

Minutes of Whaddon Parish Council meeting held on 13th September 2010 at 7.30p.m. in the Village Hall, Whaddon, nr Royston, Hertfordshire.

Present:	Chairman	Dr N Strudwick
	Councillors	Mr W Burchett (from 7.35pm), Mrs J Lewis (from 7.35pm), Mr P Neale (until 9.10 pm), Mrs M Peyton, Mr C Rose
	District Councillors	Mr N Cathcart, Mr D McCraith
	County Councillor	Mrs L Oliver
	Parish Clerk	Mrs G van Poortvliet
	Guest Speaker	Mr Paul Nelson (Cambridgeshire County Council Local Transport Passenger Manager)
	Parishioners	4 present

1.0 Apologies for Absence – received from Cllr L Ginger.

2.0 Declarations of Interest – none declared.

3.0 Approval and Signing of minutes from Parish Council (PC) meetings of (i) 12th July and (ii) 2nd August - Resolved: that the minutes of both PC meetings be signed by the Chairman as a true and correct record.

4.0 Public Comments – none received.

5.0 Whaddon Bus Service – discussion of usage and decision on extension of funding beyond October 2010 - the extension of bus service 127 into Whaddon was being funded by Whaddon PC for a six month trial which began in April 2010. Cambridgeshire County Council (CCC) had asked whether the funding would be continued beyond the trial period, giving a decision-deadline of 23rd July. Whaddon PC believed it was too soon to decide and County Cllr Oliver had requested an extension to the deadline. Mr Paul Nelson (CCC Local Transport Passenger Manager) was invited to address the meeting. A discussion was then held about the usage of Whaddon's bus service (agreed as disappointing) and the future options available.

Comments from the public:

A member of the public commented that journeys by non fare-paying passengers (e.g. pensioners) were not being shown on CCC's passenger numbers. Mr Nelson would look into this.

Additionally, uncertainty about the future of the bus-service made it difficult to apply for a job in Royston. Also, nobody from Meldreth Road was using the bus-service.

A member of the public stated that the timings of the buses meant it was not possible to return from Royston at the end of the working day.

County Cllr Oliver commented on the social benefits of a bus service to Royston for access to shops, healthcare, employment etc. Some one-to-one research was suggested as a way of finding out the days and times that residents most wanted the service to operate.

Actions: Mr Nelson to ask the bus charter company for prices for cutting down the route and running a restricted service. Cllr Ginger to take this forward on behalf of Whaddon PC.

The Chairman thanked Mr Nelson for attending.

6.0 Reports from Clerk and Cllrs on matters arising from previous meetings: the Clerk and Cllrs provided verbal reports on the status of matters arising from previous PC meetings:

- Horse-chestnut stumps, recreation ground – District Cllr Cathcart had followed up with the tree officer about the re-sprouting stumps from the horse-chestnuts. The tree officer claimed that she had been waiting for a response from Whaddon PC. Action: Cllr Peyton to check correspondence with the tree officer and advise District Cllr Cathcart.
- Cllr Training - a training session had been arranged for Saturday 30th October in Whaddon.

- A1198 speed limit review – a meeting had taken place on 24th August, attended by the Chairman, County Cllr Oliver, Major Irvine (Bassingbourn Barracks) and Mr Richard Preston (CCC Highways), to discuss a 40mph speed-limit for the section of the A1198 north of Whaddon Gap to south of the entrance to the Barracks. CCC asserted that it would not be possible to enforce a 40mph limit; they would recommend 50mph. It would be possible for Whaddon PC to make a representation directly to the Transport Committee requesting a lower speed limit. Action: the Clerk to put this on the next PC agenda.
- Scaffolding Business Operating Opposite Whaddon Gap junction – District Cllr McCraith had brought this up with Bassingbourn PC. Whaddon PC still had concerns about potential danger. Action: District Cllr McCraith to speak with SCDC Planning to check what planning permission was in place for the premises.
- Bus turning circle – top of Bridge Street – CCC had re-scheduled the work to coincide with the Autumn half-term.
- Damaged bollard – entrance to recreation ground - Mr David Hanscombe had replaced the damaged bollard. Action: the Clerk to write to thank Mr Hanscombe.

7.0 District and County Councillor Reports:

District Councillors' Report: A verbal report was given:

- SCDC had not met since the last PC meeting.
- A new female Chief Executive had been appointed.

County Councillor's Report: a verbal report was given:

- CCC will have to provide funding for another contractor to complete the remedial work on the guided bus-way and then charge this back.
- CCC was now operating a shared service-centre with Northamptonshire CC to save costs by sharing some of the back-office functions.
- Rural Broadband – Andrew Lansley MP wished to invite key people to make a bid for EREBUS funding and wanted to meet with two representatives from Whaddon PC. Action: County Cllr Oliver to advise potential meeting dates.

- ## 8.0 Playground – update re ROSPA report and Zip Wire
- a verbal update was given. The urgent items on the ROSPA report had been actioned. The remaining items had been referred back to the suppliers of the play equipment. A bolt had sheared off the zip wire and a decision had been taken to close this piece of equipment on safety grounds. The manufacturer had been informed of the situation and would be providing an upgraded replacement part.

9.0 Planning:

- 9.1 **Noting of Planning Inspectorate Appeal Decision re S/1404/09/LB and S/1403/99/F, 122 Bridge Street, two single-storey rear extensions and other minor alterations** – approval recommended (with some minor conditions).
- 9.2 **Update re S/0292/10/LB, North Road Farm, Ermine Street (Minstrel Court), alterations to unauthorised conservatory, retention of flue and opening in rear of kitchen wall** – a meeting had taken place on 3rd September, attended by the Chairman, Vice-Chair and Mr Gareth Jones (SCDC Head of Planning). Mr Jones had outlined the background to SCDC's decision not to take enforcement action against the owners of Minstrel Court. However, planning consent had not been granted for the unauthorised alterations at Minstrel Court and a notice had been placed on the property deeds which meant it would ultimately be difficult to sell it unless the alterations in question were reversed. Mr Jones intended to reorganise the Conservation Team.

10.0 Village Hall (VH)

- 10.1 **Review of contents of VH garage and decision to dispose of unwanted items if necessary** - a verbal update was provided by Cllr Lewis (Chair of the Village Hall)

Management and Fundraising Committee (VHMFC)). The VHMFC had held a clear-out of the garage in August. Genuine rubbish had been thrown away and a log had been made of all the remaining items. It would be necessary to decide what to do with some railings and gates. Agreed: that the VHMFC review the situation and make a recommendation to the PC regarding the railings/gates. Action: agenda item for discussion at next PC meeting.

10.2 Update on lease and Charitable Trust (CT) – the Chairman gave a verbal update.

- A Public Notice had been placed in the Royston Crow, for two consecutive weeks, advertising the intention to transfer the VH and recreation ground (Rec) to a CT. No objections had been received.
- The solicitors acting for both the VH and the PC were now satisfied with the terms of the lease agreement. It was still necessary to confirm some of the initial trustees.
- The PC had been asked to update their SCDC Community Facility grant application before the Portfolio Holder's meeting (7th October). Action: the Chairman to respond to SCDC.

10.3 Resolution to lease the VH, Playground and Recreation Ground (Rec) to a CT for a 99 year period at a peppercorn rent – Resolved: that the PC enter into a 99 year lease to lease the VH, playground and Rec to a CT, for a peppercorn rent. The purposes of the CT will be to raise funds for the refurbishment and extension of the VH and to manage and maintain the Rec, play area and VH for the benefit of Whaddon parishioners. The PC considers the disposal of the land to the CT will contribute to achieving the improvement of the social and environmental well-being of Whaddon residents. The difference between the unrestricted value of the land and the consideration for the disposal is less than £2,000,000.

10.4 Resolution to grant authority for two named Parish Councillors to sign the lease (10.3 above) on behalf of the PC - Resolved: that Cllr P Neale and Cllr C Rose be authorised to sign the lease on behalf of the PC.

11.0 Affordable Homes – update and decision of SCDC Planning Committee:

- Planning Committee Decision: at the SCDC Planning Committee on 4th August, permission had been granted for eight Affordable Homes at Church Corner, Whaddon. A condition required further work to be done on the proposed designs. The Chairman expressed disappointment at the level of support received from the District Cllrs at the Planning Committee.
- Funding: Bedford Pilgrims Housing Association (BPHA) had secured a grant for £309,000 which was insufficient to fund eight rental units. Three units would need to be part-rent/part-buy. As a general rule, residents would be eligible to purchase up to 80% equity but could never take full ownership of these houses.
- S106 agreement: - District Cllr Cathcart reminded the PC to ensure that the S106 agreement gave appropriate importance to housing people with a strong local connection.

At this point Cllr Neale gave his apologies and left the meeting.

12.0 Maintenance Schedule:

12.1 Discussion and agreement of action re Bridge Street Fountain Garden – the elm tree by the Fountain Garden was overgrown and obstructing the railings and reflectors.

Actions: Cllr Lewis to speak with the volunteer who had been maintaining the garden to see if any help was required. The Clerk to look into the possibility of getting the fountain and garden listed. District Cllr Cathcart to research available grants at SCDC.

12.2 Adoption of Maintenance Schedule - the Maintenance Schedule had previously been adopted (PC meeting of 8th March), subject to some amendments. Actions: Cllr Burchett to circulate the amended schedule. The Clerk to include a discussion about responsibility for the maintenance schedule at a future meeting.

13.0 Finance

13.1 Approval of Payments:

Cheques already approved (12th August) under Clerk's/Chairman's delegated authority:

Cheque No. 100690, for £7.29, for Mr N Gallery, photocopying ROSPA report.

Cheque No. 100691, for £70.00, CPALC, Chairmanship A training course.

Cheque already approved (13th August) following resolution of meeting of 12th July:

Cheque No. 100692, for £478.08, Archant Herts & Cambs Ltd, public notice in the Royston Crow for two weeks re disposal of VH and Rec to a CT.

Resolved: that the following payments be authorised today:

Cheque No.100693, for £258.50, M D Landscapes, grass-cutting recreation ground, June.

Cheque No.100694, for £3.76, Mr D Hanscombe, expenses re replacing bollard.

- 13.2 Decision re appointment of internal auditor – Resolved:** that Mr Bruce Huett be appointed as internal auditor to Whaddon PC for the financial year 2010/11. Action: the Clerk to write to Mr Huett to confirm appointment.

- 13.3 Adoption of model financial regulations – Resolved:** that a set of financial regulations (based on the model version provided by the National Association of Local Councils) be adopted by Whaddon PC.

- 14.0 Public Footpath 9 (through Fountain Farm) – update -** the farmhouse at Fountain Farm was built on top of a footpath and the diversion proposed at that time had never been executed. CCC was trying to obtain a formal diversion of the footpath and had begun working on this.

15.0 Correspondence:

- CCC – consultation re proposed changes to library services.
- CCC – consultation re winter service gritting arrangements. The PC had responded.
- SCDC – Standards Committee. Vacancy for a Parish Councillor member.
- NALC – informal consultation re Community Right to Build .
- Communities and Local Government – consultation on proposals for local referendums in the case of excessive precept increases.
- SCDC – invitation to Parish Liaison meeting, 18th October . The Chairman and Vice-Chair would attend.
- East of England Ambulance Service – request for community and sports facilities to prominently display their address and postcode. Passed to VHMFC.
- CCC – notification of forthcoming work by Rights of Way Team and Access Team on footpath 9 (through Fountain Farm). See agenda item 14.0 above.

16.0 Village Upkeep and Maintenance – reporting of issues:

- The salt bins ordered from CCC should have arrived. Action: the Clerk to investigate.
- The footway on Church Street between Rectory Farm and the Church was damaged by tree roots. Action: the Clerk to report this to CCC Highways.

17.0 Items for next meeting:

- Adoption of model standing orders
- Decision re Railings/Gates
- Guest visitor from Bassingbourn Barracks
- Talk from local PCSO
- Financial update (six months to 30th September)
- Parish Plan
- Responsibility for maintenance schedule
- Application to transport committee re lower speed-limit

18.0 Date of next meeting (11th October 2010)

There being no further business the meeting closed at 9.37 pm