



# WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on 7<sup>th</sup> September  
2016 7.30pm, in the Octagon,  
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Croucher (Chair), Slater, Cook, L King, P King, Anderson, Manning, Mansfield, Watson, Tassell,  
Mellows  
Parishioners: Thirteen  
Clerk: Mandy Powell

## **151/16 Apologies for absence**

Apologies were received from Councillor Smith due to work commitments and Councillors Harris, Law and County Councillor Hudson due to prior commitments

## **152/16 Declarations of interest**

None

**153/16 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**

*The meeting was adjourned*

Paul Knighton, Chair of the Willingham Feast committee introduced some of the committee members to Council and confirmed that the event for the Green during Feast week was no longer going ahead but the committee would still very much like to erect a marquee in future years. *(This was discussed later in the meeting under item 161/16)*

*The meeting was reconvened.*

## **154/16 To approve the minutes of the Full Parish Council meeting held on the 3<sup>rd</sup> August 2016**

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

## **155/16 To deal with any matters arising from the meeting held on the 3<sup>rd</sup> August 2016 not covered elsewhere on this agenda**

None

## **156/16 To consider any applications for co-option for the Councillor vacancy**

One application had been received and two other parties had expressed interest. It was agreed to defer the co-option until the October meeting.

## **157/16 To receive a Police update report from Acting Inspector Mark Rabel.**

Acting Inspector Rabel was unable to attend so PCSO Tony Martin spoke on his behalf. He reported that levels of crime remained fairly constant in the village although there had been a recent spike due to house and shed break-ins. Some of the building sites in the village had also been targeted. Two offenders had been identified in relation to recent shop thefts and were being processed accordingly. PCSO Martin confirmed that inconsiderate parking was not being treated as a major priority but would be dealt with if come across during their normal duties. Input of the E-Cops system was to be taken over by CID officers in the near future.

## **158/16 To receive and consider any County Council reports and communications not covered elsewhere on this agenda**

County Councillor Hudson was not present but had reported via the Clerk that he was still working on the 30mph limit and the lighting around the park and ride site. He confirmed that the lighting remained on in Longstanton at the Parish Councils request. Councillor P King commented that Councillor Hudson's assistance with County matters was very much appreciated and he hoped that Councillor Hudson would be able to attend the Parish Council meetings as regularly as possible.

Actions

October

Clerk/ P  
Hudson

*Raymond Hudson 06/09/2016*

The Clerk was asked to report back to Councillor Hudson regarding the continued state of the roads around the Northstowe site. These still remain extremely muddy despite assurances from the site contractors that regular cleaning of the highway was taking place.

**159/16 To receive and consider any District Council reports and communications not covered elsewhere on this agenda**

Councillor Manning reported that the survey on devolution was complete and results were expected soon. Following the recent committee meeting, the District Council were required to carry out a boundary review of Willingham/Over within one year. Following the resignation of the Chief Executive a suitable replacement was being sought.

**160/16 To receive the Chairman's report including:**

To receive notice of Cambridgeshire ACRE AGM – 27<sup>th</sup> September 2016

Councillors were advised to notify the Clerk should they wish to attend.

All

To receive notice of SCDC Devolution seminar – 22 September 2016

Councillors were advised to notify the Clerk should they wish to attend.

All

Correspondence regarding community highways volunteering (previously circulated)

Councillors were advised to notify the Clerk should they wish to look into this further. Details would also be passed to WAG.

All/Clerk

Correspondence received from Parishioner regarding sports facilities in the village

A letter had been received regarding improving sporting facilities in the village and was read out by the Chair. The Clerk had responded to the parishioner previously.

Fouling in the Play Area

There had been a recent incident of human faeces in the under 5's play area. The Clerk was asked to look into suitable contractors to address this should the situation occur again. To be discussed at the October meeting.

October

**161/16 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations**

**F&GP Committee – updates including:**

To receive and consider insurance policy renewal (paperwork previously circulated)

Councillor Manning proposed that the Council accept the renewal quotation, seconded by Councillor Cook and agreed unanimously.

Clerk

To receive external audit report

This had been received and the only area highlighted was confirmation that Council assets should be listed as fixed and not increased each year. The Chair thanked the RFO and Clerk for the good report and their continued efforts. The conclusion of audit notice would be posted on the website

Clerk

**Planning Committee – updates including:**

Meeting held on the 16<sup>th</sup> August 2016 (minutes previously circulated)

No questions raised

To consider planning application S/0121/16/FL – The Oaks, Meadow Road, Willingham, Mr T Buckley – retrospective change of use of the chalet building from nil use to residential use.

Councillor Cook proposed the Council make no recommendation, seconded by Councillor Manning with ten votes in favour and one abstention.

Clerk

To consider hedgerow removal notice - land adjacent to the B1050, Willingham Road, Willingham, Mr J Thorpe

Councillor Cook proposed the Council recommend refusal as the hedgerow was planted as part of the planning process to obscure the quarry works and as such should remain. This was seconded by Councillor Tassell and agreed with four votes in favour, 1 against and 6 abstentions.

Clerk

**HALLS – Updates including:**

To consider request from WYT for the use of the hall free of charge for a fund raising event during Feast week.

A request had been received from WYT for free use of the hall. They had used their allocated free event earlier in the year. Councillor Croucher proposed the hall be hired at a reduced rate of £10/hour, seconded by Councillor Manning and agreed unanimously.

Clerk

*Raymond Cook*  
06/10/16 POK

Photography Club – use of Public Hall

A request had been received for the use of the Public Hall during Feast weekend. Councillor Croucher proposed that the Club be given permission to use the Hall provided that this does not cause a problem with the user committee and the Scouts. He further proposed that they liaise directly with the user committee for use in future years. Seconded by Councillor Tassell and **agreed** unanimously.

Clerk

**Cemetery – updates including**

To consider donation for a Remembrance Wreath

Councillor King proposed a donation of £50.00, seconded by Councillor Mellows and **agreed** unanimously. Councillor Croucher would attend the ceremony on behalf of the Council.

Clerk  
R Croucher

**Green & Boundaries – updates including:**

To receive request from WAG to erect a marquee on the Green on the 1<sup>st</sup> and or 2<sup>nd</sup> October for Feast Week

WAG no longer required the marquee on the 1<sup>st</sup> and 2<sup>nd</sup> but would like to ascertain whether the Council would be happy for them to erect one in future years during the Feast Weekend. It was agreed that the Council would be happy for them to do so as long as it did not conflict with existing users over the weekend and all parties, including the Council were liaised with in advance.

Clerk

Update on Meadow Road and consider any actions to be taken

*This was taken after item 167/16*

Councillor Cook summarised the current situation and confirmed a quote had been obtained. It was agreed that Councillor Cook would provide a report for the next meeting detailing the various options available to the council along with costs.

A Cook  
October

To receive a report and consider any actions regarding the Christmas Tree and lights for the Green. (report previously circulated)

Councillor Linda King summarised the report previously circulated. It was noted that there was a budget for lighting within precept of £250 with a potential donation from WAG of £500.

Councillor Cook proposed that the Council purchase 2 x 250 metres of white strings and 1x50 & 1x70 metres of coloured strings from Xmas Direct. Any shortfall in costs would be covered from Sundry expenses under Green and Boundaries. This was seconded by Councillor Mellows and **agreed** unanimously.

L King/  
Clerk

Councillor Manning was still waiting for a price for the tree – details would be circulated to the Council for approval next week.

R Manning

**Leisure & Amenities - updates including:**

To receive and consider request from Bowls for support with maintenance of the Bowls Green

A request had been received from Mr T Buckley for assistance in the maintenance of the Bowls Green of £150 month for the next nine months. It was agreed that the Council were unable to assist in this matter and the Clerk was asked to write to Mr Buckley accordingly.

Clerk

**162/16 Monthly accounts for payment**

**Paid Items:**

Salaries	August	Salaries	2303.97
PAYE	August	Salaries	759.54
Intouch CRM	Licence	Est	35.99
Total Gas	Gas Pavilion	L & A	23.01
Total Gas	Electricity Public H	Halls	29.42
Total Gas	Electricity V. Green	Halls	23.06
GDF Energy	Electric Ploughman	Halls	591.80
British Telecom	Phone/Internet	Est	390.13

**Items paid by credit card:**

Engineering & Design	Public Hall Sheet	Halls	102.64
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**Items to be paid by BACS:**

Suds & Bubbles	Cleaning	L&A/Halls	625.00
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**To be Paid:**

SCDC	Piper Lifeline	Section 142	25.00
A Peacock	Bowls Green	L & A	500.00
D Fouracre	Boiler Service	L & A	120.00
Buchans	Village Grass cut	Est	1160.78
Cromwell Fire Ltd	Ploughman maint	Halls	432.00
Over & Will Drainage	Drainage	Est	32.50
PKF Accountants	Audit	Est	720.00

Councillor Manning proposed the Council recommend approval of the accounts, seconded by Councillor Slater and **agree** unanimously.

*Linda King*  
06/10/2016

**163/16** To receive and consider proposal from WAG for the funding and progress of Phase II of the QEII Field  
*The meeting was adjourned*

Members of WAG gave a presentation summarising the project and the consultation process to-date. The recent It's a Knock Out event had raised over £5,000 - £4,000 of which was to be allocated to Phase II of the project. A full discussion between WAG and Councillors followed.

*The meeting was reconvened*

Councillor Cook proposed that once the Community Contribution of £4,000 was forwarded to the Council that subject to some minor changes to the quotation from Proludic (removal of bins and high seats) the Council use the existing S106 monies towards phase II as previously agreed under item 85/16 (*this would be monies from Rockmill End, Rampton Road and Land to South of Brickhills*). This was seconded by Councillor Croucher and **agreed** unanimously.

R Croucher  
/Clerk

**164/16** To receive an update on the 30mph application for Station Road, agree costings and consider future actions

Some costings had been received from CCC but details of exactly what was involved needed further clarification. It was agreed that Councillor Croucher and the Clerk would liaise with CCC to ascertain further details.

R Croucher  
/Clerk

**165/16** To discuss Parish Plan and Neighbourhood Plan

It was agreed to defer this item until the October meeting. If possible a representative from the Neighbourhood Planning team at SCDC would be invited to attend a planning meeting to provide some background knowledge and advice on moving forward.

R Manning  
/Clerk

**166/16** To receive any other reports from outside bodies not on the agenda

None received

**167/16** Items for future meeting

Co-Option  
30mph Limit  
Hazardous Cleaning  
Meadow Road  
Neighbourhood/Local Plans

**168/16** Date of next meeting: 5<sup>th</sup> October 2016

*Meeting closed at:9:44pm*

*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) Ditto
- (7) Ditto
- (8) LGA 1972 s111
- (9) LGA 1894 S(8)(1)(i)
- (10) LGA 1972 s111
- (11) LGA 1972 S137
- (12) Open Spaces Act 1906 s10
- (13) LGA 1894 s(8)(1)(i)
- (14) LGA (Misc Provs Act 1976 s19(1)
- (15) LGA 1894 s(8)(1)(i)
- (16) Water resources Act 1991 ss 134-138
- (17) Audit Commission Act 1998 s7(3)

*Raymond Croucher*  
*06/Oct/2016*