

# WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 3<sup>rd</sup> November 2021 at 7.30pm in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Law (Chair), Rogers, Clark, Watson, Mansfield, McKee, P King, L King, Smith

District Councillor: Handley

Parishioners: One

Clerk: Mandy Powell

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## **172/21 To receive apologies for absence.**

Apologies were received and agreed from Councillors Pilsworth and Welton due to work commitments and Councillors Hutchcraft and Todd due to personal commitments. Apologies were also received from District Councillor Percival and County Councillor Gough.

## **173/21 Declarations of interest.**

Item 179/21 -Dog walking – Councillor Smith declared a non-pecuniary interest.

## **174/21 Public forum**

None

## **175/21 To approve the minutes of the Parish Council meeting held on the 6<sup>th</sup> October 2021.**

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

## **176/21 To deal with any matters arising from the minutes of the meeting on the 6<sup>th</sup> October 2021 not covered elsewhere on the agenda.**

Village boundary signs. Councillor Handley agreed to chase these up.

**Action: B Handley**

Public Hall fence – ongoing

**Action: J Watson/office**

## **177/21 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.**

Report previously circulated. No questions raised.

## **178/21 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:**

Report previously circulated. Councillor Handley reported that a further meeting had been held with a resident neighbouring the Haden Way development and a report should be sent to the Parish Council during the next week. Thanks were passed to Councillor Handley for all his efforts so far with the issues raised. Councillor Handley also reported on the Digital Planning trial that SCDC would be taking part in and agreed to seek some further information.

**Action: B Handley**

## **179/21 Chair's report including:**

### **To receive and consider request for Santa Visit and donation towards it**

It was agreed obtain some more details on the visit and costings. Councillor P King proposed that once this information was received the Council agree a maximum donation of £100, seconded by Councillor Smith and **agreed** unanimously.

**Action: Clerk**

### **To receive and consider correspondence regarding registering the Duke of Wellington as an asset of community value.**

Councillor Law proposed the Council apply for asset of community value status for the Duke of Wellington, seconded by Councillor Rogers and **agreed** unanimously.

**Action: Clerk**

To receive and consider correspondence regarding dog walking facilities.

The correspondence was noted, and it was agreed that there was still no centrally located land available.

**180/21 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 and consider grass cutting contracts for 2022/2023

Insufficient quotations had been received and it was agreed to try and seek further quotes.

**Action: Clerk**

To receive and consider precept tax base estimates for 2022/2023

It was agreed that the Council had no comment to make.

Planning Committee – updates including:

To receive and note draft minutes from meetings held on 21<sup>st</sup> October and 2<sup>nd</sup> November 2021

Draft minutes previously circulated and noted.

To receive an update on the Haden Way Development and consider any actions

The Chair updated the Council on the latest progress and confirmed that the Council had written to Liz Watts for an update and a response was expected shortly.

HALLS – Updates including:

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

Councillor Smith reported that the heating system was up and running. It was agreed to monitor the electricity usage to compare its effectiveness.

**Action: RFO**

Cemetery – updates including

To receive an update regarding issues with undulating ground in the cemetery and consider any actions.

Report circulated no questions raised. Councillors Smith, Rogers and Clark volunteered to help Councillor Mansfield and the Clerk with the memorial checks in the cemetery.

**Action: J Smith, M Rogers, S Clark, B Mansfield, Clerk**

To receive an update on the closed churchyard boundary wall

Councillors Mansfield and McKee had met with SCDC to discuss the issues, and this remains ongoing.

Green & Boundaries – updates including:

To receive an update regarding the CCTV at Meadow Road and consider any actions.

This remains ongoing.

**Action: J Watson**

Leisure & Amenities - updates including:

To receive an update on cricket net costs and consider any actions.

This remains ongoing

**Action: S Clark**

To consider cabinet and installation costs for e-siting of defib from the pavilion.

Councillor Law proposed that the Council purchase the same cabinet as the one located at the pavilion and that one thousand pounds be allocated for the project. Seconded by Councillor P King and **agreed** unanimously.

**Action: Clerk**

**181/21 To receive and consider quarterly budget statement**

Councillor Smith proposed the Council agree the quarterly budget statement as listed, seconded by Councillor Rogers and **agreed** unanimously.

**182/21 Monthly accounts for payment**

Paid by Direct Debit

British Gas	G & B	Electric Green	11.00
British Gas	Halls	Public Hall electric	37.22
British Gas	Halls	Ploughman electric	262.48
Pozitive	L & A	Pavilion electric	72.04
Pozitive	L & A	Pavilion gas	100.57
Drax	G & B	Street lighting	17.94

Camb Water	Halls	Water Pav/Plou Mar – Sept 18	528.56
Camb Water	L & A	Water Recreation ground	39.41
Camb Water	Halls	Public Hall Water	40.62
Camb Water	Cemetery	Cemetery water	43.91
<u>Paid by Credit card</u>			
Amazon	Est	Stationery	159.94
Amazon	Est	Stationery	6.95
Amazon	Est	Refund laminator	39.98 refund
<u>Paid by Bank transfer</u>			
Salaries	Salaries	October	2741.36
HMRC	Salaries	October PAYE	676.47
Nest	Salaries	October Pension	134.55
Buchans	Est	Village grass cutting	1464.68
Willingham News Halls		Advert Ploughman	367.00
Andrew Deptford	Est	Difib pads	92.40
A Osborne	Est	Stamps	36.55
ARC Thermal Pro	Halls	Heating	13307.23 Note

Note: This invoice has already been passed for payment – this is the balance due on the invoice now the work is complete

To be paid by Bank Transfer

Suds & Bubbles	Halls	Cleaning Ploughman	560.00
Suds & Bubbles	L & A	Pavilion Cleaning	241.00
Suds & Bubbles	Est	Office Cleaning	40.00
CO-OP Phone	Est	Phones Willingham Hub	17.34
Wendy Oldfield	Est	NO2 for Defib	45.60
Konica Monolta	Est	Photocopier	122.83
Wave	Halls	Sewerage Ploughman hall	55.65
Willingham PCC	Est	Meetings	70.00
Newham Christmas G & B		Christmas Tree	500.00

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

**Action: RFO**

**183/21 Police update including:**

Councillor P King reported that he and the Clerk had met with PC Thomas Baugh and had discussed the disappointing police response to the two incidents that happened earlier in the year. The file had been closed and the Council could make a formal complaint if they wished to. It was agreed not to take this further.

**184/21 To receive an update on HCVs and traffic issues and consider any actions including:**

The Clerk reported that the traffic logger had been moved from Station Road to Rampton Road. The LHI bid had been submitted along with the supporting letter from Lucy Frazer MP. The Chair reported that the traffic order for the 40mph buffer had been issued by CCC.

**185/21 Environment and Sustainability update including:**

To consider acceptance of zero carbon community grant for 2022

Councillor L King proposed that the Council accept the grant, seconded by Councillor Smith and **agreed** unanimously.

**Action: Clerk**

To receive and consider quotations for the hedge planting and wildflower planting work along with request for additional funding for the project.

Report circulated. Councillor L King proposed that the Council accept the quotations from M Drew and allocate an additional £1,000 to the project. Seconded by Councillor McKee and **agreed** unanimously. Councillors L King and McKee had met with the adjacent landowner to discuss access to the site.

**Action: L King, V McKee, Clerk**

**186/21 To receive an update on the Defibrillator for the High Street and consider any actions.**

This item remains ongoing.

**187/21 To consider meeting dates for 2022**

These had been previously circulated, and it was agreed to accept them as listed.

**Action: Clerk**

**188/21 To receive and consider grant application from Willingham Youth Trust**

Councillor Law proposed the Council allocate £6,000 in the budget for 2022/2023 so that actual donation need could be discussed with WYT and agreed nearer the next academic year. Seconded by Councillor Smith and **agreed** unanimously.

**Action: Clerk**

**189/21 Items for future meetings.**

Code of Conduct

Ground maintenance contracts

Precept

Jubilee events

**190/21 Date of next meeting**

1<sup>st</sup> December 2021

*Meeting closed at 8.47pm*