



# WILLINGHAM PARISH COUNCIL

Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 3<sup>rd</sup>  
July 2019 7.30pm, in the Octagon,  
St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: J Anderson, Carlton (Chair), Croucher, Harris, Law, Manning, Mansfield, Smith, Tassell, Watson,  
County Councillor: Wotherspoon  
District Councillor: Handley  
Parishioners: Seven

Clerk: Mandy Powell

Actions

## **119/19 Apologies for absence**

Apologies were received from Councillors L King, P King, Cook, Croft and District Councillor Percival all with personal commitments and Councillor S Anderson with a work commitment.

## **120/19 Declarations of interest**

Item 131/19 Councillor Law declared an interest as he knows the applicant and took no part in the discussion or vote on this item.

Item 128/19 Councillor Manning declared an interest as a payee on the accounts and took no part in the discussion or vote on this item.

## **121/19 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**

*Meeting adjourned (19.32)*

*A representative from First Responders summarised their work and detailed their request for grant funding.*

*A parishioner presented the Council with a proposal requesting that a workshop be set up with the Council and parishioners so that full use could be made of the skills and resources on offer. The Chair offered his thanks for the proposal and confirmed that volunteers are used from time to time as appropriate and the Council would contact him in the future should the need arise.*

*Questions were raised as to the notification of the MUGA survey. The Clerk confirmed where these had been made available to parishioners to complete.*

*Various concerns were raised about the loss of the dog walking field. The Council were thanked for their efforts and were asked to keep looking for an alternative site and to rescind the decision made in May. It was suggested that crowd funding could possibly be used to raise the monies for any future site that may become available.*

*A parishioner asked why the Council had not issued the dog walking survey which he stated had been agreed at the previous meeting. The Chair and Councillors who attended the previous meeting confirmed that the Council had not agreed to carry out a survey.*

*Questions were asked in relation to two items on the accounts. These were clarified by Councillor Manning and the Chair.*

*Meeting reconvened (19:58)*

## **122/19 To approve the minutes of the meeting of the Parish Council held on the 5<sup>th</sup> June 2019**

Councillor Croucher proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Law and **agreed** with seven votes in favour and three abstentions due to not being at the meeting.

## **123/19 To deal with any matters arising from the minutes of the meeting on the 5<sup>th</sup> June not covered elsewhere on the agenda.**

None

<p><b><u>124/19</u> To receive and consider any County Council reports and communications not covered elsewhere on this agenda</b>  Councillor Wotherspoon reported that the Greater Cambridgeshire Partnership had met to discuss City access measures. He had attended the bus users meeting and would be attending the District Council surgery on Saturday 6<sup>th</sup> July. The highways officer had also offered to attend the September meeting to discuss any Highways issues. This offer was accepted.  Councillor Wotherspoon was asked to look into the changes to street lighting energy purchase which the County Council were passing directly onto the Parish.</p>	Wotherspoon
<p><b><u>125/19</u> To receive and consider any District Council reports and communications not covered elsewhere on this agenda</b>  Report previously circulated. Councillor Handley agreed to speak to officers regarding installation of nitrous oxide monitoring tubes in the village and would report back.</p>	Wotherspoon
<p><b><u>126/19</u> Chair's report including:</b>  <b><u>To receive and consider change to waste collection and charges</u></b>  The Clerk had been notified that the recycling could now only be collected weekly or fortnightly. Councillor Handley agreed to look into the situation and report back.</p>	Handley
<p><b><u>127/19</u> To receive from the following Committees; reports from lead councillors, note any delegated decisions taken, and make any recommendations</b></p>	Handley
<p><b><u>F&amp;GP Committee – updates including:</u></b>  <b><u>To receive an update following meeting with Elysian Associates and consider proposal to appoint them.</u></b>  Councillor Croucher proposed that the Council accept the quotation subject to confirmation that the quote includes the provision of the report and future support. This was seconded by Councillor Anderson and agreed unanimously.</p>	Clerk
<p><b><u>To receive an update regarding outstanding debtor</u></b>  The Clerk advised the Council that the outstanding debtor had cleared the balance of the monies owed and confirmed that the account was now cleared.</p>	
<p><b><u>Planning Committee – updates including:</u></b>  <b><u>Minutes of the meetings held on the 17<sup>th</sup> June 2019</u></b>  Previously circulated and noted</p>	
<p><b><u>HALLS – Updates including:</u></b>  Councillor Croucher reported that the Beer Festival had been a very successful event and that he had visited the Youth Trust during one of their coding sessions and was very impressed with the work being produced by the young people attending.</p>	
<p><b><u>Cemetery – updates including</u></b>  <b><u>To receive and consider quotations for the repair of the low-level adjoining wall</u></b>  Two quotations had been received and Councillor Mansfield proposed that the quotation from K Scully for £250 be accepted. This was seconded by Councillor Smith and agreed unanimously.</p>	Clerk
<p><b><u>Green &amp; Boundaries – updates including:</u></b>  Report previously circulated.  <b><u>To receive an update and consider any actions regarding enquiries about access over the Green</u></b>  The Clerk had contacted Hewitsons who had advised that the minimum cost would £1,500 per deed per property and that it was the responsibility of the homeowner to ensure their deeds were accurate and as such to pay for any amendments. Councillor Manning proposed that the Council follow the Solicitors advice and the Clerk was asked to write to the households advising them that should they wish to regularise their position they would need to do so by arranging and paying for a deed. This was seconded by Councillor Croucher and agreed unanimously.</p>	Clerk
<p><b><u>To consider quotation for work to the trees on the village green</u></b>  Following the emergency work to the trees on the Village Green a quotation had been received from Cambridgeshire Trees for the remainder of the work needed. Councillor Manning proposed the quotation be accepted, seconded by Councillor Anderson and agreed unanimously.</p>	Clerk

### Meadow Road Site

Unfortunately ponies were now back on the site. The Clerk had issued removal notices and if they are not removed within the 96 hours then steps would be taken to dispose of the horses. Councillor Manning felt that the entrance would need a second block adding. The Council agreed with the proposal for the site to be made into a woodland to commemorate VE/VJ day and Councillor Manning would obtain quotes and report back at a later date. Councillor Manning was thanked for all his hard work on the site.

Clerk/  
Manning

### Leisure & Amenities - updates including:

To receive and consider quotation for repair to play equipment on the QEII Field.

Following the ROSPA inspection and report a quotation had been received from the manufacturer of the equipment needing repair (HAGs).

Councillor Tassell proposed the quotation be accepted, seconded by Councillor Croucher and agreed unanimously.

Clerk

### 128/19 Monthly accounts for payment

#### Paid Items:

Salaries	June 2018	Salaries	£2655.42
HMRC	June 2018	Salaries	£ 620.77
Nest	June 2018	Salaries Pension	£ 120.22
Positive	Electric Pavilion	L & A	£ 57.26
Positive	Gas Pavilion (to 01.05.19)	L & A	£ 48.92
Positive	Gas Pavilion (to 01.06.19)	L & A	£ 41.83
Positive	Electric Public Hall	Halls	£ 50.41
Positive	Electric Ploughman	Halls	£ 100.37
Buchans	Village grass cuts	Est	£1081.72
Relate Cambridge	Donation	Donation	£ 550.00
LC Electrical cont	Electrical work Ploughman/Public	Halls	£ 390.00
British Gas	Electric Village green	G & B	£ 25.72

#### Items paid by Credit Card

Amazon	Mat	Halls	£ 24.99
Amazon	Dyson Fan	Est	£ 359.44

#### To be paid by bank transfer:

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

#### To be paid:

Old west Internal Drain	Agri Drain Rates	Est	£ 55.44
K Fergusons	Grass cutting Cemetery	Cemetery	£2544.00
MD Contracting	Meadow Rd	G & B S106	£2256.00
MD Contracting	Meadow Rd	G & B S106	£1062.00
Beckett Express Roof	Pavilion Roof	L & A	£ 526.60
Lawn Hopper	Summer treatment	L & A	£ 42.00
Konica Minolta	Copying	Est	£ 173.82
Manning & Son	Concrete Block for Meadow Rd	G&B S106	£ 234.00
CAPALC	Training – Clerk	Est	£ 50.00
Cromwell Fire	Intruder alarm service PI Hall	Halls	£ 140.40
Cromwell Fire	Intruder alarm service Pavilion	L&A	£ 114.00
HMK Supplies Ltd	Toilet Rolls – PI Hall	Halls	£ 20.95

Councillor Smith proposed the Council accept the accounts as listed, seconded by Councillor Law and agreed with nine votes in favour and one abstention due to declaration of interest.

RFO

### 129/19 Police update

Previously circulated. No questions raised.

<p><b><u>130/19</u></b> To receive an update on HCVs and traffic issues and consider any actions including:  <u>Consideration of proposal for Minor Highways Improvement Scheme</u>  It was agreed that Councillor Harris would submit an application to the scheme for improvements on Earith Road. Should it be accepted the Council would need to agree the expenditure prior to committing to any scheme going forward.</p>	Harris
<p><b><u>131/19</u></b> To consider grant application from Community First Responders  Councillor Manning proposed the Council accept the grant request for £550, seconded by Councillor Manning and agreed with nine votes in favour and one abstention due to a declaration of interest.</p>	Clerk
<p><b><u>132/19</u></b> To receive an update and consider adoption of BT Phone Box  Deferred to August as Councillor S Anderson was not present.</p>	August
<p><b><u>133/19</u></b> Items for future meeting  Public Hall maintenance  Phone Box  Cemetery Gates  Meadow Road woodland project</p>	
<p><b><u>134/19</u></b> Date of next meeting  The next meeting will be held on the 7<sup>th</sup> August 2019</p>	

**Meeting closed: 20:53**