

# WILLINGHAM PARISH COUNCIL

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

Present: Councillors: Hutchcraft, Law (Chair), P King, L King, Mansfield, Watson, Harris, McKee, Cook  
County Councillor: Wotherspoon  
District Councillor: Handley  
Parishioners: two

Clerk: Mandy Powell  
Compliance Administrator: Annika Osbourne

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## **37/21 To receive apologies for absence.**

In line with resolution 19/21 apologies were received and agreed from Councillors, Tassell, Todd and Manning. Apologies were also received from District Councillor Percival due to work commitments.

## **38/21 Declarations of interest.**

None declared.

## **39/21 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.**

No members of the public wished to speak.

## **40/21 To approve the minutes of the Parish Council meeting held on the 3<sup>rd</sup> February 2021.**

Councillor Harris proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Hutchcraft, and **agreed** unanimously. (*Minutes to be signed at a later date*)

## **41/21 To deal with any matters arising from the minutes of the meeting on the 3<sup>rd</sup> February not covered elsewhere on the agenda.**

Item 24/21 – County Council report – Weight limit on the B1050 – Councillor Wotherspoon had spoken to Highways and in light of the funding approved for the improvement of the B1050 a lot of evidence would need to be compiled to put a case forward. The Council would monitor the situation and review at a future date.

Item 27/21 F&GP Appointment of internal auditor – the Clerk was still waiting for confirmation that the auditor was prepared to act on the Council's behalf in carrying out the audit for 2020/2021.

**Action: Clerk**

## **42/21 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.**

Report previously circulated. Councillor Wotherspoon reported that he was still looking into the overgrown hedge on Short Lane and was also corresponding with a resident regarding their planning permission on West Fen Road.

Questions were raised about the footpath to Highgate which was ongoing and also the long outstanding actions from Highways including the signage on West Fen Road and the double yellow lines on Church Street. Councillor Wotherspoon agreed to chase these again.

**Action: T Wotherspoon**

*Councillor Cook left the meeting.*

## **43/21 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:**

Report previously circulated. Councillor Handley reminded Councillors of two upcoming meetings; the community update meeting to be held on the 15<sup>th</sup> March and the Gypsy Roma Traveller Inclusion toolkit meeting scheduled for the 25<sup>th</sup> March.

A question was raised about the Northstowe development and whether a medical practice was to be included. Councillor Handley confirmed that it should be included in phase 2 and he was waiting for further information as to when that would be.

**Action: B Handley**

Councillor L King also highlighted the lack of open sports space in the village and asked what support SCDC could provide to improve this. Councillor L King would confirm the issues in writing to Councillor Handley who would speak to planning on The Council's behalf.

**Action: L King/Bill Handley**

**44/21 Chair's report including:**

To receive an update on Councillor resignations.

The Chair confirmed that Councillor Croft had resigned from the Council. SCDC had been notified and the appropriate notices had been posted. The Chairman also updated the Council on the process for the upcoming election.

To receive an update on flooding including the formation of the Anglian Water working party and consider any actions.

The Chair reported that the working party had been formed, comprising of Councillors Law and P King and three members of the public. Anglian Water had been written to with a view to organising a meeting shortly. The Council had also met with planning to discuss their concerns regarding the impact of developments and the Environment Agency to ascertain what works were planned to the Lode. Councillor Wotherspoon had provided details of a recent meeting and these points would be summarised and forwarded to Council.

**Action: D Law**

To receive an update on the Community Plan.

An introductory meeting had been held and the volunteers that had stepped forward have continued to make a start on forming their group and plan.

**45/21 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations.**

F&GP Committee – updates including:

Nothing to report.

Planning Committee – updates including:

To receive draft minutes from the meeting held on the 22<sup>nd</sup> February 2021.

These had been previously circulated and noted.

Councillor Harris reported that the recent planning appeal for 5 houses on Haden Way and been dismissed by the Inspectorate.

HALLS – Updates including:

Nothing to report.

Cemetery – updates including.

To receive an update regarding the tree survey on the trees lining the cemetery wall.

The survey results had been previously circulated. Councillor Mansfield proposed that the Council move forward with the recommendation to remove the tree, mend the wall, and plant a suitable replacement tree in due course. The Clerk was asked to obtain quotations for the work to be done in the Autumn after nesting season. This was seconded by Councillor Watson and **agreed** unanimously.

**Action: Clerk**

Councillor Mansfield also reported that the office had been asked to obtain quotations to remove the path on the northside of the cemetery. This area would be reinstated for future grave spaces.

Green & Boundaries – updates including:

Councillor Manning was not present, but the Clerk confirmed that quotes were being sought for the Meadow Road ditch and the Barton Field fencing. A quotation for the gateway on Meadow Road had been accepted from Universal Fencing at a cost of £780.00 plus VAT. The Christmas lights had been removed from the Green. A lot of fly tipping had been reported and details had been passed to SCDC.

Councillor Manning had requested that work be undertaken to the Drove at Blackpit Drove and additional parking added adjacent to the new field. Following discussion, it was agreed that further investigation was needed into the ownership and permissions required etc prior to any work taking place.

**Action R Manning/Clerk**

Leisure & Amenities - updates including:

To consider quotations for maintenance of the Bowls Club green.

Following the Council's previous decision to fund the maintenance of the bowls green from the L&A budget for financial year(2021/2022), quotes had been obtained. Councillor L King proposed that the Council accept the quotation from Pro Green for £1,200 plus VAT. This was seconded by Councillor Watson and **agreed** unanimously.

Councillor L King also reported:

- The cycle parking on the Recreation Ground would be installed over the next two weeks.
- She, the Clerk, Councillor P King, and the Chair of the Wolves (J Smith) had met with the Environment agency to discuss maintenance of the Lode. It was hoped that the Internal Drainage board would continue the work they had started on clearing the vegetation from Over to Willingham. They had also given some advice on maintaining the area on the edge of the Lode to help reduce soil etc being washed into the Lode.
- A meeting had also been held with a drainage company to look at clearing the pipes. A quotation had been requested and would be brought to the April meeting.
- New CCTV signage would be put up on the pavilion in the next week or two.

**46/21 Monthly accounts for payment**

Items paid by bank payments:

Salaries	February 2016	Salaries	£2786.96
HMRC	February 2016	PAYE	£ 666.50
Nest	Pension	Salaries	£ 131.61

Items paid by direct debit/standing order:

British Telecom	Phone	Est	£ 220.59
Pozitive	Pavilion gas	L & A	£ 14.25
Pozitive	Public hall electric	Halls	£ 5.37
Pozitive	Pavilion electric	L & A	£ 190.24
Pozitive	Ploughman electric	Halls	£ 775.52
Haven Power	Street Lighting	G & B	£ 2.44
Haven Power	Street Lighting	G & B	£ 4.70
Haven Power	Street Lighting	G & B	£ 76.65
British Gas	Green Elec	G&B	£ 8.76

Items paid by bank transfer

SLCC	Membership RFO	Est	£ 120.00
Buchans	Cutting back Lode	L & A	£ 139.80

Items paid by charge card

Amazon	Stationery	Est	£ 15.98
Amazon	Stationery	Est	£ 13.92

Items to be paid by bank transfer:

Suds & Bubbles	Cleaning Ploughman	Halls	£ 560.00
Suds & Bubbles	Cleaning Pavilion	L & A	£ 241.00
Suds & Bubbles	Cleaning Office	Est	£ 241.00
Co-op Phones	Will Hub	Willingham Hub	£ 51.00
Manning & Son	Road stone Orchard	G&B	£ 102.00
MD Contracting	Comm Orchard	G&B	£ 864.00
Cromwell Fire	Ploughman	Halls	£ 390.00
Manning & Son	Meadow Road	G&B	£ 841.20
Acacia Trees	Cem Tree Survey	Cem	£ 480.00
Broxap	Cycle shelter survey	S106 Brickhills	£ 900.00

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

**Action: RFO**

**47/21 Police update including:**

Councillor Hutchcraft reported that correspondence had been received regarding antisocial behaviour in the ploughman hall carpark. The PCSO had been notified and had agreed to pay extra attention to the area whilst on patrol. The resident concerned had requested the gate be locked at night, but it was agreed that this was not practical and would limit public use of the facility. The Clerk was asked to obtain quotations to upgrade the CCTV so that it could provide higher quality images at night.

**Action: Clerk**

**48/21 To receive an update on HCVs and traffic issues and consider any actions.**

Councillor Harris reported that he had attended the presentation for the Local Highways Initiative bid and advised that the Council should hear whether they have been successful by the end of March.

**49/21 To receive an update on environment and sustainability issues and consider any actions including:**

Councillor McKee reported that she and Councillor L King were investigating the feasibility of wildflower planting along the Eastern side of the QEII Field and planters at various locations in the village. This would be brought back to Council at the April meeting.

**Action: V McKee/L King**

Councillor L King reported that the Carbon Footprint tool that we had piloted had now gone live and information on how to access it etc, would be put in the Willingham News.

**Action: L King**

**50/21 To consider an update on the Council's use of Twitter.**

Councillor Law was in the process of reactivating the Account and would report back once it was fully operational.

**Action: D Law**

**51/21 To receive an update on the Defibrillator for the High Street and consider any actions.**

Councillor Hutchcraft reported that since the last meeting he had received the promise of a £100 donation from a local business which would reduce the additional shortfall to £540. He was now starting to move the project forward.

**Action: J Hutchcraft**

**52/21 To consider rescinding part of resolution 34/21 with relation to the Annual Parish Meeting.**

Due to the lack of Government guidance regarding the continuation of remote meetings. NALC advised to hold the Annual Parish Meeting in April remotely. As a consequence, a request to rescind the above resolution was received from Councillors, Cook, Law, P King, L King, Hutchcraft and McKee. Councillor Law proposed the Council rescind the resolution as requested, seconded by Councillor Harris, and **agreed** unanimously.

**53/21 To consider revision of meeting date for the Annual Parish Meeting.**

It was agreed that this would be held on the 28<sup>th</sup> April 2021.

**54/21 Items for future meetings.**

CAPALC – Annual subscription

Covid Update

Recreation Ground drainage

Black Pit Drove

Wildflower planting

Flooding (regular agenda item)

**55/21 Date of next meeting**

The next meeting would be held on Wednesday 7<sup>th</sup> April 2021.

*Meeting closed at 21:05*