

WILLINGHAM PARISH COUNCIL

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Minutes of the Ordinary meeting of Willingham Parish Council held on Wednesday 1st April 2026 7.30pm, in the Octagon, St Mary and All Saints Church, Church Street, Willingham

Present:

Councillors: Clark, Hales, Harris, Hutchcraft, King, Law (Chair), Mansfield, Moore, Ramsden, Watson, Wilkinson

County Councillors: Deter

Parishioners: Four

Clerk: Mandy Powell

Deputy Clerk: Amy Rudderham (minute taker)

47/26 Apologies for absence

Apologies were received and accepted from Councillor McKee due to personal commitments and Councillor Phillips due to a work commitment.

Apologies were also received from District Councillor Handley due to a personal commitment.

Action: Clerk

48/26 Declarations of interest

Councillor Mansfield declared a non-pecuniary interest under item 55/26, as she was involved in the Octagon Community Hub. She did not take part in either the discussion or vote on this item.

49/26 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)

A member of the public wished to address the Parish Council regarding comments made on a planning application of theirs.

Councillor Harris confirmed how the Planning Committee had reached the number of dwellings referred to in its comments. The Applicant clarified that the site itself and the existing bungalow were two separate areas. The Applicant also raised queries regarding the retrospective application. The Clerk clarified that this was the wording provided from the Planning Authority to the Parish Council, and the Parish Council had no input on that wording at all. The office was asked to pass on to the Planning Authority the resident's comments that the application was not retrospective.

Action: Clerk

The same resident also raised concerns about the location of the dog bin on Haden Way. The current location meant pedestrians had to cross the road onto a verge where there was no pathway. The resident requested whether it could be relocated to the pavement side of the roadway. The Chair confirmed that bins were the responsibility of the District Council, however the Parish Council could request the re-location. Councillor Watson confirmed he was aware of the location of the bin and would assist the office in completing the request.

Action: Clerk

50/26 To receive and ratify minutes from the Council meeting held on the 4 March 2026.

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

Action: Clerk

51/26 To deal with matters arising from the meeting on the 4 March not covered elsewhere on the agenda.

Councillor Law confirmed he had responded on the proposed Local Government Reorganisation proposal as agreed.

52/26 To receive and consider County Council report and any other reports and communications not covered elsewhere on this agenda including:

Report previously circulated.

Councillor Mansfield requested clarification regarding the length of time for the proposed road closure between Willingham and Cottenham. Councillor Deter confirmed that it was hoped that ten days would be the maximum, but when any further details were received, these would be circulated.

Acton: Councillor Deter

Councillor Mansfield further raised concerns over the proposed diversion for the closure of George Street. Councillor Mansfield was concerned that Fen End was not a suitable diversion route. Councillor Deter confirmed she would revert further on this matter.

Action: Councillor Deter

Councillor Moore raised queries regarding the pothole article, to which Councillor Deter responded.

The Clerk raised concerns over the potholes on Over Road. The road had been closed due to the works but although some holes had been filled, others in proximity had been left. Some patches had also only been partly repaired. Councillor Deter confirmed the County Council were trying to fill the holes as quickly as possible, but they had found the sub-contractors were not completing work to acceptable standard and the weather also played a part. Councillor Deter confirmed she would revert this information back to the County Council.

Action: Councillor Deter

Councillor Ramsden raised the potholes on Mannings corner. There had been two repaired but the third had been left and was now incredibly large. Councillor Deter confirmed she would report this.

Action: Councillor Deter

Councillor Watson asked when the Dagon Patcher would be used again. Councillor Deter confirmed that it was due to be used in May/June, depending on the weather.

Councillor Law questioned whether there was any update on the Long Pond fencing. Councillor Deter confirmed she had been chasing and would take this up with Nigel Smith, now his position had been confirmed as permanent.

Action: Councillor Deter

53/26 To receive and consider District Council reports and any other reports and communications not covered elsewhere on this agenda, including.

Councillor Handley's report was previously circulated. The Chair highlighted the importance of the postal vote renewal for those residents for which it was applicable.

54/26 Chair's report including:

Councillor Law updated the Council to confirm that sadly Councillor Todd had resigned and expressed thanks to him for all his efforts and assistance during his time on the Council.

To receive correspondence regarding LEAP Energy Advice Service and consider any actions.

Correspondence was received and previously circulated. The Council noted the correspondence and agreed to take no further action.

To receive notification of the Northstowe quarter town and parish meeting on 21st May and consider attendance.
Information previously circulated. Councillors Moore and Watson agreed to attend.

Action: Clerk and Cllrs Moore/Watson

To receive an invitation to afternoon tea to celebrate the 25th Anniversary of the Bobby Scheme and consider attendance.

Correspondence had been circulated and the Chair requested that any Councillors wishing to attend the event, liaise with the Office.

55/26 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 renewal of CAPALC annual subscription.

Councillor Law proposed the Council renew the membership, seconded by Councillor Hutchcraft and **resolved** unanimously.

Action: Clerk

To consider grant application from Octagon Community Hub

Councillor Law proposed the Council provide a grant of £500.00, seconded by Councillor Ramsden and **resolved** with ten votes in favour and one abstention due to a previously declared interest.

Action: Clerk/RFO

To consider grant application from East Anglian Air Ambulance

Councillor Law proposed the Council provide a grant of £500.00, seconded by Councillor Ramsden and **resolved** unanimously.

Action: Clerk/RFO

To consider grant application from Ely Food Bank

Councillor Law proposed the Council did not provide a grant on this occasion and requested further information on the numbers of Willingham residents using the service, seconded by Councillor Ramsden and **resolved** unanimously.

Action: Clerk/RFO

To consider annual renewal of the SLCC subscription for the Compliance Administrator.

Councillor Clark proposed the Council renew the subscription, seconded by Councillor Moore and **resolved** unanimously.

Action: Compliance Administrator

To receive and ratify the Parish Council Annual Report for 2025-2026

Councillor Moore proposed the Council approve the report and agree for the unaudited accounts to be added once completed by the Finance Officer, seconded by Councillor Hutchcraft, and **resolved** unanimously.

Action: Clerk

To consider a proposal for opening a bank account with CCLA and consider any actions.

Councillor Law summarised the meeting held with the bank representative, himself, Councillor Hutchcraft and the Finance Officer. He proposed that the Council open an account with the CCLA and for the Finance Officer to invest the Section 106 monies held, as a starting point. Seconded by Councillor Hutchcraft and **resolved** unanimously.

Action: RFO

To receive an update on flooding in the village and consider any actions.

A document relating to the Quarry had been tabled. Councillor Law summarised the content and proposed that the Council carry out the action put forward by the volunteer expert, that being for the office to contact the Minerals team at Peterborough to request that Bare Fen and West Fen were removed from the Local Plan, and to further request a groundwater flow investigation be completed for the local fen edge.

Action: Clerk

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

To receive draft minutes from the meetings held on the 11 March 2026 and the 23 March 2026 and consider any actions.

Noted.

To receive further correspondence from South Cambs District Council regarding S106 contributions for a potential development at Stanton Farm and consider any response/actions.

Information previously circulated. Councillor Harris proposed the Council agree for the money to be allocated to the RSPB site on the B1050. Seconded by Councillor Hutchcraft and **resolved** unanimously.

Action: Clerk

HALLS – Updates and actions to be taken, including:

Nothing was reported.

Cemetery – updates and actions to be taken, including:

Councillor Mansfield confirmed the pathways had been completed.

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

To receive an update on the trees from the Woodland Trust and consider any actions.

Councillor Watson reported that some of the trees had been planted on the Meadow Road site and others had been used to fill in the gaps in the hedge behind the Ploughman Hall. The Office would email WAG to thank them for their efforts and to find out if the planting were complete.

Action: Clerk

To receive an update regarding the bench in Thodays Close and consider any actions.

Further correspondence had been received from the school requesting the bench be sited elsewhere. Councillor Law proposed that the bench remain where it was and that the office request exact details in relation to the Anti-Social behaviour being reported, seconded by Councillor Moore, and **resolved** unanimously.

Action: Clerk

To receive and consider the Grant Funding Agreement regarding the bench on the Village Green

Information went out with agenda. Councillor Law proposed the Council sign the agreement and accept the bench. Seconded by Councillor Harris and **resolved** unanimously. The agreement would be signed by the Chair and Vice Chair in the presence of the Clerk on behalf of the Council.

Action: Clerk

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

To receive an update on the MUGA and ratify any proposals and actions.

This was ongoing, the working group had met, and Councillor Phillips had agreed to Chair the group moving forward. The Consultant previously contacted had confirmed that they would be willing to work with the Parish Council again. Nothing further could be done until the Planning Permission was received.

To consider quotations for a new cableway to be located on the QEII Field

Information had been previously circulated. Councillor King proposed that the Council accept the quotation from Kompan for the removal of the existing cableway and the installation of a new single cableway. The monies would be taken from S106 Belsar Farm. This was seconded by Councillor Moore and **resolved** unanimously.

Action: Clerk

56/26 To receive and ratify monthly accounts for payment.

(see attached list)

Councillor Wilkinson proposed the accounts be paid as listed, seconded by Councillor Moore, and **resolved** unanimously.

Action: Clerk

57/26 Police update including:

Report previously circulated and noted.

58/26 To receive an update on HCVs and traffic/Highways issues and ratify any actions including:

Councillor Harris confirmed the footpath works were due to commence soon.

59/26 Environment and Sustainability update including:

Councillor McKee had requested the pink bin return in August and was awaiting confirmation.

60/26 Items for future meetings.

- Approval of annual accounts
- Approval of internal auditor report
- Election of Chair and Vice Chair and lead councillors, reps, and planning committee etc.
- Adoption of General Power of Competence
- Agreement to advertise for co-option (if we still have vacancies following the election)

61/26 Date of next meeting

13th May 2026

Meeting closed at 20.59.

Payments made in advance of the Meeting (Payments)

ID	Paid Date	Method	Company	Description	Cost Area	NET (£)	VAT (£)	TOTAL (£)
608	28.02.2026	DD	Unity Trust	Bank Charges	EST	12.30	0.00	12.30
609	02.03.2026	DD	Scribe	Monthly Charge	EST	75.00	15.00	90.00
610	02.03.2026	DD	SCDC	Ploughman Hall Waste Rates	HALLS	109.54	0.00	109.54
611	02.03.2026	DD	SCDC	Cemetery Waste Rates	CEM	49.10	0.00	49.10
612	04.03.2026	DD	British Gas	Street Lighting	EST	158.07	7.90	165.97
605	05.03.2026	BACs	HMK Supplies LTD	Toliet Roll	HALLS	31.00	6.20	37.20
613	09.03.2026	DD	BT	Quarterly Invoice	L&A	142.23	28.45	170.68
614	13.03.2026	DD	British Gas	Pavilion Electricity	L&A	68.82	3.44	72.26
615	16.03.2026	DD	BT	Monthly Charge	EST	99.19	19.84	119.03
642-645	25.03.2026	BACS	Staff	Wages	EST	3,871.83	0.00	3,871.83
646	25.03.2026	BACs	HMRC	PAYE	EST	2,291.62	0.00	2,291.62
647	26.03.2026	DD	Nest	Pension	EST	210.30	0.00	210.30
648	26.03.2026	DD	Valda Energy	Street Lighting	G&B	46.31	2.32	48.63

Payments to be made following the Meeting (Payments)

ID	Paid Date	Method	Company	Description	Cost Area	NET (£)	VAT (£)	TOTAL (£)
	02.04.2026	BACs	Sanctuary	Community Lifeline	EST	252.00	50.40	302.40
	02.04.2026	BACs	The Lawncare Company	Scarification	L&A	150.00	0.00	150.00
	02.04.2026	BACs	PrimeXeon	Annual Renewal	EST	20.00	4.00	24.00
	02.04.2026	BACs	CAPALC	Annual Renewal	EST	980.67	0.00	980.67
	02.04.2026	BACs	Alliance Asbestos	Cemetery Shed Works	CEM	6,015.00	1,203.00	7,218.00
	02.04.2026	BACs	Alliance Asbestos	Landing Ground works	G&B	1,295.00	259.00	1,554.00
	02.04.2026	BACs	Connections	Hall Hire	HALLS	143.90	0.00	143.90
	02.04.2026	BACs	5 Folds Admin	Octagon Hire	EST	48.00	0.00	48.00
	02.04.2026	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

Income received in advance of the Meeting (Receipts)

ID	Paid Date	Method	Company	Description	Cost Area	NET (£)	VAT (£)	TOTAL (£)
225	03.03.2026	BACs	T Gray	Hire of Ploughman Hall	HALLS	33.75	6.75	40.50
226	03.03.2026	BACs	Connections Bus	Hire of Ploughman Side Hall	HALLS	243.67	48.73	292.40
227	03.03.2026	BACs	Little City	Hire of Ploughman Hall	HALLS	100.83	20.17	121.00
228	04.03.2026	BACs	Jill Bridger	Hire of Ploughman Hall	HALLS	192.50	38.50	231.00

229	04.03.2026	BACs	Little Miss Honkytonks	Hire of Ploughman Hall	HALLS	122.21	24.44	146.65
230	04.03.2026	BACs	Willingham Badminton	Hire of Ploughman Hall	HALLS	91.67	18.33	110.00
235	05.03.2026	BACs	G Ganesan	Hire of Ploughman Hall	HALLS	188.33	37.67	226.00
231	06.03.2026	BACs	1st Willingham Scouts	Hire of Public Hall	HALLS	165.00	0.00	165.00
233	06.03.2026	BACs	Sunflower Care	Hire of Side Hall	HALLS	165.00	33.00	198.00
232	09.03.2026	BACs	P Hoayun	Hire of Ploughman Hall	HALLS	55.00	11.00	66.00
242	12.03.2026	BACs	SCDC	Section 106- 1B Over Road	S106	106,796.75	0.00	106,796.75
234	13.03.2026	BACs	Studio Fogg	Hire of Public Hall	HALLS	120.00	0.00	120.00
236	16.03.2026	BACs	S Woods	Hire of Ploughman Hall	HALLS	245.83	49.17	295.00
239	19.03.2026	BACs	Studio Fogg	Hire of Public Hall	HALLS	140.00	0.00	140.00
240	20.03.2026	BACs	Willingham Action Group	Hire of Ploughman Hall	HALLS	400.00	80.00	480.00
241	23.03.2026	BACs	Over Power	Hire of Ploughman Hall	HALLS	183.33	36.67	220.00
243	24.03.2026	BACs	F W Cook	Interment of Ashes and additional inscription	CEM	150.00	0.00	150.00

Charge Card Statement Transactions

ID	Paid Date	Method	Company	Description	Cost Area	Net (£)	VAT (£)	TOTAL (£)
	20.03.2026	DD	Amazon	Stationery (Paper)	EST	26.62	5.32	31.94
	20.03.2026	DD	Amazon	Stationery	EST	24.65	4.94	29.59
	20.03.2026	DD	Adobe	Monthly Charge	EST	16.64	3.33	19.97
	20.03.2026	DD	Post Office	Stamp	EST	3.85	0.00	3.85
	20.03.2026	DD	JetPack	Monthly Charge	EST	2.80	0.56	3.36
	20.03.2026	DD	Amazon	Hand Towels	EST	25.00	5.00	30.00
	20.03.2026	DD	Amazon	Hand Soap	EST	7.50	1.50	9.00
	20.03.2026	DD	GiffGaff	Monthly Charge	EST	6.67	1.33	8.00
	20.03.2026	DD	34SP.com	Monthly Charge	EST	9.96	1.99	11.95
	20.03.2026	DD	Source UPS Ltd	Battery	EST	63.14	12.63	75.77
	20.03.2026	DD	Amazon	Cable for Battery	EST	4.30	0.86	5.16
	20.03.2026	DD	Lebara	Monthly Charge	EST	5.00	0.00	5.00