

Minutes of the Whaddon Parish Council virtual meeting held via Zoom on 11th January 2021 at 8pm.

Present:	Chairman	L Ginger
	Councillors	A Birch, N Strudwick, W Elbourn, D Townsend, T Milton & J Hart.
	Parish Clerk	A Bridges
	Members of the Public	One
	County Councillor	Cllr S van de Ven
	District Councillor	Cllr J Hales

1.0 Apologies for Absence – District Councillor J Hales and Cllr van de Ven sent apologies for later start due to attending another meeting.

2.0 Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 14th November 2020. Resolved: the minutes were approved and will be signed at a later date.

3.0 Receiving Declarations of Interest from Councillors on items on the agenda – Cllr Elbourn and Cllr Hart will not contribute to Item 10, due to being landowners in the local area.

4.0 Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings.

- Cllr Strudwick stated that there were no further updates from County Broadband.
- Another email from the Parish Council had been recently sent to residents, offering assistance for those in need during the latest COVID restrictions. Cllr Birch had received correspondence from a family member of a vulnerable resident and the councillors discussed options to support those who needed extra support. Cllr Elbourn reported that he had spoken to the individual and would maintain in contact until a more permanent option is in place. Cllr Birch described the work of the Melbourn Mobile Warden Scheme, who aim to keep people independent in their own homes. There is weekly charge for the services, and the Parish Council discussed possible methods of supporting the charity and residents of the village who may be in need. The Chair reminded the meeting that the Parish Council had a COVID related contingency fund which could be used for this purpose. Cllr Hales and Cllr van de Ven came to the meeting at 8.20pm.
- Cllr Hales endorsed the charity's work and offered the Parish Council information leaflets from Melbourn Mobile Warden Scheme for Whaddon's residents. Cllr Townsend suggested this should be included in the Whaddon Newsletter which was agreed.
- Cllr Birch was thanked for her work in arranging and delivering Christmas meals to two families in the village.
- The Chair reported that there had not been any recent requests for prescriptions and Cllr Hales highlighted that most pharmacies now delivered medication to reduce

face to face visits. It was also stated that many older residents in Whaddon would be invited to have their COVID vaccine in Stevenage, although plans are ongoing for more local sites.

- It was reported that East West Rail had sent update emails, with no further notifiable news.
- Cllr Strudwick informed the meeting that the LHI bid presentation would be on February 17th and he would be presenting this.

5.0 Reports from District and County Councillors – verbal updates

Cllr van de Ven spoke about her discussion with the staff at local schools who had really struggled over the Christmas break with reports of COVID testing in schools. She reported that schools are waiting for further advice how to proceed once fully open again.

Cllr van de Ven was pleased to inform all that Govia Thameslink had resumed the half hourly service from Meldreth to Cambridge, although this had been paused due to lockdown.

Lastly it was reported that there is a backlog of potholes to be mended on local roads, due to an imposed Christmas holiday of staff and residents must continue to report them.

6.0 Public Participation – none.

7.0 Ridgeway Close/Bridge Street parking – there had been no further updates on this matter from South Cambridgeshire Housing Officers, who own the land. There had also been no further reports of cars driving or parking on the grass.

8.0 Consideration of replacement dog waste bin by Ridgeway Close – a further bin at a cost of £318.23 (including VAT) was agreed to be purchased, after the existing bin was damaged beyond repair.

9.0 Consideration of Clerk's old laptop for charity donation – this was agreed to be given to local schools for pupils to use after the Clerk had erased the files.

10.0 South West Cambridge planning proposal update – A public meeting is to be held on January 20th by South West Cambridge Action Group and on the 21st of January by Anthony Browne MP. Cllr Hales stated that the developers preferred method for submitting the plans was not through Cambridgeshire Shared Planning, 'Call for Sites' but at a higher Government level, as it was thought it would not be accepted by South Cambs. District Council.

Cllr Strudwick was nominated for the Parish Council's representative to the South West Cambridge Action group.

Cllr Hales and Cllr van de Ven left the meeting at 8.58pm.

11.0 Correspondence – noting receipt of significant items of correspondence:

- Greater Cambridge Shared Planning Service and the Sustainable Communities and Wellbeing Team audit of publicly accessible community facilities (9th November)
- SCDC - Covid-19 update (12 November 2020)
- Email concerning grass verge cutting in Whaddon from a resident (14th November)
- EWR update (19th November)
- SDCD COVID 19 update (20th November)
- Letters from Royston's Kingdom Hall of Jehovah Witnesses (25th November)
- SCDC Christmas food scheme for vulnerable people (27th November)
- SCDC COVID 19 update (3rd December)
- Email from resident about parked cars on Ridgeway Close green (5th December)
- Email from Shared Planning on Thakeham's proposals for South-West Cambridgeshire development (8th December)
- Email from SCDC concerning a community facilities audit (9th December)
- NALC Coronavirus Update email (16th December)
- Email with information on Anthony Browne MP's upcoming Parish Council Forum. (December 17th)
- SCDC COVID 19 update (23rd December)
- Email from Melbourn Parish Council enquiring about MVAS signs (23rd December)
- Flooding information update SCDC (24th December)
- SCDC COVID 19 update (27th December)

12. Finance:**12.1 Staff wages and expenses - £1,138.54**

Chair's expenses January to March 2021- £50

Grass cutting contractor from July to December - £1,104.00

Grass cutting for graveyard in 2019/2020 - £180

Amended street lighting invoice - £61.54

12.2 Noting of payment for clerk's laptop at £440.83 (net)**12.3 Consideration of recommendations from Precept Meeting. Agreement and**

approval of 2021-2022 precept. Two precept meetings had been held by the Parish Council (14/12/20 and 4/1/21). The Parish Council discussed two options for the precept level due to the lower number of Band D houses paying council tax this year. Option A was same precept amount as per last year, which would increase Band D precept payments by £2.25 per year (total £17,478). Option B, whereby the precept paid by each dwelling would be the same as last year (total £16,998). Option B was decided by the majority, as it was felt that this was a financially difficult time for many households. Projects identified were: Highway initiatives (£500). The reserve for Village Hall and Playground for capital/renovation projects (£2,000). The Recreation Ground car park (£1,000) and the reserve for small village enhancements, for example Meldreth Road Phone box and flower beds in village (£830). The Parish Council confirmed to keep General Reserves at a level of between eight and twelve months of precept

income, taking into account the added funds raised for road improvements if the LHI bid is unsuccessful a second time. Resolved: the recommended precept of £16,998 was agreed.

12.4 Consideration of charitable donation of £100 – this was agreed to be reviewed in March when further details had been collected for the Melbourn Warden Scheme charity.

12.5 Consideration of three quotes for grass cutting contract 2021-2024. Three contractors had been invited to tender and three tenders had been received. Resolved: the contract was awarded to Herts and Cambs Ground Maintenance in Melbourn. Action: The Clerk to advise the contractors of the outcome of the tender process.

12.6 Consideration of four quotes for replacement recreation ground railings. Four contractors had been invited to tender and four tenders had been received. Resolved: the contract was awarded to Morley Manufacturing, based in Whaddon. Action: The Clerk to advise the contractors of the outcome of the tender process.

- 13. Review of Terms of Reference for Planning Committee** – These were reviewed and agreed and the option of virtual meetings was added to the Terms of Reference.
- 14. Receipt of nominations to the Planning Committee** – Resolved: that the following were appointed to the Planning Committee - Cllr's Birch, Ginger and Elbourn. The Chair of the Committee remained as Cllr Milton.
- 15. Review of Parish Council representation or work with external bodies and arrangements for reporting back:** (i) Whaddon Village Hall & Recreation Ground Trust. Cllr Strudwick informed the meeting that he wished to resign from his position on the WVH&RGT Trust and was thanked for all his work. Action: The Parish Council to seek guidance from the Trust if two representatives were still required.
- 16. Review of inventory of land and assets** – to be reviewed in the February Parish Council Meeting.
- 17. Review and confirmation of arrangements for insurance cover** – this was reviewed; no changes required.
- 18. Review of Parish Council's and/or Clerks memberships of other bodies** – SLCC, CAPALC and Cambridgeshire ACRE. Resolved: that the subscriptions are approved.
- 19. Review of Parish Council's Procedures:**
 - i) Complaints Procedure – this was reviewed; no changes required except to update contact details.
 - ii) Requests under Freedom of Information Act 2000 and Data Protection Act 1998 - this was reviewed and the GDPR legislation was discussed. Membership of CALPALC's Data Protection scheme noted. No further updates have been published by NALC. No changes required.
 - iii) Dealing with the Press/Media - this was reviewed; no changes required.

- iv) Setting dates, times and place of ordinary meetings of the full Parish Council for 2021. Meetings to continue to be on the second Monday of each month (except December).

20. Planning updates – none

21. Whaddon Village Hall and Recreation Ground Trust update -

Cllr Birch spoke of the recent WVH&RG Trust meeting which discussed the latest Lockdown restrictions. The Village Hall was shut again but the playground remained open. Cllr Birch stated that a fire extinguisher had been taken and used from the hall but had been quickly replaced by the Trust. It was likely that the previous lessor had not secured the front door and agreed to pay 50% of the cost of the replacement.

Cllr Birch told the meeting that the Trust's finances remained good, but appropriate grants will be applied for due to a lack of income once again.

The popular film nights will start again, when permission is given, and licences can be obtained.

22. Village Upkeep and Maintenance. Reporting of upkeep or maintenance issues and agreement of actions -

Cllr Hart asked for permission to trim back the overhanging trees on Church Street which was agreed. Cllr Townsend identified a possible dead tree at the top of the recreation ground which was agreed to be reviewed in spring.

The road sign along the A1198 had been replaced.

23. Items for next meeting – noting of requests for agenda items

The assets review and the Parish Council representation for the WVH&RGT to be considered in the February meeting.

There being no further business the meeting closed at 9.54 pm

Date of next meeting 8th February 2021 at 8pm.

Minutes of the Whaddon Parish Council virtual meeting held via Zoom on 8th February 2021 at 8pm.

Present:	Chairman	L Ginger
	Councillors	A Birch, N Strudwick, W Elbourn, A Milton, J Hart & D Townsend (from 20:54).
	Parish Clerk	A Bridges
	Members of the Public	Two
	County Councillor	Cllr S van de Ven
	District Councillor	Cllr J Hales

- 1.0 Apologies for Absence** – Cllr Townsend to join the meeting later due to work commitments.
- 2.0 Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 11th January 2021. Resolved: the minutes were approved and will be signed at a later date.
- 3.0 Receiving Declarations of Interest from Councillors on items on the agenda** – Cllr Hart and Cllr Elbourn stated they will not participate in item 8 due to being landowners in the area.
- 4.0 Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings.**

The new dog waste bin has been fitted by Ridgeway Close, replacing the damaged one.

The deposit for Morley Manufacturing has been paid and work is being undertaken to start the new fence. The church yard fence broken metalwork has been removed and it was agreed to replace panels by spare old panels from the car park fence if they are compatible.

There were no updates on the parking at Ridgeway Close from SCDC. There have been further reports of cars both driving and parking on the communal grass outside the houses and also blocking the public footpath. Cllr Hales informed the meeting that surveyors from SCDC will assess the plans for demolition of the garages, which will greatly increase the parking spaces available. One garage is owned privately, and this resident will be contacted separately by SCDC. The councillors discussed erecting a fence around the grass and it was agreed that this would be considered after evaluating the situation when more spaces are created.

It was decided that the Parish Plan will start when meetings can be held in person, as it was felt that this would benefit from in-person discussions rather than via Zoom.

The new grass cutting contractor will meet with the Parish Council before the first cut later in the spring.

Cllr Strudwick asked for an update on the precept information to send to residents on the village email and the Whaddon News. Action: This will be completed by the Chair and sent in the next week.

5.0 Reports from District and County Councillors – verbal updates

Cllr van de Ven spoke about the problems with overflowing sewage water in Whitecroft Road in Meldreth and in Meldreth Road in Whaddon. Anglia Water agreed to send a tanker to pump the drains for two days, but the leaking had returned shortly after. Anglia Water were not able to resend the tanker as it was needed elsewhere, and Cllr van de Ven discussed plans to meet with Anglia Water to discuss long term plans for improving the system affecting both villages.

Cllr van de Ven spoke of the problem of ploughed over footpaths in the area and urged residents to report these to Highways online.

Cllr van de Ven confirmed the reduction in train services from Thameslink due to low passenger numbers during Lockdown. Foxton Parish Council and the Greater Cambridge Partnership scheme were in discussions to make Foxton Travel Hub car park more of a travel hub, rather than just a large car park. It has been established that the car park will initially have 500 spaces rather than 900. A public consultation on the Travel Hub is expected to start next month.

Cllr Hales also spoke of the sewage and drainage problems and urged residents to report issues to Anglia Water and to inform the Parish Council if they had problems in their own properties. He hoped this would give them more evidence to push for substantial changes from Anglia Water to improve the situation.

Cllr Hales reported that The South Cambs Business COVID Grant Scheme had been successful in helping businesses claim assistance and it is hoped that it will enable businesses to reopen after Lockdown.

Cllr Hales lastly discussed the Climate and Environment fortnight from February 22nd, in which SCDC will be hosting online events on living sustainably and tackling climate change.

6.0 Public Participation – none.

7.0 COVID-19 Update – an email update was sent to residents last week to give details of support for mental health access and COVID-19 vaccines for the over 70's. Cllr Hales spoke of the high standard of work from SCDC staff, many of whom have been redeployed in COVID related tasks. The Chair discussed the many positive contributions

from SCDC and CCC and Cllr Hales felt that this feedback from the Parish Council would be greatly appreciated to encourage staff morale.

8.0 South West Cambridge planning proposal update – there were no further updates.

The local MP Anthony Browne had expressed firm views against the proposal and those who have concerns are encouraged to sign up to the local South West Action Group for more information.

9.0 LHI Bid Update – Cllr Strudwick informed the meeting that the panel date is Wednesday 17th February. A 500-word statement has been requested beforehand, which Cllr Strudwick has shared with Bassingbourn Barracks and Cllr van de Ven. Cllr Strudwick confirmed that although Bassingbourn Barracks fully support the bid, they are unable to contribute financially due to MOD funding rules. Bassingbourn Parish Council will contribute £1,000 and Whaddon Parish Council £15,000 if successful.

Cllr Townsend entered the meeting at 8.54pm

10. Bridge Street Noticeboard

The noticeboard has been re-varnished and reinstalled, and the Parish Council thanked Steve Coningsby for all his hard work in doing this.

11. Correspondence –

- Email from prospective resident concerned about possible Thakenham development (13/1/21)
- Greater Cambridge Shared Partnership -information on the Greater Cambridge Local Plan (18/1/21)
- Greater Cambridge Shared Partnership Local Plan questionnaire (18/1/21)
- Zoom invitation - Thakeham Proposal discussion with Anthony Browne MP: Thursday 21st January at 5pm (21/1/21 and attended by the Chair).
- East West Rail £760m commitment to support next phase (25/1/21)
- Communities Duty - Voluntary groups vaccination information (28/1/21)
- Email from a resident at Ridgeway Close concerned with lack of parking (31/1/21)
- COVID-19 update from SCDC (5/2/21)

12. Climate emergency committee-

The Parish Council discussed the offer from Bassingbourn Parish Council to have representatives from Whaddon join their Climate Emergency Committee. Cllr van de Ven spoke of the committee's intention to raise awareness and develop environmental ideas at a local level, which are coordinated by SCDC. Cllr Strudwick asked if representatives from Whaddon could be invited to join and this was agreed by all. Action: email to be sent to residents.

13. Finance:

Staff wages and expenses - £399.71

Printing for Whaddon News - £112

- 14. Assets review** – this was agreed to be fully updated by the Chair and Clerk, with the new laptop and labour costs on the bus shelter added.
- 15. Planning updates** – none
- 16. Parish Council representation for the WVH&RGT**
Cllr Strudwick committed to stay as a PC representative on the Trust until May, when it is reviewed at the Annual Parish Council Meeting.
- 17. Whaddon Village Hall Representation and Recreation Ground Trust update** –
Cllr Birch informed the Parish Council that it had been the ACRE Village Hall Week at the end of January and the Trust was submitting the history and photos of the village hall to the virtual 'Village Hall Doomsday Book 2021' organised by ACRE.
- 18. Village Upkeep and Maintenance. Reporting of upkeep or maintenance issues and agreement of actions -**
The large beech tree on the grass corner opposite St Mary's Close was being tested by SCDC for disease and they will inform the Parish Council of the results.
Cllr Townsend described the very muddy and slippery conditions of the footpaths in the village and asked if residents could buy bark chippings to lay at entrances to help with walking. Cllr Hart offered to speak to Shires Tree Surgery who may be able to donate. It was agreed that this will be discussed with landowners.
Cllr Townsend also spoke of the large number of potholes in the nearby roads and it was confirmed that these will be repaired by Highways. Residents were encouraged to continue to report all potholes on the Highways website.
Cllr Elbourn spoke of the Melbourn Warden Scheme, which does not yet cover Whaddon, and felt it offered a highly valuable and cost-efficient service. These details were passed to the family of a vulnerable resident in the village as it was hoped the service would be available in the village soon.
- 19. Items for next meeting** – noting of requests for agenda items – the £100 charitable donation to be discussed.

There being no further business the meeting closed at 9.28 pm

Date of next meeting 15th March 2021 at 8pm.

Minutes of the Whaddon Parish Council virtual meeting held via Zoom on 15th March 2021 at 8pm.

Present:	Chairman	L Ginger
	Councillors	A Birch, N Strudwick, W Elbourn, A Milton, J Hart & D Townsend
	Parish Clerk	A Bridges
	Members of the Public	None
	County Councillor	Cllr S van de Ven
	District Councillor	Cllr J Hales

1.0 Apologies for Absence – none.

2.0 Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 8th February 2021. Resolved: the minutes were approved and will be signed at a later date.

3.0 Receiving Declarations of Interest from Councillors on items on the agenda – Cllr Hart and Cllr Elbourn stated they will not participate in item 9 due to being landowners in the area.

4.0 Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings.

The Chair confirmed that the recreation ground railings installation may start before the end of March, with a pause in the Easter holidays to allow children to use the recreation ground area.

There were no further updates on Ridgeway Close parking from SCDC. It was noted that SCDC had installed a no parking sign at the top of the green by Ridgeway Close.

The Chair confirmed that he and Peter Haselden would meet with the new grass contractor this week, to discuss when the first cut of the season would take place and explore the possibility of collecting grass cuttings.

The Chair confirmed that the Parish Council were still awaiting the test results from the large beech tree opposite St Marys Close. These were carried out by the Highways Department, due to concern that the tree was diseased.

The Parish Council noted the large number of potholes still on local roads, although some had been recently repaired. All residents were encouraged to report these to the Highways Department online.

There had been no response from residents regarding the local warden scheme, run from Melbourn.

The Parish Council discussed the annual charitable donation and it was agreed by all to donate £100 to Magpas Air Ambulance, as it covers our area.

The asset register has been updated by the Chair and Clerk.

5.0 Reports from District and County Councillors – verbal updates

County Councillor van de Ven firstly spoke of the reduced financial support to Highways Department, from the County Council. Cllr van de Ven confirmed that the 127 bus

would now be running as a commercial service, which would affect the previous plan of amalgamating the 127 and 91 bus to run across county borders. The new bus timetable is proposed to start after Easter.

Cambridgeshire County Council has begun a campaign to recruit foster carers and attract possible adoptive families in the county, due to shortage of both.

Cllr van de Ven confirmed that the Deputy Leader of Cambridgeshire County Council has resigned.

District Councillor Hales began by informing the meeting that the District Council had agreed a tax increase of £5 per annum in a band D property.

Cllr Hales spoke of the success of the financial scheme offering support for businesses affected by Covid. The department are still receiving large numbers of requests.

Cllr Hales informed the meeting that SCDC had reported no significant increase in fly tipping in the area, despite recent episodes in local villages. Cllr Hales highlighted the need to report all fly tipping to the District Council, including rubbish dumped on private land, so prosecutions can take place.

Cllr Hales informed the meeting that Bourn Airfield has had planning permission for 3,500 new homes granted.

Cllr van de Ven spoke of the proposal to install a full barrier at the level crossing in Meldreth Road, Shepreth. Cllr van de Ven confirmed that Network Rail are looking to update all their crossings for safety reasons, although this was felt to be a low-risk crossing, with no known trespassing. This could increase waiting times for traffic in the village.

6.0 Public Participation – none.

7.0 COVID-19 Update – The Chair attended the recent SCDC webinar update and expressed his thanks for the informative sessions. It reported that the region had a very high uptake of the Covid vaccine and a low infection rate, but communities were reminded that it continues to be important to remain vigilant and obey the restrictions. Cllr Hales spoke of the Community Chest Covid funding from SCDC, which is a new scheme enabling local projects to improve quality of life of residents in the region.

The Chair spoke of the Parish Councils achievement with being recognised by the ‘Chairman’s commendation for services to the County during Covid-19’ certificate from Cambridgeshire County Council. This was for the Parish Council’s support to residents during the last year.

8.0 South West Cambridge planning proposal update – A public meeting is being held this week with Antony Browne MP, to discuss the proposals. There are no further updates or applications submitted. Cllr Birch spoke of the difficulty in responding to residents’ concerns, due to the lack of information. It was highlighted that the local group, South West Cambridgeshire Action Group, will have all updates, and all details can be found on social media.

9.0 LHI Bid Update – no further updates.

10. To confirm details of the Annual Parish Meeting – agreed for 19th April 2021 via Zoom.

11. To confirm details of the Annual Parish Council Meeting – agreed for 10th May 2021. The Parish Council await updates to the current legislation permitting virtual meetings.

12. Correspondence –

- SCDC - Consultation on new housing policies relating to Build to Rent, Clustering and Distribution of Affordable Housing and Affordable Rent Setting. (9/2/21).
- Local Plan Greater Cambridge Local Plan - Survey Reminder (10/2/21).
- Cambridgeshire County Council - Cambridgeshire Local - Engagement Events (19/2/21)
- CAPALC Ltd - Affiliation Pack 2021-22 (25/2/21)
- Cambridgeshire County Council - Chairman's commendation for services to the County during Covid-19 (2/3/21)
- March News from Anthony Browne MP (5/3/21)

13. Finance:

- Staff wages and expenses - £399.71
- Charity donation for £100 – agreed.
- Risk assessment –Cllr Strudwick confirmed that he had converted the previous pdf documents to a format that can be easily amended, and this will be updated by the Clerk by the next meeting.

14. Planning updates – 20/05346. Single storey front, side and rear extensions and dormers to front. Rear dormer roof extension. 144 Meldreth Road, Whaddon. This was approved by the Parish Council.

15. Whaddon Village Hall Representation and Recreation Ground Trust update – Cllr Birch reported that the Trust met on March 1st and it was agreed the hall would re-open on 12th April for exempt groups only and also on May 6th for local elections. The AGM was confirmed to take place on May 17th. Cllr Birch spoke of the discussions on fencing around the play area, and it was agreed to gauge opinions from the community, either via the next Village Plan or earlier. Cllr Birch confirmed plans for a post lockdown celebratory village event on Sat 7th August.

16. Village Upkeep and Maintenance. Reporting of upkeep or maintenance issues and agreement of actions – Cllr Townsend spoke of the large amount of fly tipping in the car park by Whaddon Gap. Highways were confirmed to be responsible for the car park. Cllr Birch asked about the ditch at bottom of Bridge Street and Dyers Green which was agreed to be the responsibility of County Farms.

17. Items for next meeting – none. There being no further business the meeting closed at 9.24pm.

Date of next meeting 12th April 2021 at 8pm.

Minutes of the Whaddon Parish Council virtual meeting held via Zoom on 12th April 2021 at 8pm.

Present:	Chairman	L Ginger
	Councillors	A Birch, N Strudwick, W Elbourn, D Townsend, A Milton & J Hart.
	Parish Clerk	A Bridges
	Members of the Public	One
	County Councillor	None
	District Councillor	None

1.0 Apologies for Absence – The District and County Councillor gave their apologies as they were attending another meeting.

2.0 Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 15th March 2021. Resolved: the minutes were approved and will be signed at a later date.

3.0 Receiving Declarations of Interest from Councillors on items on the agenda – Cllr Hart and Cllr Elbourn item 8 due to being landowners in the area.

4.0 Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings.

The Chair reported that the new railing installation was progressing well in the recreation ground and these have now reached the end of the car park.

There have been further reports of vehicles parked on the grass at Ridgeway Close which may be reported to SCDC.

The new grass contractor has started and has completed two cuts, which have been completed to a high standard. The verges will be cut towards the end of April.

There remains a large number of potholes on the road towards Whaddon Gap. These have been reported to Highways and have been highlighted for repair for some time.

Magpas sent a thank you acknowledgement for the donation from the Parish Council.

The level crossing on Meldreth Road in Shepreth, was then discussed. Network Rail has proposed to change the barriers, which is part of a nationwide upgrade to increase safety at level crossings. These changes would increase waiting times to 3 or 4 minutes, affecting drivers passing through from Whaddon to and from Cambridge. Cllr Strudwick spoke of the lack of data available from Network Rail. It was agreed that the consultation had not been widely publicised.

Cllr Birch advised the meeting that the village hall had re-opened today and bookings were now available for groups that met the current criteria. Cllr Birch confirmed that she recently attended training from ACRE to ensure that village halls meet Covid compliant regulations. All hire documents and risk assessments were correct and

ready in place. The dog training is resuming this week and a bootcamp is also starting on the recreation ground. Two volunteers have offered to take over organising coffee mornings when they are able to resume.

Lastly, Cllr Strudwick spoke of setting up a recycling point for medicine blister packs, that cannot be recycled by SCDC. This was agreed to be discussed in full at another meeting.

5.0 Reports from District and County Councillors – not present.

6.0 Public Participation – none.

7.0 COVID-19 Update – updates from SCDC are still sent round the village providing local information.

8.0 South West Cambridge planning proposal update – there are no formal updates. Cllr Strudwick and the Chair continue to attend meetings held by the South West Cambridgeshire Action Group and will report any changes back to the meeting.

9.0 LHI Bid Update – this has now been successful, subject to ratification by County Council Highways Committee at the end of May. Whaddon came joint third in the bidding process, which was agreed to be an incredibly positive outcome for the village. Cllr Strudwick spoke about the planning application opposite Whaddon Gap, at the site of the old public house, which could affect the LHI scheme. The Parish Council were not consulted on this and four semi-detached houses were approved in 2018. Cllr Strudwick spoke to the Highways department, who felt that this could in fact, have a positive benefit for the road changes. Cllr Strudwick also confirmed that the road improvement plans will be shared for consultation after they have been drawn up.
Action: Clerk to write to the Local Planning Department to register a complaint regarding lack of consultation in the planning process.

10. East West Railway consultation- The Chair confirmed that he has requested the full consultation paperwork, to examine the possible effects on the village. It was felt that motorists may have increased journey times on the A10 during construction process south of Harston.

11.0 Confirmation of details of the Annual Parish Meeting – the meeting was confirmed to be held on 19th April via Zoom. The Palmers Trust, Whaddon Village Hall and Recreation Trust and the District and County Councillors were all invited to join. There will also be a Neighbourhood Watch update. The Parish Plan will be discussed.

12.0 Change of date for the Annual Parish Council Meeting – this meeting was confirmed to be held on May 24th and has had to be delayed due to a change of legislation stopping virtual Parish Council Meetings after May 6th. The June meeting will be cancelled due to the close time frame after the May APM.

13.0 Correspondence –

- Covid-19 email update – 11 March 2021 SCDC
- Email Invitation: Thakeham Public Meeting on Thursday 18th March 2021 (12/3/21)
- Greater Cambridge Housing Trajectory briefing – Greater Cambridge Local Plan Team (19/3/21)
- Can you help me oppose the Thakeham Development? Email from MP Antony Brown (19/3/21).
- March 2021 parish e-bulletin – SCDC (25/3/21).
- Cambridgeshire ACRE Membership renewal (30/3/21)
- Pre-Briefing Invitation - East West Rail Consultation (30/3/21).
- Consultation opens today email - East West Rail (31/3/21)
- Government consultation on Remote Meetings – Jose Hales (1/4/21)
- CAPALC bulletin (6/4/21)
- COVID-19 update – SCDC (8/4/21)

14.0 Finance:

- 14.1** Staff wages and expenses - £399.71
- 14.2** Grass cutting and roll of recreation ground - £252 (this includes another cut added to this after agenda published).
- 14.3** Village Website provider - £59.99
- 14.4** Handyman wages and expenses - £330.46

15.0 Village Upkeep and Maintenance – Cllr Townsend stated that the SCDC grass contractor had used weedkiller instead of strimming the grass around Ridgeway Close. It was agreed by all that it looked awful and is environmentally unfriendly. The Chair reminded the meeting that the Parish Council had previously complained about this, and this will be raised again with the District Councillor.

It was also noted that political posters had been displayed around the village, and the remaining posters in Parish noticeboards would be removed by Clerk.

16.0 Items for next meeting – none

There being no further business the meeting closed at 9.17pm

Date of next meeting - Annual Parish Meeting 17th May at 8pm.

Annual Parish Council Meeting 24th May at 8pm

Whaddon Parish Council

**Minutes of the Annual Parish Council Meeting
held on 24th May 2021 at 8pm,
in the Village Hall, Church Street, Whaddon, Cambridgeshire,
SG8 5RY.**

Present:	Chairman	L Ginger
	Councillors	A Birch, N Strudwick, W Elbourn, D Townsend & J Hart.
	Parish Clerk	A Bridges
	Members of the Public	One
	County Councillor	None
	District Councillor	None

- 1.0 Election of the Chairman of the Parish Council** – Cllr Elbourn proposed that Cllr Ginger should remain as Chairman, this was seconded by Cllr Birch and **agreed** by all. It was resolved that Cllr Ginger to be elected for Chairman. An Acceptance of Office declaration was signed by the Chairman.
- 2.0 Election of the Vice-Chairman of the Parish Council** – Cllr Ginger proposed that Cllr Strudwick should be Vice Chairman, this was seconded by Cllr Townsend and **agreed** by all. It was resolved that Cllr Strudwick to be elected for Vice Chairman
- 3.0 Apologies for Absence** – District Councillors, Sally Ann Hart and Jose Hales, County Councillor Susan Van de Ven and Cllr Milton gave their apologies.
- 4.0 Receiving Declarations of Interest from Councillors on items on the agenda** – none.
- 5.0 Approval of Minutes** – to resolve that the minutes from the Parish Council Meeting of 12th April 2021 are a correct record. All **agreed**.

It was agreed to move agenda items 14, 15 and 16 to this point in the meeting.

- 14.0 Reports from Clerk and Councillors** – to receive updates about progress on resolutions and actions from previous Parish Council meetings

The Chairman confirmed that the new railings had been fully installed. It was agreed that the double gate will have a combination lock for authorised access.

The grass cutting on the recreation ground is currently weekly, and the verges recently cut. All agreed that the new grass cutting contract is working well.

The Chairman spoke about the potential recycling point for the village for medical blister packs and Cllr Strudwick confirmed that he is investigating this.

There are no updates on Thakenham's development proposal. Cllr Strudwick will report back to the Parish Council after attending the next virtual meeting.

Cambridgeshire County Council have postponed the meeting to formally ratify the Local Highway Initiatives until June.

Cllr Strudwick also confirmed that he will be attending the next EWR consultation later in the week.

All agreed that the virtual Annual Parish Meeting was a success, and the Parish Council received an email of recognition from a resident attending.

15.0 Reports from District and County Councillors:

- a. District Cllr Report – not present, written report received
- b. County Cllr Report – not present, written report received.

16.0 Public Participation – none

17.0 Correspondence & Complaints– noting receipt of significant items of correspondence and complaints

- EWR – Email with information regarding virtual consultations (12/4/21)
- Covid -19 update from SCDC (15/4/21)
- Code of conduct training from Bassingbourn PC (19/4/21)
- Covid-19 update from SCDC (30/4/21)
- Prescription pick-up request (30/4/21)
- EWR update (30/4/21)
- Keep Britain Tidy information (19/5/21)

6.0 Delegation Arrangements to Standing Committees (Planning Committee)

6.1 Review of Terms of Reference for Planning Committee. All **agreed**.

6.2 Receipt of nominations to the Planning Committee

Resolved that Cllr Milton would continue as Chair of the Committee (subject to ratification at the next Planning Committee meeting) with Cllr Elbourn, Cllr Ginger, and Cllr Birch also continuing with their appointment on the Planning Committee.

7.0 Review of Parish Council Standing Orders – reviewed – no changes made.

8.0 Review of Financial Regulations – reviewed – no changes made

9.0 Review of Parish Council representation or work with external bodies and arrangements for reporting back: (i) Whaddon Village Hall & Recreation Ground Trust

Resolved that (i) Cllr Birch to remain Parish Council representatives on the WVH&RG. Cllr Strudwick confirmed that he had stood down from the Trust and he was thanked for his hard work on the Trust. The second Parish Council representative was decided to be reviewed later in the year

10.0 Review and confirmation of arrangements for insurance cover – Zurich Insurance, due for renewal on June 2nd.

11.0 Review of Parish Council's and/or Clerks memberships of other bodies

- Cambridgeshire & Peterborough Association of Local Councils
- SLCC
- Cambridgeshire ACRE membership was decided to be cancelled as the VH&RG Trust had membership.

12.0 Review of Parish Council's Procedures:

- 12.1 Complaints Procedure - reviewed; no changes required.
- 12.2 Requests under Freedom of Information Act 2000 - reviewed; no changes required.
- 12.3 Data Protection Policy – rewritten with latest NALC framework. Cllr Strudwick to review for the next meeting.
- 12.4 Dealing with the Press/Media - reviewed; no changes required.

13.0 Setting dates, times and place of ordinary meetings of the full Parish Council for 2021/22

It was agreed that meetings should continue to be held on the second Monday of the month at 8pm, except December. No June meeting due to the later date of the Annual Parish Council Meeting. The next meetings will be on July 12th and then August 9th, 2021.
The next Planning Committee Meeting will be on 7th June at 8pm.

18.0 Finance and Annual Return:

18.1 Approval of cheques to be signed today-

- CAPALC - annual membership (£269.08) and DPO scheme (£50) – £319.08
- SLCC membership - £112 - £83 this year due to Clerks dual membership with another Parish Council
- Chair's expenses (April - June 2021) - £50
- Salaries - £399.71
- Grass cutting x 3 - £234
- Auditor fee - £70
- Village Hall and Recreation ground donation (20/21) - £1,445.72
- Zurich insurance - £334.17

18.2

- **Consideration and approval of the Annual Governance Statement and the Accounting statements 2020/21.**

This was approved and signed by the Chairman.

19 Annual review of risk assessment for the Parish Council – All agreed.

20.0 Whaddon Village Hall & Recreation Ground Trust update –

Cllr Birch confirmed that the village hall reopened on May 17th, with a maximum capacity of 25 in current Covid restrictions.

The Trust held their AGM on 17th May and Cllr Strudwick confirmed his resignation. Cllr Birch thanked Cllr Strudwick for his hard work and guidance. Cllr Birch stated that there is one vacancy for a Parish Council representative and one vacancy for an elected member of the public.

Cllr Birch spoke of the hole in garage roof which is being investigated by the handyman and the drainage system in the car park, which is also due to be repaired.

The Trust will shortly send out a questionnaire to all residents, looking to ascertain views on possible fencing around the playground.

Cllr Birch confirmed that the summer village event will take place on the recreation ground on August 7th at 6pm until late. This will be advertised nearer the time. Action: Clerk to ensure discussion for possible donation on the July Parish Council Meeting agenda.

21.0 Village Upkeep and Maintenance

21.1 **Reporting of upkeep or maintenance issues and agreement of actions.** Cllr Hart offered to tidy up the flower bed by the village hall, and all agreed it would be beneficial as currently overgrown. Cllr Birch stated that the recent upgrade to the pump on Bridge Street was great Improvement, which was agreed by all. The Chairman agreed to write a letter of thanks to the handyman.

22.0 Staff matters - Confidential item - Clerk, members of the public and County and District Councillors to leave the meeting

Date of next meeting – July 12th at 8pm.

Minutes of the Whaddon Parish Council Meeting
at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY
July 12th 2021, at 8pm

Present:	Chairman	L Ginger
	Councillors	A Birch, W Elbourn, D Townsend and A Milton.
	Parish Clerk	A Bridges
	Members of the Public	Two
	County Councillor	None
	District Councillor	None

1. **Apologies for Absence** – Cllr Strudwick and Cllr Hart gave their apologies.
2. **Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 24th May 2021. Resolved: the minutes were approved and signed.
3. **Receiving Declarations of Interest from Councillors on items on the agenda** – Cllr Elbourn abstained from item 7 due to being a landowner in the area.
4. **Reports from Clerk and Councillors** –
 The Chair reported that the grass cutting is up to date with regular cuts on the recreation ground.
 The Parish Council submitted a formal reply to the recent EWR consultation and the Government consultation into remote meetings.
5. **Reports from District and County Councillors** – a written report received.
 This gave further information about the South Cambs. Community Safety Partnership; the Community Chest Grant and The Zero Carbon Grant from South Cambridgeshire District Council. It was also reported that Thakeham have confirmed that it commissioned recent surveillance work on its ‘proposed site’. The Chair reminded all concerned residents to join the South West Cambridgeshire Action Group.
6. **Public Participation** – None.
7. **South West Cambridge planning proposal update** – there were no formal updates.
8. **LHI Bid update** – The Chair confirmed that Cambridgeshire County Council have formally agreed the budget and the parish council are awaiting the first draft of the new design scheme for the road layout.
9. **Correspondence**: noting receipt of significant items of correspondence

- May 2021 parish e-bulletin (SCDC 27/5/21)
- East West Rail Consultation (3/6/21)
- Meridian Integrated Neighbourhood Partner Event (Cams and Peterborough NHS Foundation Trust 14/6/21)
- South Cambridgeshire Virtual Roundtable agenda and invite (Office of the Police and Crime Commissioner for Cambridgeshire and Peterborough 28/6/21)
- Zero Carbon Communities Grant (SCDC 28/6/21)
- Receipt of documents – notification of exempt status for Annual Return 2021 – SBA (3/7/21)
- CAPALC July bulletin (7/7/21)
- News from Anthony Browne MP (7/7/21)

10. Planning updates: Application **21/01646/HFUL**, Single storey front extensions, first floor extension and revised roof profile. 4 Bridge Street Whaddon SG8 5SQ. Application withdrawn.

11. Finance:

- 11.1** Staff wages and expenses - £762.84
- 11.2** Handyman wages and expenses - £272.54
- 11.3** Grass cutting x 8 recreation ground cuts and one verge cut - £840
- 11.4** Payment for cutting permissive path 2020/21 - £200
- 11.5** Progress against budget review - up to June 30th 2021

12. Handyman - consideration and agreement of pay increase – It was agreed by all to increase the hourly wage of the handyman.

13. Consideration of Village Hall car park repair works – The Chair confirmed that part of the drainage system in the Village Hall car park is broken and quotes are being collected for repairing the damaged section. It was proposed that the Parish Council and the VH&RGT pay half the costs of the repair each. All agreed.

14. Whaddon Village Hall and Recreation Ground Trust update – The Chair confirmed that the proposed mobile fish and chips caterer had been given permission by the Trust to come to the village car park. This was dependant on ensuring that there is no litter left. Vandalism has been recently reported in the playground and the handy man will repair this.

The Chair also spoke of the recent village consultation for fencing around the playground and confirmed the majority of the 56 responses (84.5%) objected to the proposal and therefore the Trust had agreed that the fence proposed for the small children's playground will not now be installed. The Chair reported that Cllr Strudwick had asked him to register his extreme disappointment at this outcome, as he had worked hard to raise the money to pay for the fence with a grant from the Coop. Cllr Birch said that the Trust will be writing to the Coop offering to return the grant money.

15. Village Upkeep and Maintenance

- i) Reporting of upkeep or maintenance issues and agreement of actions – Cllr Townsend spoke of the bushes along Church Street growing across full access to the footpath at the rear of houses in Town Farm Close.
- ii) Discussion and agreement of donation to end of lockdown party – it was agreed by all present that the Parish Council contribute up to half the external costs of the event.

16. Items for next meeting – noting of requests for agenda items. None.
Meeting ended at 9.07pm

Date of next meeting - Monday 9th August 2021 at 8pm.

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WHADDON PARISH COUNCIL

**Minutes of the Whaddon Parish Council Meeting
at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY.
8pm on August 9th 2021.**

Present:	Chairman	L Ginger
	Councillors	A Birch, W Elbourn, N Strudwick, D Townsend and A Milton.
	Parish Clerk	A Bridges
	Members of the Public	One
	County Councillor	None
	District Councillor	None

1. **Apologies for Absence** – County Councillor S van de Ven and District Councillors J Hales and S A Hart.
2. **Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 12th July 2021. Resolved: the minutes were approved and will be signed at a later date.
3. **Receiving Declarations of Interest from Councillors on items on the agenda** – Cllr Elbourn abstained from item 7.
4. **Reports from Clerk and Councillors** –
Cllr Townsend discussed the footpath along Church Street, which is currently very narrow due to an overgrown hedge. It was agreed that the Parish Council would ask the grass contractor to look at this.
5. **Reports from District and County Councillors** – a written report was received.
The Chairman confirmed that 60 identified potholes and imperfections on the roads in Whaddon will be repaired by the autumn. It was also confirmed that the road through Whaddon will be resurfaced with gravel chippings next year.
The current OxCam Arc consultation on potential development in the area will be responded to by the Parish Council. Residents are also urged to respond and an email will be sent around the village.
6. **Public Participation** – None.
7. **South-West Cambridge planning proposal update** – there were no formal updates.

- 8. LHI Bid update** – Cllr Strudwick and the Chairman recently met with the road scheme designer from County Highways, who discussed the first detailed draft of plans for the LHI bid at Whaddon Gap. This includes one island north of the turning and a red and white marked turning lane into the village to increase safety. The island north of the Barracks entrance cannot be installed because of insufficient road width but there will be extra road markings at this spot. The Parish Council agreed to support the proposal, which includes an overall reduction in the speed limit from 50 to 40 mph..
- 9. Correspondence:** noting receipt of significant items of correspondence:
- Email from Office of the Police and Crime Commissioner for Cambridgeshire and Peterborough (12/7/21)- ‘Have your say on a new Police and Crime Plan’ survey.
 - Email from SCDC - Letter from Leader of South Cambs District Council (12/7/21)
 - Email from SCDC - Warning of heavy rain and chance of flooding (22/7/21)
 - Email from District Councillor van de Ven - GTR consultation on changes to the timetable in May 2022 (23/7/21).
 - Email from SCDC - July 2021 Parish e-bulletin (29/7/21)
 - Cambridgeshire and Peterborough Minerals and Waste Local Plan (2/8/21)
 - CAPALC August bulletin (4/8/21)
- 10. Planning updates:** None
- 11. Finance:**
- 11.1** Staff wages and expenses - £376.32
 - 11.2** Grass cutting – 1x verge cut, 1x footpath cut, x rec cut - £415
 - 11.3** Lockdown party contribution - £250
- 12. Consideration of Village Hall car park repair works** – Six companies were approached to quote for repairs to the drainage and two quotes were received. The first quote was for £7,250 (net) and the second for £4,000 (net). The Parish Council agreed to accept the second quote of £4,000 (plus VAT).
- 13. Whaddon Village Hall and Recreation Ground Trust update** – Cllr Birch spoke of the success of the End of Lockdown Party and the Chairman thanked the Committee for their hard work organising the event.
- 14. Village Upkeep and Maintenance -**
It was noted that there remained ongoing issues with shortages of car parking spaces in Ridgeway Close. SCDC had confirmed that they planned to demolish the garages to make more spaces.

Items for next meeting – noting of requests for agenda items.

None.

The meeting ended at 8.52pm

Date of next meeting – 8pm on September 13th 2021.

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY.

8pm on October 11th 2021.

Present:	Chairman	L Ginger
	Councillors	N Strudwick, J Hart, A Birch, Cllr Elbourn and A Milton.
	Parish Clerk	A Bridges
	Members of the Public	Two
	County Councillor	S van de Ven
	District Councillor	J Hales

- 1. Apologies for Absence** –Cllr Townsend and District Councillor S A Hart gave their apologies.
- 2. Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 13th September 2021. Resolved: the minutes were approved and signed.
- 3. Receiving Declarations of Interest from Councillors on items on the agenda** – none.
- 4. Reports from Clerk and Councillors** – The overgrown hedge on Church Street and Towne Farm Close has been cut back by the grass contractor. Work has been completed on removing the garages and increasing car parking spaces at Ridgeway Close. There remains occasional parking on the grass outside some of the properties, however.
- 5. Reports from District and County Councillors** – District Councillor Hales spoke of the consultation for call for sites which starts at the beginning of November and ends in January. This highlighted 11,500 required new houses in the area, of which 140 are destined for Melbourn. Eight local villages will get smaller amounts of development, with the majority of new builds confirmed to be in Northstowe and Cambourne, where there is existing infrastructure.
County Councillor S van de Ven spoke of a future meeting with Anglia Water about the water capacity in the area, in relation to flooding after heavy rainfall.
Cllr S van de Ven also described the lack of lateral flow tests available in local pharmacies but reminded the meeting that these are still available to order online.
Residents are encouraged to use the Oil Club scheme, which offers an annual rebate to local community users and groups.
- 6. Public Participation** – Two members of the public confirmed they wanted to discuss speeding in the village in item 13.

7. LHI Update – No further updates.

8. Correspondence: noting receipt of significant items of correspondence:

- SCDC Covid Community Update (17/9/21)
- M11 junctions 8 to 10 bridge repairs (Highways 17/9/21)
- CAPALC training update (20/9/21)
- Six Free Trees Order confirmation (SCDC 20/9/21)
- September 2021 parish e-bulletin (SCDC 20/9/21)
- CAPALC October bulletin (5/10/21)
- COVID community update (7/10/21)
- Greater Cambridge Local Plan update (8/10/21)
- Flood and volunteer preparedness training events (8/10/21)

9. Planning updates: 21/04252/HFUL - Erection of a traditional garden shed to the rear garden. 55 Meldreth Road, Whaddon. The Planning Committee had no comment.

10. Finance:

- 10.1 Staff wages and expenses - £407.68
- 10.2 Replacing drainage of the Village Hall car park - £4,800
- 10.3 ICO fee from November 2021 to November 2022 - £40
- 10.4 Grass cutting of recreation ground - £78
- 10.5 Handyman wages - £207.50 was added to the list of approved invoices.

11. Consideration of the ‘Six Free Trees’ for Parish Councils from SCDC – The Parish Council confirmed the request to order three Oak trees and three Rowan trees. The siting of these will be decided at the next meeting.

12. Discussion on Byway 22 at the top of Bridge Street – The byway from the top of Dyers Green leading to Kneesworth was discussed. The Chairman discussed the option of possibly applying for a Traffic Regulation Order, which would close it to motorised vehicles. This would have to be discussed with Bassingbourn Parish Council, as the byway is in their parish.

13. Speeding in the village – Two members of the public spoke of the perception of increased numbers of speeding cars travelling on Meldreth Road. The Parish Council discussed methods of slowing down traffic in the village and confirmed that Speedwatch has not been in action since October 2019, due to a lack of co-ordinator and COVID restrictions. It was agreed that a new co-ordinator would be advertised and that the forthcoming Parish Plan will seek opinions on speeding in the village. Cllr Ginger suggested contacting the Neighbourhood Safer Speeds team for advice. Cllr S van de Ven confirmed that the County Council is welcoming applications for areas to have a 20MPH speed limit, which may be sensible for the core part of the village and Bridge Street. As ever, enforcement is always key to observation of any speed limit, though. It was also agreed that the Chairman would contact the previous Speedwatch volunteers to gather data from the MVAS.

Cllr Hart left the meeting at 9.33pm

14. Village Community Plan – meetings will commence in November

15. Whaddon Village Hall and Recreation Ground Trust update – the new gratings have been installed in the village car park.

16. Village Upkeep and Maintenance -Reporting of upkeep or maintenance issues and agreement of actions - none

17. Items for next meeting – noting of requests for agenda items.

The meeting ended at 9.40pm. Date of next meeting - Monday 8th November

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY.

8pm on September 13th 2021.

Present:	Chairman	L Ginger
	Councillors	N Strudwick, D Townsend, Cllr Hart and A Milton.
	Parish Clerk	A Bridges
	Members of the Public	None
	County Councillor	None
	District Councillor	None

- 1. Apologies for Absence** – Cllr Birch and Cllr Elbourn all gave their apologies. County Councillor S van de Ven and District Councillors J Hales and S A Hart also gave their apologies.
- 2. Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 8th August 2021. Resolved: the minutes were approved and signed.
- 3. Receiving Declarations of Interest from Councillors on items on the agenda** – Cllr Hart is a land owner in the area in relation to item 8.
- 4. Reports from Clerk and Councillors** – The hedge by Town Farm Close will discussed with Justin. Clerk to organise. The traffic order for the work on the roads in Whaddon was sent, with home access for all. This will improve the whole road surface.
- 5. Reports from District and County Councillors** – a written report was received. Riparian rights of the village to be put in the newsletter. Parking on pavements also need a reminder in the Whaddon News.
- 6. Public Participation** – None.
- 7. Local Plan Update** – No local areas have been taken for consideration. Development primarily focused on existing areas with facilities in North Cambridgeshire.
- 8. South-West Cambridge planning proposal update** – there were no formal updates.
- 9. LHI Bid Update** – Confirmation that the Parish Council comments have been received.
- 10. Correspondence**: noting receipt of significant items of correspondence:

- Email from Cambridgeshire and Peterborough Combined Authority - The Ox-Cam Arc Spatial Framework Consultation - Have Your Say (10/8/21).
- Email update from East West Railway Company (17/8/21).
- Greater Cambridge Shared Planning - Greater Cambridge Local Plan - publication of preferred options (24/8/21).
- Highways Department - Proposed TTRO for Whaddon - Various Surface Dressing (25/8/21)
- SCDC Infrastructure workshop information (27/8/21).
- Greater Cambridge Shared Planning - Greater Cambridge Local Plan – First Proposals published online (31/8/21).
- Six Free Trees offer for Parish Councils – SCDC (1/9/21)
- CAPALC update bulletin (2/9/21)
- Oxford and Cambridge Arc Consultation – SCDC (10/9/21)
- Highways Department - TTRO for Whaddon information (13/9/21)

11. Planning updates: None

12. Finance:

- 12.1** Staff wages and expenses - £501.76
- 12.2** Grass cutting – 2 x rec cuts £156
- 12.3** Whaddon News printing (March & June) - £224
- 12.4** Budget and reserves review. The Parish Council will pay 50% of the village car park gratings.

13. Consideration of the ‘Six Free Trees’ for Parish Councils from SCDC – Clerk to apply for the trees. The meeting discussed the need to investigate Honey Fungus resistant trees for the recreation ground.

14. Ridgeway Close – SCDC Housing stated they will start to dismantle the garage at the end of September to create more parking spaces.

15. Village Plan – Monthly meetings for a year starting in November.

16. SCDC Digital Champions – Giving information to support communities to communicate via email and website.

17. Alfred Palmer’s Trust – appointment of Trustee – The Parish Council agreed that Chris Chapman will start from 1st October.

18. Whaddon Village Hall and Recreation Ground Trust update – The last meeting has another trustee nominated. The water leak has been resolved. Work will commence on repairing the village hall car park on 23rd September. Training for trustee’s will be organised. Policies will also be updated. Film nights will start in November.

19. Village Upkeep and Maintenance

- i) Reporting of upkeep or maintenance issues and agreement of actions

20. Items for next meeting – noting of requests for agenda items.

Cllr Strudwick requested that Byway 22 and its boundary at the top of Bridge Street should be discussed and reviewed.

The meeting ended at pm. Date of next meeting - Monday 11th October 2021

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY.

8pm on November 8th, 2021.

Present:	Chairman	L Ginger
	Councillors	N Strudwick, J Hart, A Birch, W Elbourn D Townsend
	Parish Clerk	A Bridges
	Members of the Public	One
	County Councillor	None
	District Councillor	J Hales

- 1. Apologies for Absence** – As a result of moving away from the area, Cllr Milton has given his resignation from the Parish Council, which takes effect from 8th November. The Clerk to update SCDC. It is unlikely that a replacement councillor will be elected as the whole council will have to be re-elected in May 2022.
District Councillor Hart and County Councillor van de Ven sent their apologies.
- 2. Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 11th October 2021.
- 3. Receiving Declarations of Interest from Councillors on items on the agenda** - none
- 4. Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings**
The Chairman confirmed that the final grass cut of the year had been completed on the verges and possibly the recreation ground. The hedge has also been cut back along cut at the Church Street/Town Farm Close entrance, giving more room on the footpath. Cllr Strudwick stated that he has contacted Bassingbourn Parish Council to discuss Byway 22 from Dyers Green and is awaiting a reply.
Community Speedwatch will resume in the spring and residents' views on speeding vehicles will be sought in the upcoming Parish Plan questionnaire.
- 5. Reports from District and County Councillors** – Cllr Hales discussed the recent meeting with Anglia Water, who confirmed that they will conduct a survey on the drainage system in Meldreth leading to Meldreth Road in Whaddon. This will ascertain the major areas that require attention when there is excess rainfall.
Cllr Hales spoke of SCDC attending Melbourn Hub on November 13th for an information event on the Local Plan consultation, which is currently in progress. The Chairman confirmed that the Parish Council will formally respond to the consultation.

There are no further updates on the Thakenham situation although it was noted that a large Thakeham stand was observed on TV at the recent Conservative Party Conference!

6. Public Participation

None.

7. LHI Bid update – no further updates.

8. Correspondence: noting receipt of significant items of correspondence

- Greater Cambridge Local Plan - Greater Cambridge Shared Planning Service (14/10/21)
- Parish/Cabinet Liaison Meeting - Monday, 29 November 2021 information – SCDC (19/10/21)
- Annual precept information from SCDC
- COVID-19 community update - Friday 22 October 2021 – SCDC (22/10/21)
- Zero Carbon Communities Green Connect Event- SCDC (29/10/21)
- Cambridgeshire County Council - Climate Change Strategy Webinar (29/10/21)
- Greater Cambridge Local Plan: consultation now open - Greater Cambridge Shared Planning (2/11/21)
- COVID community update - 4 November 2021 (SCDC)
- Post-Covid Community Support Workshop – SCDC (5/11/21)

9. Planning updates - none

10. Finance:

- 10.1** Staff wages and expenses - £407.68
- 10.2** Printing for September Whaddon News - £112
- 10.3** Noting of handyman wages from June – September 2021 (paid September) - £207.50.
- 10.4** Chair's expenses (July-October 2021) - £50
- 10.5** 2022-23 Precept Planning – agreement of date for Precept Meeting and noting of potential projects requiring funding – This was arranged for 6th December at 7.30pm via Zoom.

11. Consideration of the 'Six Free Trees' for Parish Councils from SCDC – Three Oaks and three Rowan trees have been ordered from SCDC, to be delivered in early December. It was agreed that the Parish Council will plant the Oak trees on the recreation ground, where they are near a water supply and the Rowan trees in the Ridgeway Close area.

12. Parish Plan update – The first of Whaddon's Parish Plan team meetings will be held on Monday November 22nd.

13. Whaddon Gap Car Park – The Chairman spoke of an increase in anti-social behaviour at the car park, including dumping of waste, stolen vans and materials. The councillors were

reminded that this is owned by County Farms (CCC) and the Parish Council have requested that the car park should be removed, due to persistent issues since it was constructed in the mid-1990s. Those wishing to use the permissive paths for walking to and through would be able to park at the village hall car park as an alternative.

14. Discussion on recycling items excluded by SCDC –

Cllr Strudwick discussed recycling medicine blister packs and other items in the village. It was suggested that a collection bin could be put on the village hall wall and the Parish Council would ensure that these are collected and recycled regularly. This will be discussed by the Village Hall Trust.

15. Whaddon Village Hall and Recreation Ground Trust update –

Cllr Birch confirmed that a new trustee was appointed at the beginning of November and that two trustees had completed ACRE training, focusing on volunteer recruitment. Cllr Birch reminded the meeting that the first film night is on 20th November, and all are welcome to attend. The Trust are also holding a family Christmas tree decoration afternoon, at the village hall, on Sunday 5th December at 4.30pm.

Cllr Strudwick requested that the WHV&RGT minutes could be sent to the Clerk and circulated to the Parish Council members.

Cllr Strudwick also asked for an update regarding the Co-Op grant which was unused and Cllr Birch confirmed that there had been no response from the Co-Op following her correspondence.

16. Village Upkeep and Maintenance

Reporting of upkeep or maintenance issues and agreement of actions –

Cllr Townsend stated that she had reported the broken bollards opposite St Mary's Close and slippery surfaces on the bridges on the village footpaths. It was agreed that the handyman could attach wire netting to the wooden surface on the bridges to increase grip for walkers when they are wet.

It was also confirmed that the recent pothole road work had finished, ready for resurfacing the road in early summer next year.

17. Items for next meeting – noting of requests for agenda items

End of meeting 9.12pm

Date of next meeting – Monday 10th January 2021 at 8pm

WHADDON PARISH COUNCIL

Minutes of Whaddon Parish Council Precept Meeting held on 6th December 2021 at 7.30pm via Zoom

Present: Chair L Ginger
Councillors A Birch, N Strudwick, D Townsend, J Hart and W Elbourn
Parish Clerk A Bridges

1.0 Apologies for Absence – none

2.0 Parish Running Costs budget for 2022/23 – discussion and agreement of recommended budget.

The Cllrs agreed that the recommended Parish Running Costs for 2022/20203 to be £15,890.

3.0 Consideration of the Parish Council's Priorities for 2022/23

The forecast Parish running costs were reviewed and discussed. The Whaddon Village Hall & Recreation Ground Trust grant was assumed to remain at the same amount as 2021/2022.

4.0 Consideration of project costs/additional expenditure for 2022/23 – discussion and agreement of recommended project costs for inclusion in the budget.

The Parish Council agreed to keep the Band D payments at the same level as last year, which will increase the precept slightly from £16,998 to £17,629.

Projects identified were:

- MVAS £4,000
- LHI £16,000
- Parish Plan and village survey £2,000
- Reserve for Village Hall repairs £1,500
- Highway initiatives £500
- Small village enhancements £850

- Recycling project £300

Resolved: the recommended precept of £17,629 was agreed.

5.0 Review of Projected Income for 2022/23 and Agreement of 2022/23 Precept to be recommended to the Parish Council for approval: the Cllrs agreed to recommend a total Parish Council funding requirement for 2022/23 (for Parish Running Costs plus additional Project Expenditure) of £17,629. It was agreed that Band D contributions would stay at £79.98, which is the same rate as last year. There are an increased number of Band D homes in 2022/23 according to SCDC, which means a slight increase in the overall precept received.

This recommended precept would be approved at the January PC meeting. The supporting calculations would be posted on the website and circulated via the village email system.

The meeting closed at 8.55p.m.