



WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
6th September 2017, 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Croucher (Chair), L King, P King (*arrived 7:50pm*), Watson, Anderson, Cook, Mellows,
Law, Tassell
County Councillor Wotherspoon

Parishioners: **Four**

Clerk: **Mandy Powell**

145/17 Apologies for absence

Apologies were received from Councillors Mansfield and Harris both with personal commitments and Councillor Manning with a work commitment.

146/17 Declarations of interest

156/17 Willingham News – Councillor P King – non pecuniary as Treasurer of Willingham News

156/17 Willingham News – Councillor D Law – non pecuniary as wife is one of the editors

156/17 Willingham News – Councillor L King – non pecuniary as secretary of the management committee

147/17 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

Meeting adjourned

Mr B Papworth asked the Council if they would be sending a representative to the forthcoming boundary review meeting at SCDC on 28th September. The Chair confirmed that Councillors P King and Watson would be attending and Councillor P King would speak on behalf of the Council.

Mr Garner raised concerns regarding the congestion on Over Road and asked the Council to apply to Highways for extended yellow lines leading to the traffic lights. The Chair confirmed that the Council had regularly pointed out the issues to Highways and had also passed their concerns onto the County Councillor to see what could be done.

Mrs Twiss, Chair of Willingham Youth Trust presented the Trust's proposal for funding support for a new Centre Manager (report had been previously circulated). This item was discussed later in the meeting under item 157/17 Meeting reconvened.

148/17 To approve the minutes of the Parish Council Meeting held on the 2nd August 2017

Item 137/17 should read quotes had been received from Proludic and SMP. Subject to this amendment Councillor Anderson proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Watson and agreed with three votes in favour and four abstentions due to not being at the meeting.

149/17 To deal with any matters arising from the meeting held on the 2nd August, not covered elsewhere on this agenda

None

150/17 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Report previously circulated. Councillor Wotherspoon reported that a study was being carried out in relation to the North/South corridors between A47 – M11 and the A10 North and that he would be pushing the need for a bypass for Willingham as part of these discussions.

Councillor Cook raised concerns about the lack of support from Highways regarding site access concerns with developments being put forward in the village. Councillor Wotherspoon had not had a chance to speak to Highways as yet but would pass these concerns on and report back.

Councillor L King raised the subject of libraries and their future. Councillor Wotherspoon confirmed that various schemes were being looked at but that there were plans to close any at the moment. The Council confirmed that FOWL (Friends of Willingham Library) run a very robust, well organised and varied programme of events for the library and the Council were happy with the library being run as it is and did not want to see it change.

Actions

P King / J
Watson

Wotherspoon

<p>Directory of Businesses - The Clerk was asked to forward a list of businesses to Councillor Wotherspoon.</p>	Clerk
<p><u>151/17 To receive and consider any District Council reports and communications not covered elsewhere on this agenda</u> Councillor Manning was not present to report.</p>	
<p><u>152/17 To receive the Chairman's report including:</u> <u>To receive an update on Councillor vacancies and resignations</u> Councillor Harding had resigned and SCDC had now advised that the position could be co-opted.</p>	Clerk
<p><u>To receive an update and consider any actions on the recent anti-social behaviour and vandalism and maintenance issues</u> The Clerk reported on the recent incidents of vandalism and anti-social behaviour. She had raised the Council's concerns at the recent police seminar. The police reported that due to cut backs priorities were having to be chosen and there would be less frequent general patrols. They would however call past whenever possible. Councillor P King suggested that maybe rewards could be offered as an incentive to catch those responsible. It was agreed to defer this to the next F&GP meeting.</p>	F&GP
<p>Maintenance – There have been quite a lot of minor maintenance works needed recently which are either falling to the Clerk or the goodwill of Councillors. Councillor P King proposed that the Council consider employing a maintenance person to cover these jobs. It was agreed to defer this to the next F&GP</p>	F&GP
<p>Security Patrols – It had been suggested that maybe the Council could employ their own security patrols to cover the Ploughman Hall area during the summer months. The Clerk had investigated this and it was agreed that the costs were too prohibitive.</p>	
<p>Dog Control Orders – This was still ongoing and the Clerk was waiting to hear back from SCDC.</p>	Clerk
<p><u>To receive and consider correspondence regarding community gritting scheme</u> It was agreed not to take part in the scheme.</p>	
<p><u>To receive correspondence from parishioners regarding traffic concerns and road markings and consider any actions</u> Correspondence had been received from parishioners regarding the likely increased volume of traffic through the village as a result of developments in villages to the north of Willingham and also the road markings on the junction of Green Street and Rockmill End. The Clerk had responded to both residents and had passed their concerns onto the County Councillor.</p>	
<p><u>To receive an update on the 'New Life in the Old West' project and consider any actions</u> The Chief Executive of Cambridgeshire ACRE had met with the Chair and Clerk to explain the proposed project and how it could help Willingham. The projects would not have any significant impact on traffic at all as they would be looking at various projects within the target area in conjunction with other agencies such as RSPCB etc through the creation of a series of small-scale landscape interventions. This could include planting wild flower seeds along the edges of green spaces, working with farmers and habitats on their land, through to larger projects such as turning rough land into a pocket park etc.</p> <p>They are seeking support from Councils who in principle would like to be involved should appropriate schemes come forward.</p>	
<p>There is no commitment at this stage and should a scheme go ahead it would be funded by ACRE with no cost to the Council. Any costs the Council would be liable for would only occur for additional work we may wish to add to a scheme such as gates, pathways etc. Where capital work takes place, the Council would be committed to taking responsibility for the management and maintenance of the area for 10 years. Councillor Law proposed the council support the project in principal and respond accordingly, seconded by Councillor Tassell and agreed unanimously.</p>	Clerk
<p><u>To receive notice of the revised A14 mobile visitor centre visit.</u> The bus had been rescheduled for Wednesday 11th October in the Ploughman Hall car park. Councillor Law was asked to add this to the Willingham News piece for this month.</p>	Law
<p><u>Medical Practice</u> The Chair reported, the medical practice had now been rated Number 2 for patient experience and number 104 out of 7372 English practices. The Clerk was asked to pass on the Council's congratulations</p>	Clerk

153/17 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

The Chair reported that the Clerk had attended training regarding the new Data Protection Law that would come into effect from May 2018. The requirements would be looked into further and reported back to Council at a later date.

F&GP

Planning Committee – updates including:

Minutes of the meetings held on the 17th August

Previously circulated

To receive an update on the Boundary Review

Taken under Public forum.

To receive an update regarding HCVs

The planned meeting with Mick George had to be postponed and will be rearranged for the middle of October.

Belsar Farm

It was reported that this was due to be heard by SCDC committee although the Parish Council had not been advised of the meeting. District Councillor Manning had been asked to pass on the Council's concerns to the head of planning and the case officer.

Manning

HALLS – Updates including:

Cemetery – updates including

To discuss and consider options for commemorating the end of WWI

Further to item 237/13 the council considered options for commemorating the end of WWI. The Clerk had sourced some information on commemorative benches. Councillor Cook said he would look into these further a report back at the next meeting.

Cook

To consider memorial wreath donation

A Donation of £50 was proposed by Councillor Tassell, seconded by Councillor Cook and **agreed** unanimously. Clerk to organise.

Clerk

Green & Boundaries – updates including:

Councillor Cook reported that he would be stepping down as Lead Councillor. It was agreed to put this position along with deputy's post on the October Agenda.

October

To consider future options for Meadow Road and the Community Orchard

Councillor Cook reported that the Orchard is currently being maintained by WAG volunteers who had put in extensive effort to the project. He felt that the Council should be considering the future management of the maintenance as this would become more onerous as time goes by.

F&GP

Leisure & Amenities - updates including:

To receive and consider quotation for repair of vandalised trampoline

ProLudic had quoted to supply parts and repair the trampoline at a cost of £845.22 plus VAT. Councillor L King proposed that the quotation be accepted and that the Council process the claim with their insurers. This was seconded by Councillor Anderson and **agreed** unanimously.

Clerk

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

As requested at last months meeting, further quotes had been requested but to date none had been received. Councillor L King proposed that due to the difficulty in obtaining additional quotes and the fact that the shorter days would soon be upon us, the quote from CBE Ltd of £518+VAT should be accepted. This was seconded by Councillor Law and **agreed** unanimously.

Clerk

To receive and consider quotations for the boiler room work.

Four quotes had been requested and two had been received. G Dench £410 and AJW Maintenance £286. Councillor L King proposed that the quotation from A J W Maintenance be accepted. This was seconded by Councillor and agreed unanimously.

Clerk

To consider quotations for legionella works contract

Four quotes had been requested and at the time of the meeting only one received from A C Leahy totally £650 per annum for the pavilion, public hall and Ploughman Hall. Councillor Tassell proposed this be accepted, seconded by Councillor Mellows and **agreed** unanimously.

Clerk

154/17 Monthly accounts for payment

Paid Items:

Salaries	August	Salaries	2595.58
PAYE	August	Salaries	797.22
Nest Pension	August	Salaries	30.91
Intouch CRM	Licence	Est	35.99
Total Gas	Gas Pavilion	L & A	22.23
Total Gas	Electricity Public H	Halls	36.65
Total Gas	Electricity V. Green	Halls	15.98
GDF Energy	Electric Ploughman	Halls	215.68
British Telecom	Phone/Internet	Est	417.51
Cromwell	alarm/light service	Halls Public hall	132.30
Cromwell	Alarm/light service	Halls Ploughman	87.31
Cromwell	Alarm/light service	L & A Pavilion	87.31
SCDC	Lifeline	Lifeline	11.50

Items paid by credit card:

Screwfix	Tool kit	L & A	44.99
Thermometers Direct	Thermometer	Halls	17.40
Signs of Saltford	Barrier	Halls	41.30

Items to be paid by BACS:

Suds & Bubbles	Cleaning	L&A/Halls	625.00
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To be Paid:

Buchans	Village Grass cut	Est	1089.30
Cromwell Fire Ltd	Failed emerg light	Halls	588.00
PKF Accountants	Audit	Est	480.00
Proludic	Play equip repair	L & A	269.12
SLCC	Training seminar	Est	82.80
Local Council Adv	Data protection	Est	40.00
LawnHopper	Summer treatment	L & A	42.00
ACA Heating	Boiler service	L & A	78.00
PRS	PRS Licence	Halls	732.38

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

RFO

The Chair advised the Council that the external audit had been completed and no issues were reported.

155/17 Police update

This was taken under the Chair report.

156/17 To receive and consider request for future grant support from Willingham News

Willingham News had provided a report requesting the Council's support on an ongoing basis whereby the Council would cover the previous year's losses up to a maximum of three thousand pounds.

Councillor Cook proposed that the Council continue to support Willingham News to a maximum of £3,000 per annum on a rolling agreement. This agreement would be subject to a 24 month notice period of termination. This was seconded by Councillor Anderson and **agreed** with five votes in favour and three abstentions due to declarations of interest.

Clerk

157/17 To receive and consider a proposal for funding from Willingham Youth Trust

The proposal had been previously circulated. The Trust were looking for financial support from the Council to fund 50% of the cost for a Youth centre Manager until the end of the financial year 2019-2020 equating to approximately £26, 250.

Following a discussion Councillor Croucher proposed that

- (i) the Youth Trust provide the Council with a copy of their business plan (no later than the December meeting).
- (ii) If the Council were satisfied with the plan the Council would fund the Youth Trust from January 2018 for 18 months.
- (iii) This would be reviewed in January 2019 with a view to extending the funding dependent on agreed, defined objectives.
- (iv) The Parish Council would suggest that two of its Councillors join the Youth Trust as non executive members.

Clerk

158/17 To receive and consider renewal quotation for the Council insurance

The renewal had been received at a cost of £5,685.58. Councillor Croucher proposed the Council accept the renewal, seconded by Councillor Law and **agreed** unanimously.

Clerk

159/17 To consider renewal of BT contract

The Clerk had sourced an improved contract with BT for the telephone and broadband resulting in improved broadband at a saving of £3.40 per month.

<p>Councillor Croucher proposed the Council move forward with the BT contract as quoted above, seconded by Councillor Anderson and agreed unanimously.</p>	Clerk
<p>160/17 To consider quotations for second Defibrillator Quotations had been received from Andrew Deptford for a second defibrillator and cabinet.</p>	
<p>Councillor Anderson proposed that the Council accept the quotation for a defibrillator in the stainless steel cabinet at a cost of £1,495 plus VAT and an installation cost of £200. The Council had budgeted £1,000 for the second defibrillator and the balance would be transferred from reserves.</p>	Clerk
<p>161/17 Items for future meeting</p>	
<p>G&B Lead and Deputy Lead Councillors Christmas Tree and Lights WWI Memorial plans WYT Proposal and business plan Dog Control orders.</p>	
<p>162/17 Date of next meeting: Wednesday 4th October 2017</p>	
<p><i>Meeting closed at 9:25pm</i></p>	

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. LGA 1972 s111
10. LGA 1894 s(8)(1)(i)
11. Ditto
12. Ditto
13. LGA 1972 s137
14. LGA 1972 S111
15. Ditto
16. Ditto
17. Ditto
18. LG (Misc Provs) Act 1976 s19 (1)
19. LGA 1972 s111
20. Audit Commission Act 1998 s7(3)
21. LGA 1894 s(8)(1)(i)
22. LGA 1972 S111
23. Ditto
24. Open spaces Act 1906 s10
25. LGA 1894 s(8)(1)(i)
26. LGA 1972 s111

M. Wing
4 OCT 17
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