



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
7th June 2017, 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Croucher (Chair), Cook, Mansfield, Harding, Anderson, Law, Manning, Tassell, Harris, L King, P King,
Watson, Mellows

County Councillor Wotherspoon

Parishioners: One

Clerk: Mandy Powell

93/17 Apologies for absence

None

94/17 Declarations of interest

106/17 – Councillors P King, L King and D Law all declared an interest due to their connections with the Willingham News. None of these Councillors took part in the vote for this item.

95/17 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

None

96/17 To approve the minutes of the Annual Meeting of the Parish Council meeting held on the 3rd May 2017

Councillor Law proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Tassell and agreed with nine votes in favour and four abstentions due to not being at the meeting.

97/17 To deal with any matters arising from the meeting held on the 3rd May, not covered elsewhere on this agenda

None

98/17 To approve the minutes of the Annual Parish Meeting held on the 17th May 2017

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

99/17 To deal with any matters arising from the meeting held on the 17th May, not covered elsewhere on this agenda

None

100/17 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Report circulated and tabled. Councillor Wotherspoon was asked to look into several areas including:

- B1050 and its continued deterioration.
- Car parks in Cambridge that can only be paid for by phone – there should be an alternative payment method
- Buses –there should be a service from Willingham to Cottenham as currently you have to catch at least two buses. This makes it very inaccessible for residents wishing to access the services in Cottenham.
- Guided Bus ticket zoning – the tariffs need to be looked at as they are not adjusted fairly for the various departure points
- Local bus to the Guided busway. This was promised when the guided busway was first discussed and its absence has left many parishioners isolated. The Council felt that there would be strong support for this service from Willingham, Over and Swavesey residents.
- The utility building at the guided busway is rarely open meaning passengers cannot access toilet facilities etc.
- Electronic parking space signs are still showing the wrong number of spaces.
- Despite CCTV a significant number of bicycles seem to be stolen from the site.

101/17 To receive and consider any District Council reports and communications not covered elsewhere on this agenda

Councillor Manning reported that the boundary review meeting will take place at SDC on the 22nd June at 10am. Councillors Manning and Croucher would be attending.

Actions

Wotherspoon

Manning /
Croucher

Mandy Powell
05/07/2017

102/17 To receive the Chairman's report including:

To receive correspondence from DCLG regarding the 'Running Free' consultation

The Chairman summarised the consultation details and advised Councillors how to take part. The Council agreed not to comment on the consultation.

To receive correspondence and consider any actions regarding the Wings for Life race

The Council had received three complaints regarding the road closures for the event. The Clerk was asked to pass these onto the organisers and also to ascertain their views regarding the legalities of the road closures. Councillor Wotherspoon also agreed to look into the plans for next year's race.

Clerk /
Wotherspoon

To receive correspondence and consider any response regarding the Cottenham Neighbourhood Plan

The Council agreed not to comment on the plan. Clerk to Advise

Clerk

To receive correspondence regarding 'Open Studio Group' event.

The Chairman read out the notice of the event

To receive correspondence from Cambs ACRE and consider response regarding 'New Life on the Old West' project

The Clerk was asked to respond outlining the Council's concerns regarding the extra traffic this may bring to the B1050.

Clerk

Parish Council Liaison Meeting – 27th June 2017

Anyone wishing to attend should notify the Clerk.

All

103/17 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

Nothing to report. The next F&GP meeting will be held on Tuesday 27th June.

F&GP Comm

Planning Committee – updates including:

Minutes of the meetings held on the 16th May and the 5th June 2017

Circulated and noted.

Willingham Surgery

The Chairman reported that the Surgery had received a very positive report from the Care Quality Commission, being awarded 'good' in all aspects.

To agree Emergency Plan Committee members

It was agreed that the Committee would consist of the following councillors:

P King
R Croucher
D Law
R Tassell
L King0

To receive an update on the boundary review

Taken under item 101/17

HALLS – Updates including:

Election of Deputy Lead Councillor – carried forward to next month

To receive and consider quotation for replacement lighting in the Ploughman Hall

Following the ongoing issues with the lights, the Clerk had managed to obtain an estimate for the replacement lights from CBE Ltd at a cost of £2,812.50 plus VAT.

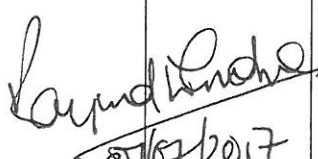
Given that the issue had now dragged on for some time and it was proving difficult to get an electrician to look at the lights Councillor Manning proposed that the Council waive the financial regulations requesting three quotes and they accept the estimate from CBE. This was seconded by Councillor Tassell and **agreed** unanimously.

Clerk

To receive and consider quotations for footpath work at the Ploughman Hall

Quotations had been received from Coulsons, Utteridge and Mead Construction. Councillor Cook proposed that the Council accept the quotation from Mead for £4,820 + VAT. This was seconded by Councillor King and agreed with twelve votes in favour and one abstention. The cost of the work would be taken from S106 monies. The Clerk was requested to submit an application to SCDC for community chest funding towards the cost

Raymond W. King
Clerk
05/07/2017

<p>Cemetery – updates including <u>To receive an update regarding the cemetery wall/soil</u> The soil had now been removed and the Council thanked Councillor Manning for his help in removing it. It wasn't possible to place the soil at its final destination but this would be done once the caravan had been removed.</p>	Manning																																																
<p><u>To receive update and consider actions regarding bees in the Cemetery trees</u> Reports had been received of a large bee's nest in the one of the trees in the corner of the cemetery (bordering the social club). As these seem to be swarming more regularly the Council had been asked if they could arrange for the nest to be removed once the season was over. The Clerk was waiting to hear from the WAG bee keepers and the Council agreed to review the situation once this correspondence had been received.</p>	Clerk																																																
<p>Green & Boundaries – updates including: <u>Election of Deputy Lead Councillor</u> - held over to a later meeting.</p>																																																	
<p><u>To receive and consider quotations for tree works within the Parish.</u> Quotes had been received from Atlas, Buchans, and Cambridge Trees. Councillor Manning proposed that with the exception of replacing the Silver Birch on the Green (2704) the high and medium works be carried out and that the contract be placed with Cambridge Trees at a cost of £2,400 + VAT The expenditure would be divided between the relevant areas along with the balance remaining from the tree survey</p>	Clerk																																																
<p>Est (balance from tree survey) = £880 G&B Sundry Expenses = £125 Cemetery Maintenance = £1,095 L&A – Tree Inspection & Works = £300</p>	RFO																																																
<p>Leisure & Amenities - updates including: <u>Election of Deputy Lead Councillor</u> – held over for a later meeting.</p>																																																	
<p><u>To receive an update on the boiler room in the pavilion and consider any actions.</u> Councillor L King summarised the issue and the Council agreed that Councillor King would liaise with the office to obtain quotes to either provide a door or fencing to separate the boiler from the remainder of the room.</p>	L King / Clerk																																																
<p><u>To receive a report on the siting of BBQs on the QEII Field</u> Councillor L King in conjunction with the Clerk had carried out some investigations into the feasibility of a BBQ area on the playing field. Given the numerous safety issues involved the Council agreed unanimously that this would not be proceeded with any further</p>																																																	
<p><u>To receive correspondence from WAG re additional seating on the QEII Field and consider any actions.</u> WAG wished to position a circular seating area on the QEII field along with some simple bench seating around the U5s area. They would be applying for Community Chest funding towards the cost. They requested that the Council agree to the siting of the seating and support in principle their community chest application. The Council agreed to the siting of the seating and supported the application.</p>	Clerk																																																
<p><u>To receive an update following the RoSPA inspections and consider any actions.</u> The annual inspections had been carried out and raised a few minor areas that needed addressing. Proludic have been asked to rectify the areas highlighted that were still under warranty and the office would be obtaining a quote from SMP for the zip wire .</p>	Clerk																																																
<p><u>Football Goal on Recreation Ground</u> The Clerk had received an email from a parishioner volunteering to improve the goal area and netting on the Recreation Ground. The Council accepted the kind offer and the Clerk was asked to liaise with the parishioner.</p>	Clerk																																																
<p>104/17 Monthly accounts for payment <u>Paid Items:</u></p> <table border="0"> <tr> <td>Salaries</td> <td>May 2016</td> <td>Salaries</td> <td>£2745.92</td> </tr> <tr> <td>HMRC</td> <td>May 2016</td> <td>Salaries</td> <td>£ 822.98</td> </tr> <tr> <td>Total Gas & Power</td> <td>Electric Village Green</td> <td>G & B</td> <td>£ 16.20</td> </tr> <tr> <td>Total Gas & Power</td> <td>Electric Public Hall</td> <td>Halls</td> <td>£ 50.02</td> </tr> <tr> <td>Total Gas & Power</td> <td>Gas Pavilion</td> <td>L & A</td> <td>£ 23.04</td> </tr> <tr> <td>Intouch CRM</td> <td>Monthly Licence</td> <td>Est</td> <td>£ 35.99</td> </tr> <tr> <td>GDF Suez</td> <td>Electric Ploughman Hall May</td> <td>Halls</td> <td>£ 564.84</td> </tr> <tr> <td>GDF Suez</td> <td>Electric Ploughman Hall April</td> <td>Halls</td> <td>£ 626.63</td> </tr> <tr> <td>Camb Water</td> <td>Water</td> <td>Cemetery</td> <td>£ 15.87</td> </tr> <tr> <td>CAPALC</td> <td>Membership</td> <td>Est</td> <td>£ 576.83</td> </tr> </table> <p><u>To be paid by bank transfer:</u></p> <table border="0"> <tr> <td>Suds & Bubbles</td> <td>Cleaning Ploughman</td> <td>Halls</td> <td>£ 425.00</td> </tr> <tr> <td>Suds & Bubbles</td> <td>Cleaning Pavilion</td> <td>L & A</td> <td>£ 200.00</td> </tr> </table>	Salaries	May 2016	Salaries	£2745.92	HMRC	May 2016	Salaries	£ 822.98	Total Gas & Power	Electric Village Green	G & B	£ 16.20	Total Gas & Power	Electric Public Hall	Halls	£ 50.02	Total Gas & Power	Gas Pavilion	L & A	£ 23.04	Intouch CRM	Monthly Licence	Est	£ 35.99	GDF Suez	Electric Ploughman Hall May	Halls	£ 564.84	GDF Suez	Electric Ploughman Hall April	Halls	£ 626.63	Camb Water	Water	Cemetery	£ 15.87	CAPALC	Membership	Est	£ 576.83	Suds & Bubbles	Cleaning Ploughman	Halls	£ 425.00	Suds & Bubbles	Cleaning Pavilion	L & A	£ 200.00	<p style="text-align: right;">  01/07/2017 </p>
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Items paid by credit card:

Thermometers Direct	Thermometers	Est	£ 31.68
Amazon	First aid supplies	Est	£ 22.89
Amazon	Emergency plan	Est	£ 107.63
Amazon	Padlock	Est	£ 13.96
<u>To be paid:</u>			
Old West Int Drain	Drainage	Est	£ 55.44
Cromwell Fire	Ext Service Ploughman	Halls	£ 75.16
Cromwell Fire	Ext Service Ploughman	Halls	£ 56.89
Cromwell Fire	Ext Service Public Hall	Halls	£ 162.43
CBE Ltd	Hanging Light Ploughman	Halls	£ 69.60
CBE Ltd	Playing field lights	L & A	£ 360.00
Over & Will Drainage	Drainage	Est	£ 32.50
Aztek Services	Attend CCTV	Est	£ 197.40
Mead Const	Recreation Play Area	L & A	£4404.00
Buchans	Grass cutting Village	Est	£1059.30
Buchans	Grass cutting village	Est	£ 371.71
Buchans	Hedges	Est	£ 270.00
ROSPA	Play Equip Inspection	L & A	£ 235.20
CBS	Padlock	Est	£ 23.99
CBS	Stationery	Est	£ 28.92
ACA Heating	Broken basin	L & A	£ 353.65
M Tickner	Hall door decoration	Halls	£ 450.00
Aspinals	Sand – Emergency Pan	Est	£ 72.00

Councillor Law proposed the accounts be accepted and paid, seconded by Councillor Mellows and **agreed** unanimously.

RFO

105/17 Police update

Election of police co-ordinator – no volunteers were forthcoming. Anyone interested in taking up the role should contact the Clerk.

All

Police Panel meeting – 13th June 2017 – Councillor Watson agreed to attend.

Watson

106/17 To receive and consider annual subsidy request from Willingham News

In line with the resolution 82/15 Willingham News had requested the Council provide a subsidy of £1,757.03 to cover the publications loss in 2016. Councillor Cook proposed the request be accepted and the subsidy paid, seconded by councillor Harris and **agreed** with ten votes in favour and three abstentions due to declarations of interest.

Clerk/RFO

107/17 To consider grant request from Willingham Social Club

The Social Club had requested a grant of £1,530 towards the new toilets. This represented 5% of the overall project cost of £30,600

Following some debate Councillor P King proposed that whilst the Council may be minded to support the application as there had been some concerns raised as to the Social Club being a commercial organisation more information on the clubs business model for the proposed works etc should be requested prior to a decision being made. This was seconded by Councillor Croucher and **agreed** with ten votes in favour and three against.

RFO

108/17 To consider grant request from MAGPAS

MAPGAS had requested a grant of £399 to cover the cost of an emergency bag.

Councillor P King proposed the request be accepted and the grant paid, seconded by Councillor Watson and **agreed** unanimously.

Clerk/RFO

109/17 To consider grant request from Relate

Relate had requested a grant of £500. Councillor Cook proposed the council agree and pay a grant of £400, seconded by Councillor P King and **agreed** with twelve votes in favour and one against.

Clerk/RFO

110/17 To consider possible locations for second defibrillator

Various possible locations were discussed and it was agreed to approach the library to see if this would be a suitable site.

Clerk

111/17 Items for future meeting

- Social Club Grant Request
- Bees in the Cemetery
- Deputy Lead Councillor Roles
- Parish Plan

Raymond Cook
05/07/2017

112/17 Date of next meeting: 5th July 2017

Meeting closed at 9:25pm

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. LGA 1972 s111
7. LG (Misc Provs) Act 1976 s19 (1)
8. Ditto
9. Ditto
10. LGA 1972 s 143
11. LGA 1972 s111
12. Ditto
13. Ditto
14. Ditto
15. Ditto
16. Ditto
17. Water Resources Act 1991 ss134-138
18. LGA 1894 s(8)(1)(i)
19. Ditto
20. Ditto
21. Ditto
22. Open Spaces Act 1906 s10
23. Water Resources Act 1991 ss134-138
24. LGA 1894 s(8)(1)(i)
25. Ditto
26. LG (Misc Provs) Act 1976 s19(1)
27. Ditto
28. Ditto
29. LG (Misc Provs) Act 1976 s19(1)(f)
30. LGA 1972 s111
31. Ditto
32. LGA 1894 s8(1)(i)
33. Ditto
34. LGA 1972 s111



05/07/2017