



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Wednesday 2 March 2016
at 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham

Present:

Councillors: A Cook, R Croucher (chair), N Harris, L King, D Law, J Smith, A Slater, J Watson, R Tassell, B Mansfield
County Councillor: Peter Hudson (*arrived 7:40*)
Tree Warden: D Oviatt-Ham
Parishioners: two
Clerk: Mandy Powell

32/16 Apologies for absence

Apologies were received from Councillors:

Mellows - holiday,
P King - prior commitment
R Manning - prior commitment
J Anderson – personal commitment
Jo Vincent-Pilsworth – work commitment

33/16 Declarations of interest

None

34/16 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

The meeting was adjourned

Caroline Stoneham of WAG/WYT summarised a proposal that had been tabled for a mobile park café and reported that she felt it was an excellent opportunity for the village with little financial risk. Should it prove to be successful then it may be possible to ask for a donation from the contractor in the future. The Chairman asked about the proposal mentioned in a recent meeting with WYT to use the youth facility as a café and Caroline responded that she saw this as being some way off at the moment.

The Chairman confirmed that the proposal would be considered under item 40/16.

The meeting was reconvened

35/16 To approve the minutes of the Parish Council meeting held on the 3rd February 2016

Councillor Slater proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Watson and agreed with seven votes in favour and three abstentions due to not being at the meeting.

36/16 To deal with any matters arising from the meeting held on the 3rd February 2016 not covered elsewhere on this agenda.

None

37/16 To receive and consider any County Council reports and communications not covered elsewhere on the agenda.

Councillor Hudson's report had been previously circulated and no questions were raised in relation to it.

The Chairman requested an update on the 30mph speed limit on Station Road and Councillor Hudson confirmed that two new members of staff were due to be taken on so it was hoped this would move forward soon.

Councillor Harris raised concerns about the junction at the Longstanton park and ride site as this area seems to be constantly covered in mud from the John Henry vehicles. Councillor Harris also reported that he had been informed that the wheel washing facility was no longer in use so vehicles were not being cleaned. Councillor Hudson agreed to follow this up.

Concerns were also raised regarding the traffic lights at the crossroads in Willingham. It was felt that they do nothing to alleviate the congestion problems along Station Road or from Over Road – queues are very lengthy in both

Actions

P Hudson

P Hudson

Caroline Stoneham
02/03/2016

<p>directions. Councillor Hudson commented that there was not likely to be an easy solution to the problem but he would take it up with Highways</p>	<p>P Hudson</p>
<p>Councillor Cook reported that now the new traffic lights at the Northstowe site were functioning it was very frustrating to be held up by a red light when the signal arms don't even exist yet. Councillor Hudson agreed to take this up with Highways.</p>	<p>P Hudson</p>
<p>Councillor Watson requested that Councillor Hudson look into the problem of the very large potholes at the entrance to the community orchard. Councillor Hudson agreed to pass this on to Highways. The Clerk reminded the meeting that highway issues can be reported via the CCC portal. These reports are tracked and updates are emailed once work has been undertaken.</p>	<p>P Hudson</p>
<p>38/16 To receive and consider any District Council reports and communications not covered elsewhere on the agenda.</p>	
<p>Councillor Manning was not present at the meeting but had previously reported that there would be a meeting at SCDC on the 23 March to approval the local plan changes. There had been several meetings lately in relation to devolution and the formation of larger authorities. Councillor Manning felt that a merger was unlikely at the present time. SCDC have approved an extra £5 per year on Council tax and they have also approved the Parish Council's precept.</p>	
<p>39/16 Chairman's report including:</p>	
<p><u>To receive correspondence from East Anglia Air Ambulance.</u> The Clerk had received correspondence from EAAA confirming that despite their best efforts the primary school had not responded to their requests to run CPR training so the grant will no longer be needed.</p>	
<p><u>To receive correspondence from SCDC regarding tax base adjustment</u> SCDC had written to confirm an adjustment in the tax base for Willingham. The new tax base for 2016-17 will be 1471.7 as opposed to 1472.0 as previously advised.</p>	
<p><u>To receive information regarding Care Network volunteering in Willingham</u> The Chairman read out information received from WAG relating to Care Network Cambridgeshire. WAG were intending to put a notice in the Willingham News to see if parishioners were interesting in taking part in the scheme. If a good response is received WAG hope to take the initiative forward.</p>	
<p><u>Tree Warden</u> The Chair introduced Diana to those Councillors who had not met her and summarised some suggestions that had been put forward. Diana had put together a piece for the Willingham News confirming her appointment and advising parishioners how they can become involved. It was agreed to put the article in the newsletter.</p>	<p>P King</p>
<p>Diana also suggested that she may be able to submit periodical articles for the Council page in the Newsletter covering things such as plant care for trees and promoting tree council projects etc. It was agreed that when Diana wished to submit an article it would be passed to the Clerk for integration into the Council's submission.</p>	
<p>Diana had also put together some notes regarding the Rockmill End development and the impact the development may have on arboriculture. It was agreed to refer the briefing to the planning meeting to be held on the 15th March for review.</p>	<p>Planning 15/3/16</p>
<p>40/16 receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations</p>	
<p>F&GP Committee – updates including:</p>	
<p><u>To receive an update on the new Councillor email addresses and the website</u> The Clerk confirmed that once the final outstanding email address is set up the system will be ready to go. Councillor Law had been working on the website and had set up the framework ready for populating by the Clerk and Councillor Law. The Clerk thanked Councillor Law for all his continued efforts in setting up the website and working on the new email addresses.</p>	<p>D Law Clerk</p>
<p>Planning Committee – updates including:</p>	
<p><u>Planning minutes from meeting held on 22 February 2016</u></p>	
<p>Circulated and noted</p>	
<p>Green & Boundaries – Monthly report plus updates including:</p>	
<p><u>To receive an update on Meadow Road Site</u> Councillor Watson summarised progress to date and confirmed that he and Councillor Tassell would like to hedge the perimeter and put some bollards at the entrance. Councillor Watson confirmed that at the present time the horse had been removed but the electric fencing and gate across the middle of the field were still there. Councillor Watson was</p>	

Raymond W. Law
06/04/2016

asked to produce a specification of all the work he wished to be undertaken on the site. This should then be passed to the Clerk so that like for like quotes could be sought and presented to Council once received.

J Watson
/Clerk

To receive an update on the community orchard flailing

Councillor Watson confirmed that the flailing had not gone ahead and as we were now in the nesting season this would have to wait until later in the year. Councillor Watson was requested to put together a clear specification detailing what work he wished to be done. This should then be passed to the clerk so that like for like quotes could be obtained.

J Watson
/Clerk

To receive proposal from Lead Councillor regarding future Christmas tree/lighting

Councillor Tassell summarised his proposal which had been tabled and included the possible installation of a slow growing tree on the Green and possible local business sponsorship for the lights/tree. Following a brief discussion Councillor Tassell was asked to look at the proposal in more detail and provide the Council with a clear comprehensive proposal at the next meeting with regards to the setting up of a committee, possible sponsorship and costings for the various options considered.

R Tassell

To receive an update regarding dog bins on Station Road

Councillor Watson confirmed there was currently only one bin on Station Road and was considering relocating one from another location. The Clerk reminded Councillor Watson that a comprehensive survey had been undertaken to ascertain what bins previously allocated by SCDC were missing. The list should be checked and if there are missing bins from Station Road then SCDC should be requested to replace them. The Clerk agreed to pass a copy of the list to Councillor Watson to review

J Watson

Cemetery - monthly report plus updates including:

Councillor Mellows was not present at the meeting. Councillor Cook reported that the grass in the cemetery was becoming extremely long and proposed that the Council request the contractors carry out an early cut, this was seconded by Councillor Smith and **agreed** unanimously.

Clerk

Leisure & Amenities - monthly report plus updates including:

To receive correspondence from WAG/WYT regarding possible part time café on the QEII Field

Following the report tabled from Caroline Stoneham and her presentation under the public forum a discussion took place. Although the idea of refreshments was supported in general, concerns were raised regarding the best way for this to be taken forward. Councillor Smith proposed that the Council did not support the portable café on the QEII field but would prefer WYT to take the idea forward from the Youth Facility as mentioned previously. This was seconded by Councillor Slater and **agreed** unanimously.

Clerk

Public Hall

Update on Public Hall User Committee

The public hall user committee had met (without a PC representative) and had elected new committee members. Minutes of the meeting had been circulated. Councillor Croucher would endeavour to organise a meeting with them in April.

R Croucher

Ploughman Hall

Update on pumping station

Since the last meeting Binder had been out to repair the pump. Unfortunately, the pipework was extremely corroded and replacement pipework had to be fitted. A new quote for all the work was provided (£1575.87). Authorisation had been obtained for the additional work in line with finance regulations. This work had now been completed.

Update on Youth building external door

Manart had replaced the door and fitted it with a drip cover at the top to hopefully prevent the problem occurring again.

Update on WYT progress

A meeting had been held with the New Chair and Treasurer of the Youth Trust and Councillor Croucher and the Clerk. The meeting had been very productive and a report had been previously circulated.

Heating

Councillor Law reported that the hall was very hot during a recent badminton evening and wondered whether the timer was out of sync. Councillor Croucher agreed to look into this.

R Croucher

41/16 Accounts

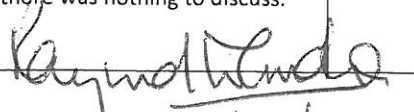
Items paid by direct debit/standing order:

British Telecom	Phone	Est	£ 339.26
South Cambs DC	Piper Lifeline	Section 142	£ 68.23
Total Gas	Pavilion gas	L & A	£ 20.89

Raymond Croucher

06/04/2016

Total Gas	Village green electric	G & B	£ 45.79	
GDF Suez	Ploughman Electric	Halls	£ 700.72	
Intouch CRM	Licence & Hosting	Est	£ 35.00	
Items paid by bank payments:				
Salaries	February 2016	Salaries	£2017.29	
HMRC	February 2016	PAYE	£ 577.90	
Items to be paid by bank transfer:				
Suds & Bubbles	Cleaning Ploughman	Halls	£ 425.00	
Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00	
Items to be paid by cheque:				
Cromwell Fire	Alarm Serv Public Hall	Halls	£ 79.20	
Cromwell Fire	Alarm Serv Pavilion	L & A	£ 79.20	
Cromwell Fire	Alarm Serv Ploughman	Halls	£ 120.00	
SLCC	Conference	Est	£ 401.20	
Hewitsons	P Buckley Legal	Est	£ 141.00	
Lawn Hopper	Scarification – Bowls	L & A	£ 300.00	
Williams Grnds	Grass cutting etc	Cemetery	£ 2605.00	
Edge IT	Support-cemetery	Cemetery	£ 216.00	
Edge IT	Epitaph Classic	Cemetery	£ 174.00	
Manart	Youth facility door	Halls	£ 416.00	
CCC	Street lighting	G&B	£ 500.24	
Konica Minolta	Copying	Est	£ 65.93	
<p>The Chair reported that the office door lock had recently been changed and the approved quote of £95 had increased to £99 due to an additional key being needed.</p> <p>Councillor Law proposed the accounts be accepted, seconded by Councillor Slater and agreed unanimously.</p> <p>42/16 Police matters update including: Report previously circulated. Councillor Slater reported that things appeared very quiet recently but he expressed concern that he doesn't hear from the local PCSO at all. He had attended the recent panel meeting where speedwatch was raised and it had been confirmed that 13,000 letters had been issued last year.</p> <p>Parking at the school was raised and the Clerk and Councillor Tassell confirmed that despite attempts to obtain meeting dates from the school and the PCSO nothing had moved forward. The Clerk agreed to contact them again. Clerk</p> <p>43/16 To receive and consider grant request from Over Day Centre The annual report and accounts had been received and Councillor Cook proposed that the Council offer a grant of £1,000 as per last year. This was seconded by Councillor Watson with five votes in favour and five votes against. The Chair exercised his casting vote, meaning the proposal was NOT carried with five votes in favour and six votes against.</p> <p>Councillor L King proposed the Council increase the grant to £1,500, seconded by Councillor Law with five votes in favour and five against. The Chair exercised his casting vote and the proposal was agreed with six votes in favour and five against. Clerk</p> <p>It was noted that if the Council are to continue to support the Day Centre annually this should be included in the precept and would be considered at the F&GP budget meeting later in the year. F&GP Nov</p> <p>44/16 To receive and consider quotation received for works to West Fen Road A quote had been received for £1,200. It was agreed to try and obtain two additional quotes and Councillors were requested to put forward appropriate contractor details to the Clerk so that this could be done. All Clerk</p> <p>45/16 To consider proposal from Willingham Partnerships Ltd regarding adoption of open space at the new development at Brickhills Correspondence had been received from the above offering the open space adjacent to plot 11 to the Parish Council. Councillor Law proposed the Council turn down the offer, seconded by Councillor Harris and agreed unanimously. Clerk</p> <p>46/16 To receive an update on the 30mph speed restriction extension. This was discussed under item 37/16</p> <p>47/16 To discuss recent issues with postal deliveries This had been requested to be added to the agenda at the last meeting. It was agreed there was nothing to discuss.</p>				


06/04/2016

48/16 To receive any other reports from outside bodies not on the agenda

None

49/16 Items for future meetings:

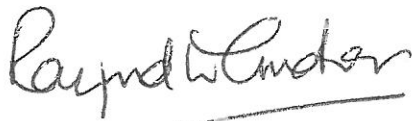
Meadow Road
Christmas Tree/Lights
30mph Limit
School Parking
Works to West Fen Road
Publication of new Council email addresses

50/16 Date of next meeting: 6th April 2016

Meeting closed at: 9:05pm

Legislation governing payments in the order in which they appear:

1. LGA 1972 s111
2. LGA 1972 s137
3. LG (Misc Provs) Act 1976 s 19(1)
4. Ditto
5. Ditto
6. LGA 1972 s111
7. LGA 1972 s 112 (2)
8. Ditto
9. LGA 1972 s111
10. Ditto
11. Ditto
12. Ditto
13. Ditto
14. Ditto
15. Ditto
16. Open Spaces Act 1906 s10
17. LGA 1972 s214
18. LGA 1972 S111
19. Ditto
20. LGA 1894 s(8)(1)(i)
21. Parish Councils Act 1957 s3(1)(a)
22. LGA 1972 s111



06/04/2016