

Minutes of Whaddon Parish Council meeting held on 12th November 2012 at 7.30p.m. in the Village Hall, Church Street, Whaddon, Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Mrs M Peyton
	Councillors	Mrs K French, Mr L Ginger (from 7.32p.m.), Mrs J Lewis (from 7.35p.m.), Professor A Milton (from 8.41p.m.), Mr R Scott
	County Councillor	Mrs L Oliver (from 8.40p.m.)
	District Councillors	Mr N Cathcart, Mr D McCraith
	Parish Clerk	Mrs G van Poortvliet
	Parishioners	4 present

- 1.0 Apologies for Absence** – none received. Advance notice of late arrival received from Cllr A Milton.
- 2.0 Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 15th October 2012** – Resolved: that the minutes of the meeting be signed by the Chair as a true and correct record subject to the correction of the spelling of Hobach to Hoback, in item 4.0.
- 3.0 Declarations of Interest** – Cllr Lewis declared an interest as Chair of Whaddon Village Hall and Recreation Ground Trust (WVHRGT), Cllr Ginger declared an interest as Holding Trustee of WVHRGT and Cllrs Ginger and Scott declared an interest as members of Whaddon Cricket Club (agenda item 15.0).
- 4.0 Report from Clerk and Councillors – on business remaining from previous meetings:** a verbal report was given.
- Register of Member’s Interest Forms – these had now been received from all Cllrs.
 - Village Website – the Clerk did not think it was possible to edit the website without training in the use of appropriate software. Dr N Strudwick had offered to meet with the Clerk when he returned to the UK at Christmas. Cllr Scott volunteered to assist with website editing. Actions: the Clerk to contact Dr Strudwick and arrange a meeting.
 - Recreation Ground Rail Painting – WVHRGT would be arranging a volunteer day to paint the railings.
 - PC Complaints Procedure – SCDC want PC’s to adopt their procedure (or a broadly similar version of it) for dealing with complaints under the new Code of Conduct. It was important to have independent individuals involved in any review. Action: the Clerk to draft an appropriate procedure for consideration by the PC.
 - Speed limit reduction – CCC had confirmed that the speed limit change to 30mph had been advertised and no formal objections had been received. 30mph signs would be erected during the week commencing November 19th. The CCC Officer had not been able to produce plans for a speed reduction scheme in Meldreth Road. An information leaflet and pricing information had been provided so that the PC could make their own scheme suggestions to CCC.
- 5.0 Reports from District and County Cllrs:**
- District Cllr Report: a verbal report was given:
- Mettle Hill – concerns had been raised about the proposed reopening of the former Travellers Site at Mettle Hill, Meldreth at the Bassingbourn PC meeting. These concerns had been brought up at the SCDC Cabinet Meeting on 8th November.
 - Litlington Wind Farm – the Planning Committee meeting to consider this planning application now looked likely to take place in January 2013.
 - SCDC 2013/14 budget – this was currently being considered and was likely to be a tight budget.
 - Local Plan Consultation – SCDC is currently in the process of summarising the response to this.

- Former Horse and Groom Pub, A505 – a planning application for a 70 bedroom hotel on this site had been turned down.
County Cllr Report: this item was postponed until the arrival of County Cllr Oliver.

It was agreed to move to item 7.0

7.0 Finance:

7.1 **Approval of Payments** – no payments to be approved.

7.2 **Approval of expenditure on safety sign installation in Bridge Street** – Resolved: to accept a quote from NJS Surfacing for £150.00 + VAT. Action: the Clerk to accept the quote but to request a delay to starting the work until after the 30mph speed limit signs had been installed (to allow positioning of the safety signage to be reviewed if necessary).

8.0 Correspondence

- SCDC Housing Services – notification of proposal to purchase Whaddon Traveller Site from CCC and to reopen a former Traveller Site at Mettle Hill, Meldreth (received 31st October 2012).
- CCC – details of consultation on proposed Local Enforcement Plan for Minerals & Waste Development in Cambridgeshire. Plan sets out CCC's approach to achieving planning compliance. Deadline for comments 6th December 2012. The PC did not wish to comment.

9.0 Planning Matters - noting of approved Planning Committee minutes from meeting of 24th September 2012 – minutes noted.

10.0 **Resignation of Councillor – noting of vacancy** – the PC noted with regret that Mr Henry Burgess had resigned due to other commitments. A vacancy notice was on display on the main notice board. Action: on receipt of approval from SCDC to co-opt a new member, the Clerk to advertise the post on all notice boards and all Cllrs to approach people to join the PC.

11.0 **Whaddon Village Hall and Recreation Ground Trust - update.** Cllr Lewis, Chair of WVHRGT, gave a verbal report. A WVHRGT meeting had been held on 6th November and the village hall architects had attended. Options were discussed around insulation, heating, flooring and the kitchen and a critical way forward was agreed in relation to insulation, heating and flooring. It was expected that a detailed specification would be produced by the end of 2012 and that this could be used as a basis for costings and to support the Amey Cespa grant application.

6.0 Public Participation:

- A member of the public queried the timeframe for the introduction of speed restriction measures in Meldreth Road, commenting that it would be difficult to achieve a 30mph speed limit without these. CCC's poor communication over advertising the speed limit change was questioned. It was explained that the PC had been expecting CCC to draw up suggestions for a suitable speed reduction scheme but that the officer had not had time to do this. Actions: CCC's communication process to be brought up with County Cllr Oliver on arrival. The PC to put together a working party to take photos of appropriate schemes and draw up plans for presentation to CCC.
- A member of the public reported that the police had been photographing a car parked at the entrance to Town Farm Close.
- Two members of the public, who had been involved in the specification and management of the verges grass cutting contract, commented that the quality of the verges grass cutting was deemed to be a reasonable success other than a delay at the start of the season caused by a combination of bad weather and confusion about when best to cut the daffodils back.

The handyman had arranged for one more cut (the 5th this season) which would probably take place next week.

- A member of the public commented on the trees on the verge in Bridge Street (between no 55 and Dyers Green) – branches had been brought down by large vehicles and it was felt that they needed thinning out and were causing the grass underneath to become very dry. It was agreed to move to agenda item 13.0.

13.0 Grass Cutting and Tree Surgery:

13.1 Verges Grass Cutting – review: see 6.0 above.

13.3 Bridge Street Tree Surgery – discussion of tender process. The Chair had drawn up a specification of proposed tree surgery which involved thinning out the trees and raising the crowns. As yet, no comments had been received on the proposals from SCDC's tree officers. The PC had previously agreed to carry out the work but a further discussion was held about whether the trees really were the responsibility of the PC (no record could be found of their having been planted). Action: the Clerk to write to County Farms (CCC) and ask when they proposed to cut their trees back.

12.0 Proposed re-opening of Traveller's Site at Mettle Hill , Meldreth and change of ownership of Travellers Site at A1198, Whaddon – update, discussion and agreement of actions:

SCDC were proposing to buy the travellers site on the A1198, Whaddon from CCC. SCDC already managed this site and would continue to use the same management personnel. SCDC intended to put two additional pitches on the site via better utilisation of space and also to upgrade the facilities. SCDC also proposed to purchase a previous traveller's site at Mettle Hill, Meldreth from CCC, with the intention of reopening it. This site would have 8-10 plots (with 2-4 caravans per plot). Two meetings had been held in Meldreth and much publicity generated – Meldreth PC was strongly opposed to the reopening of Mettle Hill as a traveller's site. At a meeting of SCDC's Cabinet on 8th November, the proposals were backed and would now go before a full SCDC meeting for discussion and approval. The full Council meeting had been scheduled for 22nd November but it was likely that a special meeting would be called in January 2013 due to the level of public interest. Whaddon PC would be able to ask one question at the full Council meeting. (County Cllr L Oliver entered the meeting 8.40pm; Cllr A Milton entered the meeting 8.41pm). The District Cllrs gave assurances that, should the Mettle Hill site be re-opened, they would do their best to make sure it was well managed. Comments were invited from the public:

- A member of the public raised a concern that any promises made regarding management of traveller's sites would only be valid for a few years until such times as funding cuts or personnel changes occurred.
- A member of the public commented that traveller's sites can become 'no-go' areas which are very difficult to police. This had happened in the past.

A discussion was held. Resolved: that Whaddon PC oppose the purchase of the former traveller's site at Mettle Hill Meldreth, by SCDC, with the intention of re-opening it as a traveller's site (unanimous). Resolved: that Whaddon PC ask for support from the District Cllrs (David McCriath and Nigel Cathcart) by voting against the re-opening of Mettle Hill as a traveller's site (unanimous). Resolved: that Whaddon PC submit the following question to SCDC's meeting to discuss traveller and gypsy sites, "What long-term guarantees can be made to Whaddon's residents regarding the prevention of potential social problems and social disorder in the surrounding area caused by any residents of the proposed site at Mettle Hill – can SCDC really guarantee that future funding cuts or changes in management personnel will not undermine assurances being given now?" Actions: the Clerk to submit the question to SCDC. The Clerk to email SCDC regarding the proposed change of ownership of the Whaddon Traveller's Site and to try to obtain assurances that the management structure and resourcing levels would remain the same despite the increase in the number of plots.

It was agreed to return to agenda item 5.0

5.0 County Cllrs Report: a verbal report was given:

- Broadband – the Connecting Cambridgeshire Campaign was going very well. As yet the technical solution had not been received from BT for Whaddon. It was still important to encourage as many residents as possible to sign up to the campaign.
- Mettle Hill Travellers Site – County Cllr Oliver was against the reopening of the site and had been involved in discussions at the highest level in CCC regarding this matter. She expressed discontent with the way the matter had been handled by SCDC.
- Speed reduction process – Whaddon’s concerns were discussed. County Cllr Oliver would talk to Brian Stinton about the communication and costing process that had been followed.

13.2 Recreation Ground Grass Cutting – discussion of tender process: a discussion was held. The tender specification would need to be amended to exclude the wicket and to avoid strimming too close to the wooden play equipment. A price would need to be obtained for additional cuts.
Actions: the Clerk to ask Mr P Haselden for the details of the cricket pitch contractor for inclusion in the tender exercise. The Clerk to update the recreation ground grass cutting specification and invite contractors to tender.

14.0 Parish Plan – update and agreement of actions: an update was given. SCDC had asked if someone involved in Whaddon’s Parish Plan would be prepared to speak to members of another village of similar size to advise them on producing a plan. Actions: the Clerk to inform SCDC that someone involved in the Parish Plan would be prepared to advise another village. The Chair to ask Mr N Shaw if he would be prepared to assist.

15.0 S106 monies – discussion of applications for funding and awarding of grants: four applications had been received. These were discussed (Cllrs Ginger and Lewis left the meeting due to prejudicial interests; Cllr Scott did not vote on the application from the Cricket Club).
Resolved: 1) £2,590 be awarded to the Cricket Club for equipment, roller and practice nets (£750 for improving the cricket square was not awarded due to not meeting the terms of the Public Open Space grant); c£900 be awarded to purchase two table tennis tables and equipment in order to start a table tennis club; £3,514 be awarded to WVHRGT for renewing the Village Hall floor, improving electrics and insulation and installing a new heating system (this was to be awarded on a promissory basis); £10,550 to be awarded to WVHRGT for provision of car-parking for the recreation ground (this was to be awarded on a promissory basis). VAT on the car-park also to be paid if it would not be possible to reclaim it. Actions: the Clerk to double-check all proposed uses of S106 monies with SCDC. The Clerk to inform the applicants of the decisions. The Clerk to ask Mr R van Poortvliet to obtain a new quote for two table tennis tables and equipment and to ask him to work with WVHRGT regarding storage of the equipment and the best time to purchase it. The Clerk to check with WVHRGT re VAT status of a new car-park.

16.0 Village Upkeep & Maintenance – reporting of issues: none reported

17.0 Items for next meeting:

- Traffic Calming
- Financial update to 31st December 2012
- Code of Conduct Complaints Procedure
- Co-optioin of new Cllr

18.0 Date of next meeting – Monday 14th January 2013: a precept meeting would also need to be arranged in January (not a public meeting)

There being no further business the meeting closed at 10.05 pm