

WILLINGHAM PARISH COUNCIL

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NOTICE IS HEREBY GIVEN of an ordinary meeting of Willingham Parish Council to be held on Wednesday 2nd July 2025 at 7.30pm 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 105/25



Mandy Powell - Parish Council Clerk – 25th June 2025

AGENDA

103/25 Apologies for absence

104/25 Declarations of interest

105/25 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)

106/25 To receive and approve minutes from the Council meeting held on the 4th June 2025.

107/25 To deal with matters arising from the meeting on the 4th June not covered elsewhere on the agenda.

108/25 To receive and consider County Council report and any other reports and communications not covered elsewhere on this agenda including:

109/25 To receive and consider District Council reports and any other reports and communications not covered elsewhere on this agenda, including:

110/25 Chair's report including:

- To receive an invitation from CAPALC to meet Ian Solom MP and consider attendance.
- To receive information regarding the local Government reorganisation survey and consider any response.
- To receive and consider invitation from Over Day Centre to attend their champagne reception.

111/25 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 consider wayleave agreement in relation to works carried out on the Village Green and consider any actions.
- To consider possible change to grass cutting schedule/budget for the community orchard
- To receive an update on flooding
- To receive updated information regarding S106 monies from the Belsar Farm development
- To receive correspondence regarding S106 monies for Rockmill End bus shelter maintenance and consider any actions.

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

- To receive draft minutes from the meetings held on the 11th June and 1st July 2025.
- To receive an update on the asset of community value application for the Duke of Wellington.

HALLS – Updates and actions to be taken, including:

- To receive updates regarding the Ploughman Hall and Public Hall and consider any actions.

Cemetery – updates and actions to be taken, including:

- To receive correspondence in relation to the shed's asbestos roof and consider any actions.

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

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

- To consider quotation for repairs to the play equipment on the QEII Field.

112/25 To receive and ratify monthly accounts for payment.

Please see attached appendix 1

113/25 Police update including:

114/25 To receive an update on HCVs and traffic/Highways issues and ratify any actions including:

- To receive an update regarding the footpath to Highgate and consider any actions.
- To receive correspondence and an update regarding the 20mph scheme and speed limits on West Fen Road and consider any actions.
- To receive correspondence regarding the Rights of Way Hierarchy Engagement and consider any actions.

115/25 Environment and Sustainability update including:

- To receive an update regarding the Community Energy Fund and consider any actions.

101/25 Items for future meetings

102/25 Date of next meeting

09. Accounts to be authorised 02.07.2025

Payments made in advance of the Meeting (Payments)								
ID	Paid Date	Method	Company	Description	Cost Area	Net (£)	VAT (£)	Total (£)
125	31.05.2025	BACs	Unity Trust	Monthly Service Charge	EST	14.40	0.00	14.40
	02.06.2025	DD	34SP	Monthly Charge	EST			23.90
160	02.06.2025	DD	Sanctuary Housing	Monthly Lifeline and Alarm	EST	242.16	0.00	242.16
141	02.06.2025	DD	Scribe	Monthly Subscription	EST	75.00	15.00	90.00
142	02.06.2025	DD	SCDC	Cemetery Rates	Cem	81.00	0.00	81.00
143	02.06.2025	DD	SCDC	Ploughman Hall Rates	Halls	540.00	0.00	540.00
144	02.06.2025	DD	SCDC	Pavilion Rates	L&A	202.00	0.00	202.00
145	02.06.2025	DD	SCDC	Ploughman Hall Waste Collection	Halls	109.50	0.00	109.50
146	02.06.2025	DD	SCDC	Cemetery Waste Collection	Cem	49.12	0.00	49.12
147	03.06.2025	DD	HM Land Registry	Download of documents	Est	35.00	0.00	35.00
149	05.06.2025	BACs	Briar Security	Call out fee	Halls	97.45	19.49	116.94
126	05.06.2025	BACs	Suds and Bubbles	Monthly Cleaning Charge	Halls	933.00	0.00	933.00
					L&A	241.00	0.00	241.00
					TOTAL	1174.00	0.00	1174.00
148	05.06.2025	BACs	MC Garden Maintenance	Grass Cutting Contractor	EST	1780.00	356.00	2136.00
150	05.06.2025	BACs	Green Leaves Garden Maintenance	Cemetery South Boundary works	Cem	805.00	161.00	966.00
151	05.06.2025	BACs	Green Leaves Garden Maintenance	Cemetery South Boundary works	Cem	540.00	108.00	648.00
152	05.06.2025	BACs	Willingham Gardening Club	Reimbursement for plants	EST	28.00	0.00	28.00
153	05.06.2025	BACs	Ellingham Consulting Ltd	MUGA Flood survey	S106	750.00	150.00	900.00
154	05.06.2025	BACs	Stop Em	Survey	S106	50.00	0.00	50.00
156	05.06.2025	BACs	Cambridgeshire County Council	Willingham Library Grant	Grants	350.00	0.00	350.00
155	09.06.2025	BACs	British Gas	Pavilion Electricity	L&A	86.50	4.32	90.82
164	10.06.2025	DD	Lebara Mobile	Monthly Charge	G&B	4.17	0.83	5.00
181	10.06.2025	BACs	Amazon	Stationery – Paper	EST	31.64	6.34	37.98
182	10.06.2025	BACs	Amazon	Paper Towels	Halls	13.75	2.75	16.50
183	12.06.2025	BACs	Amazon	Wildflower Seeds	EST	38.99	0.00	38.99
180	15.06.2025	DD	Adobe	Monthly Charge	EST	16.64	3.33	19.97
157	16.06.2025	BACs	BT	Monthly Charge	EST	99.36	19.87	119.23
158	16.06.2025	BACs	SAGE Software	Monthly Charge	EST	155.50	31.10	186.60
159	17.06.2025	BACs	Tomato Energy	Un-Metred Supply	EST	23.43	1.17	24.60
185	17.06.2025	DD	Unity Trust	Cheque Charges	EST	0.30	0.00	0.30
165	17.06.2025	BACs	Lloyds Bank	Service Charge	EST	8.50	0.00	8.50
166	19.06.2025	DD	Tomato Energy	Monthly Charge	EST	0.32	0.02	0.34
184	23.06.2025	DD	JetPack	Monthly Charge	EST	2.80	0.56	3.36
167	25.06.2025	DD	Nest Pension	Monthly Charge	EST	217.96	0.00	217.96
168	25.06.2025	DD	HMRC	PAYE	EST	865.03	0.00	865.03
169-172	25.06.2025	DD	Staff	Wages – June 2025	EST	4196.21	0.00	4196.21

Appendix 1 to Agenda 25.06.2025 for the Full Parish Council meeting to be held on 02.07.2025

173	29.06.2025	DD	British Gas	Monthly Charge – Pavilion Gas	L&A	23.16	1.16	24.32
174	29.06.2025	DD	British Gas	Monthly Charge – Village Green Electricity	G&B	32.53	1.58	33.13
175	29.06.2025	DD	British Gas	Monthly Charge – Ploughman Hall Electricity	Halls	468.62	93.72	562.34
176	29.06.2025	DD	British Gas	Monthly Charge – Public Hall Electricity	Halls	61.11	3.06	64.17
177	01.07.2025	DD	SCDC	Lifeline Alarm – Halliday	EST	45.50	0.00	45.50
Payments to be made following the meeting (Payments)								
ID	Paid Date	Method	Company	Description	Cost Area	Net	VAT	Total
161	03.07.2025	BACs	A J Group	Fire Survey works	??	4218.12	843.63	5061.75
162	03.07.2025	BACs	HMK Supplies Ltd	Toilet Rolls	Halls	15.50	3.10	18.60
					L&A	15.50	3.10	18.60
					Total	31.00	6.20	37.20
163	03.07.2025	BACs	5 Folds Admin	Hire of Octagon – June 2025	Est	48.00	0.00	48.00
179	03.07.2025	BACs	Suds and Bubbles	Cleaning	Halls	933.00	0.00	933.00
					L&A	241.00	0.00	241.00
					Total	1174.00	0.00	1174.00
178	03.07.2025	BACs	ACA Heating & Plumbing	Call out and repair charges	Halls	81.11	16.22	97.33
186	03.07.2025	BACs	Konica Minolta	Copy/Scan fees 26.03.2025-25.06.2025	EST	176.18	35.24	211.42
187	03.07.2025	BACs	The Lawncare Company	Treatment of Cricket Pitch	L&A	48.00	0.00	48.00
Income received ahead of the meeting (Receipts)								
ID	Paid Date	Method	Company	Description	Cost Area	Net	VAT	Total
54	03.06.2025	BACs	Jill Bridger Dance	Ploughman Hall Hire – May 2025	Halls	220.00	44.00	264.00
55	06.06.2025	BACs	Willingham Badminton	Ploughman Hall Hire – May 2025	Halls	91.67	18.33	110.00
56	09.06.2025	BACs	1 st Willingham Scouts	Public Hall Hire – May 2025	Halls	209.00	0.00	209.00
67	09.06.2025	BACs	Lloyds Bank	Interest received	EST	333.67	0.00	333.67
57	09.06.2025	BACs	Milanam Yoga	Sid Hall Hire – May 2025	Halls	56.25	11.25	67.50
63	09.06.2025	BACs	Willingham Youth Trust	Income		4.15	0.00	4.15
64	09.06.2025	BACs	C McMurdo	Transfer of Burial Rights Fee	EST	45.00	0.00	45.00
66	09.06.2025	DD	Lloyds Bank	Cashback Credit – Charge Card	EST	1.28	0.00	1.28
62	13.06.2025	BACs	Sunflower Care Limited	Side Hall Hire – 18 th June 2025	Halls	120.00	24.00	144.00
65	16.06.2025	BACs	SCDC	Section 106 Funds – Belsar's Farm	S106	95,155.76	0.00	95,155.76
59	17.06.2025	BACs	P & L Hoayun	Ploughman Hall Hire – May 2025	Halls	55.00	11.00	66.00
60	17.06.2025	BACs	Studio Fogg Ltd	Public Hall Hire – May 2025	Halls	60.00	0.00	60.00
61	17.06.2025	BACs	Emma Pell	Ploughman Hall Hire – May 2025	Halls	55.00	11.00	66.00