

WILLINGHAM PARISH COUNCIL

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Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 1st November 2023 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present:

Councillors: Barratt, Clark, Harris, Mansfield, McKee, Watson, P King, L King, Law, Todd

District Councillors: Handley

Parishioners: Three

Clerk: Mandy Powell

Deputy Clerk: Amy Rudderham

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178/23 Apologies for absence, including:

Apologies were received and accepted from Councillor Hutchcraft due to a personal commitment as well as Councillor Ramsden as previously agreed under item 127/23. Apologies were also received from County Councillor Gough.

179/23 Declarations of interest

Item 186/23 – Willingham Hub – Councillors P King and Mansfield both declared a non-pecuniary interest as they were both involved with the Church.

180/23 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)

A resident addressed the Council to summarise the grant request from Willingham Hub and explain the funding arrangements moving forward. The Chair thanked the team for all their efforts in running the Hub.

A resident addressed the Council regarding the planning application to be discussed under item 186/23 (Planning). They expressed their concerns about the siting of the fibre exchange and commented that not all neighbours were notified by South Cambs District Council and the access was from an unadopted road. They pointed out that Council had previously objected to development North of Meadow Road and that this application should be considered in the same way. The application would have an impact on their son who had special needs. The resident also raised concerns regarding whether the previous planning meeting had been quorate at the point of debating the item.

The Chair explained the rules regarding meetings being quorate and that as there had been some confusion in the recording of the minutes, the item was to be re-debated this evening.

181/23 To receive and ratify minutes from the Council meeting held on the 4th October 2023.

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

182/23 To deal with any matters arising from the meeting on the 4th October, not covered elsewhere on the agenda.

Item 169/23 – The Clerk had received information from South Cambridgeshire District Council regarding the uptake of electric charging in Wilford Furlong and confirmed that since March 2023 when the charger in Willingham was activated, they had had 144 charge sessions, with an energy consumption of 1,413.5 kWh generating a revenue of £636 on their current tariff of 45p per kWh. So that's about 18 sessions a month on average.

183/23 To receive and consider any actions from the County Council reports and communications not covered elsewhere on this agenda including:

Report previously circulated – No questions raised.

184/23 To receive and consider any actions from the District Council reports and communications not covered elsewhere on this agenda, including:

Councillor Handley's report had been previously circulated, and the following questions were raised.

Councillor P King requested that District and County reports arrive with the Clerk in time to go out with the agenda.

Councillor Watson raised a query regarding a gate on Haden Way and the Clerk confirmed that this had already been answered and the planning committee had been advised.

Councillor L King commented that it was good that the Wolves could use some of the facilities at Northstowe but would obviously like them to remain based in Willingham.

185/23 Chair's report including:

To update Council on recent Councillor resignation

The Chair advised Councillors that Maedee Rogers had resigned. South Cambs had been notified and the relevant notices had been posted.

To receive correspondence regarding upcoming civil parking briefing session and consider any actions

The Chair advised of a seminar on the 7th November. The Clerk was asked to see if Councillor Hutchcraft could attend and if not the Chair would attend instead.

Action: J Hutchcraft/Clerk

To receive an update regarding recent flooding in the village and consider any actions

Emails from residents had been previously circulated and the Chair confirmed that the Clerk had chased Anglian Water for the outcome of phase two of the lengthy investigation into the cause of the flooding in the village and information for reporting to Anglian Water had been posted on the Council website and Facebook page. Councillor P King stated that he considered the response from Anglian Water to be pathetic and the issues were caused by years of lack of investment by them.

To receive correspondence from South Cambs District Council regarding their polling district review and consider any actions.

The Chair had looked at this and it was agreed not to comment.

To receive correspondence from South Cambs District Council regarding the completion of their gypsy and traveller accommodation needs assessment questionnaire.

Information previously circulated. Councillor Todd agreed to complete the questionnaire on behalf of the Council.

Action: B Todd

186/23 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations.

F&GP Committee – updates including:

To receive and consider grass cutting tenders for 2024-2027 contract.

Information previously circulated. Councillor L King proposed that as some points needed clarification, the tenders be referred to the F&GP Committee to make a recommendation for consideration at the December Council meeting. Seconded by Councillor Law and **ratified** unanimously.

Action: F&GP

To receive and consider grant request from Willingham Hub

A request had been received for a grant of £400. Councillor Todd proposed the grant be awarded, seconded by Councillor Watson, and **ratified** with eight votes in favour and two abstentions.

Action: RFO

To receive and consider grant request from Willingham News

Accounts previously circulated. Willingham News had requested a grant of £1867. Councillor P King proposed the grant be awarded, seconded by Councillor Todd, and **ratified** unanimously.

Action: RFO

Planning Committee – updates including:

To appoint additional member to the planning committee

Councillor Barratt volunteered to join the committee.

To receive draft minutes from the meetings held on the 10th and 23rd October 2023.

Previously circulated and noted.

To consider planning application 23/03251/FUL – Land West of Daniels Close and Daniels End off Sponge Drove, Willingham erection and siting for fibre exchange telecommunications infrastructure to provide a full fibre (gigabit) to the premises service.

Councillor Todd proposed the Council make no recommendation, seconded by Councillor Harris, and **ratified** with five votes in favour and five abstentions.

Action: Clerk

To consider uptake of S106 monies for the adoption and maintenance of a bus shelter on Haden Way.

Correspondence had been received from South Cambridgeshire District Council regarding the above. The Clerk was asked to seek clarification of where the shelter was located.

Action: Clerk

HALLS – Updates including:

To receive an update from the Public Hall working group regarding the future of the hall and consider the renewal of the 2014 PHUC agreement due expire in December 2024.

Report previously circulated. Councillor Clark proposed that the Council give notice to the Public Hall Users Committee to terminate the 2014 Agreement by giving notice by the 1st December 2023, and that appropriate letters be prepared by HCR/Hewitsons for delivery before 1st December 2023. This was seconded by Councillor Todd and **ratified** unanimously.

Action: Clerk

Cemetery – updates including:

To receive an update regarding recent topple testing in the cemetery and consider any actions.

Councillor Mansfield summarised the outcome of the recent testing and proposed that those headstones where a burial right owner could not be located, be lay flat within the grave space. Seconded by Councillor Watson and **ratified** unanimously. Advance notices would be put in the Willingham News, the cemetery and on the Council website.

Action: Clerk

Councillor Mansfield reported that the wall had been completed at a cost of £10,956. This was higher than originally quoted for due to unforeseen work that was needed. These additions had been approved under the Finance Regulations delegated powers. The original quotation had been for £7,650.

Green & Boundaries – updates including:

To consider proposal to rescind decision 170/23 G&B Landowner Agreement between Cambridgeshire ACRE and the Parish Council.

Councillors L King, P King, Watson, Law, and Harris had requested that the above decision be rescinded as the wrong agreement had been forwarded to the Council for approval and subsequently voted on. A new agreement has been sent through making the one considered above, obsolete. Councillor Law proposed the Council rescind the decision, seconded by Councillor Watson, and **ratified** unanimously.

To consider revised landowner agreement between Cambridgeshire ACRE and the Council regarding the habitat improvements on the Meadow Road site and consider any actions.

Agreement previously circulated. Councillor Watson proposed the Council accept the agreement and that the Chair sign it on behalf of the Council. Seconded by Councillor P King and **ratified** unanimously.

Action: D Law/Clerk

Christmas Lights

The Clerk reported that the office was still waiting for Councillor Watson to confirm what lights and fixtures he wanted them to order for this years display, and reminded Council that if this wasn't resolved quickly there may not be any lights on the green this year. The Clerk also asked Councillor Watson to confirm that if the new lights could not be purchased whether the existing lights were fit for purpose. Councillor Watson agreed to speak to the office the following day to resolve the issue.

Action: J Watson

Leisure & Amenities - updates including:

To receive an update regarding the pavilion ceiling and consider any actions.

The Clerk confirmed that the County Court Judgement had been applied for. No response had been received at the time of the meeting.

To consider request for donation and siting of a tree on QEII Field

A resident had asked to donate a tree on the QEII Field in memory of her husband. Councillor L King confirmed that a location had been selected and proposed that the Council allow the donation, seconded by Councillor Clark, and ratified unanimously. Councillor L King would liaise with the resident and WAG. Councillor L King also reported that there is limited space on the QEII field moving forward and would look at options and report back at a future meeting.

Action: L King/Clerk

MUGA

Councillor L King reported that the planning application has been submitted and was now in the consultation period.

187/23 To receive and consider quarterly budget statement.

Paperwork previously circulated. Councillor Todd proposed the quarterly budget statement be accepted, seconded by Councillor Barratt, and **ratified** unanimously.

188/23 To receive and ratify monthly accounts for payment.

Paid by Bank transfer

Salaries	Salaries	October	3742.76
HMRC	Salaries	October PAYE	590.18
Nest	Salaries	October Pension	149.08
Buchans	Est	Village grass cutting	2032.43
Willingham News	Halls	Advertising	416.00
34SP	Est	Website licence	65.00
A Powell	Halls	Keys Public Hall	19.00
Nick Flower	Est	Coving to ceiling	100.00
Gallagher	Insurance	Insurance	6138.47
Andrew Deptford	Est	Defib pad	81.54
Pro-duct Clean	L&A	Extract cleaning (legal case)	672.00
Fox tree	Cemetery	Stump grinding	350.00
Will Garden club	Est	Plants	37.60
WAG	Halls	Deposit refund	100.00
Harry Ashby	Halls	Deposit refund	100.00

Paid by Direct Debit

BT	Est	Phones etc	95.00
British Gas	Halls	Public Hall electric	29.92
British Gas	Halls	Ploughman electric	139.88
British Gas	L & A	Pavilion electric	75.85
British Gas	L & A	Pavilion gas	54.95
Drax	G & B	Street lighting	18.04
Camb Water	Halls	Water Pav/Plou	577.07
Camb Water	L & A	Water Recreation ground	44.54
Camb Water	Halls	Public Hall Water	44.54
Camb Water	Cemetery	Cemetery water	58.16
Co-op Phone	Phone	Will Hub	10.20

Paid by Credit card

Post Office	Cemetery	Postage	22.05
Claim Fee	L&A	Legal ref extract cleaning	115.00
Amazon	G & B	Padlocks	13.99
Amazon	Est	Padlocks	11.99
Amazon	Est	stationery	65.98
Giff Gaff	G & B	Phone	6.00
Lebara	G & B	Phone	3.75
Amazon	Est	Copier paper	37.38
Amazon	Halls/L&A	Soap & Hand towels	34.24

To be paid by Bank Transfer

Suds & Bubbles	Halls/Est/L&A	Cleaning	841.00
Wave	Halls	Public hall	63.21
ESPI	Est	Network support	840.00
Konica Minolta	Est	Photocopier	204.86
Herringbone rest	Cemetery	Church Wall	10956.00
HMK	Halls	Toilet rolls	35.14
O S Gawthrop	G & B	Flailing Meadow Road/Orchard	1720.80
A J King	L & A	Verti drain recreation ground	618.00
A J King	L & A (50% wolves)	Overseeding Recreation ground	1035.00
5 Folds Admin	Est	Hire of Octagon	45.00

Action: RFO

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

189/23 Police update including:

Nothing to report.

190/23 To receive an update on HCVs and traffic issues and consider any actions including:

To receive an update on the 20mph scheme and consider any actions.

Councillor Harris reported that he was waiting to hear from Cambridgeshire County Council regarding the next steps. An email had been received from a parishioner raising concerns about the scheme and the way in which the survey was conducted. The Clerk had responded.

Speed Bumps – Rampton Road

Cambridgeshire County Council had written to the Council requesting confirmation that the Council were happy for them to move to detailed design and safety audit stage based on their proposed design and cushion locations. Councillor Harris proposed the Council move forward with the scheme, seconded by Councillor McKee, and **ratified** with eight votes in favour and two abstentions

Action Clerk

Speedwatch signage

Councillor Harris reported that he had chased County Council for a response to his request regarding signage but had still not had a response. He had passed these details onto the speedwatch co-ordinator.

191/23 Environment and Sustainability update including:

Councillor L King reported that following a recent visit by South Cambs of Meadow Road and Barton field, Councillor L King had met with representatives who were following up with a short video of the sites.

192/23 To consider request to site mobile food hub van on Council land.

Information previously circulated. It was agreed to allow the hub to site itself on the parking area in front of the pavilion.

Councillor Law proposed the Council permit the HUB to site their vehicle on the parking area in front of the pavilion, seconded by Councillor Watson and **ratified** unanimously.

Action Clerk

193/23 To consider Clerk's request to attend the practitioners conference in January 2024.

Councillor Todd proposed the Council agree to the request, seconded by Councillor Harris, and **ratified** unanimously.

Action: Clerk

193/23 Items for future meetings.

Budget

Precept

Grass cutting contracts.

194/23 Date of next meeting.

6th December 2023

Meeting closed at 9:10 pm