



WILLINGHAM PARISH COUNCIL

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

Present: Councillors: Tassell, Slater, Anderson, L King, Harding, Law, Mellows, Croucher (Chair), Harris, Manning, Cook, Mansfield
County Councillor: Peter Hudson
Parishioners: Three
Clerk: Mandy Powell
Admin Assistant: Annika Osborne

186/16 Apologies for absence	Actions
<p>Apologies were received from the following councillors: J Smith – work commitment P King – prior commitment <i>Apologies were also received after the meeting from Councillor Watson due to personal reasons</i></p>	
<p>187/16 Declarations of interest</p>	
<p>Item 194/16 – Willingham News – Councillor L King declared a non-pecuniary interest as secretary of the Willingham News and Councillor Law declared a non-pecuniary interest as his wife is one of the editors.</p>	
<p>188/16 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 <i>The meeting was adjourned.</i> <i>Fiona Darcey, School Governor at Willingham Primary School gave a presentation summarising the ongoing issues with parking around the school and reported that the School were intending to submit a minor highways funding application for timed yellow lines in Thodays Close. The School had liaised with the police, parents and residents and would like the support of the parish council. They anticipated that the approximate cost of the project would be around £3,000.</i> <i>Councillor Cook asked the school to check with CCC as to whether they had permission to close off the turning circle as he believed it had been part of the planning permission at the time.</i> <i>Mrs Daniels raised concerns about the yellow lines potentially having a negative effect on residents and felt the problem would be moved to Newington and Long Lane. She asked if the school could consider the issue of staff parking on the roadway.</i> <i>Mrs Daniels also reported that Willingham Combined Charities had purchased another bungalow and were inviting applications from qualifying residents.</i> <i>The meeting was reconvened.</i></p>	
<p>189/16 To approve the minutes of the Full Parish Council meeting held on the 5th October 2016 Councillor Law proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Harris and agreed with nine votes in favour and three abstentions due to not being at the meeting.</p>	
<p>190/16 To deal with any matters arising from the meeting held on the 5th October 2016 not covered elsewhere on this agenda</p> <p>None</p>	
<p>191/16 To receive and consider any County Council reports and communications not covered elsewhere on this agenda Councillor Hudson reported that the street lighting timings was progressing and that CCC apologised for the delay in responding to the Council's enquiry. Clarification had been sought as to which lights the Council wanted the timings changed for. It was confirmed that the Council would like all the lights that currently go off between 2am and 6am to be changed to go off at 1am and come on at 5am. Councillor Harris reported that he had received complaints that residents are left standing at the busway in the mornings (around 8am) whilst several full buses go straight past. Councillor Hudson was asked to enquire whether some of the buses could be rescheduled so they either didn't stop at the colleges or alternatively for some of the B routes to be changed to include Addenbrookes. Councillor Hudson agreed to pass the enquiry on.</p>	<p>Clerk</p> <p>Hudson</p>

Kay Mathews
07/12/2016

403/16

<p>It was also reported to Councillor Hudson that at times the parking signage at the park and ride site still continues to show an incorrect number of spaces.</p>	Hudson
<p>192/16 To receive and consider any District Council reports and communications not covered elsewhere on this agenda</p>	
<p>Councillor Manning reported that the Planning committee meeting had taken place at SCDC today but that the application for Meadow Road had been withdrawn by the applicant SCDC would be meeting over the coming weeks to decide whether to go ahead with devolution.</p>	
<p>193/16 To receive the Chairman's report including:</p>	
<p><u>To receive and consider correspondence for a circus to attend Willingham</u></p>	
<p>It was agreed to ask Councillor Smith whether the recreation ground could be used. If not, it was agreed that the Green would be a suitable venue. The Clerk would ascertain the programme for the event and seek references from other parishes.</p>	Clerk
<p><u>To receive an update on WYT</u></p>	
<p>The Chair and Clerk had met with WYT on the 10th October and the Chair reported that although the Trust had not managed to recruit a new Youth Worker yet they were actively looking at possibly expanding the job specification in conjunction with other centres who were also looking for staff. There would also be some changes to the trustees in the forthcoming year.</p>	
<p><u>To receive correspondence from parishioner regarding traffic concerns on Earith Road and consider any actions.</u></p>	
<p>The Chair had received a letter raising concerns about the traffic on Earith Road and the Clerk had responded.</p>	
<p><u>To receive invitation to CAPALC AGM</u></p>	
<p>The AGM was due to take place on the 15th December and Councillors were requested to advise the Clerk if they wished to attend.</p>	All
<p><u>Winter Gritting Routes</u></p>	
<p>The Council had received notification of the winter gritting routes and it was noted that parts of the bus routes had been omitted including Wilford Furlong and Church Street. The Clerk was asked to write to advise CCC of this omission.</p>	Clerk
<p><u>Letter from MP Lucy Fraser</u></p>	
<p>A letter had been received from Ms Fraser outlining her wish to update parishioners via the Council's piece in the Willingham News. It was agreed that it would be more appropriate for her updates to be submitted directly to the Willingham News. Clerk to advise.</p>	Clerk
<p><u>Planning Training Sessions</u></p>	
<p>Notification of upcoming training had been received and would be circulated to councillors. Anyone wishing to attend was asked to notify the clerk by Friday 4th November.</p>	All
<p>194/16 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:</p>	
<p>Nothing to report</p>	
<p>Planning Committee – updates including:</p>	
<p><u>Planning minutes from meeting held on 12th October 2016</u></p>	
<p>Circulated and noted</p>	
<p><u>Northstowe Update</u></p>	
<p>Councillor Harris had recently attended a meeting and reported that the earth works on the ponds was now complete. It was hoped to include local residents in future archaeological digs. Monitoring of traffic volume was still ongoing.</p>	
<p>HALLS – Updates including:</p>	
<p>Councillor Tassell reported:</p>	
<p>The intruder alarm had gone off several times recently for no apparent reason. The Clerk was asked to call out the engineer.</p>	Clerk
<p>The new fusebox had now been fitted in the public hall</p>	
<p>Councillor Tassell was endeavouring to organise a meeting with the PHUC</p>	Tassell

Raymond Pridley

07/12/2016

To consider placing advertisement in the Willingham News for 2017

Councillor Tassell proposed the Council place the ¼ page, black and white advert at a cost of £330, seconded by Councillor Cook and **agreed** unanimously

Clerk

To consider request from new Hall user

Councillor Cook proposed that Council ask the Chair, Councillor Tassell and the Clerk to liaise with the hall user to agree terms of hire and to update the booking policy to encompass all regular users with any changes, seconded by Councillor Manning and **agreed** unanimously.

Croucher/
Tassell/
ClerkCemetery – updates includingTo Receive an update on the new cemetery

Councillor Mellows reported that unfortunately the land owner had recently passed away and he was now liaising with family members.

Mellows

To receive an update regarding the cemetery wall and gates

This was ongoing – contractors had been contacted.

To receive report from the Tree Warden on cemetery trees and consider actions to be taken

Ongoing – Councillor Mellows would review the work and compile a schedule of work.

Mellows

Green & Boundaries – updates including:Update on Meadow Road and consider any actions to be taken

Councillor Cook reported that fly tipping had occurred in the entrance to the field and the Clerk was asked to report this to SCDC.

Clerk

To receive an update on the Village Green lights and tree.

The tree had been ordered and the lights received. A quote had been requested for the installation of the armoured cable.

Cook

Village Green Trees

Councillor Cook reported that some of the trees were overhanging the road and would need some work carrying out in the near future. This would be looked into.

Cook

Leisure & Amenities - updates including:To consider request from Willingham Wolves for advertisements on the Pavilion

Councillor Smith was not present but had reported previously that he had contacted SCDC who confirmed permission would be needed to place signage on the wall. It had been decided to use portable 'A' frame signs that could be taken in and out as needed.

195/16 Monthly accounts for paymentPaid Items:

Salaries	Salaries	October	2575.02
Intouch CRM	Est	Licence	35.99
Total Gas	L & A	Gas pavilion	20.17
British Gas	L & A	Electric pavilion	152.55
Total Gas	G & B	Electric Green	57.18
Xmas Direct	Est	Xmas lights	753.97

To be paid by Bank Transfer

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

Items to pay:

Sage	Est	Acts support	577.80
Sage	Est	Payroll support	313.20
Buchans	Est	Grass cutting	1854.80
CBS	Est	Stationery	15.61
Fergusons	Cem	Grass Cutting/Maint	3420.00

An additional item had been added to the payment scheduled, CBE Ltd £681.49. This expenditure had been previously approved via round robin email and in line with financial regulations.

Councillor Anderson proposed the accounts be accepted as a true record of the meeting, seconded by Councillor Slater and **agreed** unanimously.

196/16 To receive and consider quarterly budget statement

Councillor Slater proposed the statement be accepted, seconded by Councillor Law and **agreed** unanimously.

Raymond Cook
07/12/2016

405/116

197/16 Police update

Councillor Slater reported that there had been a couple of burglaries in the village. He had also attended the recent police panel meeting where it was confirmed that the police were directing 'evidence based crimes' to areas where high percentages occur.
Councillor Croucher advised the meeting that there was a new PCSO covering Willingham – Thomas Baugh

198/16 To receive an update on the 30mph application for Station Road, agree costings and consider future actions

This had been discussed under County Reports but was further discussed. Councillor Croucher confirmed that to obtain detail costings of the project the Council would incur a charge of approximately £250. A discussion took place and Councillor Cook proposed that the Council respond to CCC withdrawing the request for a breakdown of costs as although the reduction in the speed limit remained an aspiration of the Council they were unable to proceed with the project at the present time. This was seconded by Councillor Slater and **agreed** with seven votes in favour and five against.

Clerk
Clerk

199/16 To approve meeting dates for 2017

Previously circulated. It was agreed to accept the meeting dates as listed.

200/16 To receive and consider Willingham Primary School Minor Highways Application

A report from the school had been presented under the public forum. Councillor Cook proposed that the Council respond to the school confirming their support in principle for the project provided the police are prepared to enforce the changes. The Council would also like clarification on the actual project costs and once this was received the Council would consider whether they were able to make a contribution. This was seconded by Councillor Harris and **agreed** unanimously.

Clerk

201/16 To receive and consider Clerks attendance of 2017 Practitioners Conference

Councillor Croucher proposed that Council approve the request to attend the conference and that the Council further agree to cover the cost of the Clerk's meal on the first evening as this is not included in the cost of the booking. This was seconded by Councillor Anderson and **agreed** unanimously.

Clerk

202/16 To receive notification and consider community winter gritting scheme

The Chair read out the communication and it was proposed by Councillor Mellows that the Council did not take part in the scheme this year, seconded by Councillor Manning and **agreed** unanimously.

Clerk

203/16 To consider request for use of the Green for the 2017 Yesteryear Road Run

The Chair read out the request and it was agreed unanimously to allow the use of the Green.

Clerk

204/16 To clarify adjustment to street lighting timings.

This was taken under County Council report.

205/16 To receive and consider grant request from Fen Edge Community Association.

The paperwork had been previously circulated and the Chair summarised the request to the meeting. It was agreed that the Council were unable to support the request on this occasion.

Clerk

206/16 To receive any other reports from outside bodies.

None received.

207/16 Items for future meeting

School minor highways application.
Cemetery Trees

208/16 Date of next meeting: 7th December 2016

Meeting closed at: 9.25pm

Legislation governing payments in the order in which they appear:

1. LGA 1972 s112 (2)
2. LGA 1972 s111
3. LG (Misc Provs) Act 1976 s19(1)
4. Ditto

Raymond Hudson
 07/12/2016

- 5. Ditto
- 6. Open Spaces Act 1906 s10
- 7. LGA 1972 s111
- 8. Ditto
- 9. Ditto
- 10. Ditto
- 11. LG Misc Provs Act 1976 s19 (1)
- 12. Lga 1972 s111
- 13. LGA 1972 s214

Raymond Lundy

07/12/2016