

Minutes of Whaddon Parish Council meeting held on 4th September 2012 at 7.30p.m. in the Village Hall, Church Street, Whaddon, Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Mrs M Peyton
	Councillors	Mr H Burgess, Mrs K French, Mr L Ginger (from 7.35pm), Mr R Scott
	District Councillors	Mr D McCraith (from 8.37pm)
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	1 present (from 8.12pm)

- 1.0 Apologies for Absence** – received from Cllr A Milton and County Cllr L Oliver. Notice of late arrival (and potential absence) received from District Cllrs N Cathcart and D McCraith. (Cllr L Ginger entered the meeting.)
- 2.0 Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 13th August 2012** – Resolved: that the minutes of the meeting be signed by the Chair as a true and correct record.
- 3.0 Declarations of Interest** – none declared.
- 4.0 Report from Clerk and Cllrs – on business remaining from previous meetings:** a verbal report was given.
- Bridge Street Safety Signage – the signs and posts had now been delivered to the Clerk. Actions: The Clerk to ask Cllr Lewis to provide a map and confirmation of where the posts should be installed. The Clerk to arrange a quote for installation.
 - Register of Members Interest Forms – copies received from Cllrs Burgess, Ginger and Peyton. Actions: Cllrs French, Lewis, Milton and Scott to provide copies of completed forms to the Clerk.
 - Broadband – Cambridgeshire County Council were in ongoing discussions with BT. A technical expert from BT would be looking at the situation in Whaddon to evaluate the available options for improving the broadband speed. It was hoped that the Chair, Dr Strudwick and BT would be able to hold a meeting to discuss this further.
 - Footpaths – footpath 21 (between the reservoir and the A1198 in Kneesworth) had been cut although the end had since been ploughed up. The CCC Rights of Way Officer would like to have a site meeting with the Chair and the Parish Paths Partnership Co-ordinator to look at the footpaths in Whaddon.
- 5.0 Reports from District and County Cllrs** – no County Cllr present.
- District Cllr Report: it was agreed to postpone this item until the arrival of a District Cllr.
- County Cllr Report: an email update had been received from County Cllr Oliver. The main points were:
- Broadband Speeds in Whaddon – discussions with BT were continuing. One avenue might be to set up a Community Trust to make independent arrangements with BT although the cost would need to be met locally. The local plan which would shape planning policies until 2013 was currently in the consultation period (deadline 28th September).
 - Superfast broadband, Cambridgeshire – 13,000 businesses and residents had signed up to support the ‘Connecting Cambridgeshire’ initiative. People should still to be encouraged to show interest.
 - Adult Education Courses – details of all courses can be found on www.cambridgeshire.net/courses.
 - Reporting potholes and requesting other highways repairs – this can be done using the CCC weblink www.cambridgeshire.gov.uk/transport/roads/reportingafault.htm
- 6.0 Public Participation:** no members of the public present as this stage.
- 7.0 Finance:**

- 7.1 Approval of Payments – Resolved:** that the following payments be approved:
Cheques already signed (16th August 2012)
 Cheque No. 100786, for £767.59, C W Technologies (UK) Ltd, safety signs, fittings and posts for Bridge Street.
Cheques to be signed today (4th September 2012)
 Cheque No. 100787, for £78.00, Hales Printers, newsletter printing.
 Cheque No. 100788, for £190.80, Moore Stephens, Audit of Annual Return for year ended 31 March 2012.
 Cheque No. 100789, for £184.00, Mr D Evans, gardening (Bridge Street Fountain Garden) and edging along side of recreation ground onto Church Street footway.
 The PC approved £20 expenditure for bulbs for the Bridge Street Fountain Garden. Action: the Clerk to ask the handyman to purchase the bulbs.
- 7.2 Noting of external audit report for 2012 Annual Return** – the external auditors had signed the annual return for 2012. The return and notice of closure of the audit was being displayed on the notice board. Actions: the Clerk and Chair to produce an annual report for the next issue of the newsletter.
- 7.3 Bank Mandate update and appointment of signatories** – Agreed to postpone this item to the next meeting.

8.0 Correspondence

- TGC Renewables – invitation to a Community Consultation Exhibition, Wimpole Village Hall, 30th August re proposed Solar PV Park, Hoback Farm, south of Wimpole and Orwell.
- Audit Commission – notification of appointment of Littlejohn LLP as the PC's external auditor for five years commencing 2012/13.

- 9.0 Planning Matters - noting of Planning Committee recommendation re S/1247/12/FL and S/1247/12/LB, part demolition of existing lean to and new two storey extension, 100 Church Street, Whaddon:** the Planning Committee recommended approval, no comments. It had since been established that an error had been made in the Design and Access Statement (which had not been sent to the PC) falsely stating that a change of use to Bed and Breakfast was being sought. This was not the case. An amendment would be made and revised documents circulated to the PC. Action: the Clerk to write to ask the Planning Officer why the Design and Access statement had not been sent to the PC.

- 10.0 Whaddon Village Hall and Recreation Ground Trust – update:** the Chair of WVHRGT was not present. This item was postponed until the next meeting.

- 11.0 SCDC Local Plan – agreement of PC response re issues of relevance to Whaddon including a possible additional employment development area at the Eternit Site:** it was agreed to delegate this to the Planning Committee and that a meeting be convened to consider it. Actions: the Clerk to request an additional copy of the SCDC Local Plan, circulate it to the Planning Committee and convene a Planning Committee meeting. Cllrs to review the consultation document and suggest items of relevance to Whaddon for the Planning Committee's consideration.

- 12.0 Code of Conduct Dispensations – agreement of process and passing of resolution if necessary:** the PC resolved to delegate the power to grant dispensations to the Clerk. The power rests with the relevant authority under section 33(1) of the Localism Act 2011 and the basis is set out under section 33(2).

It was agreed to return to agenda item 6.0 as a member of the public had arrived.

6.0 Public Participation:

- The member of the public asked the PC to consider purchasing a Multi Use Games Area for the recreation ground, using S106 funds. The individual was asked to email the Clerk with details of the equipment wanted, its cost and how it could benefit the village.
- The member of the public asked about progress on the Bridge Street phone box refurbishment – the PC advised that this was progressing but there had been some delays.
- The member of the public asked whether the recreation ground railings were due to be repainted this year. Actions: the Clerk to ask the handyman to provide a quote for the repainting and to liaise with WVHRGT to see if they preferred to organise some volunteers to do the painting.

13.0 Parish Paths Partnership (P3) – appointment of Co-ordinator: Cllr Burgess agreed to be the P3 Co-ordinator for Whaddon, with Cllr Scott acting as deputy. Action: the Chair to arrange a site meeting with CCC Rights of Way Officer and the new P3 co-ordinator(s).

District Cllr McCraith joined the meeting – it was agreed to return to agenda item 5.0

- 5.0 Report from District Cllrs** – a verbal report was given by District Cllr McCraith:
- SCDC Local Plan – SCDC Planning Department were very keen to have the views of PCs on the issues and options concerning their villages e.g. broadband, parking, open spaces, transport.
 - Wireless Station, Kneesworth – a footpath should have been provided from Chestnut Lane to Kneesworth as part of the planning permission for the site but this had not been done. The Wireless Station was now applying to expand which would be an opportunity for Bassingbourn PC to insist that a footpath was provided. Action: the Chair to contact Bassingbourn PC to see if any support was needed from Whaddon PC.

14.0 Village Upkeep and Maintenance – reporting of issues

- The contractor who cuts the recreation ground grass had pointed out that the hedge between the golf centre and recreation ground was very overgrown. Actions: the Clerk to report this to WVHRGT.
- The ‘S’ on the ‘SLOW’ road marking going into Bridge Street had been removed when CCC Highways had repaired the edge of the highway. The Chair had reported this to CCC Highways. Action: the Clerk to ask CCC for the letter ‘S’ to be repainted.
- Notice Boards – the Perspex was quite cloudy, particularly on the Bridge Street notice board making it harder to see the notices. Action: the Clerk to ask the handyman to inspect all the notice boards and provide a quote for replacing any Perspex deemed necessary.

15.0 Items for next meeting:

- Bank mandate
- Accounts to 30th September 2012
- Parish Plan update
- Audit Report
- WVHRGT update
- Complaints procedure

16.0 Date of next meeting – it was agreed to change the next PC meeting date to Monday 15th October to enable it to be quorate. Action: the Clerk to amend the notices and book the Village Hall.

There being no further business the meeting closed at 9.00 pm