq no. 003437
Cromwell Fire	Call out for Pub Hall Fire alarm	Halls	£ 135.00 Chq no. 003438
Fergusons	Cemetery Grass cuts	Cem	£1158.00 Chq no. 003439
ACA Heating & Plumbing	Works to Pav Toilet & Hall toilet	L&A/Halls	£ 97.52 Chq no. 003440

**107/16 Police matters update**

**108/16 To receive and consider correspondence regarding the naming of the former Aspinalls Builders Yard**

**109/16 To receive and consider grant request from Relate Cambridge.**

**110/16 To receive an update on internal auditors and agree auditor for 2016/2017**

**111/16 To consider future publication of Council documentation and accessibility to Councillors**

**112/16 To receive any other reports from outside bodies not on the agenda**

**113/16 Items for future meeting**

**114/16 Date of next meeting.**



Mandy Powell  
Parish Clerk