

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 8th July 2024 at 7.30pm

Present: Chair Cllr J Kirkpatrick, Vice-Chair Cllr J Dix, Cllr L Chapman, Cllr M Wilson & 4 members of the public

Apologies: CBC Cllr T Wye, Cllr A Ewens, CBC Cllr A Zerny, C Dear (clerk)

Open Forum: None

Ethics and Standards Code: None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 3rd June 2024, having been previously circulated, were approved and signed by the Chairman.

Chairman's Report

Actions since last meeting:

1. Liaised with CBC councillors regarding site access at the proposed allotment site.
2. Requested update on Brook Farm development
3. Liaised with CBC regarding road damage caused by road sweeper
4. Liaised with CBC regarding brickwork damage at brook culvert at bottom of Church Lane (follow-up needed)

Clerk's Report

- Forwarded relevant emails including parish crime statistics to Parish Councillors and dealt with general queries.
- Completed agenda, budget and financial statement for July's meeting.
- Reconciled bank statement with income and expenditure and transferred £5,500 to cover June & July's outgoings.
- SAGE – transactions added to end of June.
- Updated parish website with copy of draft minutes and agenda
- Completed weekly checks of defibrillator/housing in Wrestlingworth with no issues to date.
- Resident of Cockayne Hatley checked defibrillator in Cockayne Hatley with no issues to date.
- Updated PC's copy of the electoral register
- Sent planning applications to Councillors.
- Completed AGAR for 2023/24 and sent with supporting documentation to external auditor.
- Collected requests from parishioners regarding allotments – currently 8 to date.
- Asked tree surgeon for a quote for works to trees in Wrestlingworth – meeting planned for 12 July.
- Liaised with grass cutting contractor and owners of car parked in area leading to amenity field

- Asked Steve Brown to go ahead with repairs to churchyard wall
- Forwarded email from Pulloxhill PC regarding Nature Reserve to chair of PWWG
- Thanked resident for cutting back of hedge in Church Lane
- Completed VAT return

PLAY AREA – Cllr Chapman informed the Council that she had:

- Inspected playground and emptied bins on a regular basis
- Litter picking
- Completed overview of the play equipment and area
- Clearing debris (broken branches/twigs etc)
- Liaising with fellow counsellors regarding tree planting on green at Braggs Lane junction
- Considering ROSPA report for discussion at meeting. **ACTION JK** to print off report ahead of walkaround review of findings. **ACTION JK** to confirm when zip wire was last serviced. **ACTION ALL** to review report and provide feedback.

MILLENNIUM GARDEN AND BROOK MAINTENANCE

There was follow up discussion on the brickwork that has shifted at one of the brook culverts, located on the High St at the bottom of the one-way section of Church Lane. There is a large tree growing out of the brook at this point, although on inspection it is not clear if that is causing the problem. Cllr Kirkpatrick noted he did have an action from the previous meeting to speak with CBC on the matter and to include images of the damage.

HIGHWAYS – Cllr Dix informed the Council of the following:

Reported to 'Fix My Street' the potholes in Victoria Close, after a parishioner had raised this as an issue. I have been advised that this has now been fixed.

I met with CBC Cllr Tracey Wye to discuss the issues with parking along the High Street. Tracey took several photos and witnessed first-hand a car trying to reverse out of their drive between the parked cars. She also witnessed cars turning right out of Church Lane and having to drive on the wrong side of the street, due to the parked cars, along with a farm vehicle coming through the village at speed and passing through where the road narrows at the end of Butchers Lane. Tracey wrote to CBC and the Highways officer, the response is as follows:

Officers are aware of concerns around speeding in Wrestlingworth and undertook surveys earlier in the year to determine the level of compliance with the speed limit. Equipment located just north of the location in question showed that vehicle speeds were low compared to the stated 30mph speed limit, with less than 2% of all vehicles travelling over the stated speed limit.

Regarding parking restrictions, we do have to consider and consider that parked vehicles act as a natural form of traffic calming, so there is a good chance that their presence serves to keep speeds compliant to the levels seen in the survey results mentioned above. Removing parked vehicles from the location through introducing waiting restrictions could potentially have a negative effect on vehicle speeds, and therefore the safety of highway users. Restrictions also don't remove the demand for parking, so those that currently seek parking in this location would simply move elsewhere nearby, so we would have to ensure we're not simply creating another problem by having them park somewhere less appropriate.

It is important that we take a holistic view on highway improvements in the area and make sure that any proposals are consistent and complimentary with the other works being progressed. As a result, we cannot give a firm answer to your request for waiting restrictions on High Street, Wrestlingworth, at this time. However, we will ensure they are considered as a possibility within the design of the raised junction between High Street and Potton Road.

I have asked the team to keep me updated with any design works and discussions, so we can further update on whether the possibility of the restrictions is deemed feasible at that time.

Principal Customer Intelligence Officer, CBC Highways

SUSTAINABILITY & GREEN ISSUES – Cllr Ewens informed the Council of the following:

1. Village tidy up – I contacted the PWWG Chair about moving the village tidy up to October. Some concern that we may not be able to get enough volunteers as 2 weekends are “lost” to half term. We could target one of the other weekends in October or the last two weekends in September.
2. Potton Community Energy Project
 - a. I was not able to attend the meeting on 21st May but have now received the minutes. Key actions are:
 - i. Looking for good local tradesmen for trades needed for energy-need reduction projects, e.g. insulation.
 - ii. Also, where the cost of insulation may be unaffordable there are sources of funding which are being investigated. There is a GDPR concern, my recommendation is that if potential funding sources are identified we advertise these in Village Link and leave to any households to apply if they wish.
 - b. The next meeting is on 21st August 2024 which I will attend.
3. EV Charging point – No update.
4. Street lighting. No update
5. Solar Farm between Wrestlingworth and Sutton. No update.
6. Aircraft Noise – I raised this matter with the local MP Richard Fuller when he called during his election canvassing. He is aware of the significant impact on rural areas in his constituency and promised to continue raising concerns if re-elected. As he was re-elected on 4th July, I will follow up with him.

WEBSITE AND COMMUNICATIONS - Cllr Wilson informed the Council of the following:

1. Various posts made on Village Website & Facebook page as required, including.
 - 1.1. Upcoming Road Closures for Potton Road
2. Provide update for Village Link communications

Lease for allotment site

JK confirmed lease is being chased with CBC, and discussions on providing a water source and access to the site continue. Plans are confirmed with groundworks to commence once access is granted, however initial costs look to be greater than initially forecast.

Planning

The current Planning applications were discussed. **(Appendix C)**

Finance

Councillors approved the payment of invoices (**Appendix A**)

The Financial statement (**Appendix B**) was reviewed

Correspondence – None, other than periodicals which were handed out for distribution and emails sent to Councillors between meetings.

Any Other Business

- Trees hanging over the path towards graveyard from church lane - **ACTION CD** to confirm if this is a workaround to review all tree works, and given current situation, if additional councillor support is required.
- Flooding at the junction of High Street & Church Lane – Discussed as part of highways report, action noted for JK to follow up
- Damage to Churchyard wall – Discussed as part of clerk's report, agreed for work to be carried out as email discussion.
- Replacement tree at junction of High Street & Braggs Lane – **ACTION LC** to share link of agreed tree with clerk for purchase.
- It was discussed where the PC should hold its September meeting. **ACTION MW** to share poll to confirm councillor's opinion before confirming.
- It was agreed that the village link article should contain the request for new councillors, as well as confirmation of the date change from the 9th to 2nd September.

The meeting closed at 9.10 pm

Date of Next Meeting – Monday 2nd September at 7.30pm at Wrestlingworth Memorial Hall

Appendix A

The following accounts are to be paid and the clerk requested the council's endorsement.

Payments for approval – July 2024

The following accounts are to be paid and the clerk requested the council's endorsement.

May	Geoffrey Coan – internal auditor		150.00
May	BATPC – affiliation fee		183.00
June	Clerk's Salary D/Debit		557.70
July	Clerk's Salary D/Debit		557.70
May & June	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.00
June	SAGE – accounting software D/Debit – UK-04622149		31.20
July	SAGE – accounting software D/Debit – UK-04735861		31.20
July	St Peter's Church Grant		1,000.00
June	D J Granger – grass cutting – INV-024984		703.80
June	D J Granger – grass cutting – INV-025037		703.80
May	D J Granger – grass cutting – INV-024919		703.80
June	Npower – IN10665306		351.54
July	Npower – IN10966167		308.54
July	Village Link grant		100.00
June	Memorial Hall Hire - 587		30.00
July	ROSPA - Play inspection report		136.80
July	Terry Seymour electricals – S12732		64.50

Appendix B

FINANCIAL STATEMENT AT 30 June 2024 with budget to March 2025

	<u>Year to 31 March 2025</u>			
	Actual to 30 June 2024	Budget 24/25	Expected outturn	Actual 2023/24
Income				
Precept	27,980.00	27,980.00	27,980.00	26,577.00
Interest	206.01	700.00	500.00	531.69
Grass Cutting Contribution		403.15	403.15	403.15
Insurance Claim				
CBC Grant				
VAT refund to March 2024	483.60		483.60	458.65
Total Income	28,669.61	29,083.15	29,366.75	27,970.49
Operational Expenses				
Accountants' fees & Sage	78.00	714.00	670.00	666.00
Affiliation Fees		350.00	350.00	440.00
Amenity Field lease		120.00	120.00	
British Legion		19.99	19.99	19.99
Church Clock Maintenance		350.00	350.00	326.00
Churchyard Maintenance		300.00	100.00	
Clerk's expenses	140.00	300.00	300.00	295.00
Clerk's salary	1,673.10	7,000.00	7,080.00	7,082.37
Defibrillator maintenance	300.00	300.00		
Election expenses		2,000.00	64.82	64.82
Electricity - street lighting	1,087.62	5,000.00	4,800.00	2,905.55
Electricity/lighting – maint.	53.75	2,000.00	1,600.00	1,565.00
General Maintenance		1,200.00	1,250.00	1,249.50
GDPR Data Protection		35.00	35.00	35.00
Grants (see below)		1,100.00	1,100.00	600.00
Normal Grass and Hedge cutting	2,346.00	7,200.00	7,500.00	7,443.00
Other grounds & tree work		500.00	400.00	400.00
Insurance	1,032.39	1,300.00	1,017.28	1,017.28
Memorial Hall Hire	30.00	150.00	150.00	106.50
Millennium Garden		100.00	100.00	70.00
Parish Tidy Up		500.00	600.00	590.00
Playing field Maintenance		1,500.00	2,376.50	2,376.50
Playing field lease		360.00	360.00	
Training expenses		100.00	70.00	35.00
Web site		360.00	360.00	325.00
Vat expensed and not yet recovered	584.87			391.97

Total Operational Expenses	7,325.73	32,858.99	30,773.59	28,004.48
Operating surplus/deficit	21,343.88	-3,775.84	-1,406.84	-33.99
Projects & rent arrears				
Allotment lease and set up		4,500.00		
Amenity lease arrears		720.00		
Play Area maintenance				
Playing field lease arrears		3,960.00		
Bus shelter				
Picnic bench				775.00
Net Project costs	0.00	9,180.00	0.00	775.00
Overall surplus/deficit	21,343.88	-12,955.84	-1,406.84	-808.99
RESERVES				
Bank brought forward	28,205.54			29,812.55
(Deficit)/Surplus for period	21,343.88		-1,406.84	-808.99
Bank carried forward	49,549.42		-1,406.84	29,003.56
VAT refund due				458.65
Total	49,549.42		-1,406.84	29,462.21
GRANTS PAID IN YEAR				
Village Link		100.00		250.00
Magpas				200.00
History Society				
St Peter's Church		1,000.00		
PWWG				150.00
	0.00	1,100.00		600.00
<u>Bank balances</u>				
Current account - 30/06/2024	529.30		31/03/2023	1,880.09
Deposit accounts - 30/06/2024	49,020.12		31/03/2023	26,325.45
	49,549.42			28,205.54

NOTES TO BUDGET

1 - 5% (band D 4.5%) increase for 2024/25

2 - Lease expired September 2016 with annual rent of £120. Yet to be renewed by CBC and no rent paid.

3 - Lease expired March 2011 with annual rent of £360. Yet to be renewed by CBC and no rent paid. The last email from CBC dated 19 Nov 2018, refusing our request for a reduction and time to pay. No invoice from CBC to date.

4 - Estimated costs

Appendix C

Application Ref	Date Submitted	Location	Works Proposed	PC Comment	Target Decision Date	Status
CB/24/00591/FULL	04/03/2024	1 Randalls Close, Wrestlingworth, Sandy, SG19 2BZ	Single storey front extension and rooflight to existing rear roof slope		29/04/2024	Granted
CB/24/00271/VOC	01/02/2024	10 Water End, Wrestlingworth, Sandy, SG19 2HA	Variation of condition numbers 2 and 5 of planning permission CB/23/00451/FULL (Demolition of existing first floor accommodation and roof structures with new 2-storey gable front extension and new first floor accommodation under gable roof extension) - Amendments and alterations to the previously approved plans and materials.		28/03/2024	Applications Withdrawn
CB/24/01372/FULL	10/05/2024	1 Eyeworth Road, Wrestlingworth, Sandy, SG19 2HG	Single and 2-storey side and rear extensions with associated internal alterations		08/07/2024	Consultation Period
CB/24/00995/FULL	23/04/2024	9 Alexander Road, Wrestlingworth, Sandy, SG19 2EL	Proposed single storey rear extension (plus demolition of the existing Conservatory).		18/06/2024	Granted
CB/24/00879/FULL	10/04/2024	10 Water End, Wrestlingworth, Sandy, SG19 2HA	Erection of replacement dwelling and alterations to materials of garage.		05/06/2024	Granted
CB/24/00952/REG3	03/04/2024	Wrestlingworth Lower School, Church Lane, Wrestlingworth, Sandy, SG19 2EU	New external rear canopy with an aluminium frame		29/05/2024	Granted
CB/TRE/24/00205	29/05/2024	Arcadia House, Church Lane, Wrestlingworth	Works to protected Trees		19/06/2024	Consultation Period
CB/24/01666/DOC	07/06/2024	10 Water End, Wrestlingworth, Sandy, SG19 2HA	Discharge of Condition 3 against planning permission ref. CB/24/00879/FULL (Erection of replacement dwelling and alterations to materials of garage)		02/08/2024	Consultation Period
CB/24/01553/LDCE	28/05/2024	Water End Farm, Water End, Wrestlingworth, Sandy, SG19 2HB	Lawful Development Certificate Existing: Use of existing buildings for agricultural purposes		24/07/2024	Consultation Period