

WILLINGHAM PARISH COUNCIL

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Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 5th July 2023 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present:

Councillors: Clark, Gibbs, Harris, (Chair), Mansfield, McKee (arrived 19:47), Smith, Watson,
District Councillor: Handley
Parishioners: None

Clerk: Mandy Powell
Deputy Clerk: Amy Rudderham

As neither the Chair nor Vice Chair were present at the meeting, Councillor Mansfield proposed that Councillor Harris Chair the meeting, seconded by Councillor Clark, and **ratified** unanimously.

110/23 Apologies for absence

Apologies were received and accepted from Councillors L King, P King, Law, and Todd due to holiday, Councillors Hutchcraft and Rogers due to personal commitments and Councillor Ramsden due to being unwell. Apologies were also received from County Councillor Gough and District Councillor Lentell

111/23 Declarations of interest

None declared.

112/23 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)

None present.

113/23 To consider applications for Co-option for the vacancy of Councillor.

An application had been received from Stephen Moore. The Clerk counted the voting slips and confirmed that Mr Moore had been co-opted unanimously. The Clerk would contact Mr Moore and arrange for his acceptance of office and register of interest form to be completed.

Action: Clerk

114/23 To receive and ratify minutes from the Council meeting held on the 7th June 2023.

Councillor Gibbs proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Watson, and **ratified** with four votes in favour and two abstentions due to not being at the meeting.

115/23 To deal with any matters arising from the meeting on the 7th June, not covered elsewhere on the agenda.

None

116/23 To receive and consider any actions from the County Council reports and communications not covered elsewhere on this agenda including:

Report previously circulated and tabled, no questions raised.

117/23 To receive and consider any actions from the District Council reports and communications not covered elsewhere on this agenda, including:

Councillors Lentell's and Handley's reports had been previously circulated. Councillor Handley reported that:

- The mobile food hub was due to start on the 17th July at the Octagon.
- There were plans to move the waste service onto a four-day week and the details of how this would work were being looked at.
- The sustainable travel zone was ongoing, and the Greater Cambridge Partnership were looking at ways that the scheme could work. The Chair mentioned the lack of a decent bus service for the village and Councillor Handley reported that it was likely that franchises could be brought in to provide routes.

Councillor McKee joined the meeting.

118/23 Chair's report including:

To receive a request for naming of development on Meadow Road and consider any actions.

Correspondence had been received from a developer regarding the street naming of the development on Meadow Road. Councillor Harris proposed the development be called Lea Close, seconded by Councillor Gibbs, and **ratified** unanimously.
Action: Clerk

To receive correspondence from South Cambs District Council regarding consultation on the review of the licencing policy and consider any actions.

It was agreed to make no comment.

Correspondence from resident regarding Black Pit Drove

Thanks had been received from a resident regarding the Council's recent efforts to make residents aware that cars should not be driven down the Droveaway and to remind dog walkers to clear up after themselves.

119/23 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations.

F&GP Committee – updates including:

Nothing to report.

Planning Committee – updates including:

To receive draft minutes from the meetings held on the 3rd July 2023.

Draft minutes previously circulated and noted.

HALLS – Updates including:

To receive correspondence from the Public Hall User Committee regarding a new user and consider any actions.

The PHUC had written to ask for approval of a new regular user at the hall. Councillor Harris proposed the request be approved, seconded by Councillor Gibbs, and **ratified** unanimously.

Action: Clerk

Public Hall

Councillor Gibbs reported that the damp issue in the hall was extremely bad, and that action needed to be taken. The Clerk reminded Council that they were waiting for a full proposal from the Public Hall User Committee as to what they wanted so that a full picture could be pulled together of what was needed in the hall and then what those costs would be before any decisions were made. Councillor Gibbs agreed to look at this for the August meeting.

Action: M Gibbs

Music License

The Chair reported that there would be no charge for the music license this year as we had previously been overcharged. The office had queried last year's invoice and a credit note was applied to this year's charge. The Council would need to budget approximately eight hundred pounds for next year.

Cemetery – updates including:

To receive and consider a request from a resident regarding the placement of a headstone in the cemetery.

A request had been received for family members to erect a memorial in the cemetery. Councillor Mansfield proposed the request be refused and that memorials should only be installed by Monumental Masons who meet regulatory requirements and the Council's terms and conditions. Seconded by Councillor Smith and **ratified** unanimously.

Action: Clerk

To receive an update regarding the new cemetery and consider any actions.

The working party had held a meeting and the Clerk had written to neighbouring landowners regarding the bridleway.

Cemetery Wall

Work on the wall had been delayed by a week to accommodate the Beer Festival at the Social Club.

Tap Housing

Work had been completed but Councillor McKee was concerned with the quality of the work. Councillor Mansfield would liaise with the office as to the best way forward.

Action: B Mansfield

Topple Testing

Councillor Mansfield reported that this would be carried out by a qualified inspector during July at an estimated cost of £200.

Green & Boundaries – updates including:

To receive any updates regarding the tree/fence on Pyrethrum Way and consider any actions.

The fence had been reinspected and in line with the council's financial regulations, it had been agreed by the Chair, Vice Chair and Lead Councillor, to replace the fence panel at a cost of £263.50 plus VAT.

Meadow Road

Councillor Watson reported that he continued to investigate the ownership of the private water pipe and in the meantime the office would approach the residents who kindly helped with watering Barton Field to see if they could help.

Action: Clerk/J Watson

Leisure & Amenities - updates including:

Report previously circulated. Councillor Clark reported that a resident had requested that a table tennis club be set up in the village. It was agreed that Councillor L King would continue to liaise with the resident regarding feasibility, table costs and storage options etc.

Action: L King

Councillor Clark also reported that the MUGA application would be resubmitted over the coming weeks now that the second bat survey had been completed.

120/23 To receive and ratify monthly accounts for payment.

Paid Items by Direct Debit:

British gas	Electric Pavilion	L & A	£ 96.86
British Gas	Electric Public Hall	Halls	£ 42.50
British Gas	Electric Ploughman	Halls	£ 221.46
British Gas	Gas Pavilion	L & A	£ 29.58
British Gas	Green Electric	G & B	£ 12.95
SCDC	Piper Lifeline	Section 142	£ 741.00
Co-op Phone	Mobile phone	Will Hub	£ 10.20
Drax	Street Lighting	G & B	£ 5.08
BT (autodialler)	Phone broadband	Est	£ 144.54
BT (dated April)	Phone broadband	Est	£ 95.00
BT (dated March 23)	Phone broadband	Est	£ 84.56
BT (dated May 23)	Phone broadband	Est	£ 95.00

Items paid by bank transfer:

Salaries	May 2023	Salaries	£3711.88
HMRC	May 2023	Salaries	£ 607.82
Nest Pension	May 2023	Salaries	£ 151.31
Sophie Wright	Hall Refund	Halls	£ 192.00
Buchans	Extra Spray	Est	£ 18.00
Buchans	Village Cuts	Est	£3099.85
Sarah Johnson	Hall Refund	Halls	£ 100.00
CBE Ltd	Emergency light youth club	Halls	£ 100.80
Nick Flower	Toilet door	L & A	£ 140.00
Nick Flower	Public hall roof	Halls	£ 75.00
Amazon	Various stationery	Est	£ 98.37

To be paid by bank transfer:

Suds & Bubbles	Cleaning Ploughman	Halls	£ 560.00
Suds & Bubbles	Cleaning Pavilion	L & A	£ 241.00
Suds & Bubbles	Cleaning Office	Est	£ 40.00
Old West Drainage	Rates	Est	£ 69.30
Richard Baker	Insurance Valuation	L&A/Halls/Cem	£1000.00
ACA Heating	Unblock toilet	L & A	£ 68.76
ACA Heating	Pavilion toilet	L & A	£ 46.19

Councillor Smith proposed the accounts be approved as listed, seconded by Councillor McKee, and **ratified** unanimously.

Action: RFO

121/23 Police update including:

The Clerk reported that the police had called into the office twice in the last month whilst on routine patrol.

122/23 To receive an update on HCVs and traffic issues and consider any actions including:

Speedwatch

The Chair reported that the Speedwatch team wanted 4 signs to be sited around the village, he was currently looking into costs and would report to the August meeting.

Highways Work

The work on Over Road was due to finish on Friday 7th July but work was then scheduled for Berrycroft between the 10th and 21st July. This work would be undertaken using 3-way traffic lights.

123/23 Environment and Sustainability update including:

Report previously circulated and Councillor McKee advised Council that SCDC were preparing a new project that would see to assist Councils to make the most of their forthcoming Local Nature Recovery Strategies (LNRS) and Biodiversity Net Gain (BNG). Councillor L King and McKee had given the officer a tour of the biodiversity projects in the village.

Councillor L King had also attended a course on establishing and managing wildflower meadows which had been organised by the New Life in the Old West project.

124/23 To receive an update regarding the future of the Citi 5 bus route and consider any actions.

Report previously circulated and included notes on a recent meeting with Stagecoach attending by Councillors Law, Harris, and L King. Stagecoach had advised that bus provision to Cambridge and Cottenham would only consider changes that were data driven where demand could be demonstrated. David Boden had agreed to forward a survey template that had been used in another Parish to gather such information.

Councillor L King had also met with Camcycle who had offered to review existing walking and cycling routes in the village against current design standards. A report is expected from Camcycle in due course.

125/23 Items for future meetings.

Ploughman Hall Custodian
Unitary Authority
Quarterly Budget Statement
Future of the public hall
Speedwatch signage
Agreed apologies (D Ramsden)

126/23 Date of next meeting

2nd August 2023

Meeting closed at 20:55