

**Minutes of Whaddon Parish Council Meeting held on 13<sup>th</sup> November 2017 at 8.01p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.**

Present:	Chair	Mr L Ginger
	Councillors	Mrs K French, Mr R Scott, Dr N Strudwick
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	Members of the Public	0 present
Absent:	Councillors	Mr W Elbourn, Professor A Milton, Ms A Walker

**1.0 Apologies for Absence** – received from Cllr W Elbourn (holiday), Cllr A Milton (holiday) and Cllr A Walker (family commitments) and also from County Cllr van de Ven.

**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 9<sup>th</sup> October 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:**

- Meldreth Road Noticeboard – Mr S Coningsby would not be charging the PC for his work refurbishing the noticeboard. The handyman had painted the noticeboard posts. The Clerk would write a letter of thanks to Mr S Coningsby. Action: The Clerk.
- Marley Eternit housing application – District Cllr McCraith had queried why SCDC's decision notice for this planning application had not included the concerns raised by SCDC's Planning Committee about asbestos contamination. The response was that SCDC had concentrated on National Planning Policy Framework aspects such as sustainability of developments. Issues such as contamination could potentially be dealt with via a condition. A request for a written evidence appeal against SCDC's decision had been submitted by the applicant. This was a quicker process than a full appeal and could be concluded before the Local Plan was adopted.
- Memorandum of Understanding (MoU) for Mobile Vehicle Activated Sign (MVAS) – the Speedwatch Team had confirmed that they would comply with the requirements of the MoU regarding moving the MVAS. The signed MoU had been sent to CCC Highways.
- Alfred John Palmers Trust – the Trust would be relaunched in the next newsletter and via the website and email system.

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

**5.1 District Cllrs Report – to receive an oral report:** District Cllrs Cathcart and McCraith gave an update:

- SCDC Local Plan – a response had been received from the Inspector. Although a number of concerns had been raised, the plan had not been rejected. SCDC had been hoping for a list of comments and potential modifications that could be taken to consultation. The Leader of the Council was trying to exert pressure on the Inspector to provide a list of proposed modifications, as a matter of urgency, to avoid further delay. It was hoped that the Local Plan could be adopted before the District Council elections in May 2018.

**5.2 County Cllr Report – to receive an oral report (if present) or to note receipt of written monthly report:** No County Cllr present. A written report for November 2017 had been circulated to the Cllrs and was accessible via a link on the village website. Key points:

- CCC Area Champions – County Cllr van de Ven had asked CCC why she had not yet heard from the new Area Champion. The response implied that there were still some issues to be resolved regarding remuneration. As yet it was unclear what value this new role would bring.

The District Cllrs commented that questions had also be raised by SCDC about what the Area Champions would be doing.

- Sixth form shuttle link to Meldreth Station – Royston and District Community Transport would be ending this service at the end of the school term due to poor uptake. They were trying to see if they could develop a lift-share service instead.
- Cam Vale Bus Users Group – the next meeting would take place on 4<sup>th</sup> December 2017 in Bassingbourn. The Chair would attend on behalf of Whaddon.

**6.0 Public Participation:** no members of the public were present.

**7.0 Correspondence and Complaints – to note receipt of significant items of correspondence and complaints:**

- CAPALC – notification of upcoming changes to the General Data Protection Regulation in May 2018.
- SCDC – Planning Policy update October 2017,
- Cambridgeshire ACRE – invitation to Cambridgeshire Parish Council Conference 17<sup>th</sup> November 2017. The Clerk would attend.
- Heidi Allen MP – request to encourage participation in the Accessible Transport consultation.
- Greater Cambridge Partnership – invitation to attend a workshop on GCP’s future funding plans, Thursday 16<sup>th</sup> November 2017. No Cllrs would attend.
- Email from a member of the public – commenting on the suitability of a Neighbourhood Plan for Whaddon (agenda item 14.0)
- SCDC – consultation on new licensing policy for taxis.
- SCDC – invitation to Cabinet and Parish Council’s Liaison meeting, Wednesday 29<sup>th</sup> November. No Cllrs would attend.
- CAPALC – invitation to AGM on 7<sup>th</sup> December 2017. No Cllrs would attend.
- Bassingbourn-cum-Kneesworth Neighbourhood Plan Working Group – invitation to meeting on Tuesday 14<sup>th</sup> November, 7.30p.m. (agenda item 14.0).

**8.0 Planning:**

**8.1 To note Whaddon Planning Committee’s recommendation re S/3555/17/FL, 29 Bridge Street, SG8 5SQ, for two storey extension to the front:** this application had been supported. The PC noted the decision.

**8.2 To note SCDC’s decision re S/2688/17/VC, Ermine Farm, 124 Bridge Street, Whaddon, SG8 5SN, removal of Condition 3 (occupation) of planning permission S/0447/16/FL for erection of dwelling in lieu of barn conversion approved under S/2017/14 and change of use of agricultural land to garden land – approved:** the PC noted SCDC’s decision.

**8.3 To note appeal re S/1901/16/FL, Eternit UK, Whaddon Road, Meldreth, for up to 150 new dwellings, public open space and new technology plant:** the PC noted that a request for a written evidence appeal had been submitted by the applicant (see 4.0 above).

**9.0 Finance:**

**9.1 To consider request for grant funding from Whaddon Village Hall & Recreation Ground Trust** – a grant application had not been submitted. This item was postponed until the next meeting. The Clerk would follow up with WVH&RGT’s Treasurer.  
Action:GvP.

**9.2 Approval of payments:** the PC resolved that the following payments be approved:  
Cheques to be approved for signing today (13<sup>th</sup> November 2017):

- Cheque No. 101011, £105.00 (Net £105.00), Mr J Newberry, handyman services October 2017 (£30) and replacement for lost cheque no. 100986, 15<sup>th</sup> May 2017 (£75).

- Cheque No. 10101, £ 870.00 (Net £725.00), M D Landscapes, grass cutting (5 x recreation ground, 2 x verges, 1 x Bridge Street ditch).

The PC noted the following receipt:

- 11/10/17, £200.00, MJL Developments, donation towards children's play area.

**9.3 2018/19 Precept Planning – to agree date for Precept Meeting and note potential projects requiring funding:** the Cllrs agreed to hold the Precept Meeting on Monday 8<sup>th</sup> January 2018. All Cllrs should be encouraged to attend. The Cllrs would email any project ideas that required cost estimates to the Clerk in advance of the meeting. Action: ALL.

## **10.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT):**

**10.1 To receive approved minutes from WVH&RGT meetings of 3<sup>rd</sup> July 2017 and 25<sup>th</sup> September 2017:** the PC noted receipt of the minutes.

**10.2 To receive an oral report from member of WVH&RGT:** Cllr Strudwick, WVH&RGT Chairman, gave an update:

- Village Hall heating system – WVH&RGT had agreed to proceed with modifications to the heating system in the back hall which should enable the temperature in the main hall to balance out. Negotiations with the architects regarding costs were ongoing. There could potentially be financial implications for the PC relating to these costs.
- Parking signs for car park – the wording was being discussed.
- Playground upkeep and maintenance – certain repair works had been identified as being necessary on safety grounds. These would cost in the region of £1,800. WVH&RGT would also be getting quotes for fencing around the toddler play equipment.
- Children's Christmas Party – sufficient funds had been raised through fundraising events to enable this to be self-funding.
- Risk Assessment – this had been adopted by WVH&RGT.

**11.0 Future of Permissive Paths – to receive an update and agree actions:** the Clerk had held a brief discussion with CCC's Rights of Way Officer who had advised speaking with County Farm Estates (the landowner). Mr R Huffer, the tenant farmer of Leyhill Farm, had made some proposals to CFE regarding the permissive paths on Leyhill Farm once the existing Permissive Path agreement ended. He had received no response. It might be necessary to ask County Cllr van de Ven to intervene. It would also be useful for the PC to see a copy of the Permissive Paths agreement. Cllr French and the Clerk would prepare a list of questions to put to the Rights of Way Officer. Action: KF/GvP.

**12.0 Village Sign – to receive an update and agree actions re (i) selection of artwork by residents and (ii) sign specification:** (i) three artwork design options had been posted on the website and displayed at a public exhibition in the Village Hall on 14<sup>th</sup> October 2017. Design 1 with the church, dinosaur, oak leaf and pump had received the most votes (by one vote). Cllr Strudwick was opposed to selecting this design as recent research suggested that the coprolites (represented by the dinosaur) were the remains of marine animals and not dinosaurs. This information had been made available to the public. Resolved: to select design 1 as the artwork for the village sign. (ii) It would be necessary to draw up a detailed specification for the sign to get a quote. The PC would need help with this. It was not known if it would be possible to get a number of quotes as this was bespoke work. Cllr French would contact Bassingbourn PC, who had recently procured a new sign, for advice on drawing up a specification and potential suppliers. Cllr Scott would provide dimensions of the existing sign. The Clerk would request quotes as appropriate. Action: KF, RS, GvP.

**13.0 Community Defibrillator – to receive an update and agree actions and expenditure regarding training event on 15<sup>th</sup> November 2017:** a training seminar had been booked for 15<sup>th</sup> November. Flyers had been delivered to every house in Whaddon and details had been sent out via the email system. The Clerk and Chair had authorised expenditure of £38 on leaflet printing. The Chair and Clerk would set up the Village Hall for the training. Action: GvP/LG.

**14.0 Neighbourhood Plan – to consider whether a Neighbourhood Plan (NP) would be suitable for Whaddon and to agree actions:** recent guidance produced by SCDC about producing a NP had been reviewed by the Chair and the Cllrs. A member of the public, who had been involved in producing a NP for Ashwell, had emailed the PC commenting on the volume of work involved and questioning the suitability of a NP for a village the size of Whaddon. The PC had written to Bassingbourn-cum-Kneesworth (B-c-K) Parish Council to ask to talk with them about commonalities of interest with their proposed NP. District Cllr Cathcart advised that a NP was unlikely to be the best option for Whaddon given its status as an ‘infill only’ village which was unlikely to change. A discussion was held. The Cllrs agreed that the best option at this stage was to produce an update on the Community Led Plan rather than to pursue a NP. It was still thought to be useful to speak with B-c-K Parish Council about potentially joining their NP. No Cllrs were available to go to B-c-K’s NP meeting on 14<sup>th</sup> November. The Clerk would send apologies to B-c-K and the Chair and Cllr French would contact the Chair of B-c-K’s NP Working Group. The Clerk would include an update on the CLP in the Precept discussions. Actions: GvP/LG/KF.

**15.0 Village Upkeep and Maintenance:**

**15.1 Supervision of verges grass cutting contract – to discuss finding a replacement supervisor and agree actions:** Mr M Monks, who had been supervising the verges grass cutting, would be moving away from the village. It would be necessary to find someone else to do this task. The PC expressed thanks to Mr Monks. The Chair would ask Cllr Elbourn if he would be interested in supervising the grass cutting in the first instance. Action: LG.

**15.2 To report upkeep and maintenance issues and agree actions:**

- Whaddon Gap road surface – this was starting to break up again and needed monitoring. Pot holes should be reported as necessary. Action: ALL.

**16.0 Items for next meeting – noting of requests for agenda items:**

- WVH&RGT Grant Application
- Clerk’s performance review
- 2018/19 Precept

**17.0 Date of next meeting – Monday 15<sup>th</sup> January 2018.**

**There being no further business the meeting closed at 9.13p.m.**