

WILLINGHAM PARISH COUNCIL

Parish Council Office, Ploughman Hall, West Fen Road, Willingham, Cambridge, CB24 5LP, Tel: 01954 261027

Email: clerk@willinghamparishcouncil.gov.uk Website: www.willinghamparishcouncil.gov.uk

NOTICE IS HEREBY GIVEN of an ordinary meeting of Willingham Parish Council to be held on Wednesday 6TH November 2024 at 7 30 pm.at the Octagon, St Mary and All Saints Church, Willingham

ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND.

The Public and Press are invited to address the Council under Item 171/24



Mandy Powell - Parish Council Clerk – 30th October 2024

AGENDA

169/24 Apologies for absence

170/24 Declarations of interest

171/24 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)

172/24 To receive and ratify minutes from the Council meeting held on the 2nd October 2024.

173/24 To deal with matters arising from the meeting on the 2nd October not covered elsewhere on the agenda.

174/24 To receive and consider County Council report and any other reports and communications not covered elsewhere on this agenda including:

175/24 To receive and consider District Council reports and any other reports and communications not covered elsewhere on this agenda, including:

176/24 Chair's report including:

- To receive information regarding the highways stakeholder survey and consider any actions.

177/24 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations.

F&GP Committee – updates and actions to be taken, including:

- To receive an update on flooding in the village and consider any actions.
- To receive and ratify the LGPS 2024/2025 pay award for staff.
- To receive report and ratify funding request from the Community Warden scheme.
- To receive report and ratify funding request from Willingham Youth Trust.
- To consider and ratify appointment of internal auditor.
- To ratify minutes of the finance and General purpose (F&GP) committee meeting held on 7th October 2024
- To ratify recommendations made during the F&GP meeting held on the 7th October in relation to Council bank accounts and the (Finance Officer) RFO position moving forward.
- To appoint a new clock minder.

Planning Committee – updates and actions to be taken, including:

- To receive draft minutes from the meetings held on the 14th and 22nd October 2024 and consider any actions.
- To receive and ratify notice of license application for the café at Highgate Farm.

HALLS – Updates and actions to be taken, including:

- To receive an update/proposal regarding the future works for the public hall and the potential purchase of the Salvation Army Hall and ratify any actions.
- To receive an update regarding the 2014 PHUC agreement due to expire in December 2024 and ratify any actions
- To receive an update regarding Willingham Youth Trust user agreement due to expire February 2025 and ratify any other actions.
- To receive any other updates regarding the Ploughman Hall.

Cemetery – updates and actions to be taken, including:

- To receive an update regarding large memorials that need to be laid down and ratify any quotations/ actions.

Green & Boundaries – updates and actions to be taken, including:

- To receive correspondence from Willingham Action Group regarding funds raised from the sale of Willow and ratify any actions.
- To receive an update regarding carols on the Green and ratify any actions.

Leisure & Amenities – updates and actions to be taken, including:

- To receive an update on new land opportunities and ratify any actions.
- To receive an update on the MUGA and ratify any proposals and actions.
- To receive an update regarding the Bowls Club fencing and ratify any actions.

178/24 To receive and ratify quarterly budget statement.

179/24 To receive and ratify monthly accounts for payment.

Paid by Direct Debit

| | | | |
|------------------|-------------------|-----------|--------|
| British Gas Lite | Electric | G&B | 72.46 |
| British Gas Lite | Electric Pav | L&A | 124.61 |
| British Gas Lite | Electric Pub Hall | Halls | 62.74 |
| British Gas Lite | Electric PI Hall | Halls | 639.32 |
| British Gas Lite | Gas Pav | L&A | 34.25 |
| Wave | Foul Water | PI Hall | 65.69 |
| Source for Bus | Water Pav/PI Hall | L&A/Halls | 132.19 |

Paid by Bank transfer

| | | | |
|-------------------|------------------|-----------------|---------|
| Salaries | Salaries | October | 4876.34 |
| HMRC | Salaries | October PAYE | 881.49 |
| Nest | Salaries | October Pension | 227.98 |
| Willingham News | Advertising | Halls | 425.00 |
| WAG | Deposit refund | Halls | 175.00 |
| Amy Peachy | Hall | Deposit refund | 100.00 |
| Anna Harris | Tree Labels | L & A | 84.00 |
| ESPI | Network support | Est | 898.80 |
| SLCC | Conference | Est | 626.00 |
| RESCProp Com | Schedule P Hall | Halls | 2400.00 |
| British Legion | Wreath | Est | 100.00 |
| Will Action Group | Contribution | Donation | 400.00 |
| Spectrum Doors | Public Hall door | Halls | 1851.00 |
| Newnham Trees | Christmas Tree | G & B | 650.00 |

Paid by Credit card

| | | | |
|---------|------------|-----|-------|
| Timpson | Keys | Est | 22.50 |
| Amazon | Stationery | Est | 17.69 |
| Amazon | Stationery | Est | 15.72 |
| Amazon | Paper etc | Est | 86.30 |

To be paid by Bank Transfer

| | | | |
|----------------|-------------|---------------|--------|
| Suds & Bubbles | Cleaning | Halls/Est/L&A | 841.00 |
| Konica Minolta | Photocopier | Est | 491.51 |
| Will PCC | Meeting | Est | 45.00 |

| | | | |
|---------------|-----------------|-----|---------|
| GM Pake | Green Electrics | G&B | 149.40 |
| Cottage Forge | Cemetery Gate | Cem | 1450.00 |

180/24 Police update including:

181/24 To receive an update on HCVs and traffic issues and ratify any actions including:

- To receive an update on the proposal for a 20mph zone in the village and consider any actions.
- To receive proposals for the next round of Local Highway initiatives and consider any actions.

182/24 Environment and Sustainability update including:

183/24 To ratify meeting dates for 2025.

184/24 Items for future meetings.

185/24 Date of next meeting