

# WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 6th April 2022 at 7.30pm in the Octagon at St Mary and All Saints Church, Church Street, Willingham

Present: Councillors: Clark, Harris, L King, P King (Chair), Mansfield, Ramsden, Rogers, Todd, Watson  
County Councillor: Gough

District Councillor: Handley

Willingham Medical Practice: Three

Parishioners: Ten

Minute taker: Linda King

RFO: Sarah Rutherford

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The Chairman outlined the unusual attendance at the meeting, with the RFO representing the Council staff and Councillor L King acting as minute taker. He asked for the formal approval of this arrangement, which was proposed by Councillor Harris, seconded by Councillor Clark and **ratified** unanimously.

#### **39/22 To receive apologies for absence.**

Apologies were received and ratified from Councillors Hutchcraft, Law, McKee and Welton due to personal commitments and Councillor Smith due to work commitments. Apologies were also received from District Councillor Percival.

#### **40/22 Declarations of interest.**

None Declared

#### **41/22 Public forum (*maximum 3 minutes per person, with an overall limit of 15 minutes*)**

No parishioners wished to speak.

#### **42/22 Presentation from Willingham Medical Practice**

Dr Paul Kuruvilla (Partner), Lisa Smith (Assistant Practice Manager) and Sharon Unwin (Practice Manager) presented a document (attached) showing the practice expansion over the past three years broken down between Willingham, Longstanton, Northstowe and Other. Population had increased by 22%, but while the proportion from Northstowe had increased, this was compensated by a decrease in 'Other' due to no longer allowing registration of patients from outside the area. Staffing has increased by 24%. Problems were to more complex needs of patients rather than increased numbers, difficulties associated with covid, plus new challenges facing the practice that were outside their control. There was a focus on reducing waiting times and new initiatives were being trialled.

In reply to questions from councillors it was acknowledged that the Willingham surgery was near capacity but there was spare capacity at Longstanton available once more funding was in place. Councillors reiterated that the current waiting times were unacceptable and noted that it could be difficult to assess 'urgency'. Councillors raised the issue of phone queuing software being switched off or the number of calls allowed in the queue being too short. The surgery representatives said that managing the phone queue length was difficult as lengths of calls varied, and some callers disliked a long queue. In reply to a question on longer waits for prescriptions it was pointed out that the pharmacy is now completely separate from the surgery.

Good communications were very important and the Chairman said that the Parish Council had offered to facilitate a public meeting. Lisa Smith replied that there was a Patient Participation Meeting on 17 May to which all residents were invited, to be advertised in Willingham News.

#### **43/22 To approve the minutes of the Parish Council meeting held on the 2<sup>nd</sup> March 2022.**

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

**44/22 To deal with any matters arising from the minutes of the meeting on the 2<sup>nd</sup> March 2022 not covered elsewhere on the agenda.**

Item 33/22 – It was confirmed that planning permission is not required for the WI jubilee bench on the Green.

**45/22 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.**

Report previously circulated. At the latest quarterly meeting with Highways on 25 March the effectiveness of recent gully clearances was raised. The need for line painting was also raised, especially around junctions, and work would take place next quarter. In reply to a question on TROs for road closures around schools and whether Willingham's would go ahead, Councillor Gough said that these were now out for consultation. Speeding in Wilford Furlong was also raised and Councillor Gough said that there was now a very limited toolbox of speed-reducing measures available, basically just 'build outs', which were not suitable for locations like Wilford Furlong. Speedwatch groups were a good option, and would be the initial response by the police to a complaint. In response to a query last month, Councillor Gough said that he had not yet found out whether the new B1050 road would include a cycle way, but there were currently issues around the piling of the new road.

**Action: N Gough**

**46/22 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:**

Report previously circulated. Councillor Handley said that SCDC was extremely busy responding to the Ukraine crisis with the picture changing on a daily basis. A councillor raised the issue of the piling at the Haden Way development, and Councillor Handley noted the regrettable circumstances surrounding this and confirmed that piling was now finished. Following from the earlier presentation by the Medical Practice, Councillor Handley said that District Council were very alive to the need for provision at Northstowe in due course. An important problem now was a lack of communication between the practice and residents.

**47/22 Chair's report including:**

**Submission of model letter to MP regarding civility in public life**

The model letter had been previously circulated. Councillor Watson proposed that the letter be sent, seconded by Councillor Ramsden and **ratified** with six votes in favour and three abstentions.

**Action: Clerk**

**48/22 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 consider annual NJC pay review for staff from April 1 2021**

Information previously circulated. Councillor Harris proposed that the new pay rates be agreed. Seconded by Councillor Todd and **ratified** unanimously.

**Planning Committee – updates including:**

**To receive and note draft minutes from meeting held on 16 March 2022**

Previously circulated and noted.

**HALLS – Updates including:**

**To receive a report and consider any actions regarding future plans for the Public Hall**

Deferred until the May meeting as Councillor Smith was still looking into options and costings.

Councillor Rogers raised the possibility of applying for a ZCC grant for improvements to draught proofing which could be included in the review.

**Action: J Smith**

**Repairs to Ploughman Hall and Public Hall fence**

Councillor Watson reported a missing tile on the Ploughman Hall roof and Councillor Clark agreed to look into it. Councillor Watson also reported that the fence behind the Public Hall was now completed.

**Action: S Clark**

**Cemetery – updates including:**

**To consider the renewal of Epitaph contract for the cemetery database**

Quote previously circulated. Councillor Mansfield proposed that the contract be renewed, seconded by Councillor Clark and **ratified** unanimously.

**Action: Clerk**

New burial plots

Report previously circulated. Councillor Mansfield reported that 20 new burial plots had been created by removing a path and a hedge. Test drilling of the piece of land offered for possible use as a cemetery was being arranged.

**Action: B Mansfield**

Green & Boundaries – updates including:

To consider quotation for work to the electrics on the Green

Quotation not yet received. Deferred to the May meeting.

**Action: J Watson**

Meadow Road Site

Report previously circulated. Councillor Watson confirmed that the telegraph pole would be erected once the CCTV camera had arrived. The camera would be operated remotely.

**Action: J Watson**

Barton Field

The shed had been dismantled, and thanks were due to Mike Tidball of WAG. Councillor Watson reported that he had arranged for a local farmer to remove the remains. The new hedge was complete and has started to grow.

*The RFO left the meeting due to a domestic emergency. The Chair received the approval of the councillors present to proceed in her absence*

Leisure & Amenities - updates including:

To consider proposals for Recreation Ground maintenance and improvements to cricket nets

Councillor L King reported that quotes for both these jobs were awaited. It was proving very difficult to find anyone to repair the metal structure for the nets.

**Action: L King**

**49/22 Monthly accounts for payment**

**Items paid by bank transfer:**

Salaries	March	Salaries	£3175.20
HMRC	March	PAYE	£ 888.90
Nest Pension	March	Pension	£ 179.88

**Items paid by direct debit/standing order:**

South Cambs DC	Piper Lifeline	Section 142	£ 581.10
Pozitive	Pavilion Elect	L & A	£ 196.48
South Cambs DC	Rates Ploughman	Halls	£3742.50
South Cambs DC	Rates Cemetery	Cemetery	£ 698.60
South Cambs DC	Rates Pavilion	L & A	£2020.95
South Cambs DC	Waste Coll	Halls	£1006.20
South Cambs DC	Waste Coll	Cemetery	£ 474.50
Drax	Street Lighting	G&B	£ 2.30
Drax	Street Lighting	G&B	£ 2.06
Drax	Street Lighting	G&B	£ 12.50

**Items paid by credit card:**

Amazon	Stationery	Est	£ 57.04
First Aid	First aid	Est	£ 57.54
K&K Concept	Camera	G & B	£ 233.71
Adobe	Computing	Est	£ 15.17
Jetpak		Est	£ 2.80

**Items paid by bank transfer:**

Prime Xeon	Domain renewal	Est	£ 24.00
CBE Ltd	LED Pavilion	L & A	£2505.60
Binder Ltd	Pumps	L & A	£ 158.40
Binder Ltd	Pumps	Halls	£ 96.60

**Items to be paid by bank transfer:**

Suds & Bubbles	Cleaning Office	Est	£ 40.00
Suds & Bubbles	Cleaning Pavilion	L&A	£ 241.00
Suds & Bubbles	Cleaning Ploughman	Halls	£ 560.00
Phone Co-op	Mobiles	Will Hub	£ 10.20

ACA Heating	Boiler repair	L & A	£ 225.34
Willingham PCC	Meetings	Est	£ 60.00
Camb & Pet ACL	Training	Est	£ 75.00
Cromwell Fire	Alarm Serv	Halls	£ 372.96
Cromwell Fire	Alarm Serv	L & A	£ 334.80
Buchans	Whip planting	Cemetery	£ 78.00
Nick Flower	Public Hall Fence	Halls	£ 650.00
MSP Services	Village Sign & Pump	G&B	£ 385.00
Willingham PCC	Meetings	Est	£ 70.00
Konica Minolta	Printer	Est	£ 122.83
Mark Drew	Barton Field mulching	G&B	£2988.00
Universal Fencing	Public Hall Fence	Halls	£ 582.00

Councillor Watson queried the three small payments to Drax. The clerk would be asked to clarify what they covered. Councillor Todd proposed the accounts be agreed as listed, seconded by Councillor Harris, and **ratified** unanimously.

**Action: Clerk/RFO**

**50/22 Police update including:**

Nothing to report.

**51/22 To receive an update on HCVs and traffic issues and consider any actions including:**

Nothing to report.

**52/22 Environment and Sustainability update including:**

Councillor L King reported the planting of the Barton Field hedge part funded by the ZCC grant was now complete, and work had started on the QEII wildflower strip.

Councillors King and McKee, as successful applicants for two ZCC grants, had been invited to give a short presentation at a grant application workshop for the 2022 round of the scheme.

**53/22 To consider proposal for electric vehicle charging points at the Ploughman Hall**

Report previously circulated. Councillor Welton was seeking quotes and would report to the May meeting.

**Action: J Welton**

**54/22 Items for future meetings.**

Public Hall  
Electric car charging  
Lighting on the Green  
New cemetery trial test  
Jubilee  
Surgery

**55/22 Date of next meeting** – 4<sup>th</sup> May 2022 – Annual meeting of the Parish Council  
18<sup>th</sup> May – Annual Parish Meeting

***Meeting closed at 20:55***