



# WILLINGHAM PARISH COUNCIL

Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 5<sup>th</sup> December 2018 7.30pm, in the Octagon,  
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Law (Chair), L King, J Anderson, Croucher, Watson, S Anderson, Croft, Cook, Mansfield, Harris  
County Councillor: Wotherspoon  
Parishioners: None **Clerk: Mandy Powell**

|  | <b>Actions</b>  |
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| <p>In the absence of the Chair and Vice Chair, Councillor J Anderson proposed that Councillor Law chair the meeting, seconded by Councillor L King and <b>agreed</b> unanimously.</p> <p><b>196/18 Apologies for absence</b><br/>Apologies were received from the following Councillors:<br/>P King – prior commitment<br/>Carlton – prior commitment<br/>Tassell – work commitment<br/>Manning – personal commitment<br/>Smith – work commitment<br/>District Councillor Percival – work commitment<br/>District Councillor Handley – personal commitment</p> <p><b>197/18 Declarations of interest</b><br/>None</p> <p><b>198/18 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</b><br/>None</p> <p><b>199/18 To approve the minutes of the Parish Council meeting held on the 7<sup>th</sup> November 2018</b><br/>Councillor Harris proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Croucher and <b>agreed</b> with eight votes in favour and two abstentions due to not being at the meeting.</p> <p><b>200/18 To deal with any matters arising from the minutes of the meeting on the 7<sup>th</sup> November not covered elsewhere on the agenda.</b><br/>Councillor Cook gave an update on the survey carried out on the clock and the Clerk confirmed that a quotation had been received earlier that evening.</p> <p><b>201/18 To receive and consider any County Council reports and communications not covered elsewhere on this agenda</b><br/>Councillor Wotherspoon had chased the 30mph limit again. He was frustrated with the continual delays and had requested that Highways implement it asap.<br/>The issue of inadequate bus links to the busway was raised as well as the impact of increased parking fees in the City. Councillor Wotherspoon confirmed that he continues to put suggestions to Stagecoach to improve the current offering.<br/>Councillor Wotherspoon reported that the Combined Authority had paused the study into alternative routes to the North of the County due to financial constraints. It was hoped this would be picked up again in the near future.<br/>Concerns about the safety of chicanes in Rampton were also raised. Councillor Wotherspoon agreed to look into this.</p> <p><b>202/18 To receive and consider any District Council reports and communications not covered elsewhere on this agenda</b></p> | <p></p> <p></p> <p></p> <p></p> <p></p> <p>Wotherspoon</p> <p>Wotherspoon</p> <p></p> |

*MK*

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| <p>Neither District Councillor were present but their report had been previously circulated. The issue of HCV signage was raised and it was agreed that the signage should be put in place and paid for by either Highways or the Developer. The Clerk was asked to request that Councillor Percival liaise with Councillor Wotherspoon to move this forward.</p>  | <p>Clerk/<br/>Percival/<br/>Wotherspoon</p> |
| <p><b>203/18 Chairman's report including:</b><br/> <u>To receive an update regarding the Yesteryear Road Run 2019</u><br/>         It was noted that the Road Run would not be taking place this year as no suitable route was available. It was hoped to resurrect the Run in 2020.</p>   |   |
| <p><u>To consider request for funding towards 'bikeability cycle training in Schools'</u><br/>         It was agreed that the Council needed more information regarding the scheme and funding. The Clerk was asked to speak to the School and the District Council.</p>   | <p>Clerk</p>                                |
| <p><u>To receive correspondence regarding Saxon Way and consider any actions</u><br/>         Correspondence had been received requesting that double yellow lines be put in on the junction with the High Street. The Clerk had been investigating the feasibility and costs of the work and was asked to contact the Police representative regarding enforcement.</p>  | <p>Clerk</p>                                |
| <p><b>204/18 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><br/> <u>To receive and agree the minutes from the meeting held on the 13<sup>th</sup> November</u><br/>         Those Councillors who are members of the F&amp;GP Committee were asked to approve the minutes. Councillor Croucher proposed they be accepted as a true record of the meeting, seconded by Councillor L King and <b>agreed</b> unanimously by all four members present.</p> | <p>Clerk</p>                                |
| <p><u>To receive and consider F&amp;GP Committee recommendations for the 2019 -2020 budgets</u><br/>         The budget requests had been previously circulated to all Councillors. Councillor Harris proposed they be accepted, seconded by Councillor L King and <b>agreed</b> unanimously.</p>  | <p>RFO</p>                                  |
| <p><u>To consider and agree the F&amp;GP Committee recommendation for the 2019 -2020 precept</u><br/>         A precept request of £123,275 (an increase of 2.8%) was recommended by the committee. Councillor L King proposed the Council accept the recommendation and submit the request to SCDC. Seconded by Councillor Croucher and <b>agreed</b> unanimously.</p>  | <p>RFO /Clerk</p>                           |
| <p><b>Planning Committee – updates including:</b><br/> <u>To receive the minutes of the meetings held on the 29th November.</u><br/>         Noted</p>   |   |
| <p><b>HALLS – Updates including:</b><br/> <u>To consider request for the use of the Ploughman Hall for the 2019 beer festival</u><br/>         It was agreed to allow the beer festival to take place as requested provided all necessary requirements were met. The Clerk and Councillor Croucher to liaise with the group.</p>   | <p>Clerk/<br/>Croucher</p>                  |
| <p><u>To consider placement of planet aid clothing bank at the Ploughman Hall</u><br/>         After some discussion it was agreed not to allow the placement of the clothing bank at the Ploughman Hall.</p>  | <p>Clerk</p>                                |
| <p><u>To consider quotation for repair of the pumping station</u><br/>         Following the annual service a quotation had been received for repairs to the faulty pump. Councillor Croucher proposed the Council accept the quotation of approximately £787.50, seconded by Councillor Cook and <b>agreed</b> unanimously.</p>   | <p>Clerk</p>                                |
| <p><u>Ploughman Hall Roof</u><br/>         The lower level roof had developed a leak. Contractors were being sought to repair the damage.</p>  | <p>Clerk</p>                                |
| <p><u>Primary School – Emergency Space</u></p>   |   |

The School had requested that the Ploughman Hall be made available as a safe venue in case of an emergency at the school. It was agreed that Councillor Croucher and the Clerk would liaise with the school to ascertain their needs and to see whether the Council's buildings would be appropriate.

Clerk/  
Croucher

**Cemetery – updates including**

Councillor Mansfield confirmed that the new bins were in place and the tap had been repaired.

**Green & Boundaries – updates including:**

Councillor Manning was not present but confirmed that the Christmas tree had been erected on the Green and new lights would be needed for next year. The Clerk was asked to write to A Coe to thank him for the kind donation.

Councillor Manning was seeking quotations for the work on Meadow Road and this would need to be agreed at the January meeting so that the work could be carried out prior to the nesting season.

Clerk

Manning  
January

**Leisure & Amenities - updates including:**

Nothing to report

**205/18 Monthly accounts for payment**

**Paid Items**

|                 |            |          |         |
|-----------------|------------|----------|---------|
| Salaries        | November   | Salaries | 2624.94 |
| Paye            | November   | Salaries | 657.70  |
| Nest Pension    | November   | Pension  | 143.57  |
| Cambridge Trees | Crown lift | Est      | 480.00  |
| BT              | Telephone  | Est      | 618.79  |

**Items paid by credit card**

|           |                 |          |        |
|-----------|-----------------|----------|--------|
| Microsoft | Office 365      | Est      | 135.36 |
| Amazon    | Data protection | Est      | 25.08  |
| Amazon    | Data protection | Est      | 51.99  |
| Amazon    | Cable covers    | Est      | 43.47  |
| Amazon    | Metal bin       | Cemetery | 86.97  |

**Items paid by Bank transfer**

|         |              |     |         |
|---------|--------------|-----|---------|
| Buchans | Village Cuts | Est | 1080.23 |
|---------|--------------|-----|---------|

**To be Paid by bank transfer**

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

**To Pay**

|                  |                     |       |        |
|------------------|---------------------|-------|--------|
| Lawn Hopper      | Winter treatment    | L & A | 42.00  |
| ESPI Ltd         | Annual support      | Est   | 700.80 |
| ACA Heating      | New valve           | L & A | 427.72 |
| ACA Heating      | 6 month water check | L & A | 273.60 |
| Sage             | Pension module      | Est   | 158.40 |
| HMK Supplies Ltd | Toilet rolls        | Halls | 20.95  |

RFO

Councillor J Anderson proposed the Accounts be accepted, seconded by Councillor Croucher and **agreed** unanimously.

**206/18 Police update**

The second community police meeting had taken place on the 1<sup>st</sup> December and the notes of the meeting had been distributed and put on the website.

**207/18 To receive an update on HCVs and traffic issues and consider any actions**

Councillor Harris reported that the two flashing speed signs had been put up on Earith Road and had been operating for about two weeks. These would be moved in January to Over Road and Station Road. He would be scheduling a meeting with Lucy Frazer and the Dawn Percival in the new year to discuss the HCV issue and was due to attend an HCV meeting on the 6<sup>th</sup> December.

Harris

**208/18 To consider Clerk's request to attend annual practitioners conference**

The Clerk had requested approval to attend the annual practitioners conference at a cost of £424. Councillor J Anderson proposed the request be accepted, seconded by Councillor Croft and **agreed** unanimously.

Clerk

|  |                                     |
|--|-------------------------------------|
| <p><b>209/18 To receive and consider correspondence regarding grant funding for the Social Club</b><br/> The Social Club had now secured the funding for their project to provide accessible toilets and as per Parish Council minute 124/17 requested that the £1,530 grant agreed from the Council be transferred. Councillor <del>Cook</del><sup>Croscher</sup> proposed the Council forward the grant monies, seconded by Councillor Cook and <b>agreed</b> unanimously.</p> <p><b>210/18 To receive and consider grant application from Cambridgeshire Hearing Help</b><br/> A request for £250 was received from the Group. Councillor Cook proposed the grant be awarded, seconded by Councillor Watson and <b>agreed</b> unanimously.</p> <p><b>211/18 Items for future meeting</b><br/> Meadow Road<br/> Saxon Way</p> <p><b>212/18 Date of next meeting</b><br/> 9<sup>th</sup> January 2019</p> | <p>RFO/ Clerk</p> <p>RFO/ clerk</p> |
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**Meeting closed at 20:31**

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9.1.19  
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