

Minutes of Whaddon Parish Council meeting held on 9th November 2015 at 8.07p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Mr L Ginger
	Councillors	Mr W Elbourn, Mrs K French, Professor A Milton (until 8.55p.m.), Mr R Scott, Dr N Strudwick, Ms A Walker (until 9.00p.m.)
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	County Councillor	Mr A Dent
	Members of the Public	7 present

1.0 Apologies for Absence – none received.

2.0 Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 12th October 2015 and the Extraordinary PC Meeting of 16th October 2015 – Resolved: that the minutes be signed by the Chair as a true and correct record.

3.0 Receiving Declarations of Interest – none declared.

4.0 Report from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous PC meetings:

- Whaddon Gap junction – the Cllrs asked County Cllr Dent to open talks with Cambridge County Highways about this junction, which was perceived as increasingly busy.
- Dropped kerb diagonally opposite St. Mary's Close – Cambridgeshire County Council Highways had advised that the PC needed to liaise directly with their approved contractors to get costings. Action: the Clerk to arrange for some quotes for installing a dropped kerb.
- Cloud file storage – the PC's electronic files were now being stored by the Clerk on Microsoft OneDrive and access had been given to the Chairman.
- Proposed changes to delegated decision making by SCDC Planning Officers – the Chairman had submitted a response, agreed with the Cllrs, to the amended proposals made by SCDC. These proposals would allow PCs to request that applications be considered by the Planning Committee.
- Broadband – fibre broadband was now live in Whaddon and many residents had been switching to the new service.
- Potential path between Cardiff Place and Whaddon – District Cllr McCraith was hoping to meet with the relevant portfolio holder at SCDC, in the near future, to explore this idea.

5.0 Reports from District and County Cllrs:

County Cllr's Report: a verbal report was given by County Cllr Dent:

- Bassingbourn Barracks – the MoD were reportedly keen to have a British training base at Bassingbourn although no decision had been made.
- Streetlight dimming – Cambridgeshire County Council were pushing to dim streetlights at certain times, mainly for environmental reasons. This would not affect villages.
- Wendy Solar Farm Cable – there was a dip in the road surface on the A1198 where the cable had passed through the road. The Cllrs expressed their disappointment at the lack of information given to the PC by County Farm Estates about cabling works that had taken place on their farmland in Whaddon. This had impacted some footpaths and householders.
- Bus service review – this was still ongoing. The Chair expressed his frustration at how long this was taking.

District Cllrs' Report: a verbal report was given by the District Cllrs:

- Local Plan – the additional work needed before SCDC could resubmit their local plan to the Inspectors was broadly on track. It was anticipated that around 500 additional homes would be needed on the outskirts of Cambridge. The Plan would be resubmitted in February or March 2016.

6.0 Public Participation:

- A member of the public commented what the trees on the verge in Bridge Street, between no. 55 and Dyers Green, needed cutting back again. The Chair stated that the verges grass cutting contractor had said that it was difficult to mow that verge because of the low tree branches. Action: the Clerk to email County Farm Estates to notify them about this and to ask them to cut back the trees.
- A member of the public reported that certain Whaddon residents had not received the last few editions of South Cambs magazine. He had reported this and the residents should all receive the next newsletter which was due out later in the month.
- A member of the public (Whaddon's Speedwatch Co-ordinator) commented that the police seemed to be encouraging villages to purchase their own Speedwatch kit (£2,400 for a set). The member of the public did not think it would be necessary to purchase the equipment just yet. The Cllrs queried whether it might be an option to purchase and share a kit with other local villages.
- A member of the public thanked the Broadband Champion (Cllr Strudwick) for the excellent work he had done to help bring fibre broadband to Whaddon. The Cllrs also expressed their appreciation to Cllr Strudwick and added a vote of thanks to Mrs M Peyton and County Cllr Dent.

7.0 Correspondence – noting receipt of significant items of correspondence:

- CCC Flood and Water Team – reminder about riparian responsibilities for flood risk management (article to go in next issue of newsletter to remind residents of their responsibilities)
- SCDC – update on CCC electoral boundary review. Decision delayed until Feb 2016 to allow further consultation in Cambridge City (emailed)
- Local Council Public Advisory Service – details of Rights of Way and Byways training course on 20th November, Widdington. Action: the Clerk to book Cllr French onto this course.

8.0 Finance:

8.1 Approval of payments: Resolved: that the following payments be approved: Cheques to be signed today (9th November 2015)

Cheque No. 100924, £100.00 (Net £100), East Anglian Air Ambulance, charitable donation (s137).

Cheque No. 100925, £50.00 (Net £50), CAPALC, Annual Clerks and Chairs Catch Up Day 2nd October 2015 (attended by the Clerk and Chair).

Cheque No. 100926, £4779.47 (Net £4,779.47), Cambridgeshire County Council, Local Highway Initiative recharge for Meldreth Road traffic scheme.

8.2 Agreement of date for 2016/17 Precept Meeting – the Clls agreed to hold a Precept Meeting on 4th January 2015 at 8.00p.m. This would not be a public meeting. Action: the Clerk to organise a meeting and venue.

8.3 Consideration of expenditure on additional grass cutting on verge in Bridge Street (between no's 72 and 104). Approval of expenditure as necessary – the verges grass cutting contractor had quoted £80 (+ VAT) to cut back the verge to the stream. He had recommended that this be done twice – once as part of the last cut of the season and again in the Spring. This was discussed. The Cllrs felt that £80 was a large proportion of the verges grass cutting expenditure for one verge. The PC resolved to authorise one cut of this verge in May or June 2016. Action: the Clerk to notify the verges grass cutting contractor of the PCs decision.

9.0 Planning – noting of Planning Committee recommendation re planning application S/2941/15/FL, 138 Church Street, Whaddon, SG8 5RX for rear two storey and part single

storey extension: Whaddon PC Planning Committee had recommended refusal of this Planning Application. Comments were that the PC was not opposed to development of this property but that it queried whether the impact on light and privacy for neighbours, given the scale of the extension, might be a material consideration. They would like this reviewed by SCDC's Planners. (Cllr Milton gave apologies and left the meeting)

10.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT):

10.1 Update: verbal report – this was given by the Chair. There had been no meeting of WVH&RGT since the last PC meeting. The acoustic panels had been installed by some volunteers. Thanks were given by the Cllrs to the volunteers for installing the panels. It was noted how much better the acoustics in the Village Hall now were. WVH&RGT was still trying to raise the remaining funds required for a carpark. Various funding options were being considered including public works loans. The Cllrs noted this development.

10.2 Appointment of PC representative to WVH&RGT – the PC resolved that Cllr Strudwick be appointed as a PC representative to WVH&RGT.

(Cllr Walker gave apologies and left the meeting)

11.0 Recreation Ground Grass Cutting Tender (2016-18) – (i) update and agreement of split of responsibilities between WVH&RGT and the PC, (ii) consideration and agreement of tender specification and end-date and (iii) discussion and agreement of tender process and invitees:

(i) Responsibility for the recreation ground grass cutting had been discussed with WVH&RGT. It was agreed that WVH&RGT would appoint someone to oversee the grass cutting and liaise with the contractor. The PC would own the contract and manage the tender process due to VAT considerations. (ii) The tender specification was discussed and the PC agreed to remove the request to trim around the seats at the entrance to the recreation ground (the seats had been removed) and to require that grass cuttings be removed after the first cut of the season. The PC also agreed that the contract be for two years duration to allow both recreation ground grass cutting and verges cutting to be tendered at the same time in the future. (iii) Suggestions were made regarding contractors to be invited to tender. Actions: the Clerk to amend the tender specification and ask WVH&RGT to review it. The Clerk to manage the tender process.

12.0 Trees on verge in Church Street, by recreation ground – consideration of (i) advice from SCDC's Tree Officer re diseased trees and (ii) agreement of actions: advice had been received from SCDC's Tree Officer although he had not been able to visit the site. Mrs M Peyton (Whaddon's Tree Officer) would follow this up again. Action: the Clerk to table an agenda item for the next meeting.

13.0 Update from CAPALC Clerk's and Chairmen's Annual Catch-up Day (2nd October) – verbal report and noting of relevant points for Whaddon PC and agreement of action required: the Chair and Clerk provided an update about the topics covered at the training. The items of most relevance for Whaddon concerned the Transparency Code and Pension Provision requirements. These had already been noted by the PC.

14.0 Village Upkeep and Maintenance – reporting of issues and agreement of actions:

- Handyman – the handyman had not contacted the Clerk. Action: the Clerk to table an agenda item for the next meeting.

15.0 Items for next meeting: noting of requests for agenda items

- Alfred John Palmers Trust – appointment of Trustees
- Trees on recreation ground
- Approval of 2016/17 precept
- Accounts for quarter to 31st December 2015

- Village handyman - review

16.0 Date of next meeting – Monday 11th January 2016.

The meeting was closed to the public and Clerk.

17.0 Clerk's Annual Review – noting of appraisal, agreement of salary scale point and review of job description: the Cllrs noted that an appraisal meeting had been held by the Chair and Clerk on 3rd November and resolved that the Clerk be moved to the next point on the NALC salary scale. The Chair added that a number of changes and updates had been made to the Clerk's job description to reflect more accurately the current duties and responsibilities.

There being no further business the meeting closed at 9.35p.m.