

**Minutes of Whaddon Parish Council meeting held on 7<sup>th</sup> April 2014 at 7.37p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.**

Present: Chair Mrs M Peyton  
 Councillors Mrs K French (until 9.20p.m.), Mr L Ginger, Professor A Milton,  
 Mr R Scott  
 Parish Clerk Mrs G van Poortvliet  
 District Councillors Mr D McCraith  
 Parishioners 2 present

- 1.0 Apologies for Absence** – received from Cllrs J Lewis and A Walker, District Cllr N Cathcart and County Cllr A Dent.
- 2.0 Minutes – approval and signing of minutes from Parish Council (PC) meeting of 10<sup>th</sup> March 2014** – Resolved: that the minutes were signed by the Chair as a true and correct record.
- 3.0 Declarations of Interest** – none declared.
- 4.0 Report from Clerk and Councillors on business remaining from previous meetings:** a verbal report was given.
- Traffic management, Meldreth Road – Speedwatch had arranged for two cars to be parked in Meldreth Road in locations where give way ‘squeeze’ features might be positioned. This had been done during a morning rush hour and had been successful at slowing traffic speeds. The Chair and Clerk would be meeting with Cambridgeshire County Council (CCC) Highways on 9<sup>th</sup> April for further discussions about the proposed traffic scheme.
  - New speed limits, Meldreth – several of the 40mph repeater signs ordered by CCC Highways had not originally been put up - this had now been rectified. No further 30mph repeater signs were needed due to the existence of street lighting which indicates a 30mph limit. Action: the Clerk to ask County Cllr Dent about the possibility of repainting the white lines at the Whitecroft Road junction and to report that two of the new 40mph signs were already being obscured by overgrown hedgerows.
  - Main PC notice board – Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) would be considering the request to mount the notice board on the side of the village hall at their meeting this evening. It was hoped that the original notice board could be adapted for use on a building if permission was granted.
  - Phone box library, Bridge Street – shelves had been put in by volunteers (although one extra shelf was thought necessary) and the library was already in use. A volunteer had been found to oversee the library and had suggested putting comment sheets in the books. The light in the phone box was not working - it was possible that the light fitting was broken. It was suggested that a solar powered light be used. Action: the Clerk to thank the volunteers who had painted and converted the phone box into a library
  - Bridge Street council houses – District Cllr McCraith had visited the council houses to check the state of finish to the refurbishment works and had reported this to the housing officer. The contractor was at fault and had been asked to complete the works on 16<sup>th</sup> April. District Cllr McCraith had asked the residents to let him know if the contractor did not start work on the 16<sup>th</sup> April. The Chair also advised that some insulated power boxes that should have been fitted to the houses had actually been thrown into a skip.
  - Whaddon Gap Junction – Cllr Dent had contacted relevant CCC officers about the possibility of a right hand turning lane into Whaddon Gap. Budget constraints and other priorities meant that this would not be possible at this time. Cllr Dent would continue to lobby for this.
  - Salt bin, Town Farm Close – no reply had been received from CCC Highways regarding adding a salt bin to their filling rota. Action: the Clerk to follow this up with CCC.

## 5.0 Reports from District and County Cllrs:

District Cllrs' Report: a verbal report was given:

- Proposed Solar Farms – a planning application was being made for a solar farm in Croydon by the same applicants proposing the solar farm in Wendy. Wendy Parish Meeting was looking to negotiate with the applicants to get some benefit for the village. Bassingbourn PC had negotiated with the applicants regarding a proposed solar farm in their parish and had since recommended approval of that scheme.
- Bassingbourn Barracks – Libyan Troops were expected to arrive from 2<sup>nd</sup> May onwards.

County Cllr's Report: no County Cllr present at the meeting. An update report on CCC issues had been circulated to the Cllrs. In addition County Cllr Dent had voiced concern to the relevant parties about the situation regarding broadband provision in Whaddon.

## 6.0 Planning – noting of Planning Committees recommendations re planning applications (i) S/0531/14/FL and S/0532/14/LB – 173 Bridge Street, SG8 5SP for demolition of late 20<sup>th</sup> century flat-roofed extension, erection of new one-storey extension with attic rooms, replacement of existing late 20<sup>th</sup> century open porch with new enclosed porch and rebuilding central chimney stack above roof level and (ii) S/0594/14/FL – 113 Meldreth Road, SG8 5RS for single storey front extension and two storey and single storey rear extensions – the PC noted that the Planning Committee had recommended approval for these applications.

## 7.0 Correspondence

- The Wentzel Partnership – invitation to Solar Farm Public Exhibition and Consultation re Vine Farm, Wendy, 27<sup>th</sup> March, Wendy Village Hall.
- W VH&RGT – draft minutes from meeting on 3<sup>rd</sup> March 2014 and agenda for meeting on 7<sup>th</sup> April 2014.
- Cambridgeshire Park & Ride – information regarding the introduction of car parking charges at Cambridge Park & Ride sites.
- County Councillor – County Report March 2014.
- Email from local resident – enquiry regarding status of phone box in Meldreth Road (not currently working and contains a poster asking if the parish wishes to adopt it). This was discussed. Action: the Clerk to try to ascertain the status of this phone box and see if the equipment could be repaired.
- Email from local resident – complaining about dog fouling in Ridgeway Close. This was discussed. Action: the Chair to draft a request for dog walkers to pick up after their dogs and distribute it via the village email system.

## 8.0 Finance - Approval of Payments: Resolved: that the following payments be approved:

### Cheques already signed (28<sup>th</sup> March 2014)

Cheque No. 100864, £100, Magpas, charitable donation.

Cheque No. 100865, £257.34, New Flame, fire equipment maintenance, village hall.

### Cheques to be approved for signing today (7<sup>th</sup> April 2014)

Cheque No. 100866, £700.00, Morley Manufacturing, cage for heat exchanger for village hall.

Cheque No. 100867, £92.00, Hales Printers, village newsletter March 2014.

Cheque No. 100868, £158.34, Cambridgeshire & Peterborough Association of Local Councils, subscription 2014/15.

## 9.0 Public Participation:

- A member of the public had met someone who lived outside the Parish who might be prepared to take on the job of Village Handyperson. The Cllrs advised that the person concerned should contact the Clerk.
- A member of the public asked about speed limits and whether it was possible to consider alternative methods of influencing opinion when official requests did not work. The Cllrs explained that PC's are constrained by statute as to what they have power to do themselves.

- A member of the public asked if the PC were intending to do anything further about a right hand turning lane on the A1198 at Whaddon Gap or if they would accept CCC Highways comments about lack of available funds. The Cllrs explained that they would follow this up further and that the biggest influence on CCC Highways was the accident rate. Actions: NHW to ask the police for official accident figures for Whaddon Gap junction. The Cllrs to ask for further input from County Cllr Dent at the next meeting.

**10.0 Community Plan – presentation and adoption:** Cllr Ginger presented the eight key recommendations from the Community Led Plan. Overwhelmingly the biggest recommendations were for a housing needs survey and for urgent safety improvements at the A1198 Whaddon Gap junction. The PC gave thanks to the Community Plan Committee for producing the Plan and for the speed and quality of their work. It was resolved to adopt the recommendations of the Community Led Plan. Action: the Clerk to table an agenda item for the June meeting to assign actions against each of the Community Led Plan recommendations.

**11.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) – update:** Cllr Ginger gave a verbal report:

- Village Hall (VH) Refurbishment, back section – the building works had been completed on time and within budget with very few issues. The contractor had been very good. The Building Regulations inspection and Fire Safety audit had both been completed. The next stage would be to complete the veranda and guttering.
- Fundraising Events – the Magic Night had been a very successful evening and the Trustees had lots of ideas for new social and fundraising events in the VH.

**12.0 Grants to Community Clubs/Societies – agreement of process:** The PC had included £700 within the 2014/15 precept for grants to community clubs and societies to enable them to get going. The criteria and application process was discussed. It was agreed that grants of between £50 and £100 would be available to clubs and societies being set up for the benefit of village residents and using the VH and/or recreation ground. Applications would be made via the Clerk and would be discussed and decided on by the PC. Actions: the grants to be announced at the Annual Parish Meeting and subsequently via the village email system. The Clerk to ask the VH Lettings Officer to channel potential applicants to the PC.

**13.0 S106 funds – update on fund status and agreement of actions:** £6,485 S106 funds were still unspent. All of this money was for public open space. The PC noted the balance and discussed potential uses of the funds. Actions: the Clerk to ask SCDC if it would be possible to spend money on a veranda for the VH within the terms of ‘public open space’ and also to ask WVH&RGT if they had any requests for using the funds available. The Clerk to ask Mr P Sexton, SCDC Planning, if there were any S106 monies due to the PC for the development at 132 Meldreth Road.

**14.0 Annual Parish Meeting – agenda items:** topics for the APM were Speedwatch & Neighbourhood Watch, Community Led Plan, Village Hall, broadband, St. Mary’s Church, updates from the District and County Cllrs, announcement of grants for local clubs and societies, asking for volunteers and a question & answer session. Actions: the Clerk to bring precept information in case of questions and to buy light refreshments. The Chair to email a reminder to residents via the village email system.

**15.0 Village Upkeep and Maintenance – reporting of issues:**

- Overgrown hedges, Church Street – some hedges were obstructing the footway, making it difficult for pedestrians to pass. Action: the Chair to speak to the homeowners to ask them to cut back the hedges. (Cllr French left the meeting).

- Whaddon Gap Junction – a post that had been knocked down some time ago was still missing from the left hand side - there was no speed limit sign in place. Action: the Clerk to email CCC Highways.
- Grass cutting – this would be starting this week.
- Fly tipping, Whaddon Gap car park – a prosecution had been made.
- A14 improvements – no presentations were due to take place in our region. Action: the Clerk to point this out to County Cllr A Dent.

**16.0 Items for next meeting:**

- Approval of 2013/14 Annual Return and Accounts
- Community Led Plan – assignment of actions (June meeting)

**17.0 Date of next meeting/Annual Parish Council Meeting - Monday 12<sup>th</sup> May 2014**

The meeting was closed to the public at this point.

- 18.0 Clerks Review – noting of appraisal, agreement of salary scale point and review of job description:** the Clerk's current job description needed updating. The PC resolved to adopt the NALC model job description for the Clerk. The Clerk left the meeting. The PC noted the Clerk's appraisal and agreed to move her to the next point on the salary scale.

**There being no further business the meeting closed at 9.48 pm**