

Minutes of Whaddon Parish Council meeting held on 13th April 2015 at 8.00p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.

Present:	Chair	Professor A Milton
	Councillors	Mr W Elbourn, Mr R Scott
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	County Councillor	Mr A Dent (from 8.10p.m.)
	Parishioners	0 present

The Cllrs resolved that Professor A Milton serve as Chair for the meeting.

- 1.0 Apologies for Absence** – received from Cllrs L Ginger and K French.
- 2.0 Minutes – approval and signing of minutes from previous Parish Council (PC) meeting of 9th March 2015** – Resolved: that the minutes be signed by the Chair as a true and correct record.
- 3.0 Declarations of Interest** – none declared.
- 4.0 Report from Clerk and Councillors on business remaining from previous meetings:** a verbal report was given.
- WW1 Commemorative Tree – the variety of tree chosen by the PC still remained out of stock at the nursery organising the British Legion Commemorative Tree project.
 - Parish Cllr Vacancy – the official Vacancy Notice had gone up on 1st April.
 - Housing Needs Survey – this had been distributed to all households in the Parish. The deadline for returning the survey was 17th April. Action: the Clerk to organise a reminder email for residents about the survey.
 - Meldreth Road traffic management scheme – the carriageway painting had now been completed. The Highways Officer had been informed that the advisory sign by the build-out was partially obscured by a telegraph pole. The contractor had been asked to move the sign to a more suitable location.
 - Heavy Commercial Vehicles (HCVs) using Eternit, Meldreth – a joint letter from Whaddon and Bassingbourn-cum-Kneesworth Parish Councils had been sent to Eternit to request a meeting to discuss the HCVs.
 - Annual Parish Meeting – speakers would be attending from WVH&RGT, Alfred Palmers Trust, Speedwatch/Neighbourhood Watch, Coffee Morning, Mainly Gardening Club, Cricket Club and Table Tennis Club. The District and County Cllrs would also attend. Action: the Clerk to send an email reminder to residents and the District Cllrs regarding the APM.
 - Litter Pick – a Litter Pick had taken place on 4th April and had been well supported. Thanks were expressed to the participants, to SCDC for supplying the litter picking equipment and to County Cllr Dent for providing the hi-vis jackets.
- 5.0 Reports from District and County Cllrs:**
- District Cllrs' Report: a verbal report was given by the District Cllrs:
- Local Plan Inspection – the inspection was ongoing. So far no indication had been given by the Inspector that anything contained in the plan was likely to be thrown out. The Inspector was considering SCDC's plan and the Cambridge City plan at the same time.
- County Cllr's Report: a verbal report was given by County Cllr Dent:
- Whaddon Gap Car Park – County Cllr Dent had applied for funding for a new litter bin.
 - Bassingbourn Barracks – County Cllr Dent had written to the appropriate authorities again regarding clubs and societies being able to use the facilities at the Barracks.

- Broadband – the estimated date for superfast broadband provision in Whaddon was still September 2015. The service was expected to be provided via a radio link system due to technical difficulties of getting fibre optic cable to the village. Although internet speed would diminish according to distance of households from the cabinets, the radio link would still be capable of providing high speed broadband.

6.0 Correspondence

- SCDC – minutes from Parish Council Liaison meeting 11th March 2015.
- CCC Rights of Way Network – information regarding changes in service delivery and reporting of issues relating to footpaths (now via CCC Highways Fault reporting system).
- Local Government Transparency code – details of new publishing and audit requirements (agenda item 11.0).
- Citizens Advice Bureau – new monthly drop in centre, Book Café, Bassingbourn, second Thursday of the month, 14.00-15.30.
- Environment Agency – changes to pumping support operations on River Rhee from 1st April to approximately mid-June 2015.
- CAPALC training courses – April to July 2015.
- SCDC – monthly Planning Policy Update.
- County Cllr Dent – annual County Cllr Report 2014/15.

7.0 Finance:

7.1 Approval of payments: Resolved: that the following payments be approved: **Cheques already signed (25th March 2015)**

Cheque No. 100906, £102.00, Hales Printers, newsletter printing.

Cheque No. 100907, £75.00, Whaddon Village Hall & Recreation Ground Trust, hall hire for meetings.

Cheque No. 100908, £90.00, Mr P E Coningsby, contribution to church yard grass cutting.

There were no cheques to be signed today.

7.2 Presentation of draft accounts to 31st March 2015: the Clerk presented the draft accounts, explained the variations from budget and answered questions. These accounts would form the basis of the Annual Return to 31st March 2015.

7.3 Consideration of reserves and approval for carrying forward specific ring-fenced funds: the Cllrs resolved that the following unspent amounts be ring-fenced and carried forward into 2015/16: £350 for handyman maintenance work (expected to be done 2015), £200 for salt bin for Town Farm Close (awaiting invoice), £200 for WW1 Commemorative Tree/plaque, £500 for balance of WVH&RGT 2014/15 grant (to be claimed early 2015/16) and £500 for a revaluation report for the VH (now expected to be done 2015/16). The Cllrs resolved that £2,000 unspent 2014/15 project monies be put into a ring-fenced reserve for tarmacking the recreation ground car park and that monies previously budgeted for grants to enable new clubs to operate from the Village Hall be reduced to £200 (from £700) and carried forward. After deducting ring-fenced reserves at end of 2014/15, the general reserve would represent approximately 10.5 months' worth of precept (recommended level 3-12 months). Action: the Clerk to update the accounts for the ring-fenced reserves and notify WVH&RGT of the funds set aside for them.

8.0 Planning:

8.1 Noting of approved minutes from Planning Committee Meeting of 23rd February 2015: the minutes were noted by the PC.

8.2 Noting of Planning Committee recommendation re S/0540/15/VC former 132 Meldeth Road, Whaddon, SG8 5RP for approval of reserved matters for access, landscaping, layout and scale in respect of outline planning permission S/2500/11 (variation of Condition 1 of reserved matters content S/0046/13/RM in respect of revisions to

appearance of the two storey dwelling): the PC had recommended approval of the application.

9.0 Public Participation: no members of the public present.

10.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) – update: there were no members of WVH&RGT present. This item was postponed until the next meeting.

11.0 Transparency Code – briefing and noting of requirements: the Clerk gave a briefing on the main points from the Local Audit and Accountability Act 2014 (Transparency Code) and asked the Cllrs to note these. The aim was to improve openness about how PCs had handled public money. More information would be made publicly available and there would be less need for external audit checks. All Parish Councils must have a website and publish certain (mainly financial) information on it from 1st July 2015. PCs with turnover under £25,000 would be exempt from external audit review from the financial year 2017/18 onwards. There would also be changes in the way that auditors were appointed. Action: the Clerk to ensure all information required by the Act was published on the website by 1st July 2015 and to note the changes required for Annual Return purposes going forward.

The Cllrs commented that as it was now essential for all PCs to publish information on their websites by law, that it would be a bigger risk that only one person could update the website.

12.0 Village Upkeep and Maintenance – reporting of issues: no issues were reported.

13.0 Items for next meeting:

- Annual Parish Council Meeting statutory items
- Signing of Annual Report to 31st March 2015

14.0 Date of next meeting - Monday 11th May 2015 (8.00p.m.) Also Annual Parish Meeting Monday 20th April (7.30p.m.).

There being no further business the meeting closed at 8.45p.m.