



NOTICE IS HEREBY GIVEN of an ordinary meeting of Willingham Parish Council to be held on Wednesday 13th May 2026 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 66/26

Mandy Powell - Parish Council Clerk – 7th May 2026

AGENDA

- 62/26** To elect the Chair of the Parish Council and to receive their declaration of acceptance of office
- 63/26** To elect the Vice Chair of the Parish Council and to receive their declaration of acceptance of office
- 64/26** Apologies for absence
- 65/26** Declarations of interest
- 66/26** 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)
- 67/26** To receive and ratify minutes from the Council meeting held on the 1st April 2026.
- 68/26** To deal with matters arising from the meeting on 1st April not covered elsewhere on the agenda.
- 69/26** To approve minutes of the annual parish meeting held on the 22nd April 2026
- 70/26** To elect Lead Councillors and Deputy Lead Councillors for the next 12 months
- 71/26** To elect a planning committee for the next 12 months.
- 72/26** To elect Council representatives for the next 12 months, including:
Willingham News Contributors, British School Trust representatives, Willingham Combined Charity Trustees, Emergency Plan Committee, Environmental representatives, Willingham News representative, Community Plan representative, Highways representative, Police liaison representative and council building committee
- 73/26** To receive and consider County Council report and any other reports and communications not covered elsewhere on this agenda including:
- 74/26** To receive and consider District Council reports and any other reports and communications not covered elsewhere on this agenda, including:
- 75/26** Chair's report including:
- To receive a thank you letter from East Anglian Air Ambulance for the grant recently received.

76/26 To receive from the following Committees: reports from lead councillors, note any delegated decisions taken, and make any recommendations.

- a. **F&GP Committee – updates and actions to be taken, including:**
 - To consider adoption of General Power of Competence
 - To consider internal audit report and consider any actions
 - To receive an update regarding recruitment of a new Deputy Clerk and consider any actions.
 - To consider and resolve resolutions previously agreed in the meeting held on the 3rd December 2025 due to an error on the agenda regarding the date of the meeting.
 - To receive and consider the CCLA Application form to invest the funds as per previously agreed under item 55/26
 - To receive additional information regarding the recent grant application from Ely Food Bank and consider any actions.
 - To receive an update regarding flooding from R Mason and consider any actions
- b. **Planning Committee – updates and actions to be taken, including:**
 - To receive minutes from the meetings held on the 23 April and 11 May and consider any actions.
- c. **Halls – Updates and actions to be taken, including:**
 - To receive information regarding an accident at the ploughman hall and consider any actions.
- d. **Cemetery – updates and actions to be taken, including:**
- e. **Green & Boundaries – updates and actions to be taken, including:**
 - To receive and consider information regarding the replacement camera for Meadow Road.
 - To receive additional information regarding the bench on Thodays Close and consider any actions.
- f. **Leisure & Amenities – updates and actions to be taken, including:**
 - To receive and consider the Terms and Conditions and fee of £3,500.00 received from Michael Carter of Sports and Play Consulting Limited to manage the MUGA project.

77/26 To receive and ratify monthly accounts for payment.
(see attached list)

78/26 To receive and ratify annual accounts for the financial year 2025/26

79/26 To receive and ratify Annual Governance Accountability Return (AGAR) (section1) and consider any actions.

80/26 To receive and ratify Annual Governance accounting statement (section 2) and consider any actions.

81/26 Police update including:

82/26 To receive an update on HCVs and traffic/Highways issues and ratify any actions including:

- To receive and consider information regarding Traffic Data Loggers and consider any actions

83/26 Environment and Sustainability update including:

84/26 Items for future meetings.

85/26 Date of next meeting

45	15.04.2026	BACs	Andrew Deptford	Defibrillator Pads	F&GP	67.95	13.59	81.54
46	16.04.2026	DD	BT	Monthly Subscription	F&GP	106.18	21.24	127.42
47	16.04.2026	DD	SAGE	One-Off Monthly Charge to re-access	F&GP	63.36	15.84	79.20
48	22.04.2026	DD	HMRC	PAYE	F&GP	885.80	0.00	885.80
53	24.04.2026	DD	NEST Pension	Monthly Pension	F&GP	221.28	0.00	221.28
49-52	24.04.2026	BACs	Staff	Salaries	F&GP	4,064.49	0.00	4,064.49
54	27.04.2026	DD	Valda Energy	Street Lights	F&GP	0.23	0.01	0.24
55	27.04.2026	DD	Valda Energy	Street Lights	F&GP	46.44	2.32	48.76
56	29.04.2026	DD	British Gas	Ploughman Hall Electricity	HALLS	1,167.59	233.52	1,401.11
57	29.04.2026	DD	British Gas	Public Hall Electricity	HALLS	48.13	2.41	50.54
58	29.04.2026	DD	British Gas	Pavilion Gas	L&A	54.07	2.70	56.77
59	29.04.2026	DD	British Gas	Village Green Electricity	G&B	32.83	1.64	34.47
67	30.04.2026	DD	Unity Trust Bank	Bank Charges	F&GP	14.95	0.00	14.95
71	07.05.2026	BACs	Oliver Gawthroup	Grass Cutting	F&GP	892.00	178.40	1,070.40

Payments to be made following the Meeting (Payments)

ID	Paid Date	Method	Company	Description	Cost Area	NET (£)	VAT (£)	TOTAL (£)
60	14.05.2026	BACs	Sanctuary	Community Lifeline	F&GP	252.00	50.40	302.40
61	14.05.2026	BACs	5 Folds Admin	Octagon Hire	F&GP	48.00	0.00	48.00
62		BACs	Suds and Bubbles	Cleaning	HALLS	933.00	0.00	933.00
					L&A	241.00	0.00	241.00
					TOTAL	1,174.00	0.00	1,174.00
63	14.05.2026	BACs	Ashtons Legal	First Registration - Recreation Ground	F&GP	800.00	160.00	960.00
64	14.05.2026	BACs	ACA Heating and Plumbing	Mens toilet repair	L&A	49.72	9.94	59.66
65	14.05.2026	BACs	HMK Supplies Ltd	Toilet roll	HALLS	30.04	6.01	36.05
66	14.05.2026	BACs	Wave	Public Hall Water	HALLS	153.10	0.00	153.10
68	14.05.2026	BACs	MC Garden Maintenance	Grounds Maintenance	F&GP	1,570.00	314.00	1,884.00
69	14.05.2026	BACs	The Lawncare Company	Lawn Treatment	L&A	52.00	0.00	52.00
70	15.05.2026	BACs	Oliver Gawthroup	Barton Field entrance works	G&B	1,950.00	390.00	2,340.00

Income received in advance of the Meeting (Receipts)

ID	Paid Date	Method	Company	Description	Cost Area	NET (£)	VAT (£)	TOTAL (£)
17	08.04.2026	BACs	Hi Runners	Recreation Hire	L&A	55.00	0.00	55.00
1	09.04.2026	BACs	M Barrett	Ploughman Hall Hire	HALLS	213.33	42.67	256.00
13	09.04.2026	BACs	Lloyds Bank	Bank Interest	F&GP	358.19	0.00	358.19
2	10.04.2026	BACs	Sunflowers Care	Side Hall Hire	HALLS	193.75	38.75	232.50
3	10.04.2026	BACs	Willinham Badminton Club	Ploughman Hall Hire	HALLS	114.58	22.92	137.50
18	14.04.2026	CHQ	British Gas	Reiimbursement	F&GP	90.93	0.00	90.93
11	14.04.2026	BACs	Jill Bridger Dance	Ploughman Hall Hire	HALLS	256.67	51.33	308.00

10	14.04.2026	BACs	P Hoayun 1st Willingham	Ploughman Hall Hire	HALLS	55.00	11.00	66.00
9	14.04.2026	BACs	Scouts	Public Hall Hire	HALLS	220.00	0.00	220.00
8	14.04.2026	BACs	The Connections Bus Project	Side Hall Hire	HALLS	206.24	41.26	247.50
7	16.04.2026	BACs	Willingham Funeral Service Little Miss	Interment Fees	CEM	200.00	0.00	200.00
6	17.04.2026	BACs	Honkytonk	Ploughman Hall Hire	HALLS	122.22	24.45	146.67
5	20.04.2026	BACs	F W Cook	Interment Fees	CEM	155.00	0.00	155.00
4	21.04.2026	BACs	T Gray	Ploughman Hall Hire	HALLS	45.00	9.00	54.00
21	21.04.2026	BACs	Nortstowe Muslims	Ploughman Hall Hire Cemetery Burial	HALLS	130.00	26.00	156.00
15	23.04.2026	BACs	SUM UP	Rights	CEM	44.24	0.00	44.24
14	23.04.2026	BACs	SCDC	Precept Cemetery Burial	F&GP	99,641.47	0.00	99,641.47
16	28.04.2026	BACs	SUM UP	Rights	CEM	63.90	0.00	63.90
12	28.04.2026	BACs	Studio Fogg	Public Hall Hire Exclusive Burial	HALLS	120.00	0.00	120.00
19	29.04.2026	BACs	F W Cook	Right	CEM	100.00	0.00	100.00
20	30.04.2026	BACs	Willingham Funeral Service	Interment Fees	CEM	200.00	0.00	200.00

Charge Card Statement Transactions

ID	Paid Date	Method	Company	Description	Cost Area	Net (£)	VAT (£)	TOTAL (£)
23	15.03.2026	DD	Adobe	Monthly Charge	F&GP	16.64	3.33	19.97
24	20.03.2026	DD	Jet Pack	Monthly Charge	F&GP	2.80	0.56	3.36
25	26.03.2026	DD	Giff Gaff	Monthly Charge	F&GP	6.67	1.33	8.00
26	31.03.2026	DD	34SP	Monthly Charge	F&GP	9.96	1.99	11.95
27	02.04.2026	DD	Amazon	Stationery	F&GP	26.62	5.32	31.94
28	06.04.2026	DD	Lebara Mobile	Monthly Charge	F&GP	4.17	0.83	5.00