

WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 13th January 2021 at 7.30pm (meeting held remotely)

Present: Councillors: Hutchcraft, McKee, Watson, Law (Chair), Harris, P King, Croft, L King, Mansfield
County Councillor: Wotherspoon
District Councillors: Handley and Percival
Parishioners: Five

Clerk: Mandy Powell
Compliance Administrator: Annika Osborne

01/21 To receive apologies for absence

In line with resolution 119/20 apologies were received and agreed from Councillors Manning, Todd, Tassell and Cook

02/21 Declarations of interest

Item 9/21 F&GP – Councillor Law declared a non-pecuniary interest regarding hall fees as the secretary of the badminton club. He did not take part in the discussion or vote on this item.

03/21 Public forum (*maximum 3 minutes per person, with an overall limit of 15 minutes*)

A representative from the Bowls Club expressed concerns about the recent flooding on the Recreation Ground and suggested that the council meet with their maintenance contractor to discuss a way forward.

The secretary of the Wolves also raised concerns regarding the impact of the recent flooding.

It was acknowledged that it is a difficult situation to resolve as the Recreation Ground is a flood plain.

Councillor L King would liaise with all the user groups to see what could be done to improve the situation moving forward.

The resident running the rights of way project updated the Council on the current situation and requested some financial support to cover the administration costs (*This was taken under item 6/21*)

04/21 To approve the minutes of the Parish Council meeting held on the 2nd December 2020

Councillor Harris left the meeting.

Councillor Watson proposed that the minutes be accepted as a true record of the meeting, seconded by Councillor L King, and **agreed** unanimously. (*these would be signed at a later date*)

05/21 To deal with any matters arising from the minutes of the meeting on the 2nd December not covered elsewhere on the agenda including:

None

06/21 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.

Councillor Harris returned to the meeting.

Councillor Wotherspoon gave an update on the actions taken following the recent flooding and confirmed that he had raised his concerns that Highways were not available over the Christmas period. He had been chasing the gully cleaning and hoped that this would be addressed soon.

CCC were due to be setting their budget shortly and it was hoped that Shelford Road would be included in this for future major improvement.

Councillor Wotherspoon agreed to investigate the reason why the B1050 was not allowed a weight restriction on it when it appeared that the A1123 may be allowed to be downgraded to a B road.

Action: T Wotherspoon

07/21 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 District Council were working with the County Council and other parties to address the issues raised during the recent flooding. The ditch on Station Road would have a length of it cleared in the coming weeks (they were not able to clear the whole stretch).

08/21 Chair's report including:

To receive an update regarding recent councillor resignations

The Chair confirmed that resignations had been received from Councillors K Cook and Anderson. Following the Northstowe Governance Review an election would be held in May 2021 meaning that these positions could not be filled by local election and are not required to be filled by co-option.

To receive an update regarding the recent flooding in the village and consider any actions

The Chair summarised the recent flooding and the action taken. The Council had provided sandbags to residents and re-ordered further supplies. The Clerk had written to CCC and SCDC requesting urgent action be taken to address the drains and ditches around the village. Thanks were passed to all those involved in filling the sandbags.

To receive and consider donation/grant request for Rights of Way project

A request had been received from a resident for funds to cover some of the project costs. Councillor Law proposed the Council agree to a donation of £100, seconded by Councillor P King and **agreed** unanimously. The Clerk would write to confirm this, and request records of expenditure are kept.

Action: Clerk

To receive correspondence regarding highways stakeholder survey and consider any response

Councillor Harris agreed to look at and complete the survey on the Council's behalf.

Action: N Harris

To consider additional Willingham News contributors

Councillor Hutchcraft agreed to join the rota. The Clerk would allocate the slots and forward to contributors.

Action: Clerk

Community Warden Scheme

The Chair gave an update on the scheme. It had four residents on the books from Willingham and Over and advertising was continuing to take place.

09/21 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 an update regarding a recent code of conduct complaint

The Chair confirmed that a complaint had been received and had been resolved informally. All Councillors were reminded of the need to adhere to the code of the conduct.

To receive and ratify F&GP minutes from the meeting held on the 15th December 2020

Councillor L King proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Harris, and **agreed** with five votes in favour and four abstentions due to not being at the meeting. *(these would be signed at a later date)*

To receive an update on HUB activities and consider additional funds that may be needed etc

The Chair summarised recent activities and confirmed the current balance of funds allocated to the HUB. It was agreed not to add to the funds at the present time and Councillor Law proposed that the Council agree to delegate approval of payments from the funds to support residents to the Chair, Vice Chair and Clerk. This was seconded by Councillor Watson and **agreed** unanimously.

A questionnaire had been put together by the Clerk to help direct help where it was needed and SCDC were compiling a list of contact details for other agencies.

Action: Clerk

To receive an update and consider the revised Emergency Plan

Councillors P King and Law would look at this and bring it back to the February meeting for consideration.

Action: P King/ D Law

To consider F&GP Committee's recommendation to register for VAT and opt to tax the Ploughman Hall

Councillor Law proposed that the Council agree the recommendation made by the F&GP Committee to register for VAT and opt to tax the Ploughman Hall, seconded by Councillor Watson, and **agreed** unanimously.

Action: RFO

To agree F&GP Committees recommendations regarding annual fees for the cemetery, L&A and Halls

The Vice Chairman took this item – Councillor King proposed that the Council agree the recommendations made by the F&GP Committee, that the fees would not be increased and once registered for VAT the Council would absorb the VAT for hall bookings so that the charge remained the same to users. This was seconded by Councillor Hutchcraft and **agreed** with eight votes in favour and one abstention due to declaration of interest.

To receive an update on the land donation and consider any actions

The chair confirmed that the transfer had now completed, and we were waiting for the change of ownership to be confirmed by the Land Registry.

Planning Committee – updates including:

Minutes from the meetings held on the 7th December 2020 and the 12th January 2021

Draft minutes previously circulated and noted.

HALLS – Updates including:

Nothing to report.

Cemetery – updates including

To receive and consider quotations for a tree survey on the trees lining the cemetery wall.

This was deferred to the February meeting whilst further quotations were sought.

Green & Boundaries – updates including:

Councillor Croft left the meeting.

Report previously circulated. Councillor Manning would compile some specifications for the various works needed and would present the quotations for consideration at a future meeting.

Flailing was yet to be done but should be completed before the nesting season.

Fly tipping was discussed and whether CCTV should be placed at the site.

Action: R Manning

Leisure & Amenities - updates including:

Councillor Croft returned to the meeting.

Councillor L King reported:

- Due to the recent flooding the MUGA application would be withdrawn and its siting reconsidered.
- The Bike shelters would still go ahead but they would be sited nearer the pavilion.
- The table tennis tables had been installed on the QEII Field.
- The gap in the hedge on the Recreation Ground had been filled by Councillor Manning and thanks were passed to him for doing this.
- Councillor L King, McKee and the Clerk had attended a meeting regarding a carbon footprint tool which will be sent out to trial in the coming weeks. This uses existing data to provide a footprint of the village.

10/21 Monthly accounts for payment

Paid Items

Salaries	December	Salaries	£3262.02
HMRC	PAYE Dec	Salaries	£ 932.47
Nest Pension	Pension December	Salaries	£ 176.26
SCDC	Piper Lifeline	Section 142	£ 464.88
Pozitive Energy	Pavilion Gas	L & A	£ 16.30
Pozitive Energy	Pavilion electric	L & A	£ 41.26
Pozitive Energy	Public Hall	Halls	£ 64.18
Pozitive Energy	Ploughman Hall	Halls	£ 540.26
Haven Power	Street Lighting Nov	G & B	£ 81.19
Haven Power	Street Lighting Dec	G & B	£ 83.79

Paid by bank transfer

Buchans	Village Grass Cut	Est	£ 738.52
Newnham Christmas	Tree	Est	£ 550.00
MSP Services	Maintenance work	Est	£ 290.00
MSP Services	Maintenance work	Est	£ 215.00
A Osborne	Keys Ploughman	Halls	£ 30.00
Camb ACRE	Membership	Est	£ 57.00
H Audley-Charles	Gas Top Up	Will Hub	£ 50.00

To be paid

Suds & Bubbles	Ploughman cleaning	Halls	£ 520.00
Suds & Bubbles	Pavilion cleaning	L & A	£ 281.00
Suds & Bubbles	Office	Est	£ 40.00
Konica Minolta	Photocopier	Establishments	£ 214.47
Willingham PCC	Meetings	Est	£ 90.00
Co-op Phones	Phones	Will Hub	£ 51.00

K Fergusons	Cemetery Cuts	Cemetery	£2712.00
SCDC	Piper Lifeline	Section 142	£ 232.44
Aspinalls	Sand	Est	£ 72.00

Councillor Watson proposed that the accounts be approved, seconded by Councillor L King, and **agreed** unanimously.

11/21 Police update including:

Nothing to report.

12/21 To receive an update on HCVs and traffic issues and consider any actions including:

CCC Committee would be meeting to hear presentations of the minor highways improvement bids on the 17th February 2021, Cllr Harris would be attending. Councillor Harris summarised the recent HCV Group meeting and confirmed that more pollution monitoring tubes were due to be installed.

Action: N Harris

13/21 To consider the Council's use of Twitter

This item was deferred to the February meeting.

Action: J Hutchcraft

14/21 To receive an update on the Defibrillator for the High Street and consider any actions.

Councillor Hutchcraft reported that the National Lottery grant had been unsuccessful. He would compile a report detailing any shortfall in funding to present at the February meeting.

Action: J Hutchcraft

15/21 To consider revision of meeting dates for 2021

The Clerk advised that should the election go ahead in May it would be necessary to change the date of the annual meeting of the parish council as well as the annual parish meeting. This would be considered at the February meeting.

16/21 To consider tree planting in the village

Councillor Mckee had been asked about residents donating trees and where they could be planted. Enquiries would be forwarded to Councillor Manning.

17/21 Items for future meetings

Emergency Plan
 Tree Survey (Cemetery)
 Twitter
 Defibrillator
 Meeting dates
 Meeting start times
 Police liaison lead

18/21 Date of next meeting: 3rd February 2021

Meeting closed at 21:18