

WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 4th May 2022 at 7.30pm in the Octagon at St Mary and All Saints Church, Church Street, Willingham

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

Parishioners: None

Clerk: Mandy Powell

56/22 Election of Council Chairman and to receive their declaration of acceptance of office.

Councillor Harris proposed that Councillor Law be appointed to the post, seconded by Councillor Watson, and **ratified** unanimously.

Councillor Law signed his acceptance of office.

57/22 Election of Council Vice Chairman and to receive their declaration of acceptance of office.

Councillor Law proposed that Councillor P King be appointed to the post, seconded by Councillor Harris, and **ratified** unanimously. Councillor King signed his acceptance of office.

58/22 Apologies for absence

Apologies were received from Councillors, Todd, Smith and Welton due to personal commitments. Apologies were also received from District Councillor Handley and County Councillor Gough.

59/22 Declarations of interest

None declared.

60/22 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)

No members of the public present.

61/22 To receive and ratify minutes from the Council meeting held on the 6th April 2022.

Councillor Watson proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Harris, and **ratified** with eight votes in favour and three abstentions due to not being at the meeting. The Chair signed the minutes

62/22 To deal with any matters arising from the meeting on the 6th April not elsewhere on the agenda.

Item 45/22 – B1050 – Councillor Gough still to report back on inclusion of cycle route on the new B1050 road.

Action: N Gough

Item 48/22 – Halls – Councillor Clark had checked the Ploughman Hall roof, and all appeared to be okay.

63/22 To elect Lead Councillors and Deputy Lead Councillors for the next 12 months.

Councillor Law proposed the following Councillors take on the Lead and Deputy Lead roles, seconded by Councillor Hutchcraft and **ratified** unanimously:

Halls Lead – J Smith, Deputy – J Watson

L&A Lead – L King, Deputy - S Clark

G&B Lead – J Watson, Deputy – D Ramsden

Cemetery Lead – B Mansfield, Deputy – V McKee

64/22 To elect a planning committee.

Councillor Law proposed the following Councillors form the planning committee, seconded by Councillor Harris, and **ratified** unanimously:

N Harris, D Law, B Todd, M Rogers, J Watson, V McKee

65/22 To elect Council representatives including:

Councillor Hutchcraft proposed that the following Councillors take on the positions listed, seconded by Councillor Mansfield, and **ratified** unanimously.

Police co-ordinators – J Hutchcraft and P King

Willingham News Contributors – P King, D Law, N Harris, V McKee, J Hutchcraft, B Mansfield

British School Trust representatives – B Mansfield and V McKee

Willingham Combined Charity Trustees – D Law and N Harris

Emergency Plan Committee – D Law, P King, N Harris, and the Clerk

Environmental representatives – L King and V McKee

Willingham News representative – V McKee

Community Plan representative – P King

Highways representative – N Harris

66/22 To review and ratify any Council policies as appropriate

NALC had updated model standing orders and Councillor Law proposed the Council adopt the orders as amended, seconded by Councillor Watson, and **ratified** unanimously.

Action: Clerk

The Clerk reminded Councillors that they had agreed to adopt the new Code of Conduct in line with South Cambs District Council. This had been previously circulated, and Councillors were reminded of the need to complete a new register of interest form.

Action: All

67/22 To receive and consider any County Council reports and communications not covered elsewhere on this agenda.

Previously circulated. Councillor Gough was not present, but the Clerk had been asked to write to Councillor Gough to remind him that the Greater Cambridge Partnership consultation on public transport shows no mention of Willingham even though its service had been reduced. When returning from Cambridge users could end up waiting for up to two hours for a bus from Longstanton back to Willingham.

Action: Clerk

68/22 To receive and consider any District Council reports and communications not covered elsewhere on this agenda.

Councillor Handley was not present, but his report had been previously circulated. The Clerk was asked to write to Councillor Handley with regards to recent issues raised regarding a Haden Way resident.

Action: Clerk

69/22 Chair report including:

To receive an update regarding HUB funding and consider any actions

Previously circulated. Councillor Law proposed that the HUB retain the balance on the account in case of any emergency or hardship that may arise. Seconded by Councillor Watson and **ratified** unanimously.

Action: Clerk

To receive and consider correspondence from parishioner regarding Campra

Information had been received regarding the possibility of taking part in the Campra scheme whereby campers would be able to stay overnight in the car park for a fee. Councillor P King

proposed the Council did not take the scheme forward, seconded by Councillor McKee and **ratified** unanimously.

To consider attendance of Fen Edge Community Association's Annual Meeting

The meeting was due to take place on Thursday 12th May. The Clerk was asked to send the Council's apologies.

Action: Clerk

To receive correspondence regarding Crimestoppers and consider any action

Correspondence had been received seeking volunteers to join the committee. Councillor Watson volunteered to be put forward.

Action: Clerk

To consider request for additional benches in the village

A request had been received for a bench to be sited on the High Street near the bus stop and also on Church Street near the bus stop. It was agreed to contact County Council to see if either or both locations would be permitted.

Action: Clerk

Adopt a woodland tree in the Community Orchard

WAG had proposed a new scheme whereby residents could adopt a woodland tree in the orchard. Funds raised would be used to provide a personalised label for the tree adopted and to help future developments of the Orchard. Councillor Hutchcraft proposed the Council support the scheme, seconded by Councillor Rogers, and ratified unanimously.

70/22 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 receive an update regarding the Deputy Clerk vacancy and consider any actions.

The Chair, Councillor Todd and the Clerk had conducted interviews and the successful candidate was due to start on 27th June.

To receive and ratify Parish Council's annual report

It was agreed unanimously to accept the annual report with one minor change to the Chairs submission.

Action: Clerk

Planning Committee – updates including:

To receive draft minutes of meeting held on the 20th April.

Previously circulated and noted.

HALLS – Updates including:

To receive and consider proposal for the future use of the Public Hall

Deferred to the June meeting

Cemetery – updates including.

Nothing to report.

Green & Boundaries – updates including:

The CCTV on Meadow Road would be installed during the next week or so.

Action: J Watson

Councillor Watson would forward information on recent fly tipping reports so that the Clerk could chase.

Action: Clerk/J Watson

Leisure & Amenities – updates including:

The Cricket nets and MUGA were ongoing

Rospa had conducted their inspection of the QEII Field, and several issues had been highlighted. The see saw has a significant issue and had been roped off. Quotes for repairs had been sought.

The Jubilee picnic was ongoing it was agreed that the Parish Council stand would be covered as follows:

12 – 1pm – D Law and S Clark

1pm – 2pm – M Rogers and V McKee

2pm – 3pm – L King and P King

3pm – 4pm – To be decided

The Clerk was asked to source some display boards and it was agreed to present information regarding the environmental work that had taken place over the last year or so as well as information on the Council and their areas of ownership etc. This would include the opportunity for residents to put forward names for the Meadow Road site.

Action: Clerk

71/22 To receive and ratify parish council year end accounts.

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

Action: Clerk/RFO

72/22 To receive and ratify monthly accounts for payment

Items paid by Bank transfer:

Salaries	Salaries	April 21	3438.89
HMRC	Salaries	PAYE	879.11
NEST Pension	Salaries	Pension	155.36
Initial	San Bin – Ploughman	Halls	531.38
Parish Online	Website	Est	120.00
Edge	Epitaph Classic	Cemetery	261.60
Over Day Center	Donation	Donation	3000.00
Will Bowls Club	Donation	Donation	1400.00
Lenka O'Connor	Hall deposit refund	Halls	100.00

Items paid by Direct Debit

Camb Water	Water pavilion	L & A	545.79
Camb Water	Water public hall	Halls	36.63
Co-op Phones	Mobile	Will Hub	10.20
British Gas	Electric	G & B	13.02
British Gas	Electric Public Hall	Halls	48.09
British Gas	Gas Pavilion	L & A	23.46
British gas	Electric Pavilion	L & A	106.62
British Gas	Electric Ploughman	Halls	648.55
Drax	Street Lighting	G & B	16.09

Items paid by credit card

Sum Up	Card machine Office	Est	142.80
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Items to be paid

Suds & Bubbles	Cleaning Ploughman	Halls	560.00
Suds & Bubbles	Cleaning Pavilion	L & A	241.00
Suds & Bubbles	Cleaning Office	Est	40.00
Willingham Pcc	Meetings	Est	50.00
ROSPA	Ann Insp Play Equip	L & A	247.80
Cromwell Fire	Pavilion remedial	L & A	132.00
Cromwell Fire	Ploughman Remedial	Halls	486.00

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

Action: RFO

73/22 Police update

A new officer (Chris Smits) had been appointed for Willingham as Thomas Baugh had moved on to another area.

74/22 To receive an update on HCV and traffic issues and consider any actions including:

To receive and consider responding to CCC transport engagement survey

Councillor Harris agreed to review the survey and respond, as necessary.

Councillor Harris reported that the minor highways bid had been successful this year and the Council were still waiting for work to start on the footpath to the orchard.

Action: N Harris

75/22 To receive an update on environment and sustainability issues and consider any actions including:

Electric Car Charging

This was deferred to the June meeting.

Barton Field

Councillor L King reported that they were currently looking into putting a sign on Barton Field.

76/22 To receive and consider acceptance of community chest grant for Jubilee Bench

The Council's grant application had been successful, and Councillor Clark proposed the Council accept the grant, seconded by Councillor Mansfield, and **agreed** unanimously.

Action: Clerk

77/22 To consider renewal of Clerk's and Assistant's membership of SLCC and ALCC

The cost for renewal had been previously circulated. Councillor Law proposed the Council renew both memberships for both members of staff, seconded by Councillor Ramsden and **ratified** unanimously.

Action: Clerk

78/22 Items for future meeting

Public hall

Village Green lights

Platinum Jubilee

Electric car charging

New Cemetery

Benches

B1050 cycle route

79/22 Date of next meeting: 1st June 2022

Meeting closed: 20:31