

Minutes of Whaddon Parish Council meeting held on 9th September 2013 at 7.30p.m. in St. Mary's Church, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RU.

Present:	Chair	Mrs M Peyton
	Councillors	Mr L Ginger, Mrs K French, Mrs J Lewis (from 7.50p.m.), Professor A Milton, Ms A Walker
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	County Councillor	Mr A Dent (from 8.35p.m.)
	Parishioners	0 present

1.0 Apologies for Absence – received from Cllr R Scott. Advance notification of late arrival received from County Cllr A Dent.

2.0 Minutes – approval and signing of minutes from Parish Council (PC) meeting of 8th July 2013 – Resolved: that the minutes be signed by the Chair as a true and correct record.

3.0 Declarations of Interest – none declared.

4.0 Report from Clerk and Councillors on business remaining from previous meetings: a verbal report was given.

- Street signs – SCDC policy was to replace damaged signs with new plastic versions. The PC preferred to have the existing signs refurbished. Action: the Clerk to use the village email system to request volunteers to refurbish the street name signs for Coningsby Terrace and Ridgeway Close (the PC would cover the cost of materials used).
- Wheelie bin 30mph speed limit stickers – the Cllrs identified a resident whose house was located where bin stickers could provide a useful reminder to motorists. Action: the Clerk to deliver a set of stickers to the resident.
- Website editing – it was thought useful for a member of the PC with understanding of websites to have a meeting with the website manager before an agenda item was scheduled. Action: the Clerk to ask Cllr Scott if he would be prepared to set up a meeting with the website manager (when the website manager returned to the UK). The Clerk and/or Chair could also attend the meeting if it would be helpful.
- Bus service (age of buses) – Cllr Ginger had written to complain about the age of the buses being used by Cozy's on the Whaddon route (they are not accessible for the disabled or those with buggies). The reply from CCC was that the buses were road-worthy and complied with legal requirements. Cllr Ginger had expressed regret that CCC had not required their contractors to provide buses with disabled access like many other County Councils do. County Cllr Adrian Dent would be taking this matter up with CCC.
- Bridge Street Stream – two Bridge Street residents had met with the Environment Agency to discuss concerns about the stream drying up completely during the summer months. They would keep the PC informed of any further meetings or developments.
- Grass Cutting, Verges – the contractor had replied to the letter from the PC regarding Health and Safety concerns. The Chair had also spoken with the contractor about the quality of the grass-cutting. The most recent verges cut had been done well.
- Hoardings around building site, 132 Meldreth Road – SCDC Planning had confirmed that the site hoardings were adequate but that the site needed to be secure.
- Community Led Plan (Parish Plan) – the report was almost ready to be issued. The aim was to launch the Plan at a meeting when the refurbished Village Hall is opened. Action: the Clerk to table an agenda item regarding the Community Plan for the next PC meeting.

5.0 Reports from District and County Cllrs:

District Cllrs' Report: a verbal report was given:

- Whaddon Traveller and Gypsy Site – a proposal was due to go before the Cabinet later in the week for SCDC to buy the site from CCC, upgrade the facilities and add two more pitches (accommodating up to eight additional caravans). The new pitches would be located within the existing site boundary. Site management would remain unchanged. The Cllrs queried where the current residents would go whilst the site was being upgraded. Action: District Cllr McCraith to advise the PC as soon as detailed plans were known.
- Litlington Wind Farm - no date had yet been set for the Planning Committee meeting. The applicant had obtained their report and was hoping for a date to be set for the hearing.
- Site of Horse and Groom Pub, A505 – the applicants for a hotel on this site were going to appeal against the decision not to grant planning permission.

County Cllr's Report: this was postponed until the arrival of County Cllr Dent.

6.0 Finance - Approval of Payments - Resolved: that the following payments be approved:

Cheques already signed (7th August 2013)

Cheque No. 100831, for £11,020.00, Whaddon Village Hall & Recreation Ground Trust, for SCDC Capital Grant stage 2 payment re Village Hall refurbishment.

Cheque No. 100832, for £27.98, Dr N Strudwick, cricket stumps (S106).

Cheques to be signed today (9th September 2013)

Cheque No.100833, for £92.00, Hales Printers, newsletter printing.

7.0 Correspondence

- Letter from local resident requesting information about why the stream in Bridge Street had dried up and who to contact regarding this issue.
- Email response from MD Landscapes regarding health and safety complaint passed on by Parish Council.
- SCDC – copy of final stage consultation re Local Plan.
- CCC – details of Transport Strategy consultation for South Cambridgeshire. Deadline 30th September 2013.
- Cambridge Past, Present and Future – invitation to workshop on Saturday 28th September to create a strategy for the River Cam and its tributaries. Action: Cllr Lewis to check if she could attend.
- Email from local residents providing an update on a meeting they had held with the Environment Agency regarding the stream in Bridge Street.
- SCDC – invitation to Parish Council Liaison meeting on 1st October.
- SCDC – notification regarding the appeal by Falck Renewables for land off Ermine Way, Arrington for a wind speed measurement mast. The Inspector had called a meeting to discuss the issue of air safety – this would commence on 24th September.
- SCDC – notification of extension to the deadline for comments on the Local Plan from 30th September to 14th October.
- SCDC – notification that SCDC intend to reopen discussions with CCC about purchasing the Travellers Site in Whaddon. The way the site was run would remain the same, the facilities would be upgraded and two extra pitches added. Recommendation for approval would be needed by Cabinet members and it would then go to the full council.

8.0 Planning Matters:

8.1 Planning Applications – noting of Planning Committee recommendation re

S/1660/13/FL, 99 Cardiff Place, Whaddon for an extension and porch: the Planning Committee had recommended approval.

8.2 Noting of SCDC decision re **S/0046/13RM, 132 Meldreth Road, Whaddon for access, appearance, landscaping, layout and scale** – planning permission had been granted.

- 9.0 Public Participation:** no members of the public present.
- 10.0 Whaddon Village Hall & Recreation Ground Trust - update** – a verbal update was given by Cllr Ginger and Cllr Lewis (Chair, WVHRGT):
- Village Hall Refurbishment works – the building work was progressing well and was on-schedule for completion by the end of October. Regular review meetings were being held with the builders. So far no major problems had arisen and it was hoped that there would be no significant cost overruns.
 - Cricket fencing – an accident had been reported as a result of a child falling on the netting around the cricket pitch. Action: WVHRGT would deal with this and make sure the area was safe.
- 11.0 Risk Assessment – signing off of Risk Assessment for 2013/14:** Resolved: that the PC adopt the 2013/14 Risk Assessment.

County Cllr Dent joined the meeting. It was agreed to go back to agenda item 5.0.

- 5.0 Report from County Councillor:** a verbal report was given by County Cllr Dent.
- Broadband – a meeting had been held at the Chair's house with representatives from BT, the Broadband Champion for Whaddon (Nigel Strudwick) and County Council officers. Outcomes from the meeting were that a BT engineer would assess the current infrastructure in the village and a cabinet would be located in Whaddon with fibre connected to it. It would soon be possible to check on-line to see what the scheduled roll-out dates for each parish are.
 - Buses – legally buses do not need to have disabled access until 2015 and the buses serving Whaddon meet requirements. County Cllr Dent will take this further.
 - Footpaths – obstructions on footpaths can be reported on the same website as potholes.
- 12.0 SCDC Local Plan Consultation – consideration of Parish Council response to final stage of consultation:** the deadline had been extended to 14th October. A discussion was held. Action: the Clerk to respond to the consultation with regard to Village Frameworks and comment that it is not feasible for a small village like Whaddon to produce a Neighbourhood Plan in order to address future development requirements. This could partly be done via our Community Led Plan although the timing of its publication will not fit in with the Local Plan Consultation Period. Indications from the Community Led Plan are that there will be some further need for housing and Whaddon Parish Council will need to look at this in more detail. Present policies in the SCDC Local Plan do not cover this situation. It does not work for Whaddon to only get an opportunity to review our framework every 10 or 20 years.
- 13.0 Traffic Management, Meldreth Road – update and discussion:** CCC no longer had an approved list of consultants but County Cllr Dent had provided contact details for one. The application form for the next round of CCC Local Highways Initiative Grants was due out in October. Actions: the Clerk to contact the consultant to get details of the process to be followed and the likely costs involved to implement a traffic management scheme in Meldreth Road.
- 14.0 Broadband – update:** this had already been covered under agenda item 5 (County Cllr's report).
- 15.0 Whaddon Cricket Club:**
- 15.1 Noting of overspend on S106 grant for cricket club equipment** – the PC approved an additional £259.91 (net of VAT) for nets and sports equipment for the Cricket Club (S106).

15.2 Consideration of request for additional monies for protection of grass – Whaddon Cricket Club had requested £360 for rubber-coated netting to protect the cricket pitch. The PC resolved not to grant additional money to the Cricket Club for this purpose. Action: the Clerk to inform the Cricket Club of the PC's decisions.

16.0 Village Upkeep and Maintenance – reporting of issues:

- Salt Bin, Cardiff Place – a request had been received for a salt bin for Cardiff Place. This was discussed. Cardiff Place is a private road so CCC Highways would charge to put a salt bin there. Residents should approach their management company to see if they would be prepared to provide one. Action: the Chair to inform the resident.
- Chevron signs, near Bumpkins, Meldreth Road – these were still obscured by an overgrown hedge despite being reported by the PC. Actions: County Cllr Dent to follow this up. The Clerk to report this to CCC Highways again.
- Plastic bollard, Church Corner – a bollard had been knocked over and had snapped off. Action: County Cllr Dent to follow this up.
- Street Signs, Meldreth Road – these had been ordered by SCDC but had not yet arrived. Action: District Cllr Cathcart to follow this up.

17.0 Items for next meeting:

- Meldreth Road traffic management - review
- Parish Plan - update

18.0 Date of next meeting - Monday 14th October 2013 (St. Mary's Church).

There being no further business the meeting closed at 9.25 pm