

Minutes of Whaddon Parish Council meeting held on 8th February 2016 at 8.06p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Mr L Ginger
	Councillors	Mr W Elbourn, Mrs K French, Professor A Milton, Mr R Scott, Dr N Strudwick, Ms A Walker
	Parish Clerk	Mrs G van Poortvliet
	District Councillor	Mr N Cathcart
	County Councillor	Mr A Dent
	Members of the Public	4 present

The Chair apologised for the late starting of the meeting which was due to the overrunning of the Planning Committee Meeting which had taken place immediately beforehand.

- 1.0 Apologies for Absence** – received from District Cllr D McCraith.
- 2.0 Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 11th January 2016 – Resolved:** that the minutes be signed by the Chair as a true and correct record.
- 3.0 Receiving Declarations of Interest from Councillors on items on the agenda** – none declared.
- 4.0 Report from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous PC meetings:**
 - Overgrown Trees on verge in Bridge Street (between no 55 and Dyers Green) – County Farm Estates had arranged for these trees to be cut back. Whaddon’s Tree Officer was happy with the work that had been carried out.
 - Electoral Boundaries Reviews – there had been some confusion at the last PC meeting between the County Council and District Council boundary reviews, both of which were being undertaken by the Boundaries Review Commission at the same time. The PC had already responded to the County Council consultation and had now also responded to the District Council Review asking for Whaddon to be included in the same electoral ward as Bassingbourn (due to the number of shared issues). District Cllr Cathcart stated that SCDC had recently voted to bring the number of District Councillors down to 45 and was proposing that Whaddon be included in Meldreth ward. The official proposals from the Boundaries Review Commission on District Council wards were now awaited.
 - Proposals to build housing on part of Eternit Site, Meldreth – it had provisionally been arranged for a representative from Eternit to attend the PC meeting on 14th March. Meldreth PC had organised a public exhibition on Saturday 27th February about the proposals. Actions: the Clerk to arrange an email about the public meeting in Meldreth and to confirm the attendance of the Eternit representative at the March PC meeting.
 - Footpaths working party – Cllr French had held some provisional discussions about setting up a working party and had also had an initial look at CCC’s definitive map.
 - School Bus – the fact that the school bus was not using the bus turning circle had been reported. It had been suggested that the turning circle might be unsuitable for 12 metre buses.
 - Handyperson – the handyperson had been written to explaining that the requirements for the role would be changing. The new post would be advertised in the newsletter.
 - Broadband – Cllr Strudwick (Whaddon’s Broadband Champion) reported that, to date, there had been a 62% uptake of fibre broadband in Whaddon compared with a national average of 22% uptake.
- 5.0 Reports from District and County Cllrs:**

County Cllr's Report: County Cllr Dent gave a verbal update:

- Water Board works, Bassingbourn – an infrastructure overhaul was being undertaken in Bassingbourn. This was causing some access and traffic issues.
- Bus service review – no formal progress had been made.

District Cllrs' Report: a verbal report was given by District Cllr Cathcart:

- Local Plan – there would be a special meeting of SCDC towards the end of February before the Local Plan was resubmitted to the Inspector. The District Cllrs usually received advance notification of any speculative housing development applications. There were some right to build applications being made in the District.
- Traveller and Gypsy Provision – SCDC would undertake another review of the provision for Travellers and Gypsies in the area. There were now some additional pitches in the revamped site in New Road, Whaddon.
- Social Housing Rents – these would be increased by c2% for SCDC tenants.

6.0 Public Participation:

- A member of the public asked if it would be possible for the County Cllrs report to go on the village website. Action: a link to County Cllr Dent's webpage to be put on the website.
- A member of the public (Whaddon's Neighbourhood Watch and Speedwatch Co-ordinator) advised that he would be attending the next local Police Panel meeting and would email residents to see if they had any specific policing issues that they wanted to be raised there. More volunteers were needed for Speedwatch if it was to be able to continue in Whaddon.
- A member of the public complained about the mess and disruption being made by the contractors laying the cabling for the solar farm at Wendy. He asked that everything be made good afterwards and be done to an acceptable standard. He also commented that there had been no communication from the County Council about the works. County Cllr Dent emailed County Farms Estates about this. Actions: the PC to keep an eye on this and involve the enforcement officer at SCDC if necessary. The Chair to send a pre-emptive email to the enforcement officer explaining the situation.

7.0 Correspondence – noting receipt of significant items of correspondence:

- Meldreth Parish Council – notification of public meeting re proposal for housing on Marley Eternit site, Saturday 27th Feb.
- SCDC – Consultation on changes to Planning Scheme of Delegation (by email). Deadline 19th February. (Agenda item 9.3)
- SCDC Electoral Services – info on Parish Council election date (5th May) and election timetable (emailed). Nomination packs will be sent out in February.
- Police Community Support Officer – request for any policing concerns from local community to bring up at next Police Panel Meeting (by email). The meeting will be attended by Mr M Monks.
- SCDC – skeleton programme for remainder of Local Plan Examination (emailed).
- CCC – notification that funding for school crossing patrols will be retained (emailed). County Cllr Dent expanded on this – although funding for school crossings had been retained, CCC would be looking at alternative methods of delivery.
- County Cllr A Dent – monthly County Cllr report (emailed).
- Survey regarding giving Parish Councils the right to appeal Planning Decisions (emailed).
- SCDC Annual Community Awards Celebration – invitation for up to two PC reps to attend the award ceremony on Thursday 10th March, 7pm. Action: the Clerk to email the details to the Cllrs.
- Melbourn Parish Council – invitation to participate in an area-wide traffic survey, with nine other Parishes, to collect data on traffic volumes. Price £145 per machine for seven days traffic monitoring. Action: the Clerk to reply that the PC was interested in principle but would like further information about whether the survey would include traffic speeds and to request a sample of the report which would be obtained.

8.0 Finance:

8.1 Approval of payments: Resolved: that the following payments be approved:
Cheques to be signed today (8th February 2016)

Cheque No. 100936, £420.00 (Net £420), Whaddon Village Hall & Recreation Ground Trust, grant re audit fee.

8.2 Dropped kerb, Church Street – consideration of quotes and agreement of expenditure – four contractors had been invited to tender and two quotes had been received. The Cllrs discussed whether the width of the lowest part of the kerb should be one kerb-stone (90cm) or two (1.8m). Resolved: that the width of the lowest part of the kerb be 1.8m and that the contract be offered to J Cobb & Sons (£1,150 quoted) but that an attempt should be made to negotiate on price. Action: the Clerk to offer the contract to J Cobb & Sons but to try to negotiate on price. The Clerk to double-check with CCC Highways that planning permission is not needed.

9.0 Planning

9.1 Noting of Planning Committee recommendation re planning applications (i) S/2922/15/FL 116 Meldreth Road, Whaddon, SG8 5RP for raised garage roof and new rear dormer (ii) S/3056/15/FL, Chestnut Tree Farm, Meldreth Road, Whaddon, SG8 5RS for installation of solar panels on the roof of a modern curtilage outbuilding and (iii) S/2464/15/FL 9a Bridge Street, Whaddon, SG8 5SG for retrospective permission for the erection of a six metre high pole for CCTV security equipment: Whaddon PC Planning Committee had recommended approval of planning applications (i) and (ii) and recommended refusal of planning application (iii) with comments that the PC were concerned about the use of the pole for CCTV surveillance down a public highway.

9.2 Noting of SCDC decisions re (i) S/2602/15/FL, 101 Cardiff Place, Whaddon, SG8 5LR for two storey side extension and (ii) S/2819/15/FL 119 Meldreth Road, Whaddon, SG8 5RS for pavement crossing into front driveway: application (i) had been approved by SCDC. Application (ii) had been rejected by SCDC on highways safety grounds. The PC was trying to obtain further information regarding the reasoning behind this decision.

9.3 Changes to SCDC's Proposed Scheme of Delegation for Planning Permission – update and agreement of PC's comments: SCDC had issued an amended Proposed Scheme of Delegation following the previous consultation with PC's. Resolved: that Cllrs Scott and Strudwick be delegated responsibility to review the proposals and provide input to the PC regarding the need for further comments. Action: Cllrs Scott and Strudwick to review the amended Proposed Scheme of Delegation (deadline for further comments 19th February 2016).

10.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT): update – a verbal report was given by Cllr Strudwick.

- WVH&RGT had accepted, in principle, a quote for extending the car park (subject to planning permission and finalisation of funding).
- Cricket nets risk assessment – some remedial actions were being progressed.
- A quiz night was planned for Saturday 27th February.
- The Village Hall bookings calendar was now on the website and hall availability could be viewed.

11.0 Alfred John Palmers Trust – consideration and agreement of actions required re appointing a new Trustee: three potential candidates had put themselves forward to be a Trustee. The Cllrs thought it would be good to initially involve them all in a working group to review the terms of the Trust if possible. Actions: the Chair to speak with Mr C Coningsby from Alfred John Palmers Trust to explore the idea of a working group. The Clerk to write to all candidates.

- 12.0 Trees on verge in Church Street, by recreation ground – consideration of (i) advice from SCDC’s Tree Officer re diseased trees and (ii) agreement of actions:** District Cllr Cathcart had not been able to speak with SCDC’s Tree Officer about this matter yet. The item was postponed until the next PC meeting.
- 13.0 Back-up storage for PC files – (i) discussion and consideration of options and (ii) agreement of action and expenditure as necessary:** Cllr Strudwick presented some options for external back-up storage of the Clerk’s PC files. This was discussed. The Cllrs expressed some reservations about potentially using a US-based company for this service. No decision was made and this item was postponed until a later date. Action: the Clerk to table an agenda item for a future meeting.
- 14.0 Plaque for WW1 Commemorative Tree – agreement of type of plaque, cost and wording:** Cllr Milton presented some options for a plaque. This was discussed. The Cllrs expressed a preference for a slate plaque. Action: Cllr Milton to firm up plaque design, wording and costs. The volunteers who would be planting the tree had advised that they would like to plant it soon. Action: the Clerk to write to Ridgeway Close residents advising them that the tree would soon be planted in the grass area in front of their houses.
- 15.0 Village Upkeep and Maintenance – reporting of upkeep and maintenance issues and agreement of actions:**
- **Parking, Church Street** – a van parked on the footway, preventing residents with buggies from using the footway, had been brought to the attention of the PC. The Cllrs commented that the PC had no jurisdiction over parking issues although it would be possible to send polite reminders to villagers via the newsletter or email system if thought necessary. Whaddon’s Neighbourhood Watch Co-ordinator stated that the police might take action if a push-chair couldn’t get through.
 - **Parking, St. Mary’s Close** – parking difficulties in St. Mary’s Close were brought to the attention of the PC. The Cllrs commented that the PC was not responsible for this and advised residents to take this issue up with Bedford Pilgrims Housing Association.
 - **Parking, bus turning-circle** - cars had been parking in the turning circle which would make it difficult for use by buses. It was noted that the turning circle was not marked as being a bus-stop. Action: the Chair to discuss this matter with an Officer at CCC.
- 16.0 Items for next meeting: noting of requests for agenda items**
- Trees on recreation ground – discussion of actions required
 - Data back-up storage – consideration of options and costs
 - WW1 Commemorative Tree Plaque – type and wording
- 17.0 Date of next meeting – Monday 14th March 2016.**

There being no further business the meeting closed at 9.47p.m.