



# WILLINGHAM PARISH COUNCIL

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

Present: Councillors: Croucher (Chair), Harris, Manning, Anderson, Watson, Croft, Tassell, Carlton, Mansfield, L King, P King, Law, Cook  
County Councillor Wotherspoon

Parishioners: Three

Clerk: Mandy Powell

## **177/17 Apologies for absence**

Apologies were received from Councillor Mellows due to a personal commitment.

Actions

## **178/17 Declarations of interest**

Item 186/17 – Cemetery – Councillor Cook declared an interest as the complainant was a client.

Item 186/17 – Halls – Councillors L King, P King and Law all declared a non-pecuniary interest as either they or their partners volunteered on the News.

## **179/17 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**

*The meeting was adjourned*

Mr Papworth updated the Council on the situation to date. The Chair confirmed that the Council had written to SCDC and Over Parish Council. The Council agreed that they would be putting a question to the meeting to be held on the 23<sup>rd</sup> November and that Councillor Croucher would be attending on behalf of the Council.

Croucher

Mr Bamford of Saxon Way raised concerns about the recent increase in anti-social behaviour and the lack of police response to it. He asked that the Council encourage all residents to report any issues on 101 either by phone or on the on-line portal. The Clerk had responded to Mr Bamford previously and the Chair reiterated the need to report any issues.

Mrs Utteridge of Over Day Centre presented the Centre's grant request and explained the significant drop in funding provided by the County Council.

*The meeting was reconvened*

## **180/17 To approve the minutes of the Parish Council Meeting held on the 4<sup>th</sup> October 2017**

Councillor Watson proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Anderson and agreed with eleven votes in favour and two abstentions due to not being at the meeting.

## **181/17 To deal with any matters arising from the meeting held on the 4<sup>th</sup> October, not covered elsewhere on this agenda**

Councillor Harris reported that the Bowls Club were very grateful for the grant from the Council and it had enabled them to continue the work on the Green for another ten months.

## **182/19 To consider any applications for co-option for the Councillor Vacancy**

No applications had been received. As it was only six months until Parish Council elections, it was agreed unanimously not to continue advertising the post.

## **183/17 To receive and consider any County Council reports and communications not covered elsewhere on this agenda**

Report previously issued. Councillor Cook asked for clarification on the Green Street junction. It was suggested that a mini island may be suitable at the junction and Councillor Wotherspoon was asked to speak to Highways as to the best way forward.

Councillor Harris raised concerns about the bus service to the village. Councillor Wotherspoon confirmed he was working hard to obtain a review of the buses to hopefully provide a range of options.

*Councillor Wotherspoon left the meeting*

## **184/17 To receive and consider any District Council reports and communications not covered elsewhere on this agenda**

Councillor Manning reported that it was anticipated the Local Plan would go back for its six week consultation in November which would mean that hopefully the new Local Plan could be in place by April next year.

Wotherspoon

*Raymond Croucher*  
06/2/2017.

**185/17 To receive the Chairman's report including:**

To receive correspondence from a resident regarding anti-social behaviour

Taken under public forum.

To receive correspondence from a resident regarding A14 roadworks

The Chair read out the correspondence and confirmed it had been passed to our County Councillor. Councillor Manning stated it was obvious it would be grid locked and reiterated his concerns regarding the approval of these schemes. The Clerk was asked to chase this with Councillor Wotherspoon.

Clerk

To receive an update on the recent tree works

The Clerk reported that the high and medium priority works had been carried out. The replacement trees should be planted within the next month or so.

Pot Holes West Fen Road

A parishioner had kindly offered to fill some of the pot holes at the bottom of West Fen Road to the side of the carriageway. The council agreed unanimously that this could be done.

Remembrance Sunday

The Chair would be attending and laying the wreath on behalf of the Parish. All Councillors were invited to attend

All

**186/17 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 next meeting would be on Wednesday 22<sup>nd</sup> November. Lead Councillors were asked to provide their budget requests to the Clerk in good time for the meeting.

Lead Cllrs  
/RFO

**Planning Committee – updates including:**

Committee vacancy

Councillor Croucher proposed that Councillor Carlton join the committee, seconded by Councillor Law and **agreed** unanimously.

Minutes of the meeting held on the 23<sup>rd</sup> October

Previously circulated – no questions raised.

To receive an update on the Boundary Review

Taken under public forum.

**HALLS – Updates including:**

Report tabled

Update on emergency drain repairs at the Ploughman Hall

The Clerk had called out Dyno Rod due to a serious blockage in the drains. This had resulted in two visits totalling £716. Further investigation had revealed that the pit is not lined correctly and further work would be necessary. Dyno had quoted £750 for this work. The Clerk was asked to obtain the photographs of the pit and to speak to Binder to obtain a second opinion.

Clerk

Update on broken gate post at the Ploughman Hall

The Clerk had obtained a quote for £150 and Councillor Tassel proposed that due to the trip hazard, the quote be accepted so that work could take place as quickly as possible, seconded by Councillor Harris and **agreed** unanimously.

Clerk

To consider renewal of Willingham News advert for the Ploughman Hall

Councillor Tassell proposed the Council renew the advert as it stands at a cost of £337, seconded by Councillor Manning and **agreed** with ten votes in favour and three abstentions due to declaration of interests.

Clerk

Damp in the Public Hall

The Council agreed that Councillor Tassell could look at funding options for renovation work to address the damp in the hall.

**Cemetery – updates including**

To receive report regarding damaged headstone

The Chair summarised the complaint and confirmed that the Clerk had contacted the contractors who were liaising with the resident concerned.

**Green & Boundaries – updates including:**

To appoint Lead and Deputy Lead Councillor

Councillor Croucher proposed that Councillor Manning become Lead Councillor, seconded by Councillor Anderson and **agreed** unanimously.

*Raymond Anderson*  
09/12/2017

Councillor Manning proposed that Councillor Cook become Deputy Lead Councillor, seconded by Councillor Croucher and **agreed** unanimously.

To receive an update on the work on Pound Lane

Councillors L King and Manning had looked at the work needed and agreed that it could be tackled quite easily. Councillor Croucher proposed the Council agree for Councillor Manning to arrange for the work to be done at a maximum cost of £500, seconded by Councillor Tassell and **agreed** unanimously.

Manning

Christmas Tree

Councillor Manning reported that the Council had been offered a tree free of charge and that it could also be installed free of charge. Councillor Watson proposed that the Council rescind decision 172/17 to purchase a tree and take up the very generous offer instead. This was seconded by Councillor Harris and **agreed** unanimously.

Manning

**Leisure & Amenities** - updates including:

To receive and consider quote for CCTV replacement

The CCTV in the pavilion had failed and could not be repaired. Councillor L King proposed the Council replace it and at the same time upgrade the cameras at a cost of £1,496. This was seconded by Councillor Cook and **agreed** unanimously.

Clerk

Floodlights on the Recreation Ground

Councillor L King reported that one of the lights was not working. The clerk was obtaining quotes.

Clerk

**187/17 To receive the quarterly budget statement and consider any actions**

Councillor Manning proposed that the Council accept the statement, seconded by councillor Law and **agreed** unanimously.

**188/17 Monthly accounts for payment**

Paid items:

Salaries	Salaries	October	2527.97
HMRC	Salaries	October PAYE	582.71
Nest	Salaries	October Pension	22.54
Intouch CRM	Est	Licence	35.99
Total Gas	L & A	Gas pavilion	21.86
British Gas	L & A	Electric pavilion	134.75
Total Gas	G & B	Electric Green	15.99
Engie Power	Halls	Electric Ploughman	223.33
Camb Water	Halls	Water Public hall Sept 16 – Mar 17	96.58
Camb Water	Halls	Water Public Hall Mar – Sept 17	23.55

Paid by Bank transfer

Andrew Deptford	Est	Defib maintenance	108.00
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Paid by Credit card

RS Components	L & A	Tools	19.81
Amazon	L & A	Padlock	23.93
Kaspersky	Est	Computer protection	49.99
Garrison Locks	L & A	Keys	34.51

To be paid by Bank Transfer

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

Items to pay:

Sage	Est	Acts support	754.80
Sage	Est	Payroll support	313.20
Sage	Est	Pension support	158.40
Buchans	Est	Grass cutting	885.59
CBS	Est	Stationery	58.25
CBE Ltd	L & A	Replace floodlights	621.60
Lawn Hopper	L & A	Autumn/winter treatment	42.00
Earith Parish Council	Est	Planning meeting	42.00
AJW Maintenance	L & A	Partition Pavilion	286.00
Stocksigns	L & A	Dog signs	16.52
Petty cash	Est	Office Cash	70.78
Dyno-Rod	Halls	Emergency Drain clearance	216.00
Stocksigns	L&A	No Dog Sign QEII Field	81.95
Cambridge Trees	Est	Parish Tree works	2,550.00

Councillor Anderson proposed the accounts be accepted and paid, seconded by Councillor P King and **agreed** unanimously.

RFO

*Raymond King*  
06/12/2017

<p><b>189/17 Police update</b> Report previously circulated. Councillor Carlton reiterated the need to report incidences. He had spoken to Sgt Rabel and was arranging to meet him.</p>	
<p><b>190/17 To receive and agree 2018 meeting dates</b> Previously circulated. It was agreed unanimously to accept the dates as listed.</p>	Clerk
<p><b>191/17 To consider grant request from Over Day Centre</b> Councillor Croucher proposed that the Council approve an annual grant (to be reviewed annually) and that this be referred to the F&amp;GP Committee so that a sum for 2018/2019 could be precepted for. This was seconded by Councillor Manning and agreed unanimously.</p>	F&GP
<p><b>192/17 To receive and consider WYT proposal.</b> No representative present. The Chair read out correspondence from WYT outlining alternative options that they were looking at. The Clerk was asked to follow up with WYT.</p>	Clerk
<p><b>193/17 To receive an update on HCVs and traffic</b> Councillor Harris reported that the Nitrous Oxide testing had been completed and that unfortunately one the tubes had disappeared. Councillor Harris would like the F&amp;GP Committee to consider setting aside funding for further testing. Councillor Harris would provide figures to the Clerk in time for the meeting on the 22<sup>nd</sup> November.</p>	Harris
<p><b>194/17 Items for future meeting</b></p> <ul style="list-style-type: none"> <li>- Hall Drainage</li> <li>- Precept-Budget requests</li> <li>- Boundary Review</li> <li>- HCVs</li> <li>- Willingham Youth Trust</li> </ul>	
<p><b>195/17 Date of next meeting: 6<sup>th</sup> December 2017</b></p>	
<p><i>Meeting closed at: 20:58</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. Ditto
10. Ditto
11. Public Health Act 1936 s234
12. LGA 1972 S111
13. Ditto
14. Ditto
15. Ditto
16. Ditto
17. Ditto
18. Ditto
19. Ditto
20. Ditto
21. LG (Misc provs) Act 1976 s19(1)
22. LGA 1972 s111
23. Open Spaces Act 1906 s10
24. Ditto
25. LGA 1972 s111
26. LGA 1894 s(8)(1)(i)
27. Open Spaces Act 1906 s10
28. LGA 1972 s111
29. LGA 1894 s(8)(1)(i)
30. LGA 1894 S(8)(1)(I)
31. Open Spaces Act 1906 s10

*Raymond Knoch*  
06/12/2017.