

Minutes of Whaddon Parish Council meeting held on 15th October 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, Mrs J Lewis, Professor A Milton, Mr R Scott
 District Councillors Mr N Cathcart, Mr D McCraith
 Parish Clerk Mrs G van Poortvliet
 Parishioners 0 present

- 1.0 Apologies for Absence** – received from Cllr H Burgess, Cllr L Ginger and County Cllr L Oliver.
- 2.0 Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 4th September 2012** – Resolved: that the minutes of the meeting be signed by the Chair as a true and correct record.
- 3.0 Declarations of Interest** – Cllr Lewis declared an interest as Chair of Whaddon Village Hall and Recreation Ground Trust (WVHRGT) (agenda item 10.0).
- 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 been received from all but two Cllrs who were reminded that non-completion of the forms was a breach of the Code of Conduct.
 - PC Complaints Procedure – this needed amending to reflect how complaints should be made under the new Code of Conduct. However, different processes were being recommended by Cambridgeshire & Peterborough Association of Local Councils (CAPALC) and South Cambridgeshire District Council (SCDC). The Clerk had received no response to a query made to SCDC. Action: District Cllr Cathcart to follow up with the relevant SCDC officer.
 - Bridge Street Safety Signage – a local contractor had been asked to quote for installing the signs and posts but had declined due to not having the necessary public liability insurance. Actions: The Chair to ask an alternative contractor to provide a quote for installation.
 - Footpaths – the Chair had met with a CCC Rights of Way Officer and walked the footpaths in Whaddon. Several issues had been identified: (1) the footpath via the Golf Centre was inadequately way-marked. Signs had been provided for the Golf Centre to put up; (2) the entrance to the footpath at Warmglade/Morley Manufacturing was obstructed with debris – the Rights of Way Officer would follow this up; (3) the footpath via Hoback Farm had been diverted and a new path cut. The Rights of Way Officer would seek to reinstate the original route as legally the landowner had to apply for a formal diversion; (4) CCC would no longer cut Byway 22, which was now mainly stones, and would instead cut footpath 9. It was hoped to put a bridge between the land farmed by Mr Andrews and that farmed by Mr Coningsby; (5) some attempt had been made to grow grass at the end of the footpath between the reservoir and Kneesworth which had previously been ploughed up – this was not yet in a satisfactory state.
 - Broadband – Dr N Strudwick had agreed to be Whaddon’s Broadband Champion and had obtained a lot of information from Cambridgeshire County Council (CCC) including maps showing expected levels of broadband coverage. Dr Strudwick would continue to keep the PC informed of developments. The PC is currently being advised to wait and see if CCC can obtain a solution for us rather than pursuing an individual solution.
- 5.0 Reports from District and County Cllrs:**
- District Cllr Report: a verbal report was given:
- Litlington Wind Farm – the Planning Committee meeting to consider this planning application would probably take place in December. The Wind Farm might be visible from parts of Whaddon.

- Former Horse and Groom Pub, A505 – a planning application had been made for a 70 bedroom hotel. It was thought that this was likely to be turned down on National Planning grounds. County Cllr Report: an email update had been received from County Cllr Oliver. The main points were:
- Broadband – 21.4% of Whaddon residents had signed up to Connecting Cambridgeshire. More responses needed to be encouraged. A decision on providers is due to take place in December 2012. Actions: the Clerk to find out when the closing date for the Connecting Cambridgeshire Campaign is and to see if residents could be encouraged to respond via the Whaddon website, newsletter or email network as appropriate.
- Footpath 9 – County Cllr Oliver wished to know if any complaints had been received about the revised route for footpath 9. Action: the Clerk to reply that no complaints had been received.
- 2013/14 Budget – CCC had to make £37m in savings in 2013/14 despite having saved £40m in 2011/12 and a further £42m this financial year. These savings had to be made while supporting and investing in services. Residents can have their say in what decisions should be made by completing a survey on www.cambridgeshire.gov.uk/budgetconsultation.
- Examination results – early indications are that overall KS1 and KS2 results have improved significantly this year with the greatest gains in KS2. National data will not be available until later in the year although the general expectation is that results will have improved nationally too.

6.0 Public Participation: no members of the public present.

7.0 Finance:

7.1 Approval of Payments – Resolved: that the following payments be approved:

Cheques to be signed today (15th October 2012)

Cheque No. 100790, for £35.00, The Information Commissioner, registration renewal.

Cheque No. 100791, for £13.97, Mr D Evans, bulbs for Bridge Street Fountain Garden.

Cheque No. 100792, for £1,066.55, Mrs G van Poortvliet, Clerks wages for 14 weeks ended 1st October 2012 and expenses.

Cheque No. 100793, for £684.00, M D Landscapes, grass cutting recreation ground and verges.

Cheque No. 100794, for £50.00, Mrs M Peyton, Chair's expense allowance for quarter ended 30th September 2012.

Only one cheque signatory was present. Action: the Clerk to arrange for the cheques to be counter-signed.

7.2 Noting of budget tracking to 30th September 2012 – the Clerk presented the performance against budget for the six months to 30th September 2012.

7.3 Bank Mandate update and authorisation of signatories – the Clerk and Chair had had a meeting with a Business Manager at Barclays, Royston and were more confident that the issues with the bank mandate would be sorted out. Resolved: that Mrs Malan Peyton, Mr Lee Ginger and Mrs Kate French be the authorised PC bank signatories. Actions: the Clerk to arrange for the necessary paperwork to be completed and returned to Barclays Bank.

8.0 Correspondence

- Cambridgeshire ACRE – details of application process for Cambridgeshire Community Transport Fund.
- CAPALC – invitation to Cambridgeshire Funding Fair for Community Groups and Parish Councils, 19th November. Details had been passed to WWH&RGT.
- CCC – request to know if Whaddon wants to join the Winter Gritting Volunteer Programme this year (all volunteers must attend a one hour training course). Action: the Clerk to respond that Whaddon would not be participating in this scheme.

9.0 Planning Matters:

- 9.1 Noting of approved Planning Committee minutes from meetings of 21st June 2012 and 28th August 2012** – minutes noted.
- 9.2 Noting of SCDC decision re planning application S/1247/12/LB, part demolition of existing lean to and new two storey extension, 100 Church Street, Whaddon** - planning permission had been refused.
- 9.3 Noting of Planning Committee response to SCDC Local Plan consultation** – a response had been submitted. Details were in the Planning Committee minutes from 24th September.

10.0 Whaddon Village Hall and Recreation Ground Trust (WVHRGT):

10.1 Update - the Chair of WVHRGT gave a verbal report.

- A new trustee had been appointed to replace one who had resigned.
- The budget had been approved.
- A draft Big Lottery Fund application had been put together for submission late October 2012. The Amey Cespa grant application was progressing and needed full quotes for refurbishment of the main hall – these were being compiled.
- The Annual Return was in the process of completion.

10.2 Expiry of Recreation Ground Grass Cutting Contract – discussion and agreement of actions: the grass cutting contract, which was currently with the PC, would expire at the end of this season. Resolved: that the PC tender for a new three year contract but that WVHRGT take over the contract management (liaising with the contractor and dealing with quality issues). Should WVHRGT become financially viable within the new contract period, the PC would seek a contribution towards the cost of the grass cutting (to be reviewed annually). Actions: Cllr Lewis to inform WVHRGT of the decision. The Clerk to put the Recreation Ground Grass Cutting out to tender at the end of the season.

11.0 Parish Plan update: some volunteers had been found to produce a new Parish Plan but more were needed. Some suggestions were made for people to approach. Actions: Cllr French to follow up with the suggested volunteers and to speak with Cllr Ginger to obtain a more detailed update for the next PC meeting.

12.0 Village Upkeep and Maintenance – reporting of issues

- Litter – it was suggested that a litter-pick be organised and a village resident was suggested as a possible organiser. Action: the Clerk to ask suggested resident if he would organise a litter-pick for the village.
- Dangerous Tree – a willow tree at the entrance to Rectory Farm (opposite Green Farm) had split and was leaning out towards Meldreth Road. Actions: the Chair to email the landowner. The Clerk to follow-up with CCC Highways if necessary.
- Town Farm Close Parking – the police had been called about parking at the entrance to Town Farm Close. It had been confirmed that parking in this area would be treated as an obstruction.
- Traffic Calming – reports had been received that the proposed 30mph village speed limit had been advertised in the press. Action: the Clerk to ask CCC and County Cllr Oliver for an update.

13.0 Items for next meeting:

- Parish Plan update
- Consideration of applications for S106 monies
- Verges grass cutting - review

14.0 Date of next meeting – Monday 12th November.

There being no further business the meeting closed at 9.05 pm