

# WHADDON PARISH COUNCIL

## PARISH COUNCIL MEETING

### Minutes of the Whaddon Parish Council Meeting

at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY.

on 11<sup>th</sup> September 2023 at 7.30pm

Present:	Chairman	N Strudwick
	Councillors	A Birch, C Hales and D Townsend.
	Parish Clerk	A Bridges
	Members of the Public	Two
	County Councillor	None
	District Councillors	None

- 1. Apologies for Absence** – District Cllr S A Hart, County Cllr S van de Ven, Cllr's Hart, Elbourn and Ginger have all given their apologies.
- 2. Approval of Minutes** – approval and signing of the minutes from the Parish Council Meeting of 10<sup>th</sup> July 2023. These were signed and approved.
- 3. Receiving Declarations of Interest from Councillors on items on the agenda** – none.
- 4. Reports from Clerk and Councillors** – verbal updates about progress on resolutions and actions from previous Parish Council meetings.  
The PC met to discuss the parish plan in August, and this will be discussed further in a future Parish Council meeting.
- 5. Reports from District and County Councillors** – a written report was given.
- 6. Public Participation**  
A member of the public discussed the weeds growing in the pavement along Meldreth Road. They suggested that, if needs be, the Parish Council might consider rectifying this as the County Council have stopped routine weed killing on pavements and roads. Cllr Strudwick confirmed that Cllr Ginger had contacted Highways before he went away to request that this was done, and a letter had been received the same day from Cambridgeshire County Council indicating that it would now be undertaking risk assessments before weed killer is used. It was also confirmed that a review would be undertaken in December as there was no prior consultation. Dr Strudwick indicated he would be contacting CCC the next day to request that such an assessment was done as soon as possible.  
The member of the public thanked the PC for the LHI bid and for the great improvement to Whaddon Gap junction. Item 9 on the agenda was agreed to be discussed at this point, as that member of the public would be leaving shortly.  
**LHI update**  
Cllr Strudwick confirmed that the LHI (local highway initiative) finished two days earlier than planned and it was a great improvement to the safety of the junction within the budget that was raised.  
The member of the public left the meeting at 7.52pm.
- 7. Planning update:**

23/02883/FUL - Demolition of an ancillary outbuilding and erection of a 1.5 storey dwelling, 123 Meldreth Road Whaddon. This was approved by the Planning Committee.

**8. Correspondence:** noting receipt of significant items of correspondence

Scams e bulletin – 31/7/23

CAPALC bulletin – 14/8/23

Cambridgeshire County Council weed killing policy – 11/9/23

**9. LHI update** - this was discussed earlier in the meeting.

**10. Byway 22 update**

Cllr Strudwick also confirmed that the work had been completed on Byway 22 and bollards had been installed to deter wide vehicles.

**11. 'Awkward' items recycling**

The successful blister pack recycling has unfortunately had to be stopped due to the lack of facilities available to process the material left in the bin. In its place, soft plastic items will now be recycled at Tesco and Cllr Strudwick will send an email to all residents explaining the details of the scheme.

**12. Parish Councilor representative for Whaddon Village and Recreation Ground Hall Trust**

Confirmed that Cllr Hales has taken over from Cllr Birch as the PC representative.

**13. Finance to approve:**

**13.1** Staff wages and expenses – £492.61

**13.2** PKF - £252

**13.3** Herts & Cambs Ground Maintenance - £243

**13.4** Handyman wages - £230.58. It has been agreed to separate payments from WVH&RGT.

**Added to payments listed on the agenda:**

- Whaddon News printing - £129
- Grass cutting – £294.

**13.5** To note the external auditors report

The external auditor noted that the AGAR (Annual Governance and Accountability Return) was not fully completed before submission for review. Boxes 8, 9 10 and 11 were not completed (borrowings and long-term investments and assets and Trust funds). Whaddon PC has no trust funds, investments or borrowings and therefore should read N/A.

The external auditor also highlighted that Box 4 should comprise only of payments made in relation to the employment of staff and employment expenses.

All noted.

**13.6** Village Hall and Recreation Ground Trust insurance payment and handyman salary arrangements.

The PC agreed by all to pay the 2021 and 2023 insurance for the village hall, costing £1475.00 for 2021 and £1673.92 for 2023.

It was also confirmed that the handyman's hours for the Trust would now be paid directly by the Trust, rather than the PC and reimbursed at the end of the financial year.

**13.7** Consideration of a grant request from the Melbourn & District Warden Scheme.

It was confirmed by Cllr Strudwick that the PC were unable to fund an individual under S137 regulations, but the PC could choose to donate their annual charitable

money to the scheme. It was agreed that the PC's charitable donation should be increased from £100 to £200 as the amount has not changed in over seven years. It was also agreed that a total of £300 would be contributed to the warden scheme, as the chairman had ascertained that the Palmer Trust may be prepared to fund the extra £100.

**14. Whaddon Village Hall and Recreation Ground Trust update**

Cllr Birch resigned from the Trust at the recent AGM. Cllr Birch was thanked by all of the PC for all her hard work.

**15. Village Upkeep and Maintenance** – Cllr Townsend commented that parking on the grass at Ridgeway Close was continuing.

**16. Items for next meeting** – noting of requests for agenda items. None

**17. End of meeting** – the meeting ended at 8.34pm