

Minutes of Whaddon Parish Council meeting held on 11th April 2016 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, Mrs K French, Professor A Milton, Mr R Scott, Dr N Strudwick, Ms A Walker
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	Members of the Public	4 present

- 1.0 Apologies for Absence** – received from County Cllr A Dent (bereavement).
- 2.0 Receiving Declarations of Interest from Councillors on items on the agenda** – interests were declared by Cllr Strudwick in agenda item 9.2 as a member of Whaddon Cricket Club, by Cllrs Scott and Strudwick in agenda item 9.3 as members of the Speedwatch Team, and by Cllrs Strudwick and Walker in agenda item 9.6 as Management Trustees of Whaddon Village Hall and Recreation Ground Trust (WVH&RGT).
- 3.0 Approval of Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 14th March 2016** – Resolved: that the minutes be signed by the Chair as a true and correct record.
- 4.0 Reports from Clerk and Councillors – to receive verbal updates about progress on resolutions and actions from previous PC meetings:**
- S016 monies re development at former 132 Meldreth Road – it had been established that this development had been started without the required S106 agreement being in place. The S106 Officer at SCDC would see if they could obtain the monies due to the PC from the developer. Action: the Clerk to forward recent email correspondence with the S106 Officer to District Cllr Cathcart.
 - Condition of verges in Bridge Street – the Chair had written to or emailed all residents in Bridge Street about the verges. A few people had volunteered to form a working party to realign the edges of the verges. A resident had emailed the Chair asking for further action to be taken regarding obstructions placed on the verges by householders. The Chair did not feel that this was the PC's responsibility - the verges were under the jurisdiction of CCC Highways. Action: obstructions on the verges to be discussed with County Cllr Dent.
 - Cambridgeshire Future Transport – the Clerk had responded to the consultation and had received confirmation that CCC's website now included the correct timetable for route 127
 - A10 Corridor Group Traffic Survey – the three locations, in Whaddon, for the survey equipment had been notified to the survey company who were obtaining the necessary permissions.
 - Fly tipping on Byway 22, Bridge Street – this had been reported to SCDC but more garden waste had been fly tipped there since then. This had also been reported to SCDC who had sent officers to inspect and who would arrange the removal of the material.
- 5.0 Reports from District and County Cllrs:**
- 5.1 District Cllrs' Report:** a verbal report was given by the District Cllrs:
- SCDC Local Plan – the additional work requested by the Inspector had now been completed and approved by SCDC and an amended Plan had been submitted. It was hoped that the Inspection would re-start in June or July although the Cambridge City Plan would be looked at first. A new SCDC senior planning official had been appointed who would be looking at defending against speculative planning applications as a priority.
- 5.2 County Cllr's Report:** County Cllr Dent was absent and had not provided a written report.
- 6.0 Public Participation:**

- A member of the public requested that a litter pick event be organised due to the amount of litter in the village, especially on Whaddon Gap. The Chair replied that it would be part of the handyperson's responsibilities to do litter picking.

7.0 Correspondence – noting receipt of significant items of correspondence:

- SCDC – Planning Policy Update Mar 2016.
- Alfred John Palmer's Trust – accounts to 31st December 2015.
- SCDC – notification that the further work and proposed modifications have been submitted to the Inspectors examining the Cambridge and SCDC Local Plans.
- Cambridgeshire Future Transport– notification that the response to the proposals to keep the Area M bus services unchanged for another year had all been favourable. It had therefore been agreed that services remain unchanged.
- SCDC – notice of an Uncontested Parish Council Election in Whaddon. The six elected Parish Cllrs would take up office on 9th May and the Parish Council could co-opt any vacancies after 9th May.

8.0 Planning

- 8.1 Noting of Planning Committee recommendation re planning applications (i) S/0447/16/FL, Ermine Farm, Whaddon, SG8 5SN for erection of dwelling in lieu of barn conversion approved under S/2017/14 and change of use of agricultural land to garden land and (ii) S/0746/16/FL, 123 Meldreth Road, Whaddon, SG8 5RS for demolition of bungalow and erection of two-storey replacement dwelling house:** the Planning Committee had recommended approval of both these planning applications.
- 8.2 Noting of SCDC decision re (i) S/2491/15/FL, 138 Church Street, Whaddon, SG8 5RX for rear two-storey and part single storey extension:** this application had been approved by SCDC.
- 8.3 Noting of receipt of approved Planning Committee minutes from meetings on 8th February 2016 and 14th March 2016:** the PC noted receipt of the approved minutes.

The PC agreed to alter the order of the agenda and consider item 10.0 before item 9.0.

10.0 Proposals for housing on part of the Marley Eternit Site, Meldreth –

- 10.1 Footprint feedback questionnaire – noting of feedback received:** nine responses had been received by the Clerk and forwarded to Footprint. Of these, none were in favour of Option A (development of the brownfield site), two were in favour of Option B (development of a greenfield site closer to Meldreth), four supported housing development on the site and four opposed it. Of those supporting development, concerns were expressed about the scale of the proposals and impact on traffic and local services. Opposition concerns were also around the scale of the development and impact on services. Some Whaddon residents, who had attended the public meeting in Meldreth in February, had submitted feedback to Meldreth. The Clerk had asked Meldreth PC for a summary of this. Action: the Clerk to follow up with Meldreth PC Clerk.
- 10.2 Meldreth Working Group – (i) receiving feedback from first meeting and (ii) consideration and agreement of Whaddon's future involvement:** (i) Cllr French gave a verbal update from a meeting held in Meldreth on 22nd March regarding setting up a Working Group to respond to any planning application for the Marley Eternit Site, Meldreth. Representatives for Barrington and Melbourn villages, who had dealt with large planning applications, advised that the two key things to establish were what residents' views were and what the village(s) needed to alleviate the impact of the development if planning permission were granted (£106 monies). It had been decided to form a Marley Eternit Working Group (MEWG) and Whaddon was invited to be involved. (ii) It was noted that Whaddon PC must remain independent of MEWG to avoid predetermination issues. The PC agreed that Cllr French continue to attend MEWG meetings. Cllr French would take no part in any vote on a formal Planning Application should one be received.

The District Cllrs were asked if SCDC were considering the cumulative impact of all the speculative housing applications in the area. They stated that Cllrs had recently received a briefing on that topic.

- 9.0 Finance:** the PC agreed to alter the order of the agenda and consider item 9.2 before item 9.1
- 9.2 S106 Outdoor Space grant application – consideration and decision re grant application for catching cradle and netting (total £149.20) received from Whaddon Cricket Club:** – the application was discussed. Resolved: that a grant of £149.20 be awarded to Whaddon Cricket Club. Action: the Clerk to advise WCC.
- 9.1 Approval of payments:** Resolved: that the following payments be approved:
- Cheques to be signed today (11th April 2016)**
 Cheque No. 100944, £63.00 (Net £63), Whaddon Village Hall & Recreation Ground Trust, hire of Village Hall for meetings Jan-Mar 2016.
 Cheque No. 100945, £24.16 (Net £24.16), Meldreth Parish Council, Transparency Code training, Sept 2016.
- 9.3 Speedwatch kit and traffic calming equipment – (i) consideration of request from Speedwatch team for purchase of Speedwatch Sensor (max £3,250) and Mobile Vehicle Activated System (max £2,400) and (ii) decision on allocation of funds in Traffic Calming Measures Reserve for this purpose:** (i) Mr M Monks, Speedwatch Co-ordinator, was invited to address the PC. He explained the reasons for the request to purchase a Speedwatch Sensor and stated a preference to share this kit with either Meldreth (and possibly Bassingbourn) or alternatively with Steeple Morden and Litlington. Mr. Monks also presented the case for purchasing a Moveable Vehicle Activated Scheme (MVAS) which would display motorists' speeds and encourage compliance with the 30mph speed limit. This would operate at all times and could be moved to different village locations. Costs were in the region of £3,000-£3,500 plus potential additional costs to purchase poles to attach the equipment to. It was hoped that some grant funding might be available towards this purchase. This was discussed by the Cllrs. The PC resolved to support the joint purchase of a Speedwatch Sensor, in principle, to be shared with at least one, and preferably two, other villages. The PC resolved to agree, in principle, to part-fund the purchase of a MVAS (with grant funding contributed) Actions: Mr. Monks to make further investigations regarding which local villages would participate in a shared Speedwatch Sensor purchase with Whaddon and update the PC . Mr Monks to obtain further information about grants and costs for a MVAS. (ii) The PC resolved, in principle, to use the Traffic Calming Measures Reserve (balance at 1st April 2016 £4,573.27) for the part-purchase of a Speedwatch Sensor and MVAS.
- 9.4 Draft accounts for financial year to 31st March 2016 – presentation and review:** the Clerk presented the draft accounts for the year to 31st March 2016 and invited questions. These accounts would form the basis of the 2015/16 Annual Return.
- 9.5 Cash and reserves position at 31st March 2016 – (i) noting of level of general reserve and (ii) consideration and agreement of amounts to be moved to earmarked reserves:** i) the Cllrs noted that the level of the general reserve at 31st March 2016 was more than twelve months of current precept. (ii) The PC resolved that the following unspent amounts be earmarked and carried forward into 2016/17: £435 for traffic survey costs (Traffic Calming), £1,050 dropped kerb and £2,796 balance on Village Hall Projects (Car Park). The PC resolved that, after the adjustments made in (ii) above, the General Reserve be further reduced to a level of around six months of precept (c£8,500) in order to fund projects for the village (see 9.6 below). Action: the Clerk to update the accounts for the earmarked reserves.
- 9.6 Village Projects – consideration and agreement of amount to be earmarked for village projects, in particular a donation towards the Recreation Ground car park:** WVH&RGT was £8,500 short of the funds required to build an extended car park for the Recreation Ground which would provide 20 additional car parking spaces. The PC resolved to donate £8,500 to the Recreation Ground car park from the general reserve. This would leave the general reserve at approx. 6.6 months of current precept. Actions: the Clerk to amend the accounts and inform WVH&RGT of the PC's decision,

- 11.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) update – to receive oral report from member of WVH&RGT:** A verbal report was given.
- WVH&RGT had held it's AGM. All Trustees had been duly reappointed. .
 - The Chair and Treasurer remained in post but both required help with their duties.
- The PC thanked WVH&RGT for their hard work.
- 12.0 Trees on verge in Church Street, by recreation ground – consideration of (i) advice from SCDC's Tree Officer re diseased trees following site visit and (ii) agreement of actions:** this item was postponed until a report had been obtained from SCDC's Tree Officer. District Cllr Cathcart had chased this up. Actions: the Clerk and District Cllr Cathcart to chase up the Tree Officer's report and results of the sample analysis.
- 13.0 Plaque for Jubilee Commemorative Tree – agreement of plaque design and wording and approval of cost:** The PC resolved to spend the balance of the budget for the WW1 Commemorative Plaque on the Jubilee Tree plaque. Actions: Cllr French to provide details of the wording used by Litlington for their Jubilee Tree. The Clerk to order the plaque, plus a WW1 Commemorative Tree plaque, unless the expenditure exceeded the balance in the earmarked reserve (in which case further approval to be sought).
- 14.0 Annual Parish Meeting (Monday 18th April 2016) – receiving suggestions for format and discussion topics. Agreement of actions:** The proposed agenda was discussed. Actions: Cllr Strudwick to provide written updates on Broadband and Village Archives. The Chair and Clerk to organise agendas for the village email and noticeboards. The Clerk to organise refreshments.
- 15.0 Village Upkeep and Maintenance – reporting of upkeep and maintenance issues and agreement of actions:**
- Potholes – potholes throughout the village, but especially on Whaddon Gap, were noted as being an issue. Residents could report potholes on-line to CCC but Whaddon Gap might need more work to rectify. Actions: Whaddon Gap road surface to be brought up with County Cllr Dent.
- 16.0 Items for next meeting: noting of requests for agenda items**
- Annual Parish Council Meeting statutory items
 - Signing off of Annual Report and Governance Statements
 - Diseased trees on verge by recreation ground
 - Queens 90th birthday celebration – agreement of expenditure
 - Defibrillator
- 17.0 Date of next meeting (Annual Parish Council Meeting) – Monday 9th May 2016.**

It was resolved to close the meeting to the public for agenda item 18.0 due to discussion of confidential personnel and contract information.

- 18.0 Village Handyperson – consideration of applications and decision on appointment and management:** the PC had received one application, from two people, who wished to perform this role on a job-share basis. The individuals already carried out work for WVH&RGT on this basis. This was discussed. It was agreed that the Chair and Clerk meet with the applicants to discuss this further and, if appropriate, to offer the position on a three month trial basis. The Chair would supervise their work. Actions: the Clerk to arrange a meeting with the applicants.

There being no further business the meeting closed at 9.55p.m.