



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
5th October 2016 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Cook, Croucher (Chair), Harris, L King, P King, Law, Manning(arrived 7:55pm), Mansfield, Smith, Slater

County Councillor: Peter Hudson

Parishioners: four

Clerk: Mandy Powell

	Actions
<p>169/16 Apologies for absence</p> <p>Apologies were received from the following Councillors:</p> <p>Mellows – Holiday Tassell – work commitments Anderson – holiday Watson - unwell</p>	
<p>170/16 Declarations of interest</p> <p>Item 178/16 – L&A - Councillor Slater declared a personal interest as his son sponsors the Wolves.</p>	
<p>171/16 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.</p> <p><i>The meeting was adjourned</i></p> <p><i>Mr Garner asked the Council to look at the trees and ivy growth in the cemetery (particularly in Church Lane) as both needed addressing. The Tree Warden would be asked to look at the issue and report at the November meeting.</i></p>	<p>Tree Warden November</p>
<p>Meeting reconvened</p>	
<p>172/16 To approve the minutes of the Full Parish Council meeting held on the 7th September 2016.</p> <p>Councillor Cook proposed the minutes be accepted as a true record of the meeting, seconded by Councillor L King and agreed with six votes in favour and three abstentions due to not being at the meeting.</p>	
<p>173/16 To deal with any matters arising from the meeting held on the 7th September 2016 not covered elsewhere on this agenda</p> <p>None</p>	
<p>174/16 To consider any applications for co-option for the Councillor vacancy</p> <p>An application had been received from John Harding and Councillor Smith proposed that Mr Harding be co-opted onto the Council, seconded by Councillor Slater and agreed with eight votes in favour and one abstention.</p>	
<p>175/16 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.</p> <p>Councillor Hudson's report was previously circulated and he reported that moving forward the lighting at the park and ride site at Longstanton would be reduced by 50%.</p> <p>Councillor Hudson updated the Council with regards to the 30mph limit and was asked to request a very clear costing for the project so that the Council knew how much they needed to commit to. Councillor Hudson also agreed to speak to Highways regarding the lack of road markings on Rampton Road.</p> <p>Councillor Hudson was asked to look at the various ongoing issues facing the village including the Northstowe development and the state of the roads, lorries through the village and speeding, Councillor Hudson noted the concerns.</p> <p>Councillor Harris would be attending the forthcoming Northstowe meeting and agreed to raise the issue of mud on the road.</p>	<p>P Hudson</p> <p>N Harris</p>

Peter Hudson 02/11/2016

365110

<p>176/16 To receive and consider any District Council reports and communications not covered elsewhere on this agenda <u>This was taken after item 177/16</u> Councillor Manning reported that the Government had delayed the decision on devolution and it was now expected on the 17th November. Councillor Manning was asked to do the following on behalf of the Council:</p> <ul style="list-style-type: none"> - Speak to SCDC regarding possible enforcement in relation to the mud on the road at Northstowe. - Arrange for a representative from SCDC to attend a planning meeting to discuss neighbourhood plans - Arrange for a representative from SCDC to attend a planning meeting to explain the role of GCHDA (Greater Cambridgeshire Housing Development Agency) 	R Manning
<p>177/16 To receive the Chairman's report including: <u>Invitation to the licensing of Rev Davies as Team Vicar Designate</u> An invitation had been received for a representative to attend on the 29th October. Councillor Mansfield volunteered to represent the Council.</p>	B Mansfield
<p><u>To receive and consider input to flood awareness survey</u> Councillor Cook volunteered to complete the survey</p>	A Cook
<p><u>To consider request from Centre School Cottenham regarding volunteering of pupils</u> A request had been received for pupils from the Centre School to carry out some regular volunteer litter picking on the QEII Field supervised by members of the school staff. It was agreed to allow this activity and the Clerk was asked to liaise with the school.</p>	Clerk
<p>178/16 To 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: The Chair reported that the new assistant, Mrs Annika Osborne would be starting with the Council on the 6th October for four hours a week.</p>	
<p>Planning Committee – updates including: <u>To review decision 161/16 – The Oaks Meadow Road S/0121/16/FL and consider any future actions.</u> A request to rescind this decision and refer it back to the planning committee for consideration and recommendation to SCDC had been submitted and signed by six councillors. This had been previously circulated to Councillors. Councillor Harris proposed that the Council refer this item to the planning committee for consideration and recommendation to SCDC, seconded by Councillor Smith and agreed with eight votes in favour and one abstention. A planning meeting would be called for the 12th October 2016</p>	Planning
<p><u>Planning minutes from meeting held on 28th September 2016</u> Previously circulated and noted.</p>	
<p>HALLS – Updates including: <u>Update on Ploughman Hall lighting</u> Ongoing - The lights had not been replaced as yet as a larger scaffold platform was needed. It was hoped this would take place week commencing the 18th October.</p>	Clerk
<p><u>Update on replacement external doors for the Ploughman Hall</u> Ongoing - The doors had not yet been installed and the Clerk was having difficulty obtaining an installation date from the contractors.</p>	Clerk
<p>Cemetery – updates including <u>New cemetery</u> Councillor Mellows was not present so no report was given. Concern was raised that as a potentially suitable piece of land had been identified this item needed moving forward. In his absence Councillor Mellows was actioned with providing the Council with an informed report regarding access at the November meeting.</p>	S Mellows November
<p><u>To receive and consider correspondence from parishioner regarding the trees in the churchyard (previously circulated)</u> The Chairman summarised the correspondence and Councillor Manning agreed to speak to the tree officer at SCDC. The Tree Warden would also be asked to liaise with Councillor Manning on what is needed.</p>	R Manning Tree Warden
<p><u>Cemetery gates</u> It had been reported by a parishioner that the gates had dropped on their hinges and it was becoming increasingly difficult to open and close them. The Clerk was asked to arrange for these to be looked at.</p>	Clerk

Raymond Underwood
22/10/2016

Cemetery Wall

The mud pile had been moved from next to the wall but the homeowner had expressed concerns regarding the possible collapse of the wall as it was leaning dangerously. Councillor Mellows had requested that quotes were sought to strengthen the wall in this area. It was agreed that before quotes were sought a structural engineer would be contacted to see what works were required.

Clerk

Green & Boundaries – updates including:

Update on Meadow Road and consider any actions to be taken

Ongoing – Councillor Cook to report at the November meeting.

A Cook

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

The meeting was adjourned to ask WAG members whether a tree was available from them. WAG could not guarantee a tree but they may be able to find a contribution towards the cost of one.

The meeting was reconvened

Councillor Manning confirmed that an 18ft tree had been reserved with Rougham Estates and would cost £500 + VAT.

Councillor P King proposed that the Council purchase the reserved tree, seconded by Councillor Law and **agreed** with seven votes in favour, two against and one abstention.

R Manning

The Clerk was asked to write a letter of thanks to G Pake for all his support over the years with the lights on the Green.

Clerk

To consider proposal for purchasing of furniture for the Community Orchard

Councillor Cook had received a quotation for £299.85 for 2 x 6 seater picnic table and 1 large bench and proposed that the Council accept the quotation. This was seconded by Councillor Harris and **agreed** with nine votes in favour and one against.

Clerk

Leisure & Amenities - updates including:

To receive monthly report and consider any proposals

To receive an update regarding QEII Field including Community Chest application status

The order for Phase II had been placed and the Clerk was liaising with the contractor. The Community Chest application for the tarmac areas had been successful and the Council had been awarded £1,500 towards the costs leaving £1922 plus VAT to be found from the S106 monies allocated to the QEII Field

Councillor Cook proposed that the Council place the order for the tarmacking, seconded by Councillor Smith and **agreed** unanimously.

Clerk

Request from Wolves to display advertising on the Pavilion

Councillor Smith reported that the Wolves would like to display advertising for the sponsors of the Wolves on the outside of the pavilion. This would only be during the weekends of the football season. It was agreed that more detail was needed and Councillor Smith was asked to provide a report for the November meeting, detailing how many, size, how much space they would be taking up, how they were to be attached to the Pavilin and when they would be put up and taken down.

J Smith
November

179/16 Monthly accounts for payment

Paid Items:

Salaries	September	Salaries	£ 2283.01
PAYE	September	Salaries	£ 718.94
Total Gas & Elect	Public Hall	Halls	£ 50.41
Total Gas & Elect	Electric Green	G & B	£ 11.72
Total Gas & Elect	Pavillion gas	L & A	£ 20.05
Engie	Ploughman Electric	Halls	£ 404.95
Camb Water Co	Pavilion/Ploughman	Halls	£ 207.95
SCDC	Piper lifeline	Section 142	£ 697.32
ICO	Data Protection	Est	£ 35.00
Intouch	Renewal	Est	£ 35.99
Royal British Legion	Wreath	Section 137	£ 50.00

Items to be paid by BACS:

Suds and Bubbles	Cleaning Pavilion	L & A	£ 200.00
Suds and Bubbles	Cleaning Ploughman	Halls	£ 425.00

Items to be paid:

Buchans	Village grass cutting	Est	£ 1045.08
Konica Minolta	Photocopier	Est	£ 347.42
CBS	Stationery	Est	£ 59.38
CBE Ltd	Reset RCD Public hall	Halls	£ 67.20
Petty Cash	Office	Est	£ 49.92
Lawn Hopper	Cricket pitch treatment	L&A	£ 42.00

Councillor Law proposed the accounts be accepted, seconded by councillor P King and **agreed** unanimously.

Raymond Leach
02.11.2016


365/16

<p><u>180/16 To receive an update on the 30mph application for Station Road, agree costings and consider future actions</u> This was taken under item 175/16</p> <p><u>181/16 To receive an update on charges for removal of hazardous waste</u> The Clerk had received an indication of possible costs (although these would vary depending on the extent of any work needed and would be quoted on a job by job basis). Indications showed that for a similar sized incident as the recent fouling in the play park the cost would be around £400. Councillor Croucher proposed that should there be a need to the Clerk should be allowed to contact an appropriate company immediately. This was seconded by Councillor Harris and agreed unanimously.</p> <p><u>182/16 To receive an update following the meeting with the school to discuss parking</u> Councillor Croucher summarised the meeting with the School and confirmed that they were putting together a Minor Highways Improvement application to address the issues with parking at the school. The application would be a school led application and they hoped that the Council would offer their support for it. The application would be tabled/presented at the November meeting.</p> <p><u>183/16 To receive any other reports from outside bodies not on the agenda</u> Councillor Slater summarised his police report (previously circulated) and confirmed that Inspector Drury was now leading the Prevention and Partnership team.</p> <p><u>184/16 Items for future meeting</u> Advertising on the Pavilion Cemetery trees 30mph limit Meadow Road New Cemetery Northstowe meeting update</p> <p><u>185/16 Date of next meeting</u> Wednesday 2 November 2016.</p>	<p>November</p>
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Meeting closed at 8:55pm

Legislation governing payments in the order in which they appear:

1. LGA 1972 s112 (2)
2. Ditto
3. LG (Misc Provs) Act 1976 s19(1)
4. Ditto
5. Ditto
6. Ditto
7. Ditto
8. LGA 1972 s137
9. LGA 1972 s111
10. Ditto
11. War Memorials (Local Authorities' Powers) Act 1923 s133 (1).
12. LGA 1972 s111
13. Ditto
14. LG (misc Provs Act 1976 s19(1)
15. LGA 1972 s111
16. Ditto
17. LGA 1894 s(8)(1)(i)
18. LGA 1972 S111
19. Open Spaces Act 1957 s3(1)(a)


Raymond Richards
02/11/2016