



# WILLINGHAM PARISH COUNCIL

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

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

Parishioners: One

Clerk: Mandy Powell

**113/17 Apologies for absence**

Apologies were received from the following:  
Councillor Cook - prior commitment  
Councillor Mansfield – unwell  
Councillor Tassell – work commitment  
Councillor Anderson – holiday  
County Councillor Wotherspoon – prior commitment

**114/17 Declarations of interest**

None

**115/17 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*  
*M Tidball of WAG advised the Council that WAG was looking at various events for the Feast weekend and one proposal was for a dog show. They would need a venue for this and the Council were asked if they could use the Green or Recreation Ground.. Dr Tidball was asked to put a proposal forward to the Council for consideration and they would look into whether this would be possible. The Clerk would look into any byelaws that may apply*  
*Councillor P King passed on his thanks for all those involved in the recent Beer Festival. The event had appeared extremely popular and successful.*  
*The meeting was reconvened.*

**116/17 To approve the minutes of the Parish Council Meeting held on the 7<sup>th</sup> June 2017**

Councillor Manning proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Harris and **agreed** unanimously.

**117/17 To deal with any matters arising from the meeting held on the 7<sup>th</sup> June, not covered elsewhere on this agenda**

None

**118/17 To receive and consider any County Council reports and communications not covered elsewhere on this agenda**

Councillor Wotherspoon was not present but his report had been previously circulated. Councillor P King reported that a recent Government statement had indicated one billion pounds would be allocated to bypasses but it was disappointing to see that Willingham did not appear to be included. The Clerk was asked to report this to Councillor Wotherspoon and to ask what was being done for Willingham.

**119/17 To receive and consider any District Council reports and communications not covered elsewhere on this agenda**

Councillor Manning reported:  
The Boundary review meeting would now be held on the 28<sup>th</sup> September at SCDC. Councillor King would be attending and speaking on behalf of the Council. All other councillors were encouraged to attend if possible. The Local Plan was on schedule for being returned to SCDC by the New Year.

**120/17 To receive the Chairman's report including:**

Invitation from Willingham Combined Charities for the anniversary celebration of the Josiah Smith Bungalows  
The event would take place on the 22<sup>nd</sup> July. Councillors Harris, Croucher and Watson agreed to attend.

Actions

Clerk

Clerk/ Cllr  
Wotherspoon

All

R Croucher/  
N Harris/  
J Watson

*Raymond Jones*

*02/08/2017*

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Thank you letter from MAGPAS

The Chair read out the thank you letter from MAGPAS for the recent grant of £399 for a new medical bag.

Update on the Community Chest application for the footpath

An application had been submitted and a decision would be made on the 18<sup>th</sup> July.

Complaint re Dog Fouling around the village

The Clerk had received a complaint from a parishioner regarding the increased dog fouling around the village. The Council felt that the situation was better than it had been in the past but could still be improved upon. A note would be put in the Willingham News reminding owners of their responsibilities.

R Croucher

121/17 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations

**F&GP Committee – updates including:**

To approve minutes of the meeting held on the 27<sup>th</sup> June 2017

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

To consider recommendations made by the committee including:

Adoption of Model Finance Regulations and Model Standing Orders

Councillor Mellows proposed that these be accepted as recommended by the Finance Committee with the following change.

Standing Oder 15 (xiv) would be removed in line with current procedures.

This was seconded by Councillor Harris and **agreed** unanimously.

Clerk

Increase to Admin Assistant's weekly hours

Councillor Watson proposed the hours be increased to ten a week in line with the F&GP Committee's recommendations, seconded by Councillor Law and **agreed** unanimously. Councillor Harris asked if the office hours could be changed to include Fridays. It was agreed that they would stay as they currently are for the time being.

Clerk

**Planning Committee – updates including:**

Minutes of the meetings held on the 29<sup>th</sup> June 2017

Minutes previously circulated and noted. The next planning meeting would be on the 12<sup>th</sup> July 2017

Planning

To receive an update on the boundary review

This was taken under item 119/17

**HALLS – Updates including:**

Councillor Tassell was not present but his report was tabled.

Election of Deputy Lead Councillor

Councillor L King had agreed to cover the role of deputy on a temporary basis until such time as it could be covered by another Councillor.

Ploughman Hall Lighting

The work had now been completed and the lights were functioning correctly.

Footpath Works

The work to the footpath leading to the highway and Youth Facility was due to commence on the 8<sup>th</sup> August. The Clerk was obtaining quotes for additional works involving a path to the bin store.

Clerk

To consider request for free hall hire for a first aid day

Councillor Watson had been approached by a resident wishing to hold a first aid day to be run by the Red Cross and they had requested free use of the hall. The Council agreed unanimously to the use of the hall free of charge and Councillor Watson would ask the resident to contact the Clerk directly so that arrangements could be made.

J Watson/  
Clerk

**Cemetery – updates including**

Councillor Mellows reported that the left-hand pillar on the entrance wall between the cemetery and graveyard needed repair. The Clerk was asked to contact SCDC as the closed graveyard is their responsibility.

Clerk

**Green & Boundaries – updates including:**

Councillor Cook was not present at the meeting.

Election of Deputy Lead Councillor

Held over to August.

*Raymond Cook*  
07/08/2017

To receive correspondence and consider any action regarding footpath adjacent to the Recreation Ground

Correspondence had been received regarding the footpath adjacent to the Recreation Ground being very overgrown. The Clerk was asked to liaise with Councillor Cook and obtain quotes for the work.

A Cook/ Clerk

Overgrown hedges on Saxon Way

Complaints had been received regarding the overgrown hedges in Saxon Way. The Chairman had spoken to the contractors who work for Taylor Wimpey and they had confirmed that the work would be done in August. The office had also written to Taylor Wimpey requesting that the issues are addressed.

Leisure & Amenities - updates including:

Election of Deputy Lead Councillor

Councillor Tassell had agreed to cover the role of deputy on a temporary basis until such time as it could be covered by another Councillor.

Soil at Meadow Road

It was reported that the entrance is now free of obstruction and the Clerk was asked to organise for the earth to be moved and added to the entrance bung.

Clerk

QEII Playing Field

The Proludic engineer had been on site to deal with the snagging issues previously highlighted and to carry out some maintenance training with Councillor L King and the Admin Assistant. Feedback had been received regarding bird mess on the top of the equipment and the engineer had suggested putting tie wraps around the tops of the equipment to discourage them.

L King

There would be a BBQ on the 16<sup>th</sup> July (organised by WAG) to celebrate the end of the installation and to raise awareness of the Youth Trust Facility. Councillors Law, Watson and Mellows would be attending.

D Law/  
J Watson/  
S Mellows

122/17 Monthly accounts for payment

Paid Items:

Salaries	June 2017	Salaries	£2233.97
HMRC	June 2017	Salaries	£ 550.82
Nest	June 2017	Salaries Pension	£ 21.91
Total Gas & Power	Electric Village Green	G & B	£ 16.21
Total Gas & Power	Electric Public Hall	Halls	£ 46.43
Total Gas & Power	Gas Pavilion	L & A	£ 20.52
Intouch CRM	Monthly Licence	Est	£ 35.99
GDF Suez	Electric Ploughman Hall	Halls	£ 541.33
SCDC	Piper Lifeline	Section 147	£ 755.43
Anglian Water	Sewerage	Public Hall	£ 144.09
British Telecom	Phone/Internet	Establish	£ 437.53
Camb Water	Water	Ploughman	£ 12.53

To be paid by bank transfer:

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

To be paid:

Buchans	Village grass cutting	Est	£2088.46
Konica Minolta	Photocopier	Est	£ 441.90
CBE Ltd	Ploughman Lights	Halls	£3375.00
Lawn Hopper	Summer treatment Rec	L & A	£ 42.00
P Martin Fencing	Repair to bollards	L & A/Halls	£ 438.00
Chris Cross	Thodays Close Bench	Est	£ 95.00
K Fergusons	Cemetery Grass Cutting	Cemetery	£2045.58
MiJan Ltd	External Audit	Est	£ 100.00
G M Pake Ltd	Faulty tube Public Hall	Halls	£ 99.60

Councillor Harris proposed the accounts be approved for payment, seconded by Councillor Watson and agreed unanimously.

123/17 Police update

Election of police co-ordinator

Councillor Watson proposed Councillor Harding take on the role, seconded by Councillor L King and agreed unanimously.

*Raymond Cook*

02/08/2017

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Update on Police panel meeting 13<sup>th</sup> June 2016

Councillor Watson had attended the meeting on behalf of the Council and reported that the A14 construction group had provided three mobile speed cameras for use by village groups.  
The police would continue to carry out spot checks on inconsiderate parking around the villages.  
Councillor Harris raised concerns about the number of HCVs travelling through the village and would attend the forthcoming meeting to see whether any up to date data was available for traffic flows and pollution.

Harris

124/17 To receive additional information and consider grant request from Willingham Social Club

The Social Club had provided the additional information requested by the Clerk and following some discussion Councillor Croucher proposed that the Council pledge the £1,530 requested subject to the Social Club receiving the remainder of the funding for the project first. This was seconded by Councillor P King and **agreed** with seven votes in favour and two against.

Clerk

125/17 To receive an update on situation with new Parish Plan and consider next steps

Report from Councillor Croucher had been tabled. Councillor Croucher summarised his report and confirmed that the Council would manage the activity with the support of WAG. The Council agreed unanimously to go ahead with the proposal as detailed in the report.

R Croucher/  
Clerk

126/17 To receive an update on the current councillor vacancies

The Clerk had received two enquiries regarding the vacancies and co-option of the posts would be on the August agenda.

August

127/17 Items for future meeting

Footpath to the bin store.  
Footpath along the side of the recreation ground  
HCV Meeting feedback  
Co-Option

128/17 Date of next meeting: 2<sup>nd</sup> August 2017 – Councillor Law offered his apologies due to a personal commitment.

Meeting closed at 8:56pm

**Legislation governing payments in the order in which they appear:**

1. LGA 1972 S112 (2)
2. Ditto
3. Ditto
4. LG (Misc Provs) Act 1976 s 19(1)
5. Ditto
6. Ditto
7. LGA 1972 s111
8. LG (Misc Provs) Act 1976 s19(1)
9. LGA 1972 s137
10. LG (Misc Provs) Act 1976 S19(1)
11. LGA 1972 s111
12. LG (Misc Provs) Act 1976 S19(1)
13. LGa 1972 S111
14. Ditto
15. LG ( Misc Provs) Act 1976 s 19(1)
16. LGA 1972 S111
17. LGA 1894 s(8)(1)(i)
18. Open Spaces Act 1957 s3(1)(a)
19. LGA 1894 S(8)(1)(I)
20. Ditto
21. LGA 1972 S214
22. Audit Commission Act 1998 s7(3)
23. LGA 1894s(8)(1)(i)

*Raymond Linder*

02/08/2017