

Minutes of Whaddon Parish Council Meeting held on 13th March 2017 at 8.00p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Mr L Ginger
	Councillors	Mrs K French, Professor A Milton, Mr R Scott, Dr N Strudwick
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	Members of the Public	5 present

1.0 Apologies for Absence – received from Cllr W Elbourn (holiday) and County Cllr Cllr A Dent (sickness).

2.0 Receiving Declarations of Interest from Councillors on items on the agenda – Cllr Strudwick declared an interest in agenda item 9.1 as Acting Chair of Whaddon Village Hall and Recreation Ground Trust (WVH&RGT). Cllr Strudwick would not be able to vote on this item.

3.0 Approval of minutes – to resolve that the minutes from the Parish Council (PC) meeting of 13th February 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:

- Whaddon website – the new website design had been launched and was working well.
- Potholes – the potholes in Church Street and Whaddon Gap had been repaired. Some new potholes were opening on Whaddon Gap. It would be necessary to monitor this.
- Lack of response from SCDC Planning Officers – following a complaint made by the PC to SCDC, the Chair and Clerk were due to attend a meeting with the Head of Development Control on 15th March. District Cllr Cathcart would try to join the meeting.

5.0 Reports from District and County Councillors:

5.1 District Cllrs Report – receipt of oral reports: the District Cllrs gave an update:

- 2017/18 Council Tax – this would increase by a small amount.
- Local Plan – SCDC and Cambridge City Council would have a combined five-year land supply by the end of August 2017. However, SCDC would not by itself have a five-year land supply for another two years. It would be necessary for the Inspector to agree to a joint strategy to safeguard against further speculative planning applications.
- Refuse bins – the collection days had now been changed which would save SCDC money.

5.2 County Cllr Report – receipt of oral report (if present) or noting of written monthly report: no County Cllr was present. A written report for March 2017 had been circulated to the Cllrs and was accessible via the website.

6.0 Public Participation:

- A member of the public reported that horses had been seen using a footpath on Meldreth Road. This had been reported to Cambridgeshire County Council who had said that it was a police matter. The police had referred him back to CCC. The Cllrs advised that this matter be taken up with County Cllr A Dent.
- A member of the public asked if the PC were still considering installing a second squeeze point in Meldreth Road. The Cllrs commented that there had been some issues finding a suitable location for a second squeeze point. Actions: the PC to reconsider this issue at the May or June 2017 PC meeting and seek the advice of Mr M Monks (Speedwatch).
- A member of the public commented about the recent concerns regarding dog fouling on the Recreation Ground and said that there were no notices there about keeping dogs on a lead.

- A member of the public asked why there was a Planning Appeal regarding 123 Meldreth Road when planning permission had been granted. Cllr French, Chair of the PC Planning Committee, explained that the appeal was against the conditions imposed as part of the planning permission.

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

- Cambridgeshire Constabulary – invitation to Community Safety Day, Sat 18th March, Cambourne.
- CAPALC – consultation on draft CAPALC Membership Agreement (closes 16th March).
- PCSO – notification of new webpage for reporting village parking problems.
- Heidi Allen MP – request to publicise phase 2 of the Parliamentary Commission Boundary Review (closing date 27th March). This had been circulated via village email.
- Verbal complaint about dogs jumping up and the amount of dog fouling on Whaddon Green. The Cllrs commented that Whaddon Green was private land although it did have a footpath through it. Residents should speak to the dog owners. The PC could put general reminders about dog fouling and dog control in the newsletter and email.

8.0 Planning:

8.1 Noting of South Cambridgeshire District Council’s decision re S/3642/16/VC, 94 Meldreth Road, SG8 5RP, variation to conditions 2 (approved plans) and 10 (dormer windows) of approved plans S/2275/16/FL – approved: the PC noted the decision.

8.2 S/1901/16/OL Eternit UK, Whaddon Road, Meldreth, SG8 5RL, outline planning application for mixed use development (up to 150 dwellings, public open space and new technology plant) - update: the PC had raised a query with SCDC about an agricultural field included within this brownfield application. A reply had been received which explained that whether this part of the site was greenfield or not would, on its own, be unlikely to tip the balance in relation to the sustainability of the development. Most of the site was brownfield.

9.0 Finance:

9.1 WVH&RGT 2016/17 grant application- consideration and approval (£1,977.77): the Chair had attended a WVH&RGT meeting on 6th March. The Trustees had thought that the Trust should start to pay recurring expenses, except for insurance, and that the PC should be approached for contributions to major repairs. WVH&RGT had submitted a grant claim for £1977.77 (amended from £1,879.77, per the agenda, to include VAT). The grant application was for insurance costs (£1,389.77) and repairs to the emergency lighting system (£588). Resolved: that the PC approve the grant application of £1,977.77. The insurance element, £1,389.77, was to be paid immediately and the balance ring fenced until an invoice had been received for the lighting repairs. Action: the Chair and Clerk to meet with WVH&RGT’s Chair and Treasurer to come up with a proposal regarding ongoing payment of expenses.

9.2 Approval of payments: the PC resolved that the following payments be approved:

Cheques to be approved for signing today (13th March 2017):

Cheque No. 100979, £2,424.00 (Net £2,020.00), The Community Heartbeat Trust, defibrillator and cabinet.

Cheque No. 100980, £56.01 (Net £56.01), Cambridgeshire County Council, street lighting electricity costs.

Cheque No. 100981, £1,389.77 (Net £1,389.77), Whaddon Village Hall & Recreation Ground Trust, 2016-17 grant (part payment – see 9.1 above).

Cheque No. 100982, £990.51 (Net £988.11), Mrs G van Poortvliet, Clerk’s wages and expenses qtr to 31st March 2017 plus replacement glass for phone box library.

Cheque No. 100983, £50.00 (Net £50.00), Mr L Ginger, Chair’s expense allowance qtr to 31st March 2017.

Cheque No. 100984, £98.00 (Net £98.00), Hales Printers, newsletter printing.

Receipts: the PC noted the following receipts:

9th March 2017 Rothwells Cleaning £40 – advertising

10th March 2017 Moncraft Ltd £40 – advertising

9.3 Approval of expenditure for increased website storage capacity £49.50 – upgrading the website had used the existing storage and bandwidth limits so further works on the site would not be possible. The PC agreed to upgrade the website plan to a version that would give four times the storage and eight times the bandwidth with immediate effect (new cost: £49.50 per annum). Actions: Cllr Strudwick to contact the website hosting company about upgrading the storage plan. The Clerk to arrange payment.

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

10.1 Approved minutes from WVH&RGT meeting of 10th January 2017: noted.

10.2 Receipt of oral report from member of WVH&RGT – Cllr Strudwick (Acting Chair, WVH&RGT) gave an update following a meeting of WVH&RGT on 6th March 2017:

- Car park sign – the wording for the sign was being finalised.
- Contract for cleaner – this was in progress.
- Working with the PC – this had been discussed. See 9.1 above.
- Garage – the Trustees had discussed renovating or rebuilding the garage in the longer term. It would be necessary to raise funds to do this.
- Trustee vacancies – so far there had been no response to the appeal for Trustees in the newsletter. An email reminder would be sent out.

11.0 Dog-related issues – update on locations and adequacy of dog-waste bins following SCDC site visit. Update regarding dog fouling on the recreation ground. Agreement of actions: it had not been possible to contact the officer from SCDC to see if a site-visit had been carried out. No response had been received to either voice mail or email messages. Incidents of dog fouling on the recreation ground seemed to have improved but WVH&RGT would continue to monitor this. Actions: – District Cllr Cathcart would follow up the issue of the site visit with SCDC officers.

12.0 Diseased Trees on Verge by Recreation Ground – update and agreement of actions. Approval of expenditure for independent inspection as necessary: the SCDC Tree Officer had now advised that SCDC would not assist the PC with either further inspections or financial support regarding the diseased trees on the Recreation Ground. Approximate costs for a visit by a tree specialist had been obtained. Resolve: that the PC approve expenditure of up to £115 for a visit by an expert and a further £50 for a soil sample (if necessary). Actions: the Clerk to organise a site visit to inspect the trees. The PC Tree Officer to attend the meeting (and the Chair if possible).

13.0 Community Defibrillator – discussion re planning for installation. Authorisation of expenditure as necessary (installation cost) and agreement of actions: the cost of the defibrillator did not include installation. It would be necessary to arrange for an electrician to install it. Following installation regular maintenance checks would need to be carried out. Actions: the Clerk to check the installation specification, following delivery of the defibrillator, and obtain costs for an electrician. NS to ask if the emergency lighting contractor being used by WVH&RGT could install defibrillators.

14.0 Whaddon News – receiving suggestions for new content for the newsletter. Agreement of actions: Action: Cllrs French and Strudwick to meet with the newsletter editor to discuss further.

15.0 Annual Parish Meeting (3rd April 2017) – receiving suggestions for discussion topics and format. Agreement of actions: potential agenda topics were discussed. Actions: the Chair to draft an agenda, invite speakers and publicise the meeting. The Clerk to organise refreshments.

16.0 2013 Community Led Plan – review of progress and consideration of timetable for next plan revision. Agreement of actions: most of the recommendations from the 2013 CLP had been actioned. The PC did not have a budget to produce another CLP survey during 2017/18. The Cllrs

agreed to consider the next plan revision in 2018/19. Actions: budget for CLP revision and set up working group in 2017/18.

17.0 Village Upkeep and Maintenance – reporting of upkeep or maintenance issues:

- Handymen – one of the handymen had stepped down from the role but it was thought that the other one would like to continue.
- Bumpkins exit onto Bridge Street – a complaint had been made to the manager of Bumpkins about drivers not always looking down Bridge Street when exiting the premises. The manager would investigate what could be done e.g. painting white lines across the exit.
- 20's Plenty Signs, Bridge Street - some of these signs had now faded significantly. Action: the Chair to look into this further. The Clerk to see if there had been a guarantee or specification with the signs.

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

- Draft accounts to 31 March 2017/internal audit
- Annual Parish Meeting review

19.0 Date of next meeting – Monday 10th April 2017.

There being no further business the meeting closed at 9.17p.m.