

Minutes of Whaddon Parish Council meeting held on 13th June 2016 at 8.00p.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, Mr R Scott, Dr. N Strudwick
	Parish Clerk	Mrs G van Poortvliet
	County Cllr	Mr A Dent (from 8.25p.m.)
	District Councillors	Mr N Cathcart, Mr D McCraith
	Members of the Public	6 present

- 1.0 Receipt of Declarations of Acceptance of Office** – duly signed by Cllrs Scott and Strudwick.
- 2.0 Apologies for Absence** – received from Cllr A Milton. Advance notice of late arrival received from County Cllr A Dent.
- 3.0 Co-option of Parish Councillor** – Resolved: that Ms A Walker be co-opted to the PC. Actions: the Clerk to arrange for an Acceptance of Office form to be signed by Ms A Walker at the next Parish Council (PC) meeting and then to inform SCDC. Apologies for absence had been received from Ms A Walker (sickness).
- 4.0 Receiving Declarations of Interest from Councillors on items on the agenda** – Cllr French is a member of Marley Eternit Working Group (agenda item 12.3) and Cllrs Scott and Strudwick are members of the Speedwatch team (agenda item 12.2).
- 5.0 Approval of Minutes** – to resolve that the minutes from the Annual Parish Council meeting of 9th May 2016 are a correct record – Resolved: that the minutes be signed by the Chair as a true and correct record.
- 6.0 Reports from Clerk and Councillors – to receive verbal updates about progress on resolutions and actions from previous PC meetings:**
- S016 monies re development at former 132 Meldreth Road – this development had been started without the required S106 agreement being in place. District Cllr Cathcart had spoken with the S106 Officer at SCDC who had now agreed to follow this up with the Chief Legal Officer. Thanks were given to District Cllr Cathcart.
 - Footpaths – District Cllr Cathcart had enquired about the work done by SCDC many years ago regarding the possibility of joining footpaths to create circular routes. Many of the Officers involved had since left SCDC and the documents had been archived. District Cllr Cathcart would continue to follow this up although it looked like it could be difficult.
 - Whaddon Handyperson – the Chair and Clerk had met the two applicants for the Handyperson position. This had been offered, as a shared role, initially on a three month trial basis. Action: the Clerk and Chair to review this arrangement after three months.
 - Trees on verge by recreation ground – a group of residents had cleared some grass from around the base of the trees and put bark nuggets down. Thanks were given to the parishioners who had participated in the working party. It would be necessary to monitor the trees for signs of recovery.
 - Fly tipping on Byway 22 – SCDC had advised that they needed a special lorry to clear this and would organise one when there was sufficient material to justify the cost.
 - Broadband – the Government Digital Service wanted to make a short film about how faster Broadband speeds had affected the village. A range of volunteers were needed who were happy to be videoed. It was expected that GDS would want to make the video very soon. Action: a request for volunteers to go out via the village email system.
- 7.0 Reports from District and County Cllrs:**
- 7.1 District Cllrs' Report**: a verbal report was given by the District Cllrs:

- SCDC Community Development Grants – these had now been re-started.
- Devolution – a new proposal was being considered which would involve devolving some powers to Cambridgeshire and Peterborough (combined).
- Leader of the Council – Peter Topping was the new leader of SCDC.

7.2 County Cllr's Report: a verbal report was given by County Cllr Dent. A written report had been circulated to the Cllrs and was accessible via the website.

- Whaddon Gap – there would only be two verge cuts carried out by CCC Highways this season. County Cllr Dent had succeeded in getting some emergency strimming done to improve visibility at Whaddon Gap junction. County Cllr Dent was still trying to talk with CCC Highways Officers about potential safety improvements at Whaddon Gap junction.
- Potential footpath to Cardiff Place – CCC Highways had provided information on how it might be possible to fund this under Local Highways Initiative Funding or Third Party Funding. Action: the PC to consider if it would like to pursue this further.
- Bassingbourn Barracks – no further news had been received about the future of the Barracks.
- Obstructions on verges – Action: County Cllr Dent would contact CCC Highways to see if anything could be done about obstructions being placed on the verges by residents.

8.0 Public Participation:

- A member of the public asked for more information about the complaint that had been received by the PC regarding verges cutting. This was discussed. Action: the Clerk to contact the grass cutting contractor to see when the next verges cut was due.
- A member of the public (the applicant) commented on the planning application for Ermine Farm, Bridge Street (agenda item 10.0) not going to SCDC's Planning Committee and stated that they would be appealing SCDC's decision to refuse planning permission.

9.0 Correspondence – noting receipt of significant items of correspondence:

- Electoral Boundary Review Commission – draft recommendations re Cambridgeshire County Council electoral boundaries (deadline 20th June 2016).
- Electoral Boundary Review Commission– draft recommendations re SCDC electoral boundaries (deadline for comments 25th July 2016).
- CCC – information on Network Rail's consultation to close up to 33 level crossings across Cambridgeshire.
- Email from resident complaining about overgrown verges in village and at Whaddon Gap and the quality of verges grass cutting.
- Email from resident farmer to CCC (copied to Whaddon PC) complaining about poor visibility at Whaddon Gap due to overgrown verges and requesting to be included in any discussions about a potential footpath to Cardiff Place across County Farm Estates land.
- County Cllr Dent – June 2016 County Councillor Report.

10.0 Planning- noting of SCDC decision re S/0447/16/FL, Ermine Farm, Bridge Street, Whaddon, SG8 5SN for erection of dwelling in lieu of barn conversion approved under S/2017/14 and change of use of agricultural land to garden land – planning permission refused.

11.0 Marley Eternit Working Group – update: receipt of oral report – Cllr French gave an update.

- Footprint (Marley Eternit's agents) had met with MEWG and Meldreth PC on 25th May. Their architect, planning consultant, highways consultant and the Meldreth Factory Site Manager had also attended the meeting.
- The amended proposal was to just develop the brownfield site and the number of houses had been reduced to 150. Footprint hoped that the planning application could be submitted by the end of June. It did not appear likely that they would do pre-application with SCDC.
- A public consultation had been held in the evening of 25th May. The responses had yet to be analysed although it appeared that local residents thought the development was too big.

- When a planning application is submitted MEWG will organise a questionnaire to be sent to residents in Meldreth and Whaddon. It will then be possible to decide how to respond on behalf of the villages. Action: Cllr French to circulate the draft questionnaire to the Cllrs in advance of it being distributed to residents.
- A member of the public asked if it would be possible to check the accuracy of the standard traffic data being used by the applicants against the actual data obtained from the recent traffic survey.
- It was thought that, as a result of the development, an additional classroom would be needed at Meldreth Primary School, but that Melbourn Village College and Orchard Road doctor's surgery would have sufficient capacity.
- Marley Eternit planned to clear the site and deal with decontamination issues themselves. SCDC Planners would follow up on this.
- The planning application would also include an extension of the existing Marley Eternit factory to incorporate new plastics technology.

12.0 Finance:

12.1 Approval of payments: Resolved: that the following payments be approved:

Cheques to be signed today (13th June 2016)

Cheque No. 100952, £30.00 (Net £30.00), Mrs K French, reimbursement for bark chips for trees on verge by recreation ground.

Cheque No. 100953, £105.00 (Net £105.00), South Cambridgeshire District Council, administration costs for uncontested parish council election.

Cheque No. 100954, £92.00 (Net £92.00), Hales Printers, newsletter printing, June 2016.

Cheque No. 100955, £522.00 (Net £435.00), Road Data Traffic Services Ltd, traffic survey.

12.2 To consider and approve joint purchase of a Speedwatch Sensor with Meldreth, Steeple Morden and Litlington (c£600 per village):

Mr. M Monks, Speedwatch Co-ordinator, addressed the meeting. Further to the agreement in principle obtained at the PC meeting of 11th April 2016, it was now proposed to purchase a Speedwatch Sensor with three other local villages. An agreement would be drawn up with the other villages regarding purchase, use, maintenance and insurance of the equipment. The PC resolved to approve the joint purchase of the Speedwatch Kit at a cost of £600 (net) per village and to jointly share the costs of maintenance and insurance. The Chair would sign the agreement on behalf of the PC.

12.3 To consider and agree expenditure on village-wide survey re Marley Eternit Housing Proposals:

It would be necessary to conduct a survey of residents' views once a planning application had been submitted (see 11.0). Printing costs were anticipated to be no more than an edition of the Whaddon News (c£100). Resolved that expenditure be authorised (from the contingency budget heading) for the survey costs.

12.4 To consider and agree expenditure on Queen's 90th Birthday Celebration Event:

WVH&RGT were struggling to find a date when this event might be held. Action: keep item on the agenda until a suitable date is found or WVH&RGT decide not to hold this event.

12.5 To consider request for donation from Bassingbourn Book Café: resolved that £100 be donated to Bassingbourn Community Book Café (s137). Action: the Clerk to arrange for a cheque to be raised.

13.0 Financial Regulations – (i) noting of key changes and (ii) agreement of discretionary items:

this was postponed until the next meeting. Action: the Clerk and Chair to make suggestions re values and circulate to Cllrs in advance of next meeting.

14.0 Press and Media Policy – consideration and adoption of draft policy: Resolved: that the PC adopt the Press and Media Policy. Actions: the Clerk to circulate the Press & Media Policy to the Cllrs and arrange for the updated version to go on the website.

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

15.1 Receipt of oral report from member of WVH&RGT: an oral report was given.

- WVH&RGT had not held a meeting since the last PC meeting.

- The car park extension was due to start on Wednesday 15th June.

15.2 Defibrillator update – a verbal update was given by Cllr Strudwick. He had been referred to the Community Heartbeat Trust (an organisation that specialise in working with local communities to install defibrillators) by the East of England Ambulance Service. CHT would be prepared to give a presentation to the PC. It was thought that it might become mandatory, at some point in the future, to have a defibrillator. There was some grant funding available. Action: Cllr Strudwick to circulate an information document for PCs and invite CHT to present to the PC (and WVH&RGT) ideally at the September meeting.

16.0 Whaddon Traffic Survey – consideration of survey results: Mr M Monks, Speedwatch Co-ordinator, addressed the meeting. It had not been possible to fully analyse the survey results yet due to the volume of data obtained and the format used. It would be necessary to carry out further analysis of the information. The headlines from the seven day survey were:

- c900-950 vehicles were coming through Whaddon each weekday.
- Only 5% of vehicles were classified as other than cars. The number of large HGVs was very small.
- Traffic speeds did not appear to be as fast as had been expected.

Actions: Mr Monks and Cllr Strudwick to further analyse the data. The Clerk to table an agenda item for the next meeting.

17.0 South Cambridgeshire District Council Electoral Boundary Review – consideration of the draft proposals from the Local Government Boundary Review Commission and agreement of PC comments: the draft proposal was for Whaddon to be in an electoral ward with Meldreth, Shepreth and Melbourn but not with Bassingbourn. Whaddon's request to be included with Bassingbourn had been considered by LGBRC but rejected on a numbers per ward basis. The proposals for the District Council wards were not a sub-division of the County Council ward proposals. This item was postponed to the next meeting and the Cllrs were asked to consider this further. Action: the Clerk to table an agenda item for the next meeting.

18.0 Village Upkeep and Maintenance – reporting of upkeep and maintenance issues and agreement of actions:

- Shrubs behind the car ports at Town Farm Close – these were overgrown and obstructing the highway. A solution was needed. Action: the Clerk to schedule an agenda item for the next PC meeting.
- Church Corner verges and chevrons – the handymen were neatening the edges of the verges where they had encroached on the footway. A local farmer had cut back the hedge that was obscuring the chevrons on the corner.

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

- Agreement of discretionary items in the Financial Regulations
- Queens 90th birthday celebration – agreement of expenditure
- Traffic survey results
- SCDC Electoral Boundary Review
- Verges grass cutting – management
- Shrubs behind Town Farm Close

20.0 Date of next meeting – Monday 11th July 2016.

There being no further business the meeting closed at 10.00p.m.