

Minutes of Whaddon Parish Council Meeting held on 13th February 2017 at 8.00p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Mr L Ginger
	Councillors	Mr W Elbourn (until 9.07p.m.), Mrs K French, Professor A Milton, Mr R Scott, Dr N Strudwick
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	Members of the Public	2 present

- 1.0 Apologies for Absence** – received from Cllr A Walker (sickness) and County Cllr Cllr A Dent (sickness).
- 2.0 Receiving Declarations of Interest from Councillors on items on the agenda** – none declared.
- 3.0 Approval of minutes** – to resolve that the minutes from the Parish Council (PC) meeting of 16th January 2017 are a correct record – Resolved that the minutes be approved and signed by the Chair.
- 4.0 Reports from Clerk and Councillors – to receive updates about progress on resolutions and actions from previous Parish Council meetings:**
- Community Defibrillator – the Clerk had accepted the quote from Community Heartbeat Trust but had not had an acknowledgement. Action: the Clerk to follow up with CHT.
 - Alfred John Palmer’s Trust – it would be possible to amend the AJP’s Trust aims directly on the Charities Commission website. The Trustees were due to meet later in the month.
 - Village Sign Working Group – Mr D Grech had agreed to join the Working Group. Dimensions of the original sign had been obtained.
 - Litter-picking – two Duke of Edinburgh Scheme volunteers were litter-picking in Whaddon. The handymen had recently cleared Whaddon Gap car park but it was already littered again.
 - Local Highways Initiative grant application – Mr M Monks and the Clerk had attended a panel hearing on 31st January to present their case for LHI funding. Cambridgeshire County Council would announce their decision in March. Thanks were expressed to Mr M Monks.
 - Whaddon website – Cllr Scott was carrying out updates for the PC section of the website. Cllr Strudwick had been working on a new website design. The aims were for a more modern design which would work better with smartphones and be easier to add pages to in the future. The new website was currently in the testing phase and a number of residents had been asked for feedback. Thanks were given to Cllr Strudwick.
 - Lack of response from SCDC Officers – certain SCDC Officers had not responded to email or telephone enquiries. Consequently, it had not been possible to arrange a site meeting with SCDC’s Tree Officer or to get a reply to an enquiry about the Eternit planning application. The District Cllrs stated that this was not acceptable and suggested meeting with the Head of Development Control. Action: the Clerk to write to Ms Julie Baird explaining the issues and requesting a meeting.
- 5.0 Reports from District and County Councillors:**
- 5.1 District Cllrs Report – receipt of oral reports:** the District Cllrs gave an update:
- Mayoral election – most of the political parties had put forward a candidate for this election.
 - 2017/18 Budget – this would be discussed at a meeting on 23rd February. The District Cllrs expected an increase of 4.99% to be approved.
 - Local Plan – this was now expected to be adopted by SCDC next year. The Inspector had determined that small villages would have to play their part in meeting local housing needs.

5.2 County Cllr Report – receipt of oral report (if present) or noting of written monthly report: no County Cllr was present. A written report for February 2017 had been circulated to the Cllrs and was accessible via the website.

6.0 Public Participation:

- A member of the public asked to see the Traffic Management plan for 94 Meldreth Road and raised concerns about construction vehicles potentially parking on their front lawn. The Cllrs commented that the Traffic Management plan should be on the planning section of SCDC's website and that it did impose conditions as to where construction traffic could park. Failure to comply with these conditions would be a planning infringement. The member of the public was advised to contact the Clerk or Mr M Monks (Neighbourhood Watch) if there were any issues.

7.0 Correspondence – noting of receipt of significant items of correspondence:

- Cambridgeshire Constabulary – invitation to local Panel Meeting on 21st February, 7.30p./m., Melbourn Village College.
- Town and Parish Council Project – invitation to take part in a survey regarding training, support, Clerk, communications and the Local Council Award Scheme.
- Melbourn Parish Council – invitation to attend some bespoke Planning Training for Cllrs, in Melbourn, on a Saturday during February or March. Cllrs French and Scott were interested in attending.
- SCDC – notification that the order to bring Parish Council elections into line with District Council elections had now been passed. The PC would be up for election in 2018 and thereafter every four years.

8.0 Planning:

8.1 Noting of receipt of approved Planning Committee minutes from 19th December 2016: the PC noted the minutes.

8.2 Noting of Whaddon Planning Committee's recommendations re (i) S/3370/16/LB and S/3480/16/FL, 122 Bridge Street, SG8 5SN, alterations to chimney stack, increase in height – support and (ii) S/3642/16/VC, 94 Meldreth Road, SG8 5RP, variation to conditions 2 (approved plans) and 10 (dormer windows) of approved plans S/2275/16/FL – support: the PC noted the recommendations.

8.3 Notice of appeal decision re S/2464/15/FL, 9a Bridge Street, SG8 5SG for retrospective permission for erection of 6 metre high pole for CCTV security equipment - dismissed: the PC noted the appeal decision.

8.4 S106 monies re development at 132 Meldreth Road, Whaddon – update on progress and agreement of action: District Cllr Cathcart had not been able to further encourage SCDC officers to seek an ex-gratia payment from the Developer. Action: The Clerk to include this issue in the letter to the Head of Development Control (see 4.0).

9.0 Finance: Approval of payments: the PC resolved that the following payments be approved:

Cheques to be approved for signing today (13th February 2017):

Cheque No. 100976, £2,130.00 (Net £1,775.00), M D Landscapes, grass cutting recreation ground x 19, verges x 5 and Bridge Street ditch x 1.

Cheque No. 100977, £54.00 (Net £45.00), Cambridgeshire ACRE, subscription.

Cheque No. 100978, £90.00 (Net £90.00), Mr J Newberry, handyperson services Dec 2016 and Jan 2017.

10.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT): receipt of oral report from member of WVH&RGT – Cllr Strudwick (Acting Chair, WVH&RGT) gave an update. There had not been a meeting of WVH&RGT since the last PC meeting:

- Maintenance issues – the fire alarms had been tested. The emergency lighting needed fixing.

- Lettings – some Trust members had now been given read-only access to the bank statements so that they could check if electronic payments had been received for lettings.
- Finance – agreement had been obtained to give certain individuals access to WVH&RGT financial information via a drop box. The Clerk would have access to the drop box and could share relevant information with the PC as necessary.
- Charities Commission Annual Return – an audit was not required for the latest Annual Return due to the level of financial activity. Instead, the accounts could be independently certified - this was in the process of being done.
- Working with the PC – the Chair would attend the next WVH&RGT meeting to discuss how the Trust and PC could work more closely especially with regard to understanding the Trust's financial requirements. The Cllrs thought it would be useful to hold a meeting where the broader roles and responsibilities of each organisation could be discussed.

11.0 Dog-waste bins – consideration of adequacy and position: update following SCDC site visit. Agreement of next steps: the officer from SCDC had yet to do a site-visit – this item was postponed until the next meeting.

A complaint had been received from someone who hired the Recreation Ground to run dog training classes. Recently there had been a lot of dog-waste on the Recreation Ground which had to be cleaned up before the classes started. There was a dog-waste bin on the Recreation Ground. District Cllr Cathcart advised that it would be possible to take action but evidence would be needed as to who was responsible. Actions: The Clerk to seek advice from the relevant SCDC officer on this issue and to inform WVH&RGT. The Chair to write an item for the newsletter. (Cllr Elbourn was called away from the meeting – 9.07p.m.)

12.0 Diseased Trees on Verge by Recreation Ground – update and agreement of actions and expenditure as necessary: the PC had been unable to get a site-meeting with SCDC's Tree Officer (see 4.0). The diseased trees were discussed. Actions: the Clerk to include this issue in the correspondence with the Head of Development Control (4.0). The Clerk to seek a quote for a specialist report about the diseased trees.

13.0 2013 Community Led Plan – review of progress an agreement of action. Consideration of timetable for next plan revision: the Chair asked the Cllrs to think about this and to be prepared to discuss it at the next meeting. Actions: the Clerk to table an agenda item for the next meeting. The CLP to be an agenda item at the Annual Parish Meeting (3rd April 2017).

14.0 Village Upkeep and Maintenance – reporting of upkeep or maintenance issues:

- Overgrown hedge, Church Street – an overgrown hedge, at eye-level for pedestrians, was a potential hazard. Action: the Chair and Cllr Scott to action.
- Pickering Woods – some old tree guards could now be removed. Some of the signs were cracked. Action: the Chair to ask the handymen or DofE volunteers for assistance with this.
- Potholes – there were lots of potholes on Whaddon Gap. This had been reported on the CCC website and the Clerk had also asked County Cllr Dent when the road would be resurfaced. Actions: the Clerk to follow up with County Cllr Dent.

15.0 Items for next meeting – noting of requests for agenda items:

- Community Led Plan Review
- Annual Parish Meeting planning
- Dog-waste bin provision
- Newsletter review

16.0 Date of next meeting – Monday 13th March 2017.

There being no further business the meeting closed at 9.27p.m.