



# WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on 1<sup>st</sup> February 2017  
7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Cook, Slater, Mellows, L King, Law, P King, Manning, Croucher (Chair), Watson, Harris, Tassell  
County Councillor: Peter Hudson  
Parishioners: Nine

Clerk: Mandy Powell

## Presentation from Kirstin Donaldson SCDC on the Boundary review

Due to a delay in arriving the presentation took place before the Public Forum

Ms Donaldson confirmed that the review process had now begun and summarised the process and timescales. All householders would be written to by SCDC prior to the consultation period. Details would also be available on both the SCDC website and the Parish Council website. Several questions were raised and Mr B Papworth confirmed that approximately 12 residential dwellings and 30 businesses were in the affected area.

Actions

Clerk

## 16/17 Apologies for absence

Apologies were received from the following Councillors:

Mansfield – unwell

Harding – unwell

Anderson – prior commitment

## 17/17 Declarations of interest

Item 26/17 Councillor Manning declared an interest as he was on the payment list

Item 30/17 Councillor L King declared an interest as she is the secretary of FOWL

Item 30/17 Councillor Law declared an interest as his wife is a supervisor at the library

*The meeting was adjourned for the presentation from SCDC on the boundary review*

*The meeting was reconvened and then adjourned for the public forum (8pm)*

**18/17 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**

*Mr Knightly spoke regarding the recent switching on of the street lights. He was extremely happy that they had been put back on and was very unhappy about the Council investigating the possibility of the lights being switched back off/dimmed. The Chairman explained that the issue of street lighting had been discussed at great length over the last year and the Council had received very little negative feedback about the original switch off. The Council had negotiated a slight time change prior to the turnaround by CCC so that the lights would come on earlier in the morning and had been mindful of suiting the needs of the parish whilst balancing the costs for everyone. The Chair informed Mr Knightly that should he wish to raise a petition for the lights to remain on the Council would be duty bound to consider it.*

*Mr Dawson commented that he felt the existing boundary between Willingham and Over was illogical*

*The meeting was reconvened*

## 19/17 To approve the minutes of the Full Parish Council meeting held on the 4<sup>th</sup> January 2017

Councillor Law proposed that the minutes be accepted as a true record of the meeting, seconded by Councillor Slater and **agreed** with six votes in favour and five abstentions due to not being at the meeting.

## 20/17 To deal with any matters arising from the meeting held on the 4<sup>th</sup> January not covered elsewhere on this agenda

Councillor L King had attended the SCDC District Patch meeting on transport and summarised the various schemes that are running. The Clerk was asked to contact Cottenham Parish Council to obtain details of the shuttle bus scheme they were about to implement.

Clerk

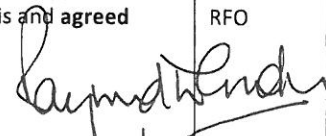
## 21/17 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Report circulated with agenda.

Councillor Hudson was asked to look into the following issues:

- Speed bumps in Rampton (very severe)
- Congestion along the High Street and Station Road in the mornings and evenings

*Mandy Powell*  
20/11/2017

<ul style="list-style-type: none"> <li>- Road markings wearing away on Newington (only put down last October)</li> <li>- The large puddle that forms on the Longstanton bypass following rain</li> <li>- Northstowe park and ride car park signs (still showing incorrect number of spaces)</li> <li>- Lights at Northstowe (still change randomly)</li> <li>- Mud on the roads around Northstowe (instead of lessening seems to have simply moved along from the levelling ponds)</li> </ul>	P Hudson
<p><b><u>22/17</u></b> To receive and consider any District Council reports and communications not covered elsewhere on this agenda</p> <p>Councillor Manning reported that at the last SCDC Council meeting they had reiterated their opposition to a congestion charge in Cambridge.</p> <p>Concerns had been raised regarding a possible development at Fox's Corner, Rampton Road. The enforcement officers were aware and were liaising with the land owner.</p>	
<p><b><u>23/17</u></b> To receive the Chairman's report including:</p> <p><u>To receive an update on CCC gritting routes and consider any actions</u></p> <p>The Clerk had written to CCC who had confirmed that the bus routes around the village were classed as secondary gritting routes. The routes would be reviewed at the end of the season and any comments from the Parish Council would be considered during that time. It was agreed unanimously to request that the bus routes were added to the primary gritting routes asap.</p>	Clerk
<p><u>To receive an update on Street lighting and consider response</u></p> <p>The Clerk had written to CCC and they had responded that details of potential cost savings would be provided in their report due to be issued later in 2017.</p>	
<p><u>To receive and consider correspondence from parishioner re possible speed restrictions</u></p> <p>Correspondence had been received regarding the speed bumps in Rampton and whether Willingham would benefit from a similar scheme. It was agreed that the Council were not in support of speed bumps in the village.</p>	Clerk
<p><u>To receive and consider correspondence form SCDC re tree survey service</u></p> <p>SCDC were proposing providing a tree survey service and wanted feedback from Parishes as to whether this would be of interest. It was agreed that dependent up on the detail, the Council would be in support of such a scheme.</p>	Clerk
<p><u>To receive and consider correspondence from resident re fly posting</u></p> <p>Correspondence had been received regarding the amount of flyposting around the village. It was agreed to add a note in the Willingham News.</p>	P King/ clerk
<p><u>To receive an update on Highways maintenance in the village</u></p> <p>A report had been received from CCC and was tabled. Information regarding the road closure on Newington (27<sup>th</sup> February) would be put on the Council website. Councillor Law reported that he had become aware of CCC budget of 1.4 million for maintenance work to Shelford Road. The Clerk was asked to contact CCC for clarification on spend and timescales.</p>	Clerk
<p><u>Minor Highways Application meeting</u></p> <p>The Chair had attended a meeting at CCC with the School to present their application. Notifications of successful bids should be received in the next month or so.</p>	
<p><b>24/17 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations.</b></p>	
<p><b>F&amp;GP Committee – updates including:</b></p> <p><u>To consider recommendations from the meeting held on the 18<sup>th</sup> January</u></p> <p>Councillor Law proposed that the minutes be accepted as a true record of the meeting, seconded by Councillor King and <b>agreed</b> four votes in favour and seven abstentions due to not being at the meeting.</p> <p>Councillor Manning proposed that the recommendations of the committee (as stated in the minutes) be agreed and implemented, seconded by Councillor Slater and agreed unanimously.</p>	Clerk
<p><u>To receive an update on electronic banking and review approval process</u></p> <p>In order to comply with the auditors recommendations for two signatories for electronic banking, Councillor L King proposed that the RFO forward the payment sheet to all authorised signatories prior to payment. Once approval had been received from two signatories, payment would be made. This was seconded by Councillor Harris and <b>agreed</b> unanimously.</p>	RFO
<p><u>Update on any personnel issues.</u></p> <p>This item was taken at the end of the meeting.</p> <p>Annual reviews with the Clerk and Assistant were underway.</p>	 01/Nov/2017

The Clerk and Chair had been looking at a possible alternative to the current custodian system and would report back at the next meeting.

Croucher  
/Clerk

**Planning Committee** – updates including:

Minutes of the meeting held on the 31<sup>st</sup> January 2017

Noted

Update on Beslar Farm and Kingswater Lindum development (Station Road)

Kingswater Lindum (Station Road) - The developers would be attending the next planning meeting (27<sup>th</sup> Feb). All Councillors and members of the public are welcome. The meeting will be held in the Octagon.

Belsar Farm – A response to the queries raised by Councillors had been received from Councillor Harford (previously circulated). The Clerk was asked to respond clarifying the contact history.

Clerk

**Northstowe**

Councillor Harris had attended the recent Northstowe meeting and reported that the parcels of land had now been let and that concerns had been raised by Longstanton residents regarding the drainage of water.

**HALLS – Updates including:**

Report tabled.

Public Hall - The safe room had now been cleared and was ready for the emergency plan equipment to be installed. Councillor Tassell to liaise with the office. Councillor Tassell was continuing to investigate the water ingress and would report back at a later meeting.

Ploughman Hall – The clerk had met with a company expert in sports hall lighting and was waiting for a scheme of work and quote.

Tassell

**Cemetery** – updates including

To receive an update regarding the cemetery wall/soil

The soil had still not been moved, Councillor Mellows would liaise with Councillor Cook.

Mellows

**Green & Boundaries** – updates including:

Report circulated with agenda

To consider quotes for flailing of community orchard

An updated quote had been received from MD Contracts for flailing in the Community Orchard. Councillor Cook proposed that the Council accept the quote (£765 +VAT), seconded by Councillor Croucher and **agreed** unanimously.

Clerk

**Leisure & Amenities** - updates including:

Councillor Smith was not present to report.

Update on QEII Phase II

The Clerk reported that the skate element had now been installed – only items outstanding were some painting and turfing. The park would then be inspected and signed off by Proludic. The tarmac and replacement bins were also yet to be installed.

Clerk

**25/17 To receive and consider Quarterly Budget Statement**

Councillor Croucher proposed the Council accepted the quarterly budget statement as issued, seconded by Councillor Law and **agreed** unanimously.

**26/17 Monthly accounts for payment**

**Paid Items**

Salaries	January	Salaries	£2209.74
Salaries	January	Paye	£ 551.12
Total Gas & Power	Public Hall	Halls	£ 137.77
Total Gas & Power	Village Green	G & B	£ 66.36
Total Gas & Power	Village Green	G & B	£ 71.57
Total Gas & Power	Village Green	G & B	£ 17.57
Total Gas & Power	Village Green	G & B	£ 75.63
Engie	Electric Pavilion	L & A	£ 93.22
Total Gas & Power	Pavilion Gas	L & A	£ 24.24
British Gas	Pavilion Electric	L & A	£ 306.23
Intouch	Licence	Est	£ 35.99
Camb Search & Res	Donation	Donations	£ 300.00
<b><u>Paid by transfer</u></b>			
Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00
Suds & Bubbles	Cleaning Halls	Halls	£ 425.00
<b><u>To be paid</u></b>			
K Fergusons	Cemetery Grass Cut	Cemetery	£ 800.40

*Raymond Linds*  
01/02/2017

Atlas Tree	Christmas tree	Est	£ 48.00
Binder	Maintenance Pump	L & A	£ 105.00
Binder	Maintenance Pump	Halls	£ 90.00
Buchans	Rec Ground	L & A	£ 109.88
Manning & Son	Trees & stakes	G&B	£ 174.00
CBS	Stationery	Est	£ 34.34
Cromwell Fire	Alarm Service	Est	£ 126.00
Cromwell Fire	Alarm Service	Est	£ 117.85
Cromwell Fire	Alarm Service	Est	£ 83.16
G M Pake & Son	Heaters	Halls	£ 231.48
G M Pake & Son	Pub Hall lights	Halls	£ 85.74

Councillor P King recommended the accounts be approved, seconded by Councillor Cook and **agreed** with ten votes in favour and one abstention due to declaration of interest.

**27/17 Police update**

Councillor Slater reported the village had been quiet this month with some minor car damage and theft from sheds. Councillor Harris and Croucher had attended the recent crime prevention session and reported that the PCSO felt it had gone well with a good turn out. The Clerk was asked to write to the PCC detailing the Councils concerns regarding policing and crime in the village.

Clerk

**28/17 To receive and consider quotes for parish tree survey**

Three quotes had been requested and one was received. Councillor Harris proposed that the Council accept the quote from Belsons (£1,350 + VAT), seconded by Councillor Tassell and **agreed** with ten votes in favour and one abstention.

Clerk

**29/17 To consider quotes for legionella surveys for Council buildings**

Four quotes were requested and two were received. Councillor Croucher proposed the Council accept the quote from Salvum (£595 + VAT), seconded by Councillor Cook and **agreed** unanimously.

Clerk

**30/17 To receive and consider grant request from Cambridgeshire Library (summer reading challenge)**

Councillor Croucher proposed a grant of £500, seconded by Councillor P King and **agreed** with nine votes in favour, two abstentions.

Clerk

**31/17 To consider grant request from Over Day Centre**

Councillor Manning proposed a grant of £1,750, seconded by Councillor Harris and **agreed** with ten votes in favour and one abstention.

Clerk

**32/17 Items for future meeting**

Custodian  
Boundary  
Wing Bus Shelter

**33/17 Date of next meeting: 1<sup>st</sup> March 2017**

*Suzanne Underhill* 21/12/2017

Meeting closed at 9.30pm

Legislation governing payments in the order in which they appear:

1. LGA 1972 s112
2. Ditto
3. LG (misc Provs) Act 1976 s19 (1)
4. Ditto
5. Dito
6. Ditto
7. Ditto
8. Ditto
9. Ditto
10. Ditto
11. LGA 1972 s111
12. LGA 1972 S137
13. LGA 192 S111
14. Ditto
15. LGA 1972 s214

16. *Open Spaces Act 1906 s10*
17. *LGA 1894 s(8)(1)(i)*
18. *Ditto*
19. *LG (Misc Provs)Act 1976 s19(1)*
20. *LGA 1894 s(8)(1)(i)*
21. *LGA 1972 s111*
22. *LGA 1894 s(8)(1)(i)*
23. *Ditto*
24. *Ditto*
25. *Ditto*
26. *Ditto*

