



WILLINGHAM PARISH COUNCIL

Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 5th
June 2019 7.30pm, in the Octagon,
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: J Anderson, S Anderson, Carlton (Chair), Cook, Croucher, Harris, L King, P King, Law, Manning,
Mansfield, Watson,
County Councillor: Wotherspoon
District Councillors: Percival, Handley

Parishioners: Five

Clerk: Mandy Powell

	Actions
<p>101/19 Apologies for absence Apologies were received from Councillors Tassell and Smith due to personal commitments and Councillor Croft with a work commitment.</p>	
<p>102/19 Declarations of interest None</p>	
<p>103/19 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>Meeting adjourned</i> <i>A resident addressed the Council regarding access across the Green to his property and requested that the Council confirm in writing that access does exist (this was taken under item 111/19 G&B).</i> <i>Several residents attended to raise concerns about the lack of a dog walking facilities now that the set aside field was no longer available. After some discussion it was agreed that a proposal would be put forward by one of the residents to the Council for the use of the part of the recreation ground. The Clerk reminded the meeting that the Council had resolved in May that the Recreation Ground and QEII Field were both unsuitable sites and this decision could only be reconsidered if the original resolution was rescinded by special motion in line with Standing Orders. A parishioner also suggested that the owners of land put aside for development could be approached to see if they would allow dog walkers to use these sites until they were developed upon.</i> <i>Meeting reconvened</i></p>	
<p>104/19 To approve the minutes of the Annual meeting of the Parish Council held on the 1st May 2019 Councillor Manning proposed the Council accept the minutes as a true record of the meeting, seconded by Councillor Croucher and agreed with nine votes in favour and three abstentions due to not being at the meeting.</p>	
<p>105/19 To deal with any matters arising from the minutes of the meeting on the 1st May not covered elsewhere on the agenda. None</p>	
<p>106/19 To approve the minutes of the Annual Parish meeting held on the 15th May 2019 Councillor Manning proposed the Council accept the minutes as a true record of the meeting, seconded by Councillor Mansfield and agreed with six votes in favour and six abstentions due to not being at the meeting.</p>	
<p>107/19 To deal with any matters arising from the minutes of the meeting on the 15th May not covered elsewhere on the agenda. None</p>	
<p>108/19 To receive and consider any County Council reports and communications not covered elsewhere on this agenda Councillor Wotherspoon reported that he was continuing to chase Highways for an update on the railings at Long Pond and the Lines on Church Street. Questions were raised regarding the recent works on Earith Road and the flooding on the Longstanton bypass. Councillor Wotherspoon agreed to look into both .</p>	<p><i>Wotherspoon</i> <i>Wotherspoon</i></p>
<p>109/19 To receive and consider any District Council reports and communications not covered elsewhere on this agenda Report previously circulated. Councillor Percival reported that it had been a relatively quiet month. Councillor Percival agreed to check when the Zero Carbon Grant Scheme would become live and confirmed that the next District</p>	<p><i>Percival</i></p>

<p>Council Surgery would be on the 6th July. Councillor Wotherspoon was asked to confirm his attendance to Councillor King by Friday 7th June</p>	<p><i>Wotherspoon</i></p>
<p><u>110/19 Chairmans report including:</u> <u>To receive correspondence regarding VE Day Celebrations and consider any actions.</u> It was agreed to look at options for commemorating VE and VJ day including a possible woodland on the Meadow Road site. The Clerk would check with the church to see what events they may also have planned and report back at a later meeting.</p>	<p><i>Clerk</i></p>
<p><u>111/19 To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations</u></p>	
<p><u>F&GP Committee – updates including:</u> Nothing to report</p>	
<p><u>Planning Committee – updates including:</u> <u>Minutes of the meetings held on the 21st May 2019 and the 3rd June 2019</u> Previously circulated and noted</p>	
<p><u>HALLS – Updates including:</u> <u>Update from meeting held with Willingham Youth Trust</u> Minutes previously circulated and noted. No questions were raised. Councillors were reminded of the Youth Trust’s invitation to attend the centre on the morning of the 29th June so they can see how the café and coding club work.</p>	<p><i>All Cllrs</i></p>
<p><u>Cemetery – updates including</u> Report tabled <u>To receive an update on the cemetery gates and consider any quotations and actions</u> Councillor Mansfield summarised the report and proposed that the Council appoint a structural engineer to review the situation and provide a report, seconded by Councillor Croucher and agreed with ten votes in favour, one against and one abstention. Councillor Mansfield reported that three quotes had been requested and two received and proposed that the Council accept the quotation from Award Associates Structural Designs for £306. This was seconded by Councillor S Anderson and agreed with nine votes in favour and three abstentions.</p>	<p><i>Clerk</i></p>
<p><u>To receive quotations for the repair of the low level adjoining wall</u></p>	
<p>Awaiting quotations – deferred to July</p>	<p><i>July</i></p>
<p><u>Green & Boundaries – updates including:</u> <u>To receive an update and consider any actions regarding trees on the village green and the need for pruning</u> The horse chestnut on the corner of the green requires the lower branch cutting back and some broken branches removing as a matter of urgency. This would be carried out in line with the financial regulations for emergency works.</p>	<p><i>Clerk/ Manning</i></p>
<p><u>To receive an consider a request from a parishioner for access across the green for building works.</u> A request had been received for access across the corner of the green. Work could take up to a year and the applicant had agreed to make good any damage. Councillor Manning proposed that the Council write to confirm access would be granted but damage would need to be made good within 14 days of the occurrence, mitigating measures should be put in place to try and prevent damage where possible and a deposit of £500 should be paid in case the Council have to carry out any of the repairs themselves. This was seconded by councillor Cook and agreed unanimously.</p>	<p><i>Clerk</i></p>
<p><u>Access to number 6 Green Street</u> The owner of number 6 Green Street had asked the Council for confirmation that they owned the Green and also written confirmation that the properties have right of way for access. Councillor Manning confirmed that the Green is owned by the Council and registered as such. Councillor P King proposed that the Council obtain a quote from a solicitor for the drafting of formal documentation detailing access rights. This was seconded by Councillor Croucher and agreed unanimously.</p>	<p><i>Clerk</i></p>
<p><u>Meadow Road Site</u> Councillor Manning reported that the soil has been imported to build up the bunding. Before the front bund is removed blocks and gating would be needed. Councillor P King proposed that a budget of £1,000 be allocated for blocks, seconded by Councillor Law and agreed unanimously.</p>	<p><i>Clerk/ Manning</i></p>
<p><u>Leisure & Amenities - updates including:</u> Councillor L King reported that it had been agreed by the planning committee not to put forward the signage on West Fen Road forward for the A14 legacy funding as the amount of expenditure seemed quite low and could be met by the Parish Council. This would leave the two more costly projects to be put forward for funding support. The office were obtaining quotations for fencing and signage a proposal would be presented at the July meeting.</p>	<p><i>Clerk/ L King July</i></p>

The MUGA Survey had been distributed and results were coming in.

112/19 Monthly accounts for payment

Paid Items:

Salaries	May 2019	Salaries	£3166.05
HMRC	May 2019	Salaries	£ 863.90
Pozitive Energy	Electric Pavilion	L & A	£ 46.55
Pozitive Energy	Electric Public Hall	Halls	£ 19.75
Pozitive Energy	Electric Ploughman	Halls	£ 686.27
British Telecom	Phone/Internet	Est	£ 515.80
Buchans	Village Grass cut	Est	£1812.32
CAPALC	GDPR Membership	Est	£ 660.49
Smiths of Derby	Church Clock repair	Est	£5878.80

To be paid by bank transfer:

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

Items paid by credit card:

Naturespy	Camera	Cemetery	£ 108.49
Amazon	CCTV Signage	Cemetery	£ 5.98

To be paid:

Over & Will Drainage	Drainage	Est	£ 32.50
Binder Limited	Emergency Call out	L & A	£ 150.00
CBS	Stationery	Est	£ 52.58
ACA Heating	Annual inspection	L & A	£ 408.00
ACA Heating	Annual Inspection	Halls	£ 213.60
ACA Heating	Pavilion thermostats	L & A	£ 293.55
Camb County Council	Parish Energy	Est	£ 49.55
Mijan Limited	Internal Audit	Est	£ 120.00
PPL/PRS	PL Hall Music license	Halls	£ 779.51

Councillor Croucher proposed the accounts be accepted, seconded by Councillor Harris and **agreed** unanimously.

RFO

113/19 Police update including the election of the police representative

Police representative - It was agreed that Councillor S Anderson would continue in the role and he reported that the Neighbourhood Watch scheme was moving forward and there would be a public meeting in the coming weeks regarding the proposed police station at Milton

114/19 To receive an update on HCVs and traffic issues and consider any actions

Councillor Harris tabled a potential scheme that he would like the Council to put forward for the Minor Highways Improvement Scheme. It was agreed that Councillor Harris would work on the proposal and present it at the July meeting for approval and submission.

Councillor Harris also reported that the roadwatch monitoring was still ongoing and they had borrowed a sign from Haddenham for a month. The sign changes colour from red to green.

Harris
July

115/19 To consider grant application for Relate

An application for £550 had been received and previously circulated. Councillor Croucher proposed the application be accepted and the grant agreed, seconded by Councillor Watson and **agreed** with eleven votes in favour and one abstention.

Clerk

116/19 To consider adoption of BT Phone Box

Councillor S Anderson requested that the Council consider adoption of the telephone box on the High Street for the use of a third defibrillator. It was agreed that Councillor Anderson would provide a more detailed proposal for consideration at the July meeting.

S Anderson
July

117/19 Items for future meeting

Cemetery Wall
Cemetery Gates
VE/VJ Day Celebrations
Dog Walking Field
Minor Highways Bid
Phone Box
Speed reduction – West Fen Road

118/19 Date of next meeting

3rd July 2019

Meeting closed at: 21:12