

**Minutes of Whaddon Parish Council meeting held on 9<sup>th</sup> June 2014 at 7.30p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.**

Present: Chair Mr L Ginger  
 Councillors Mrs K French, Mrs J Lewis (from 7.35p.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 8.30p.m.)  
 Parishioners 1 present

**1.0 Apologies for Absence** – none received. Notification of late arrival received from County Cllr A Dent.

**2.0 Minutes – approval and signing of minutes from previous Parish Council (PC) meeting of 12<sup>th</sup> May 2014** – Resolved: that the minutes be signed by the Chair as a true and correct record. (Cllr J Lewis joined the meeting 7.35p.m.).

**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.

- Whaddon Gap junction safety – official accident rate information had to be obtained from Cambridgeshire County Council (CCC) rather than the police. These figures had been requested.
- S106 funds – South Cambridgeshire District Council had confirmed that they would allow S106 funds designated for public open space to potentially be used for an outside veranda attached to the village hall. WVH&RGT were interested in applying for this money and were in the process of getting quotes from builders for a veranda.
- Village Handyperson – there had been quite a lot of interest in the handyperson vacancy since it had been re-advertised. Action: the Clerk to send each interested party a copy of the maintenance schedule and ask them to submit their views on how long each job would take and the approximate costs involved. The position would be on a self-employed basis.
- Overgrown hedge, Town Farm Close (obstructing footway on Church Street) – this had been cut back by residents but ultimately the hedges do not belong to TFC householders.
- Parish Councillor Vacancy – one expression of interest had been received. The closing date for applications is 30<sup>th</sup> June 2014. Action: the Clerk to arrange for applicants to meet with Cllrs after the closing date.
- Grass in front of Ridgeway Close – District Cllr Cathcart had explained to the Housing Officer that the PC were unhappy about the weed spraying carried out by SCDC contractors due to the adverse impact on a visually important part of the village. The Officer had been asked to liaise with the PC about this.
- Litter picking co-ordinator – two requests had now been made for a volunteer to take on this role for the village. No volunteers had come forward.

**5.0 Reports from District and County Cllrs:**

District Cllrs' Report: a verbal report was given:

- District Council Elections – the election results had been broadly similar to the previous make-up of SCDC. David MCCraith had been re-elected and would continue to represent Whaddon. A meeting of the Council would take place later in the week to appoint District Cllrs to various committees.

- Solar and Wind Farms – an appeal had been lodged regarding a proposed wind farm in Litlington and would be considered in the next few weeks. SCDC consider applications for wind and solar farms on their individual merits. The grant regime for these power sources is changing with the result that fewer applications are being made.

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

## 6.0 Correspondence

- Cambridgeshire County Council – details of parking charges that will be introduced at Cambridge Park and Ride sites from July 2014.
- Email from resident – complaining about info that is publically available on SCDC on-line planning application system.
- County Cllr report – June 2014.

## 7.0 Finance:

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

**Cheques already signed (15<sup>th</sup> May 2014)**

Cheque No. 100875, £464.17, Zurich Municipal, insurance premium 2014/15.

**Cheques to be approved for signing today (9<sup>th</sup> June 2014)**

Cheque No. 100876, £1298.59, Whaddon Village Hall & Recreation Ground Trust, grant for running costs 2014/15 (insurance).

**7.2 Approval of new bank mandate** – it was resolved that Mrs M Peyton be removed and Ms A Walker be added to the Barclays bank mandate. The appropriate mandate change form was signed on behalf of the PC. Actions: Ms A Walker to complete a personal details form and return it to the Clerk. The Clerk to submit all paperwork to Barclays bank.

**7.3 PPP3 grant – approval of expenditure on fencing (by kissing gate at entrance to Whaddon Green from Bridge Street)** – some fencing was missing by the gate. Mr P Coningsby had made a replacement fence panel and would install it soon. The PC noted that a balance of £270 PPP3 grant remained from prior years. A member of the public had reported that some dog fouling signs had been defaced in Church Street. Actions: Cllr Milton to check the status of the signs in Meldreth Road. The Clerk to see if replacement signs could be obtained from Environmental Health (SCDC) or footpaths (CCC). If not, to investigate the cost of purchasing some signs.

## 8.0 Public Participation:

- The member of the public (Mr K Green) advised the PC that he had made an application for a small solar farm behind a building in Meldreth Road. The Cllrs thanked him for the advance notification and commented that the application would be considered by the Planning Committee in due course.

The PC noted that Mr K Green had retired from Whaddon Golf Club and thanked him for his services to the village during his time as manager.

## 9.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) – update: Cllr Lewis gave a verbal report:

- Annual General Meeting – this had been held during the previous week. All the officers had been re-elected. One Trust member had resigned but a replacement had been found. There was a vacancy for one trustee.
- Fundraising events – the village BBQ was due to take place on 21<sup>st</sup> June.
- VH bookings – these continued to improve and some new clubs and societies had started.

The member of the public requested permission to speak and commented that there was an echo in the Village Hall that made it difficult to hear. Cllr Lewis confirmed that WVH&RGT intended to address this along with providing a screen on the men's toilet door, refurbishing the veranda and

tarmacking all the way around the hall. These would be tackled in order of priority as funding became available.

- 10.0 Parish Council Meeting Start Times – discussion and agreement:** resolved that meetings start at 8.00p.m. This would be trialled until the 2015 AGM and reviewed then. Actions: the Clerk to update the meeting schedule, put the amended schedule on the main notice board and website and inform the VH booking officer.
- 11.0 Community Plan – assignment of issues:** the eight key recommendations from the Community Led Plan were assigned as follows:
- 11.1** Produce a Whaddon-wide housing needs survey to ascertain true demand for any housing in the village – this was thought to be something that SCDC’s housing department would organise on behalf of Whaddon. Actions: District Cllr Cathcart to provide the correct contact information within SCDC. The Clerk to contact SCDC.
  - 11.2** Seek urgent safety improvements to A1198 junctions at Whaddon Gap and Cardiff Place and reduction of speed limit – assigned to Mr M Monks, the Chair and County Cllr Dent.
  - 11.3** Encourage the Parish Council to review other traffic issues within the village and ensure that any existing plans meet the required needs – assigned to Mr M Monks and the Chair.
  - 11.4** Investigate whether a good neighbour scheme has any real demand – assigned to Cllr Milton. Actions: District Cllr Cathcart to supply the contact details for SCDC’s Community Officer. The Clerk to ask other local parishes if they operate a ‘good neighbour scheme’.
  - 11.5** Work on major improvements to broadband provision – assigned to Doctor N Strudwick, Mrs M Peyton and County Cllr Dent.
  - 11.6** Set up a formal litter picking system, with a community ‘champion’ –assigned to the Chair (Bridge Street, the road to Whaddon Gap and Church Street as far as the Village Hall) and Cllr Walker (rest of village).
  - 11.7** Continue to publicise the village website at any opportunity – assigned to all Cllrs.
  - 11.8** Ensure that the Village Hall Trust and Parish Council consider all requests for new activities as well as learning and development opportunities in the refurbished village hall – assigned to Cllr Lewis.
- (County Cllr Dent joined the meeting – 8.30p.m.)
- 12.0 Grants to Community clubs and societies – update and agreement of process and potential use of S137:** the Clerk had checked with Cambridgeshire and Peterborough Association of Local Councils (CAPALC) whether PCs had the necessary legal power to make grants to community clubs and societies. CAPALC had advised that it would depend on the nature of the clubs/societies and that it might be necessary to use S137 for this purpose. CAPALC had also advised that it was essential to have a clear and transparent application process. The PC agreed that the proposed application form was suitable and to use S137 if necessary. Further consideration was given to the possibility of the PC paying village hall rental direct to WVH&RGT when hall hire was part of the grant application. Action: the Clerk to publicise the availability of grants via the email system and newsletter.

It was agreed to return to agenda item 5.0

- 5.0 County Cllrs Report** – a verbal report was given by County Cllr Dent
- Bassingbourn Barracks – County Cllr Dent had received a complaint from a Whaddon resident regarding noise from a party at the Barracks. The noise had not come from the Barracks as there were no troops in residence there. The Commanding Officer still does not know when Libyan Troops will arrive. There will be no alcohol allowed on-site and the troops will not be allowed off-site (other than for escorted trips).

- A1198 resurfacing works – the works near Whaddon Gap were expected to be completed within two days and the Highways team would then move to Arrington. The white lines would be reinstated.
- A1198 new streetlights – the status of the replacement work had been followed up with Balfour Beatty who had confirmed that they would be removing the old lampposts.
- Hedge obstructing Church Street footway, behind Town Farm Close – CCC Highways had denied that this would be their responsibility. County Cllr Dent had asked them to cut it back anyway as it obstructs the footway.
- Bus services – Cozy's had not been running some services on Saturdays due to lack of staff. They are meant to be providing these services.

**13.0 Meldreth Road Traffic Calming Scheme – discussion of proposals and agreement of actions re consultation with residents:** CCC Highways had provided drawings and costs for a proposed scheme in Meldreth Road. The scheme involved two priority give way features at either end of Meldreth Road and would cost £8,475. A third give way feature in the middle section of Meldreth Road had been ruled out due to the positions of driveways and laybys making it difficult to safely locate this. The plans were discussed. The PC were happy with CCC's proposals. It would be necessary to consult with residents before a safety audit could be undertaken. Actions: the Clerk and Chair to draft up a letter to go to all residents in Meldreth Road with a copy of the plans asking them if they approve of the proposals. Responses would need to be collected from all households (Cllr Milton to go door to door if questionnaires not returned). The Clerk to advise CCC Highways of the PC's actions.

**14.0 Land in front of Ridgeway Close – discussion and agreement of actions:** this was discussed and the PC agreed to explore the possibility of taking over the grass cutting of this piece of land from SCDC along with the budget. Action: the Clerk to contact SCDC to explore this.

**15.0 Community Infrastructure Levy – agreement of PC response to SCDC consultation:** the PC noted the consultation and the draft charging schedule but resolved not to respond to the consultation.

**16.0 Village Upkeep and Maintenance – reporting of issues:**

- Poor state of road at Whaddon Gap – a member of the public had commented on the poor state of the road following a water leak. It was thought that this had been due to an aquifer.
- Speed limit repeater signs between Whaddon and Meldreth – some of these were still obscured by overgrown hedges. CCC had a cutting schedule that was due to begin later in the month.
- Broadband – County Cllr Dent and Dr Strudwick (Whaddon's Broadband Champion) had a meeting the following week regarding this.

**17.0 Items for next meeting:**

- Approval of risk assessment for 2014/15
- Draft account to 30<sup>th</sup> June 2014
- Co-option of new Cllr
- Update on Meldreth Road traffic calming consultation

**18.0 Date of next meeting - Monday 11<sup>th</sup> August 2014 (8.00p.m.)**

**There being no further business the meeting closed at 9.08p.m.**