

WHADDON PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Whaddon Parish Council Meeting

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

on 13th January at 7.30pm 2025

Present: N Strudwick Chairman (NS), D Townsend Vice Chairman (DT), A Birch (AB), W Elbourn (WE), B Fairclough (BF) and A Culver (Parish Clerk)

Members of the Public – three including J Birch (JB), Chairman of the Village Hall and Recreation Trust, Paul Evans (PE) from Sustainable Whaddon.

County Councillor S van de Ven (SVD)

- 1. Apologies for absence** – Cllr Hart gave her apologies.
- 2. Approval of minutes** – approval and signing of the minutes from the Parish Council meeting of 11th November 2024. These were agreed by all and signed by NS.
- 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 Chairman of the Village Hall and Recreation Ground Trust, Jonathan Birch gave an update to the Parish Council. JB confirmed that they had accepted the quote for 25 solar panels on the roof of the village hall, to be installed in February. £15,000 of the cost was grant funded and the total amount paid by the Trust will be approximately £2,500 after paying a management fee to funding provider.
JB also spoke about the quotes for subsidence which was present in the corner of the village hall. These had been substantial, and JB stated that this was being investigated with the insurance company.
Quotes are also being sought for redecoration of the village hall.
JB left the meeting at 7.45pm
- 5. Reports from District and County Councillors** – NS contacted Bassingbourn Parish Council to discuss the MVAS and is waiting for a response. SVD offered to help put NS in touch with the Chairman to facilitate a meeting.
NS spoke about the meeting at the top of Bridge Street with the school transport bus in November and reported there are several different options being evaluated before it is brought back to the Parish Council.
SVD spoke about her written report which has county wide updates. SVD confirmed that there was no further response from Anglia Water on local difficulties on drainage from high rainfall. This report was shared via email to residents.

6. **Public participation** – none.
7. **Correspondence:** noting receipt of significant items of correspondence – none.
8. **Sustainable Whaddon update** – this agenda item was discussed next in the meeting. PE reported that Pippa Heylings had agreed to open the new telephone kiosk seed exchange on Meldreth Road. Recent activity in the group included bug hotel building on the recreation ground for families at Easter, a recycling talk at the village hall on the 19th February . PE also stated that he had attended the recent SCDC climate action group meeting and had started links with other environmental local groups, who were keen to facilitate joint events such as a clothes swap. PE also spoke about the swift box corridor in Bassingbourn, which has increased the number of swifts significantly by installing swift boxes along Bassingbourn.
9. **Parish Plan review** – AB and BF looked at the numerical evidence of the requests of the parish plan replies. The possibility of investigating allotments was discussed as there 22 expressions of interest for this and it was agreed that AB and BF should look in detail about the numbers of requests for each item in more detail before the next meeting.
PE left the meeting at 8.35pm

10. Finance to approve:

- Staff wages and expenses – confidential
- Handyman - £347.51
- E&E Plumbridge (Whaddon News Printing)- £218
- Church yard grass cut 2024 - £110
- Clerk’s working from home allowance – it was agreed that the Clerk would have the Standard Government tax free rate of £26 per month.
- Chairman’s allowance - £200 for the financial year.
SDV and the member of the public left the meeting 8.52pm

- Discussion and agreement of the 2025/26 precept
The Parish Council agreed that the precept should remain at £19,313.39. All agreed.

11. **Parish Councillor vacancy** – Clerk to chase SCDC for permission to advertise for the co-option vacancy.
12. **Village upkeep and maintenance** – AB commented that the grass verge at the top of Bridge Street has been ruined after the recent building work.
13. **Items for next meeting** – noting of requests for agenda items.

The meeting ended at 9.30pm

WHADDON PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Whaddon Parish Council Meeting

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

on 10th February at 7.30pm 2025

Present: N Strudwick Chairman (NS), J Hart (JH), A Birch (AB),
B Fairclough (BF) and A Culver (Parish Clerk)

County Councillor S van de Ven (SVD), District Councillors SA Hart (SAH) and Jose
Hales (JH)

Members of the Public – two and Paul Evans (PE) from Sustainable Whaddon.

- 1. Apologies for absence** – Cllrs W Elbourn and D Townsend.
- 2. Approval of minutes** – approval and signing of the minutes from the Parish Council meeting of 13th January 2025. It was added to the minutes that SVD had told the meeting that she will not be standing as a Councillor after May. This was requested to be in the minutes. The minutes were then agreed and signed.
- 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.**

NS confirmed that he had met the Chairman from Bassingbourn Parish Council, primarily to discuss the MVAS (Moveable speed activated sign) on the A1198. As concluded before, the original idea to add this to the road had been delayed as a solar powered unit would not hold sufficient power to record the amount of traffic on the road and there was no obvious power source. NS requested that this should be on the March agenda. NS also stated that Bassingbourn Parish Council were investigating redesigning the pedestrian crossing on the A1198 between Cardiff Place and the Barracks.

There was no formal update on the revised BVC bus timetable, and it is hoped to be confirmed soon.

Lastly, NS spoke of the two potential nominations for co-option. It was agreed that this should be done in the next meeting, and that a short summery from both should be given before the co-option in March, describing how they would fit into the Parish Council. It was also suggested by BF that a more formal co-option policy should be discussed and confirmed in a future meeting.

The Annual Parish Meeting was agreed to be on 28th March in the village hall.

- 5. Reports from District and County Councillors** – A written report was supplied and circulated to residents via email. SVDV told the meeting that Bassingbourn’s MVAS had recently recorded a lower average milage of motorists at 48mph along the A1198.

The SCDC four-day week consultation was also discussed and SAH stated that the response should be from the Parish Council, but residents are able to submit their own response. It was agreed that this should be discussed at the March Parish Council meeting, when all the documents had been read.

- 6. Public participation** - A resident introduced himself as recently moved to the village and NS offered him details of the village email system, which all agreed was a good way to keep informed.
- 7. Correspondence: noting receipt of significant items of correspondence** - NS spoke of an email reporting a closure of a footpath, in the field behind Bridge Street, due to a private event to be held in May, as per in 2024.
- 8. Parish Plan review** – BF spoke about the need to look at the raw data for the responses, so that the Parish Council could decide on priorities relating to the given numbers of responses and that this was in progress.
- 9. Sustainable Whaddon update** – PE spoke about the upcoming recycling talk, which was open for all residents to attend on 19th February at the village hall. The group had also decided on a bug hotel building event for families to be held in the May holiday with local materials. A Swift box initiative was also in progress. District Councillor JH recommended that the group should apply for a Community Chest grant, which supports local initiatives which promote the parish.
- 10. SCDC four-day week consultation** – this was discussed above.
- 11. Consideration of a donation to the Melbourn Mobile Warden Scheme** – District Councillor JH stated that SCDC have agreed to fund the scheme for the next ten years and that they will stop asking for Parish Council donations next year. It was suggested by NS and agreed by all that the Parish Council would donate £300 for a charitable donation.

12. Finance to approve:

- Staff wages and expenses – confidential
- Bank reconciliation
- Unity Bank signatories

13. Village upkeep and maintenance –

JH commented that a vehicle had been repeatedly driven over on the grass outside Ridgeway Close leaving large tyre marks.

It was agreed that the verge bank by the village hall needs to be cut back regularly this year, due to large amounts of weeds.

AB spoke about the drainage cover on the grass verge at the top of Bridge Street, which is potentially getting damaged due to the number of cars now driving on the area after the recent building work. NS agreed to contact the Highways Officer to report this.

NS spoke about the recent incident whereby an ambulance drove down the right of way in Dyers Green, Byway 22, to drop off a resident. The ambulance got stuck and was unable to turn around, due to the narrow nature of the track. The Rights of Way officer is dealing with the Ambulance service to update their maps to ensure this does not happen again.

14. Items for next meeting – noting of requests for agenda items: Co-option, MVAS and a Village Hall Trust update

Meeting ended at 8.50pm

WHADDON PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Whaddon Parish Council Meeting

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

on 10th March at 7.30pm 2025

Present: N Strudwick - Chairman (NS), D Townsend – Vice Chairman (DT),
J Hart (JH), A Birch (AB), B Fairclough (BF), W Elbourn (WE) and David Short (DS)
A Culver (Parish Clerk)

Three members of the public
County Councillor S Van de Ven (SVDV)

- 1. Apologies for absence** – none.
- 2. Approval of minutes** – approval and signing of the minutes from the Parish Council meeting of 10th February 2025. These were signed and approved after minor alterations.
- 3. Receiving declarations of interest from councillors on items on the agenda** – none.
- 4. To discuss applicants for co-option to Whaddon Parish Council** – Two residents expressed their interest in joining the Parish Council and applied prior to the meeting. One resident subsequently withdrew their interest, due to work commitments. Therefore, David Short was welcomed to the Parish Council after a unanimous decision to co-opt him to join. DS was welcomed to the Parish Council.
- 5. Reports from Clerk and Councillors – verbal updates about progress on resolutions and actions from previous Parish Council meetings.**
NS, JH and WE signed the Unity Trust Bank form (as existing Parish Councillor signatories), to add DT as a further signatory. This was agreed in the February Parish Council meeting.
The BVC morning bus was confirmed to have now changed its route and now picks up students by the bus stop at the top of Bridge Street, rather than the other side of the road on Church Street. This change was due to the Parish Council highlighting the safety aspect of children crossing the road, on a corner, to wait for their school bus.
- 6. Reports from District and County Councillors** - SVDV gave a written report which was available on the village website. SVDV did highlight that the Anglia Water annual meeting is still outstanding, and she continues to chase for last year's update for agreed changes. The Parish Council discussed witnessing Anglia Water engineers measuring depth of each manhole last autumn.

- 7. Public participation** – a resident asked why SCDC had gone against Government protocol, requiring self builds of new dwellings to adhere to biodiversity net gain policies, as per larger scale developers. This increases the cost substantially. SVDV asked the resident to email her this request, and she would investigate.
- 8. Sustainable Whaddon update** – The group attended their last meeting at the beginning of March. Bat and swift boxes will be put up around the village, starting with the church when appropriate permissions are granted. The bug hotel build, to involve families, will be held on the first bank holiday in May.
The group have agreed to review and personalise the Biodiversity Policy for the Parish Council and will be ready to report back in the summer. Once this is done, the Parish Council will be able to approve this.
- 9. To discuss a co-option policy** – it was agreed to discuss this in the April meeting.
- 10. SCDC four-day week consultation** – It was noted that the Clerk should submit responses to changes that the Parish Council have experienced from the four-day week initiative. BF asked when the four-day week began and SVDV confirmed this started in October 2023. It was felt that it was generally difficult to establish an opinion on this, due to unique cases. However, it was generally agreed that there were no significant differences in the service offered. Clerk to respond to the consultation.
- 11. MVAS update** – NS asked for a volunteer to research the possibilities of a MVAS which can record data for 20,000 cars a day on the A1198, which is not powered by mains electricity. DS offered to take this on.
- 12. Parish Plan** – BF confirmed he has looked through the majority of the Parish Plan, adding numerical evidence to each question asked. Housing was requested to be added to the April agenda.
- 13. Village Hall update** – written update. Solar panels are now installed and fully working. The RoSPA inspection has been done, with no major work needed. The hall will be redecorated in the next few months. The next quiz night will be in May and lastly, the insurance claim for the subsidence in the back of the hall is ongoing.
- 14. Royal Mail delivery difficulties in Whaddon** – NS wrote to the MP, Pippa Haylings, about the lack of deliveries in the village, which had also been reported in Melbourn. Separately, Royal Mail have confirmed they are trying to increase the expected delivery time for first and second-class mail. A resident explained that Royal Mail has stopped paying postmen over time and so any mail not delivered in the time frame allowed, is taken back to the sorting office. NS offered to raise this with the MP again and this was agreed as appropriate.
SVDV and a resident left the meeting at 9.04pm
- 15. Finance to approve:**
 - Staff wages and expenses – confidential
 - Whaddon News Printing - £248These were confirmed and agreed. Clerk to check Chairman's allowance payment.

- 16. Village upkeep and maintenance** – JH requested that the grass should be cut on the recreation, as it was now very long. BF requested that the overhanging bush should also be cut back on the pavement by Town Farm Road.
- 17. Items for next meeting** – noting of requests for agenda items.
Housing needs data from the Parish Plan. Co-option policy.

The meeting ended at 9.15pm

WHADDON PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Whaddon Parish Council Meeting

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

on 14th April at 7.30pm 2025

Present: N Strudwick - Chairman (NS), D Townsend – Vice Chairman (DT),
B Fairclough (BF), J Hart (JH), W Elbourn (WE) and D Short (DS)
A Culver (Parish Clerk)

One member of the public

County Councillor S Van de Ven (SVDV) and District Councillor J Hales (JH)

- 1. Apologies for absence** - A Birch (AB) gave her prior apologies.
- 2. Approval of minutes** – approval and signing of the minutes from the Parish Council meeting of 10th March 2025 Two minor adjustments were made and the minutes were agreed and signed by the Chairman.
- 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.**
NS updated the Parish Council and stated that he had written to the MP Pippa Heylings regarding the delayed Royal Mail deliveries but had not received a response. The Parish Council agreed that Whaddon was receiving more frequent deliveries once again.
- 5. Reports from District and County Councillors** – a written report was supplied and sent to residents via the village email system.
WE spoke of a break in of an outbuilding, taking large amounts of expensive tools, with a delayed and inadequate Police response. SVD agreed that rural crime is a large problem in the area and residents should expect a quick response to anything they have reported. SVD offered to raise this at the next joint meeting with the local representatives from the emergency services.
SVD confirmed that Anglia Water is no longer responding to communication and that previous resolutions from previous meetings have not been fulfilled.
- 6. Public participation** – none.
- 7. Sustainable Whaddon update** – There will be an update at the Annual Parish Meeting.
- 8. To discuss a co-option policy** – BF suggested that nominations could be anonymised before the meeting to avoid any prejudice, which may be felt as Whaddon was a smaller parish. WE felt that as potential new councillors would be present at the co-option meeting, this would not be relevant. AB felt that BF's approach would be beneficial in larger parishes. SVD stated that elections for

Parish Council are not anonymised. It was suggested that the Clerk should draft a further and more simple policy to be agreed at the next meeting, as it was felt that the policy suggested was too complicated

9. MVAS update – DS confirmed he had spoken to Bassingbourn Parish Council, who plan to use a battery operated MVAS.

10. Finance to approve:

- Staff wages and expenses – confidential
- Handyman wages and expenses - £91.19
- Grass cut - £102
- Website domain (Catalyst2) - £95.98
- Handyman salary – The Clerk confirmed that the hourly rate had not been increased in the last 12 months. DS proposed £15 an hour. This was agreed by all.

The Clerk left the meeting at 8.35pm and the remaining minutes were taken by DT.

SVD and JH left the meeting. SVD was thanked for her hard work and commitment to Whaddon as this would be the last Parish Council meeting she would attend before she stood down from her role as County Councillor.

11. Parish Plan – housing needs. BF spoke about the Housing survey in the parish plan and reported that 58% of responses wanted 5 or more houses to be built.

Currently there is no option for no extra houses to be built.

BF looked at the Morden's affordable housing as a comparison and it was agreed that a more specific survey should be completed. This will highlight the types of need felt appropriate by residents.

The issue of reduced carbon emissions in new builds was also discussed as 75% of respondents in the parish plan wanted to see this incorporated. BF explained that building regulation policy stipulates this as standard and BF agreed to confirm with the author of the Parish Plan that this was an adequate resolution.

12. Village Hall update - none

13. Village upkeep and maintenance

The Parish Council spoke about the correspondence from residents concerning the overhanging trees towards the end of Bridge Street. It was agreed that it needs to be established who owns the trees and on whose land they are planted on.

JH agreed to investigate one of the trees adjacent to the recreation ground with the tree officer as there are signs of Honey fungus.

Clerk to contact the grass contractor about the width of the hedge on Church street that needs cutting as a safety priority.

14. Items for next meeting – noting of requests for agenda items – none.

WHADDON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting

Whaddon Village Hall on 12th May at 7.30pm 2025

Present: - D Townsend (DT), B Fairclough (BF), J Hart (JH), W Elbourn (WE,) N Strudwick (NS) and D Short (DS)
A Culver (Parish Clerk)
One member of the public

1. **Election of the Chair of the Parish Council** – WE was nominated by JH and this was seconded by DT. WE to be Chair of the Parish Council.
2. **Election of the Vice-Chair of the Parish Council** – DT was nominated by AB, seconded by JH to remain as Vice-Chair of the Parish Council.
3. **Apologies for Absence** - N Strudwick (NS)
4. **Receiving Declarations of Interest from Councillors on items on the agenda**
5. **Approval of Minutes** – to resolve that the minutes from the Parish Council Meeting of 14th April 2025 are a correct record. These were agreed and signed.
6. **Reports from Clerk and Councillors** – to receive updates about progress on resolutions and actions from previous Parish Council meetings.
The overgrown trees at the top of Bridge Street were discussed and a member of the public (tree officer for the Parish Council) confirmed that they belong to Highways. JH offered to discuss options for reducing their size with Highways.
7. **Public participation** – A replacement war memorial plaque on Ridgeway Close has been damaged and it was agreed that the Clerk should arrange a replacement.
8. **Reports from District and County Councillors** – none.
9. **Arrangements for Planning Committee** - nominations to the Planning Committee: JH, WE, AB and DS to be on the Planning Committee. Meetings were agreed to continue to be held outside the main Parish Council meeting.
10. **Review of Parish Council Standing Orders** – These were reviewed and agreed.
11. **Review of Financial Regulations** – These were approved and agreed.
12. **Review of Parish Council representation or work with external bodies and arrangements for reporting back:** (a) Whaddon Village Hall & Recreation Ground Trust. A discussion on the number of representatives that the Parish Council should have for the Trust and it was felt that one should be sufficient. It was agreed that Jonathan Birch should continue reporting back to the Parish Council, as this is a useful link. Clerk to let the Village Hall Trust to be aware that another position on their Trust would therefore be made available.
13. **Review and confirmation of insurance cover** – The Clerk informed the meeting that they are insured by Zurich and the renewal is on the payments list for the month. The Clerk to get a copy of the Village Hall insurance from the Trust.
14. **Review of Parish Council's and/or Clerks memberships of other bodies** – The Clerk stated that the Parish Council are members with the SLCC and CAPALC.
15. **Review of assets** – Clerk to send a copy of assets to the Parish Council.
16. **Review of Parish Council's Procedures:**
 - a. Complaints Procedure
 - b. Requests under Freedom of Information Act 2000

- c. Data Protection Policy
 - d. Dealing with the Press/Media
 - e. Code of Conduct. These were all approved with no changes.
 - f. Co-option policy – Clerk to draft a simpler policy to be reviewed at a later date.
 - g. Review of the Council’s expenditure incurred under s.137 of the Local Government Act 1972 – none.
- 17. Setting dates, times and place of ordinary meetings of the full Parish Council for 2025/26** – Meetings to remain on the second Monday of the month at 7.30pm except August and December.
- 18. Finance and Annual Return:**
- 18.1** Approval of payments to be signed today-
 - Staff wages and expenses - £21.32 for APM refreshments.
 - Herts & Cambs Ground Maintenance £594
 - Zurich insurance - £361.56
 - 18.2** **To review and approve Section 1 ‘Annual Governance Statement 2024/25’ of the Annual Governance and Accountability Return.**
To review and approve Section 2 ‘Accounting Statements 2024/25’ of the Annual Governance and Accountability Return – these were both signed and approved. The variance between the previous years expenditure and this years was due to the LHI funds.
- 19. Discussion to identify future projects for the Parish Council** –It was agreed that the Clerk should obtain quotes for new noticeboards, as two of them needed replacement.
- 20. Village plan update** – no formal updates.
- 21. Village upkeep and maintenance** – none.

The meeting ended at 9pm

Whaddon Parish Council Minutes

9th June 2025 at 7.30pm

Location: Whaddon Village Hall

Present: District Councillors J Hales & SA Hart

D Townsend - Chairman(DT), N Strudwick (NS), J Hart (JH), B Fairclough (BF), D Short (DS)

Clerk: A Culver

1. Apologies for absence - apologies from council members unable to attend. Cllr Elbourn gave his prior apologies.

2. Approval of minutes – approval and signing of the minutes from the Parish Council meeting of 12th May 2025. These were signed and approved by DT.

3. Declaration of interests - Members to declare any personal or prejudicial interests in agenda items. None.

4. Matters arising from previous minutes - Updates on actions and decisions from the last meeting.

The Clerk informed the Parish Council that Cambridgeshire County Council had confirmed that they are fully responsible for trees on Bridge Street and will reduce them in size so that they do not overhang the road.

SCDC contacted the Clerk to investigate the land behind Ridgeway Close, which was cleared of weeds without their knowledge. DT said she had spoken to nearby residents who witnessed a contractor on the site and concluded that UK Power Networks may have done the work, as there is power substation on this site which requires access. The Parish Council spoke of the possible future use for the land and felt that tall trees and asbestos would both have to be removed should the area be used for allotments.

5. Public participation

- Opportunity for residents to raise concerns or ask questions about local issues.

No members of the public present.

6. County and District Councillor reports – District Councillor SA discussed her written report which was circulated to the Parish Council. This highlighted local issues such as Cambridgeshire County Council low-income family tracker, which aims to identify households who are not claiming their full benefits. Cllr SA Hart reminded the Parish Council that the newly elected County Councillor A Bostanci has asked to meet with the Chairman and Vice Chairman of Whaddon Parish Council to look at ongoing issues and areas of need for residents. Clerk to email all.

7. Planning applications - Review and discussion of planning applications and decisions. **25/01830/HFUL** - Single storey side and rear extension, garage front and side extension. Solar panels to the front roof elevation and internal alterations. 119 Meldreth Road Whaddon. JH informed the meeting that this was felt to be a modest extension, and it was approved by the Planning Committee.

8. Approval of payments - Consideration and approval of outstanding payments. These were approved by all.

Herts and Cambs grounds maintenance	£390/£102
E E Plumbridge Whaddon News print	£298
Zurich insurance	£361.56
Internal auditor for AGAR	£100

9. Parish maintenance - Updates on maintenance works, including roads, footpaths, and public spaces. BF asked if the contractor was able to cut the hedge back by Town Farm Close as he had requested this for several months. The Clerk confirmed that she had asked the contractor and would remind them again, although it is their peak season for grass cutting. DT agreed that the work needed to be carried out as the footpath was too narrow.

10. Correspondence - Review and discussion of correspondence received since the last meeting. None.

11. Parish Plan update – BF spoke of the recommendations that came out as higher priority for Whaddon residents in the Parish Plan. The majority (63%) wanted the speed of traffic to be reduced. The Parish Council discussed the possibility of applying for a 20mph speed limit though Whaddon and NS reminded the meeting that this was discussed by the Parish Council in the last three years, when it was first introduced by Cambridgeshire County Council and it was felt to be unsuitable partly due to spread out nature of the village.

It was agreed that the Parish Council should contact the MVAS (mobile vehicle activated sign) co-ordinator to request the monthly data to compare speeds, giving the Parish Council statistics on the rate that vehicles pass through the village.

BF also spoke of the 40% of residents who stated that they would use a cycle/walking path to Meldreth and Melbourn on a weekly basis. DT stated that Whaddon ends before the old Eternit site, meaning the vast majority of this would be in Meldreth. It was agreed that this should be discussed Cllr Bostanci as it would be beneficial for residents in Burtons in Meldreth.

12. MVAS update – DS gave the Parish Council information on a possible MVAS for the A1198, which was able to measure the speed of a high number of cars per day, without being mains operated. DS agreed to send this information to the Parish Council to consider.

Clerk to get quotes for village MVAS and to ask Highways for permission to put a mast by New Farm, to install the MVAS.

13. Date of next meeting – July 14th.

The meeting ended 8.36pm

Whaddon Parish Council Minutes

14th July 2025 at 7.30pm

Location: Whaddon Village Hall

Present: W Elbourn (WE), Chairman, D Townsend (DT), Vice Chairman,
N Strudwick (NS), B Fairclough (BF) & A Birch (AB)

District Councillor J Hales & A Bostanci (County Councillor)

Russell Moore - Cambridgeshire ACRE

Paul Evans - Substantiable Whaddon

Jonathan Birch - Chairman of Whaddon Village Hall & Recreational Ground Trust

Clerk: A Culver

1. Apologies for absence - apologies from council members unable to attend. SA Hart (District Councilor), D Short and J Hart gave their apologies.

2. Approval of minutes – approval and signing of the minutes from the Parish Council meeting of 9th June 2025. These were agreed by all and signed by WE.

3. Declaration of interests - Members to declare any personal or prejudicial interests in agenda items. None

4. Presentation from Cambridgeshire ACRE on affordable housing. Mr Moore gave a presentation on affordable housing and housing surveys to ascertain need in rural areas, with a question and answer session afterwards.

5. Matters arising from previous minutes - Updates on actions and decisions from the last meeting.

The Clerk had informed SCDC about the Parish Councils' view that the area of land behind Ridgeway Close was unsuitable for allotments.

6. Public participation - Opportunity for residents to raise concerns or ask questions about local issues. None.

7. County and District Councillor reports

Cllr Bostanci introduced himself as the new County Councilor for the parish and explained that he was a local resident who had been on Meldreth Parish Council for a number of years. Cllr Bostanci was welcomed to the meeting.

District Councillor J Hales spoke about the local government reorganisation survey, which asks for opinions on future structure of local government, as county, city, and district councils in Cambridgeshire and Peterborough will be replaced with unitary councils. This will take place from April 2028.

8. To discuss a grant application from Sustainable Whaddon Swift for Swift boxes

Paul Evans spoke about neighboring villages successfully creating a swift 'highway', by installing numerous boxes in each parish. He explained that the grant request for £500 will be spent on buying materials to make boxes for swifts and bats.

This grant was approved by the Parish Council and Sustainable Whaddon will send invoices for up to £500 to the Clerk, rather than have transferred funds as there is no central bank account for the organisation.

9. Planning applications - Review and discussion of planning applications and decisions.

25/02360/HFUL - Demolition of garage. Single storey front, side rear extension to form a residential annexe ancillary to the main dwelling. 144 Meldreth Road, Whaddon.

This was approved by the Parish Council.

10. Approval of payments - Consideration and approval of outstanding payments.

The Clerk stated that two further invoices were added to payments - £106 for grass cutting and £249.60 to SCDC for collecting the dog waste bin.

Herts and Cambs grounds maintenance - grass cutting	£852
N Strudwick – Chairmans Allowance	£100
Staff wages	Confidential

11. To consider quotes for new noticeboards

WE suggested that he would contact Steve Conningsby for a quote to make two noticeboards locally, before the Parish Council would look at buying them commercially. This was agreed by all.

12. Parish maintenance - Updates on maintenance works, including roads, footpaths, and public spaces.

The Clerk to request once again that the hedge should be cut alongside Town Farm Close by the contractor.

13. Correspondence - Review and discussion of correspondence received since the last meeting.

The Parish Council discussed Royal Mail’s written response to reduced postal days in Whaddon. This stated that mail deliveries were as normal, but the Parish Council felt that the service was still reduced. It was agreed that councilors should keep a tally on deliveries.

14. To consider a Parish Council social media account

It was felt that the Parish Council should look at setting up a .gov email address for councilors’ emails and it was felt that this should be the main method of communication.

Jonathan Birch (Chairman of Whaddon Village Hall & Recreational Ground Trust) entered the meeting at 9pm.

15. Whaddon Village Hall and Recreation Ground Trust update

Mr Birch spoke firstly of the very successful village fete over the previous weekend.

Mr Birch explained that maintenance work needed to be undertaken on the Village Hall and garage. He stated that roof tiles were missing from the garage and work was

required on the corner of the Village Hall, which was not covered by insurance. This was estimated to be approximately £9,000 in quotes obtained. Mr Birch felt that this expense could be split 50/50 between the Parish Council and the Trust and WE agreed that as the landlords, the Parish Council had some responsibility to ensure that the property is kept in good structural condition. It was agreed that this should be discussed at the next Parish Council meeting and the Clerk suggested to Mr Birch that invoices for work should be shared to give a full understanding of the future work.

The meeting ended at 9.26pm

Whaddon Parish Council Minutes

8th September 25 at 7.30pm

Location: Whaddon Village Hall

Present: W Elbourn – Chairman (WE), D Townsend – Vice Chairman (DT), J Hart (JH), B Fairclough (BF), D Short (DS)

1. Apologies for absence - apologies from council members unable to attend. Angela Culver and Nigel Strudwick gave their apologies.

2. Approval of minutes – approval and signing of the minutes from the Parish Council meeting of 14th July 2025. These were approved and signed by WE.

3. Declaration of interests - Members to declare any personal or prejudicial interests in agenda items. None

4. Matters arising from previous minutes - Updates on actions and decisions from the last meeting.

1. Further clarification for minutes of Housing needs following July's meeting - AC
2. Speed Cameras – Update re quotes AC
3. Notice boards – WE to chase

5. Public participation - Opportunity for residents to raise concerns or ask questions about local issues

A resident thanked the PC for renewing the plaque to commemorate WW2.

A resident suggested that the PC write back to Highways (Cambridgeshire County Council) regarding the cutting the trees down Bridge Street, stating their responsibility in the future.

It was also highlighted an issue with mud on the road had an impact on a resident with mobility aids. This was due to a contractor at a local farm.

6. County and District Councillor reports

County Councillor Bostanci discussed the engagement survey regarding Local government reorganisation. He also discussed the possible construction of a bridge over the A505 (Ivy Farm Bridge) connecting Bassingbourn to Royston. Councillor Bostanci will forward letter template to owners of bridge as letters are being written to the landowner by hopeful users.

7. Planning applications - Review and discussion of planning applications and decisions. None.

8. To discuss Parish Council email accounts. It was agreed that the Parish Council needed to use official email addresses.

9. Approval of payments - Consideration and approval of outstanding payments.

There was a query over the cost of hedge cutting along Town Green Farm, as it was felt it was still not enough of a path. Suggestion regarding contacting homes which have a boundary on the path. Query over whose responsibility the hedges are.

Herts and Cambs grounds maintenance - grass cutting	Rec cut x3 - £306 Verge cut - £288 Cut hedges back along path from the golf course - £168
E & E Plumridge (Whaddon News print)	Spring 2025 - £248 Summer 2025 - £323
Staff wages	Confidential

10. Whaddon Village Hall and Recreation Ground Trust update – to consider quotes for restoring the Village Hall

Veranda and Garage – G. Hyland Builders have been given the work for the veranda and Garage. The Village Hall Trust and Parish Council agreed they would pay 50/50 of the invoice which was £13,000.

11. Parish maintenance - Updates on maintenance works, including roads, footpaths, and public spaces. None.

Whaddon Parish Council Minutes

13th October 2025 at 7.30pm

Location: Whaddon Village Hall

Present: W Elbourn – Chairman (WE), D Townsend – Vice Chairman (DT), B Fairclough (BF), D Short (DS)

County Councillor A Bostanci and District Councillor SA Hart

1. Apologies for absence - apologies from council members unable to attend. Councillors J Hart, N Strudwick and A Birch all gave their prior apologies.

2. Approval of minutes – approval and signing of the minutes from the Parish Council meeting of 8th September 2025. These were approved by all and signed by WE.

3. Declaration of interests - Members to declare any personal or prejudicial interests in agenda items. None

4. Matters arising from previous minutes - Updates on actions and decisions from the last meeting.

The Clerk stated that Cambridgeshire County Councillor had responded regarding the overgrown hedge by Town Farm Close stating it was the responsibility of the landowner. DS to speak to Shires Tree Surgery, regarding cutting back the hedge by Town Farm Close.

5. Public participation - Opportunity for residents to raise concerns or ask questions about local issues

A member of the public spoke about Bridge Street junction. DT spoke about traffic from Bumpkins Nursery turning out to the road, causing possible problems as motorists do not always look into Bridge Street for oncoming traffic. Clerk to write to Bumpkins to request that parents are reminded of this junction and to suggest a white line is painted at the top of Bumpkins and a stop sign.

The member of the public also spoke about parking on pavements blocking pedestrians way. This was felt especially relevant for contractors. Clerk to write on village email.

Lastly, the member of public discussed their concerns about affordable housing in any future homes that may be built locally, and that there needed to be a clause on any future developments to remain as

affordable housing. The Parish Council agreed with this sentiment, but it was questioned how much influence they would have.

Resident left the meeting at 7.47pm

6. County and District Councillor reports

District Councillor SA Hart spoke about the local government restructure consultation and that this was in process. All are encouraged to submit their views.

County Councillor A Bostanci reminded the Parish Council that residents and especially young people are encouraged to write letters expressing support for opening Ivy Bridge for public use, so that there is a safe access point between Royston and Littlington and Bassingbourn. Clerk to email residents to inform them of this.

7. Planning applications - Review and discussion of planning applications and decisions.

No updates. Clerk to schedule a Planning Committee meeting for new application.

8. To discuss safety concerns on the junction at Bridge Street

This was discussed above.

9. Parish Plan – to discuss a housing needs survey

The Parish Council discussed the merits of conducting a housing needs survey, what this would involve, who would do this and how the results would be analysed and used. It was agreed that more information was needed at this stage as it was felt that a questionnaire would have to be carefully conducted to ensure that the process was neutral and the results were not biased.

10. Finance – Progress against budget and bank reconciliation.

Approval of payments:

Herts and Cambs grounds maintenance - grass cutting	Rec cut £102
CALPAC – membership and DPO scheme	£345.23
Staff wages	Confidential
P Evans – Swift Box material reimbursement	£125
W Elbourn – Chairman allowance April 25-March 26	£200

11. Whaddon Village Hall and Recreation Ground Trust update

DS planted wildflower by bug hotel

The meeting ended at 8.45pm

Whaddon Parish Council Minutes

10th November 2025 at 7.30pm

Location: Whaddon Village Hall

Present: W Elbourn – Chairman (WE), D Townsend – Vice Chairman (DT), N Strudwick (NS), J Hart (JH), B Fairclough (BF) and D Short (DS)

County Councillor A Bostanci.

Parish Clerk – A Culver

1. Apologies for absence - apologies from council members unable to attend - District Councillor's SA Hart and J Hales gave their apologies.

2. Approval of minutes – approval and signing of the minutes from the Parish Council meeting of 13th October 2025. These were agreed and signed by WE.

3. Declaration of interests - Members to declare any personal or prejudicial interests in agenda items. None.

4. Matters arising from previous minutes - Updates on actions and decisions from the last meeting.

The Clerk reported that Bumpkins Nursey responded quickly and positively to the email from the Clerk asking for additional measures, such as a stop sign, to be installed at the Bridge Street/Bumpkins nursery junction, to improve safety awareness.

5. Public participation - Opportunity for residents to raise concerns or ask questions about local issues. None.

6. County and District Councillor reports.

County Councillor Bostanci spoke of the plans to upgrade Shepreth railway crossing by installing a double barrier, which is regarded as safer. NS spoke of a petition against this upgrade due to the excess waiting time and this for road users, and that this was previously not felt busy enough to warrant this change. It was agreed that NS would send details of this and an online petition on the village email.

County Councillor Bostanci also stated that more letters from younger residents supporting opening Ivy Bridge, a connection between Royston and Kneesworth were needed.

The Parish Council agreed that one larger tree should be ordered for the yearly six free trees incentive from SCambs.

7. To discuss a pedestrian point for crossing A1198 at Barrack's entrance.

DS spoke about the LHI bid from Bassingbourn Parish Council which has requested installing a pedestrian crossing from the Barracks to Cardiff Place to help residents cross more safely. The Parish Council discussed financially contributing to this if there are any future requests from Bassingbourn Parish Council.

8. Planning Committee Terms of Reference

It was agreed that JH would become Chairman of the Planning Committee.

9. To discuss a grant application from the Village Hall Trust regarding groundwork repair.

The Parish Council agreed to pay fifty percent of the invoice which totalled at £1,950.

10. To discuss introducing official email addresses for the Parish Council

It was agreed that the Parish Council email address should be a .gov.uk email address and that further research should be done on obtaining a more cost-efficient way of doing this.

11. Finance – To agree a precept meeting date. This was agreed to be on 15th December at 7.30pm.

The Clerk stated that £25.99 to reimburse Loretta Day (plants on Bridge Street Spring) had been added to the payments to be approved.

12. To discuss quotes for an MVAS - The quotes for the MVAS were discussed. It was agreed to order one MVAS for the village from Elan City at £2,500 plus VAT.

13. To discuss the Parish Council supporting a Housing Survey

The Parish Council discussed the objectives of a housing survey and what they aimed to achieve. It was agreed that a preliminary survey should go to residents to establish if there is a need for affordable housing before Cambridgeshire ACRE is considered. WE and AC to design a flyer to go with the Whaddon News asking residents if they are in favour of affordable housing.

14. Whaddon Village Hall and Recreation Ground Trust update

Jonathon Birch (Chairman of the VH&RGT) confirmed that the veranda has been completed with the new roof installed and the new garage door has been ordered. The VH has no internet

connection at present, and a new provider was being investigated. Complaints about cars being parked in the village hall overnight.

The meeting ended at 9.05pm