



# WILLINGHAM PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on  
7<sup>th</sup> February 2018, 7.30pm, in the Octagon,  
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Harris, Law, Croucher (chair), Anderson, Manning, Mansfield, Cook,  
Carlton, Tassell, Mellows  
County Councillor Wotherspoon  
Parishioners: Three

Clerk: Mandy Powell

## **17/18 Apologies for absence**

Apologies were received from the following Councillors due to personal commitments:  
P King, L King, S Croft, J Watson.

## **18/18 Declarations of interest**

Item 24/18 – Halls – Councillor Law declared a non pecuniary interest as the Secretary of the Badminton Club

**19/18 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 Tidball of WAG reported that the tree sponsor board would be installed at the end of the week.*

*Mr McConkey of the Beer Festival Committee introduced himself and offered to take any questions regarding the proposal submitted (item 24/18 – Halls)*

*The meeting was reconvened.*

## **20/18 To approve the minutes of the Parish Council Meeting held on the 10<sup>th</sup> January 2018**

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

## **21/18 To deal with any matters arising from the meeting held on the 10<sup>th</sup> January, not covered elsewhere on this agenda**

Councillor Manning reported that the SCDC training for Data Protection had been postponed due to illness.

## **21/18 To receive and consider any County Council reports and communications not covered elsewhere on this agenda**

Report tabled and no questions were raised. The Chair advised Councillor Wotherspoon of a letter in the Willingham News regarding his previous monthly report about the possibility of a bypass. Councillor Wotherspoon stated that he thought the possibility of a future bypass was stronger than it had been for a long time and would continue to push for one.

Councillor Harris reported that he had not had any access to traffic count figures due to an issue with software.

Councillor Wotherspoon agreed to look into this.

## **22/18 To receive and consider any District Council reports and communications not covered elsewhere on this agenda**

The report was tabled and included:

- The burnt out cars on Meadow Road were being removed
- The local plan was ongoing
- The District Council had produced a document on equality of pay between men and women and it found that in all groups women were paid more than men

No questions were raised.

## **23/18 To receive the Chairman's report including:**

### **To receive and consider correspondence and updates regarding traffic issues**

The Chair reported correspondence had been received from a resident thanking the Council for all their efforts with regards to the traffic issues in the village.

A letter had also been received regarding parking in Long Lane and the comments noted.

The Chair had met with the School and CCC Highways to discuss the implementation of the Minor Highways Scheme around the school This would be trialled for a week, starting on the 5<sup>th</sup> March. Once it was clear how far the restrictions need to go the formal process and consultation period would begin. A joint letter from the school and Parish Council had been compiled to be sent to residents and the Council agreed unanimously for the Chair to sign the letter on the Council's behalf.

Actions

Wotherspoon

Croucher

*Mandy Powell*  
07/05/2018

<p><u>To receive and consider correspondence regarding the placement of a litter bin on the Green</u> A request had been received for a bin on the village green. The Clerk was asked to look into costs and report back.</p>	Clerk
<p><u>To receive correspondence from Fen Edge Twinning re their anniversary celebrations</u> The Chair advised the Council of the forthcoming celebrations.</p>	
<p><u>To receive correspondence from SCDC regarding District Councillor Engagement and consider a response</u> The Clerk was asked to respond confirming that the Council are happy with the current relationship and attendance at the monthly meetings.</p>	Clerk
<p><u>To receive an update on the second defibrillator and consider organising a training session.</u> The Defibrillator had been installed at the library and the Clerk was organising training with the library and one of the village First Responders. Notices would be issued in the Willingham News</p>	Clerk
<p><u>Elections</u> Nomination papers had been received and passed to Councillors at the meeting. All forms should be back with the clerk by Thursday 29<sup>th</sup> March. Any submitted after this date will need to be delivered individually to SCDC by 6<sup>th</sup> April.</p>	All
<p><b>24/18 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations</b></p>	
<p><b>F&amp;GP Committee – updates including:</b> <u>To agree the minutes of the meeting held on 24<sup>th</sup> January 2018</u> F&amp;GP Committee members were asked to ratify the minutes. Councillor Law proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Manning and <b>agreed</b> with three votes in favour and two abstentions due to not being at the meeting.</p>	
<p><u>To receive and consider recommendations made by the committee in relation to the council policies, fees and asset register</u> Councillor Manning proposed that all recommendations made by the F&amp;GP committee be accepted and implemented as stated. This was seconded by Councillor Anderson and <b>agreed</b> unanimously.</p>	Clerk
<p><b>Planning Committee – updates including:</b> <u>Minutes of the meetings held on the 16<sup>th</sup> and 31<sup>st</sup> January</u> Previously circulated and noted.</p>	
<p><u>To receive an update on the Boundary Review</u> SCDC had held their Council meeting on the 25<sup>th</sup> January and had agreed to move the boundary to an amended location which included all those residents and businesses that asked to be in Willingham. (see attached map). The Clerk was asked to thank Councillor Alex Riley for his input in the process.</p>	Clerk
<p><b>HALLS – Updates including:</b> Councillor Tassell reported that the leak in the public hall had been fixed and the security lights on the Ploughman Hall had been replaced. He was looking into the issue of a missing lock upstairs in the Public Hall.</p>	Tassell
<p><u>To receive and consider proposal from Willingham Craft Beer Festival</u> The committee had submitted a proposal to use the hall w/c 25<sup>th</sup> June (previously circulated). <i>The meeting was adjourned to allow Councillors to ask questions of the committee members present. Concerns were raised about the protection of the hall floor, disruption o users and loss of income. The committee confirmed that risk areas would be covered with plastic and spillages cleared up quickly. The committee also confirmed that the area for the event would be marked off with signage and marshalled to ensure glasses etc did not end up on the playing field. The meeting was reconvened.</i> Councillor Manning proposed that the Council agree to the proposal in principle subject to any concerns being satisfactorily resolved and that a sub-committee meet with the Beer Festival Committee to discuss and make a final decision including relevant charges. This was seconded by Councillor Harris and <b>agreed</b> with nine votes in favour and one abstention. The committee would consist of Councillors Croucher, Tassell, L King, Anderson and the Clerk would be present.</p>	Croucher Tassell L King Anderson Clerk
<p><b>Cemetery – updates including</b> Nothing to report</p>	
<p><b>Green &amp; Boundaries – updates including:</b> Report tabled – no questions raised</p>	

*Lynn Tassell*  
07/05/2015

**Leisure & Amenities** - updates including:

Councillor L King was not present but her report had been previously circulated.

To consider quotations for pavilion roof repair

Three quotes had been received, Coulson £1408.11, Manart £174 and Glenthorne £186. Councillor Cook proposed that the Council accept the quote from Manart, seconded by Councillor Tassell and **agreed** unanimously.

Clerk

To consider quotation for pavilion toilet repair

Following a recent callout, two of the toilets required additional work at a cost of £159.75 inc VAT. Councillor Manning proposed the quote be accepted, seconded by Councillor Tassell and **agreed** unanimously.

Clerk

To consider quotation for new signage on the recreation ground

A new design for the Recreation Ground signage had been put together and was quoted at £169.78. Councillor Anderson proposed the Council accept the quotation, seconded by Councillor Mellows and **agreed** unanimously. The Clerk was asked to look into the possibility of a Community Chest Grant for the sign.

Clerk

Update on Fen Gallop 2018

Councillor L King had received a request for the Fen Gallop and School Fete to be combined this year which would include bouncy castle, BBQ, stalls etc.

Update on pavilion changing rooms

There had been an issue with the changing room floors being left in a very muddy state. The situation was being monitored to ensure that care is taken by the users to leave the facilities in an acceptable condition following use.

**25/18 Monthly accounts for payment**

Paid Items

Salaries	January	Salaries	£2928.48
Salaries	January	Paye	£ 769.75
Salaries	January	Pension	£ 29.41
Total Gas & Power	Public Hall	Halls	£ 86.41
Total Gas & Power	Village Green	G & B	£ 18.38
Engie	Electric Ploughman	Halls	£ 760.92
Total Gas & Power	Pavilion Gas	L & A	£ 41.90
British Gas	Pavilion Electric	L & A	£ 192.51

Paid by transfer

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

To be paid

K Fergusons	Cem Grass Cut	Cemetery	£1557.36
Willingham PCC	Meeting	Est	£ 180.00
Binder	Repair Pump	Halls	£ 277.20
Cromwell Fire	Alarm Ser Pub Hall	Halls	£ 132.30
Cromwell Fire	Alarm Ser Office	Est	£ 87.31
Cromwell Fire	Alarm Ser Pavilion	L & A	£ 87.31
CBE Ltd	Floodlights	Halls	£ 277.39
CBE Ltd	Floodlights	L & A	£ 883.20
ACA Heating	Hot water storage	L & A	£ 562.65
ACA Heating	Leak water heater	L & A	£ 64.92
ESPO	Store C/board (Pav)	L&A	£ 180.00

Councillor Manning proposed the accounts be agreed, seconded by Councillor Cook and **agreed** unanimously.

RFO

**26/18 To receive and consider quarterly budget statement**

The RFO had reported that there was a small overspend on Establishments (£118). Councillor Law proposed that the following items be moved out of establishments:

Tree Holder – move to Halls

Wall Tree – move to Halls

Thodays Close bench – move to G&B

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

It was further agreed to review the balance and the end of the financial year and make any necessary adjustments at that time.

RFO

**27/18 Police update**

Report previously circulated. Councillor Carlton updated the Council on a Community Payback Scheme that was being run and was asked to look into the scheme further and report back to Council. He was also waiting to hear from the PCSO as to whether the Histon Panel meetings would continue following recent reorganisations.

*Handwritten signature and date:*  
C. Tassell  
07/05/2018

<p><b>28/18 To receive and consider price increase from Buchans for village grass cutting maintenance</b>  The Clerk had been advised of a 2% increase in line with CPI figures for the annual grass cutting maintenance contract.  Councillor Law proposed that the Council accept the increase, seconded by Councillor Anderson and <b>agreed</b> unanimously.</p>	Clerk
<p><b>29/18 To receive an update on HCVs and traffic</b>  Councillor Harris reported that two No2 test tubes would be installed again during the coming month. He also reported that he would like to meet with Mick George to discuss what could be done to reduce the number of their vehicles travelling through the village. It was agreed that he would make contact with them.  Councillor Harris was also looking into the feasibility of noise testing and the Clerk was asked to chase for a figure of what had been spent to date.</p>	Harris Clerk
<p><b>30/18 Items for future meeting</b>  Bin – village Green  HCVs – Traffic  Beer Festival</p>	
<p><b>31/18 Date of next meeting: 7<sup>th</sup> March 2018</b></p>	

**Legislation governing payments (in the order they appear)**

1. LGA 1972 S112 (2)
2. Ditto
3. Ditto
4. LGA 1972 s137
5. LG (Misc Provs)Act 1976 s19 (1)(b)
6. Ditto
7. Ditto
8. Ditto
9. Ditto
10. LGA 1972 s111
11. Ditto
12. LGA 1894 s(8)(1)(i)
13. Ditto
14. LGA 1972 s111
15. Ditto
16. LG (Misc Provs)Act 1976 s19(1)
17. Ditto
18. LGA 1972 S111
19. LGA 1894 s(8)(1)(i)
20. LGA 1972 s111
21. Open Spaces Act 1906 s10
22. LGA 1894 s(8)(1)(i)

*Raymond Crohn*  
07/03/2018