



WILLINGHAM PARISH COUNCIL

Minutes of a Full Parish Council meeting of Willingham Parish Council held on
Wednesday 3rd October 2018 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Anderson, Cook, Law, Tassell, Watson, Mansfield, P King (Chair), L King
County Councillor: Wotherspoon
District Councillors: Handley and Percival
Parish Councillor: A Griffiths (Over Parish Council)
Parishioners: Twelve

Clerk: Mandy Powell

	Actions
<p>161/18 Apologies for absence Apologies were received from Councillors Croucher (holiday), Carlton (holiday), Croft (holiday), Manning (personal commitment), Smith (work commitment), Harris (unwell)</p>	
<p>162/18 Declarations of interest None</p>	
<p>163/18 To consider applications received for co-option for the Councillor vacancy An application and personal statement had been received from Mr Simon Anderson and had been previously circulated to Councillors and tabled. Councillor Cook proposed Mr Anderson be co-opted onto the Council, seconded by Councillor Tassell and agreed unanimously. Mr Anderson joined the meeting but did not vote on any items.</p>	Clerk
<p>164/18 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 <i>The meeting was adjourned</i> <i>Several parishioners had concerns regarding the loss of the dog walking field in West Fen Road. (item 170/18 L&A), a facility that had been well used for many years allowing residents to socialise with their dogs in a safe environment whilst at the same time teaching their dogs manners. The Council were asked if they would approach the landowner, provide an alternative field or block off part of the recreation ground. The Chair responded that the Council had approached the landowner, who had confirmed that it would not be possible for the Council to rent, lease or buy the land at the present time. Whilst the Council did own additional land it was agreed that none of it was ideal for the purpose of safe dog walking either due to its location or access. The Council agreed to look at the proposal for the use of part of the recreation ground although pointed out that it is used by the local sports teams on a regular basis, so this may not be feasible. The Council would also put a note in the Willingham News to ask if anyone has any land available that may be suitable.</i> <i>A resident reported that he had been injured by overhanging branches on Earith Road between the bungalows and the junction with West Fen Road. Councillor Wotherspoon agreed to speak to Highways and the Clerk was asked to report the incident on the Highways portal and if needed write to residents requesting the hedges but cut back.</i> <i>The meeting was reconvened</i></p>	L King Law Wotherspoon Clerk
<p>165/18 To approve the minutes of the Parish Council meeting held on the 5th September 2018 Councillor J Anderson proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Cook and agreed with four votes in favour and four abstentions due to not being at the meeting.</p>	
<p>166/18 To deal with any matters arising from the minutes of the meeting on the 5th September not covered elsewhere on the agenda. None</p>	
<p>167/18 To receive and consider any County Council reports and communications not covered elsewhere on this agenda Councillor Wotherspoon reported that he was liaising with Highways regarding the 30mph extension and the Minor Highways Improvement scheme for the school. He was also pushing for a 'proper fix' for the B1050 and looking into funding bids with the Asset Manager. Councillor Watson confirmed that surfacing work had begun in Wilford Furlong and should be completed in the next few days.</p>	Wotherspoon

D CARLTON
7/10/18

<p>168/18 To receive and consider any District Council reports and communications not covered elsewhere on this agenda</p> <p>Councillors Handley and Percival reported that they had attended several meetings relating to enforcement on HCVs from the works at Northstowe and the A14. They had been advised that A14 vehicle breaches that had been reported had been unsubstantiated and that the material was not coming through Willingham. Councillor Cook asked for this information to be checked as he did not believe this to be the case and felt that District and County Councillors were being mis-informed.</p> <p>The Local Plan had been approved providing some certainty regarding future development. Black Pit Drove was ongoing, and an enforcement notice had been served. Councillor Percival was liaising with Highways for additional signage to be put in place near the bridge at Earith.</p> <p>169/18 Chairman's report including:</p> <p><u>Receive and consider correspondence regarding community gritting scheme</u> It was agreed unanimously not to join the scheme this year.</p> <p><u>Receive an update regarding the recent Scout car wash</u> A successful car wash had raised £300. The Clerk had passed on information regarding roadside advertising at the request of the County Council Highways officer.</p> <p><u>To receive and consider correspondence from SCDC relating to the Tree Warden Network scheme</u> It was agreed unanimously that the Council did not wish to enter the scheme and felt that what was currently in place was more than sufficient.</p> <p><u>To receive correspondence regarding Willingham Greenways Quick Win</u> Councillors Tassell, Watson and L King agreed to meet with the officer. Clerk to make contact.</p> <p><u>To receive correspondence regarding Cambridge Area Bus Users</u> It was agreed not to join the campaign group.</p> <p><u>To receive correspondence from CCC regarding a new energy scheme</u> The Chair read out the correspondence and it was agreed not to take this forward at the moment.</p> <p>170/18 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:</p> <p><u>To receive an update on the recent GDPR Audit and consider any actions</u> The Clerk had received the report following the audit which recommended various areas that could be addressed to reduce risk. Councillor King proposed that the Council accept the proposed additional expenditure (see attached) and the Clerk would submit the risk assessment to the F&GP committee for review at their next suitable meeting. This was seconded by Councillor J Anderson and agreed unanimously. Councillor Tassell raised concerns about the extra burden that GDPR would have on office staff and their work load. The Chair confirmed that more and more was being passed to Parish Councils to undertake and this inevitably has increased the workload on office staff and Councillors.</p> <p>Planning Committee – updates including:</p> <p><u>To receive minutes of the meeting held on the 1st October</u> The minutes were tabled and Councillor Law proposed the Council accept the recommendations made within it regarding street naming in Rockmill End. This was seconded by Councillor J Anderson and agreed unanimously.</p> <p>HALLS – Updates including:</p> <p>Councillor Tassell reported that the downstairs hall light had been repaired. There appeared to be an issue with the drainage of the upstairs sink which Councillor Tassell would investigate and resolve if possible.</p> <p>Cemetery – updates including</p> <p><u>To appoint a Deputy Lead Councillor</u> Councillor Mansfield proposed that Councillor J Anderson become Deputy Lead Councillor for Cemetery. This was seconded by Councillor Tassell and agreed unanimously.</p> <p><u>To receive an update regarding the cemetery gates and consider any actions</u> Councillor Mansfield reported that the gate is now opening freely thanks to M Overall removing the wheel. She would continue to monitor the situation in case further works were needed. Clerk to write to Mr Overall</p>	<p>Handley</p> <p>Clerk</p> <p>F&GP Clerk</p> <p>Clerk</p> <p>Tassell</p> <p>Clerk</p>
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7/11/18

Green & Boundaries – updates including:

To receive an update on the village Christmas Tree/Lights and consider any further expenditure

The lights were awaiting PAT testing – Clerk to chase

The Fair had arrived on the Green and Councillor Cook proposed that the charge for the use of the Green this year should be £120, seconded by Councillor P King and **agreed** unanimously

Clerk

Leisure & Amenities - updates including:

To receive an update on the dog walking field

It was agreed to take this item under the public forum

To receive an update on the MUGA

Councillor L King reported that work on the MUGA proposals was still ongoing and moving forward the working groups would need to look at consulting user groups and parishioners and the availability of grants.

171/18 Monthly accounts for payment

Paid Items:

Salaries	September	Salaries	£ 2676.69
PAYE	September	Salaries	£ 631.02
Nest Pension	September	Salaries	£ 59.78
British Gas	Pavilion Elect	Halls	£ 78.83
Engie Electric	Ploughman	Halls	£ 382.81
SCDC	Piper lifeline	Section 142	£ 755.43
ICO	Data Protection	Est	£ 35.00

Paid by Bank transfer

Came & Company	Insurance	Est	£ 5149.09
Buchans	Village Grass Cut	Est	£ 1266.85

Items to be paid by BACS:

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

Items to be paid:

Konica Minoita	Photocopier	Est	£ 105.43
Hewitson	Legal – CCTV	Est	£ 432.00
CSR Performance	Noise meter	Est	£ 144.00
P Martin Fencing	Playing field fence	L & A	£1380.00
P Cash	Office	Est	£ 55.32
CBS	Stationery	Est	£ 23.88
The Lock Shop	Call out charge/window	Halls	£ 125.00
LC Electrical	Pub Hall Light	Halls	£ 104.40

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

172/18 Police update

The Chair reported that the recent public meeting had been very well attended. The police would be organising a follow up meeting which would hopefully be more structured and also have the Crime Commissioner and MP in attendance.

173/18 To receive an update on HCVs and traffic issues and consider any actions

Councillors Harris was not present but an update had been tabled. No questions were raised. Councillor P King was grateful for the work Councillor Harris had done to date.

174/18 To receive and consider grant request from MAGPAS

Councillor Cook proposed the Council award a grant of £400 as requested, seconded by Councillor Mansfield and **agreed** unanimously.

175/18 To consider additional defibrillator within the village

Councillor Tassell proposed that the Council consider a third defibrillator for the village. It was agreed to pass to F&GP to look at including the cost in the budget for 2019/2020 financial year.

Clerk

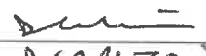
176/18 Items for future meeting

Dog Field

MUGA

F&GP

177/18 Date of next meeting: 7th November 2018 to be Chaired by Councillor Carlton


D CARLTON
7/11/18

The meeting closed at 8:45pm

0 42200
7/4/18.

DATA PROTECTION EXPENDITURE (3RD OCTOBER 2018)

PRECEPTED: £2,000.00

Spent to Date: £ 950.00 (audit and DPO)

Balance remaining: £1,050.00

Proposed Expenditure:

Hard Drive (RFO) £ 50.00

Cabinet (office) £ 178.00

Cupboard (office) £ 155.00

Lockable storage (RFO) £ 150.00

Key Safe (Office) £ 50.00

£ 583.00

Plus Previous Exp £ 950.00

Total spend £1,533.00

Balance unspent: £ 467.00

Done
D. Asher
7/11/18

