

WILLINGHAM PARISH COUNCIL

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Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 1st July 2020 at 7.30pm (meeting held remotely)

Present: Councillors: Law (Chair), Harris, P King, L King, Mansfield, McKee, Croft, Hutchcraft, Watson
District Councillor: Handley

Parishioners: One

Clerk: Mandy Powell

Compliance Administrator: Annika Osborne

85/20 Apologies for absence

In line with resolution 50/20 6th May 2020 apologies were received from Councillors Manning, Tassell, Anderson, K Cook and A Cook. The Council also agreed to waive the six-month rule on apologies from Councillor Todd due to health reasons. This would be reviewed in September as with resolution 50/20.

Apologies were also received from County Councillor Wotherspoon and District Councillor Percival

86/20 Declarations of interest

None received

87/20 Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes)

No members of the public wished to speak but the Clerk advised the Council that the member of public present had offered to remove a large shrub growing from the front of the public hall. The Council agreed to this and thanked the parishioner for their offer of help.

88/20 To approve the minutes of the Parish Council meeting held on the 3rd June 2020

Councillor Hutchcraft proposed the minutes be accepted as a true record of the meeting, seconded by Councillor L King, and **agreed** with seven votes in favour and two abstentions due to not being at the meeting

89/20 To deal with any matters arising from the minutes of the meeting on the 3rd June not covered elsewhere on the agenda.

Item 67/20 -Planning consultation – Haden Way – still ongoing. Councillor Handley would chase.

Action: B Handley

Item 71/20 - No Dog signs on the recreation ground – ongoing

Action: L King

90/20 To receive and agree the internal auditors report for 2019/2020 and consider any actions.

Councillor Watson proposed the Council agree the internal auditors report, seconded by Councillor Croft, and **agreed** unanimously. Thanks were given to the Council staff for all their hard work.

91/20 To receive, agree and sign the annual Governance and Accountability Return 2019/2020– Annual Governance statement (section 1)

AGAR previously circulated. The Chair read out each individual statement to the Council all those applicable were answered yes unanimously. The Chair signed the statement. The Clerk would sign the statement upon receipt and return it to the RFO for processing.

Action: RFO

92/20 To receive, agree and sign the annual Governance and Accountability Return 2019/2020– Accounting Statements (section 2)

AGAR previously circulated. Councillor Watson proposed the statement be agreed, seconded by Councillor L King, and **agreed** unanimously. The Chair signed the statement.

93/20 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Report previously circulated – Councillor Wotherspoon was not present. No questions were raised

94/20 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:

Report previously circulated. Councillor Handley reported that the number of meals Over Day Centre were providing had been increased and were being provided to the Northern area of the District. The following issues were raised with Councillor Handley

Possible planning infringement Fen End – ongoing

Action: B Handley

Plastic Waste – Councillor Handley confirmed that SCDC waste was handled at the Waterbeach plant and not shipped abroad.

Possible planning infringement on Haden Way – Councillor Watson agreed to update Councillor Handley on the current situation.

Action: J Watson & B Handley

Recycling Centre Appointments – Councillor Handley agreed to raise the concerns raised to CCC regarding the problems this seemed to be causing some residents and the potential fly tipping as a result.

Action: B Handley

19:53 Councillor Handley left the meeting

95/20 Chair's report including:

To receive an enquiry from a resident regarding 'lest we forget' memorial rose.

(Councillor Mansfield was experiencing difficulties with communication – she was able to hear and be seen but could not be heard)

A neighbouring resident had had asked if the Council would consider purchasing a rose for the cemetery. It was agreed that the Clerk would liaise with Councillor Mansfield and possibly purchase one to be located near the memorial bench.

Action: Clerk & B Mansfield

Increased Waste on the Recreation Ground

The Chair reported that the litter picker had been dealing with an excessive amount of waste being left on the recreation ground resulting in extra hours being charged to clean up. The Council agreed to put a note in the Willingham News reminding residents to clear up after themselves. The Council expressed their sincere gratitude to the litter picker for all his efforts in trying to keep the facilities pleasant for all to use.

Action: N Harris

Possible land donation

The Chair and Clerk had been approached by a landowner with the possibility of some land being gifted to the village. Further details would be provided at the August meeting.

August meeting

Re-opening of Playgrounds

The Chair reported that NALC were dissatisfied with the lack of practical advice for opening the playpark safely and were liaising with Government for more clarity. It was agreed to keep the park closed until further advice was provided.

Police Crime Commissioner meetings

There would be a meeting on the 16th July and Councillor Watson agreed to attend

Action: J Watson

96/20 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

To receive Coronavirus risk assessment, including risk assessment for re-opening halls/park/pavilion and consider any actions.

Councillor Law proposed the Council accept the draft risk assessment and agree delegation for future amendments to the Chair, Vice Chair, Clerk and relevant Lead Councillor. This was seconded by Councillor Harris and **agreed** unanimously.

Planning Committee – updates including:

To receive draft planning minutes from meetings held on the 17th and 30th June 2020

Draft minutes were previously circulated and noted.

Councillor Harris reported that he would be attending a catch-up meeting with the new team that was covering our area. The meeting would take place on the 7th July. Councillor Watson also agreed to attend.

Action: N Harris & J Watson

HALLS – Updates including:

The Clerk reported that the doors would be fitted week commencing the 10th August. It was agreed to order sufficient keys for the regular users etc at the Council's expense. Any replacement keys needed in the future would be charged to the hirer.

Councillor Mansfield was fully back on-line

Cemetery – updates including

To receive an update on under 18 cemetery fees and consider review of charges

This was being looked into and was deferred until the August meeting.

Action: B Mansfield & Clerk
August meeting

Cemetery Gates

These had been refitted and painted. Once the work had been checked the invoice would be paid.

Overhanging Trees

A resident had reported trees overhanging 27 and 29 Church Street. A quotation had been received and accepted for £279 from Atlas Tree Surgery. The work would take place after the nesting season.

Dog Fouling

Councillor Mansfield reported that there had been quite a lot of dog fouling in the cemetery recently. It was agreed to add a note in the Willingham News

Action: N Harris

Green & Boundaries – updates including:

Councillor Manning was not present, but the Chair reported that some of the trees on Meadow Road had died and replacements would be looked at in the Autumn. The Anita Papworth bench had become unsafe had been removed.

Leisure & Amenities - updates including:

To receive an update on the MUGA and consider any actions

The draft flood risk assessment had been received and previously circulated. Councillor L King reported that she and the Clerk were due to meet with a planning officer and then the assessment along with the design statement would be submitted to SCDC.

Action: L King & Clerk

97/20 Monthly accounts for payment

Paid Items:

Salaries	June 2020	Salaries	£2778.70
HMRC	June 2020	Salaries	£ 646.80
Nest	June 2020	Salaries Pension	£ 123.75
Pozitive	Electric Pavilion	L & A	£ 53.09
Pozitive	Electric Public Hall	Halls	£ 41.82
Pozitive	Gas Pavilion	L & A	£ 8.46

Pozitive	Electric Ploughman Hall	Halls	£ 240.89
British Gas	Electric Green	G & B	£ 12.49
SCDC	Piper Lifeline	Section 147	£ 639.21
Haven Power	Street light	G & B	£ 83.79
M Mumford	Litter picker	Est	£ 16.37
Buchans	Village Grass Cuts	Est	£1092.27
CAPALC	Training	Est	£ 75.00
Mr Bolwerk	Refund Hall Hire	Halls	£ 75.00
Cambridge Trees	Dead wood cemetery	Cemetery	£ 210.00
Ellingham Consultants	Flood risk assess	L & A	£ 540.00
MSP Services	Maintenance	L&A	£ 85.00
Andrew Deptford	Defibrillator maint	Est	£ 114.00
SCDC	Piper Lifeline	Section 147	£ 58.11
<u>To be paid by bank transfer:</u>			
Suds & Bubbles	Cleaning Ploughman	Halls	£ 560.00
Suds & Bubbles	Cleaning Pavilion	L & A	£ 281.00
SCDC	Piper Lifeline	Section 147	£ 116.22
Atlas Tree Surgery	Willow Tree Rec	L & A	£ 84.00
Fergusons	Grass Cut Cemetery	Cemetery	£2844.00

Councillor Watson proposed the accounts be agreed as listed, seconded by Councillor Harris, and **agreed** unanimously.

98/20 Police update

Nothing to report

99/20 To receive an update on HCVs and traffic issues and consider any actions including:

Consideration of donation to Road Watch group

Councillor Harris proposed the Council make a donation of £100 to the group, to be taken from the grant budget. Seconded by Councillor Law and **agreed** unanimously.

Action: Clerk & RFO

100/20 – To appoint liaison Councillors for Environment and Sustainability

Councillors L King and McKee agreed to take on the roles and would:

1. be the Council point of contact for climate change, environment, and sustainability matters
2. help facilitate any initiatives within the Council's remit on these matters.

Both Councillors would be attending the Zero Carbon Community Grant workshop next week and would then be looking at the grant application for the heating in the ploughman hall.

Action: L King & V McKee

101/20 Items for future meeting

Zero Carbon Community Grant Application

Under 18 Burial fees

Land Donation

102/20 Date of next meeting: 5th August 2020

Meeting closed: 20:50