



WILLINGHAM PARISH COUNCIL


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

Present: Councillors: Croucher(Chair), Anderson, Harris, Slater, Law, Cook, Watson, Mansfield, Mellows, Manning

County Councillor: Peter Hudson

Parishioners: Two

Clerk: Mandy Powell

Presentation on the Greater Cambridgeshire Housing Development Agency (GDHDA) by Councillor Harford	Actions
<p>Councillor Harford summarised the background and current activities of the GDHDA.</p> <ul style="list-style-type: none"> - It is a shared housing development team created through the City Deal - The three partners (SCDC, CCC and Cambridge City) had created triparty governance oversight - The team provided a range of support including complete scheme management from inception, through construction to post occupation. - It originally aimed to provide additional 1,000 dwellings on rural exception sites. - Issues with the 5 year land supply had created an emerging emphasis upon the development of market housing on those sites. <p>Concerns were raised with regards to the relationship between GDHDA and SCD's role as the Planning Authority. Councillor Harford confirmed that they were entirely separate and any applications that the GDHDA act as agents for are treated exactly the same as all other applications by the Planning Authority. The Council confirmed that this was not the impression they were given during the recent presentation for Belsar Farm and they felt that CCC were taking advantage of the arrangement.</p> <p>The Council highlighted that the recent Belsar Farm application contained many disappointing inaccuracies. It was also pointed out that it would be more professional for the GDHDA to liaise with local parish councils at a much earlier stage on developments they are acting as agents for. Councillor Harford agreed to raise both these points with GDHDA and report back to the Council accordingly.</p> <p><i>The meeting commenced immediately after the presentation (8pm)</i></p> <p><u>209/16</u> Apologies for absence</p> <p>Apologies were received from the following Councillors:</p> <p>Councillors L King and P King - holiday. Councillor Tassell - unwell. Councillor Smith - work commitment Councillor Anderson - personal commitment</p> <p><u>210/16</u> Declarations of interest None</p> <p><u>211/16</u> 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 reported that the tree and lights looked good but it would have been better if the turf had been put back over the trench. Councillor Croucher pointed out that volunteers had put a lot of hard work into organising and erecting the trees and lights and felt Mr Garner's comments were unfortunate.</i></p> <p><i>Mr Garner also raised concerns regarding the state of Long Pond. This is the responsibility of SCDC and Councillor Manning pointed out that they were restricted in what they could do due to Environment Agency rules. Councillor Manning agreed to speak to the relevant parties to see what could be done.</i></p>	<p>CLr Harford</p>
	<p>Manning</p> 

3/16

Mike Tidball (WAG) commented that he felt the tree and lights looked fantastic and he had managed to source two sponsors for the tree (Gallagher and the Co-Op). Councillor Harris proposed the Council accept the sponsorship from the Co-Op, seconded by Councillor Law and **agreed** with eight votes in favour and two against.

Mr Tidball also reported that the Social Club was hoping to source funding for disabled toilets and heating and would like the support of the council in principle for the projects. The Chair advised Mr Tidball to present the proposals to Council once they had been completed.

The meeting was reconvened.

212/16 To approve the minutes of the Full Parish Council meeting held on the 2nd November 2016

Councillor Slater proposed the Council accept the minutes as a true reflection of the meeting, seconded by Councillor Manning and **agreed** with nine votes in favour and one abstention due to not being at the meeting.

213/16 To deal with any matters arising from the meeting held on the 2nd November 2016 not covered elsewhere on this agenda

None.

214/16 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Report previously circulated. Councillor Hudson confirmed that he had been liaising with Stagecoach regarding the guided bus issues and they had put on an additional 8 (A route) buses during peak time and would be obtaining a further four new buses in May. He was trying to arrange for the Transport Committee to meet with providers to discuss future provision.

Councillor Hudson was asked if Highways were aware of how long it takes to travel South to North through the village at around 5.30pm and if so why do they keep supporting further development. Councillor Hudson confirmed they were aware of the issue. The Council had become aware of a proposed development in Earith which would include a relief road, why could this not also be the case in the Willingham. Councillor Hudson agreed to look into this. It was also pointed out that a lot of the traffic could be a result of people being dropped off at the busway as the original proposed connecting bus was not proceeded with once the busway was built.

Hudson

Councillor Hudson also reported that following a lot of feedback the Highways Committee were reviewing the criteria for agreeing the gritting routes.

215/16 To receive and consider any District Council reports and communications not covered elsewhere on this agenda

Councillor Manning reported that he is still receiving a lot of complaints regarding mud on the road around the Northstowe sites and asked Councillor Hudson to see what could be done from a County Highways perspective.

Manning /Hudson

216/16 To receive the Chairman's report including:

Correspondence from parishioner regarding the Christmas Tree and Lights

The Chairman read out a letter of thanks from a parishioner expressing their thanks for the stunning Christmas tree and lights' and expressing gratitude to the volunteers who erected them. The Clerk/Chairman had also received several other very positive reports on the display. The Chairman thanked everyone involved in sourcing the tree/lights and those involved in the erection and installation of them.

To receive response from CCC regarding gritting routes

The Clerk had written to CCC who had responded to confirm that the major routes not covered under the gritting programme would become secondary routes and would be gritted during sustained cold weather periods and when there was heavy snowfall. This may now be changed as CCC are now reviewing the criteria for gritting routes.

Update on 30mph Station Road

The Chairman reported that an invoice had been received for the advertising of the 30mph limit totalling £325.88

To receive request for use of the Green for WAG Beer Festival

WAG were considering holding a beer festival in the village and had requested the use of the Green. The Council agreed to the use of the Green and marquee should the event go ahead.

Clerk

To receive an update on issues with the guided bus

Taken under County report.

To receive an update on Minor Highways scheme and consider a Parish Council contribution

The School had taken on board the previous comments raised by the Council and had met with the Road Safety Officer who suggested minor changes to the proposal and proposed a trial of the parking restrictions to assess the impact of wider parking implications the scheme may result in. He had estimated the cost at being around £3,000 for the project. The Police had also been consulted and could foresee no issues from a police traffic management point of view. Councillor Cook proposed that if the bid proves to be successful then the Council offer a grant of £1,000 to the school towards the project, seconded by Councillor Manning and **agreed** with seven votes in favour and three against.

Clerk

Crime Prevent Event

The local PCSO was intending to hold a crime prevention session on the 21st January 2017 4pm-5.30pm and had requested free use of the hall. It was agreed to allow the use of the hall and to include details of the event on the Parish Council website.

Clerk

Willingham/Over Boundary Review

The Chairman reported that the terms of reference for the above review would be considered at SCDC Civic Affairs meeting to be held on 9 December 2016. Councillor Manning would be attending on behalf of the Council.

Manning

217/16 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

Consider recommendations from the meeting held on 8th November 2016

Councillor Cook proposed that the Council accept all recommendations made by the committee at their meeting on the 8th November, seconded by Councillor Law and **agreed** unanimously.

To consider and agree budget requests

Councillor Cook proposed the budget requests issued in the above minutes be approved, seconded by Councillor Law and **agreed** unanimously.

To consider and agree Precept demand for 2017-2018 £117,300

Councillor Law proposed that the Council accept the recommendation of the F&GP committee for the precept requirements and confirm our precept demand of £117,300 to SCDC. This was seconded by Councillor Mellows and **agreed** unanimously.

Clerk

Planning Committee – updates including:

Planning minutes from meetings held on 15th and 30th November 2016 – circulated and noted – next planning meeting to be held on the 19th December

HALLS – Updates including:

Ploughman Hall lights and new doors

The hall doors had been installed and primed and a reduced invoice received to reflect some remedial work that the decorator would need to carry out following the installation. The doors were due to be decorated in the spring.

Ploughman Hall Lights

Investigation into the fault with the lights had taken place and fault had been rectified. It was not possible to replace the tubes with LEDS due to unusual fittings not being available in LED. Where possible failed tubes had been replaced and it was agreed to look at a scheme for the lighting in the new year.

Clerk

Cemetery – updates including

To Receive an update on the new cemetery

This was ongoing and Councillor Mellows agreed to speak to the landowner and report back at the January meeting.

Mellows

To receive an update regarding the cemetery wall and gates

Wall – Councillor Cook and the Admin Assistant were liaising to arrange for the removal of the earth and the Clerk had written to the adjacent home owner confirming the outcome of the Structural survey. It was estimated that it would cost approximately £650 to hire the skips, digger and dumper to remove the earth. Councillor Croucher proposed that the Council agree expenditure up to £700 for the work, seconded by Councillor Law and **agreed** unanimously.

Cook /Clerk

Gates – A contractor had been sourced and would carry out the repairs as soon as the weather permitted.

33/16

To receive an update on cemetery trees and consider actions to be taken

Still ongoing – Councillor Mellows agreed to look at the trees in the cemetery so that any immediate issues could be addressed. The Clerk would be requesting a full tree survey for the Parish trees and any subsequent work could be included as part of that.

Mellows

Green & Boundaries – updates including:

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

This was also mentioned under Chairs report. The tree had been delivered and installed along with the lights and Councillor Cook thanked Councillor Manning for his assistance.

Update on Village Green trees

Following approval from SCDC planning the remaining three trees on the avenue had been removed

Leisure & Amenities - updates including:

To consider request from Fen Gallop for access to through the rear of the Recreation Ground.

A discussion took place and it was agreed that the Council would need more information to enable them to make a decision. The Clerk was asked to request a more detailed plan of their intentions.

Clerk

Circus

Further investigation had taken place regarding a suitable site for the Circus to visit. It was agreed unanimously that the Council does not have any land that would be suitable for their requirements and as a result would not be able to accommodate the Circus. The Clerk was asked to write and confirm.

Clerk

218/16 Monthly accounts for payment

Paid Items

Salaries	November	Salaries	2731.04
Paye	November	Salaries	833.54
Total Gas & Power Gas	Pavilion	L & A	23.08
Total Gas & Power Electric	Public	Halls	47.66
BT	Telephone	Est	709.58
Intouch CRM	Licence/Oct/Nov	Est	71.98
Fenton Timber	Benches	G & B	323.82

Items paid by credit card

Microsoft	Office 365	Est	112.32
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To be Paid by bank transfer

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

To Pay

Gawn Ass	Cemetery Wall	Cemetery	270.00
34SP.com	Prof Hosting	Est	71.40
CBS	New phone	Est	77.99
Manart Ltd	New doors	Halls	1453.20
ESPI Ltd	Annual support	Est	666.00
Dorcas	Clock Maintenance	Est	720.00
Buchans	Grass cutting	Est	884.21
Petty cash	Stationery (RFO)	Est	118.39
CCC	B1050 Press Notice	Est	325.88
Sage UK Ltd	Pension module for payroll	Est	143.86
Konica Minolta	Copying	Est	68.74

The Clerk reported that a revised invoice for Manart totalling £1273.20 had been received and the cheque for this amount had been raised instead of the original amount stated above.

RFO

Subject to the above amendment Councillor Law proposed the accounts be accepted, seconded by Councillor Slater and agreed unanimously.

219/16 Police update

Report previously circulated. Councillor Slater reported that there had been a few minor incidents in the village this month including theft from vehicles.

<p>220/16 To consider recommendations for changing of part lighting CCC had responded to confirm that to change the 'off' times in the village from 2am -6am to 1am - 5am would cost approximately £164.15 plus VAT. Councillor Harris proposed the Council accept the costs and go ahead with the change, seconded by Councillor Law and agreed unanimously.</p>	Clerk	
<p>221/16 To consider request from WYT for use of postal address and Wi-Fi access Councillor Cook proposed that the Council agree to the use of the Ploughman Hall as a postal address but that the request for the use of the Council's Wi-fi be refused, this was seconded by Councillor Croucher and agreed unanimously.</p>		Clerk
<p>222/16 To receive and consider request from Parishioner re Schole Road. A request had been received regarding the state of the road surface on Schole Road. Councillor Manning confirmed this is an unadopted road and was the responsibility of the residents. As the road was not within the remit of the Council it was agreed that they were unable to help. The Clerk would respond to the resident accordingly.</p>		Clerk
<p>223/16 Items for future meeting Cemetery Trees New Cemetery</p>		
<p>224/16 Date of next meeting</p>		
<p>4th January 2017</p>		

Meeting closed at 9:20pm

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. LGA 1972 s111
6. Ditto
7. LGA 1894 s(8)(1)(i)
8. LGA 1972 s111
9. Ditto
10. Ditto
11. LGA 1972 s214
12. LGA 1972 s111
13. Ditto
14. LGA 1894 s(8)(1)(i)
15. LGA 1972 s111
16. LGA 1894 s(8)(1)(i)
17. LG (Misc Provs) Act 1976 s19(1)
18. LGA 1972 s111
19. Ditto
20. Ditto
21. Ditto

Wing
4.1.17

