
**WOOLLEY HILL WIND FARM
COMMUNITY LIAISON GROUP**

Minutes of the Meeting held on Tuesday 13th November 2012

In attendance:

Cllr Grahame Leach (Spaldwick) - **GL**
Cllr Bernard Plummer OBE (Chair, Spaldwick) - **BP**
Cllr Jeremy Adams (Alconbury) - **JA**
Cllr Vick Fayers-Hallin (Alconbury) - **VF**
Cllr Keith Baker (Huntingdonshire) - **KB**
Cllr Jill Elliott (Ellington) - **JE**
Cllr Mark Chapman (Ellington) - **MC**
Rosemary Massey (Clerk, Barham and Woolley) - **RM**
Cllr Viv McGuire (Cambridgeshire County Council) - **VM**
Jon Knight (RES) - **JK**
Alison Jones (RES) - **AJ**
Phil Briscoe (Chair, Bellenden) - **PB**
George Saliagopoulos (Bellenden) - **GS**

Date: 15th November 2012 - 7pm

Venue: Ellington Village Hall

Apologies: Cllr Jane Baker (Alconbury Weston)
Cllr Peter Harrison (Barham and Woolley)
Mr Shailesh Vara MP (North West Cambridgeshire)

1. Welcome and Introduction

The Chair, PB, welcomed the group to the Woolley Hill wind farm CLG and asked the group to introduce themselves.

2. Apologies for Absence

Apologies were received for Cllr Jane Baker, Cllr Peter Harrison and Shailesh Vara MP.

3. Approval of the Minutes of Last Meeting

The Chair explained that the last meeting of the CLG took place on 6th April 2011 and asked the group if there were any amendments to the minutes. The group was happy to confirm the minutes of the previous meeting.

4. Review of CLG Terms of Reference

The Chair ran through the Terms of Reference (ToR), summarising the purpose of the CLG as an information-gathering exercise and a conduit for cooperation.

The Chair then asked if there were any suggestions for additional members to the group. It was suggested that Alconbury Weston Parish Council should be added to the ToR as it was currently absent from the list and PB confirmed this was an oversight. It was subsequently agreed that Alconbury Weston would be added.

RM suggested that Tony Massey and Norman Grundy be invited from Barham and Woolley PC as it was not guaranteed that she would be able to attend all meetings.

A representative from WHAG (John Simmonds) had also requested to be included on the CLG. All agreed to invite Tony Massey, Norman Grundy and John Simmonds to join the Group.

5. Election of CLG Chairman

The Chair explained that RES is keen to facilitate resident-led meetings so would like to encourage the nomination of a local person as CLG Chair. He pointed out that Ewan Raynor had previously chaired the CLG but, due to his retirement from the parish council, is no longer able to fulfil this role.

PB asked if there were any volunteers for the Chair position. JE volunteered to take over as Chairman at the next meeting. It was unanimously agreed that JE would assume the position of Chair at the next meeting.

AJ asked the members whether they would like to join RES in sending a letter of thanks to Ewan for his services as Chair up to this point. All agreed that RES should draft a letter for circulation to the members for approval.

6. Woolley Hill Project Update and Timeline

JK gave the project update, explaining that RES would be discharging a number of planning conditions over the next few months to enable the wind farm to progress to the construction phase. JK went on to explain that relevant information would be put up on the project website (<http://www.woolleyhill.co.uk/>) and details would also be sent out to statutory consultees, and if relevant then also parish councils, by the Huntingdonshire Council planning officer.

JK explained that the construction phase is likely to start in April 2013. Preparatory works will include the construction of a new bridge across Ellington Brook and the

laying of an underground power line to connect the wind farm to Perry substation (south side of Grafham Water). It is anticipated that the turbine deliveries would commence in January 2014.

JK asked if there were any questions. MC asked JK if RES had discharged all planning conditions. JK replied that this process was still ongoing and that documents such as the traffic management plan would be shared with the CLG when finalised and details would also be posted on the Woolley Hill website.

BP asked about the project website and accessibility. JK pointed out that the website was <http://www.woolleyhill.co.uk/> and said that RES would welcome suggestions for how to improve the website.

One member asked about information updates i.e. circulation and points of contact. GS and PB handed out update briefing sheets. One member pointed out that Grafham had been named incorrectly as 'Grantham'. AJ stated that this would be corrected.

GL asked about the 'Update on Woolley Hill Wind Farm' sheet and how it would be distributed. He stated that there would need to be a contact for each parish council.

AJ stated that she would circulate a list of the contacts after the meeting.

VM asked about broadband provision. JK stated that UK Power Networks (UKPN) are responsible for the grid connection works but assured her that RES would explore what the possibilities might be, for example it may be possible for UKPN to lay an extra conduit in the power line trench which can take broadband cables.

MC asked for a clarification of the community fund figure of £18,400 per annum stated in the briefing sheet. JK said that this would depend entirely on the installed capacity of the selected turbines. AJ added that RES will confirm once the turbine contract was in place, which should happen in the next few weeks.

AJ subsequently gave a brief update as to how the community fund would be administered. She stated that the Cambridgeshire Community Foundation (CCF) would be brought in as an independent fund administrator, though stressed that their role as "*administration, not decision-makers.*" She added that RES were hoping to bring CCF Chief Executive, Jane Darlington, to the next meeting, to give a presentation on their role.

AJ stated that through the CLG, RES would seek nominations for members for the fund panel.

AJ finished by stating that Jane will talk members through the detail in greater depth at the next meeting.

7. Parish and Community Updates

The Chair asked for ideas as to how to publish details and updates. JE recommended that any updates in Ellington can go via the Ellington Express parish newsletter. Alconbury and Spaldwick also have suitable parish publications, although frequency may not always allow CLG meeting details to appear in a timely fashion.

It was agreed that all updates would go via the relevant parish council clerks electronically or via the post for inclusion in parish publications and on parish websites.

8. Future Meeting Dates and Topics

The Chair moved the motion that the Cambridgeshire Community Foundation representative, Jane, would attend the next meeting. All agreed.

RM suggested moving the next meeting closer to the construction date. JK agreed, adding that it was important to have regular updates during the pre-construction period.

PB suggested that the next meeting take place in February 2013 and the CLG agreed that Tues 12th February would be a suitable date. AJ advised she would check with Jane at CCF to ensure she would also be able to attend.

9. Public Questions

As this meeting was called to cover procedural matters, no members of the public were present.

10. Any Other Business

The Chair asked if there were any more questions. VM stated that she wasn't entirely familiar with the area in which the wind farm is due to be built and enquired as to whether a site visit would hold any merit. JN replied that RES could arrange a visit if enough members of the CLG were interested. The members concurred that a site visit would be useful.

JK asked for suggestions for dates. It was agreed that site visits would take place on Tuesday 20th November and Tuesday 27 November, both at 10 am.

The meeting ended at 7.45 pm.



Action	Completion Date	Responsibility
Circulate draft letter of thanks to Ewan Raynor on behalf of CLG	ASAP	RES
Add updated Terms of Reference to project website	ASAP	RES
Advise RES of contact details for T Massey/N Grundy	ASAP	RM
Arrange site visits for CLG members	27.11.12	RES
Circulate draft meeting notes to CLG members	3.12.12	Bellenden
Circulate briefing note and PR for parish newsletters	4.12.12	Bellenden/RES
Invite new members to join CLG at next meeting	31.12.12	Bellenden/RES
Invite Jane Darlington, CCF to next meeting	31.12.12	RES
Add confirmed minutes to project website	Ongoing	RES