

Minutes of Parish Council meeting held on 21st January 2008 at 7.30pm in the Village Hall

Present:-	Chairman	Mr E Webb
	Vice Chairman	Mrs C Byatt
	Councillors	Professor A Milton, Mrs M Peyton, Mr P Neale, Mr L Ginger
	County Councillor	Mrs L Oliver
	District Councillors	Mr N Cathcart, Mr D McCraith
	Parish Clerk	Mrs Y Albery, Mrs G van Poortvliet
	Parishioners	3 present

The meeting was opened by the Chairman who welcomed the new parish clerk, Mrs G van Poortvliet and thanked the outgoing clerk, Mrs Y Albery.

1.0 Apologies for absence from Councillors – all Councillors present except Councillor Strudwick who has an agreed leave of absence until May 2008.

2.0 Disclosure of interests – the Chairman asked the Councillors to disclose any interests in the subjects on the Agenda. Councillors Peyton, Neale and Milton and the clerk (Mrs van Poortvliet) declared an interest in agenda item 6.2 – all have houses that are outside the Whaddon Village Framework.

3.0 Approval of minutes

Councillors all agreed that the minutes of the previous meeting were a true record and the Chairman (Mr E Webb) signed them accordingly including one for the Main Notice Board.

4.0 Matters arising

4.1 PPP3 Kissing Gates.

Councillor Neale reported that the RADAR gates had been installed and were operational. An e-mail was read out stating that the landowners - Pete and Chris Coningsby - did not require any reimbursement for expenses connected with installing the gates. Thanks were expressed to Pete and Chris Coningsby and also to James Coningsby, George Allan Elbourn, Lee Ginger and Lee Ginger Jnr for their help in erecting the gates.

The potential installation of a second set of RADAR gates between St. Mary's church and the recreation ground was discussed and it was agreed that this should be done if there was no cost to the village. The gates should ideally be black to match the church railings. Councillor Neale undertook to follow this up with Andrew Stimson at the footpaths department.

The forms for the grant for the Parish Path Partnership had been received and need to be submitted by the end of February 2008. There is potential for replacing the stiles on the footpath from the Barn Shop to the Avenue and including these within the scheme for next year. Councillor Peyton commented that the gates from the Barn Shop were locked, preventing free access to the footpath. It was agreed that the clerk write to the footpaths department asking them to investigate the matter.

4.2 Whaddon roads and transport

Councillor Ginger provided an update on the Eternit landfill project. The lorry movements in connection with this had finished on Thursday 17th January 2008 but the road at the Metal Hill junction had been left with larger potholes and the verges were also in poor repair. County Councillor Oliver stated that Highways Agency had already filled in some of the holes but that additional work may be needed. County Councillor Oliver and District Councillor McCraith have a meeting with Eternit on Thursday 24th January and will follow this up after that meeting.

County Councillor Oliver has a meeting on Thursday 24th January at 12.30 p.m. regarding the coach/bus arrangements for school pick-ups and drop-offs in Whaddon and the proposed positioning of the lay-by. The coach companies will be bringing vehicles along to test the proposals.

The clerk read out two e-mails from Dennis Vacher (Highways Agency) giving a progress-update on the Skid Surface on the A1198 and undertaking to look into the footways on Meldreth Road and outside the Church.

4.3 Tree Preservation Orders

Further to the matter of removal of elm trees in a field adjoining the Church, District Councillor Cathcart had further researched into tree preservation orders relating to Whaddon and had found that there were in fact preservation orders on these trees (contrary to previous understanding minuted in meeting of 19th November 2007). One diseased elm tree had been removed (this was approved) and the landowner is discussing now suitable replacement trees with SCDC. The tree officer has been asked to write to the owner regarding the importance of trees and District Councillor Cathcart agreed to follow up on the status of this. He will also see if it is possible to obtain details of trees with preservation orders in Whaddon for the Parish Council.

5.0 New Correspondence

Letter received from the Audit Commission seeking feedback on the performance of SCDC in connection with their audit. The Clerk will coordinate responses from the Councillors for submission.

Minutes of the Petersfield School Governors meeting held on 15th October 2007 had been received.

6.0 Planning

6.1 Permission Granted

S/2107/07/F 34 Bridge St. Whaddon, for Mr P J Bringlow and Ms C Vivyett, for an extension.

6.2 Objection to the Village Framework – 129 Meldreth Road

A letter had been received from Mr and Mrs Harries of 129 Meldreth Road, seeking the support of the Parish Council in the objection they had made to the existing Village Framework. They wish their property (which abuts the Village Framework on the eastern border) to be included within the Framework so they might gain permission for development on their land. The final hearing for their objection is scheduled for 24th January 2008. There was much discussion on this subject and the Councillors were very concerned that the Parish Council had not been informed by SCDC about an objection to the Village Framework even though it had been ongoing since 2006. Mr. Harries was invited to speak and provided additional detail about his dealings with SCDC and that he was seeking approval to build one dwelling for his children. A motion was proposed as to whether the Parish Council could support the Harries' application. A vote was taken among the Councillors with four voting to support the Harries and two voting against. It was agreed that the manner of the support should be qualified and limited to sufficient land being brought into the Village Framework to allow the building of one dwelling only. The Parish Council would oppose any further development beyond this. The clerk would provide a letter of qualified support for Mr Harries to take to the hearing and would also write to Keith Miles at the planning department in connection with the Parish Council not being informed about the situation.

Councillor Milton made his apologies and left the meeting at this point.

All Councillors agreed to postpone discussion of the Mary Course Prize and Neighbourhood Watch agenda items until the next meeting due to time constraints.

7.0 Finance

Cheques already signed on 29th October 2007:

Cheque No. 100562 for £2,136.25 to Mr V Skuce for Village Hall wall

Cheque No. 100563 for £146.88 to Mr V Skuce for M/H cover for Village Hall.

Cheques already signed on 3rd December 2007:

Cheque No. 100564 for £50.00 to Mrs D M Charles, for Village Newsletter

Cheque No. 100565 for £105.20 to Mr E Webb, for Chairman's expenses and daffodils
 Cheque No. 100566 for £1,059.36 to Mrs Y Albery for Clerk's salary and expenses

Cheques already signed on 8th December 2007:

Cheque No. 100568 for £575.75 to L Parncutt (Quantity Surveyor)

Cheque No. 100569 for £253.00 to D W Docwra for General Maintenance on Play Area

Cheque already signed on 19th December 2007:

Cheque No. 100570 for £75.00 to P E Coningsby for cutting Church Grass

Cheque already signed on 31st December 2007:

Cheque No. 100571 for £235.00 to Mr V Skuce for collecting and burning leaves at Rec. Ground.

Receipts:

A cheque for £125.00 from the Village Hall Committed for work on the man-hole cover.

A cheque for £883.25 from HM Customs and Excise for VAT reclaim.

7.1 Parish Precept

The Parish Precept has been set at £15,500 for year 2008/9. All Councillors agreed this figure. The increase of £500 was to cover the costs of the Parish Council election due in May. The Village Hall floor was now regarded as dangerous and in urgent need of repair. It was believed that priority should be given, from available finances, to the replacement of the floor. Additional funds could not be given to the children's playground at this stage but the situation would be reviewed at the end of the financial year. The precept is to be published on the main notice board.

8.0 Children's Play Area

The chairman read out an e-mail from Mr Neil Gallery stating that £20,808.89 had been raised to date.

Mr Neil Gallery provided an update on the status of the Play Area Project. In order to meet the deadlines for receiving the grant, work must have started on the playground by June 2009 and the grant must be claimed by December 2009. The Project group now need to concentrate on raising the additional £9,000 required over the next 12 months. They have many fundraising ideas. A letter was requested, in support of the funding application, to say that the Parish Council would cover the additional insurance costs for the new playground equipment. The Councillors agreed to this.

9.0 Village Hall

Councillor Ginger provided an update.

The main hall floor needs replacing as a matter of urgency. An unsafe floor could lead to the closure of the hall. Costs are being obtained for the floor and also for wall and ceiling insulation. Grant application needs to be made by the end of March 2008. Councillor Ginger will work with Clive Hough (architect) to ensure the stages and deadlines are in place to meet this timeframe.

A quiz night is taking place on Saturday 26th January 2008.

10.0 Comments from the Public

A member of the public commented that the length of the grass at the recreation ground was too long to play football. The Councillors explained that there were funding restrictions to the number of cuts possible but that they would see what could be done.

11.0 Any Other Business

Chairman Webb commented that it was necessary to undertake an annual review of the Standing Orders. It was agreed that this should be put on the agenda for the next Parish Council meeting.

Councillor Peyton reported fly-tipping at the Whaddon Gap car-park and suggested that another litter pick be organised. The suggested date is Thursday 3rd April 2008.

District Councillor Cathcart gave an update on the septic tank at 154 Bridge Street. This is an environmental issue rather than a Building Control issue. He will continue to look into this.

District Councillor McCraith reported that SCDC had been reinspected. SCDC are being asked to approve a plan, by the end of January 2008, to sell their housing stock to housing associations – the final decision will be made by the tenants.

County Councillor Oliver stated that the initial indication of the governments 2008/9 settlement to the County Council was an increase of 2% which was below inflation (the average increase was 5.5%). Consequently, although there had been increased efficiency, the County Council was in a cut situation. Council tax would increase by 90p/week (approximately 4%).

Cambridge County Council can apply for funding to improve transport but on the condition that they trial congestion charging – this is proposed for Cambridge along with a doubling of the Park and Ride schemes. It is important that as many people as possible respond to the consultation, details of which can be found on the County Council's website under Congestion Charges.

The new scheme for free bus-passes begins on 31st March 2008. Application forms need to be filled in and details can be found on the County Council website. Passes will be valid from 9.30 a.m. rather than the current 9.00 a.m.

Speed-checks had been carried out on Meldreth Road . No verbal warnings or tickets had been issued.

Councillor Peyton stated that Whaddon Parish Council would continue to request speed restrictions in the village.

County Councillor Oliver reported that the County Council had now ratified the appointment of a new Chief Executive.

Chairman Webb expressed thanks to Mr Chris Rose for planting three sacks of daffodil bulbs along the grass verges around the village.

There being no other business the meeting was now closed at 10.05 p.m.

The date of the next meeting will be 18th February 2008 at 7.30 pm.

Minutes of Parish Council meeting held on 18th February 2008 at 7.30pm in the Village Hall

Present:-	Chairman	Mr E Webb
	Vice Chairman	Mrs C Byatt
	Councillors	Mrs M Peyton, Mr P Neale, Mr L Ginger
	District Councillors	Mr N Cathcart, Mr D McCraith
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	3 present

1.0 Apologies for absence were received from County Councillor Mrs Linda Oliver and Councillor Professor Tony Milton. Councillor Dr Nigel Strudwick has an agreed leave of absence until May 2008.

2.0 Disclosure of interests – none declared.

3.0 Approval of minutes

Councillors all agreed that the minutes of the previous meeting were a true record and the Chairman (Mr E Webb) signed them accordingly including one for the Main Notice Board.

4.0 Matters arising

4.1 Parish Paths

- Councillor Neale reported that the Parish Path Partnership (PPP3) grant forms had been completed. Included for this year were repairs and maintenance of footpath signs, a rough surface over the bridge from the golf-course, a kissing-gate between the church-yard and the recreation ground and improved access to Footpath 1.
- It was proposed to use a sum carried over from last year's grant to lay the hedge around the Whaddon Gap car-park. A village resident would be pleased to do this, using traditional hedge-laying methods. This was agreed unanimously.
- Councillor Byatt and Chairman Webb undertook to speak to the owner/manager of the Barn Shop about access to Footpath 1 before submitting the PPP3 forms.

4.2 Whaddon roads and transport

Eternit landfill project: Councillor Ginger commented that this appeared to have finished and the road was being repaired at Mettle Hill junction. District Councillor McCraith reported that the meeting with Eternit scheduled for 24th January 2008 had been cancelled.

Proposed bus service: Councillor Ginger stated that an e:mail had been received from the County Council (CCC) outlining a review of rural transport initiatives. An update would be sought from District Councillor Linda Oliver at the next meeting. There was agreement that Whaddon's bus-service was inadequate for the size of the village.

Proposed bus lay-by: Councillor Ginger provided an update. A site meeting took place on Thursday 24th January regarding the position of the proposed lay-by. All parties agreed that something needed to be done. Alterations were likely to cost around £15,000 and funds were limited. An e-mail was read out from County Councillor Oliver stating that she would follow up on some potential funding sources. Councillor Ginger commented that the coach companies had been very accommodating.

Bus Shelter: It was agreed that this should be erected on temporary spigots allowing later movement to a new site if necessary. Chairman Webb reported that there had been no increase in the cost of the shelter and undertook to explore the possibility of having this erected by the bus shelter providers but using the village handyman to lay slabs underneath it.

Roads and footways:

- An e-mail from County Councillor Oliver was read out: Highways would carry out the work on the Meldreth Road footways as soon as they were able and once next year's budget had been approved.

- Councillor Peyton pointed out that a dip on the Meldreth Road just outside of the Whaddon boundary, was worsening. The clerk will contact Meldreth Parish Council and Highways about this.
- The anti-skid area on the A1198 had now been marked out for repair.

4.3 Tree Preservation Orders

District Councillor Cathcart had discussed the removal of elm trees in a field adjoining the Church with the Tree Officers and reminded them to send a letter to the landowner with reference to the existing elm trees with a copy to the PC.

5.0 New Correspondence

- Document on a new policy on Speed Limits had been received from the CCC.
- District Councillor Cathcart undertook to write to the new government minister about the Government promise to reduce speed limits to 30 m.p.h. through all villages.
- Information had been received about Trading Standards.
- Moore Stephens had been reappointed as auditors to the PC.
- Information from CALC has been received re: training for Councillors

6.0 Planning

6.1 Notice of Appeal

S/0970/07/F 105 Meldreth Road, Whaddon, for Mr C Whitehouse. The clerk, on behalf of the PC will make formal representation to the Planning Inspectorate in support of the appeal.

6.2 Objection to the Village Framework – 129 Meldreth Road

Chairman Webb reported that Councillor Strudwick had asked that his concerns be voiced about the recent decision by the PC to support an attempt by Mr and Mrs Harries to amend the Village Framework at 129 Meldreth Road. Councillor Strudwick believed the PC may have acted hastily in supporting this and stated that he would probably have voted against the motion had he been present at the meeting. He agreed that the SCDC planning system was at fault in not informing the PC of the Harries' objection but he also felt that the Harries were at fault for not bringing the matter to the PC at an earlier opportunity.

7.0 Finance

Cheques signed today (18th February):

Cheque No. 100572, for £63.28, to Cambridgeshire County Council for street lighting.

Cheque No. 100573, for £80, to Society of Local Council Clerks for annual subscription.

Receipts:

A sum of £114.62 has been transferred from the Parish Plan Bank Account on its closure.

Other matters:

- Allianz Cornhill had estimated the additional annual cost of insuring £30,000 of children's play equipment at around £400. It was agreed that the equipment must be insured but another quote should be sought.
- R.G. Oliver and Son had notified the PC that the charge for cutting the grass verges would increase to £160 per cut in 2008, an increase of £10.

8.0 Neighbourhood Watch

Councillor Peyton provided an update from the Foxton Area Neighbourhood Watch meeting.

Police spending priority is in Cambridge and Peterborough. Although anti-social behaviour (ASB) has decreased other crime has risen quite significantly. Priorities will be ASB, speeding and burglary.

A serious incident had taken place in Meldreth Road, Whaddon.

9.0 Village Hall

Councillor Ginger provided an update:

- The grant application towards replacing the floor and insulating the main hall would now be made in 2008/9. The aim is to submit the application by the end of April 2008.
- The Village Hall Committee had agreed to appoint a new architect and sought approval from the PC. This was agreed unanimously. Payment would be offered to the existing architect for expenses and materials used to date.
- Mr. Laurie Parncutt had suggested getting a report from a structural engineer.
- The quiz night on Saturday 26th January 2008 had been a success, raising nearly £500.

10.0 Mary Course Prize

In recognition of the work done by Mary in representing Whaddon on the District Council, it was agreed to donate £100 to the Mary Course Fund. An annual prize will be awarded for excellence to a student at Meldreth Primary School.

11.0 Design Statement

The merit of producing a design statement for the village, to assist with planning decisions, was discussed. Chairman Webb undertook to seek advice from David Grech.

12.0 Comments from the Public

A member of the public asked about the status of the Affordable Homes. Chairman Webb replied that the PC should know early to mid-March whether Bedford Pilgrims Housing Association had been successful in obtaining funding.

A member of the public commented that a footpath sign was missing from outside 129 Meldreth Road. Councillor Neale said that this would be replaced under the PPP3 scheme. The same person enquired about the repair of the footway on Meldreth Road. It was agreed that the clerk would keep pursuing this with Highways.

13.0 Any other Business

Councillor Byatt pointed out that lots of trees had been planted in the field adjacent to Bumpkins Pre-school/holiday club.

District Councillor Cathcart reported that SCDC had voted to move onto the next stage with regard to the sale of their housing stock to housing associations.

District Councillor McCraith reported that SCDC would be going-live with their choice-based lettings scheme in March. The aim was to encourage people to get houses that were suited to them and that they wanted. 10% of housing stock has been allocated to this web-based scheme.

Chairman Webb asked the councillors to review the Standing Orders for discussion at the next Parish Council meeting.

There being no other business the meeting was now closed at 9.15 p.m.

The date of the next meeting will be 17th March 2008 at 7.30 pm.

Minutes of Parish Council meeting held on 17th March 2008 at 7.30pm in the Village Hall

Present:-	Chairman	Mr E Webb
	Vice Chairman	Mrs C Byatt
	Councillors	Mrs M Peyton, Mr P Neale, Mr L Ginger
	District Councillors	Mr N Cathcart, Mr D McCraith (from 9.15 p.m.)
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	3 present

1.0 Apologies for absence were received from District Councillor Mr David McCraith who advised that he would be arriving late at the meeting. Councillor Dr Nigel Strudwick has an agreed leave of absence until May 2008.

2.0 Disclosure of interests – none declared.

3.0 Approval of minutes

Councillors all agreed that the minutes of the previous meeting were a true record and the Chairman (Mr E Webb) signed them accordingly including one for the Main Notice Board.

4.0 Matters arising

4.1 Parish Paths

- Councillor Neale reported that the Parish Path Partnership (PPP3) grant forms had been submitted and their receipt acknowledged.
- Councillor Byatt and Chairman Webb had spoken to the owner/manager of the Barn Shop about access to Footpath 1 on Sundays and after 6pm. It had been a condition of the original planning permission that the footpath would be rerouted. The Clerk will look-up the original conditions of the planning permission and write to the Footpaths Department.
- The hedge had been laid around the Whaddon Gap car-park. Help was received from Pete Conningsby, Bill Knight and Martin Byatt.

4.2 Whaddon roads and transport

Proposed bus service: Councillor Ginger stated that there had been no further news from the County Council. He expressed disappointment that nothing had been done.

Proposed bus lay-by: Councillor Ginger reported that no answer had been received on this either. The clerk was asked to contact County Councillor Oliver to get an update on both these issues.

School-bus drop-off: concern was expressed that a vehicle, frequently parked at the top of Bridge Street, is potentially dangerous for buses trying to turn around. Councillor Byatt undertook to speak to the owner of the vehicle.

Bus Shelter: the Chairman showed the councillors a survey, done by Mr Ron Albery, indicating the positioning of the new bus-shelter and the site of water, telephone and electricity services. The Clerk and the Chairman will forward copies of the drawings to the utility companies.

Roads and footways:

- It was noted that there was damage to the road at the top end of Bridge Street outside the bungalows. District Councillor Cathcart agreed to speak with SCDC about this.
- An email had been received from Meldreth Parish Council about the dip in Meldreth Road just outside of the Whaddon boundary. Markings had been made on the road indicating repairs were being undertaken.

Speed Limits: thanks were expressed to District Councillor Cathcart for writing to the Minister of Transport in connection with lowering speed-limits through rural villages.

4.3 Design Statement

Chairman Webb put forward a list of names for consideration and other names were suggested by the Councillors. The Chairman will approach the individuals concerned. David Grech has agreed to address the first group.

5.0 New Correspondence

- Details of a Play Space Conference had been received from ACRE.
- Information had been received from the Parish Tree Warden Scheme about proposed training for tree wardens.
- A poster had been received about the Local Countryside Access Forum.
- Information about a workshop for Parish Councillors on Congestion had been received.
- Information and posters about the Cambridgeshire Registered Trader Scheme had been received. The clerk will put up the posters on the notice boards.
- An email expressing thanks for the Donation to the Mary Course Prize Fund had been received from Meldreth Parish Council.

6.0 Finance

Cheques signed (6th March 2008)

Cheque No. 100574, for £100.00, to Meldreth Parish Council for the donation to the Mary Course Prize.

Cheques signed today (17th March 2008)

Cheque No. 100575, for £11.00, to Cambridgeshire ACRE for Model Trust Deed document for Village Halls.

Cheque No. 100576, for £25.00, to Cambridgeshire ACRE for membership subscription.

Cheque No. 100577, for £55.00, to Mr E Webb for chairman's expenses.

Cheque No. 100578, for £50.00, to D.M. Charles, for printing Whaddon News.

Cheque No. 100579, for £261.00, to Michael Carter, for village handyman work.

Cheque No. 100580, for £14.08, to Nigel Strudwick, for website costs

Cheque No. 100581, for £862.94, to Mrs G van Poortvliet, for clerks wages and expenses.

Cheque No. 100582, for £455.22, to Mrs Y Albery, for clerks wages and expenses.

Receipts:

£400 has been received from the Whaddon Village Hall Committee as the agreed contribution to the repair of the Village Hall Wall.

Other matters:

Invoices had been received from Mr.R.Green for recreation-ground grass-cutting in 2007. Three extra cuts had been agreed and undertaken as well as six hours of strimming. It was decided that options needed to be explored for next year and that the grass also needed to be cut now.

7.0 Village Hall

Councillor Ginger provided an update:

- The Village Hall Committee had appointed a new architect – Barry Sharman Associates.
- Councillor Ginger and Chairman Webb had met with Philip Peacock from ACRE who had advised that the best way to attract funding is via a Charitable Trust. Funding is also available for environmentally friendly initiatives.
- The project is likely to be more economical and to attract more funding if it is done in one stage rather than refurbishing the back part of the hall at a later date. Revised plans are awaited from the architect.
- The next quiz night is 3rd May and the Village BBQ is 12th July.
- Notification had been received from SCDC that the Village Hall is exempt from Council Tax for another year.

8.0 Affordable Homes

Chairman Webb provided an update:

- An email had been received from Bedford Pilgrims Housing Association (BPHA) stating that funding had been obtained.

- District Councillor Cathcart had spoken to SCDC planning department who believe that there might be better sites for the project. Concern was expressed that this had not been notified at an earlier stage. BPHA will look into the matter and get back to the Parish Council.

9.0 Night-time Parking on Village Highways

Following some dangerous recent fog it was noted that the Highway Code requires vehicles parked on a highway at night to display parking or sidelights where the speed limit exceeds 30 mph. Mike Monks of Neighbourhood Watch had spoken to the Police Community Support Officer and had been advised to speak to the local beat policeman. Further developments are awaited.

10.0 Review of Standing Orders

Potential amendments were discussed. The clerk will seek advice from CALC in connection with revising the expenditure limits on contracts.

11.0 Parish Council Elections

Nomination Paper Packs and procedures were handed out to all Councillors present. Arrangements were made to distribute a mail-shot to all Whaddon residences.

12.0 Comments from the Public

A member of the public offered some photos of the hedge-laying at Whaddon Gap for the website. It was also commented that syringes and anti-coagulant had been found in the car-park. The councillors stated that care would need to be taken during the litter-pick on 3rd April 2008.

A member of the public asked whether the Head of Planning can unilaterally make a decision on the site for the Affordable Housing. District Councillor Cathcart provided details of the safeguards of the Planning Committee and the appeals process.

The former clerk provided the name of an organisation that had cut the recreation ground grass in the past. She also commented that as planning applications are now on-line it is no longer necessary for the PC to keep all the planning information detail. The Clerk agreed to see if sufficient detail about the planning permission for the Barn Shop could be accessed on-line. DC Cathcart undertook to find out what information needs to be kept by the PC and what level of information is held by SCDC.

13.0 Any other Business

Councillor Peyton pointed out that the pipe under Bridge Hill cannot cope with the volume of water which has been coming over the top of the bridge. The Chairman undertook to look into this. Rabbits had also been causing damage to the trees on Byway 22.

Councillor Byatt had received a complaint that rubbish was being sneaked into residents' bins in Bridge Street. It was commented that more recycling needed to be encouraged. Mrs Jenny Grech had done the gardening at the fountain. Whaddon might be able to get a Wildlife Enhancement Scheme grant similar to that received by Meldreth.

District Councillor McCraith reported that plastic recycling was in the SCDC budget.

The Clerk had received a request from Arrington PC to put a link to Whaddon's website on their new website. This was agreed and it was also thought that Whaddon should consider doing a similar thing.

Chairman Webb commented that the daffodils planted in the village verges looked really nice. He also asked the councillors to review the progress made on the Parish Plan for the next PC meeting.

There being no other business the meeting was now closed at 9.30 p.m.

The date of the next meeting will be 21st April 2008 at 7.30 pm.

Minutes of Parish Council meeting held on 21st April 2008 at 7.30pm in the Village Hall

Present:-

Chairman	Mr E Webb
Vice Chairman	Mrs C Byatt
Councillors	Mrs M Peyton, Mr P Neale, Mr L Ginger, Professor Tony Milton
District Councillors	Mr N Cathcart, Mr D McCraith
County Councillor	Mrs L Oliver
Parish Clerk	Mrs G van Poortvliet
Parishioners	5 present

1.0 Apologies for absence – none received. Councillor Dr Nigel Strudwick has an agreed leave of absence until May 2008.

2.0 Disclosure of interests – none declared.

3.0 Approval of minutes

Councillors all agreed that the minutes of the previous meeting were a true record and the Chairman (Mr E Webb) signed them accordingly including one for the Main Notice Board.

4.0 Matters arising

4.1 Parish Paths and Litter Pick

- Chairman Webb reported that eight bags of rubbish had been collected at the litter pick on 3rd April and expressed thanks to the helpers. It had been necessary to purchase six litter sticks to enable the litter pick to go ahead as planned.
- The Clerk had spoken to the Countryside Access Team at Cambridgeshire County Council (CCC) about access to footpath 1 from the Barn Shop and subsequently sent a letter to the owners of the Barn Shop, copied to CCC.
- The binding had been completed on the hedge around the Whaddon Gap car-park.

4.2 Whaddon roads and transport

Bus Shelter: the Chairman reported that the electricity and telephone companies had given the all-clear for work to commence on the bus-shelter. The clerk would chase up the water company.

Roads and footways:

- District Councillor Cathcart had spoken to SCDC about the damage to the road outside the bungalows at Ridgeway Close, asking for priority status. He would chase them up again.
- Councillor Ginger reported that the damage caused by the road-sweeper to the surfaces at Meldreth Road was worsening. The clerk will ask Highways for an update.

Proposed bus service: Councillor Ginger made a strong protest about the seeming lack of progress on rerouting a bus-service to include Whaddon. County Councillor Oliver explained that the delay had been caused by a change in route-ownership. The new owner had agreed to the proposed route-change. CCC would now consult with people who would be affected and give 56 days notice of any potential route-change. A bus-service could possibly be operational in July. The Councillors stated their appreciation of this news.

Proposed bus lay-by: County Councillor Oliver reported that it was hoped to get designs done by the end of May. It would then be possible to get a costing and look at funding avenues.

At this point County Councillor Oliver gave her apologies that she needed to leave the meeting. Chairman Webb introduced agenda item 9.0 (Low-Cost Housing) and asked for the views of CCC. County Councillor Oliver advised that CCC were keen to move forward on this issue and undertook to report back. County Councillor Oliver then left the meeting.

School-bus drop-off: Councillor Byatt reported that the owner of the vehicle, frequently parked near the school-bus drop-off point at the top of Bridge Street, would now park in Bumpkins car-park. Thanks were expressed to the Huffers for enabling this.

4.3 Night-time parking on village highways

There was no further update on this issue. Councillor Peyton agreed to follow-up with Mike Monks of Neighbourhood Watch and also to bring the matter up at the Neighbourhood Panel meeting on 22nd April. It was suggested that an item be included in the next Village Newsletter.

4.4 Dyers Green Pipe

The pipe under Bridge Hill cannot cope with the volume of water. Chairman Webb had found out that, as the pipe goes under a byway, it is the responsibility of CCC. It was agreed to submit photographs of the pipe and past flooding along with a drawing of a potential new scheme. Councillor Byatt undertook to ask David Grech if he could do the drawing.

5.0 New Correspondence

- NATS – information about proposed changes to airspace and consultation arrangements.
- Audit Commission – confirmation of appointment of Moore Stephens as auditor.
- SCDC – outcome of audit inspection.
- Allianz Cornhill insurance – notification of insurance premium for 2008/09.
- ROSPA – advice of playground inspection in May 2008
- East of England Regional Assembly –invitation to respond to public consultation on planning for gypsy and traveller accommodation in the East of England
- Moore Stephens – audit timetable and regulations
- SCDC – notification of an uncontested election for Whaddon. The clerk read out the names of the nominated councillors.
- SCDC – notification of an election for Bassingourne ward on 1 May 2008. The clerk read out the names of the candidates
- Bassingourne and Melbourne Neighbourhood Profile update
- Neighbourhood Watch – minutes of meeting
- Bassingbourne Village College – invitation to attend opening of sports centre on 3rd May
- SCDC Standards Committee – request for nominations for a Parish Council member to be a Monitoring Officer on the Committee

Councillor Byatt reported that the Clerk's trial period had been successfully completed. The Councillors agreed to offer the Clerk an employment contract and to increase the hourly salary to the next point on the Spinal Column.

6.0 Planning

- S/0970/07/F 105 Meldreth Road – planning appeal dismissed. The Councillors expressed strong disappointment at the decision.
- A letter was read out from Mr Keith Miles (SCDC Planning Policy Manager) in response to the letter sent by the PC in February 2008 concerning potential changes to the village framework. It listed some new Planning Department initiatives to keep local councils aware of issues concerning them. This was considered a positive step by the Councillors.
- Chairman Webb enquired about the status of the SCDC Design Guide. District Councillor Cathcart undertook to make enquiries about this and also to seek further clarification about what documentation PCs needed to keep concerning planning decisions.

7.0 Finance

Cheques signed (21st March 2008)

Cheque No. 100583, £695.00, Mr. R.L. Green for grass cutting and strimming – rec.ground.

Cheques signed today (21st April 2008)

Cheque No. 100584, £320.00, Mr W.Knight for hedge laying at Whaddon Gap car park.

Cheque No. 100585, £129.85, CALC for 2008/09 membership subscription.

Cheque No. 100586, £56.33, Mr E Webb for Littergrabbers.

Money Received

£7,750 from SCDC - 1st instalment of the 2008/09 precept.

Other matters:

The Councillors agreed to engage Mr Peter Chilvers as internal auditor at £20/hour.

8.0 Village Hall

Councillor Ginger provided an update:

- A meeting had been arranged with the architect (Barry Sharman Associates) to go through initial ideas and plans (22nd April 2008).
- It appeared to be advantageous to obtain charitable status for the Village Hall. The PC could act as Holding Trustees with a Management Committee acting as Managing Trustees. It was agreed to give this item priority agenda status at the next PC meeting.
- The next quiz night is 3rd May.
- Chairman Webb had agreed grass-cutting at the Recreation Ground with Mr Ken Green and Mr William Knight. There will be twelve cuts for £500 + VAT with additional strimming, as authorised by the PC, at £12.50 per hour (trimmer and fuel included).

9.0 Low-cost housing

Chairman Webb provided an update:

- Bedford Pilgrims Housing Association (BPHA) had written to County Farm Estates to open negotiations for the land off Church Street. A reply was expected by 24th April.
- Following negotiations, a meeting could be set up in the village for all interested parties.
- SCDC planners had concerns about the suitability of the site making it necessary to re-prove that all other sites had been considered and the design was appropriate.
- District Councillor Cathcart advised of the existence of an Affordable Housing Panel which would make a judgement before a case went before the Planning Committee.

10.0 Review of Progress on the Village Plan

It was agreed that, due to the importance of this item, it should be dealt with at a special meeting to be held in June after the formation of the new PC. District Councillor Cathcart undertook to investigate if anybody at SCDC could provide information about local by-laws.

11.0 Comments from the Public

A member of the public commented that the dog bins at the top of Meldreth Road needed emptying. District Councillor Cathcart undertook to advise SCDC.

A member of the public reiterated that the footway on Meldreth Road was deteriorating. The Clerk will pursue with Highways.

12.0 Any other Business

Councillor Milton enquired about the speed at which SCDC had been able to issue new bus-passes for the over 60s. District Councillor McCraith explained that there had been a problem with production and that old bus passes would be valid until the end of April when the new ones should have arrived.

Councillor Peyton asked the Clerk to seek out information about training courses for Councillors.

Councillor Neale reported fly-tipping on By-way 22. District Councillor Cathcart will ask SCDC to have this removed. Councillor Neale also reported some recent door-to-door beggars in Dyers Green.

District Councillor McCraith gave advance apologies of his absence until the July meeting.

The Clerk had received advice that it is possible for the PC to revise the expenditure limits on contracts in the Standing Orders subject to a vote at the AGM. The Clerk expressed thanks to Mrs Yvonne Albery for her continued support and assistance to the PC.

Councillor Byatt expressed thanks to Councillor Professor Tony Milton for all his hard work on the PC.

There being no other business the meeting was now closed at 9.40 p.m.

The date of the next meeting will be 19th May 2008 at 7.00 pm followed by the Annual General Meeting at 8.00 pm.

Minutes of Parish Council meeting held on 19th May 2008 at 7.00pm in the Village Hall

Present:-	Chairman	Mr E Webb
	Vice Chairman	Mrs C Byatt
	Councillors	Mrs M Peyton, Mr L Ginger, Mr C Rose
	District Councillors	Mr N Cathcart
	County Councillor	Mrs L Oliver
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	5 present

1.0 Apologies for absence – received from Councillor Phil Neale and District Councillor David McCraith. Councillor Dr Nigel Strudwick has an agreed leave of absence until late May 2008.

2.0 Disclosure of interests – none declared.

3.0 Approval of minutes

Councillors all agreed that the minutes of the previous meeting were a true record and the Chairman (Mr E Webb) signed them accordingly including one for the Main Notice Board.

4.0 Matters arising

4.1 Update on Whaddon Roads and Transport

Roads and footways:

- Some minor work had been patched on Meldreth Road footway. The Clerk read out an email from Highways (dated 2nd May) confirming they were getting costs for resurfacing the footway at Meldreth Road and by the Church.
- The road outside the bungalows at Ridgeway Close had still not been repaired despite the priority status. District Councillor Cathcart will follow up with a letter.
- Four pot-holes had appeared in the verges at the edge of Bridge Street.

Proposed bus service: Councillor Ginger provided an update. Consultation on the proposed new route was underway and was due to end on 31 May. Parishioners had been notified via flyers, posters and the website. There had been feedback that it was disappointing that the Meldreth Road bus-stop would not be utilised. The strategy was to get the bus service running and then tackle this issue. Bassingbourn PC had recognised Whaddon's need for a bus service.

Night-time parking on village highways: The Police Support Officer had spoken to the owner of the illegally-parked vehicle, who had agreed to park within the law and use side-lights at night.

Bus Shelter: the Chairman reported that the shelter had been ordered. The PC would work with the Environmental Health dept. at SCDC to dispose of the asbestos-sheet roofing panels. Councillor Ginger offered to speak to Pete Conningsby to seek assistance with demolishing the old shelter. It was suggested that this be demolished after the end of the summer school-term (22nd July).

5.0 New Correspondence

- Energy Saving Trust – launching 'Village Green' and seeking a community to become most energy efficient in Cambridgeshire.
- Cambridgeshire County Council (CCC) – proposed bus timetables for Whaddon and details of consultation arrangements.
- Cambridgeshire Association of Local Councils (CALC) – agenda for EGM re changes to their constitution.
- SCDC – consultation on proposed eco-town near Sawston.
- SCDC – consultation re homelessness strategy for comment by 31st July.
- SCDC – changes to complaints procedure re Code of Conduct.
- South Cambridgeshire Housing Futures Update – requesting response on how best to engage with local communities about the decision to transfer council-housing stock to a housing association.

6.0 Finance

The clerk presented the draft (unaudited) accounts for the year to 31 March 2008, to the Councillors. The Parish Council approved the accounts.

Cheques signed today (19th May 2008)

Cheque No. 100587, £1,107.75, Allianz Cornhill Insurance plc for insurance for year to 31st May 2009.

Money Received

£40 from Mr Ken Green for advertising in the newsletter 2007/8.

Other matters:

The Clerk had advertised the dates that the PC books and records would be available for public inspection (2nd June to 27th June 2008).

CCC had confirmed that the grass-cutting allowance for 2008/9 would be £617.04.

7.0 Village Hall Matters

Councillor Ginger provided an update:

- New plans had been drawn up by the architect. The Village Hall Management Committee were pleased with the initial plans.

7.1 Setting up a Charitable Trust

- It was proposed to set the village hall up as a charitable trust with the PC as holding trustees and a Management Committee as managing trustees. This would open up more avenues for fund-raising. The Majority of Village Halls are set up in this way. The PC resolved to take this proposal to the next stage and to seek professional advice on setting the Village Hall up as a Charitable Trust.

8.0 Dates of Future Parish Council Meetings

It was proposed to change the date of the monthly PC meetings to one that was more convenient to the Councillors. The PC resolved to change the PC meetings to the second Monday of the month.

9.0 Comments from the Public

A member of the public commented that it would make sense for the proposed bus-service to stop at Meldreth Road and then continue past the new housing development where it could pick up more passengers. It is a long walk from Meldreth Road to the Bridge Street bus-stop which might deter potential passengers. The Councillors commented on the added-time implication for this route but agreed to feedback the comments as part of the consultation.

10.0 Any other Business

Councillor Peyton asked if there had been any progress with the access to the footpath from the Barn Shop. CC Linda Oliver agreed to follow this up.

Councillor Byatt reported difficulties in producing the next edition of the newsletter due to illness. DC Cathcart agreed to see if it could be produced by the Bassingbourn newsletter editor.

There is a horse-chestnut tree on Church Street that is dying and also one dead behind the Village Hall. Chairman Webb agreed to seek advice from the tree-officer.

David Grech had agreed to do the drawings of the pipe at Dyers Green.

District Councillor Cathcart provided an update on the status of the SCDC Design Guide..

There being no other business the meeting was now closed at 8.05 p.m.

The date of the next meeting will be published following the Annual General Meeting.

Minutes of Whaddon Parish Council meeting held on 9th June 2008 at 7.30pm in the Village Hall

Present:- Acting Chairman Dr N Strudwick
 Councillors Mrs M Peyton, Mr C Rose
 District Councillors Mr N Cathcart
 Parish Clerk Mrs G van Poortvliet
 Parishioners 1 present

The Clerk explained that Chairman Webb was unable to attend the meeting due to ill-health and invited nominations for an Acting Chairman. Councillor Dr Nigel Strudwick was duly elected. Acting Chairman Strudwick explained that, although many Councillors were absent from the meeting, a quorum was present and no major decisions were due to be taken that evening.

1.0 Noting receipt of declarations of acceptance of office – the Clerk had received these from Councillors Phil Neale and Nigel Strudwick . All declarations of acceptance of office had now been received.

2.0 Apologies for absence – had been received from Chairman Ted Webb, Councillors Phil Neale, Clare Byatt and Lee Ginger and District Councillor David McCraith.
 The Councillors suggested that the quorum requirement (currently three members) be reconsidered at the next AGM.

3.0 Disclosure of interests – none declared.

4.0 Approval of minutes

Councillors all agreed that, as no requests for amendments had been received from the absent Councillors, Acting Chairman Strudwick could sign the minutes. Acting Chairman Strudwick then signed the minutes accordingly, including one set for the Main Notice Board.

District Councillor Cathcart requested the Clerk to amend the AGM minutes (19th May 2008) to reflect his opposition to the proposed transfer of SCDC housing stock to a Housing Association.

5.0 Matters arising

5.1 Update on Whaddon Roads and Transport

Roads and footways:

- District Councillor Cathcart had formally written to the Housing Department at SCDC about the repairs needed to the road outside the bungalows in Ridgeway Close. He is awaiting a response. Acting Chairman Strudwick thanked District Councillor Cathcart.
- The dip in the A1198 at the right-hand turn into Whaddon was worsening. The Clerk was asked to write to Highways about this. Councillor Rose offered to take a photograph of the road provided it could be done safely.

Proposed bus service: Cambridgeshire CC had sent notification that they were re-tendering the contract for bus-service 127 with a proposed start date of 28 July 2008. The Clerk would seek clarification about the impact of this on the proposal to introduce this service into Whaddon.

Bus Shelter: the new shelter was due to be delivered in the last week of July. Councillor Ginger had arranged for the existing shelter to be demolished and Councillor Peyton and Chairman Webb would deal with the disposal of the asbestos-sheet roofing panels.

5.2 Diseased Trees on Church Street

Roz Richardson (SCDC tree officer) had looked at the horse chestnuts on Church Street. Acting Chairman Strudwick summarised the key points from an email report sent by Roz Richardson following her visit. The trees were suffering from a bacterial disease with various degrees of infection. It was recommended that a professional condition survey be undertaken to establish which trees were a priority for works, to enable further decisions and to acknowledge a duty of care. SCDC would support the PC with planting new trees and stump removal although the PC would need to fund the removal of the existing trees.

The Councillors wanted to act quickly because of the condition of some of the trees. Acacia Tree Services had quoted £250 plus VAT for a report by a qualified arboriculturalist. A member of the public, on invitation from the Acting Chairman, expressed concern about the condition of the tree over the park benches and also pointed out that the trees had originally been planted in memory of Molly Hale.

It was resolved that the Clerk would arrange for Acacia to undertake the report as soon as possible. Councillor Rose volunteered to help remove the ivy from the trees to aid with the assessment. It was suggested that it would be necessary to inform parishioners what was happening, particularly should trees need to be removed.

6.0 New Correspondence

- SCDC – details of BT consultation re proposed closure of phoneboxes (closing date 6th September 2008).
- Cambridgeshire County Council (CCC) – details of changes to bus routes in Cambridge City Centre.
- Bassingbourn Community Facilities and Events Working Group – questionnaire about village hall usage in connection with potential new village hall for Bassingbourn.
- NATS Terminal Control North Proposed Changes to Airspace – consultation extended to 19th June 2008.
- CCC – notification of termination of bus service 127 and re-tendering with proposed start-date of 28th July 2008.
- CCC – notification that the Parish Path Partnership Grant awarded to Whaddon for 2008/09 had been agreed at £800 (for new disabled-access kissing-gates on footpath 8 and the refurbishment of footpath signs).
- SCDC – review of Street Trading consent. Views sought by 18th July 2008.
- CCC/SCDC – consultation re proposals to change the boundary between Cambridge City and SCDC. Deadline 27th June 2008.
- SCDC – invitation to a briefing on Post Office closures (16th July 2008).

7.0 Village Hall Matters

Acting Chairman Strudwick provided an update. Plans for the refurbishment of the hall were progressing well. Another meeting with the architect had been arranged. It would be necessary to meet with a lawyer to discuss setting up the village hall as a charitable trust.

8.0 Potential Removal of Telephone Kiosk on Bridge Street

Acting Chairman Strudwick explained that BT had identified the telephone kiosk on Bridge Street for potential closure as part of a wider programme of phone-box closures. In order for the PC to respond to the consultation the Clerk had asked for usage figures. These were expected in late June/early July. The Councillors commented that if there should be only one phone-box in Whaddon that it should be coin-operated to allow for emergencies. The Clerk was asked to put the item on the agenda for the August PC meeting.

9.0 Update on Affordable Homes

Bedford Pilgrims Housing Association had completed negotiations with County Farms Estates for the purchase of the land on Church Corner and their architects were in discussion with SCDC planners. CCC had written to SCDC planning department stating that the Church Corner site was the only land they were willing to sell in Whaddon for the project.

10.0 Comments from the Public

A member of the public offered to help with removal of the ivy from the horse chestnut trees.

11.0 Any other Business

Councillor Peyton commented on the existence of pot-holes in Bridge Street, towards Dyers Green. The Clerk will report these to Highways and also remind them about the repairs necessary to the footway on Meldreth Road.

Finance:

Cheques approved today (9th June 2008)

Cheque No. 100588, for £362.70, to Whaddon Golf Centre for seven cuts of the recreation ground and additional strimming.

Cheque No. 100589, for £60.00, to Mr P Chilvers for internal audit services.

Cheque No. 100590, for £60.44, to Mr E J Webb for Chairman's expenses.

Cheque No. 100591, for £678.68, to Mrs G van Poortvliet for Clerk's wages and expenses.

As only one cheque-signatory was present a second cheque signature is to be obtained after the meeting.

The internal auditor had signed off the PC's annual return for 2007/08.

Letter to the Chairman – the Clerk circulated a letter sent to the Chairman complaining about the increased traffic on Meldreth Road. The Councillors commented that the police had carried out some speed-checks on Meldreth Road and that the issue was constantly being brought up at the Neighbourhood Watch Area Board Meetings. The Clerk added that District Councillor Cathcart had written to the government minister but had been told that there were no central plans to uniformly reduce speed-limits in villages. Additionally CCC had issued guidelines for their review of speeding in the county with priority being given to A and B roads with the highest accident levels. The Clerk will formally respond to the letter.

Cambridge Water Company - ten awards of £250 would be available under the Village Life Fund initiative. It was suggested that the details be passed to the Whaddon Playground Project.

There being no other business the meeting was now closed at 8.30 p.m.

The date of the next meeting will be Monday 11th August 2008 at 7.30 p.m.

Minutes of Whaddon Parish Council meeting held on 11th August 2008 at 7.30pm in the Village Hall

Present:-	Acting Chair	Mrs C Byatt
	Councillors	Mr L Ginger, Mr P Neale, Mrs M Peyton, Mr C Rose, Dr N Strudwick
	District Councillors	Mr N Cathcart, Mr D McCraith
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	3 present

Councillor Byatt opened the meeting and explained that Chairman Webb was unable to attend due to ill-health and that, as Vice-Chair, she would chair the meeting.

1.0 Apologies for absence – had been received from Chairman Ted Webb and County Councillor Linda Oliver.

2.0 Disclosure of interests – none declared.

3.0 Approval of minutes

3.1 Minutes of last meeting

Councillors all agreed that the minutes of the previous meeting were a true record and Acting Chair Byatt signed them accordingly, including one set for the Main Notice Board.

3.1 Minutes of the AGM

This item was postponed until the next Parish Council meeting.

4.0 Matters arising

4.1 Parish Paths/PPP3 – Whaddon PC had been awarded £800 PPP3 grant for 2008/09.

Councillor Neale confirmed that Whaddon could get another kissing gate to go between the recreation ground and the church yard. It was agreed that this should be painted black. Councillor Neale undertook to look into costs for the black finish. He also agreed to talk to Cambridgeshire County Council about renovation of the footpath signs.

The issue of access to the footpath behind the Barn Shop had been passed to an enforcement officer by County Councillor Oliver. It was observed that the gate was now open outside of trading hours.

4.2 Whaddon Roads and Transport

Roads and footways:

- The A1198/Whaddon Gap junction had been resurfaced with a black anti-skid surface. The footway in Meldreth Road had been repaired on one side of the road but the other side would not be done until the next financial year. Councillor Ginger had asked Highways for temporary surface repairs in the interim. Some of the pot-holes had been repaired in Bridge Street but two remained and the chevrons at the bend in the road near Bumpkins pre-school were obscured by undergrowth – the Clerk was asked to inform Highways.
- The large hole at the entrance to the Ridgeway Close car-park had been repaired but holes remained in the car-park itself. District Councillor Cathcart had received a reply to his letter to SCDC stating that it was unclear if the repairs were the responsibility of SCDC or Highways – he would follow this up.
- The footway outside Morley Manufacturing had industrial rubbish sitting on it. Acting Chair Byatt agreed to speak to someone at the site.

Proposed bus service: Councillor Ginger provided an update on the re-tendering of route 127. This was progressing but the anticipated start-date for the Whaddon service would be delayed.

Bus Shelter: the new shelter had been installed. It was agreed to get a quote for paving under the shelter and laying a footpath up to it. A discussion was held about putting a bench and litter-bin on the concrete base from the old shelter. It was agreed to investigate the costs of this.

4.3 Diseased Trees on Recreation Ground

A special meeting had been held on 10th July and Councillor Rose provided an update. All the horse-chestnuts on the recreation ground were diseased with bleeding canker and were potentially a public liability. One option was to remove all the trees in one go and replant them. An alternative was to do selective felling, ongoing maintenance and piece-meal replanting. At the Church Fete public opinion had demonstrated a very strong preference for clear felling and replanting. SCDC had confirmed that they could fund the stump-removal and replacement trees. Thanks were expressed to Councillor Rose for his work at the Church Fete. It was proposed and agreed (with one abstention) to fell all the horse-chestnuts.

A further two trees near the children's playground (a cherry and a maple) were dangerous and needed removal. These trees were not diseased and so did not require specialist disposal. A quote had been received from William Knight for £250 for their removal (a saving of around £150). It was proposed and agreed to ask William Knight, under the employment of Ken Green, to remove these two trees.

A discussion was held about choice of replacement tree for the horse-chestnuts. The replacement needed to be hardy, drought-resistant and provide year-round interest. It was proposed and agreed to replace the horse-chestnuts with a Rowan Whitebeam cross (*Sorbus X Thuringiaca "Fastigiata"*). The clerk would inform the SCDC tree officer of this choice.

Highways had agreed to carry out the work required to the sycamore tree at the corner of the recreation ground and also would take on the ongoing maintenance costs for this tree.

4.4 Proposed removal of Bridge Street phone-box – according to BT's data there had been zero calls from the phone-box in the year to September 2007. Some councillors had seen it being used and DC Cathcart had himself made calls from it. It was agreed to put a notice in the phone-box asking users to inform the PC if they wanted the phone-box to be saved. The consultation deadline was 23rd August.

5.0 New Correspondence

- Cambridgeshire Constabulary – invitation to Traffic and Speeding Summit.
- SCDC – invitation to South Cambridgeshire Crime and Disorder Reduction Partnership on 10th September. District Councillor McCraith would be attending this.
- Carillion URS – notification of resurfacing works to M11 Junctions 11-12 (7th-31st July) and overnight closure (Mon to Thurs 8pm to 6am and Fri 9pm to 6am).
- SCDC – details of arrangements for public participation on consultation draft supplementary planning documents. Deadline 18th July 2008.
- South Cambs Crime and Disorder Reduction Partnership – Crime and Disorder Survey 2008. Deadline 29th August 2008.
- East of England Regional Assembly – review of East of England Plan and consultation on development project plan and statement of public participation. Deadline 15th September 2008.
- Cambridgeshire ACRE – invitation to Cambs Rural Forum Conference.
- Cambridgeshire Local Access Forum – annual report 2007/08.

6.0 Finance

Cheques already signed (10th July 2008):

Cheque no 100592, for £70.50, to Playsafety Ltd, for ROSPA inspection

Cheque no 100593, for £50.00, to DM Charles, for village newsletter

Cheque no 100594, for £70.00, to SCDC, for election costs/administration

Cheques already signed (29th July 2008):

Cheque no 100595, for £293.75, to Acacia Tree Surgery Ltd, for report on trees on recreation ground.

Cheques approved today (11th August 2008):

Cheque No. 100596, for £158.63, to Moore Stephens for audit of annual return for year to 31 March 2008.

Cheque No. 100597, for £65.58, to Allianz Insurance plc for bus-shelter insurance premium.

Money Received:

£617.04 from SCDC for grass-cutting allowance 2008/09

£420 from SCDC, PPP3 grant

£40 from Henry Burgess for advertising in newsletter

£40 from Mike Radford for advertising in newsletter

£94.27 interest on Barclays bank tracker account to 1st June 2008

The Clerk was asked to look into the PPP3 grant which was expected to be £800.

The Clerk stated that the 2007/08 annual return audit had been completed and advertised as required.

7.0 Village Hall Matters

Councillors Strudwick and Ginger provided an update. The village BBQ had been a success and further events were being planned. It was agreed that a job review and staff appraisal should be carried out for the village handyman. Plans for the refurbishment of the hall had been produced and displayed at the village fete and at this PC meeting. The public response had generally been very positive. A meeting had also been held with a SCDC planning officer who had given a favourable initial response and would visit the hall to access further. Details would be made available on the website and in the newsletter. It was proposed and agreed to send the plans through for planning permission. Charitable Trust status would be investigated in parallel.

8.0 Update on Affordable Homes

The Clerk read out an email from Bedford Pilgrims Housing Association dated 4th August. It stated that SCDC would not support an application for affordable homes on the Church Corner site and that consequently the Housing Corporation had withdrawn their offer of funding for that site. BPHA had a limited time to find alternative sites within the village and asked if the PC knew of any. The Clerk had subsequently spoken with Tracey Harrison of BPHA - the planners had indicated the scheme might get a more favourable response if it was taken to a planning committee. BPHA and their architects were considering if it was worth the expense. They had also tried, unsuccessfully, to contact the owner of the Pickering Farm site as a potential alternative.

It was agreed there was a need for affordable housing within the village. The District Councillors offered to support the Church Corner scheme at a planning committee but suggested it could be difficult without the Planning Officer's recommendation. A discussion was held about alternative sites and Pickering Farm was deemed the most suitable. It was agreed to support BPHA in taking their scheme before a planning committee and also to initiate discussions with the owner of the Pickering Farm site.

9.0 Update on Progress on the Parish Plan.

A special meeting had been held on 28th July to update the parish plan to reflect progress made. Councillor Peyton and Acting-Chair Byatt provided some clarification on various outstanding points. The Clerk would amend the plan and send it to the Councillors for review. The updated plan would go to Cambridgeshire ACRE, the Chair of the Parish Plan committee and also would be posted on the Whaddon web-site.

10.0 Comments from the Public

A member of the public asked if it was possible for the public to attend the Planning Committee hearings about Affordable Housing schemes. District Councillor Cathcart confirmed that they could.

11.0 Any other Business

Councillor Peyton asked who should be contacted to arrange for speed-check strips to be installed. It was agreed that the Clerk would ask County Councillor Oliver. Councillor Peyton commented that the Government Inspectors had asked SCDC to look at amending the local development plan and that all objection sites would now be reviewed again. **District Councillor Cathcart** confirmed that this was the case and that SCDC had been asked to find sites for more housing. They were focussing on major development sites.

Councillor Neale commented that NATS were now reconsidering their plans re aircraft stacking systems. **Acting Chair Byatt** gave thanks to everyone who had been involved in the removal of the old bus-shelter. She commented that there were notices in Spring Lane, Bassingbourn about fly-tipping fines and CCTV surveillance. Similar signs would be useful in the Whaddon Gap car-park. The Clerk was investigating this.

There being no other business the meeting was now closed at 9.35 p.m.

The date of the next meeting will be Monday 8th September 2008 at 7.30 p.m.

Minutes of Whaddon Parish Council meeting held on 8th September 2008 at 7.30pm in the Village Hall

Present:-	Acting Chair	Mrs C Byatt
	Councillors	Mr L Ginger, Mr P Neale, Mrs M Peyton, Mr C Rose, Dr N Strudwick
	District Councillors	Mr N Cathcart, Mr D McCraith
	County Councillor	Mrs L Oliver
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	2 present

Acting Chair Byatt opened the meeting and explained that Chairman Webb had sadly died on Thursday 28th August and his funeral service had been held on 5th September. Acting Chair Byatt paid tribute to the tireless hard-work done by Chairman Webb in a job that he loved doing – he would be greatly missed.

Acting Chair Byatt asked the councillors to give some thought to a donation or gift in memory of Chairman Webb and it was agreed that this be put on the agenda for the next meeting. Councillor Rose offered to undertake a second planting of daffodil bulbs in the Village. It was noted that Alison Blood had also offered to plant bulbs at the top of Bridge Street. It was agreed by the PC to purchase some sacks of bulbs. It was also noted that Chairman Webb had personally wanted to buy a bench to go next to the bus-stop.

The election of a new Chair and Vice-Chair plus the co-opting of another councillor would be put on the agenda for the next meeting. The Clerk would also put up the necessary vacancy notices.

1.0 Apologies for absence – had been received from County Councillor Oliver who was unable to arrive until approximately 8.30 pm.

2.0 Disclosure of interests – none declared.

3.0 Approval of minutes

3.1 Minutes of last meeting

After a short discussion with District Councillor Cathcart, it was agreed to amend Paragraph 11 (Any Other Business) of the previous minutes to read ‘the Government Inspectors had asked SCDC to look at amending the local development plan.’ Councillors now agreed that the minutes of the previous meeting were a true record and Acting Chair Byatt signed them accordingly, including one set for the Main Notice Board.

3.1 Minutes of the AGM

The Councillors approved the minutes of the AGM.

The Clerk was requested to email minutes of the last few PC meetings to Councillor Strudwick for publication on the website.

4.0 Matters arising

4.1 Parish Paths/PPP3 – the Clerk had queried the 2008/09 PPP3 grant and had been advised that it was £420 and not £800 which had been notified in error. Councillor Neale had been unable to contact Andrew Stimson of Cambridgeshire County Council (CCC) to get an update on the renovation of the footpath signs and the installation of the RADAR gate. Councillor Neale would follow this up. The Clerk had contacted Chris Bradley of SCDC who had arranged for fly-tipping notices to be put up in the Whaddon Gap car-park. There was still some old rubbish that required removal and the Clerk was asked to arrange this.

4.2 Whaddon Roads and Transport

Roads and footways:

District Councillor Cathcart had again chased-up SCDC about the repairs needed to the holes in the Ridgeway Close car-park. The repairs appeared to be the responsibility of SCDC.

Proposed bus service: the arrival of County Councillor Oliver was awaited to provide an update.

Bus Shelter: the Councillors agreed to accept a quote of £360 from M G Radford and Son to lay

paving under the bus-shelter and a path up to it. Catalogues with details of litter-bins were being circulated in the mail for the Councillors consideration.

Speed-measuring strips – the Clerk had received notification that it was the responsibility of the Cambridgeshire Constabulary to lay speed-strips on the road.

4.3 Diseased Trees on Recreation Ground

The Clerk had arranged for three tree-surgeons to tender for the felling and disposal of all 19 horse-chestnuts on the recreation ground. The closing date for the submission of tenders was 19th September. Councillor Neale recommended another tree surgeon who should be invited to tender. The remedial work required to the sycamore tree on the corner of the recreation ground was due to be carried out later this week. Councillor Rose was asked if he could remove a six feet ring of ivy from the sycamore at the back of the recreation ground to allow further assessment.

The Clerk had accepted the quote from William Knight for the removal of the cherry tree and the Norway Maple.

Roz Richardson (SCDC tree-officer) had been surprised about the choice of replacement tree made by the PC (Sorbus X Thuringiaca "Fastigiata"). She had suggested alternatives such as Limes and disease-resistant Elms as more suitable to a rural setting. The Councillors generally felt these trees to be too large and not necessarily suited to a windy and dry environment. It was agreed that Councillor Peyton would call Roz Richardson and discuss the matter with her.

4.4 Proposed removal of Bridge Street phone-box – the Clerk had responded to the SCDC consultation asking to keep the phone-box and stressing that the Meldreth Road phone-box should be coin-operated if the Bridge Street phone was removed. However, it was felt that the chance of keeping the phone-box was slim. Councillor Strudwick had circulated details of an adoption scheme allowing local councils to keep the phone-box itself (without the phone) for heritage purposes. Maintenance would be the responsibility of the PC.

4.5 Affordable Housing – the Clerk had spoken to Tracey Harrison of Bedford Pilgrims Housing Association (BPHA). BPHA would be putting in a planning application for the Church Corner site. Although BPHA expected the application would go to a Planning Committee, they were encouraged by the support of the PC and the District Councillors. All the Councillors confirmed their support subject to the designs being an appropriate, un-standardised model. Neither the Clerk nor BPHA had been able to get a response from the owner of the Pickering Farm site.

The Affordable Housing file had now been passed from Mrs Yvonne Alberry (previous clerk) to the Clerk.

4.6 Updated Village Plan – the plan was approved by the PC subject to a few updates noted by the Clerk. The updated version would be put on the web-site and sent to Cambridgeshire ACRE and the Chair of the Parish Plan Committee (Mr N Shaw).

5.0 New Correspondence

- SCDC – notes on the South Cambridgeshire speeding and traffic summit held 22/07/08.
- South Cambs Crime and Disorder Reduction Partnership – invitation to ‘Trickster’ musical (about Bogus Callers) on 22/09/08.
- Cambridgeshire Link – details of new scheme.
- Cambridgeshire Access Team – annual report 07/08.
- Commission for Rural Communities – A guide to becoming a quality council.
- Invitation to ‘Cutting Crimes in your Community’ Conference on 10/09/09.
- Cambridgeshire and Peterborough Minerals and Waste Preferred Options 2 Consultation – 08/09/08 to 20/10/08.
- Minor Highways Improvements Schemes 2009/10 bids.
- Invitation to meet the new Bishop of Huntingdon – Foxton Village Hall, 07/10/08

6.0 Finance

Cheques approved today (8th September 2008):

Cheque No. 100598, for £7,054.71 to Queensbury Shelters Ltd for bus-shelter.

Cheque No. 100599, for £2,684.88, to Sharman Knowles Partnership for architect services re village hall alterations.

Cheque No. 100600, for £319.36, to Whaddon Golf Centre for 5 cuts of recreation ground and strimming

Cheque No. 100601, for £913.06, to Mrs G van Poortvliet for clerks wages and expenses.

Cheque No. 100602, for £60.00, to D M Charles for Whaddon News

6.1 Budget Update

The Clerk provided an update on progress against the 2008/09 budget.

7.0 Village Hall Matters

Councillor Strudwick provided an update from the minutes of the last Village Hall Committee (VHC) meeting. The VHC had been very sorry to hear about the death of Ted Webb. SCDC planners were generally in favour of the plans for the Village Hall extension but had suggested a few minor changes. Councillor Ginger explained that the planners had asked for a flat roof over the entrance area to give a great distinction between the old and new halls. The PC was asked for permission to submit the Village Hall plans for planning permission - this was agreed unanimously. Councillor Ginger would attend a funding fair on 13th September.

The Village Hall accounts had been signed off. There was approximately £6,000 in the current account and £12,500 in the deposit account. Gemma West had agreed to take on the position of cleaner. Acting Chair Byatt and the Clerk would meet with the village handyman on 17th September and would agree a set of terms and conditions with him. Village Hall lettings were disappointing. There was an owl nesting in the roof of the Village Hall.

Acting Chair Byatt thanked Jim Docwra for cutting the grass and clearing up around the Village Hall prior to Ted Webb's funeral. The contract with Ken Green and William Knight for cutting the recreation ground had now been completed. It was estimated that another four cuts plus additional strimming might be needed. The PC agreed a maximum of four additional cuts at £50 per cut. The Clerk was asked to accept the quote from Ken Green. The grass-cutting would need to go out to tender for next year as William Knight was unsure about committing to doing it again. It was agreed to put together a specification and invite tenders.

7.1 Village Hall Refurbishment Expenses

It was agreed that there were likely to be sufficient funds within the PC budget to pay for the expenses incurred this year. A further meeting would be needed in future to agree guidelines about which expenses would be paid by the PC and which by the VHC.

At this point, Acting Chair Byatt asked County Councillor Oliver (who had now arrived at the meeting) to provide an update on the **bus-service**. County Councillor Oliver explained that there were proposals to reshape the route (which was intended to serve Whaddon) to include two other villages. Discussions were currently taking place. With regards to access to the footpath from the **Barn Shop**, an enforcement officer had visited the premises and a new gate arrangement was being designed. County Councillor Oliver also explained that a review of the **speed-limit** on the A1198 was being undertaken. There was no chance of getting any speed-reduction measures in Whaddon which was nowhere near getting onto the list for review.

8.0 Comments from the public

There were no comments.

9.0 Any Other Business

Councillor Peyton commented that Church Corner had been flooded recently. The Clerk would report this to Highways and would also request that the salt-bins be refilled. There had been a theft from a car in Bridge Street – residents were reminded to lock their cars.

There being no other business the meeting was now closed at 9.30 p.m.

The date of the next meeting will be Monday 13th October 2008 at 7.30 p.m.

Minutes of Whaddon Parish Council meeting held on 13th October 2008 at 7.30pm in the Village Hall

Present:- Acting Chair Mrs C Byatt
 Councillors Mr L Ginger, Mr P Neale, Mr C Rose, Dr N Strudwick
 District Councillors Mr N Cathcart, Mr D McCraith
 County Councillor Mrs L Oliver
 Parish Clerk Mrs G van Poortvliet
 Parishioners 5 present

1.0 Apologies for absence – were received from County Councillor Oliver and District Councillor McCraith who would be unable to arrive until approximately 8.45 pm.

2.0 Disclosure of interests – none declared.

3.0 Approval of previous minutes

It was agreed to amend Paragraph 3.1 (Minutes of last meeting) of the previous minutes to read ‘District Councillor Cathcart’ rather than ‘County Councillor Cathcart.’ Councillors now agreed that the minutes of the previous meeting were a true record and Acting Chair Byatt signed them accordingly, including one set for the Main Notice Board.

4.0 Matters arising

4.1 Parish Paths/PPP3 – Councillor Neale had ordered an unpainted RADAR gate to go between the church and the recreation ground. Councillors had agreed either to seek volunteers to paint the gate or to ask the handyman to do it (a black powder-coated gate would cost approximately £455). Councillor Neale would make further enquiries regarding when the footpath signs could be renovated. The rubbish had been cleared from Whaddon Gap car-park.

4.2 Whaddon Roads and Transport – this item was postponed until the arrival of County Councillor Oliver.

4.3 Diseased Trees on Recreation Ground - Acting Chair Byatt thanked Councillor Rose for removing a ring of ivy from the sycamore tree at the back of the recreation ground. Four tenders had been received for the felling and disposal of the diseased horse-chestnuts:

I H Tree Services £6,150	S.J.H. Tree Surgery £3,200
Acorn to Oak £2,995	Acacia £1,185

The Parish Council (PC) resolved to accept the quote from Acacia. The work could commence on 4th November and Councillor Rose volunteered to mail-shot the residents nearest the recreation ground advising them of this. Councillor Strudwick would also put a notice on the web-site. Councillor Peyton and Roz Richardson (SCDC tree officer) had agreed on twelve Sorbus x thuringiaca Fastigiata and one Princetown elm to replace the horse-chestnuts. A letter had been received from Roz Richardson advising that 10 sorbus had been ordered for the 2008/9 planting season. It was thought that ten replacement trees would be sufficient. The Clerk would follow up about the elm. District Councillor Cathcart advised of the importance of adequately caring for the new trees. Councillor Strudwick thanked everyone involved in the arrangements for the diseased trees. William Knight had now removed the cherry tree and the Norway maple.

4.4 Bridge Street phone-box – BT adoption scheme – BT were offering parishes the option to either sponsor a phone-box (maintain the phone-service and contribute to the cost) or adopt it (keep the box without the phone equipment for heritage purposes). It was agreed that the sponsorship option could not be justified given low usage. The adoption scheme would cost £1 for the kiosk but there would be ongoing maintenance costs. The PC resolved to adopt the phone-box on Bridge Street and the Clerk was asked to action this.

4.5 Affordable Housing – Tracey Harrison of Bedford Pilgrims Housing Association (BPHA) had advised that BPHA were considering appointing a Planning Consultant to help get the

Church Corner scheme through a planning committee. BPHA had asked permission to quote the names of the District and County Councillors as supporters of the scheme. These had all agreed to lend support subject to the designs being appropriate.

- 4.6 Design statement update** – David Grech and Clare Sime had been asked to address the next PC meeting.
- 4.7 Update on co-option of new councillor and election of Chair** – there were two candidates for the Parish Councillor vacancy. Interviews would be conducted on 22nd October with the intention of co-opting the successful candidate at the next PC meeting. It was agreed to wait until all councillors were in place and present before the Chair was elected – Clare Byatt would continue as Acting Chair in the meantime.

5.0 New Correspondence

- Communities and local government – consultation on making and enforcement of byelaws. Deadline 20/11/08.
- Standards Board for England – Town and Parish Standard, September 2008.
- Cambridgeshire and Peterborough Association of Local Councils – training courses 2008/9. It was agreed to book Councillors Ginger and Strudwick onto a training course for the management and funding of Village Halls at a cost of £55 each.
- Cambridgeshire County Council – details of road shows to be attended by County Councillors and Officers to provide an opportunity to listen to the views of the public and local councillors.
- SCDC – NW Cambridge Area Action Plan Objection Sites Consultation. Deadline 20/10/08.
- Cambridgeshire Together – invitation to ‘Engaging Parish Council’ event on Wednesday 19th November 2008 (deadline 07/11/08). The Clerk was asked to accept on behalf of Acting Chair Byatt and Councillor Ginger and to check if any additional places were available for Councillor Strudwick.
- Email from Mr Nick Shaw (Chair of the Parish Plan Committee) – thanking the PC for sending him details of progress on the Parish Plan.
- Cambridgeshire Police – details of rollout and invitation to join Speedwatch. Deadline 20/11/08. The Clerk was instructed to accept this on behalf of Whaddon.
- SCDC Standards Committee Minutes 24/09/08.

6.0 Finance

Cheques approved today (13th October 2008):

Cheque No. 100603, for £423.00 to M.D.Radford for paving under bus-shelter.

Cheque No. 100604, for £250.00, to Whaddon Golf Centre for removal of two trees on recreation ground.

Cheque No. 100605, for £319.36, to Mr M Carter for village handyman services.

Cheque No. 100606, for £43.32, to S J Webb for chairman’s expenses.

Receipts:

16th September 2008, £7,750.00, from SCDC, as second instalment of precept.

The Clerk reminded the Councillors that they needed to start thinking about the likely items of expenditure for the 2009/10 precept.

7.0 Village Hall Matters

Councillor Strudwick provided an update. Gemma West had been formally appointed as the cleaner. Acting Chair Byatt and the Clerk had met with the village handyman on 17th September and had received a list of his duties. He had confirmed his interest in continuing with the job. It would be necessary to seek further confirmation about whether the responsibility for emptying the waste-paper and dog-waste bins lay with the handyman or SCDC.

Councillor Ginger confirmed that the plans for the Village Hall extension were due to be submitted on-line on 14th October. Councillor Ginger had also attended a funding fair which had been very useful.

Councillor Strudwick reported that Stan and Jean Ralls had found some old Village Hall Committee minutes in the Village Hall and were looking after them. Councillor Strudwick agreed to go and see what was in these papers.

The Clerk had some names of contractors for the recreation ground grass-cutting. It would be necessary to put together a specification and invite tenders.

8.0 Donation in Memory of Ted Webb

Acting Chair Byatt reported that Mr Webb's family were aware that he had wished to donate a bench to the Village. She would provide some brochures to the family. Several suggestions were then put forward as to a suitable memorial for Mr Webb including naming of venues, something for the Village Hall, an annual prize and a tree. It was agreed to continue the discussion at a later date.

9.0 Comments from the Public

A member of the public commented that she would like to see Ted Webb's memorial associated with the village hall or the recreation ground in some way. She also asked about the impact of the Barn Owls nesting in the Village Hall on the refurbishment project. Councillor Rose provided details of the guidance given by the RSPB on this matter. A member of the public thought that a tree in the grounds of the Village Hall would be a nice memorial for Ted Webb.

10.0 Any Other Business

Councillor Neale commented that the Village Sign looked dilapidated. The Clerk was asked to follow this up. The verges were also in need of another cut. The Clerk had discussed this with Ian Oliver who was waiting until the grass stopped growing before the final cut.

District Councillor Cathcart advised that money was available for climate change initiatives. Parishes were being encouraged to come up with schemes that could reduce their carbon footprint.

Councillor Rose had bought four sacks of bulbs for a second planting around the village and had planted some in the corner of Church Street opposite Bridge Street. It was commented that the replanting could be done in stages and that Alison Blood had volunteered to plant at the top of Bridge Street.

Acting Chair Byatt advised that there would be a litter pick on Thursday 30th October at 10 am and asked the Councillors to help spread the message. SCDC had investigated a report of a burning at the Warmglade/Meldform site on 18th September 2008. It was Warmglade who were at fault and SCDC had responded very quickly. The new Bishop had visited Whaddon Church on 7th October.

The Clerk reported that there was no water in the Bridge Street drain. It was suggested that a reminder be put in the newsletter asking all riparian owners to dig out their section of the ditch.

At this point County Councillor Oliver and District Councillor McCraith joined the meeting.

4.0 Matters Arising (continued)

4.2 Whaddon roads and transport

Roads and footways: the Ridgeway Close car-park and the Bridge Street potholes had been repaired. Highways had confirmed that they would jet out the drain on the Church Corner site and refill the salt-bins. Cambridgeshire Constabulary had agreed to put some speed-strips on the straight section of Meldreth Road but were unable to confirm timeframes.

Bus-service: County Councillor Oliver provided an update. It would be possible to provide a bus-service to Whaddon but, as the County Council was facing spending-cuts, any service would need to be funded locally. The cost for the proposed service would be £2,080 per annum with an additional £1,560 per annum (total £3,640) if the route served Meldreth Road/Mettle Hill as well. It was established that SCDC might be able to make a one-off contribution from the Community Development fund although this was more

likely if the PC also made a contribution. The Councillors expressed disappointment and concern about the ability to pass these costs onto the Village. Councillor Ginger suggested that a reduced time-table (morning, lunchtime and evenings only) would reduce the costs whilst still providing a reasonable service. In addition, diverting the route via Mettle Hill might enable a financial contribution from Meldreth. It was agreed that the Councillors would try to sound-out views from residents and that the Clerk would try to initiate discussions between the route operator, Meldreth and the PC.

There being no other business the meeting was now closed at 9.25 p.m.

The date of the next meeting will be Monday 10th November 2008 at 7.30 p.m.

£50 per annum or a one-off disconnection charge of around £300. The PC voted to continue with the adoption of the phone-box on Bridge Street.

5.5 Affordable Housing – with regard to the minutes of the PC meeting on 8th September 2008, item 4.5, which referred to the passing over of the Affordable Homes File by the previous Clerk, Acting Chair Byatt stated that there had been no intention to imply that the Affordable Homes project had been held up by not having this file. Tracey Harrison of Bedford Pilgrims Housing Association (BPHA) had advised that BPHA had engaged a Planning Consultant to help get the Church Corner scheme through planning. BPHA had also been approached by Mr John Cooper, owner of the Pickering Farm site, who wished to explore the possibility of an affordable housing development on that site. BPHA would meet with Mr Cooper to discuss this further. The Church Corner site is unlikely to be granted planning permission if another suitable site is available. The Pickering Farm option is likely to propose some market-housing. It was agreed that the PC would continue to explore all options.

6.0 Design statement – a presentation about Design Statements was made by David Grech and Claire Sime. The advantages and limitations of Design Statements were set out and the process for its production was outlined. It was argued that a succinct document which explained the village history and development, landscape and setting, materials etc would be the most appropriate for Whaddon. It would be possible to ask SCDC planning department to make the Design Statement a material consideration in the planning process. The Design Statement would inform development, extensions and boundary treatments (walls, hedges etc.). It is feasible for a Whaddon Design statement to be produced by Autumn 2009. Questions and discussion followed. Some Councillors were concerned that the role of the Design Statement in the planning process was less significant than had been anticipated when it was originally included within the Parish Plan. Acting Chair Byatt thanked the speakers and asked for the Design Statement to be an agenda item at the next PC meeting. David Grech and Claire Sime confirmed that they would be prepared to lead the project should it go ahead.

7.0 New Correspondence

- Cambridgeshire and Peterborough Association of Local Councils (CPALC) – constitution, financial accounts and invitation to AGM (06/12/08).
- Rural Housing Trust – invitation to an open house on 14/11/08 to see a new scheme of Affordable Housing.
- SCDC Recycling Officer – offer of free wood-chippings from Acacia and Eastern Tree Surgery for footpaths etc.
- National Association of Local Councils (NALC) – 2008/09 pay scales. The Councillors agreed to award the Clerk a cost of living increase (to £8.44 per hour) back-dated to 01/04/08.
- SCDC – request for comments on plans for development sites for 1500 new houses. Deadline 12/12/08.
- CPALC – invitation to South Cambridgeshire Association of Parish and Town Councils meeting on 19/11/08.
- Communities and Local Government – request for comments on proposed model code of conduct for local authority members and employees. Deadline 24/12/08.

8.0 Finance

Cheques already signed

Cheque no. 100607 for £85.00 to SCDC for planning application fee for Village Hall.

Cheque no. 100608 for £82.50 to SCDC for balance of planning application for Village Hall.

Cheques approved today (10th November 2008)

Cheque No. 100609, for £1163.25 to Sharman Knowles Partnership for architect services in connection with the Village Hall.

Cheque No. 100610, for £592.56 to Mrs G van Poortvliet for clerks wages.

Receipt

8th September 2008, £121.41, interest on Barclays Business Rate Tracker Account from 2nd June to 7th September 2008.

- 9.0 Village Hall Matters** - Councillor Strudwick provided an update. The next meeting of the Village Hall Committee is due to take place on 12th November. A donation towards the Village Hall refurbishment project had been received from the collection made at Ted Webb's funeral. Mrs Jean Webb and the VH Committee members would be asked for ideas on how to spend this money.

Councillor Ginger confirmed that the plans for the Village Hall extension had been submitted. A meeting with the architect and quantity surveyor had been scheduled for 18th November.

Councillor Burchett would help the Clerk to put together a specification for the recreation ground grass-cutting.

- 10.0 Whaddon Playground Project Update** - Councillor Burchett reported that the Playground Project is in discussions with Cambridgeshire Play Pathfinder Programme (CPPP) about a potential grant of £40,000. Should this grant be awarded the total funds for the Project will be £65,000, enabling a range of play-equipment to be purchased. One of the conditions for the CPPP grant is that timber play-equipment be used. Three suppliers will be asked to provide quotes. The PC will also need to sign a Deed of Dedication and provide a letter confirming that they will meet the inspection, maintenance and insurance requirements for the new equipment. Concern was expressed that the increased budget would require increased on-going expenditure on maintenance and insurance. It was suggested that the PC and Playground Project needed to agree a suitable way forward. The design-proposal for the playground will be available in the Village Hall on 29th November at 2pm.

- 11.0 Comments from the Public** - A member of the public asked why the bus-shelter had been installed so high off the ground and why Whaddon was being asked to contribute towards the cost of the proposed bus-service. The Clerk was asked to contact the supplier of the bus-shelter. Councillor Ginger explained that due to funding cuts it would be necessary to demonstrate the need for a new bus-service. Three villages had been asked to contribute to the costs of the proposed extension to the bus-route. A member of the public asked that the deadline for the SCDC playground grant be double-checked to ensure it was not missed.

12.0 Any Other Business

Councillor Ginger commented that a parishioner had contacted him using his personal email address. The preferred method for contacting councillors should be via telephone or the Clerk's email. It was agreed that a statement be put in the village newsletter and on the website. Barrington Cement Factory was closing down.

Councillor Peyton provided an update from Neighbourhood Watch. On 9th November two properties in Dyers Green, backing onto the bridleway, had been targeted for shed-burglaries. Residents were reminded to lock their property and provide adequate lighting.

Councillor Strudwick asked if it was possible for the PC minutes to be circulated earlier. The Clerk agreed to do this.

Acting Chair Byatt reported that there had been many incidents of post being wrongly delivered in the village. Councillor Peyton had already contacted Royston Post Office and been informed that this was being dealt with. It was decided to monitor the situation to see if it improved. A lorry had turned at the top of Bridge Street and had carved-up the verges. The Clerk was asked to put the election of a Chair on the agenda for the next PC meeting.

There being no other business the meeting was now closed at 9.30 p.m.

The date of the next meeting will be Monday 12th January 2009 at 7.30 p.m.