



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
2nd August 2017, 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham


Present: Councillors: Croucher (Chair), Manning, Harris, L King, P King, Watson, Mansfield, Anderson
County Councillor Wotherspoon

Parishioners: One

Clerk: Mandy Powell

	Actions
<p>129/17 Apologies for absence Apologies were received from Councillors all with prior commitments: Law Tassell Mellows Harding Cook</p>	
<p>130/17 Declarations of interest None</p>	
<p>131/17 Public forum (<i>maximum 3 minutes per person, with an overall limit of 15 minutes</i>) 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</p>	
<p>132/17 To approve the minutes of the Parish Council Meeting held on the 5th July 2017 Councillor Manning 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 two abstentions due to not being at the meeting.</p>	
<p>133/17 To deal with any matters arising from the meeting held on the 5th July, not covered elsewhere on this agenda None</p>	
<p>134/17 To receive and consider any County Council reports and communications not covered elsewhere on this agenda Report previously circulated. Councillor Wotherspoon reported on the following: <u>Car Park at Cambridge North Station</u> – There were plans to extend the methods of payment for carparking in the future but unfortunately not imminently. Councillor Manning commented that this issue appeared to affect some of the City Council car parks as well. <u>Park and Ride Car Park Signage</u> – The incorrect space numbers being shown appeared to be an issue across all park and ride sites and was being looked into. <u>Bus Services</u> – Reviews were to be carried out regarding the bus service, the way it is currently used and what options could be explored for the future.</p>	
<p>Concerns were raised about the increasing number of developments within the village and the impact these would have on congestion, particularly on Over Road and Station Road. It was felt that CCC Highways were agreeing to everything and not taking into consideration the impact of approved developments when assessing new applications. Councillor Wotherspoon agreed to speak to Highways and report back.</p>	Wotherspoon
<p>135/17 To receive and consider any District Council reports and communications not covered elsewhere on this agenda Councillor Manning reported on the following: <u>5 Year Land supply</u> – There had been a briefing today but unfortunately Councillor Manning was unable to attend. He would report back at a later date. <u>Local Plan</u> – This has gone through the system and it was expected that a draft report would be received from the Inspector in the Autumn.</p> <p style="text-align: right;"><i>Saymel Lindsey</i> 06/09/2017</p>	Manning

<p>136/17 To receive the Chairman's report including: <u>Update on recent meeting with WYT</u> The Chair and Clerk had met with WYT who summarised the work that had been carried out during the last 12 months to try and recruit a youth worker. As this had been unsuccessful WYT would be submitting a proposal to the Council for the September meeting.</p>	September
<p><u>To receive correspondence regarding Fire & Rescue Service Consultation and consider any response</u> Correspondence had been received from both the Police and Crime Commissioner and the Cambridgeshire and Peterborough Fire Authority. Councillor Manning proposed that the Council respond to say that they would welcome any moves for collaboration particularly in back office staff and where efficiency could be improved. This was seconded by Councillor P King and agreed with seven votes in favour and one abstention. Clerk to advise</p>	Clerk
<p><u>To receive notice of the forthcoming Parish Planning Forum</u> The meeting would take place on 12th September 6pm to 8pm and Councillor Harris would attend. Clerk to advise</p>	Harris/ Clerk
<p><u>To receive invitation to attend the Library Summer Reading Challenge</u> The presentations would take place on Tuesday 5th September 3.45pm and Councillor Croucher agreed to attend. Clerk to advise.</p>	Croucher/ clerk
<p><u>To receive correspondence from Swavesey Parish Council regarding speed signs.</u> Meeting to be scheduled for the 12th of September. It was agreed to see what feedback was received following the A14 mobile unit visit before deciding whether to attend.</p>	
<p><u>Community Chest</u> The Council had been awarded £1,000 towards the footpath works on the QEII Field. Councillor Manning proposed the Council accept the award, seconded by Councillor Harris and agreed unanimously.</p>	Clerk
<p><u>Correspondence from Parishioners regarding congestion and parking concerns</u> The Clerk had received correspondence regarding congestion at the cross roads on the High Street and parking on Mill Road with the Junction of Berrycroft. The Clerk had responded to both residents and the Chair read out the letters and responses.</p>	
<p><u>Bye-Laws</u> Following last month's meeting the Clerk had looked into the Bye-laws issued by the Council and the Chair summarised the current situation. The Clerk was asked to investigate further and report back at the September meeting.</p>	
<p>137/17 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: <u>To consider adoption of media/press policy</u> This had been previously circulated. Councillor Manning proposed the Council adopt the new policy, seconded by Councillor Harris and agreed unanimously.</p>	Clerk
<p>Planning Committee – updates including: <u>Minutes of the meetings held on the 12th July and the 1st August – previously circulated no questions raised.</u></p>	
<p><u>To receive an update on Northstowe</u> Councillor Harris had recently attended the latest meeting and summarised the content. The Clerk was asked to circulate his report to all Councillors.</p>	Clerk
<p>HALLS – Updates including: <u>To receive an update on path to bin store</u> Quotes had been sought but as the project was proving to be quite expensive it was agreed to leave the footpath for the time being.</p>	
<p><u>Hot Pod Yoga</u> The group had previously submitted their three month notice but had requested the period be extended by two months until the middle of November as it was taking longer than expected to secure new premises.</p>	Clerk
<p><u>Earwigs</u> The Clerk reported that the emergency exits at the rear of the Ploughman Hall were infested with earwigs. These had been treated and the situation would be monitored over the coming weeks.</p>	Clerk


08/09/2017

Cemetery – updates including

To consider adoption of revised cemetery terms and conditions

Councillor Harris proposed the Council adopt the revised terms and conditions, seconded by Councillor Anderson and **agreed** unanimously.

Clerk

Green & Boundaries – updates including:

Councillor Cook was not present but his report was tabled.

To appoint a Deputy Lead Councillor

Councillor Watson had expressed an interest in taking on the role and had contacted Councillor Cook. As no response had been received and Councillor Cook wasn't present it was agreed to hold this item over to the September meeting.

September

Community Orchard and Meadow Road future maintenance

Councillor Cook had raised the above in his report but as he wasn't present it was agreed to add these to the September agenda.

September

Leisure & Amenities - updates including:

To receive and consider quotations for play equipment repair

ProLudic had quoted for the repair of the Nexus Velocity, the zip wire, the damaged seesaw seat and top up paint totalling £2,357.86

Councillor L King proposed the Council accept the quotations as listed, seconded by Councillor Harris and **agreed** unanimously.

Clerk

To receive and consider quotations to repair the flood lights on the recreation ground

A quote had been received from CBE Electrical for £518 plus VAT. The Clerk was asked to obtain two further quotes and to investigate the cost and feasibility of impact resistance glass or some other form of protection.

Clerk

To receive and consider quotations for investigative/repair work to the talking tubes in the U5s area.

ProLudic had quoted for the investigation/repair of the above. As the cause was unknown the minimum cost would be around £1,000 with the potential for this to double if the surface needed lifting. It was agreed to defer this until the next financial year.

Dog Mess on the Recreation Ground

The Wolves had reported an increase in instances and had requested whether the hedge on the North Corner of the Rec leading to the dog walking field could be blocked up. Councillor King agreed to investigate options and report back.

L King

Vandalism in the U5s play area

Unfortunately, further vandalism had been reported in the U5s area with the railings being forced apart. Councillor Anderson agreed to look at it.

Anderson

Increased Littering on the Recreation Ground and QEII Playing Field

There had been an increase in litter being left on the playing fields resulting in the Clerk spending time clearing bottles etc away on a regular basis. It was agreed to add this, the vandalism and dog mess to the Willingham News item for this month.

Mansfield

138/17 Monthly accounts for payment

Paid Items:

Salaries	July	Salaries	2377.59
HMRC	PAYE	Salaries	626.02
Nest Pension	Pension	Salaries	24.18
Intouch CRM	Licence	Est	35.99
British Gas	Electric Pavilion	L & A	272.10
Total Gas & Power	Pavilion Electric	L & A	28.55
Total Gas & Power	Pavilion gas	L & A	19.75
Total Gas & Power	Green Electric	G & B	15.45
Total Gas & Power	Public Hall Electric	Halls	-15.58
Engie Energy UK	Ploughman Electric	Halls	58.66

Items paid by BACS:

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

Items to be paid:

CBS Office	Stationery	Est	111.15
Willingham PCC	Meetings	Est	210.00
Buchans	Village Grass Cutting	Est	1962.84*
HMK Supplies	Toilet Rolls	Est	19.92

Raymond L. King
25/09/2017

*Cheque to the value of £261.83

Councillor Manning proposed the accounts be settled, seconded by Councillor P King and **agreed** unanimously.

139/17 To receive the Quarterly Budget Statement and consider any actions.

The Statement had been previously circulated.

The Chair pointed out that due to an oversight during the budget setting last year insufficient funds had been allocated for grass cutting. The Clerk had consulted with the RFO and it was recommended that £7,500 be moved from general reserves to F&GP to cover the oversight. Councillor P King proposed that the quarterly budget statement be accepted and that the above transfer should be made, seconded by Councillor Manning and **agreed** unanimously.

RFO

140/17 Police update

Following the recent spate of anti social behaviour around the Ploughman Hall the Clerk had contacted the PCSO to request some presence. Unfortunately, the Clerk had been advised that due to staff shortages this would not be possible. The Clerk was due to attend a Police Seminar on the 11th August and agreed to feedback the Council's concerns regarding the lack of police support within the village.

Clerk

141/17 To receive an update on the current councillor vacancies

Despite some interest being shown the Clerk had not received any applications for the posts. It was agreed to re-advertise with the closing date of October 30th.

Clerk

142/17 To receive an update following the recent HCV meeting.

Councillor Harris had previously circulated his report along with costings for emission monitoring. Councillor Harris proposed that the Council carry out the particulate and nitrous oxide tests. This would total £140 (councillor Harris would double check these figures). This was seconded by Councillor L King and **agreed** with five votes in favour, one objection and one abstention.

Harris

143/17 Items for future meeting


Co-Options
HCV Testing costings
Willingham News Agreement for 2019/2020
Byelaws
Willingham Youth Trust
Deputy Green and Boundaries
Maintenance Community Orchard
Meadow Road

144/17 Date of next meeting: 6th September 2017

Meeting closed at 9.28pm

Legislation governing payments in the order in which they appear:

1. LGA 1972 s112 (2)
2. Ditto
3. Ditto
4. LGA 1972 s111
5. LG (Misc Provs) Act 1976 s19 (1)
6. Ditto
7. Ditto
8. Ditto
9. Ditto
10. Ditto
11. LGA 1972 S111
12. Ditto
13. Ditto
14. LGA 1972 s133
15. LG (Misc Provs) Act 1976 s19(1)
16. LGA 1972 S111


06/09/2017