

# WILLINGHAM PARISH COUNCIL

Parish Council Office, Ploughman Hall, West Fen Road, Willingham  
Cambridge, CB24 5LP, Tel: 01954 261027

Email: [clerk@willinghamparishcouncil.gov.uk](mailto:clerk@willinghamparishcouncil.gov.uk)

Website: [www.willinghamparishcouncil.gov.uk](http://www.willinghamparishcouncil.gov.uk)

Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 3<sup>rd</sup> February 2021 at 7.30pm (meeting held remotely)

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

County Councillor: Wotherspoon

District Councillor: Handley

Parishioners: Twenty Seven

Clerk: Mandy Powell

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19/21 To receive apologies for absence and review resolution 119/20 waiving the six-month rule for those councillors unable to attend virtual meetings.

In line with resolution 119/20, apologies were received and agreed Councillors Manning, Cook, Todd and Tassell. Apologies were also received from District Councillor Percival due to personal reasons. Councillor Law proposed that the Council extend the waiving of the six-month rule for those councillors unable to attend virtual meetings until May 2021, seconded by Councillor P King and **agreed** unanimously.

20/21 Declarations of interest

Item 26/21 – Councillor Cook declared a personal interest as he lives in an area affected by the flooding.

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

A lot of concern was raised regarding the recent flooding and sewage issues in the village and the possible causes including lack of gully, ditch and waterways maintenance, an inadequate sewage system and the impact of development on surface water drainage. The Chair, District Councillor and County Councillor summarised what had been done to try and resolve the problem to date and parishioners requested a more cohesive response. The Parish Council proposed that a joint group made up of the Parish, District and County Council along with Anglian Water be formed to try and resolve the various issues that have contributed to the recent problems.

**Action: Clerk**

22/21 To approve the minutes of the Parish Council meeting held on the 13<sup>th</sup> January 2021

Councillor P King proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Watson, and **agreed** with nine votes in favour and one abstention due to not being at the meeting.

23/21 To deal with any matters arising from the minutes of the meeting on the 23<sup>th</sup> January not covered elsewhere on the agenda

Item 6/21 County Report – B1050 weight limit. This was ongoing and Councillor Wotherspoon would report back to the Council.

**Action: T Wotherspoon**

Item 9/21 F&GP Land Donation – the transfer had been completed and registration details received from Land Registry. The Chair would put some information about the site together to go in the Willingham News.

**Action: D Law**

24/21 To receive and consider any County Council reports and communications not covered elsewhere on this agenda

Councillor Wotherspoon left the meeting (later confirmed he had nothing further to report)

25/21 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:

Report previously circulated – no questions raised.

26/21 Chair's report including:

To receive an update regarding the recent flooding including correspondence from two residents and consider any actions

Taken under public forum (item 21/21)

To receive correspondence regarding the grass verge leading the Highgate and consider any actions

Councillor Harris had spoken to the owner of Highgate who was looking into the possibility of arranging for a footpath to be put in place.

27/21 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 ratify minutes of the meeting held on the 20<sup>th</sup> January 2021

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 five abstentions due to not being at the meeting.

To review and ratify recommendations from the F&GP Meeting held on the 20<sup>th</sup> January 2021, including revised policies

The policies had been previously circulated, and Councillor Law proposed they be ratified, seconded by Councillor P King, and **agreed** unanimously.

**Action: Clerk**

To receive an update and consider the revised Emergency Plan

Councillor Harris proposed the revised Emergency Plan be ratified, seconded by Councillor Watson, and **agreed** unanimously.

**Action: Clerk**

To receive an update regarding registering for VAT and consider any actions

Noting to report

To appoint internal auditor for 2020/2021

Councillor Law proposed that the Council appoint MiJan Consulting, seconded by Councillor L King, and **agreed** unanimously.

**Action: Clerk**

Planning Committee – updates including:

To receive draft minutes from the meetings held on the 12<sup>th</sup> January 2021 and 2<sup>nd</sup> February 2021

Draft minutes previously circulated. No questions raised.

To receive correspondence from SCDC regarding street naming of new development on Haden Way and consider a response

It was agreed to put forward the name of Hereford Way for the development

**Action: Clerk**

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.

Further quotations had been received and Councillor Mansfield reported that the contract would be placed with Acacia at a cost of £480 inc VAT.

**Action: Clerk**

Green & Boundaries – updates including:

Report previously circulated. The trees had been planted at the Meadow Road site and the Council expressed their gratitude for all the time and effort that had been put in by Councillors Manning and Cook. The office was obtaining quotations for a gate for the front of the site. Councillor Cook reported that the entrance to the orchard was very muddy and Councillor Manning was looking into options to improve the situation. It was noted that the footpath along the Recreation Ground was also extremely muddy.

**Action: R Manning/Clerk**

*Councillor Wotherspoon re-joined the meeting.*

Leisure & Amenities - updates including:

Councillor L King reported that the drainage pipes on the Recreation Ground were blocked and would be looked at once the water level in the lode had dropped. It was noted that there was a shortage of recreational space for the size of the village.

Councillor L King further reported that she and Councillor McKee had been reviewing a pilot carbon footprint tool that would be coming on-line in the coming months. They had also been liaising with the Environmental Group of WAG.

28/21 Monthly accounts for payment

Paid Items

Salaries	January	Salaries	£2937.76
Salaries	January	Paye	£ 706.48
Salaries	January	Pension	£ 138.00
Pozitive	Pavilion Elect	L & A	£ 194.71
Pozitive	Pavilion Gas	L & A	£ 16.98
Pozitive	Public Hall Elect	Halls	£ -238.17
Pozitive	Ploughman Elect	Halls	£ 647.80
British Gas	Green Elect	G & B	£ 6.25
S Thomas	Donation	Donation	£ 100.00
Amazon	Sand Bags	Est	£ 143.70

To be paid

Suds & Bubbles	Cleaning Pavilion	L & A	£ 281.00
Suds & Bubbles	Cleaning Halls	Halls	£ 520.00
Suds & Bubbles	Cleaning Office	Est	£ 40.00
Co-op Phone	Hub Phones	Will Hub	£ 51.00
Caloo	Table tennis tables	L & A (from S106)	£8896.80
PRS	Music Licence	Halls	£ 136.22
SLCC	Conference	Est	£ 90.00
Aspinalls	Sand	Est	£ 72.00

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

**Action: RFO**

29/21 To receive and consider quarterly budget statement

Statement previously circulated. Councillor Harris proposed the quarterly budget statement be ratified as listed, seconded by Councillor L King, and **agreed** unanimously.

**Action: RFO**

30/21 Police update including:

Councillor Hutchcraft reported that two additional officers had joined the South Cambridgeshire area and the village text alert system was still ongoing.

Appointment of Lead and Deputy Liaison Councillors

It was agreed that Councillor Hutchcraft would be lead Liaison and Councillor P King would take on the role of deputy.

31/21 To receive an update on HCVs and traffic issues and consider any actions

Councillor Harris reported that he had taken the data from the logger on Earith Road and would be using the data in his presentation for the minor highways improvement bid meeting on the 17<sup>th</sup> February.

**Action: N Harris**

32/21 To consider the Council's use of Twitter

Councillor Law agreed to look to see whether it was possible to connect Twitter automatically to the Council's Facebook page and would report back.

**Action: D Law**

33/21 To receive an update on the Defibrillator for the High Street and consider any actions

Councillor Hutchcraft gave an update and confirmed that FECA had offered a grant of £1,000 leaving and shortfall of £640 making the total contribution from the Council as £1,760. Councillor P King proposed the Council make up the shortfall from reserves, seconded by Councillor Cook and **agreed** unanimously.

34/21 To consider revision of meeting dates for 2021 and meeting times

Due to the elections being called this year it was agreed to reschedule the annual meeting of the parish council to 12<sup>th</sup> May 2021 and the Annual Parish Meeting to 20<sup>th</sup> May 2021.

The Council discussed holding planning meeting during the day, but it would be very difficult to keep these quorate. It was agreed to discuss holding them at 6pm at the next planning meeting.

**Action: Planning**

35/21 Items for future meeting

Flooding

B1050 weight limit

Twitter

Environment and Sustainability (regular item)

36/21 Date of next meeting

3<sup>rd</sup> March 2021

*Meeting closed a 21:33*