

WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary Meeting of Willingham Parish Council, held on Wednesday 5th October 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, Law (Chair), Mansfield, Ramsden, Memarzadeh

County Councillor: Gough

District Councillor: Handley, Lentell

Parishioners: five

Clerk: Mandy Powell

The Chair opened the meeting and held a minute's silence in remembrance of the Her Majesty Queen Elizabeth II

149/22 To receive apologies for absence.

Apologies were received and ratified from Councillors Smith, Hutchcraft, McKee, Todd and Rogers all due to personal commitments and also from Councillor Watson due to being unwell

150/22 Declarations of interest.

Item 158/22 F&GP Willingham News – Councillor D Law declared a non-pecuniary interest as his wife was an editor of the magazine. Councillor Law did not take part in the debate or vote on this item.

151/22 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.

The treasurer of Willingham News summarised their proposal (previously circulated to Councillors) requesting an increase to the financial support offered by the Council. Councillor P King commented that more research was needed to ascertain the effectiveness of hard copies of the magazine. The treasurer stated that a lot of villagers do not access the magazine on-line and it was important not to disenfranchise these residents. The request was considered under item 158/22 F&GP.

Both applicants for the position of Councillor introduced themselves to the Council, summarising their reasons for wishing to join the Council.

A resident addressed the Council regarding the Public Hall consultation and requested that the sale option be withdrawn. The Chair confirmed that the Council had not decided to sell the hall but were looking at options for future provision and before the Council could look at options fully, they needed to know whether residents would be happy for the sale of the hall to be one of the options to be considered.

152/22 To approve the minutes of the Parish Council meeting held on the 7th September 2022.

Item 142/22 G&B – Meadow Road – The vote was listed as unanimous, but it was actually seven in favour, two against and three abstentions. Subject to this amendment Councillor Ramsden proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Harris and **ratified** unanimously.

153/22 To deal with any matters arising from the minutes of the meeting on the 7th September 2022 not covered elsewhere on the agenda.

None

154/22 To consider applications for co-option to the position of Councillor.

Councillors voted for the two candidates as per the Council's co-option policy and the Clerk confirmed the following result.

Stephen Moore – three votes

Michael Gibbs – five votes

Mr Gibbs was co-opted onto the Council, signed his acceptance of office and joined the meeting. Mr Gibbs did not vote on any items on the agenda as he had not completed his register of interest form (He was not included in the vote numbers for items ratified).

Action: Clerk

155/22 To receive and consider any County Council reports and communications not covered elsewhere on this agenda including:

Report previously circulated. Councillor Gough summarised his report and several questions were raised about the situation with the withdrawal of the Citi 5 bus. Councillor Gough confirmed that the tender process had started, and the funding put aside would hopefully cover until March 2023. Whilst the tendering did not specifically provide for integrated ticketing between providers it was hoped that common sense would prevail, and this would not be an issue. Councillor Gough suggested that Councillors attend the meeting on the 19th October to put any concerns forward.

Councillor L King confirmed that there was now an Active Travel Survey for walking and cycling which requires comments by the 7th November. The scheme appeared to show that there would be new cycle routes for Willingham proposed in tier 2. It was agreed that Cllr L King would comment on behalf of the Council.

Action: L King

156/22 To receive and consider any District Council reports and communications not covered elsewhere on this agenda, including:

Councillor Handley's report had been previously circulated. A question was raised regarding planning enforcement on Haden Way and the Clerk confirmed that the enforcement officer was investigating.

Councillor Lentell's report had been previously circulated. Councillor Lentell reported that he was arranging a walk round with a local Police Officer. Councillors Harris and P King were happy to meet the officer at the Parish Council office and Councillor Lentell agreed to organise a date.

Action: D Lentell

157/22 Chair's report including:

To receive an update on the Community Warden Scheme and consider any actions

The Chair reported that the current uptake figures were ten from Willingham and five from Over. The team would like to come to the November meeting to present their report and their request for funds for the next financial year. It was agreed that they could attend and present at the start of the meeting.

Action: Clerk

To receive visit invitation from Willingham Primary School

The head teacher had invited the Council to a tour of the school, Councillors Memarzadeh, Gibbs, Mansfield, Clark, L King, McKee and Law all expressed an interest in attending. The Clerk to liaise with the head teacher.

Action: Clerk

To receive correspondence regarding the volunteer winter gritting scheme and consider any actions.

It was agreed not to put forward volunteers for the scheme.

To receive request from UP Connect for the siting of a data centre of Parish Council land.

A request had been received to site a data centre on the recreation ground or other suitable land owned by the Parish Council. It was agreed that the Clerk would make contact and put forward the landing ground and the public hall as areas for possible investigation.

Action: Clerk

158/22 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 tree survey results and consider any actions

Work would be undertaken during October. Deferred to the November meeting.

To receive a proposal for funding from the Willingham News and consider any actions.

Information previously circulated. The Willingham News team had requested that the Council increase its shortfall subsidy to a maximum of £5,000 per year from financial year 2023 – 2024. Councillor Harris proposed that the proposal be agreed, seconded by Councillor Ramsden and **ratified** with six votes in favour, one against and one abstention due to a declaration of interest.

Planning Committee – updates including:

Draft minutes from the meeting held on the 27th September had been previously circulated. The next meeting was due to be held on Monday 10th October 2022.

Councillor Harris reported that he had responded to the call for sites survey as requested.

HALLS – Updates including:

To receive an update and consider any actions regarding future plans for the Public Hall

The article had been published in the Willingham News, comment boxes had been sited around the village and posters advertising the open meeting and viewing events had been posted. The Clerk was asked to email all councillors requesting support for these events.

Action: Clerk

Cemetery – updates including

To receive an update on the new cemetery and consider any proposals/actions.

It was agreed that Councillor Mansfield would proceed to engage a contractor to dig the pits

Action: B Mansfield

To receive an update on memorials in the cemetery and consider any actions.

The Clerk had been asked to write to grave owners who were in breach of the terms and conditions requesting that the issues be rectified. Whilst most owners were receptive, some had expressed an unwillingness to comply. The Council agreed that the conditions should be adhered to for the safety and benefit of all users and if issues were not rectified then the Council would act accordingly.

Action: Clerk/B Mansfield

Bottles being dumped

Councillor Mansfield reported that a large quantity of alcohol bottles had been hidden under leaves next to one of the large trees in the cemetery. It was agreed to arrange for the leaves to be cleared and for the local police officer to be contacted.

Action: Clerk/Mansfield

Green & Boundaries – updates including:

To receive an update regarding additional benches in the village and consider any actions.

The Clerk reported that Highways had confirmed that they would permit a bench to be sited near the Wing bus shelter on a concrete base but that there was not sufficient space on Church Street. The Clerk was asked to look into costs for a new bench and also the terms for the installation of the Wing bus shelter.

Action: Clerk

Councillor Ramsden was asked to look at the possibility of siting two or three additional benches on Station Road.

Action: D Ramsden/Clerk

Councillor Ramsden reported that the tree on the Haden Way Green was interfering with the telephone cables. The Clerk was asked to notify South Cambs District Council and Councillor Handley.

Action: Clerk

To receive and consider proposal for future enhancement of the Wildlife Meadow (Meadow Road site)

As Councillor Watson was not present, this was deferred until the November meeting.

To Receive and consider quotations for new Christmas lights for the village green.

Information previously circulated, the new lights requested by Councillor Watson cost £439 and would be taken from his Christmas light budget along with the cost of the Christmas tree.

Action: Clerk

Leisure & Amenities - updates including:

To receive an update on the multi-use games area and consider any actions.

The Clerk had submitted the planning application and was waiting to hear from South Cambs District Council.

To receive correspondence from Fusion for Business and consider any actions.

Information previously circulated. It was agreed not to take this any further.

To receive an update on storage at the pavilion and consider any proposals.

Councillor L King reported that the cricket nets and frame had been removed and it was planned to erect a storage shed in their location. Further details to follow.

To receive an update on repairs needed to the QEII field and consider any quotations.

Repairs were needed to the rope swing and under 5s slide. This had been arranged and authorised by Councillor L King and the Chair under their delegated authority.

159/22 Monthly accounts for payment

Paid by Bank transfer

Salaries	Salaries September	Salaries	£3157.72
Office resource	Office	Est	£704.55
HMRC PAYE	PAYE	Salaries	£766.49
Nest Pension	Pension September	Salaries	£150.77
Buchans	Village grass cutting	Est	£2010.22

Ecology Link	Assessment rec	L & A	£576.00
JC Ground works	Bench	G & B	£550.00
Willingham News	Donation	Donation	£2919.00
<u>Paid by Direct Debit</u>			
British Gas	Electric Pavilion	L & A	£67.64
British gas	Gas Pavilion	L & A	£27.71
British Gas	Electric Public Hall	Halls	£42.30
British Gas	Electric Ploughman	Halls	£94.08
Drax	Street Lighting	G & B	£18.65
SCDC	Piper Lifeline	Section 142	£697.32
Co-op Phones	Mobile Phone	Will Hub	£10.20
<u>Paid by Credit card</u>			
Post Office	Stamps	Est	£13.30
Amazon	Tape	L & A	£23.89
Amazon	Suggestion box	Halls	£25.29
Amazon	Year planner	Est	£47.94
Willflower	Garner flowers	L & A	£50.00
Willflower	Queen wreath	Est	£100.00
Vista Print	Option card	Halls	£25.11
Giff Gaff	Phone	G & B	£6.00

Paid by Cheque

RBL	Remembrance wreath	Est	£100.00
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Items to be Paid

Suds and Bubbles	Cleaning Pavilion	L & A	£241.00
Suds and Bubbles	Cleaning Ploughman	Halls	£560.00
Suds and Bubbles	Cleaning Office	Est	£40.00
Lawn Hopper	Lawn treatment	L & A	£48.00
ACA Heating	Boiler service Pavilion	L & A	£90.00
Reids Playground	Repair play equipment	L & A	£342.00
Willingham PCC	Meetings	Est	£70.00
Konica Minolta	Photocopier	Est	£122.83
Oliver Gawthroup	Orchard Hedge work	G&B	£640.80
Newnham Xmas Tree	Xmas Tree	G&B	£500.00
Konica Minolta	Copier	Est	£147.65

It was noted that agenda did not show the figure for the last Konica Minolta Payment (£147.65) Subject to that addition, Councillor Harris proposed the accounts be approved as listed, seconded by Councillor Mansfield and **ratified** unanimously.

Action: RFO

160/22 Police update including:
Nothing to report.

161/22 To receive an update on HCVs and traffic issues and consider any actions including:
To receive a report regarding speedwatch and consider any actions.
Deferred to the November meeting.

Purchase of an additional SID (Speed indication device)

Councillor Harris proposed that two new batteries be purchased for the Morelock flashing signs (to be taken from the pollution monitoring budget) and that £3,000 be budgeted for 20223/2024 in order to purchase a new Morelock SID. This was seconded by Councillor Memarzadeh and **ratified** unanimously.

Action: Clerk/N Harris

To receive an update regarding possible S106 scheme for Rampton Road and consider any actions.

Councillor Harris reported that South Cambs District Council had some S106 monies available from Northstowe specifically for Highways issues and it was proposed to look at adding speed bumps on Rampton Road. The Clerk had drafted a letter to residents which would be delivered to all households on the road informing them of the proposal and inviting feedback. Councillor Harris proposed that the Council move forward with the scheme and letter drop to residents, seconded by Councillor Ramsden and **ratified** unanimously.

Action: Clerk

162/22 Environment and Sustainability update including:
Report previously circulated, no questions raised.

163/22 To receive an update on the new Defib on the High Street and consider any actions.

The Clerk had circulated the information previously and Councillor Law proposed that the Council move forward with option 1 at a cost of £2,105 + VAT, seconded by Councillor Memarzadeh and **ratified** unanimously.

164/22 To receive an update regarding the future of the Citi 5 bus route and consider any actions.

The Chair reported that the Council had written to the Mayor and Lucy Frazer, this and the response from Lucy Frazer had been circulated to all Councillors by the Clerk.

165/22 Items for future meetings.

Community warden

Meeting dates for 2023

Quarterly budget statement

Tree survey results

Meadow Road plans

Speedwatch

Recreation Ground storage

166/22 Date of next meeting

2nd November 2022

Meeting closed at 21:26