

WILLINGHAM PARISH COUNCIL

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Minutes of the ordinary meeting of Willingham Parish Council held on Wednesday 4th June 2025 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present:

Councillors: Barratt, Clark, Harris, Hutchcraft, King, Law (Chair), Mansfield, McKee, Moore, Wilkinson

County Councillor: Deter

District Councillor: Handley

Parishioners: Four

Clerk: Mandy Powell

Deputy Clerk: Amy Rudderham (minute taker)

86/25 Apologies for absence

Apologies were received and ratified from Councillors Ramsden and Watson due to prior personal commitments.

87/25 Declarations of interest

Councillor L King declared a non-pecuniary interest under item 96/25 as a member of Friends of the library (FOWL).

88/25 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)

A resident addressed concerns regarding the speed limit on West Fen Road. The 40MPH sign had been erected as part of the 20MPH scheme, near the blind-corner. The resident had noted that since the installation of this sign, there was a noticeable increase in speeding traffic along the roadway. The resident expressed the road was frequently used by various vehicles, including farm equipment as well as many pedestrians. It was confirmed that the Council would add this matter to next month's agenda, and it would also be raised with Highways.

Another resident raised points regarding Long Lane. The resident expressed concern that the speed reduction was not noticeable on Long Lane, as it was not being adhered to. There was also concern regarding parking along the roadway especially at the turning to the Doctors Surgery. The resident expressed great concern for the safety of vehicle users and pedestrians, especially school children. Councillor Harris confirmed that the junction of Short Lane/Long Lane had formed part of the LHI bid for double yellow lines together with other locations in the village. Councillor Harris confirmed that installation of double yellow lines too frequently, would be difficult to police. Councillor Law thanked the resident for raising their concerns with the Council. Councillor Handley advised the resident to report speeding to the police, as the Council could not act against excessive speeds.

A further resident addressed the Council as they had applied to be considered for the co-option under item 89/25.

89/25 To consider applications for co-option for the position of councillor.

An application had been received from Simon Hales and previously circulated to the Council. A vote took place and Mr Hales was voted onto the Council unanimously. Mr Hales signed his acceptance of office and joined the meeting although did not vote during the meeting.

Action: Clerk/Councillor Hales

90/25 To receive and approve minutes from the Council meeting held on the 7th May 2025.

Councillor Moore proposed the Minutes be accepted as a true record of the meeting, seconded by Councillor King, and **resolved** with eight votes in favour and two abstentions due to not being present at the meeting.

Action: Clerk

91/25 To deal with matters arising from the meeting on the 7th May not covered elsewhere on the agenda.

None raised.

92/25 To ratify minutes of the annual parish meeting held on the 14th May 2025.

Councillor Mansfield proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Moore, and **resolved** with four votes in favour six abstentions due to not being present at the meeting.

Action: Clerk

93/25 To receive and consider County Council report and any other reports and communications not covered elsewhere on this agenda including:

The report had been circulated and tabled at the meeting.

Councillor Law explained the village signs had still not been actioned. Councillor Handley confirmed he had been chasing the matter and would update the Council further of any developments.

94/25 To receive and consider District Council reports and any other reports and communications not covered elsewhere on this agenda, including:

The report had been circulated and tabled at the meeting.

Councillor Handley confirmed permission had been granted for a resident to plant a tree on Wilford Furlong and he would recommend the resident apply for a Community Chest Grant.

Councillor Law questioned the change in bin services to weekly ~~general (I thought it was food waste??) waste.~~ Councillor Handley confirmed it was a national initiative but there was no commitment as to when this would be implemented.

95/25 Chair's report including:

To receive an update on council vacancies and resignations.

The Chair advised the Council that Phil King had resigned from his position on the Council and the appropriate vacancy notice had been issued. South Cambs District Council had confirmed the position could be co-opted. Councillor Law expressed his gratitude to Phil for his long and dedicated service and requested the office write to Phil formally to express thanks on behalf of the Council.

Action: Clerk

96/25 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 indemnity documentation for S106 agreement for development of land at Belsar Farm (S/3145/16/FL)

Documentation previously circulated. Councillor Law proposed the Council agree to the indemnity agreement and that the Chair and Vice Chair sign it on behalf of the Council. Seconded by Councillor Moore and **resolved** unanimously.

Action: Clerk/Chair/Vice Chair

To consider wayleave agreement in relation to works carried out on the Village Green and consider any actions.

City Fibre had carried out works on the Green without permission and were offering compensation of two hundred pounds and would require the Council to sign a wayleave agreement. Councillor Moore proposed the Council request for the affected areas of ground to be turfed in addition to the compensation payment. The Council required the proposal to be agreed by City Fibre, in writing, before it would agree for the wayleave agreement to be signed.

Action: Clerk

To consider grant application from Willingham Library.

A grant application for three hundred and fifty pounds had been received. Councillor Law proposed the Council support the request, seconded by Councillor Clark and **resolved** with nine votes in favour and one abstention due to the earlier declared interest.

Action: RFO

To consider grant application from Ely Foodbank

A grant application for seven hundred and fifty pounds had been received. Councillor Law proposed that the Council did not support the request, seconded by Councillor Hutchcraft and **resolved** unanimously.

Action: Clerk

To consider possible change to grass cutting schedule/budget for the community orchard

The Clerk reported that as two of the three cuts, strimming and spraying had already taken place at the orchard the Council may need to consider an additional round this year at a cost of four hundred and seventy two pounds. In the absence of the Lead Councillor for Green and Boundaries, it was agreed to defer this item to the July meeting.

Action: Clerk

To receive an update on flooding

Councillor Law confirmed he had attended the recent MAG meeting. The resident expert was continuing to undertake a vast amount of work, and the Council thanked them for their continued support and efforts.

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

To receive draft minutes from the meeting held on the 28th May 2025.

Previously circulated and noted.

To receive an update on the asset of community value application for the Duke of Wellington.

Nothing new to report.

HALLS – Updates and actions to be taken, including:

Councillor Law read out a letter received from the Trustees of the Crafts Hill District Scout Council confirming that they were in the process of purchasing the Salvation Army Hall and this was noted by the Parish Council.

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

Works had taken place at the ploughman hall following the fire survey inspection carried out last year.

To receive an update regarding Willingham Youth Trust/Connections including the current financial status and consider any actions.

Councillor Law confirmed he had attended a meeting with Trustees. As part of the winding up of the Willingham Youth Trust, the Trust had returned their funds held to the Parish Council. The Trust had requested the Council indemnified them against future expenses, which may arise, after the closing of the accounts. Councillor Hutchcraft proposed the Council indemnify Willingham Youth Trust up to the value of £2,000.00 (two thousand pounds). This was seconded by Councillor Clark and **resolved** unanimously.

Action: Clerk

Cemetery – updates and actions to be taken, including:

Councillor Mansfield confirmed the clearing works along the South Boundary had been completed.

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

Councillor Moore confirmed the re-shaping works for the ponds at the Wildlife Meadow had been completed.

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

To consider options for additional/replacement bins on the QEII Field and the Recreation Ground.

Councillor King proposed that the Council purchase a recycling bin at a cost of £417.75 (four hundred and seventeen pounds and seventy five pence) (including installation) to be sited next to the normal waste bin at the side of the pavilion. It was noted that this expense was, under Financial Regulations, within Councillor King's spending remit and she would approve the purchase alongside the Chair.

Action: Clerk

To consider the new flood risk assessment for the MUGA at the Recreation Ground.

The report had been previously circulated to Council. Councillor King proposed the Council accept the report and move forward with the planning application. Seconded by Councillor Hutchcraft and **resolved** unanimously.

Action: Clerk/King

97/25 To receive and ratify monthly accounts for payment.

Please see attached appendix 1.

Councillor Law proposed the accounts be paid as listed. This was seconded by Councillor Moore and **resolved** unanimously.

Action: RFO

98/25 Police update including:

Councillor Hutchcraft's report had been circulated. Councillor Hutchcraft confirmed there were issues with the Quarterly Survey website link, but he would confirm to the Council when this was working again.

Action: Councillor Hutchcraft

99/25 To receive an update on HCVs and traffic/Highways issues and ratify any actions including:

Councillor Harris confirmed that he was in discussions about the possibility of a priority give-way at the Community Orchard, as Traffic comes into the village.

Councillor Harris also confirmed that the Footpath to Highgate Farm was still progressing, but it was unclear whether the works could be completed under traffic lights and may therefore result in a road closure.

Action: Councillor Harris

To consider proposal from the community roadwatch group regarding the updating of SIDS in the village.

A request for the reset of the SIDs to 65MPH at a cost of £279.00 + VAT (two hundred and seventy nine pounds) was received by the roadwatch group. Councillor Harris proposed the Council have the SIDs reset to the higher speed limit, this was seconded by Councillor King and **resolved** with nine votes in favour and one abstention. Councillor Harris agreed to liaise with the roadwatch group to organise the upgrade.

Action: Clerk/Councillor Harris

To consider correspondence from the Speedwatch team regarding overdue signage

Councillor Harris confirmed he would liaise with the Speedwatch group and Highways regarding the signage.

Action: Councillor Harris

100/25 Environment and Sustainability update including:

To consider proposal for a nature reserve within the village.

This item was taken after item 92/25.

A resident of the village addressed the Council. The resident confirmed that they currently worked for the National Trust and worked specifically in increasing biodiversity. The resident was keen to work with the Parish Council to increase biodiversity in the village. An area of land on Sponge Drove had been identified as a location with excellent potential. After discussions with the landowner, it was discovered that at the current time the landowner did not want to explore any initiatives. The resident was very keen to support the Council in any current or future biodiversity projects.

Councillor McKee confirmed a meeting had also taken place with Councillor Watson who was also very keen to be involved, especially in relation to the Wildlife Meadow. Councillor King confirmed WAG had also been involved with the conversations and was keen to also be involved where they could.

Councillor King also advised that she had been contacted by WAG regarding a Community Energy Fund, and they wished to work with the Council to look at options for Willingham. Councillor King confirmed that herself, Councillor McKee, and Councillor Law would meet with WAG to find out more about the project and the work involved.

Actions: Councillors King, McKee, Law

101/25 Items for future meetings

City Fibre Wayleave Agreement
Community Orchard Maintenance
Asset of Community Value
Community Energy Fund
20mph Scheme

102/25 Date of next meeting

2nd July 2025

Meeting closed at 9.07pm.

Accounts to be authorised 04.06.2025

Payments made in advance of the Meeting (Payments)

ID	Paid Date	Method	Company	Description	Cost Area	Net (£)	VAT (£)	Total (£)
64	30.04.2025	DD	Unity Trust	Monthly Service Charge	Est	11.55	0.00	11.55
66	01.05.2025	DD	Sanctuary	Lifeline Alarms	Est	201.80	40.36	242.16
75	01.05.2025	DD	Scribe	Monthly Charge	Est	75.00	15.00	90.00
69	01.05.2025	DD	SCDC	Cemetery Rates	Cem	81.00	0.00	81.00
70	01.05.2025	DD	SCDC	Ploughman Hall Rates	Halls	540.00	0.00	540.00
71	01.05.2025	DD	SCDC	Pavilion Rates	L&A	202.00	0.00	202.00
73	01.05.2025	DD	Pennon Water	Monthly Charge – Community Orchard	G&B	8.00	0.00	8.00
72	01.05.2025	DD	Pennon Water	Monthly Charge – Cemetery	Cem	6.00	0.00	6.00
68	01.05.2025	DD	SCDC	Ploughman Hall Waste Collection	Halls	109.50	0.00	109.50
74	01.05.2025	DD	SCDC	Cemetery Waste Collection	Cem	49.12	0.00	49.12
75	08.05.2025	DD	Pennon Water	Monthly Charge – Pavilion	L&A	8.50	0.00	8.50
76	08.05.2025	DD	Anglian Water	Monthly Charge	Halls	123.72	0.00	123.72
77	08.05.2025	BACs	J Binns	Deposit Refund	Halls	83.33	16.67	100.00
78	08.05.2025	BACs	Fen Edge	Group Membership	Est	15.00	0.00	15.00
79	08.05.2025	BACs	MC Garden	Maintenance of PC Land	Est	810.00	162.00	972.00
80	08.05.2025	BACs	MC Garden	Maintenance of PC Land	Est	1670.00	334.00	2004.00
90	08.05.2025	BACs	A Osbourne	Refund – Side Hall key cutting	Halls	18.00	0.00	18.00
91	12.05.2025	BACs	A Rudderham	Refund – Stationery (paper)	Est	19.57	3.92	23.49
92	12.05.2025	DD	British Gas Lite	Pavilion – Electricity	L&A	104.25	5.21	109.46
93	15.05.2025	DD	Pennon Water	Monthly Charge – Sports Pavilion and Ploughman Hall	L&A	50.75	0.00	50.75
				Invoice Total		101.50	0.00	101.50
94	15.05.2025	DD	Tomato Energy	Monthly Charge – Street Lighting	Est	22.79	1.14	23.93
95	15.05.2025	DD	Sage Software	Monthly Charge	Est	165.50	33.10	198.60
104	16.05.2025	DD	BT	Pavilion – Auto dialer	L&A	138.33	27.66	165.99
96	20.05.2025	DD	P Knighton	Emergency One-Off Grant	Est	90.48	0.00	90.48
97-101	23.05.2025	BACs	Staff	Salaries	Est	5119.12	0.00	5119.12
102	23.05.2025	BACs	StopEm	Height Barrier – Location Survey ¹	Halls	208.33	41.27	250.00
116	27.05.2025	DD	Nest	Pension Contributions	Est	312.37	0.00	312.37
117	27.05.2025	DD	HMRC	PAYE	Est	1375.14	0.00	1375.14
106	29.05.2025	DD	British Gas Lite	Pavilion – Electricity Supply	Halls	630.85	126.17	757.02
107	29.05.2025	DD	British Gas Lite	Public Hall – Electricity Supply	Halls	62.24	3.11	65.35
108	29.05.2025	DD	British Gas Lite	Pavilion – Gas Supply	L&A	48.81	2.44	51.25
109	29.05.2025	DD	British Gas Lite	Village Green – Electricity	G&B	30.98	1.55	32.53
103	03.06.2025	DD	Tomato Energy	Unmetered Supply	Est	0.32	0.02	0.34

Payments to be made following the meeting (Payments)

ID	Paid Date	Method	Company	Description	Cost Area	Net	VAT	Total
	03.06.2025	DD	Drax	Unmetered Supply - 01.09.2024-30.09.2024	Est	90.00	4.50	94.50
	03.06.2025	DD	Drax	Unmetered Supply – 01.10.2024 – 10.10.2024	Est	30.00	1.50	31.50
	03.06.2025	DD	Drax	Unmetered Supply – 01.09.2024 – 30.09.2024	Est	106.10	5.30	111.40
	03.06.2025	DD	Drax	Unmetered Supply – 01.10.2024 – 10.10.2024	Est	36.29	1.82	38.11
	03.06.2025	DD	Drax	Unmetered Supply – 01.09.2024 – 30.09.2024	Est	90.35	4.52	94.87

¹ To be taken from Section 106 Monies (Rockmill End), allocated to the Ploughman Hall.

	03.06.2025	DD	Drax	Unmetered Supply – 01.10.2024 – 10.10.2024	Est	30.11	1.50	31.61
81	05.06.2025	BACs	5 Folds Admin	Hire of the Octagon – May 2025	Est	96.00	0.00	96.00
110	05.06.2025	BACs	Cromwell Fire	Call out for Ploughman Hall	Halls	263.70	52.74	316.44
111	05.06.2025	BACs	CBE Limited	Supply and Install emergency assistance alarm	Halls	316.09	63.22	379.31
112	5.06.2025	BACs	ACA Heating & Plumbing	Annual/six month inspections	L&A	190.00	38.00	228.00
					Halls	160.00	32.00	192.00
				Invoice Total		350.00	70.00	420.00
113	05.06.2025	BACs	R Mason	Hotel booking – Flooding event	Est	42.16	8.43	50.59
114	05.06.2025	BACs	O.S. Gawthroup	Monthly Maintenance Contract	Est	1212.00	242.40	1454.40
115	05.06.2025	BACs	O.S Gawthroup	Maintenance Contract	G&B	150.00	30.00	180.00
					G&B	150.00	30.00	180.00
					Est	1042.00	208.40	1250.40
				Invoice Total		1342.00	268.40	1610.40

Income received ahead of the meeting (Receipts)

ID	Paid Date	Method	Company	Description	Cost Area	Net	VAT	Total
23	01.05.2025	BACs	Studio Fogg	Public Hall Hire – March 2025	Halls	75.00	0.00	75.00
24	01.05.2025	BACs	Jill Bridger	Ploughman Hall Hire – April 2025	Halls	146.67	29.33	176.00
25	06.05.2025	BACs	1 st Willingham Scouts	Public Hall Hire – April 2025	Halls	236.50	0.00	236.50
32	07.05.2025	BACs	Badminton Club	Ploughman Hall Hire – April 2025	Halls	100.83	20.17	121.00
29	08.05.2025	BACs	Hoayun	Ploughman Hall Hire – April 2025	Halls	55.00	11.00	66.00
36	13.05.2025	BACs	BT	Refund	Est	161.97	0.00	161.97
33	13.05.2025	BACs	M Briggs	Ploughman Hall Hire – April 2025	Halls	33.75	6.75	40.50
34	13.05.2025	BACs	Studio Fogg	Public Hall Hire – April 2025	Halls	60.00	0.00	60.00
37	13.05.2025	BACs	Sanctuary Housing	Community Lifeline – refund of credit on account	Est	346.93	69.39	416.32
38	16.05.2025	BACs	Sunflower Care	Side Hall Hire	Halls	127.50	25.50	153.00
39	16.05.2025	BACs	Sunflower Care	Side Hall Hire	Halls	75.00	15.00	90.00
40	20.05.2025	BACs	C Griggs	Ploughman Hall Hire – One-off	Halls	97.50	19.50	117.00
35	22.05.2025	BACs	Willingham Youth Trust	Side Hall Hire – April 2025	Halls	61.88	12.38	74.25
41	23.05.2025	BACs	C Griggs	Ploughman Hall Hire – Deposit	Halls	83.33	16.37	100.00
42	27.05.2025	BACs	Willingham Youth Trust	Return of Funds ahead of the folding of the Youth Trust	Halls	6000.00	0.00	6000.00