

**Minutes of Whaddon Parish Council meeting held on 11<sup>th</sup> June 2012 at 7.35p.m. in the Village Hall, Church Street, Whaddon, Royston, Hertfordshire, SG8 5RY.**

Present:	Chair	Mrs M Peyton
	Councillors	Mrs K French, Mr L Ginger, Mr P Neale
	District Councillors	Mr N Cathcart, Mr D McCraith
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	4 present

The Chair apologised for the late start of the meeting.

- 1.0 Apologies for Absence** – received from Cllr J Lewis and County Cllr L Oliver.
- 2.0 Receipt of outstanding Register of Members’ Interests Declarations from Councillors:** Register of Members’ Interests received from Cllr French but not from Cllr Lewis. Action: the Clerk to check the position with SCDC re the non-receipt from Cllr Lewis.
- 3.0 Declarations of Interest** – none declared.
- 4.0 Minutes – approval and signing of minutes from Parish Council Annual Meeting of 15<sup>th</sup> May 2012 – Resolved:** that the minutes of the meeting be signed by the Chair as a true and correct record.
- 5.0 Report from Clerk and Cllrs – on business remaining from previous meetings:** a verbal report was given.
- Whaddon Village Hall & Recreation Ground Trust (WVHRGT) Risk Assessment – this had now been completed and would be presented at WVHRGT’s AGM on 18<sup>th</sup> June 2012.
  - Parish Council Insurance Policy – a three year deal had been entered into with Zurich Municipal.
  - 2012/13 Meeting Dates – the Annual Parish Meeting would take place on 22<sup>nd</sup> April 2013. A revised date may need to be agreed for the September 2012 meeting. Actions: the Clerk to amend the posters and website and book the Village Hall for the APM. The Clerk to schedule an agenda item for the next PC meeting to discuss the date of the September meeting.
  - Bridge Street Fountain Garden – this had now been repaved.
  - Jubilee Party – this had taken place on Monday 4<sup>th</sup> June and had been a very successful event. Thanks were given to the organising team. Action: the Clerk to write to Mr N Shaw, Mrs W Evans and Mrs A Newberry to thank them for organising the Jubilee celebrations.
- 6.0 Reports from District and County Cllrs** – postponed until the arrival of the District Cllrs.
- County Cllr Report – an emailed report from County Cllr Oliver was read out. The key points were:
- Cambridgeshire Libraries – a new IT System had been jointly purchased with Suffolk County Council. Some services would not be available between 11-22<sup>nd</sup> June and libraries would need to close (usually for a day) whilst the new system was installed. The system would save money and give users access to a wider range of services. Loan periods had been extended to six weeks.
  - Cambridge & Counties Bank – Cambridgeshire County Council and Trinity Hall College had joined forces to own and run a bank. The bank would concentrate on secured lending to small and medium enterprises (SMEs) and bring good returns for the CCC Pension Fund, reducing the burden on the taxpayer.
- District Cllr Report: a verbal update was given by the District Cllrs:
- SCDC had appointed a new Head of Planning.

- Proposed wind farm at Litlington – this planning application had not yet been determined and was likely to go before the Planning Committee in August or September. Litlington and Bassingbourn PCs had opposed the plans.
- A proposal was being considered to deal with planning infringements by the main Planning Committee rather than via a separate meeting.

## 7.0 Public Participation:

- Mr M Monks provided an update on the residents' survey about reducing the speed limit in the village. 63% of households had completed the survey with over 90% of responses supporting a 30mph speed limit throughout Whaddon. The District Cllrs wished to add their support to the proposal. Action: the Clerk to contact CCC to ask how they wanted the results of the survey to be presented to them.
- Mr M Monks provided an update on the request for residents' email addresses for disseminating important information throughout the village. Around 85 residents had provided email addresses. Thanks were given to Mr Monks.

## 8.0 Finance:

### 8.1 Approval of Payments – Resolved: that the following payments be approved:

#### Cheques already signed (24<sup>th</sup> May 2012)

Cheque No. 100777, for £390.00, V T Skuce, repaving of Bridge Street Fountain Garden.

#### Cheques to be signed today (11<sup>th</sup> June 2012)

Cheque No.100778, for £88.80, Hales Printers, May 2012 newsletter and speed limit consultation forms.

Cheque No. 100779, for £451.03, Zurich Municipal, Parish Council insurance year to 31<sup>st</sup> May 2013.

Cheque No.100780, for £959.69, Mrs G van Poortvliet, Clerk's wages and expense allowance for qtr to 30<sup>th</sup> June 2012.

Cheque No.100781, for £50.00, Mrs M Peyton, Chair's expense allowance for qtr to 30<sup>th</sup> June 2012.

Cheque No.100782, for £333.72, Mr N Shaw, Jubilee Party Expenses.

### 8.2 Noting of change to fixed asset values disclosed in the Annual Return – since the approval of the 2012 Annual Return at the previous PC meeting, the Clerk had received advice from the Cambridgeshire and Peterborough Association of Local Councils that the assets leased to WVHRGT should also be included in box 9 of the Accounting Statements. The PC retrospectively agreed a change in the fixed assets value to £550,626 (previously £17,126) using the insurance value of the assets leased to WVHGT.

## 9.0 Correspondence

- CCC – Environment and Transport Services survey.
- CCC – May 2012 update from County Cllr Oliver pointing out the importance of residents' registering their interest in fast broadband.
- SCDC – notes from Local Plan Parish Council workshops.
- Cambridgeshire ACRE – details of the 'Get Cambridgeshire Connected' campaign (fast broadband).
- Audit Commission– consultation re proposed appointment of Littlejohn LLP as external auditor for five years from 2012/13 and details of audit fee schedule. Any objections to be made by 29<sup>th</sup> June 2012 (no objections received).

## 10.0 Co-option of Councillors – update and agreement of actions: the PC had received three applications for the Parish Cllr vacancies. Action: the Clerk to arrange the interviews for Thursday 21<sup>st</sup> June. The successful candidates could be co-opted at the next PC meeting.

It was agreed to move to agenda item 13.

- 13.0 Website – discussion of the way forward and agreement of actions:** the PC’s Risk Assessment had identified some potential risks relating to the website, particularly concerning reliance on one individual. Dr Nigel Strudwick, who develops and updates the website, was invited to address the meeting. Dr Strudwick confirmed his willingness to continue to update the website and also explained how Whaddon’s website model was set-up. A discussion was held and the idea of finding a deputy for Dr Strudwick was explored. Actions: the Clerk to set up a meeting between Dr Strudwick, the Chair and the Clerk to further explore how the current website system works and ascertain what could realistically be done to reduce reliance on one individual. Thanks were given to Dr Strudwick.
- 11.0 Whaddon Village Hall and Recreation Ground Trust – update:** Mrs W Evans, Vice-Chair WVHRGT, was invited to address the meeting. A verbal update was given:
- WVHRGT’s AGM would take place on 18<sup>th</sup> June 2012
  - The next key objective was to replace the Village Hall (VH) floor and insulate the walls.
  - Whaddon Hidden Gardens fundraising event would take place on Sunday 24<sup>th</sup> June.
- 12.0 Freedom of Information Policy – review and adoption of updated policy –Resolved:** that the draft Freedom of Information Policy be adopted by the PC. Action: the Clerk to ask for the adopted policy to be put on the website.
- 14.0 S106 monies – update and agreement of next steps:** potential uses for the ring-fenced S106 monies were discussed. Agreed: that the PC should invite VH and recreation ground user-groups to apply for the funds. Action: the Clerk to put details on the notice-boards and website inviting applications and also to bring this to the attention of WVHRGT, Whaddon Cricket Club and Whaddon Playground Project.
- 15.0 Village Upkeep and Maintenance – reporting of issues:**
- **Potholes in Bridge Street** – these had been reported to CCC Highways and would be repaired. The CCC Highways web-based reporting tool did not work in certain areas of Whaddon with poor internet connection.
  - **Meldreth Road telephone box** – this was noted to be in a poor state of repair.
- 16.0 Items for next meeting:**
- Co-option of Cllrs
  - Parish Plan
  - Presentation of Accounts to 30<sup>th</sup> June 2012
  - Agreement of September meeting date.
- 17.0 Date of next meeting – 13<sup>th</sup> August 2012**

**There being no further business the meeting closed at 9.27 pm**