

**Minutes of Whaddon Parish Council meeting held on 10<sup>th</sup> June 2013 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. to 8.35p.m.), Professor A Milton, Mr R Scott, Ms A Walker
	Parish Clerk	Mrs G van Poortvliet
	District Councillor	Mr N Cathcart
	County Councillor	Mr A Dent
	Parishioners	2 present

- 1.0 Apologies for Absence** – received from Cllr M Peyton and District Cllr D McCraith. Advance notification of early leaving was received from Cllr Lewis and of late arrival from County Cllr A Dent. In the absence of Cllr Peyton, Cllr L Ginger chaired the meeting.
- 2.0 Minutes – approval and signing of minutes from Annual Parish Council (PC) meeting of 13<sup>th</sup> May 2013** – Resolved: that the minutes be signed by the Chair as a true and correct record.
- 3.0 Co-option of Councillor and signing of Declaration of Acceptance of Office** – Resolved: that Ms Amy Walker be co-opted to the PC. A declaration of acceptance of office was duly signed. (Cllr J Lewis entered the meeting – 7.35p.m.)
- 4.0 Declarations of Interest** - none declared.
- 5.0 Report from Clerk and Councillors on business remaining from previous meetings:** a verbal report was given.
- Insurance of safety signs in Bridge Street – each individual sign cost c£84; where new posts had been installed the total cost of each new post and sign was c£215. The PC's insurance excess was £100. It was agreed not to insure the safety signs and posts due to the replacement cost relative to the insurance excess. It was thought highly unlikely that more than one post could be damaged in the same incident.
  - Street name signs (Ridgeway Close and Coningsby Terrace) – District Cllr Cathcart was trying to ascertain whether it would be possible to keep the existing signs and refurbish them. If necessary the PC could get someone to repaint them.
  - Village archive – this was temporarily being stored in the home of Mr P Haselden.
  - Tree stump, Ridgeway Close – this had now been cut off much closer to the base.
  - Dog fouling on footpaths – Action: Cllr French to write an article for the village newsletter asking dog-owners for their co-operation.

It was agreed to move to agenda item 11.0

**11.0 Whaddon Village Hall & Recreation Ground Trust (WVHRGT):**

**11.1 Update:** a verbal update was given by Cllr Lewis (Chair, WVHRGT):

- The refurbishment of the front part of the Village Hall was likely to be done in the autumn.
- WVHRGT had received a grant of £18,000 from Amey Cespa bringing the total funds available for the refurbishment to around £93,000. There was still uncertainty as to whether SCDC would seek to reduce their grant from the £25,000 originally awarded.
- Playground maintenance – new requirements now existed for playground inspections. Reports would have to be done weekly and photographic reports produced every month. Mr N Gallery was training the volunteers who carry out the inspections in the new requirements. The Trustees would be liable if the inspections were not done properly.
- ROSPA report – this had identified two medium risk items that needed to be addressed. The playground was now starting to require more time and effort to maintain it.

**11.2 Nomination of additional PC member to WVHRGT** – Whaddon Playground Project had been a nominated member in the original WVHRGT Trust Deed. As WPP no longer existed WVHRGT's solicitor had suggested amending the Trust Deed to 'any other user group'. A second member was needed from the PC as a managing trustee. This was discussed but no decision taken. Actions: the Clerk to table an agenda item for the next PC meeting.

**11.3 Consideration of venue for PC meetings whilst the VH is being refurbished** – the VH refurbishment was due to start on 15<sup>th</sup> July and last 12-15 weeks. The PC would need another venue for meetings during that time. St Mary's Church had been offered. This was discussed. Agreed: to use St.Mary's Church for PC meetings if it was available and suitably priced. Action: the Clerk to liaise with the Church Wardens to finalise cost and availability.

## 6.0 Reports from District and County Cllrs:

District Cllrs' Report: a verbal report was given:

- Litlington Wind Farm – no date had yet been set for the Planning Committee meeting.
- SCDC Local Plan – an additional 5,000 houses would be required over the next 20 years. The recommendations give preference to development in Cambridge first, then in new villages and finally in existing villages. The Local Plan will be considered by the Portfolio Holder on 11<sup>th</sup> June and, if recommended, will then go to the full Council.
- Extension to Whaddon's Village Framework – the PC's recommendation to extend the framework in parts of Meldreth Road had been rejected. In SCDC's view a strong enough case had not been demonstrated and it had not been backed by evidence that the framework had been considered for the village as a whole and that there was public support. A public consultation on the Local Plan would take place between 19<sup>th</sup> July and 30<sup>th</sup> September and the PC would be able to comment. It might be possible to use feedback from the Parish Plan to demonstrate public viewpoints.

County Cllr's Report: a verbal report was given:

- Bassingbourn Barracks – the sports and social clubs still operating could not currently get into the Barracks due to health and safety reasons. County Cllr Dent will write to the Minister in charge to try to resolve this. The use of the North Gate at Guise Lane as an access point is being considered and CCC Highways do not have any objections.
- Broadband – County Cllr Dent had a meeting with BT's Chief Executive; as yet no decisions had been made.
- Pot Holes – County Cllr Dent had gone out with CCC Highways making site visits and pointing out the potholes that still needed attention.
- The PC asked County Cllr Dent to question the age of the buses being used by Cozy's on the bus route serving Whaddon (concern over accessibility) and also to follow up progress on the design for a speed management scheme for Meldreth Road. Action: the Clerk to forward the PC's suggested designs for a speed management scheme to County Cllr Dent.

## 7.0 Public Participation:

- A member of the public commented on the high speed of vehicles travelling through Church Street and Meldreth Road during the early mornings and asked what plans the PC had to address this. The Cllrs explained that the PC are proposing a traffic scheme to force vehicles to slow down on entering Meldreth Road and also commented on what might be reasonable expectations of average speeds resulting from such a scheme. District Cllr Cathcart stated that Bassingbourn are going to put in a gateway scheme on the Causeway which Whaddon could observe to see how successful it proved to be.
- A member of the public asked what had happened to the phonebox refurbishment – the Cllrs explained that this was still ongoing.
- A member of the public (and Whaddon's Broadband Champion) commented that he was back in the UK for a while and was keeping an eye on the broadband situation for the village.

**8.0 Finance:**

**8.1 Approval of Payments - Resolved:** that the following payments be approved:  
Cheques to be signed today (10<sup>th</sup> June 2013)

Cheque No. 100820, for £350.88, W E Burchett, cricket nets installation (S106).

Cheque No. 100821, for £25.90, Zurich Municipal, insurance premium tax 2013/14.

**8.2 Approval of Expenditure on Speedwatch road signs** – no costings were yet available.  
 This item was postponed.

**9.0 Correspondence**

- SCDC Local Development Framework Team – press release regarding recommendations from SCDC and Cambridge City Council for the development strategy for the 20 years to 2031 and the major sites proposed to meet identified housing needs.
- Cambridgeshire ACRE – details of changes in services from 1 July 2013.
- CAPALC – details of Cllr training courses. Action: Cllrs to advise the Clerk of any training courses they wished to attend.
- SCDC – response to the Parish Council’s proposal in the Local Plan to extend the village framework in parts of Meldreth Road.
- SCDC – press release with a summary of the major issues from the Local Plan.
- Email from resident concerning the cutting of the verges in the village on Friday 2<sup>nd</sup> May. Action: the Clerk to reply to the resident.

**10.0 Planning Matters:**

**10.1 Planning Applications – noting of Planning Committee recommendation re S/0046/13/RM, 132 Meldreth Road, Whaddon for reserved matters for access, appearance, landscaping, layout and scale in respect of outline planning permission S/2500/11:** the Planning Committee had recommended approval.

**10.2 SCDC Local Plan – noting of SCDC’s decision re the PC’s proposals:** this item had already been covered under District Cllrs Report (item 6.0 above).

**12.0 Salt Bins – consideration of provision and location of salt bins for Town Farm Close (adopted road):** this item was postponed until the next meeting.

**13.0 Risk Assessment – signing off of Risk Assessment for 2013/14:** the risk assessment had been completed but needed to be checked by the Chair or Vice-Chair. Some risks were brought forward from last year regarding reliance on one individual for the management of the village website. County Cllr Dent offered to train a member of the PC in website editing – Cllr Scott volunteered to do this. Actions: the Clerk to arrange for the risk assessment to be reviewed by the Chair or Vice-Chair. Cllr Scott to update the website manager regarding training to edit the website.

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

- Road Signs – the chevron arrows on the bend in Meldreth Road near Bumpkins were obscured by overgrown hedges. The give way sign at Whaddon Gap was obscured and the speed limit sign on the left hand side approaching Whaddon Gap was turned the wrong way round. Action: the Clerk to report these to CCC Highways.
- Street name signs – a street name had fallen off one of the signposts in Meldreth Road and needed replacing whilst another sign had been damaged by a vehicle accident and needed replacing altogether. Action: the Clerk to report the two Meldreth Road signs to SCDC.
- Grass at field entrance to Whaddon Green from Meldreth Road – this was very overgrown. Action: the Clerk to check if this was included in the verges grass cutting contract. If not, Cllr Ginger would speak with the landowner.

- Bridge Street Fountain Garden – a few of the new plants had died and needed replacing. Resolved: that expenditure of up to £20 be approved for new plants. Action: the Clerk to ask the handyman to buy some new plants.

**15.0 Items for next meeting:**

- Provision of salt bins for Town Farm Close
- Review of 2013/14 Risk Assessment
- Whaddon Village Hall and Recreation Ground Trust – nomination of second PC member
- Speedwatch signs
- Accounts for quarter to 30<sup>th</sup> June 2013

**16.0 Date of next meeting - Monday 8<sup>th</sup> July 2013.**

**There being no further business the meeting closed at 9.15 pm**