

Minutes of Whaddon Parish Council Precept Meeting held on 7th January 2019 at 8pm in the Village Hall, Church Street, Whaddon, Cambridgeshire, SG8 5RY.

Present:	Chair	L Ginger
	Councillors	R Scott, N Strudwick, J Vries, A Birch & A Milton
	Parish Clerk	A Bridges

1.0 Apologies for Absence – W Elbourn

2.0 Parish Running Costs budget for 2019/20 – discussion and agreement of recommended budget – the Parish Running Costs were reviewed. Areas that have been underspent include the Handyman and verge cutting (the latter was assumed to be due to the very hot summer in 2018). The grass cutting of footpaths would now be added to the budget (funded from a lump sum from Cambridgeshire County Council). Local farmers would be approached to assist with cutting the grass on both the footpaths and permissive paths from this year. It was also agreed that there should be an increase in the number of Whaddon Newsletters printed and the subsequent slight cost increase was agreed. The Cllrs agreed that the recommended Parish Running Costs for 2019/2020 to be £12,940 (2018/19 be £14,058 - £1,000 was allocated in 18/19 for prospective election costs).

3.0 Consideration of the Parish Council’s Priorities for 2019/20 (and potential financial implications) – 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 2018/2019 and to be kept as a joint fund. Future funding requirements relating to the village hall, garage and playground equipment were discussed. It was suggested by Cllr Birch that the PC could consult the residents of Whaddon over the next 12 months to ascertain what they felt was needed in the village. The PC conducted a Village Plan in 2006 and 2013 to gain input into future projects, many of which were subsequently adopted and completed. It was thought that work on the next Village Plan should begin in the next financial year and as part of that process, another questionnaire should be sent to all villagers.

4.0 Consideration of project costs/additional expenditure for 2019/20 – discussion and agreement of recommended project costs for inclusion in the budget – It was suggested that possible future projects could be discussed and agreed on between now and the April 2019 Parish Council Meeting. Suggestions included:

- The Village Hall and Playground - £1,500 for a new fence between the recreation ground and car park, which was damaged and a potential health and safety risk.
- A further £2,500 was suggested for the village hall, recreation ground and playground for renovation projects.
- The reserve for highways (traffic calming), footpaths and verges to be £1,443. It was suggested that a further MVAS unit could be purchased to install around the village.

- 5.0 Consideration of projected cash and reserves at 31st March 2019** – considered together with agenda item 4.0 (above). It was agreed that a further meeting be convened at the end of March to consider the reserves when a more accurate figure will be available.
- 6.0 Review of Projected Income for 2019/20 and Agreement of 2019/20 Precept to be recommended to the Parish Council for approval:** the Cllrs agreed to recommend a total Parish Council funding requirement for 2019/20 (for Parish Running Costs plus additional Project Expenditure) of £18,383. After deducting the anticipated income of £905, the precept for 2019/20 would be £17,478 (2018/19 £17,478). This would equate to a cost per household (Band D equivalent) of £79.30 (2018/19 £80.92). This recommended precept would be considered and approved if appropriate at the next PC meeting. The supporting calculations would be posted on the website and circulated via the village email system. Action: the Clerk.
- 7.0 Items for next Parish Council meeting – noting of requests for agenda items:** Item 6.0 above to be agreed on at the next PC meeting. Action: the Clerk.
- 8.0 Date of next Parish Council meeting - Monday 14th January 2018**

The meeting closed at 8.55p.m.

Minutes of Whaddon Parish Council Meeting held on 14th January 2019 at 8.00p.m. in the Village Hall, Church Street, Whaddon, Royston, Cambridgeshire, SG8 5RY.

Present:	Chair	L Ginger
	Councillors	W Elbourn, A Milton, R Scott, A Birch & N Strudwick
	Parish Clerk	A Bridges
	District Councillors	None
	County Councillor	S van de Ven
	Members of the Public	1 present

- 1.0 Apologies for Absence** – District Councillors J Hales and P Hart and Cllr J Vries
- 2.0 Receiving Declarations of Interest from Councillors on items on the agenda** – none declared.
- 3.0 Approval of minutes** – to resolve that the minutes from the Parish Council meeting of (i) 12th November 2018 and (ii) the Precept Meeting of January 7th 2019 are a correct record – Resolved the minutes were approved and signed by the Chair.
- 4.0 Reports from Clerk and Councillors** – to receive verbal updates about progress on resolutions and actions from previous Parish Council meetings
- The angle of the light outside the village hall was discussed. It was agreed that although the noticeboard does have a sensor light, it would be beneficial to place another directly above the defibrillator, so the keyboard panel could be easily seen in an emergency. This would have to be connected to the mains power supply and it was agreed that Cllr Strudwick could contact the company who tests the fire alarms and other safety equipment for a quotation. Action: to obtain a quote to provide a new light directly above the defibrillator.
 - The new village sign is here and work is ongoing to replace the post and the rotten wood forming the seat around the base, which is a specialist job, as the post is over 3.5 meters high.
 - The estimate to replace and install the new telephone box has been sent to the insurance company.
 - Grass cutting schedule of footpaths and permissive paths – these have now been established and local farmers are being contacted to help with cutting the grass. Action: Clerk to contact Cambridgeshire County Council to ensure a financial contribution will be provided for this.
 - Possible improvements for traffic calming measures, for example purchasing a second MVAS unit, will be reviewed in the next financial year.
 - The lack of defibrillator close to Cardiff Place was discussed. It was felt that further discussions with Basingbourn Barracks would be helpful to ascertain if one was available in their grounds to local residents as well as Army personnel.
 - Lastly, the Alfred John Palmer Trust was considered. A further two local residents were recipients of a small financial donation before Christmas. It was emphasised that

requests from Whaddon residents (who are experiencing financial hardship) of any age would be considered.

5.0 Reports from District and County Councillors:

5.1 District Cllr Report – receipt of oral reports:

Both Cllr Hales and Cllr Hart sent their apologies. Cllr Hart sent an email stating that the roads in Whaddon should be swept by the road cleaner every three months and this last occurred at the end of June 2018. However, this was completed on Tuesday 15th January, the day after the Parish Council meeting.

5.2 County Cllr Report – receipt of oral reports.

- Cllr van de Ven stated that there was a large social aspect of her report due to the long period of financial decline in many services. Cllr van de Ven firstly spoke of the newly appointed Highways Officer in Meldreth and it was widely agreed that the poor road surface between Whaddon and the A1198 was a priority.
- The bus review conducted by the Mayor of Cambridge has not been published yet, despite being due in the Autumn. The bus subsidy remains under threat to residents and it is hoped that this remain an option to those who need it, despite the lack of financial backing. A Bus Users Meeting is to be held on the 23rd January 2019 in The Limes in Bassingbourn at 7.30-9pm.
- Cambridgeshire County Council will announce their council tax rate on February 5th 2019. It is expected to remain at the same level.
- Cllr van de Ven spoke of recent parking charges given to railway users parking in the wrong place in an otherwise free carpark. Royston railway station has a number plate recognition scheme which will automatically fine you if you wait for over twenty minutes. The Meldreth, Shepreth and Foxton Rail User group is happy to hear any concerns over wrongful fines.
- Cllr van de Ven spoke about the funding for extra health provision in Melbourn from the housing developments which are rapidly taking place. It was hoped that this funding would benefit local residents, who currently have a small health centre, rather than go elsewhere. Cllr van de Ven spoke of the national shortage of GP's and health workers. Addenbrookes Hospital has recently spent £65 per employee from the EU for ensuring they can continue working. This is approximately 12% of their workforce.
- There has been no official update to the possible East-West Railway, however there is a small article in Meldreth Matters magazine. It is believed that the Government will be consulting on five different routes.
- Cllr van de Ven informed the Parish meeting that the Police would be holding an information evening on the 22nd January in Melbourn Hub from 7.30-9pm.

6.0 Public Participation – none received.

7.0 Correspondence & Complaints –

- December: SCDC - Consultation - Greater Cambridge Draft Housing Strategy survey for PC
- January: possibility of new deliberator training with Meldreth Parish Council in June.

8.0 Planning meetings and updates – there have been no further Planning Meetings since the last Parish Council Meeting.

9.0 Finance:

- 9.1** Consideration of request for grant funding from Whaddon Village Hall & Recreation Ground Trust – Action: the amount to be confirmed to the Parish Council by the WVH&RT.
- 9.2** Cheques already approved (December 2018) to avoid late payment: Printing costs (newsletter) - £103.00
- 9.3** Approval of payments to sign today:
- Staff wages and expenses – £783.92
 - Venue hire for Parish Council Meetings Sept to Dec 2018 - £50 (to be included in the grant funding payment).
- 9.4** Agreement and approval of 2019-20 precept – consideration of recommended precept £17,478. Resolved: this was agreed upon and the Chair to sign and complete the necessary paperwork. This is the same amount as last year, although in actual terms it is £1.62 a year less for Band D homes due to the increase in houses paying tax in the village this year. A further meeting at the end of March will consider and formalise plans for projects within the village during the next financial year.

10.0 Whaddon Village Hall & Recreation Ground Trust:

10.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the next WVH&RGT committee would meet on January 21st, whereby the grant would be established for the Parish Council to consider. Cllr Strudwick spoke of the need to update the playground equipment as a priority for the Trust.
- Issues concerning the heating system installation were ongoing and more problems have occurred recently, including a leak under the sink.
- The kitchen worktop had recently been damaged by hirers and this was in the process of being mended.
- Cllr Birch spoke of the National Village Hall Week, which starts on January 22nd in Little Thetford, Cambs.
- It was agreed by the Parish Council that the new picnic bench could be permanently fixed in the playground before the Easter holidays. Action: Clerk to bring quotes to the February Parish Council meeting.

11.0 Village Upkeep and Maintenance: the village handyman has an updated list of work to be done in the village, including litter picking and removing old posters from telegraph poles.

12.0 Village footpaths and permissive paths – this was discussed as above

13.0 East-West Railway Proposal Update - this was discussed as above.

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

Date of next meeting – Monday February 11th at 8pm

There being no further business the meeting closed at 9.15p.m.

Minutes of Whaddon Parish Council Meeting held on 11th February 2019 at 8.00 pm in the Village Hall, Church Street, Whaddon, Cambridgeshire, SG8 5RY.

Present:	Chair	L Ginger
	Councillors	A Milton, J Vries & N Strudwick
	Parish Clerk	A Bridges
	County Councillor	S van de Ven
	District Councillor	P Hart
	Members of the Public	5 present

1.0 Apologies for Absence – District Councillor J Hales, Cllr A Birch, Cllr R Scott and Cllr W Elbourn

2.0 Receiving Declarations of Interest from Councillors on items on the agenda - Cllr Strudwick spoke of his position as Chair as the Whaddon Village Hall & Recreational Ground Trust in relation to the grant request from the treasurer (agenda item 9.1) The Parish Council recognised this and felt that as it was not a contentious issue Cllr Strudwick could remain in the room throughout the meeting.

3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of January 14th 2019 were a correct record – Resolved the minutes were approved and signed by the Chair.

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

The Chair firstly suggested that the East West Railway would be moved further up the agenda to allow the public participation earlier in the meeting, which was agreed by all.

The potential defibrillator light outside the village hall was discussed. Two quotes have been given, the first for £299 (plus VAT), the second which is an estimate for £165 (plus VAT) and a third quote is expected shortly. Action: Clerk to provide a third quote.

- The new village sign should be installed towards the end of March.
- The insurance money for the damaged telephone box has been received and the two possible site suggestions for the replacement will be discussed in the next Whaddon News. Action: Parish Council to source a new telephone box and finalise its location.
- Grass cutting of public footpaths – The Chair is still waiting on confirmation that SCDC will provide financial support for the Parish Council to supervise grass cutting. Action: Clerk to contact MD Landscapes to provide a quote to cut the footpaths not covered by local farmers.

- The lack of defibrillator close to Cardiff Place was discussed again. Cllr van de Ven had attempted to contact Bassingbourn Barracks again today to discuss this, without success. Cllr Hallett, the Vice Chair from Bassingbourn Parish Council (attending as a member of the public) said that a further defibrillator would be installed in The Causeway in Bassingbourn imminently, raising questions if Cardiff Place would need a separate unit.

Cllr Hart entered the meeting at this point (due to a prior engagement).

5.0 Reports from District and County Councillors:

5.1 County Cllr Report – receipt of oral reports.

- Cllr van de Ven stated that there has been a small increase in council tax by Cambridgeshire County Council (5%) for the first time in many years in an attempt to offset the large debt. This is coupled with significant cuts to services, for example, post-16 education transport, means key areas remain unfunded.
- Cllr van de Ven spoke of the publicity that has been given to the national £420 million cash injection for road repairs. The £6 million awarded to Cambridgeshire falls short of the estimated £350 million needed to bring the regions roads up to standard. None of this extra fund has been allocated to improve Whaddon's roads.
- Cambridgeshire police recently attended a meeting in Melbourn to give local residents information on their work. Cllr van de Ven described the large range of unseen police work undertaken, which includes cybercrime and modern-day slavery. The police have a monthly surgery at Melbourn Hub and all are invited to attend these.
- Cllr van de Ven informed the Parish Council meeting of the upcoming 'Mental Health Support in the Community' information evening on March 13th at the Melbourn Hub. This will include talks from Mind and Allyance school counselling and again all are invited to attend.
- Cllr van de Ven talked about the recent Cam Val Bus Users Meeting at the end of January. Because of the recent Mayor's bus services review, it has been agreed that the supported bus services will continue in the short term, which is a success, however these will be reviewed again next year.
- Cllr van de Ven informed the Parish meeting of the recent Cambridge Line Rail User Groups meeting on the 8th February in Letchworth. Whilst Royston and Letchworth has had their timetable fully restored, Meldreth station is still waiting for restoration of a fast service from the May 2018 timetable changes. Cllr van de Van spoke of all the local rail user groups working together to ensure a full timetable has resumed and noted that Meldreth station usage has grown over 40% in five years, which is substantially more than any other local railway station.

5.2 District Councillor – receipt of oral reports

- Cllr Hart spoke of the possible Brexit impact on the region and reported that Cambridgeshire County Council has been working with the Federation of Small Business & the Chamber of Commerce. They have explored concerns highlighted by the future loss of EU funding to the area and that 20% of the region's workforce are from the EU, with a high proportion working in social care.
- The South Cambridgeshire Customer Portal was described by Cllr Hart as a new method for residents to find information and to get in touch with the council. It aims to make the process much easier for residents, although Planning Applications will not be able to be submitted this way.
- Cllr Hart also discussed the South Cambridgeshire District Council Business Plan which is presented to the full council next week. This explores businesses, affordable housing and environmental priorities in the region.
- Lastly, the Chair asked Cllr Hart about possible solutions to deter parking on the grass at Ridgeway Close at the top of Bridge Street as the grass is becoming damaged. Cllr Hart stated she was happy to explore this and report back.

6.0 Public Participation & 11.0 East West Railway

- The Chair informed the meeting that the public consultation was now available online and that a telephone briefing at the end of January gave further details of this process. The two local meetings, one at Bassingbourn Primary School from 10am until 2pm on 16th February and the second at Orwell Village Hall, from 2-6pm on Tuesday 26th February. All interested residents are encouraged to attend to gain more information and to have an opportunity to express their views and opinions. Three out of the five possible routes may affect Whaddon and the Chair spoke of a possible further meeting at the beginning of March in Whaddon to discuss a response to the consultation.
- Cllr Hallett, the Vice Chairman from Bassingbourn Parish Council, stated he was here to share knowledge and information with Whaddon on the East West Railway. Cllr Hallett emphasised the need to communicate with each other as the consultation period was short (March 11th) and again encouraged residents to attend the Bassingbourn or Orwell meetings. Cllr Hallett told the meeting that it was difficult to represent the local population's views as there had not been any attendance at either the Bassingbourn or Meldreth Parish Council meeting. The two views that had been expressed informally were in favour.
- Cllr van de Ven raised concerns about the lack of local connectivity with the proposed plans, with few stations planned and none connecting to existing stations. She also spoke of the proposed lack of level crossings and the isolation of some of the proposed routes and how this would impact on the

local infrastructure and environment. The Chair commented that new railways were built with bridges to minimise road and pedestrian disruption. Cllr van de Ven also spoke of the lack of a proposed route to North Cambridge, which currently has fewer transport links, which she felt would have been beneficial.

- Cllr Hart and all the meeting agreed that the maps are very vague, covering different areas of land, causing confusion and uncertainty to local residents. A member of the public described how Royston was not even on the map and that this ambiguity increases anxiety. He felt that many people would be opposed to the plans if they were fully aware of the implications that come with a new railway.

7.0 Correspondence & Complaints –

- Request for funding from Royston and District Community Transport (10/1/19) Action: this will be discussed in the April Parish Council Meeting
- Insurance claim for the telephone box finalised (Email dated 18/1/19)
- East West Railway consultation invite for Parish Chair (via telephone) 28/1/19
- Email from PCSO James Lynch inviting local communities to hold a Police Surgery (23/1/19) Action: Chair has contacted the PCSO with suggested dates and is awaiting a reply.
- Complaint from a Whaddon resident concerning the large amount of dog faeces on public footpaths and pavements, with a request to put more signs in village asking dog owners to clear up after their dog. (8/2/19). Resolved: it was agreed that an email should be circulated to residents requesting their co-operation.
- Information concerning the Great British Spring Clean, 22 March 2019 – 23 April. (8/2/19). Action: a further litter pick to be arranged in Whaddon. It was suggested by a member of the public that this should be done before the grass grows and covers the old litter.
- Cambridge and South Cambridgeshire Planning Consultations invitation to submit comments 11/2/19.

8.0 Planning meetings and updates – S/0171/19/FL – Proposed two and one storey extensions following demolition. 87 Meldreth Road, Whaddon. This was approved by the Planning Meeting.

9.0 Finance:

9.1 Consideration of request for grant funding from Whaddon Village Hall & Recreation Ground Trust – Action: the Parish Council agreed to the request to fund the insurance (£1,451.84) and the ROSPA inspection (£120) but felt that the electrical appliance testing (£63) should be the financial responsibility of the Trust.

9.2 Approval of payments:

- Staff wages and expenses – £362.73

- Grass cutting - £96
- Village bench installation (approval only) - £120
- Handyman - £50
- CAPALC (counsellor training) - £75

9.3 Agreement and approval of the bank reconciliation.

10.0 Whaddon Village Hall & Recreation Ground Trust:

10.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the WVH&RGT committee held a meeting on January 21st. The recent damage to the bar was discussed and it was felt that a change in the deposit system may be required in the future.
- Issues concerning the heating system installation were ongoing and it is hoped a response from the heating company would be imminent.
- Cllr Strudwick explained that the Trust would like to improve the garage area of the recreation ground, including the building of a cricket club store. Three film nights, starting with The Blues Brothers on February 23rd at 7.30pm, have been arranged to start fundraising for these. Tickets are available from the Golf Centre or Anita Birch at £5 each.
- It was agreed by the Trust that a new cigarette bin would be installed outside to decrease litter.

11.0 East West Railway - this was discussed above.

12.0 Training Opportunities: The Chair reminded all that it is useful for everyone to have refresher training, as well as the new counsellors. Cllr Vries agreed that her recent training was insightful and beneficial.

13.0 Village Plan: The Parish Council agreed that a committee from the village should be encouraged to establishing views and opinions for the future of Whaddon. Action: to be discussed further in the April PC meeting.

14.0 Permissive Paths: Local farmer, Mr Huffer, updated the meeting about his revised scheme for the permissive paths across his farmland. Broadly they will remain the same, although some will be reduced in width. The Parish Council agreed to pay a proportion of the hedge cutting costs in Pickering Wood, which is carried out by a separate contractor. Mr Huffer and the Parish Council felt that a map showing the footpaths and permissive paths should be distributed to residents, so they could be clear to all. It was also emphasised that local dog walkers must control their animals in a responsible way as there is some evidence that damage to crops has been occurring. Mr Huffer said that the permissive paths would remain as such for the next twelve years. This did not mean they were an automatic right of way though and some areas could be temporarily shut for short periods for farming and maintenance purposes. The Chair and Parish Council thanked Mr Huffer for his work in keeping the paths

open, which were regularly enjoyed by large numbers of residents of the village and further afield.

15.0 Village Upkeep and Maintenance: A member of the public reported that the large number of fallen leaves on the footpath from the church along Meldreth Road obstructed pedestrians from walking easily and it was agreed that a more permanent solution would be beneficial next autumn.

16.0 Items for next meeting – noting of requests for agenda items - none

Date of next meeting – Monday 11th March at 8pm

There being no further business the meeting closed at 9.25p.m.

Minutes of Whaddon Parish Council Meeting held on 11th March 2019 at 8.00 pm in the Village Hall, Church Street, Whaddon, Cambridgeshire, SG8 5RY.

Present:	Chair	L Ginger
	Councillors	A Milton, A Birch, W Elbourn, R Scott & N Strudwick
	Parish Clerk	A Bridges
	District Councillor	P Hart & J Hales
	Members of the Public	1 present

1.0 Apologies for Absence – County Councillor S van de Ven

2.0 Receiving Declarations of Interest from Councillors on items on the agenda - None

3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of February 11th 2019 were a correct record – Resolved the minutes were approved and signed by the Chair.

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

The potential defibrillator light outside the village hall was discussed again and all three quotes had been obtained. Further clarification was required on the last quote, for £90 (plus VAT), as it was not clear if it included the actual light. Two previous quotes were given at £299 (plus VAT), and £165 (plus VAT). The price for electrical testing of the hall was the same for all three quotes. Action: Clerk to confirm details of the third quote.

- The new village sign will be installed towards the end of March.
- A possible replacement telephone box has been identified and members of the Parish Council will decide how much renovation work will be needed before a decision is made. Recent correspondence had all been in favour of keeping the telephone box at the top of Bridge Street.
- Grass cutting of public footpaths – The Chair has still not received a response from SCDC that it will provide financial support directly to the Parish Council to supervise grass cutting. Cllr Hart offered her assistance in getting clarification.
- The Great British Spring Clean from 22nd March to 23rd April is being held nationwide and it was decided that Whaddon would have its annual litter pick on April 6th, meeting at Ridgway Close at 10am. This was later decided to be **on Saturday April 20th**, again meeting at Ridgway Close at 10am.

- The request for funding from Royston and District Community Transport was agreed to be deferred until the April budget meeting.
- The AJP Trust was discussed and Cllr Elbourn stated that two people were beneficiaries in the last year and all Trustees wanted to continue supporting the Trust. The Chair agreed that it should remain for another year as it helped Whaddon residents specifically. Cllr Elbourn asked how long each Trustee could remain involved and the Chair reported he would investigate the details.
- The Parish Council agreed that their budget meeting would be at 8pm on Monday 1st April.
Cllr Hales entered the meeting at this point (due to a prior engagement).

5.0 Reports from District and County Councillors:

5.1 District Councillor – receipt of oral reports

- Cllr Hart spoke of her enquiry to South Cambridgeshire District Council concerning the parking on the grass by Ridgeway Close. The Parish Council decided that the best action would be a letter from SCDC to their tenants reminding them not to park on the grass which is getting damaged. Cllr Hart said that building a low-level fence would be difficult as the land was jointly owned by SCDC and Highways. It was also agreed that another sign to deter parking would also be helpful.
- Cllr Hart reminded the Parish Council that the South Cambridgeshire Customer Portal was online, which aims to enable residents to have a safe personal account where they can easily access council services. It is hoped that Planning Applications will be able to be submitted this way in the summer, again making the process much easier.

6.0 Public Participation - none

7.0 Correspondence & Complaints –

- East West Rail briefing invitation for Parish Councils on 4th March 2019 in Gamlingay 7-9pm (Email dated 21/2/19)
- South Cambridgeshire District Council invite to a Community Resilience Event - Saturday 9th March (email dated 27/2/19)
- South Cambs Parish Planning Forum invite for 6pm on 14th March at South Cambs Hall at Cambourne. (email dated 28/2/19)
- South Cambs Neighbourhood Plan information (email dated 4/3/19)
- South Cambs Greater Cambridge Planning Policy Monthly Update - March 2019 (email dated 6/3/19)

8.0 Planning meetings and updates – none.

Cllr Scott stated that the minutes from the recent Planning Meeting and the approved minutes from the Planning Meeting in September were not yet on the website. Action: Clerk to email updates.

9.0 Finance:

9.1 Approval of payments:

- Staff wages and expenses – £321.91
- Whaddon Village Hall Trust - £1,621.84 (grant funding and room hire)

Added to the original agenda to avoid late payments:

- Village bench installation - £120. This cheque was not signed as the Parish Council requested checking the height of the bench first.
- Handyman - £40

10.0 Annual Review of risk assessment for the Parish Council – this was decided to be postponed by the Parish Council and reviewed, in line with the recent GDPR regulations, in the May meeting. **Action:** risk assessment review to be completed in the May Parish Council Meeting.

11.0 Whaddon Village Hall & Recreation Ground Trust:

11.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the WVH&RGT committee held a meeting on March 4th. There had been no update on the heating, but the leaking radiator would be repaired under warranty.
- The Trust had a recent annual inspection of the playground and while there were no serious faults in their report, the quote for approximately £3,000 for minor repairs was agreed to be very high. **Action:** Clerk to research alternative maintenance companies.
- The Parish Council meeting was reminded that the next film night would be on March 29th, with a showing of Mamma Mia, after a successful first event held in February. Tickets are available from The Golf Club at £5 each.

12.0 East West Railway – The Chair reported that the feedback from The Parish Council had been submitted and all felt that the meeting held in the village was very successful. A large number of residents came and put forward their views and questions concerning the proposal. The Chair concluded by stating that the expansion to Bassingbourn Barracks was not mentioned in the consultation and that Cambourne was actively promoting the proposed new railway line to run through that area.

13.0 PCSO Meeting – this has been arranged for April 17th at the Village Hall from 5pm – 7.30pm. An email will be sent round to residents nearer the time for further information.

14.0 Annual Parish Meeting: The Parish would have its annual meeting on April 15th at 7.30pm to give an update on the last twelve months. All are very welcome to attend.

15.0 Village Plan: There was a short discussion about setting up a new Parish Plan committee. Cllr Hales reported that SCDC may be implementing a trial of a simplified neighbourhood plan in the near future, which may be relevant. This would also help to determine if future larger scale planning developments could occur in the village, whereas a Village Plan would not. The Parish Council agreed they may be interested in this and would wait to see if it materialised.

16.0 Village Upkeep and Maintenance: the road to Whaddon Gap had an especially high number of pot holes on one side and residents are reminded to keep reporting all pot holes

17.0 Items for next meeting – none

Date of next meeting – the Parish Council was reminded that the Finance Planning Meeting will be on 1st April. The next **Parish Council Meeting is on April 8th at 8pm** and **The Annual Parish Meeting is on April 15th 2019 at 7.30pm.**

There being no further business the meeting closed at 9.10p.m.

**Minutes of Whaddon Parish Council Meeting held on 8th April 2019 at
8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire,
SG8 5RY.**

Present:	Chair	L Ginger
	Councillors	A Milton, A Birch, W Elbourn, R Scott & N Strudwick and J Hart (formally Vries)
	Parish Clerk	A Bridges
	District Councillor	S van de Ven & J Hales
	Members of the Public	3 present

1.0 Apologies for Absence – District Councillor P Hart

2.0 Receiving Declarations of Interest from Councillors on items on the agenda - None

3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of March 11th 2019 were a correct record – Resolved the minutes were approved and signed by the Chair.

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

- The meeting started by discussing the village sign. The Chair stated that it was anticipated that this could be unveiled at the village litter pick on Saturday 20th April at 10am (meeting at Ridgeway Close). It was commented that the new post was substantially taller than before, which was reported to be due to slightly larger size of the sign and that it would be fixed just below the top of the post to avoid possible damage.
- A quote was being sought for refurbishing the possible replacement local telephone box. Further recent correspondence had all been in favour of keeping the telephone box at the top of Bridge Street. Although some felt the village hall would be a more central point, it was argued that there would not be adequate space between the road and car park and the majority wanted to keep it as a landmark when it was originally situated. The Chair commented that full planning permission would almost certainly be needed to re-site the telephone box elsewhere. Resolved: telephone box to be installed at the top of Bridge Street.
- The Village Hall had recently had a its electrical inspection and was waiting for the defibrillator light to be installed. No electrical problems were reported in the inspection. Action: Clerk to chase light installation

- Grass cutting of public footpaths – The Chair had still not received a response from South Cambridgeshire District Council confirming financial support directly to the Parish Council to supervise grass cutting. Cllr van de Ven offered her assistance in getting clarification as it was agreed a resolution was urgent.
- The request for funding from Royston and District Community Transport was discussed and all agreed that the Parish Council should chose this as its annual charity with a £100 donation. Action: Clerk to arrange payment.

5.0 Reports from District and County Councillors:

5.1 District Councillor

- Cllr Hales began by discussing South Cambridgeshire District Council's plans to increase the level of council tax on long term empty houses. The Empty Homes Policy now states (from 1st April 2019) that homes that are empty for two years or more will be charged double their regular Council Tax. Homes that have been empty for five years plus will have a 200% premium added and homes empty for ten years or more will have a 300% levy added to their tax. Alongside this, South Cambridgeshire District Council have pledged to build double the amount of affordable homes every year and these will be built to higher environmental standards.
- Cllr Hales also informed the meeting that South Cambridgeshire District Council has installed solar photovoltaic panels on the roof of the waste management depot at Waterbeach, which will generate income for the council which it can then invest in other green enterprises.

5.2 County Councillor

- Cllr van de Ven firstly spoke of the recent potential sites for development which had been made available, although not yet in the public domain. These included potential sites in Whaddon and in particular County Farms owned land. Cllr van de Ven stressed that the Local Plan Call for Sites is the very start of approving land for potential development and the majority of these are rejected. The following link is for residents to look at:
<https://www.scamb.gov.uk/planning/local-plan-and-neighbourhood-planning/emerging-local-plans-and-guidance/emerging-greater-cambridge-local-plan/call-for-sites/>
- Cllr van de Ven also described a potential conflict of interest (which was now being investigated) concerning the East West Railway and the above mentioned potential local plans. Cllr van de Ven informed the meeting that the County Council voted on their preferred route for the East West Railway in a meeting on the 14th March - the same time the submissions in the Local Plan Call for Sites were decided on. The potential development areas for Whaddon and Bassingbourn appeared to support the southern route options of the railway.
- Cllr van de Ven spoke of her recent meeting with Bassingbourn Barracks, who had been contacted by representatives from East West Railway. They

discussed the potential safety aspects of the turning into the Barracks, which is not signposted from Kneesworth. Cllr van de Ven has again brought this issue to attention to the Road Safety Team at the Council, who have previously declined to decrease the speed limit which would help increase safety. This issue also greatly impacts the Whaddon Gap turning, which is dangerous due to the speed of moving traffic.

- Cllr van de Ven also discussed the issue of families living on the Barracks walking to school on a very busy and narrow road. Children in Cardiff Place have bus transportation as their route involves crossing the main road.
- Cllr van de Ven discussed the lack of local support groups and services for families moving into Bassingbourn Barracks, partly due to the closed Children Centre in the village. She asked if they could be invited to join Whaddon's village email system, to be a part of the community, which was agreed to be a good idea.
- The £1 charge for library computer access, introduced in May 2018 has now been scrapped after it was concluded to not bring sufficient income to the Council.
- Cllr van de Ven reported that Thriplow Recycling Centre is now able to take paint. Cambridgeshire Community Reuse and Recycling Network (CCORRN) and Amey now take unwanted paint and resell it at reduced prices or donate it to local projects.
- Lastly, Cllr van de Ven informed the meeting that the Community Rail Partnership's relaunch event will take place on 24th May, at 11am at Shepreth Station, followed by refreshments at the Shepreth Plough. Cllr van de Ven asked the Parish Council if they would consider making a financial contribution to the funding of the Project Officer post, which enables the Partnership to help the local community, or to sponsor a flower tub on the station platform at Meldreth. Local businesses and families are also invited to sponsor one which are maintained by Duke of Edinburgh students.

6.0 Public Participation –

- The issue of dog faeces being left in plastic bags in the village was raised again, after an email had been circulated around the village. Bags had been reportedly left hanging in the undergrowth in Whaddon Gap, which will obviously not rot down. **Action:** Clerk to send email to the clerks of neighbouring Parish Councils asking them to highlight the issue and reminding people to take their dog waste home with them.

7.0 Correspondence & Complaints –

- An email from Local Highways (March 26th) responding to a complaint about blocked drains on Church Street, informing the resident they will be cleaned within the normal routine schedule.
- Email confirming date of Annual Parish Audit which will be brought to the June Parish Meeting (19th March).

- Email from a local resident complaining about the amount of dog faeces and also the amount left in plastic bags in fields and on footpaths (19th March).
- Email informing the Parish Council about the consultation for the Cambridgeshire County Council and Peterborough City Council joint Minerals and Waste Local Plan (MWLP) (21st March).
- Email from insurance company requesting further details on telephone box for securing the policy excess (March 28th).
- CAPALC informing Parish Councils that Ian Dewar will be unavailable for an unknown period as the CEO of CAPALC and Penny Bryant will be Acting CEO in this time (1st April).
- Cambridgeshire County Council informing us of a new street lighting attachment policy (1st April)
- The Calor Rural Community Fund information (2nd April).

8.0 Planning meetings and updates – S/0463/19/FL: Replacement and relocation of oil tank to front garden, 6 Ridgeway Close, Whaddon. SG8 5SA. The applicant attended the meeting and stated she would like the oil tank moved to the front of her property, to give her more room in the back garden, where she spent the majority of her time. This planning application was **approved** by the Planning Committee. The Chair of the Planning Committee, Cllr Milton, requested the previous minutes to be brought to the next Planning Meeting. Action: Clerk to provide this at the next meeting.

9.0 Finance:

9.1 Approval of payments:

- Staff wages and expenses – £74.96
 - Cambridgeshire ACRE membership - £57
- Added to the original agenda to avoid late payments:**
- Electrician for village hall electrical check - £175
 - Catalyst2 for website - £17.99
- Bank reconciliation was approved by Cllr Scott.

10.0 Annual Review of risk assessment for the Parish Council – this review was decided to be postponed in the March meeting, by the Parish Council, in line with the recent GDPR regulations, in the May meeting. Action: risk assessment review to be completed in the May Parish Council Meeting.

11.0 Whaddon Village Hall & Recreation Ground Trust:

11.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the WVH&RGT committee had renewed and updated the contract with the cleaner.
- The Trust had reclaimed the £115 bill for a damaged shelf, which occurred on a private hire of the hall.
- The Village Hall car park signs would go up in the near future.

- Cllr Strudwick reminded the meeting of the financial benefit to the Trust if local residents signed up to the Co-Op.
- The Parish Council meeting was reminded that the last film night would be on Saturday 13th April, before the longer lighter evenings made this more difficult. Whaddon's Got Talent would be the next social event held on the 18th May and all are encouraged to apply.
- Lastly, Bumpkins nursery have booked the hall until 1st June, after a water leak in their premises.

12.0 Annual Parish Meeting – April 15th at 7.30pm for refreshments. All are invited to attend.

13.0 Village Plan: Cllr Hales reminded the meeting that SCDC may be implementing a trial of a simplified neighbourhood plan in the near future, which may be relevant and he would investigate this further. Action: money allocated to the Village Plan to be finalised and agreed upon in the Annual Parish Council meeting in May.

14.0 Village Upkeep and Maintenance: none

15.0 Items for next meeting – Village Plan. Review and allocation to projects from reserves. Re-election of Trustees to the Alfred Palmer Trust.

Date of next meeting – The Annual Parish Council Meeting is on May 13th at 8pm.

There being no further business the meeting closed at 9.18p.m.

Minutes of Whaddon Annual Parish Council Meeting held on 13th May 2019 at 8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire. SG8 5RY.

Present:	Chair	L Ginger
	Councillors	R Scott, A Milton, J Hart, A Birch.
	Parish Clerk	A Bridges
	District Councillors	None
	County Councillor	None
	Members of the Public	None

- 1.0 Election of the Chair of the Parish Council (PC) – resolved that Cllr L Ginger be elected.**
- 2.0 Election of the Vice-Chair of the Parish Council – resolved that Cllr N Strudwick be elected.**
- 3.0 Receipt of Declarations of Acceptance of Office** from elected counsellors - A declaration of Acceptance of Office as Chair was duly signed.
- 4.0 Apologies for Absence** – received from Cllr W Elbourn, Cllr N Strudwick, District Cllr's P Hart, J Hales and County Cllr S van de Ven.
- 5.0 Receiving Declarations of Interest from Councillors on items on the agenda** – Cllr Birch stated she was a member of the Village Hall and Recreation Ground Committee, but was not felt to be a conflict of interest.
- 6.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of 8th April 2019 are a correct record –Resolved: the minutes were approved and signed by the Chair.**
- 7.0 Delegation Arrangements to Standing Committees (Planning Committee):**
- 7.1 Review of Terms of Reference for Planning Committee** – reviewed; no changes required.
- 7.2 Receipt of nominations to the Planning Committee – Resolved that Cllr Milton would continue as Chair as the Committee with Cllr Elbourn, Cllr Ginger, and Cllr Scott also continuing with their appointment on the Planning Committee.**
- 8.0 Review of Parish Council Standing Orders** – reviewed and subject to GDPR update from CAPALC. Action: Updated document to be on the village website.
- 9.0 Review of Financial Regulations** – reviewed. The Parish Council agreed that their financial transactions could be moved to online banking and various methods of authorisation will be investigated. Action: Updated document to be on the village website.
- 10.0 Review of Parish Council representations or works with external bodies and arrangements for reporting back: (i) Whaddon Village Hall & Recreation**

Ground Trust: Resolved that (i) Cllrs Strudwick and Birch to remain Parish Council representatives on the WVH&RGT.

11.0 Review of Inventory of Land and Assets – reviewed. Action: Clerk to ensure the new picnic table is included.

12.0 Review and confirmation of arrangements for insurance cover – the quote for insurance renewal is £302.85, up from £280 last year. Action: Clerk to renew insurance before 1st June.

13.0 Review of Parish Council's and/or Clerk's memberships of other bodies: Resolved: that the following memberships be approved:

- Cambridgeshire & Peterborough Association of Local Councils
- Cambridgeshire ACRE
- SLCC

14.0 Review of Parish Council's Procedures:

14.1 Complaints Procedure – reviewed; no changes required.

14.2 Requests under Freedom of Information Act 2000 and Data Protection Act 1998 – reviewed; no changes required.

14.3 Dealing with the Press/Media – reviewed; no changes required.

14.4 General Data Protection Regulation Act 2018 (GDPR) – waiting for updates from CAPALC. The Parish Council also agreed that CAPALC's General Data Protection Membership Scheme at £25 a year would be beneficial.

15.0 Setting dates, times and place of ordinary meetings of the full Parish Council for 2017/18 – Resolved: PC meetings to be continued to be held on the second Monday of the month at 8.00p.m. in the Village Hall. There would be no meetings in August and December. The Annual Parish Meeting was scheduled for Monday 20th April 2018. Actions: Clerk to circulate the meeting schedule to the Cllrs, arrange for it to be put on the website and book the Village Hall for the meetings.

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

- Bumpkins have now returned to their own premises and the Village Hall would now be available in the day, allowing the electrician to install the defibrillator light. Action: Clerk to book electrician.
- The Parish Council agreed that they would purchase the replacement telephone box from the official supplier approved by BT. The box would be fully renovated.
- The footpath grass cutting funding payment has been finalised as £157.68 by the County Council and the Chair stated he would be meeting with the PC's grass verge contractor discuss cutting the footpaths. Any shortfall in the cost will be funded by the Parish Council and it was agreed the footpaths should be cut soon due to rapid growth at this time of year.
- The defibrillator access of Cardiff Place was addressed and remains unknown if residents would have permission to use Bassingbourn Barracks equipment in

an emergency. Action: Parish Council to chase contact with the Barracks via Cllr van de Ven.

- The Parish Council agreed that it would like to sponsor a flower tub at Meldreth railway station and Cllr Hart volunteered to donate some flowers from the plant sale held in Whaddon on June 1st.

17.0 Reports from District and County Councillors:

17.1 District Cllrs Report – receipt of oral reports: none present. A written report given by the District and County Counsellors was reviewed and also circulated on the village email.

17.2 County Cllr Report – receipt of oral report: as above.

18.0 Public Participation: none.

19.0 Correspondence and Complaints – noting of receipt of significant items of correspondence and complaints from residents: none

20.0 Planning

20.1 S/1156/19/VC: Variation of conditions 7 (Erection of Marquee limitations) & 8 (Limits of 52 events per year). Minstrel Court, Ermine Street, Whaddon. SG8 0AB. This was approved in the Planning Meeting prior to the Parish Council meeting.

21.0 Finance and Annual Return:

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

Cheques to be approved for signing today (13th May 2019):

- CAPALC annual membership - £240.00
- Chair's expenses (October 2018-April 2019) - £100
- Clerk's salary - £381.88
- R Huffer: £100 – Hedge cutting (approved in the March meeting)
- Royston and District Community Transport: £100 – charity donation (approved in April meeting)

21.2 Update on Annual Return 2018/19: the Clerk informed the meeting that the paperwork was with the auditor. Action: Clerk to bring report to the next Parish Council Meeting.

22.0 Review and allocation to projects from reserves – it was formally agreed by the Parish Council that the following projects should be allocated expenditure:

- £4,000 for an additional MVAS unit (Moveable Vehicle Activated System)
- £2,500 for complete renewal of the Village Hall car park fence – this had been mended before and all agreed a more substantial one was needed.
- £1,000 for a fence around the children's playground – this would fence off the equipment for smaller children for health and safety reasons.
- £2,500 for extra playground maintenance – the playground has an annual inspection and a subsequent costly repair bill to ensure it meets current regulations for safety.

- £2,000 for the next Village Plan.
(These was agreed informally at the Finance Meeting on 1st April 2019).
Action: Clerk to update budget to reflect these changes.

23.0 Annual review of risk assessment for the Parish Council – the risk assessment was reviewed and all agreed it did not need substantial updating. It was also agreed that the Clerk, the Chair and Cllr Strudwick would review these in detail in a sperate meeting. Action: Clerk to arrange meeting.

24.0 Re-election of Trustees to Alfred Palmer Trust – agreed that Cllr W Elbourn and Mr C Coningsby would remain on the Trust for a further four years.

25.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) – update:
(i) receipt of oral report from member of WVH&RGT: (i) Cllr Birch stated that there had been no further meeting since the last Parish Council Meeting. She reported that Bumpkins had been able to return to their premises and thanked them greatly on behalf of the Trust for using the hall, providing a much-needed income to the Trust.

- The leaking radiator had been replaced.
- The dispute with the heating system installer was still ongoing and it was widely agreed that the company had failed to acknowledge the specific issues concerning the faulty installation. The Trust is seeking a financial settlement from the architect/project manager for the work that has had to be carried out to rectify the problem.
- The company who carry out legal checks on the safety of the playground had agreed to reduce their maintenance work by £1,000, but it was still felt to be higher than the work reflected.
- Lastly, Cllr Birch spoke of the request by the Trust to help with the shortfall in the repair work to the playground and it was stated that this was agreed formally today after discussions in April's finance meeting.

26.0 Village Upkeep and Maintenance

26.1 Reporting of upkeep or maintenance issues and agreement of actions: Whaddon's handyperson had recently resigned due to other commitments and the Parish Council thanked him warmly for his very good work. The Parish Council would seek agreement from the Village Hall Trust to advertise for a joint handyperson, which would include duties such as playground and defibrillator checks, litter picking and general maintenance of the bus shelter and notice boards for example. An advert for the role would be send to residents via email.

It was also noted that the unveiling of the village sign was enjoyed by many residents and the subsequent litter pick was a great success. The Parish Council wanted to thank residents for their time and also to recognise the large amount of work undertaken by Steve Coningsby for installing the sign and restoring the seat at its base. The Parish Council agreed that his work should be rewarded with a small gift as he did not take payment for his time and efforts.

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

28.0 Date of next meeting – Monday 10th June 2019.

There being no further business the meeting closed at 9.25 p.m.

**Minutes of Whaddon Parish Council Meeting held on 10th June 2019 at
8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire,
SG8 5RY.**

Present:	Chair	L Ginger
	Councillors	A Milton, W Elbourn, R Scott & N Strudwick
	Parish Clerk	A Bridges
	District Councillor	P Hart
	County Councillor	S van de Ven
	Members of the Public	None

1.0 Apologies for Absence – Cllr J Hart, Cllr A Birch and District Councillor J Hales.

2.0 Receiving Declarations of Interest from Councillors on items on the agenda - None

3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of May 13th 2019 were a correct record – Resolved the minutes were approved and signed by the Chair.

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

- The meeting started by Cllr Strudwick reporting that the light above the defibrillator had been installed. Cllr Strudwick confirmed that the light settings could be changed and it was agreed that the sensor light should stay on for two to three minutes to avoid it going off in an emergency situation.
- The Chair confirmed that the replacement telephone box is ready to be ordered and this would include a backboard added to enable shelves to be made for the library. Cllr Scott asked if the Parish Council could choose the position of the door directly opposite the book shelves to minimise the chance of them becoming damaged through rain. The Chair reported that the company did not offer a choice in configuration as they were refurbished units and were allocated on availability. Action: Clerk to send deposit.
- The Chair reported that Cambridgeshire County Council had agreed financial support to the Parish Council to take over the grass cutting of the local footpaths. After meeting the local contractor, the Chair also confirmed that this would be cut in the next few days. Action: Clerk to invoice Cambridgeshire Council for the agreed sum.
- The Chair spoke of Cllr Hart's offer of plants for Meldreth railway station's flower tubs. Cllr van de Ven thanked Cllr Hart in her absence and agreed to

discuss it again in the autumn when the tubs were due to be re-planted for the winter.

- The Parish Council's Risk Assessment policy was discussed and it was agreed the Clerk, the Chair and Cllr Strudwick should organise a separate meeting to update the current policy. Action: Clerk to organise meeting.
- The Chair spoke to Cllr van de Ven to arrange a joint meeting with the Commanding Officer at Bassingbourn Barracks. Cllr van de Ven spoke of her recent meeting the Barracks and that they highlighted the need to improve the safety of the A1198. She described how previous attempts to reduce the speed limit to 40 along this stretch of road (and for this to be continued past Whaddon Gap junction) had been rejected, as the The Highway Department felt it was not an accident blackspot nor was it considered a residential area. The Parish Council agreed with Cllr van de Ven to push for a Local Highway Improvement Scheme along with the Barracks and Bassingbourn Parish Council between Kneesworth and Whaddon Gap as it has long been agreed the current layout could be dangerous.

5.0 Reports from District and County Councillors:

5.1 District Councillor

- Cllr Hart informed the meeting of Cambridgeshire's Police proposal to build a new police station on the outskirts of Milton, next to the current Park and Ride site. This would involve moving from their current central position in Parkside and is currently being reviewed.

5.2 County Councillor

- The Chair asked Cllr van de Ven about the Melbourn Greenways consultation which is due to start in June. This involves the possible updating of the A10 cycle route between Trumpington and Royston and Cllr van de Ven spoke of her hope that additional routes would be added including Meldreth Road, Whaddon and Metal Hill to enable more to cycle safely in the local area.
- Cllr Strudwick asked Cllr van de Ven to comment on the recent news that the Mayor of Cambridge and Peterborough Combined Authority had recently recruited an ex-councillor into his team without the necessary formal procedures. Cllr van de Ven reported that the Mayor had subsequently released a report to answer points raised which had been met with further criticism. The Parish Council all agreed that it was important to discuss issues that may affect Whaddon on a regional scale as well as those more locally.
Cllr's van de Ven and Hart left the meeting at this point.

6.0 Public Participation – none

7.0 Correspondence & Complaints –

- Vintage Sports Car Club – information that the club will be running a Vintage Car event through Whaddon on June 22nd leaving Abington Piggotts at 11.20am (email dated 15th May 2019)
- Acknowledgement and thanks expressed by Royston and District Community Transport for the donation (email dated 20th May 2019)
- CAPALC – Annual Clerks and Councillors Conference on June 25th (email dated 21st May 2019)
- Letter requesting information concerning a past resident (23rd May 2019)

8.0 Planning meetings and updates – S/0463/19/FL: Replacement and relocation of oil tank to front garden, 6 Ridgeway Close, Whaddon. SG8 5SA. Approved by SCDC.

9.0 Finance:

9.1 Approval of payments to be signed today:

- Staff wages and expenses: £425.96
- SLCC membership: £114
- CAPALC General Data Protection membership scheme: £25.47
- Defibrillator light installation: £90

Added to the original agenda to avoid late payments to be signed today:

- Cambridgeshire County Council street lighting: £71.04
- Hales printers for Whaddon News: £110
- X2 Connect (telephone box replacement deposit): £250

Payment signed before the meeting to avoid late payment:

- Insurance for Parish Council - £302.85

9.2 Consideration and approval of the Annual Governance Statement – the report was signed by the Chair.

9.3 Noting of Internal Auditors report on the Annual Return 2018/19

10.0 Whaddon Village Hall & Recreation Ground Trust:

11.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the WVH&RGT committee had recently had a meeting in which they firstly discussed changes to arrangements to hiring the village hall. The Trust also began to plan a fundraising schedule for the next year.
- There has been no response from the installer of the heating despite attempts to contact the company to close the dispute.
- Cllr Strudwick asked the Parish Council if the grant money to the playground could be used on maintenance and repairs. The Trust had received a quote from the annual inspection, which was agreed as costly, despite Cllr Strudwick negotiating a lower price. It was agreed that the approved company should carry out the repairs as soon as possible and that alternative contractors should be explored for the next annual inspection. Cllr Strudwick informed the meeting that step leading to the slide had recently broken and this was signposted.

11.0 Items for next meeting – none

There being no further business the meeting closed at 9.20p.m.

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

**Minutes of Whaddon Parish Council Meeting held on 8th July 2019 at
8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire,
SG8 5RY.**

Present:	Chair	L Ginger
	Councillors	A Milton, W Elbourn, R Scott, N Strudwick, A Birch and J Hart
	Parish Clerk	A Bridges
	District Councillor	P Hart
	County Councillor	S van de Ven
	Members of the Public	3 and M Hallett from Bassingbourn Parish Council

1.0 Apologies for Absence – District Councillor J Hales.

2.0 Receiving Declarations of Interest from Councillors on items on the agenda - None

3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of June 10th 2019 were a correct record – Cllr Strudwick asked if the word ‘donated’ could be changed to ‘grant’ on page 689 of the June minutes. Resolved the minutes were approved, subject to this change and signed by the Chair.

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

- The meeting started by the Chair asking if all agreed that items 10 (update on the A1198 speed mitigation meeting) and 11 (theft of lead from the church roof) could be moved earlier in the meeting, giving the members of the public a chance to discuss these sooner. This was agreed.
- Cllr Strudwick confirmed he had given the remote control for the light above the defibrillator light to the clerk.
- The Chair informed the meeting that the replacement telephone box is on order and it is hoped that the right door configuration would soon be available after discussions with the company.
- The Chair reported that the footpaths had recently been cut and will be cut again before autumn.
- County Cllr van de Ven informed Cllr Hart that her offer to plant an autumn flower pot at Meldreth railway station, would be greatly received.

- The Chair discussed moving to online banking for the Parish Council. Cllr Scott asked to look at the Parish Councils Standing Orders regarding finance before this could be discussed further. Action: Clerk to organise a meeting.
- The Chair reported that the recreation ground fence appeared to be further damaged in the last month and sections may need to be removed for safety.

5.0 Reports from District and County Councillors:

5.1 County Councillor

- The Parish Council thanked Cllr Hart and Cllr van de Ven for their report and it was agreed that the monthly report should be sent to residents on the village email. Cllr van de Ven highlighted the public consultations with Stagecoach and Melbourn Greenways and Cllr van de Ven encouraged Whaddon Parish Council to respond to these local issues.

6.0 Public Participation – one member of the public asked who was responsible for ensuring the hedges were cut back on the turning into Whaddon Gap. The Chair reported that this was the responsibility of the farmer.

10.0 Update on the A1198 speed reduction meeting -

- The Chair and Parish Council thanked Cllr van de Ven for taking the initial lead on this issue and reminded the meeting that safety of the A1198 junction was the major concern of Whaddon residents in the last Village Plan. Cllr van de Ven described the joint meeting with herself, the Commanding Officer at Basingbourn Barracks, Whaddon and Basingbourn Parish Councils and the Police and stated that all supported the need to lower the speed limit. It was suggested at the joint meeting that Whaddon could put in a bid for a Local Highway Initiative to help make these changes and this was more likely to be successful if the Barracks also financially supported the bid. If successful, the scheme would also involve making the stretch of road feel more residential, for example by putting a gate either side of the road such as in Wimpole and Flint Cross, to encourage motorists to stick to the speed limit. Cllr Hallett also agreed that Basingbourn Parish Council supported the proposal and he discussed the increasing numbers of residents living off this stretch of road. He spoke of the many other traffic issues affecting Basingbourn and told the Parish Meeting that they would decide which priority they would support at the next meeting of their Travel and Transport Committee. Cllr Hallett talked about the scoring mechanism on the application form and all agreed this would be looked at in detail when applying.

The Chair asked if all the Cllr's wished to support the bid from Whaddon and **all agreed.**

11.0 Theft of Lead from Church roof

The Chair firstly expressed the Parish Council's deep sorrow over the theft of the lead roof. A member of the public (David Grech, one of the Church Wardens) offered to speak in more detail about the theft, which was very likely to have been stolen over two or three nights. A temporary replacement roof was installed very quickly and although the church suffered some water damage, it is now watertight again. He concluded that the majority of people did not want to replace the roof with lead and various options are being considered, the favoured being turn coated stainless steel (which has been treated and looks similar to lead). The Church had contacted South Cambs District Council to ascertain if they required planning permission to change the roof material. DG told the meeting that £15,000 had been received from the insurance company and they were researching grant applications to add to this amount, as the estimated replacement roof is £65,000. The Parish Council thanked DG.

7.0 Correspondence & Complaints –

- 17th June - Draft Bourn Airfield New Village Supplementary Planning Document (Cambridgeshire County Council)
- 20th June – Information for the Cabinet and Parish Councils Liaison Meeting on 26th June (SCDC)
- 21st June – email complaining of the condition of the bus shelter from a resident.
- 1st July - South Cambridgeshire parishes workshop (Greater Cambridge Local Plan) at Great Shelford on 17th July at 7-9.30pm
- 2nd July – Local Highways information that Parishes will have to buy their own energy for lighting from October 2019 (Cambridgeshire County Council).
- 3rd July - Information concerning support offered by the Royal Air Force Benevolent Fund community project. (Poster to be displayed on noticeboard).

Cllr Hart left the meeting at this point.

8.0 Planning meetings and updates –

The Chair reported that there had been correspondence concerning a possible new building construction behind a house in Meldreth Road. Cllr Milton agreed that there are no approved developments in the specific area and this needed to be discussed with the Planning Department.

Cllr van de Ven left the meeting at this point.

9.0 Finance:

9.1 Approval of payments to be signed today:

- Staff wages and expenses: £380.20
- Cartridges – gift to S Coningsby for work on village sign) - £109.50 (cheque paid to C Coningsby who purchased the cartridges for the PC)

- MD Landscaping (grass cutting) - £750.00
Added to the agenda to avoid late payment:
- LHI Scheme (speed sensor delivered last Spring) -
Cambridgeshire County Council - £1,658.50

9.2 Bank reconciliation – outstanding to be completed by Cllr Scott

12.0 Meldreth Road bus shelter

The Chair reported that the Parish Council had received a complaint about the condition of the bus shelter, which was cleaned shortly after by the handyman. The Chair reminded the meeting that one of the options discussed by the PC many years ago was to demolish the shelter, although school children do use it now there was insufficient numbers to justify build a new one. It was however agreed that it would benefit from being painted inside.

13.0 Village Handyperson update

The Chair reported that there had been no responses to the handyperson job advert. The Parish Council all agreed that they would ideally like to recruit someone from Whaddon, they may have to look further afield.

14.0 Whaddon Village Hall & Recreation Ground Trust:

11.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the WVH&RGT committee will be meeting in the following week. The playground repairs had now been completed ready for the summer holidays.
Cllr Milton left at this point.
- There still had been no response from the VH architect/project manager to close the dispute and further action would be discussed.

15.0 Village Upkeep and Maintenance

Cllr Elbourn asked if the Parish Council had considered putting a tennis court in the village. The Chair responded that this idea was not especially well supported in the last village plan and there was no obvious place for one. Cllr Scott spoke about the hedge around Town Farm Close being overgrown, making it harder for pedestrians to walk on the footpath. Cllr Strudwick said he would discuss with Town Farm Close residents.

16.0 Items for next meeting – none

There being no further business the meeting closed at 9.25pm

Date of next meeting – September 9th at 8pm.

Minutes of Whaddon Parish Council Meeting held on 9th September 2019 at 8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire, SG8 5RY.

Present:	Chair	N Strudwick
	Councillors	A Milton, W Elbourn, R Scott & J Hart
	Parish Clerk	A Bridges
	District Councillor	P Hart
	County Councillor	S van de Ven
	Members of the Public	None

- 1.0 Apologies for Absence** – Cllr L Ginger, Cllr A Birch and District Councillor J Hales.
- 2.0 Receiving Declarations of Interest from Councillors on items on the agenda** - None
- 3.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of July 8th 2019 were a correct record** – Resolved the minutes were approved and signed by the Chair.
- 4.0 Reports from Clerk and Councillors – to receive verbal updates about progress on resolutions and actions from previous Parish Council meetings:**
- The meeting started by
 - The Chair confirmed that the replacement telephone box is ready to be ordered and this would include a backboard added to enable shelves to be made for the library. Cllr Scott asked if the Parish Council could choose the position of the door directly opposite the book shelves to minimise the chance of them becoming damaged through rain. The Chair reported that the company did not offer a choice in configuration as they were refurbished units and were allocated on availability. Action: Clerk to send deposit.
 - The Chair reported that Cambridgeshire County Council had agreed financial support to the Parish Council to take over the grass cutting of the local footpaths. After meeting the local contractor, the Chair also confirmed that this would be cut in the next few days. Action: Clerk to invoice Cambridgeshire Council for the agreed sum.
 - The Chair spoke of Cllr Hart's offer of plants for Meldreth railway station's flower tubs. Cllr van de Ven thanked Cllr Hart in her absence and agreed to discuss it again in the autumn when the tubs were due to be re-planted for the winter.

- The Parish Council's Risk Assessment policy was discussed and it was agreed the Clerk, the Chair and Cllr Strudwick should organise a separate meeting to update the current policy. Action: Clerk to organise meeting.
- The Chair spoke to Cllr van de Ven to arrange a joint meeting with the Commanding Officer at Bassingbourn Barracks. Cllr van de Ven spoke of her recent meeting the Barracks and that they highlighted the need to improve the safety of the A1198. She described how previous attempts to reduce the speed limit to 40 along this stretch of road (and for this to be continued past Whaddon Gap junction) had been rejected, as the The Highway Department felt it was not an accident blackspot nor was it considered a residential area. The Parish Council agreed with Cllr van de Ven to push for a Local Highway Improvement Scheme along with the Barracks and Bassingbourn Parish Council between Kneesworth and Whaddon Gap as it has long been agreed the current layout could be dangerous.

5.0 Reports from District and County Councillors:

5.1 District Councillor

- Cllr Hart informed the meeting of Cambridgeshire's Police proposal to build a new police station on the outskirts of Milton, next to the current Park and Ride site. This would involve moving from their current central position in Parkside and is currently being reviewed.

5.2 County Councillor

- The Chair asked Cllr van de Ven about the Melbourn Greenways consultation which is due to start in June. This involves the possible updating of the A10 cycle route between Trumpington and Royston and Cllr van de Ven spoke of her hope that additional routes would be added including Meldreth Road, Whaddon and Metal Hill to enable more to cycle safely in the local area.
- Cllr Strudwick asked Cllr van de Ven to comment on the recent news that the Mayor of Cambridge and Peterborough Combined Authority had recently recruited an ex-councillor into his team without the necessary formal procedures. Cllr van de Ven reported that the Mayor had subsequently released a report to answer points raised which had been met with further criticism. The Parish Council all agreed that it was important to discuss issues that may affect Whaddon on a regional scale as well as those more locally.
Cllr's van de Ven and Hart left the meeting at this point.

6.0 Public Participation – none

7.0 Correspondence & Complaints –

- Vintage Sports Car Club – information that the club will be running a Vintage Car event through Whaddon on June 22nd leaving Abington Piggotts at 11.20am (email dated 15th May 2019)

- Acknowledgement and thanks expressed by Royston and District Community Transport for the donation (email dated 20th May 2019)
- CAPALC – Annual Clerks and Councillors Conference on June 25th (email dated 21st May 2019)
- Letter requesting information concerning a past resident (23rd May 2019)

8.0 Planning meetings and updates – S/0463/19/FL: Replacement and relocation of oil tank to front garden, 6 Ridgeway Close, Whaddon. SG8 5SA. Approved by SCDC.

9.0 Finance:

9.1 Approval of payments to be signed today:

- Staff wages and expenses: £425.96
- SLCC membership: £114
- CAPALC General Data Protection membership scheme: £25.47
- Defibrillator light installation: £90

Added to the original agenda to avoid late payments to be signed today:

- Cambridgeshire County Council street lighting: £71.04
- Hales printers for Whaddon News: £110
- X2 Connect (telephone box replacement deposit): £250

Payment signed before the meeting to avoid late payment:

- Insurance for Parish Council - £302.85

9.2 Consideration and approval of the Annual Governance Statement – the report was signed by the Chair.

9.3 Noting of Internal Auditors report on the Annual Return 2018/19

10.0 Whaddon Village Hall & Recreation Ground Trust:

11.1 Receipt of oral report from a member of WVH&RGT:

- Cllr Strudwick informed the meeting that the WVH&RGT committee had recently had a meeting in which they firstly discussed changes to arrangements to hiring the village hall. The Trust also began to plan a fundraising schedule for the next year.
- There has been no response from the installer of the heating despite attempts to contact the company to close the dispute.
- Cllr Strudwick asked the Parish Council if the grant money to the playground could be used on maintenance and repairs. The Trust had received a quote from the annual inspection, which was agreed as costly, despite Cllr Strudwick negotiating a lower price. It was agreed that the approved company should carry out the repairs as soon as possible and that alternative contractors should be explored for the next annual inspection. Cllr Strudwick informed the meeting that step leading to the slide had recently broken and this was signposted.

11.0 Items for next meeting – none

There being no further business the meeting closed at 9.20p.m.

Date of next meeting – 14th October at 8pm.

Minutes of Whaddon Parish Council Meeting held on 14th October 2019 at 8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire, SG8 5RY.

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

1.0 Apologies for Absence – R Scott.

2.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of September 9th were a correct record – Resolved the minutes were approved and signed by the Chair.

3.0 Receiving Declarations of Interest from Councillors on items on the agenda – Cllr Milton stated that his planning application was on the agenda as a planning note.

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

- The meeting started by confirmation that the new telephone box had been delivered and installed and was now waiting for the shelves to be added before it reopens.
- The Chair reminded the Parish Council that a second MVAS Unit (speed sign) was formally agreed back in the Spring 2019. It was felt that the Parish Council would wait to hear the outcome of the LHI Bid for the A1198 before this was purchased.
- The Chair spoke of the recently submitted LHI (Local Highway Improvement) bid and reported that the Parish Council had not yet had any feedback. The Chair described a recent survey on the traffic between Kneesworth and Whaddon which found one motorist driving at 116mph in the early hours of the morning. It found that the average speed of traffic was over 60mph, illustrating how much a speed limit reduction is needed. County Councillor van de Ven felt that it may be beneficial to contact the Highways' department to enquire about the status of the bid and the Vice Chair agreed to make contact.

Cllr Hales entered at this point and gave his apologies for being late (Planning Meeting).

5.0 Reports from District and County Councillors:

5.1 County Councillor

- Cllr van de Ven spoke of the noise complaints from local residents resulting from the recent A10 resurfacing. County Highways have accepted that the newer surface may result in an increased noise and are monitoring the problem before agreeing to recover the road at increased costs.
- The Foxton travel consultation is in process and Foxton Parish Council have written their response. Cllr van de Ven encouraged the Parish Council to give their feedback and it was agreed that Whaddon residents would be affected mostly by the increased traffic at the railway crossing.
- Cllr van de Ven next described the NHS Consultation called 'The Big Conversation' which aims to gain feedback to help prioritise resources on a limited budget. Cllr Strudwick agreed to send Cllr van de Ven's report on the village email as, although it is a regional problem, it may affect many residents access to healthcare. The link is as follows: <https://www.cambridgeshireandpeterboroughccg.nhs.uk/get-involved/the-big-conversation/>

5.2 District Councillors

- Cllr Hart stated that there had been no update to the Cam Bed Railway proposals and it was agreed that none is expected for some time.
- Cllr Hart spoke about the weekly two-hour 'Open Door' sessions at Melbourn Hub, where people who are experiencing isolation or feeling overwhelmed can gain support. This free service is funded by Cambridgeshire County Council. Cllr Hart also spoke of the new 'Good Mood Café' every Friday between 2-4pm which aims to offer support and wellbeing to everyone. This is also free.
- Cllr Hales also spoke of a new Dementia Friends Café that has been introduced at the Melbourn Hub once a month. This was inspired by a previous customer who developed early onset dementia. It is for both the carer and person living with dementia and the next one is Saturday 14th November from 2.30-4pm.

Cllr Hart left the meeting at this point.

- ## 6.0 Public Participation
- A resident commented on the overgrown ditches on the edge of fields behind Meldreth Road, which may restrict water flow. It was again agreed that although the Environmental Agency do maintain water ways, it is the responsibility of landowners to ensure that they are kept clear. The resident also raised concerns about the newly built structure in a neighbouring field. It was agreed that the Clerk should contact the Planning Department to enquire why a Planning Application had not yet been submitted, as this site was visited back in July 2019.

7.0 Correspondence & Complaints –

- 12/9/19 – CAPALC Councillor Training Course information.
- 15/9/19 – Email concerning late night activity in Village Hall Car Park from resident.
- 16/9/19 – South Cambs District Council Greater Cambridge housing trajectory publication announcement.
- 17/9/19 – Email inquiring update on bus shelter refurbishment request.
- 23/9/19 – Email from a resident concerning the number of vehicles parked at the top of Bridge Street.
- 23/9/19 – Parish Planning Forum Agenda from South Cambs District Council
- 27/9/19 - An interim unmetered supply certificate from UK Power (for street lighting quotes).
- 27/9/19 – E bulletin for Parishes from SCDC.
- 4/10/19 – Email from resident concerning Planning Application Ref: S/1156/19/VC
- 8/10/19 – Greater Cambridge Planning Policy Update from South Cambs District Council.

The Parking at the top of Bridge Street was discussed as there had been complaints about the numbers of cars parking on the verges. It was felt that a physical barrier this would simply move the vehicles further up the road and all agreed that a concrete layby could be the best option for all. Cllr Hart agreed to investigate this with SCDC.

The complaint from a resident concerning Planning Application S/1156/19/VC at Minstrel Court was also discussed. The Chair informed the meeting that he had responded to the email and requested the resident discuss this with SCDC Planners with whom rests the power to agree or reject applications.

Action: Clerk to contact SCDC to establish if the application had been processed as it was not showing on their website.

- ## 8.0 Street Lighting Arrangements-
- The Clerk stated that the two street-lights would be turned off by the end of October when the current contract with CCC ends. Action: Clerk to investigate suppliers and get quotes.

9.0 Finance:

9.1 Approval of payments to be signed today:

- Staff wages - £366.42. Expenses - £27.71. Total amount - £394.13
- Printing costs for Whaddon News - £110
- Whaddon VH Trust - £103 for Handyman (27th Aug-30th Sept 2019)
- Whaddon Village Hall Trust grant request - £3,533.21 (playground refurbishment £2079.40 and insurance £1,453.81 - agreed in April 2019)

9.2 Bank reconciliation approval

10.0 Planning meetings and updates –

Noting of Whaddon Parish Council's Planning Committee recommendations:

- i) **S/2645/19/FL** – Conversion of an out-building into a one bedroom apartment. Chestnut Tree Farm, 95 Meldreth Road, Whaddon. Approved.
- ii) Noting of SCDC planning decisions re (i) **S/2645/19/FL** – Conversion of out building into a one-bedroom apartment. Chestnut Tree Farm, 95 Meldreth Road, Whaddon. SG8 5RS. Refused. ii) **S/0171/19/FL**. Two storey extension to rear with replacement conservatory. 87 Meldreth Road, Whaddon. SG8 5RS. Approved. iii) **S/2483/19/FL**. First floor side extension. 58 Bridge Street, Whaddon. SG8 5SQ. Approved.

11.0 Whaddon Village Hall & Recreation Ground Trust – verbal update:

- Cllr Strudwick informed the meeting that he had written again to the heating contractor with suggestions on how to settle the ongoing dispute and was waiting a reply.
- The car park signs have been put up outside the village hall.
- The emergency lights in the hall require attention.
- Cllr Strudwick informed the meeting that he would be standing down as the Chair of the Trust in November and that Cllr Birch will take over the role. Cllr Strudwick was thanked for his work by the Chair and Parish Council.

12.0 Plant a Tree Day – The Clerk highlighted that the Woodland Trust are encouraging trees to be planted in public spaces as well as gardens on November 30th 2019. The Parish Council agreed that a tree could be planted and it was suggested by the Chair that this could be situated on the grass on the left-hand side of the bend as you enter the village from Whaddon Gap. Action: Clerk to find out more information.

13.0 Village Upkeep and Maintenance - reporting of upkeep or maintenance issues and agreement of actions: It was asked if the weeds had been recently been sprayed in the village as there does not appear to be any evidence. The handyman had been doing much of this clearance by hand. Cllr Hales explained that the street cleaner now only works in the busiest areas of villages and towns to save on time and resource.

14.0 Items for next meeting – None.

There being no further business the meeting closed at 9.14p.m.

Date of next meeting – November 11th at 8pm.

Minutes of Whaddon Parish Council Meeting held on 11th November 2019 at 8.00pm in the Village Hall, Church Street, Whaddon, Cambridgeshire, SG8 5RY.

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

1.0 Apologies for Absence – A Milton, W Elbourn.

2.0 Approval of minutes – to resolve that the minutes from the Parish Council meeting of October 14th were a correct record – Resolved: the minutes were approved and signed by the Chair.

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

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

- The meeting started by a discussion about the telephone kiosk, which is ready to be used once the shelves had been fitted. The second telephone kiosk on Meldreth Road will also be purchased by the Parish Council for £1 as BT are decommissioning it due to lack of use.
- The Village Plan was agreed to be deferred until next year.
- The Chair and Cllr Scott discussed arranging a meeting with the bank to set up online banking for the Parish Council.
- The second MVAS unit was agreed to be also delayed until the outcome of the LHI Bid (Local Highway Improvement).
- The LHI bid, (which aimed to reduce the speed limit on the A1198 between Kneesworth and Whaddon Gap) was then discussed. Cllr Strudwick spoke of the Feasibility Report sent by Cambridgeshire County Council Highways' department in response. The report had significantly changed the plans given by the Parish Council in the original bid and concentrated on Whaddon Gap junction, which although very important, ignored the wider issues of the other junctions onto the A1198 and especially that from/to the Barracks. Highways felt it they could not support the reduction in speed limit along the A1198 due to the high average speed of cars and that it would be difficult to enforce by the Police.

Cllr Strudwick reminded the meeting that the bid had to be agreed by the 20th December and how disappointed he and the Chair were that this revision was

sent without any prior discussion or notification to the Parish Council. Cllr van de Ven agreed that this was not ideal practice and she would investigate this with the Highways department.

Cllr Hart argued that their new proposal of a central island in the road by Whaddon Gap seemed to be less safe than the existing lay out and all agreed. A discussion then developed on the best course of action. Cllr Hales spoke of the increasing numbers of Army personnel with their families arriving at Bassingbourn Barracks and although the Barracks are unable to make a financial contribution, their support is vitally important in the success of the bid. It was agreed that a road safety team needed to inspect the area and a further meeting between the Parish Council, the Barracks and Cllr van de Ven would be arranged. It was widely felt that it may be prudent to delay the bid to another year rather than rush it through with an unsatisfactory outcome.

5.0 Reports from District and County Councillors:

5.1 District Councillor

- Cllr Hart firstly spoke of the verges outside Ridgeway Close and stated that Cambridgeshire County Council currently owned the land. It was suggested that if SCDC had ownership of the patch, they would be more able to make added parking spaces for their nearby tenants and it would be easier for CCC to gift this to SCDC.
- Cllr Hart also informed the meeting that the next Local Plan meeting will be delayed until New Year.

The Chair then spoke of Hertfordshire Fire Authority's plan to charge an hourly rate rather than flat fee to call-outs in neighbouring counties. The Chair described how Whaddon and other communities in the far south of Cambridgeshire may be disadvantaged as the travel time from Parkside, in the centre of Cambridge, is considerable and that the first response to the village and the surrounding area is generally from Royston Fire Station. It was suggested by Cllr Hales that all Parish Councils in the area should write to the Fire Authority requesting confirmation for processes across county borders and wait times expected. Action: Clerk to liaise with other Parishes.

6.0 Public Participation – None

7.0 Correspondence & Complaints –

- 18/10/19 – Intended telephone box removal on Meldreth Road information (SCDC)
- 20/10/19 – Information request from a resident regarding the permissive footpath alongside Whaddon Gap.
- 21/10/19 – Request from resident asking for horse riding road signs on Meldreth Road to help deter fast drivers.
- 23/10/19 – LED update to street lighting from SCDC
- 29/10/19- Precept information for Whaddon (SCDC)
- 5/11/19 – Adoption of the telephone kiosk on Meldreth Road from BT for £1 (BT)

8.0 Street Lighting Arrangements- The Clerk stated that the street light was still on and she reminded the meeting that SCDC needed to upgrade the lights or remove them. As only one was working, it was agreed to remove both of the lights. Action: Clerk to contact SCDC.

9.0 Recreation Ground Park Fence

10.0 Finance:

10.1 Approval of payments to be signed today:

- Staff wages - £366.42.
- Chair's expenses (until December 2019) - £50
- ICO (Information Commissioner's Office) - £40
- RBL Poppy Appeal - £30
- Cllr Joanne Hart – plants for Meldreth Railway station sponsored flower tub - £28.73

10.2 2020-21 Precept Planning – agreement of date for Precept Meeting and noting of potential projects requiring funding. Agreed: the meeting will be on Friday 10th January at 7pm at Cllr Birch's home.

11.0 Planning meetings and updates –

Noting of Whaddon Parish Councils Planning Committee recommendations:

- i) **S/3122/19/FL:** Demolition of existing front garage and replacement with 4 parking spaces. Demolition of 2 existing rear sheds and replacement with 1 shed. Mrs Godfrey, 40-42 Bridge Street Whaddon. SG8 5SQ.
Approved.

12.0 Whaddon Village Hall & Recreation Ground Trust – verbal update:

- Cllr Strudwick informed the meeting that he will write an email with a set deadline to the architect in regard to settling the dispute over the installation of the heating.
- The Trust were still awaiting further information from Connecting Cambridgeshire about free WIFI in the hall.
- The emergency light has a date to be fixed.
- The playground maintenance is up to date.
- The Local Community Fund of £1,945 is to be paid by the Co-op and will be put to part fund fencing around the smaller children's playground.
- Cllr Birch stated that the first film night of the season had raised £130 profit and the second film night is on Saturday 16th November showing Grease.
- Cllr Strudwick informed the meeting that he has stepped down as Chairman of the Trust but will continue to be a Trust member. Cllr Strudwick was thanked warmly for all his work while chairing the Trust and Cllr Birch was thanked for taking over the role.

13.0 Plant a Tree Day –The Parish Council agreed that a rowan tree could be planted for Plant a Tree day on November 30th.

14.0 Village Upkeep and Maintenance - reporting of upkeep or maintenance issues and agreement of actions: Cllr Scott spoke of finding 43 vodka bottles by the verge in the village and the Chair said he would report this to the Community Police Support Officer. Cllr Scott also requested (in his role as handyman) that a hi-viz vest, and an industrial litter picker would be useful for his work. This was agreed but the Chair said that Cllr Scott needs to review any other items that should be provided to enable parish work to be carried out more efficiently and safely.

15.0 Items for next meeting – Request by Cllr Joanne Hart for a dog waste bin to be situated on the public footpath starting by St Mary's Close.

There being no further business the meeting closed at 9.28p.m.

Date of next meeting – 13th January at 8pm.