

WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 1st September 2021 at 7.30pm in the Ploughman Hall, West Fen Road, Willingham

Present: Councillors: Clark, Harris, Hutchcraft, L King, P King, Law (Chair), Mansfield, McKee, Smith, Watson
District Councillor: Handley
Parishioners: Four

Clerk: Mandy Powell

137/21 To receive apologies for absence.

Apologies were received and agreed from Councillor Cook due to personal commitments.
Apologies were also received from County Councillor Gough and District Councillor Percival

138/21 Declarations of interest.

Item 145/21 – L&A Defibrillator – Councillor Smith declared a personal interest as Chair of the Wolves and did not take part in the debate.

139/21 Public forum.

Some questions were raised with regards to what County, District and Parish Councils were doing to support the Afghanistan refugees. Councillor Handley explained the current situation and agreed to keep the residents up to date if things changed.

Concerns were also raised regarding the condition of the building attached to the Co-Op. The Clerk was asked to write to the Co-Op for clarification.

Action: Clerk

140/21 To approve the minutes of the Parish Council meeting held on the 4th August 2021.

Councillor Harris 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.

141/21 To deal with any matters arising from the minutes of the meeting on the 4th August 2021 not covered elsewhere on the agenda.

Item 125/21 -The Clerk and Councillor Gough met with Highways and put forward the outstanding issues.

Some of these have now been addressed and the remainder are being looked at. Details had been previously circulated to Council. It was hoped that these meetings would continue to be held quarterly.

Item 127/21 – Flooding Rampton Road/Long Pond – Councillor Handley reported that one of the SCDC officers had met with a resident to discuss the issues and confirmed that the Schole Road ditch would be cleared in the next two months. The situation would then be monitored.

142/21 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.

Councillor Gough was not present, but his report had been previously circulated. No questions were raised.

143/21 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:

Report had been previously circulated. Councillor Handley reported that the Council's local plan did not include any major developments for Willingham.

Councillor P King reported that residents were continuing to raise concerns regarding the medical practice.

Many felt that it was becoming increasingly difficult to obtain appointments or receive responses to calls.

Despite reassurances that these issues were not as a result of Northstowe residents accessing services many felt that this may not be the case and the level of service had deteriorated.

Councillor Handley confirmed that the issues were not restricted to Willingham as the NHS struggles to recover from the impacts of the pandemic. This would take time and Councillor Handley asked that residents be patient whilst the NHS recovered.

Questions were raised regarding the 'Changing Places' toilet funding and the Clerk was asked to contact officers at SCDC for clarification.

Action: Clerk

144/21 Chair's report including:

To consider participation in CCC volunteer winter gritting scheme.

The Council agreed not to put forward volunteers for the scheme.

To receive results from ACRE Housing Need Survey and consider any actions.

The survey had been previously circulated – no questions were raised.

To consider attendance of the Fun Fair during Feast Week.

It was agreed to allow the Fair to attend on the Green this year as requested.

Action: Clerk

To receive correspondence regarding Afghanistan refugees and consider any actions

Taken under public forum.

145/21 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 on Covid regulations and consider actions for re-opening the hall, pavilion, and meeting locations.

Councillor P King proposed that the Council return to the Octagon for full Council meetings for a trial period until the end of the year. This was seconded by Councillor McKee and **agreed** with five votes in favour, two against and two abstentions.

It was also agreed that where possible planning and F&GP meetings would also be held in the Octagon until Christmas. This would be reviewed at the December Council meeting

Councillor Law proposed that the Council lift the current restrictions in the Ploughman Hall and allow bookings to take place in line with the current Government guidance. Seconded by Councillor Hutchcraft and **agreed** unanimously.

Action: Clerk

It was noted that restrictions had been lifted in the pavilion following email approval from the Council.

To receive quotations and consider Parish Council Insurance renewal.

Came and Co had provided two quotations and the Council agreed not to seek a third. Councillor Law proposed that the Council accept the recommendation made to take a 3-year long term contract with Hiscox. Seconded by Councillor Hutchcraft and **agreed** unanimously.

To receive external audit report and consider any actions.

Report received and no concerns raised. The Clerk would publish the relevant notices on the website and notice board and the Chair thanked the office staff for their hard work.

Action: Clerk

To consider donation for memorial wreath for Remembrance Day

Councillor L King proposed a donation of £100, seconded by Councillor Watson and **agreed** unanimously.

Action: Clerk

Planning Committee – updates including:

To receive and note draft minutes from meeting held on 16th August 2021

Previously circulated. No questions raised.

HALLS – Updates including:

To receive an update on the heating project for the hall and consider any actions.

The project was ongoing, and it was hoped it would be completed in the next week.

Councillor Smith reported that a meeting had been held recently with WYT and some improvements to signage etc had been agreed. He and Councillor Watson would also be meeting with the Public Hall User Committee in the coming week.

Cemetery – updates including

To consider revision to memorial terms and conditions.

These had been previously circulated, and Councillor Mansfield proposed they be revised as indicated.

Seconded by Councillor Smith and **agreed** unanimously.

Action: Clerk

General Maintenance Works

Councillor Mansfield reported that she had arranged for some general maintenance works to take place in the cemetery at a cost of £280. This was expected to take place during September. Quotations had also been sought for taking the hedge back on the North boundary to allow for additional burial plots.

Green & Boundaries – updates including:

Councillor Watson reported that the village sign and no parking sign on the Green were both in need of repair and the office had been asked to seek quotations.

Action: Clerk

There had been further fly tips on Meadow Road and the camera provided by Councillor Todd had been stolen. Councillor Watson agreed to investigate the possibility of siting a camera at a much higher height and would report back to the Council. The Clerk raised concerns regarding the Health and Safety issues around the proposal.

Action: J Watson

Leisure & Amenities – updates including:

Report previously circulated.

To receive an update on the all-weather sports facilities project and consider any actions.

Draft planning application for the tennis and netball courts had been circulated to councillors and it was hoped that the application would be submitted by the end of the month.

Action: L King/Clerk

To consider placing of noticeboards at the pavilion.

Councillor L King proposed siting a lockable notice board outside the pavilion for the council and groups to use. This would cost £307.08 + VAT. It was agreed that this could be purchased in line with the finance regulations delegated powers for Lead Councillors.

To consider purchase of cricket nets from S106 monies.

Councillor L King proposed that the Council purchase these nets from S106 Brickhills money. It was agreed that there were sufficient funds available to do this and Councillors L King and Clark would prepare costings for a future meeting.

Action: L King/S Clark

To consider re-siting of defib at pavilion and replacing it with one provided by the Wolves.

Various options were put forward and it was agreed to investigate these further and consider the options at the October meeting.

Action: Clerk

146/21 Monthly accounts for payment

Paid Items:

Salaries	August	Salaries	2801.64
PAYE	August	Salaries	655.09
Nest Pension	August	Salaries	127.89
Pozitive	Gas Pavilion	L & A	8.23cr
Pozitive	Electricity Public H	Halls	3.34
Pozitive	Electricity Plough	Halls	169.21
Pozitive	Pavilion Pav	L & A	64.42
B. Gas	Electric green	G & B	10.43
B. Gas	Electric green	G & B	9.38
British Telecom	Phone/Internet	Est	283.69
Haven Power	Street Lighting	G & B	18.59

Items paid by BACS:

Simon Clark	Repairs	G & B	69.84
Buchans	Village Cut	Est	1530.45
Ellingham Cons Ltd	Flood Risk	L & A	240.00
PKF Accountants	Audit fee	Est	480.00

Items paid by credit card:

Amazon	Stationery	Est	21.96
Floodsax	Sand bags	Est	139.99
Amazon	Stationery	Est	75.14

Items to be paid by BACS:

Suds & Bubbles	Cleaning	L&A/Halls/Est	841.00
ACA Heating	Replace washer	Halls	42.00
Amosite	Asbestos Survey	Halls	354.00

Lawn Hopper	Rec Treatment	L&A	46.00
HMK	Toilet rolls	Halls	25.74
Konica Minolta	Photocopier	Est	122.83
Willingham PCC	Meeting	Est	40.00
Co-op Phones	Will Hub Phones	Will Hub	20.40
Community Plan Gp	Donation	Donation	4500.00 See note
ACA Heating	Pav Boiler Service	L&A	90.00

£2,500 taken from reserves as only £2000 allowed for in budget 2021/2022

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

Action: RFO

147/21 Police update including:

Nothing to report.

148/21 To receive an update on HCVs and traffic issues and consider any actions including:

Consider minor highways improvement bid application for 2021

Councillor Harris proposed that the bid be submitted as previously circulated to Councillors and the Council commit to a 25% contribution to the project with a maximum spend of £3,000. This was seconded by Councillor Law and **agreed** unanimously. Councillor Harris would submit the application.

Action: N Harris

Councillor Harris also summarised the re recent HCV meeting he had attended and confirmed that one of the speed logger signs had been erected on Station Road on the 40mph stretch. This would be kept in place for a week and then moved to Rampton Road. The data collected would help formulate schemes for future minor highways bids. Councillors Watson and Law both volunteer to assist Councillor Harris in replacement batteries in the portable loggers.

Action: D Law/J Watson

To consider options for future minor highways bids.

Councillor Harris had circulated some proposals for future bids. These were noted and would be considered at a future meeting.

149/21 To receive an update on environment and sustainability issues and consider any actions.

Report previously circulated. No questions raised.

150/21 To receive an update on the Defibrillator for the High Street and consider any actions.

This was ongoing.

151/21 To consider potential additional bus and cycle routes

Suggested routes had been previously circulated, and it was agreed unanimously that these proposals should be forwarded to Lucy Frazer.

Action: Clerk

152/21 To consider a representative to join Willingham British Schools Trust

Councillor Hutchcraft had stepped down as a representative and Councillor Mansfield agreed to take on the role. Clerk to advise British Schools Trust

Action: Clerk

153/21 To consider Clerk's attendance at SLCC National Conference.

The Clerk had put forward a proposal to attend a hybrid conference from home on the 13th and 14th October. It was agreed unanimously to approve this request.

154/21 Items for future meetings.

- Co-option
- Meadow Road CCTV
- Cricket nets
- Defibrillators

155/21 Date of next meeting: 6th October 2021 in the Octagon.

Meeting closed at 9.13pm