

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

10th January 2022 at 8pm

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

- 1. Apologies for Absence** – County Councillor van de Ven, District Councillor Hart and Cllr Elbourn gave their apologies.
- 2. Approval of Minutes** - approval and signing of the minutes from the Parish Council Meeting of 8th November 2021. These will be signed after Cllr Strudwick has given his suggested alterations to the Clerk.
- 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.**
Cllr Hart confirmed that she had potted the trees that were given to Whaddon Parish Council by the '6 Free Trees' scheme run by SCDC. This will increase their size and increase survival rates for planting at the end of 2022.
The Chairman confirmed that the discarded fridge has been reported as fly tipped to SCDC, as it has been left on the pavement of Meldreth Road.
- 5. Reports from District and County Councillors**
Cllr Hales stated that green bin collection will resume in South Cambridgeshire on January 12th.
Cllr Hales spoke of the Household Support Fund, which is emergency support for families who may be isolating. This is available from Cambridgeshire County Council, who will contact households identified as being eligible.
Cllr Strudwick confirmed that because of the latest Covid peak, the train timetable had been reduced to a basic hourly service. He had, however, helped to secure an extra morning peak weekday train to Cambridge from Meldreth that is designed to help those needing to commute, particularly school children.

6. Public Participation - none

7. LHI Bid update

Cllr Strudwick confirmed that the project manager for the initiative had left the Highways department. The safety audit needs to be completed before work can commence, and this will look at the new houses opposite Whaddon Gap. The Chairman confirmed that the planning application for further houses in this site has not yet been dealt with by south Cambs but that County Highways had signalled concerns about the entrance.

Cllr Strudwick confirmed that funding for the A1198 improvements will be available in the next financial year, if the work is delayed. Action: The Clerk to update Bassingbourn Parish Council and request confirmation that their contribution of £1,000 can be carried to the next financial year if required.

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

- CAPALC bulletin (9/11/21)
- SCDC Parish E Bulletin update (30/11/21)
- Refuse collection update from Greater Cambridge Shared Waste (8/12/21)
- Cambridgeshire Local Councils Conference from SCDC (5/1/22)
- Parish Council Elections for 5th May 2022 – SCDC (6/1/22)

9. Discussion on proposed recycling unit in Whaddon

Cllr Strudwick confirmed that SCDC have offered two 140L bins for recycling without a charge and that he was waiting for confirmation from the WVH&RCT on the most suitable location for these. Cllr Strudwick also spoke of the need to secure the bins by the Village Hall, which can be done by the Handyman. Cllr Birch suggested that the bins could be located by the entrance of the village hall, so that they are visible to residents, and this would be confirmed after the WHVT&RGT meeting next week.

10. Finance:

10.1 Staff wages and expenses - £815.36

10.2 Church yard grass cut for public footpath 2021 - £90

10.3 Grass cut for recreation ground - £78

10.4 Whaddon News printing - £117

10.5 Consideration of recommendations from Precept Meeting.

It was suggested 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.

10.6 Agreement and approval of 2022/23 precept.

All agreed to keep the rate the same as 2020/21, at £17,629.

10.7 Consideration of charitable donation of £100. This will be discussed in the February meeting when Cllr Elbourn can update the Parish Council on the Palmer Trust.

10.8 Bank reconciliation approval

This was signed and approved by Cllr Birch.

11. Whaddon Village Hall and Recreation Ground Trust update -

Cllr Birch updated the Parish Council by confirming that a new cleaner has been appointed. The annual electrical and lighting check have been completed, with replacements needed on some emergency and external lights.

Cllr Birch spoke of the very successful Christmas tree lighting event, with had over fifty residents attending with a large number of children and was an enjoyable event for all.

12. Village Upkeep and Maintenance

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

Cllr Hart spoke of the increased mud around the gate to the recreation ground making it very slippery.

The Chairman thanked Cllr Townsend for organising the very successful Christmas lunch at the Village Hall. The Chairman also thanked Cllr Hart for running the popular coffee mornings, Cllr Birch for her work on the Village Hall Trust and Cllr Strudwick for running the village website and email group.

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

Queens Jubilee celebration ideas.

The meeting ended at 9.10pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

14th February 2022 at 8pm

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

1. **Apologies for Absence** – Cllr A Birch and District Councillor's J Hale and SA Hart gave their apologies.

2. **Approval of Minutes** - approval and signing of the minutes from the Parish Council Meeting of 10th January 2021.

The minutes were approved by all and signed by the Chairman.

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 both footpath bridges in Whaddon had been made safer by adding a layer of chicken wire over the top, to increase grip in wet weather. The Handyman was thanked for his work.

The Chairman confirmed that Highways have requested that the Beech tree by St Mary's Close, should be felled, due to possible safety issues. The Chairman reminded the meeting that a large branch fell into the road in November 2020, and tests have subsequently confirmed it is infected with Phytothera. Highways have stated that it cannot be managed by pollarding due to the risks of further branches falling off and they have requested that the work should be completed before the end of February. The meeting discussed methods of managing the tree and also the fact that many villagers would be very upset at the loss of such a well-loved landmark. It was agreed that it was an old diseased tree and needed to be cut back for the safety of vehicles and pedestrians. Councillors felt that in view of the condition of the tree, could it be cut down to about 5 metres and then a tree carver could create an artwork that could be enjoyed by villagers for years to come? Cllr Hart said that a similar carved tree had been created in Barton. It was agreed to reply to Highways to see if this was possible.

5. Reports from District and County Councillors

Cllr van de Ven spoke of the easier process to implement 20 mph schemes, which will be introduced by County Council Highways to encourage more traffic calming measures in Cambridgeshire. They could either be for specific roads or for an area.

Cllr van de Ven informed the meeting that the mobile library has free hearing aid batteries, sells stamps and glasses, along with many books to borrow. The library stops at Meldreth Road, in the lay-bye outside Home Cottages, every third Tuesday of the month from 10:00-10:30am.

Cllr van de Ven lastly spoke of the train operating company confirming their timetable from May 2022. They are still experiencing Covid-related staff shortages and are currently operating a reduced timetable, but Cllr van de Ven confirmed that from end February, they will be reinstating the 08.06 train to Cambridge and also an extra return train from Cambridge late in the afternoon for school and college travellers. These will both stop at Meldreth, Foxton and Shepreth railway stations.

6. Public Participation

A resident spoke about the high connection prices that County Broadband had quoted some Whaddon properties and felt that the roll out had been delayed and appeared disorganised. The Parish Council agreed that Cllr Strudwick should contact County Broadband to ascertain an update for Whaddon residents.

The member of the public requested that grips could be reinstated along Bridge Street, to allow surface water to run off into the ditches. There was also a request for County Farms to cut overgrowing trees which are affecting cables at Dyers Green in Bridge Street. Cllr van de Van agreed to pass the information on.

7. LHI Bid update

Cllr Strudwick spoke of the road safety audit, which was delayed until access at the new properties opposite Whaddon Gap had been closed, which was a requirement of their planning permission for the new housing development.

Cllr Strudwick confirmed that Bassingbourn Parish Council had agreed transfer their funding the project to the next financial year.

Cllr van de Ven left the meeting at 9.07pm.

8. Correspondence: noting receipt of significant items of correspondence

- Cambridgeshire County Day nominations – SCDC (14/1/22)
- Parish E Bulletin – SCDC (31/1/22)
- Youth in Communities – SCDC (4/2/22)
- CAPALC monthly bulletin (9/2/22)
- Community Chest Queen's Jubilee Grant (11/2/22)

9. Discussion on proposed recycling unit in Whaddon

Cllr Strudwick confirmed that two bins were being delivered from SCDC, which will be located by the Village Hall. Cllr Ginger had purchased the bin clamp and passed it to Cllr Strudwick.

10. Queens Jubilee celebrations: Discussion on children's commemorative gift and agreement of the Parish Council contribution for celebrations

Cllr Townsend spoke of the initial plans from the first meeting of the Queen's Jubilee Committee. These include a family cricket match, a disco, and a family event on the recreation ground and details will be confirmed.

The Chairman suggested that the Parish Council should create a budget of up to £500 to offset some of the celebration costs. This was agreed by all.

11. Finance:

11.1 Staff wages and expenses - £417.88

11.2 Handyman wages and expenses - £311.09

11.3 Consideration of charitable donation of £100

Cllr Elbourn agreed to speak to the Palmer Trust for an update and it was agreed by all to discuss this in the March meeting.

11.4 Consideration of online banking

The Clerk confirmed that Unity Trust Bank charges £72 a year for online banking. It was agreed by all that the Clerk should set up a new account with Unity Trust Bank.

11.5 Discussion and consideration of quotes of new dog waste bin for recreation ground

All agreed that the Clerk should look for cheaper quotes for the new dog waste bin.

12. Whaddon Village Hall and Recreation Ground Trust update

13. Village Upkeep and Maintenance

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

Cllr Strudwick reported that the large tree by the gate between the church and recreation ground has had large sections of bark removed. It was agreed that an email would be sent to residents regarding vandalism of the tree.

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

The Annual Parish Meeting was agreed to be held on April 25th.

The Meeting ended at 9.44pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

14th March 2022 at 8pm

Present:	Vice Chairman	N Strudwick
	Councillors	J Hart, A Birch & W Elbourn
	Parish Clerk	A Bridges
	Members of the Public	One
	County Councillor	CLr van de Ven
	District Councillors	SA Hart & J Hales

1. Apologies for Absence

CLr Ginger and CLr Townsend gave their apologies.

2. Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 14th February 2022. These were agreed and signed by the Vice Chairman.

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

CLr Strudwick reported that there were no updates from County Broadband, although he felt that developments were slow.

CLr Strudwick reported that the new recycling unit, to be situated by the Village Hall, was delayed as we are still awaiting the bins offered by SCDC. District Councillor Hales is doing all he can to speed up the process. CLr Birch confirmed that the VH&RGT agreed the bins would now be situated next to the existing waste bin, outside the kitchen window.

5. Reports from District and County Councillors

CLr Hales reminded the meeting that there was Community Chest funding available from SCDC for local Queens Jubilee celebrations. The Clerk confirmed that she had applied for funding for a new bench for the recreation ground from SCDC.

6. Public Participation

The member of the public reminded the meeting that the grips still needed to be done along Bridge Street. The member of the public also stated that some potholes had just been mended by County Highways and the overgrown trees affecting cables in Dyers Green will be cut by County Farms in September.

The member of the public also spoke of the delays with County Broadband and CLr van de Ven confirmed she had received concerns from residents in other villages and that

all were welcome to send this feedback to her and she would pass this on to Cambridgeshire County Council.

7. Update on Church Street beech tree and tree in Recreation Ground

Cllr Strudwick confirmed that the Parish Council had recently had an independent assessment from an arborist who confirmed the tree was in good health with no signs of disease, both from a visual inspection and from the sample taken. These results were sent to Highways, who have agreed that no action will be taken now and stated they will assess the tree later in the year when it is in full leaf.

A second tree in the recreation ground was also assessed and this was confirmed to be likely of most importance as a habitat for birds and other wildlife. It was recommended that the tree should be reduced in height for safety and the Parish Council should gain the advice of an ecologist before work commenced.

8. LHI Bid update – Cllr Strudwick confirmed the current entrance to the new homes opposite Whaddon Gap will be closed. CCC Highways will be able to continue planning for the improvements once this has happened. Cllr van de Ven indicated she had received an assurance that the work to prepare these entrances had been programmed in and Cllr Strudwick said he would contact the officer concerned to find out more details.

9. PC Charity donation – It was proposed by Cllr Elbourn to donate £100 to the local Homestart charity and this was agreed by all.

The member of the public and District and County Cllrs left the meeting at this point.

10. Correspondence: noting receipt of significant items of correspondence

- CAPALC membership and DPO information (23/2/22)
- Notice of election and nominations – SCDC (24/2/22)
- Closure of Post Office at the Golf Club – Post Office (4/3/22)
- Concerns on speeding through village from resident (14/3/22). This will be explored in the Parish Plan.

11. Queen's Jubilee celebrations

The Clerk advised that the National Lottery had a grant for funding local celebrations, and the details will be passed to the working group.

12. Finance:

- 12.1** Staff wages and expenses - £512.46
- 12.2** Chairman's allowance - £100
- 12.3** Chairman's expenses (wheelie bin lock for recycling bin) - £26.85
- 12.4** CAPALC membership and DPO scheme - £322.44
- 12.5** Confirmation of appointment of internal auditor for Annual Return 2021-2022.

12.6 Noted cheque for £500 to new bank account.

13. Annual Parish Meeting – this was confirmed to be on the 25th April at the Village Hall.

14. May Parish Council elections – This was confirmed to take place on the 5th May 2022. An election poster will be displayed on the village noticeboard and the website from March 28th and election papers must be submitted between the 28th March to April 4th to SCDC in Cambourne. These can be found on the SCDC website or by contacting the Clerk.

15. Whaddon Village Hall and Recreation Ground Trust update

Cllr Birch confirmed that the AGM will be held on the 16th May. The film nights will restart in September.

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

Cllr Hart confirmed that the grass on the recreation ground needs to be cut and stated that the flower bed by the village hall also needs to be maintained. It was agreed that Cllr Hart and Cllr Townsend would plant some flowers.

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

None.

The meeting finished at 9.00pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

11th April 2022 at 8pm

Present:	Chairman	L Ginger
	Councillors	J Hart, A Birch, N Strudwick, D Townsend & W Elbourn
	Parish Clerk	A Bridges
	Members of the Public	Two
	County Councillor	CLlr van de Ven
	District Councillors	SA Hart & J Hales

1. Apologies for Absence – none.

2. Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 14th March 2022. These were agreed and signed by the Chairman.

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

CLlr Strudwick stated he had received around 20 replies to the questionnaire sent to residents concerning County Broadband. Many had reported that County Broadband were not responding to their queries and requests.

CLlr Strudwick also reported that the new recycling unit, located by the Village Hall, is now in use.

The Chairman requested that the grips needed to be dug along Bridge Street by Cambridgeshire County Council. CLlr van de Ven offered to discuss this with Highways. The Chairman confirmed that road works in Whaddon will commence on May 23rd and last until 1st June for resurfacing, with Whaddon Gap closing for a day on May 23rd.

The Chairman reported that a new volunteer co-ordinator for Speed Watch has been recruited, which will restart SpeedWatch in the village soon.

Lastly, the Chairman informed the meeting that the Parish Council had 6 nominations for Parish Councillors and is therefore an unopposed election, with one vacancy remaining.

5. Reports from District and County Councillors

CLlr van de Ven confirmed that the oil club will be closing. CLlr van de Ven, stated the trains will be slowly increasing in frequency slowly as passenger numbers rise. The

Community Rail Partnership will continue with the new railway contract that has just been renewed with the existing company, GTR.

- 6. Public Participation** – The member of the public spoke about verge cutting in the village and requested that a metre should be cut for safety reasons if the Parish Council adopt the SCDC No Mow May initiative.
The member of the public also stated that their County Broadband internet connection is intermittent.

- 7. SCDC No Mow May initiative and verge cutting regime** – The Chairman stated that the County Council will not cut Highway owned verges in May and are asking Parishes to follow suit. The Parish Council agreed to not cut the verges in May but would ask the contractor to cut in April to help manage those which may become overgrown. The verges opposite Bumpkins and by St Marys Close were agreed to be cut a metre back for visibility for motorists and the verge by the recreation ground was agreed to be cut fully back. The Parish Council agreed to tend this verge more regularly and look at the possibility of sowing wild flowers in some of the village verges. The Chair and Clerk would discuss with our grass cutting contractor.

The Treasurer for WVH&RGT entered the meeting at 8.45pm to discuss the plans for the Queen's Jubilee, which was agreed to be brought forward on the agenda.

- 12. Queen's Jubilee celebrations** – This was confirmed to be a series of events from Thursday 2nd June to Sunday 5th June. Events included a cricket match for everyone. A disco, family fun day, live screenings of The Trooping the Colour and the Saturday evening concert and finishing with the traditional Whitsun celebrations and lunch on the Sunday on the recreation ground, with a raffle and presentation. The Golf Club will also be running their beer festival throughout the weekend. All details will be sent to residents shortly.

- 8. LHI Bid update** – The official consultation for a reduced 40MPH speed limit along the A1198 from Cambridgeshire County Council was recently publicised. Action: Clerk to confirm that the PC support this notion.
- 9. Parish Plan update** – It was confirmed that the Development Officer from SCDC visited the last meeting for the Parish Plan. It was agreed that a questionnaire would be given to individuals, rather than households and that a separate questionnaire would be offered for younger people. This will be done both online and as a paper version.
- 10. Verbal report on visit to Bassingbourn Barracks** – The Chairman spoke of his and Cllr Strudwick's recent tour of the Barracks. Bassingbourn Barracks confirmed that it will remain an important training centre in the area. It was agreed that a senior Officer should be invited to speak at the Annual Parish Meeting to discuss the work and future plans of the Barracks.
- 11. Correspondence:** noting receipt of significant items of correspondence

- Ukraine Financial Support - Town and Parish Councils – CAPALC (15/3/22)
- No Mow May – Highways (18/3/22)
- SCambS Parish Council E Bulletin (19/3/22)
- Well-being training – SCDC (23/3/22)
- May Elections – SCDC (1/4/22)
- CAPALC bulletin (1/4/22)
- Community Chest Funding SCDC (6/4/22)
- Communities Update SCDC (7/4/22)
- Proposed 40MPH Speed Limit – Old North Road. Cambridgeshire County Council (11/4/22)

12. Queen’s Jubilee celebrations - as above

13. Finance:

- 13.1** Staff wages - £494.34
- 13.2** Expenses for telephone kiosk on Meldreth Road renovation - £199.55
- 13.3** Handyman wages - £257.24
- 13.4** Catalyst2 (website) - £59.99
- 13.5** Herts and Cambs Ground Maintenance - £156 – an addition grass cut was added to payments.

14. Annual Parish Meeting – this will take place on 25th April at the Village Hall at 7.30pm for refreshments to start at 8pm. The Chair reported that the Barracks have agreed to be represented to update villagers and answer questions on Barracks’ activities. He also reported that he had invited the new Vicar of Whaddon, Helen Orr, to attend and talk about her first few months as the Vicar and give a short update on St. Mary’s.

15. Whaddon Village Hall and Recreation Ground Trust update – Cllr Birch reported that there had been no further meetings in the last month. The Trust had received a Covid related business grant from SCDC to help with running costs of the hall during Lockdowns.

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 – none.

Dates of next meetings – Annual Parish Meeting – 25th April 2022.

AGM of the Parish Council - Monday 11th May 2022

WHADDON PARISH COUNCIL

Minutes of the Annual Whaddon Parish Council Meeting

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

9th May 2022 at 8pm

Present:	Chairman	L Ginger
	Vice Chairman	N Strudwick
	Councillors	J Hart, A Birch, D Townsend & W Elbourn
	Parish Clerk	A Bridges
	Members of the Public	One
	District Councillors	SA Hart & J Hales

- 1. Election of the Chair of the Parish Council** – Cllr Ginger was nominated to be the Chairman of the Parish Council by Cllr Elbourn and this was seconded by Cllr Birch. All agreed.
The Chairman signed the declaration of office.
- 2. Election of the Vice-Chair of the Parish Council**
The Chairman proposed Cllr Strudwick to be Vice Chairman, and this was seconded by Cllr Hart. All agreed.
- 3. Apologies for Absence** – none
- 4. Receiving Declarations of Interest from Councillors on items on the agenda** - none.
- 5. Approval of Minutes** – to resolve that the minutes from the Parish Council Meeting of 13th April 2022 are a correct record. These were agreed by all and signed by the Chairman.
- 6. Reports from Clerk and Councillors – to receive updates about progress on resolutions and actions from previous Parish Council meetings.**
Cllr Strudwick confirmed that he is preparing a report for Cambridgeshire County Council with feedback from residents on their experience with County Broadband.
The Chairman stated that the resurfacing roadworks in Whaddon have been rescheduled to start in early June. These will last two days and access to properties will be granted.
The Chairman also confirmed that the Queens Jubilee celebration flyer had been delivered to houses in the village and further information, with a schedule of events, will be sent via the newsletter.
- 7. Reports from District and County Councillors**
Cllr Hales spoke of the consultation for improving the underpass between Melbourn and Meldreth. He spoke of this being a community initiative, which aims to reduce anti-social behaviour in the area and make it a more pleasant passage to walk through.
Cllr Hales confirmed that SCDC were leading a Solar Together group buying scheme to encourage the use of solar energy. and those who may be interested can register online.

Cllr Hales informed the meeting that the Register of Interest Form is a legal requirement for all councillors to complete within 28 days of the election.

8. **Delegation Arrangements to Standing Committees (Planning Committee)**
 - a. **Review of Terms of Reference for Planning Committee** – agreed.
 - b. **Receipt of nominations to the Planning Committee**
Cllr Birch and Cllr Elbourn and Cllr Ginger remain on the Planning Committee. It was also agreed by all to consider co-opting a non-Parish Council member to the Planning Committee. Action: Clerk to confirm with CAPALC.
9. **Review of Parish Council Standing Orders** – all agreed.
10. **Review of Financial Regulations** – all agreed.
11. **Review of Parish Council representation or work with external bodies and arrangements for reporting back:** (a) Whaddon Village Hall & Recreation Ground Trust – Cllr Birch agreed to continue this role.
12. **Review and confirmation of arrangements for insurance cover**
The Clerk confirmed the Parish Council insurance with Zurich is due for renewal in June.
13. **Review of Parish Council's and/or Clerks memberships of other bodies**
The Parish Council continues to be members of CAPALC and SLCC – all agreed to continue with these memberships.
14. **Consideration and approval of the Co-Option Policy** – The Parish Council agreed to modify the person specification before it is approved.
15. **Review of Parish Council's Procedures:**
 - a. Complaints Procedure – all agreed.
 - b. Requests under Freedom of Information Act 2000 - all agreed.
 - c. Data Protection Policy - all agreed.
 - d. Dealing with the Press/Media - all agreed.
 - e. Code of Conduct – waiting for an updated policy from SCDC due in May 2022.
16. **Setting dates, times, and place of ordinary meetings of the full Parish Council for 2022/23**
The meetings were agreed to continue on the second Monday of every month at 8pm.
17. **Public Participation**
A member of the public spoke of potential difficulties of visibility of the defibrillator and also enquired about refresher training for residents. Cllr Hart, who confirmed she is a qualified first aid trainer, offered to run a first aid course for the village.
It was also agreed that notification of the defibrillator should be added to the Whaddon News to raise awareness.
18. **Correspondence & Complaints**– noting receipt of significant items of correspondence and complaints
 - Proposed 40MPH speed limit consultation (Cambridgeshire County Council 12/4/22)
 - Updated 2022 Surface Dressing program (Highways 13/4/22)
 - Cambridgeshire Crimestoppers (21/4/22)

19. Finance and Annual Return:**19.1** Approval to be approved today-

- Zurich insurance - £336.32
- Staff wages and expenses - £346.23
- E & E Plumridge (Whaddon News printing) - £117
- Herts and Cambs Ground Maintenance (3 rec cuts) - £234
- Handyman's expenses and salary were included in the payments, re-issued from April and February 2022.

19.2 Discussion and approval of Queen's Jubilee commemorative gift to children under 12 years old. The Parish Council confirmed the gift for primary school aged children in the village.

19.3 Consideration and approval and signing of the Annual Governance Statement and the Accounting statements 2021/22. This was agreed by all and signed by the Chairman.

20. Annual review of risk assessment for the Parish Council – all agreed.**21. Whaddon Village Hall & Recreation Ground Trust update**

Cllr Birch stated that the Village Hall had been contacted by County Broadband offering free initial installation and the Trust are waiting for confirmation on any ongoing costs this will incur.

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

Cllr Elbourn reported a lack of 30 MPH speed signs in the village. Action: Clerk to contact County Highways.

The meeting ended at 9.52pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

13th June 2022 at 8pm

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

- 1. Apologies for Absence** – District Councillor S A Hart.
- 2. Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 9th May 2022.**
These were agreed by all.
- 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 road resurfacing has just taken place, which should greatly improve the road through the village.
Cllr Hart agreed to book a date for defibrillator training for residents, at the Village Hall, which will be confirmed shortly.
The Chairman stated that a reminder about using the defibrillator had been sent around the village and that the outside light was confirmed to be working correctly.
- 5. Reports from District and County Councillors**
County Councillor van de Ven spoke of the need for local volunteers for the Ukraine Scheme in the area due to high numbers of new families arriving in South Cambridgeshire.
District Councillor Hales invited all residents to attend the ‘Health at the Hub’ event on the 25th June, from 10am to 2pm at the Melbourn Hub. This is primarily for patients of the Meridien Primary Care Network (Melbourn, Royston Health Centre, Roysia Surgery, Orchard Road Surgery, Comberton & Eversden Surgeries and Harston Surgery), but all other residents are welcome to meet NHS professionals.
District Councillor Hales also confirmed there was a Covid Vaccine walk-in clinic at the Hub on 27th June from 10am-6pm.

- 6. Public Participation** - none
- 7. LHI Bid update** – no further updates.
- 8. Whaddon Jubilee celebration** – The Parish Council thanked the Jubilee Working Group for all their hard work for a successful weekend, enjoyed by many. The crochet group was also thanked for their beautiful display on the Village Hall. Councillors also wished to place on record, their thanks to Lorna and Richard Green at the Golf Range, for their hard work at the beer festival over the weekend, which complemented the Jubilee activities.
- 9. Meldreth Road telephone box** – The Parish Council thanked the handyman, Jonathan Burgess for all his hard work and dedication refurbishing the telephone kiosk. The future use of the telephone kiosk will be discussed at the July Parish Council meeting.
- 10. CCC Transport Engagement Survey** – The Chairman stated that he would complete the online survey on behalf of the Parish Council.
- 11. Discussion and approval of the SCDC Code of Conduct policy** – agreed by all.
- 12. To discuss co-option for the vacancy on the Parish Council** – The Clerk to confirm with SCDC and CAPALC when the Parish Council may have to formally advertise to co-opt a new member and if a non-Parish Councillor has voting powers, if elected to join the Planning Committee.
- 13. Correspondence:** noting receipt of significant items of correspondence
- CCC Transport Strategy Stakeholder Engagement Survey 2022 – 2/6/22.
 - Complaint regarding the overgrown permissive paths around Pickering Wood and top of Bridge Street.
- 14. Finance:**
- 14.1 Staff wages and expenses – £414.96
 - 14.2 Internal audit fee - £50
 - 14.3 Grass cutting - £78
 - 14.4 SLCC membership - £85.50
 - 14.5 Grass seed for residents Jubilee gift - £320.95 (refunded to clerk)
 - 14.6 Whaddon News printing - £153.50
 - 14.7 Added payments to avoid late a late fee:
 - SCDC election fees - £105
 - Grass cutting x 2 at £78 per recreation ground cut
 - Handyman wages and expenses - £763.19
 - 14.8 To consider Queen’s Jubilee commemorative bench options – to be confirmed at July meeting.
 - 14.9 To consider a pre-paid card for the Parish Council – It was agreed by all that the Parish Council should apply for a Unity Bank Trust Multiway card, for future purchases.

Cllr Hart left the meeting at 9.29pm

15. Whaddon Village Hall and Recreation Ground Trust update

Cllr Birch spoke of the recent AGM on the 16th May, where there was one resignation. The Vice Chairman is yet to be confirmed. Cllr Birch expressed her thanks was to the crochet group and the Jubilee Working Group for all their hard work.

Cllr Birch confirmed there will be a small increase in hire charges for all users of the Village Hall.

Lastly, Cllr Birch informed the meeting that the Trust had been successful in applying for funding, from SCDC, for a commentative picnic bench for the recreation ground.

16. Village Upkeep and Maintenance

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

The Clerk informed the meeting that the permissive paths were very long, especially around Pickering Wood.

The Clerk asked Cllr Birch is the Village Hall Trust could store a small, locked filing cabinet for Parish Council documents in the hall and the Clerk agreed to get dimensions.

Cllr Strudwick spoke of the gate into the recreation ground, which required attention.

Cllr Elbourn confirmed that he would speak to the contractor.

Cllr Townsend spoke of a scheme being introduced at Guilden Morden to encourage residents to share food items with others in the village.

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

The meeting ended at 9.45pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

11th July 2022 at 8pm

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

- 1. Apologies for Absence** - Cllr D Townsend
- 2. Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 13th June 2022.** These were agreed by all.
- 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 firstly spoke of the recent road resurfacing, which has now been completed, with some remaining white lines to be painted. Cllr Elbourn questioned the untreated road towards Whaddon Gap. The Chair had asked Highways to confirm that this section is just as durable as the road throughout the village. He had also pointed out a major issue with the surface at the side of the road opposite the drive to Rectory Farm as far as Green Farm.

Cllr Hart agreed that she will book a date for the defibrillator training, to take place at the end of the summer holidays.

The Chair reported that David Grech had agreed to be a non-Parish Councillor member of the Planning Committee, as agreed by Minute 8 of the APCM on 11th May. Mr Grech would not have voting rights on the Committee.

5. Reports from District and County Councillors

District Councillor van de Ven spoke of the A10 Awareness Walk and Ride, which aims to highlight the cycle path between Cambridge and Melbourn on 25th September, and all are welcome.

Cllr Hales spoke of the great success of the recent 'Health at the Hub' event and confirmed that a future menopause clinic, in conjunction with the PCN, would also be held at the Melbourn Hub.

The Chair asked Cllrs Hales and van de Ven to take up, with some urgency, the issue of the delay to the introduction of the LHI project at Whaddon Gap. He stated that this vital road safety scheme had been delayed for too long and that the developer is now clearly in breach of planning conditions.

6. Public Participation

The member of the public asked for a Speedwatch update and the Chairman confirmed that the new Speedwatch leader had now been trained and it is hoped to be up and running soon.

The member of the public also asked about the overgrown grass along public footpath number 11 and 12. The Chairman agreed to ask the contractor to cut this additional public footpath, which runs from the A1198 to Bumkins Nursery.

The member of the public lastly confirmed that the Parish Plan questionnaire was set up online and they were waiting for the printed copies, to distribute to those who requested this format. Early indications are that the on-line response is good.

7. Confirmation of future use of Meldreth Road telephone kiosk

Cllr Birch reminded the meeting that a history of the village display had been previously suggested and that the telephone box would be an ideal place for this to be placed. It was also suggested that it could contain more up to date information as well. It was agreed to investigate this idea further.

8. Queen's Jubilee bench decision

It was agreed by all to purchase the wooden commemorative bench from Mencap for £965 including VAT.

9. To discuss co-option for the vacancy on the Parish Council

It was agreed by all to advertise to co-opt for the Parish Council vacancy, after notification from SCDC.

10. Correspondence: noting receipt of significant items of correspondence

- Think Communities - South Cambridgeshire Place Team - Summer Newsletter from Cambridgeshire County Council (5/7/22)

11. Finance:

Payments agreed

- 11.1** Staff wages and expenses – £414.96
- 11.2** Grass cutting - £372
- 11.3** Printing letter for the Parish Plan - £48
- 11.4** Additional payment of grass cutting £78

12. Whaddon Village Hall and Recreation Ground Trust update

Cllr Birch confirmed that fire and lighting checks in the hall have just been completed. Cllr Birch also expressed her thanks to the Whaddon cricket club who helped clear the garage.

13. Village Upkeep and Maintenance

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

Cllr Hart stated that the gate to the recreation ground appeared stuck and Cllr Elbourn agreed to speak to the contractor.

14. Items for next meeting to be held on Monday 5th September – noting of requests for agenda items

None

The meeting ended at 9.28pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

5th September 2022 at 8pm

Present:	Chairman	L Ginger
	Councillors	D Townsend, J Hart, W Elbourn & A Birch, and N Strudwick.
	Parish Clerk	A Bridges
	District Councillor	J Hales
	Members of the Public	Two

1. **Apologies for Absence** – County Councillor S van de Ven and District Councillor S A Hart.
 2. **Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 11th July 2022. These were approved.
 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**
Cllr Hart stated she would send a date for defibrillator training at the village hall imminently.
The Chairman informed the meeting that Speedwatch should resume in October.
Malan Peyton, who is leading the Parish Plan process, said that they had received about 83 online replies to date. It was felt that a possible reason for the lower number of responses than previously, was due to the large number of new households in the village, who may not have established views or concerns of Whaddon.
Cllr Elbourn agreed to ask the supplier of the recreation ground fence to fix the problems around the gate which has probably been caused by the dry weather.
 5. **Reports from District and County Councillors** – see later in the minutes.
 6. **Public Participation** – The member of the public stated she had a question for the District Councillor.
 7. **Planning update** - 22/02968/FUL - 128 Meldreth Road Whaddon Cambridgeshire - Single storey timber outbuilding. Not approved by the Planning Committee.
 8. **To discuss co-option for the vacancy on the Parish Council**
The meeting agreed to formally appoint for the vacancy at the next Parish Council meeting. It was agreed to use the application forms in the CaPALC policy but, as in previous co-options, the PC would hold a meeting with each of the prospective candidates, before the PC meeting to formally Co-opt. Cllr Ginger will update the policy and circulate.
Cllr Hales entered the meeting at 8.38pm due to attendance at a previous meeting.
- 5. Reports from District and County Councillors**
Cllr Hales spoke of the consultation for a trial to reduce hours for SCDC staff from a five-day week to a four-day week, on the same salary. This is due to the very low staff

numbers and high agency staff fees. The member of the public felt that this would not attract more applicants for roles due to lower than average wages and could reduce the availability of the work force even less.

Cllr Hales also spoke of the future congestion charge consultation in Cambridge, led by the Greater Cambridge Partnership. He encouraged all to take part to give their opinions.

Cllr Ginger noted the update on the LHI but was disappointed that we still do not yet have a start date for the work to begin. The LHI was agreed in Spring 2021 and is an important road safety scheme for Whaddon. He was pleased to hear that Liz Watts, the CEO of SCDC, is now involved following her recent visit to Whaddon.

Cllr Strudwick commented about the wholly unsatisfactory manner by which Network Rail were conducting the Meldreth Road level crossing proposal. Cllr Hales said that Shepreth PC are leading on this issue but there does seem to be a lack of transparency about the proposal to install full barriers at this crossing.

9. Location of 'six free trees' planting

Cllr Hart felt that these should be planted when there is more rainfall, and this was agreed by all.

10. Removal of 'kissing gate' at exit from the Green to Bridge Street

This was removed in August after complaints from members of the public over excess noise.

11. Correspondence: noting receipt of significant items of correspondence

- Greater Cambridge Shared Planning – Greater Cambridge Local Plan (20/7/22)
- Highways - TTRO 22/644 - Various Roads, South Division (28/7/22)
CAPALC bulletin (8/8/22)
- Chief Inspector Paul Rogerson Parish Council presentation- Policing South Cambs 2022 (25/8/22)
- Update from South Cambridgeshire District Council (2/9/22)

12. Finance to approve:

12.1 Staff wages and expenses – £829.92

12.2 Bank reconciliation

Commemorative Jubilee bench – this is now £1077.00 as the previous figure did not include VAT or engraving.

Cllr Strudwick left the meeting at 9.31pm.

12.3 To consider a grant application from Melbourn Mobile Warden Scheme

The Parish Council are unable to support the grant application as it does not come under the legal requirements under S137 funding but will consider support when reviewing the council's charity donations for the next budget year.

13. Whaddon Village Hall and Recreation Ground Trust update – no further meetings.

14. Village Upkeep and Maintenance

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

It was agreed that the grass contractor would do a further cut of the footpaths and the bank by the ditch on Bridge Street.

15. Confidential Staff Matter – including motion to exclude the public and press

The Parish Council agreed to the annual increment on the national pay scale to the Clerk's salary.

Date of next meeting – 10th October 2022

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

10th October 2022 at 8pm

Present:	Chairman	L Ginger
	Councillors	D Townsend, J Hart, W Elbourn & A Birch, and N Strudwick.
	Parish Clerk	A Bridges
	Members of the Public	1

1. **Apologies for Absence** – County Councillor S van de Ven and District Councillors J Hales and SA Hart gave their apologies.
2. **Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 5th September 2022** - These were signed and approved.
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**
 Cllr Hart confirmed that the Defibrillator training had been set for October 30th at the Village Hall.
 Cllr Elbourn stated that the recreation ground fence had been mended, with additional concrete added to areas which required stabilising.
 The Chairman spoke of the A1198 speed limit, which had recently been reduced to 40mph. He confirmed that there remained no date for starting the road improvements. The Parish Council discussed the location of the national speed limit sign, which was felt to be too close to the Whaddon Gap turning. It was agreed that this would be explored further when work had been completed and its effectiveness could be properly evaluated.
5. **Reports from District and County Councillors** – none.
6. **Public Participation** – The member of the public explained they were exploring options for a more permanent solution to charging their electric vehicle by their house with the County Councillor. The Parish Council discussed the of the possibility of an electric charging point at the Village Hall in the future.
7. **Planning update** – i) 22/03713/LBC - Replacement, upgrading and fitting of secondary glazing to some of the windows to the exterior of the cottage and boarding over of some modern internal windows to hallway. 132 Church Street, Whaddon.
 This was approved by the Planning Committee.
 ii) 22/03724/HFUL - Detached single storey home office building to rear. 132 Meldreth Road, Whaddon. This application was withdrawn.
 It was agreed that Cllr Hart would join the Planning Committee.

8. To consider nominations for co-option for the vacancy on the Parish Council

The Chairman confirmed that one member of the public has applied for co-option. It was agreed by all that this co-option should be added to the beginning of the next agenda.

9. Warm hubs – Cllr Birch spoke of her recent meeting on potential ‘warm hubs’ in the region with Cambridgeshire ACRE. These would be run by volunteers and would provide a warm environment for those needing help with heating. It was felt that Whaddon was too small a community for this to run practically, due to the number of volunteers and training required. It was agreed that the Parish Council should monitor progress and any potential demand.

10. Local bus service cuts -The Chairman confirmed that the Whaddon to Royston twice daily bus will continue to run.

11. Correspondence: noting receipt of significant items of correspondence

- SCambs update (13/9/22)
- E Bulletin from SCambs (28/9/22)

12. Finance to approve:

- 12.1 Staff wages and expenses – £1,296.70
- 12.2 Grass cutting - £78
- 12.3 SLCC budget training - £36
- 12.4 Chairman’s allowance (April to September 2022) - £100
- 12.5 Print Works (Parish Plan questionnaire) - £96
- 12.6 Bank reconciliation

Added to payments

- 12.7 Community Heartbeat replacement pads for the defibrillator - £115.20
- 12.8 Catalyst2 website domain renewal - £42
- 12.9 Genesis Orwell Mencap (bench) - £1,077.00
- 12.10 Grass cutting - £294.

13. Whaddon Village Hall and Recreation Ground Trust update –

Cllr Birch confirmed that there had been one resignation to the Trust, making three vacancies in total, with members of the public who had recently expressed an interest in joining.

Cllr Birch spoke of the film nights starting back at the Village Hall, beginning on the 12th November and the Christmas tree decorating on 4th December. Cllr Birch also spoke of her hope for a new committee to plan next summer’s village fete, which will include raising funds for the church, but would include more activities than before.

14. Village Upkeep and Maintenance

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

Cllr Townsend stated that she had reported the missing bollard in Bridge Street in the summer and was waiting for this to be mended.

Cllr Elbourn confirmed the new commemorative bench for the recreation ground had been delivered.

The meeting ended at 9.48pm

WHADDON PARISH COUNCIL

Minutes of the Whaddon Parish Council Meeting

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

14th November 2022 at 8pm

Present:	Chairman	L Ginger
	Councillors	D Townsend, J Hart, W Elbourn & A Birch, and N Strudwick and C Hales.
	Parish Clerk	A Bridges
	District Councillor	J Hales and SA Hart
	Members of the Public	One

1. **Apologies for Absence** – County Councillor S van de Ven gave her apologies.
2. **Approval of Minutes – approval and signing of the minutes from the Parish Council Meeting of 10th October 2022**
These were approved by all and signed by the Chairman.
3. **Receiving Declarations of Interest from Councillors on items on the agenda**
Cllr Birch reminded the meeting that she continues to be the Chairman of the Whaddon Village Hall Trust, which is discussed under agenda item 9.
4. **To consider nominations for co-option for the vacancy on the Parish Council**
The Parish Council all agreed to appoint Claire Hales. Clerk to send necessary paperwork to Cllr Hales.
5. **Reports from District and County Councillors**
District Councillor Hales spoke about the recent high number of bus cancellations, and the reduced timetable until the end of March 23.
District Councillor Hales also spoke of the numerous health checks available at the Hub in Melbourn.
6. **Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings.**
Cllr Hart spoke of the recent defibrillator training which was well attended and very successful and confirmed this will run again in February.
Cllr Strudwick stated that District Councillor Hales had spoken to the Enforcement Agency with the Greater Cambridgeshire Shared Planning team, to ensure that the entrance opposite Whaddon Gap is close imminently, so that road improvements identified in the LHI bid can start as soon as possible.
7. **Public Participation** – none.
8. **Speedwatch update**
The Chairman confirmed that a new Speedwatch coordinator had now started.
9. **Future PC nominations for the Whaddon Village Hall and Recreation Ground Trust –**
Cllr Birch explained that the WVH&RGT have previously understood that two representatives from the Parish Council and other committees were required as Trustees, but ACRE has confirmed that this can be reduced to one, with the aim of reducing any conflict of interests or bias in members acting on behalf of the Trust.

Cllr Strudwick asked to see background information from the Charity Commission, and it was agreed that this should be investigated further, and the item would be on the January agenda.

10. King's Coronation and Bank Holiday

The Parish Council discussed the possibility of a day of celebrations in the village on the May bank holiday.

11. 2023/2024 Precept setting - agreement of date for Precept Meeting and noting of potential projects requiring funding.

The Clerk to confirm a suitable date in December for the precept meeting.

District Cllrs J Hales and SA Hart left the meeting at 9.09pm.

12. Planning update – none.

13. Correspondence: noting receipt of significant items of correspondence

- 20 MPH update (CCC 14/10/22)
- Six free trees (SCDC 14/11/22)

14. Finance to approve:

- 14.1** Staff wages and expenses – £637.64
- 14.2** Replacement torch for defibrillator - £10.80
- 14.3** Handyman wages - £296.70
- 14.4** C S Shredding - £76.80
- 14.5** SW Gardens and Landscapes - £104.92
- 14.6** Confirmation of the pay scale for the Clerk.

It was agreed by all that the Clerk would move to SCP 18 on the national pay scale after completing the CiCLA qualification.

- 14.7** Added to avoid late payment - Royal British Legion Poppy Appeal - £30

15. Whaddon Village Hall and Recreation Ground Trust update

Cllr Birch spoke about the concerns over future electricity bills, as the fixed tariff was due to finish in mid-November. Cllr Birch also confirmed that the Trust were investigating the possibility of installing solar panels.

Cllr Birch lastly discussed the recent successful film night, where £171 was raised for the Trust.

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

None.

Cllr Townsend reminded the Parish Council that the Christmas lunch would be held on Wednesday 21st December Christmas in the village hall.

The meeting ended at 9.32pm

WHADDON PARISH COUNCIL

Minutes of Whaddon Parish Council Precept Meeting held on 19th December 2022 at 7.30pm at Whaddon Village Hall.

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

1. Apologies for Absence – none

2. Parish Running Costs budget for 2023/24 – discussion and agreement of recommended budget.

The Chair confirmed 2023/24 is a non-election year and suggested that the Parish Council could keep the precept at same level as last year but not suffer any issues with inflationary increases, as we should not have to budget for election costs. This is mainly because the PC has an underspend of most of the £1,500 election budget for the May 2022 elections. It was felt that this would be supported by residents to help them keep household costs as low as possible.

The number of Band D household in 2023-24 increased to 221.1 houses, which gives Whaddon a precept of £17,661, which includes the projected parish administration costs of £15,399, less income of £840.

The Cllrs agreed that the recommended Parish Running Costs for 2023/2024 to be **£17,661**

3. Consideration of the Parish Council's Priorities for 2023/24

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 2022/2023.

4. Consideration of project costs/additional expenditure for 2023/24 – 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 £17,629 to £17,661.

Projects identified were:

- Website £1,000
- LHI £16,000
- MVAS £4,000
- Highway initiatives £5,500

- Reserves for Village Hall repairs £6,677
- Parish Plan £1,850
- Small village enhancements £1,000

These project costs will be reviewed further in the summer when the exact year-end costs are known.

5. Review of Projected Income for 2023/24 and Agreement of 2023/24 Precept to be recommended to the Parish Council for approval:

The Cllrs agreed to recommend a total Parish Council funding requirement for 2023/24 (for Parish Running Costs plus additional Project Expenditure) of £17,661. It was agreed that Band D contributions would stay at £79.88 which is the same rate as last year.

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 8.40 pm.