

WILLINGHAM PARISH COUNCIL

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NOTICE IS HEREBY GIVEN of the Annual meeting of Willingham Parish Council to be held on Tuesday 18th May at 7 30 pm, at The Ploughman Hall, West Fen Road, Willingham

ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND.

The Public and Press are invited to address the Council under Item 80/21

IMPORTANT: Please note that due to Covid restrictions, places for members of the public will be limited. Anyone wishing to attend is asked to let the Clerk know in advance. Covid measures will be in place including all members of the public being required to wear a mask throughout the meeting (unless exempt). Contact the Clerk for further information on safety measures.

AGENDA

75/21 Election of Council Chairman and to receive their declaration of acceptance of office.

76/21 Election of Council Vice Chairman and to receive their declaration of acceptance of office.

77/21 To receive any outstanding acceptance of office from councillors following the election and ratify any requests for signing at a later date.

78/21 Apologies for absence

79/21 Declarations of interest

80/21 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. (Please see important note above)

81/21 To consider applications for co-option to the position of Councillor.

82/21 To receive and ratify minutes from the Council meeting held on the 7th April 2021.

83/21 To deal with any matters arising from the meeting on the 7th April not elsewhere on the agenda.

84/21 To receive and ratify minutes from the Annual Parish meeting held on the 28th April 2021.

85/21 To elect Lead Councillors and Deputy Lead Councillors for the next 12 months.

86/21 To elect a planning committee.

87/21 To elect Council representatives including:

- Police co-ordinator
- Willingham News Contributors
- British School Trust representatives
- Willingham Combined Charity Trustees
- Emergency Plan Committee
- Environmental representatives
- Willingham News representative
- Community Plan representative

88/21 To review and agree terms of reference for committees and Lead Councillor roles

89/21 To receive and agree internal auditors report 2020/2021

90/21 To receive, ratify and sign the annual governance statement for 2020/2021

91/21 To review and ratify continued eligibility for adopting the General Power of Competence

92/21 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.

93/21 To receive and consider any District Council reports and communications not covered elsewhere on this agenda.

94/21 Chair report including:

95/21 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations

F&GP Committee – updates including:

- Staff appraisals
- To receive a Covid update and consider dates/venues for council and committee meetings, delegated powers and changing of meeting dates.
- To consider new communications policy
- To appoint internal auditor for 2021/2022

Planning Committee – updates including:

- Meetings held on the 13th April and 5th May 2021.

HALLS – Updates including:

- To receive and consider quotation for upgrade to Ploughman Hall CCTV

Cemetery – updates including.

Green & Boundaries – updates including:

Leisure & Amenities - updates including:

- To consider proposal for a grant from Willingham Bowls Club
- To receive and consider revised proposal for the MUGA project.

96/21 To receive and consider parish council year end accounts.

97/21 Monthly accounts for payment

The following accounts were authorised ahead of the meeting by the Chair and Vice Chair in-line with resolution 64/21

Paid Items:

Salaries	Salaries	April 21	2906.41
HMRC	Salaries	PAYE	709.62
NEST Pension	Salaries	Pension	138.51
British Gas	Electric	G & B	19.02
Positive Energy	Electric Public Hall	Halls	8.32
Positive Energy	Electric Pavilion	L & A	113.38
Positive Energy	Electric Ploughman	Halls	587.40
Haven Power	Street Lighting	G & B	76.65
Haven Power	Street Lighting	G & B	4.70
Haven Power	Street Lighting	G & B	2.44
Initial	San Bin – Ploughman	Halls	500.86
Buchans	Grass Cutting – Village	Est	1092.27
Over Day Centre	Donation	Donation	3000.00
Lawn Hopper	Sacrificion	L & A	125.00
Parish Online	Website	Est	108.00
Hanson	Sand Verti draining	L & A	1632.00
M Smith	Zoom	Willingham Hub	143.88
CAPALC	Affiliation Fee	Est	828.85
SLCC	A Powell Member	Est	263.00
<u>Items paid by credit card</u>			
Amazon	Stationery	Est	58.18
Post Office	Stamps	Est	17.16

Amazon	Stationery	Est	79.19
Amazon	Stationery	Est	60.20
<u>Items to be paid</u>			
Suds & Bubbles	Cleaning Ploughman	Halls	560.00
Suds & Bubbles	Cleaning Pavilion	L & A	241.00
Suds & Bubbles	Cleaning Office	Est	40.00
Wendy Oldfield	Defib NO2	Est	45.60
MSP	Handyman	Handyman budget	95.00
Universal Fence	Fix gates	G & B	936.00
Wave Sewerage	Public Hall	Halls	57.75
CBE Ltd	Floodlights Rec	L & A	683.41
PJR Contract	Jetting Rec Ground	L & A	294.00
Camb Sign Co	CCTV Signs	L & A	92.88
Greenbarnes Ltd	Noticeboard Keys	Est	16.58
The Lock Shop	Mortice key	Halls	16.20
SLCC	A Osborne Member	Est	112.00
Co-op Phones	Phones	Will Hub	51.00
Konica Minolta	Photocopier	Est	122.83
Konica Minolta	Photocopier	Est	57.10
Rospa QEII	Inspection	L&A	244.20
Fergusons	Cemetery Cut	Cemetery	1,404.00

98/21 Police update

99/21 To receive an update on HCV and traffic issues and consider any actions.

100/21 To receive an update on environment and sustainability issues and consider any actions including:

101/21 To receive and ratify grant request from Cambridgeshire Search and Rescue

102/21 Items for future meeting

103/21 Date of next meeting



Mandy Powell
Parish Clerk
12 May 2021