

Minutes of Whaddon Parish Council Meeting held on 11th September 2017 at 8.00p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.

Present: Chair Mrs K French
 Councillors Mr R Scott, Dr N Strudwick, Ms A Walker
 Parish Clerk Mrs G van Poortvliet
 District Councillors Mr N Cathcart, Mr D McCraith
 County Councillor Mrs S van de Ven
 Members of the Public 2 present

Absent: Councillors Mr W Elbourn, Mr L Ginger, Professor A Milton

1.0 Apologies for Absence – received from Cllr W Elbourn, Cllr L Ginger (holiday) and Cllr A Milton (holiday).

2.0 Receiving Declarations of Interest from Councillors on items on the agenda – none declared.

3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of 10th July 2017 are a correct record – Resolved that the minutes be approved and signed by the Chair.

4.0 Reports from Clerk and Councillors – to receive updates about progress on resolutions and actions from previous Parish Council meetings:

- Future of Permissive Paths, Leyhill Farm – County Cllr van de Ven had made some initial enquiries. The Clerk and Cllr French to speak to Cambridgeshire County Council's (CCC) Rights of Way Officer for further information. Action: GvP/KF.
- Cardiff Place street-name sign – a new sign had been requested from SCDC.
- Site Meeting with Highways Officer (26th July) – at the meeting various highways issues in Whaddon were discussed and reported. The Highways Officer would look at the surfacing history of Whaddon Gap Road. It was noted that requests to have white lines repainted could be made via CCC's Highways Fault website.
- Tree Safety Management Seminar – this had been attended by the Tree Officer and Clerk on 17th August. A survey of all the trees which were the PC's responsibility had been undertaken on 7th September. This would be discussed at the next PC meeting.

5.0 Reports from District and County Councillors:

5.1 District Cllrs Report – receipt of oral report: District Cllrs Cathcart and McCraith gave an update:

- Eternit Planning Application – this had been unanimously turned down by SCDC's Planning Committee on 6th September. Reasons included highways concerns, environmental impact, isolation of the site, lack of public transport and that the development would impact on several villages. The decision went against the recommendations of SCDC's planning officers. Planning Committee members can take a broader view than the planning officers.
- SCDC Local Plan – the Inspector's observations were expected to be received by late September or early October 2017. There would then be a further round of consultations. It was hoped that the Plan would be adopted no later than Spring 2018.

5.2 County Cllr Report – receipt of oral report (if present) or noting of written monthly report: A written report for September 2017 had been circulated to the Cllrs and was accessible via a link on the village website. County Cllr van de Ven gave an update:

- Area Champions – CCC had created these new roles. A councillor would be appointed to act as a Champion for a district and receive £5,000 pa allowance. It was not yet clear how the Area Champions would work with the parishes.
- Bus service 127 – this service had been moved to a new operator (A2B Bus and Coach). The bus fare had almost doubled. Fares had not risen for a while but the increase had been poorly

communicated. There was no assurance that the subsidy for this route would continue past April 2018.

- Bus link to Meldreth Station – new Department of Transport guidance prohibited Community Transport services from providing group lifts on a regular basis. The Meldreth Station bus link, operated by Royston & District Community Transport, had addressed this by asking users to become members. However, limited resources meant that the evening bus ran too late for most members. Consequently subscriptions had fallen.
- Meldreth, Shepreth and Foxton Rail User Group – this group would transition to the Community Rail Partnership to give them more clout as consultees. The next meeting would take place on 4th October. Cllr Strudwick was interested in attending on behalf of Whaddon.
- Highways Projects – due to Council Tax freezes CCC would now charge £250 for Officers to advise on projects which were to be 100% financed by third parties.
- Children’s Centre consultation – CCC were proposing to close 19 Children’s Centres to save £1m. Whaddon families were served by centres at Bassingbourn and Melbourn. It was proposed to close Bassingbourn and redesignate Melbourn. A consultation event would take place on 14th September at the Bassingbourn Centre.

6.0 Public Participation:

- Mr M Monks (Whaddon’s Neighbourhood Watch and Speedwatch Co-ordinator) advised that the Police Area Commander had been promoted and would be moving to Hinchinbrook. He had sent a farewell message which would be circulated. A replacement was yet to be announced.
- A member of the public stated that the Chief Inspector who had been running the Rural Crime Action Team had retired. At a recent Cambridgeshire Countryside Watch meeting there had been reports of hare coursing in the area. Members of the public were asked to be vigilant and to call 999 if they saw hare coursing in action.

7.0 Correspondence and Complaints – noting of receipt of significant items of correspondence and complaints from residents:

- SCDC – invitation to Parish Planning Forum 12th September, 6.00p.m., Cambourne (no Parish Cllrs attending)
- Cam Vale Bus Users Group – minutes from meeting on 17th July.
- CCC Local Highways Initiative – information on changes to the application process. Deadline for initial applications had been brought forward to 30th September. Applications would then be developed with Highways Officers for feasibility and costs during October to December. County Cllr van de Ven commented that lots of PCs had been caught out by this earlier application deadline as they do not have meetings during August.
- SCDC – guidance for landowners and parish councils re unauthorised Traveller encampments.
- SCDC media release – regarding proposal to change recycling collections so that waste paper could be put directly into the blue bins, removing the need for a paper caddy.
- PKF Accountants – certified Annual Return for year ended 31 March 2017 and advice on changes to audit requirements for 2018.
- Email complaints from two residents about the Bumpkins Day Care signs in the verge in Bridge Street. The sign which had been facing down Bridge St had since been removed.

8.0 Planning:

- ### 8.1 Noting of Whaddon Parish Council’s Planning Committee recommendations re (i) S/2688/17/VC, Ermine Farm, Bridge Street, SG8 5SN, application for removal of condition 3 (occupation) of planning permission S/0447/16/FL for erection of dwelling in lieu of barn conversion approved under S/2017/14 and change of use of agricultural land to garden land and (ii) S/2762/17/FL, 46 Bridge Street, SG8 5SQ, part first floor and part two storey extension – the PC noted that the Planning Committee had supported both applications.

- 8.2 Update and reporting of SCDC's Planning Committee hearing decision (meeting date 6th September 2017) re S/1901/16/OL, Eternit UK, Whaddon Road, Meldreth, outline planning permission for mixed use development (up to 150 dwellings, public open space and new technology plant), new car park and access for Sports and Social Club and associated infrastructure** – the PC noted that this application had been rejected by SCDC's Planning Committee. The applicant had six months to appeal if they wanted to.
- 8.3 Noting of approved minutes from Planning Committee meeting of 10th April 2017:** the PC noted the minutes.

9.0 Finance:

- 9.1 Approval of payments:** the PC resolved that the following payments be approved:
Cheques to be approved for signing today (11th September 2017) per agenda:
- Cheque No. 100998, £96.00 (Net £96.00), Whaddon Village Hall & Recreation Ground Trust, hire of village hall for Parish Council meetings Jan-Aug 2017.
 - Cheque No. 100999, £ 264.00 (Net £220.00), M D Landscapes, grass cutting recreation ground (4 x cuts).
 - Cheque No. 101000, £27.00 (Net £27.00), Mr M Monks, reimbursement of donation for poppy wreath and posy for Remembrance Service
 - Cheque No. 101001, £75.00 (Net £75.00), Mr J Newberry, handyman services July and August 2017
 - Cheque No. 101002, £103.00 (Net £103.00), Hales Printers, newsletter printing.
- Cheques to be approved for signing today (11th September 2017) to avoid late payment fees (not on agenda as received post-publication):
- Cheque No. 101003, £240.00 (Net £200.00), PKF Littlejohn LLP, audit fee for Annual Return year ended 31 March 2017
 - Cheque No. 101004, £300.00 (Net £250.00), Rose Fire & Security Ltd, installation of defibrillator cabinet on Village Hall
- The PC noted the following receipt:
- 24/07/17, £40.00, Whaddon Golf, newsletter advertising
- 9.2 Consideration of acceptance of offer of £200 donation in lieu of S106 monies re development of 132 Meldreth Road** – the developer had offered the PC £200 as a charitable donation but had not accepted that there was a S106 liability. The Cllrs discussed the offer. Resolved: to accept the £200 offer 'without prejudice'. Action: GvP
- 9.3 Consideration of request for grant funding of up to £100 from Whaddon Mainly Gardening Club** – an informal grant request had been made by WMGC to assist with the cost of guest speakers. This request did not fit the scope of the fund set aside by the PC to assist new clubs wanting to operate from the Village Hall. The Cllrs deferred the decision to the next PC meeting and requested a formal application from WMGC. Action: GvP.

10.0 Grass Cutting

- 10.1 Tender specifications for verges and recreation ground contracts 2018-20 – agreement of actions for review and specifications:** the tender specifications were briefly reviewed and suggestions made for potential changes. The Clerk would ask Mr M Monks for input to the verges specification and Mr P Haselden for input to the recreation ground specification. Action: GvP.
- 10.2 Consideration of expenditure on additional grass cutting on verge in Bridge Street (between no's 72 and 104). Approval of expenditure as necessary:** Resolved to authorise expenditure of £80.00 for cutting the verge in Bridge Street (between no's 72 and 104) back to the stream. Action: GvP.

- 11.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT): Receipt of oral report from member of WVH&RGT:** Cllr Strudwick, WVH&RGT Chairman, gave an update:

- Village Hall heating system – this was now working. WVH&RGT had paid for the necessary repair work to be done so that the hall could be used in winter. Discussions were ongoing to try to recover costs from the original installer of the heating system.
- The Fundraising Committee had been reinstated but were mindful that St. Mary's Church, Whaddon was also currently fundraising for its heating system. (Cllr Walker left the meeting)

12.0 Village Sign – (i) consideration of revised artwork designs for a replacement village sign (ii) agreement of next steps/actions: (i) the Cllrs reviewed the revised artwork and selected three designs for public vote. Thanks were expressed to Mr D Grech for producing the artwork. (ii) The Cllrs agreed that Cllr Strudwick would devise a proposal for the parishioners to select their preferred design. Action: NS. (District Cllrs Cathcart and McCraith left the meeting)

13.0 Community Defibrillator – update and agreement of actions and expenditure regarding (i) training (ii) village-wide publicity (iii) inspections (iv) lighting: the Community Defibrillator had been installed and was operational. (i) The Cllrs selected some suitable dates for a training event. The Clerk would check with Community Heartbeat Trust for trainer availability. Action: GvP. (ii) The Cllrs authorised expenditure from the defibrillator publicity budget for production of a publicity leaflet for delivery to all households (max £150.00). The Clerk to check what information Bassingbourn PC had produced in the first instance. Action: GvP. (iii) It would be necessary to carry out regular defibrillator and cabinet inspections and to enter these in the Webnos system. Agreed that the handyman be asked to carry out the defibrillator checks alongside the weekly playground inspections. This could be incorporated within existing hours worked. The Clerk could provide holiday cover. Action: GvP. (iv) There was no light by the defibrillator cabinet so potential users might not be able to see the access key pad in the dark. The PC would check with WVH&RGT if it was possible to change the angle of the motion-activated light by the notice board to also work for the defibrillator. Otherwise the PC could consider purchasing a new light. Action: NS

14.0 Picnic Table for Recreation Ground – consideration of options and agreement of actions: The Cllrs agreed that WVH&RGT should be asked to choose a bench and decide where it should go. The PC would order the bench and arrange the paving base. Total budget £1,000. Actions: WVH&RGT/GvP.

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

- Overhanging vegetation on highways – a member of the public asked the PC to email all residents asking them to cut back overhanging vegetation. Action: GvP/LG
- Matting under the zip-wire – some of the matting was damaged. Action: WVH&RGT
- Damaged tree – a broken branch needed to be removed from one of the trees on the verge by the recreation ground. Action: GvP/Tree Officer.

16.0 Items for next meeting – noting of requests for agenda items:

- Tree safety management – update following seminar and tree survey.
- Approval of grass cutting specification – recreation ground and verges
- Community Defibrillator – publicity and training
- MVAS Memorandum of Understanding
- Village Sign
- Grant application from Gardening Club

17.0 Date of next meeting – Monday 9th October 2017.

There being no further business the meeting closed at 9.57p.m.