

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council

Meeting held at Wrestlingworth Memorial Hall, on 5th October 2015 at 7.30pm

Present: Chairman Cllr R Barratt, Vice-Chairman Cllr S Williams, Cllr C Turner, Cllr G Whale, Cllr N Dodgson, Cllr A Dagless, Cllr J Kirkpatrick, Central Bedfordshire Councillor A Zerny, Police Representative Sargeant Kidd and 2 members of the public.

Apologies: Central Bedfordshire Councillor D Gurney.

Police Report

Sargeant Gary Kidd gave a talk on the re-structuring of Bedfordshire Police. He said that Bedfordshire Police underwent a restructuring on 22nd June 2015 which resulted in the introduction of a Community Police Team (based at Dunstable Police Station) dealing with Volume Crime Investigations and public appointments. Appointments are available to the general public at times between 0800 – 2100 (7 days a week).

He said that the commitment to investigate crime, deal with persons in police custody and appointments meant that community engagement will not be fully up and running until February/March 2016. The PCSO's who are currently in post will remain and will continue to support our local communities in the meantime but their numbers are expected to be reduced in the coming months. PCSO's are being offered the opportunity to become regular police officers and though a small number will be retained, a significant number will go.

In 2016 (Feb/March) it is anticipated that there will be sufficient officers within Bedfordshire to fully introduce Phase 2 of this model which will include a Community Engagement Team who will perform the role the PCSO's currently undertake.

It is proposed to close Biggleswade Enquiry Office to the general public along with similar sized stations throughout Bedfordshire.

Open Forum

Alan Gunn reported that there was a large hole in the road between Eyeworth and Dunton. Cllr Barratt suggested that Mr Gunn phoned Central Bedfordshire Council Highways to report issue as this was outside the Wrestlingworth & Cockayne Hatley Parish.

Ethics and Standards Code

Cllr Barratt declared an interest in the forthcoming section of an Interpretation Board for the Nature Reserve.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 24th August, having been previously circulated, were taken as read and signed as a true and accurate record.

Matters arising & Chairman's report

I have progressed the following items since the last meeting:-

- 1) Drafted letter to CBC registering the Parish Councils position regarding the solar park plans.
- 2) Drafted update from Parish Council for publication in the Village Link
- 3) Held site visit with representative from Amey responsible for the highways verge maintenance to agree degree of cut back to be undertaken at the crossroads to improve visibility at junction. Undertook follow up visit with resident of first house on Tadlow Road to seek their approval for cut back of bushes they appeared to be maintaining.
- 4) Arranged for Amey to cut verge inside the 30mph sign on the Potton Road so this is now maintainable by our contractor.
- 5) With Sandra, attended CBC a Town & Parish Council Conference on Planning matters.
- 6) With Sandra and Ian Woiwod from PWWG, attended meeting with BRCC to discuss the plan for running the final workshop for the GI Plan
- 7) Contacted Mick Bister to try and establish responsibilities for the Pincote Lane, which leads to the cemetery
- 8) Attended GI workshop
- 9) Followed up with Pat Longland regarding him reviewing the Horse Chestnut tree in the churchyard. He has deferred making a decision on the way to proceed until later into the Autumn when it will be easier to see the extent of the die back.

Legal Briefings L05-14 and L02-15, all Parish Councils with an annual turnover not exceeding £25,000 now fall within the scope of the Transparency Code for Smaller Authorities and are required to publish on a website:

- All items of expenditure above £100
- End of year accounts
- Annual governance statement
- Internal audit report
- List of councillor or member responsibilities
- Details of public land and building assets
- Minutes, agendas and meeting papers

It was noted that the Parish Council already complies to most of the above list by publishing the details on the Parish Council website. It was also agreed that a list of grants awarded would be included in the Chairman's statement at the Annual Parish Council Meeting. This statement would also be published in the Village Link Magazine.

Feedback from Parish Council Conference

1. Opportunity for open space improvements, keen for us to register plans for open spaces – children's play area and to include information from Green Infrastructure Plan when complete
2. Discussion on Section 106 consultation. CIL does not yet operate and revisions thrown out for new Section 106 so revert to rules prior to November 2014.

Portfolios

Cllr Kirkpatrick updated the meeting on the play area.

Fencing/Groundwork

- 1) Work commenced almost on time, and is almost complete. A number of items have been flagged up to Countrywide, and they have agreed the outstanding items. Two further items, regarding use of string to secure a small part of fencing and to remove sharp fencing ends, have yet to be discussed
- 2) Ground work is due to commence this week, and continue for 5 weeks, with one visit per week to cut the grass and fill divots/level the playing field
- 3) Kevin Millard has been helping/instructing on mole prevention, with some success already. James confirmed that no chemicals or poisons were being used in this process. Humane alternatives to spring traps were to be investigated for the control of moles in the play area. **ACTION JK**

Play Equipment

- 1) Five providers have been approached and provided quotes for the zip-wire and the goal ends, as this was felt a reasonable start to new equipment provision given finances available. An excel spreadsheet detailing the costs has been produced.
- 2) It is recommended that we use Fenland for the zip-wire (£8.6k). It is further recommended that we use Sovereign for two wooden goal ends (£7.2k). Fenland have indicated they will match the price for the goal ends, but we have yet to see evidence of this. If they do, it would make sense to use them to avoid having to use multiple suppliers. The members of the Parish agreed to go ahead with these recommendations.
- 3) General discussion: Cllr Kirkpatrick has informally discussed and agreed with Kevin Millard and Clive Bird that we prefer wooden equipment to metal, in keeping with other equipment. Council views? The Council agreed that wooden equipment would be preferable over metal.
- 4) Cllr Kirkpatrick has had a couple of meetings with Kevin and Clive to discuss siting of new play equipment. Those discussions are ongoing, but an agreed principle is to try to avoid siting new equipment near neighbouring gardens.

Finance

- 1) We have successfully secured S106 monies totalling £2,544.78 from CBC. However, Cllr Kirkpatrick has queried the sections that have been allocated for this as they are not as per application and will affect our ability to claim further when we install new play equipment.

Cllr Dodgson gave an update on Speedwatch. He informed the Council that he had been in contact with Finola Carey regarding the procedures on setting up a Speedwatch group for the parish. He already had one volunteer and Cllr Barratt passed him a list of 4 more. There is also a training course available.

Cllr Zerny added that he possible £6,000 available for Highways improvements from the Home Farm Development was still 'work in progress'. He would update the Council when he had further information. Cllr Dodgson added that a STOP sign at the T-Junction in Wrestlingworth may be worth considering.

Cllr Williams then gave an update on the Neighbourhood Plan Steering Group.

The Steering Group has met once since the last Parish Council Meeting. Beverley Carr has resigned from the Group due to work and family commitments. Ron Pickford has also stood aside. We have agreed with him that his strength lies in providing photographs and historical information as needed and there is no requirement for him to attend every meeting. Efforts have been made through The PC Chairman's email group and the Village Link to recruit additional members to share the load. To date these have been unsuccessful. However, a resident with extensive knowledge of the local farming community has come forward. He also has experience in preparing documents for print publication. We have agreed to draw on his skills and knowledge on an ad-hoc basis, particularly in relation to the Green Infrastructure Plan (GI Plan) and environmental aspects of the Neighbourhood Plan.

We have agreed to test draft policies with focus groups and this intention was highlighted to residents at the recent GI Plan workshop.

At the Steering Group meeting in September the topic of housing was discussed and headings for policies were agreed. Elizabeth Wilson and I are meeting with Sian Farrier of CBC later this week to discuss our early drafts for economic and housing policies and Elizabeth's early draft of a Basic Conditions Statement. The technical aspects of writing the Neighbourhood Plan and referencing all the relevant legislation are made more complex by the fact that CBC's latest Local Plan is currently the subject of a judicial review and therefore previous adopted plans have also to be cross referenced.

At the next Steering Group meeting later this month we will revisit the workload and assess how that can be dealt with so that members are not over-burdened.

Green Infrastructure Plan Final Workshop 1st October 2015

The final workshop for the GI Plan was conducted for us by BRCC on 1st October. Fewer people attended than previously but we were pleased to see good representation from Cockayne Hatley. Those attending were given the opportunity to highlight issues not mentioned at the first workshop and the drop-ins. The main focus of the evening was to prioritise those aspects of the Plan that people felt to be the most important.

BRCC will provide a final map of the parish together with a list of priorities by the end of October. The full GI Plan should be with us by Christmas. Once the map is received the

intention is to call a meeting of Parish Councillors, Steering Group members and members of the Wildlife and Walking Group Committee so that they can have first sight of the priorities. The map will then be posted on the Parish Council and PWWG websites. Once the full report is received work will begin on developing environmental policies for the Neighbourhood Plan. At this point the Parish Council will be asked to consider an action plan.

CLlr Whale informed the meeting that the installation of Broadband had now been moved to Nov/Dec.

Clerk's report

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed minutes, agenda, budget and financial statement for October's meeting
- Reconciled bank statement with cheques written and transferred £3K to cover today's cheques
- Forwarded planning applications to Planning Committee
- Attended Neighbourhood Planning meeting 2nd September
- Chased new street light request
- Emailed grass cutting contractor with details are areas to be cut at Potton Road
- Emailed Olly Martins requesting his attendance at next Parish Council meeting in September

Planning

No new planning applications have been received and there is no update regarding the proposed Solar Farm Development.

Finance

The Clerk confirmed that the accounts had been approved by the external auditors without issue. This was accepted by the Parish Council.

It was agreed that £600 would be made available for the installation of a Nature Reserve Interpretation Board at Lousy Bush. After a discussion about the Reserve it was suggested that The Walking and Wildlife Group should publicise Lousy Bush more. It was also agreed that a signpost should be installed in the High Street pointing towards Lousy Bush. **ACTION RB**

Equality Issues

No issues to report

Correspondence

CLlr Barratt agreed to reply to Bob Goodwin's email with details of the report for the brook in Wrestlingworth. It was also agreed that the money put aside for brook maintenance should remain. A half yearly clearing of the brook was also discussed. It was agreed that Q3/Q4 would be a good time to do this. **ACTION RB**

Regarding emails received from NALC, The Parish Council agreed that they would not like to register to Fly a Flag on Commonwealth Day next year or fly the Bedfordshire flag.

Date of Next Meeting – 16th November 2015

There being no further business, the meeting closed at 9.40pm

Appendix A

Financial Report – October 2015

The following accounts are to be paid and I need to request the council's endorsement.

September	E-on Electricity supply D/Debit		117.12
September & October	Clerk's Salary D/Debit		352.17
September & October	D J Granger – Grass cutting Contractors		1,941.30
October	Campaign to Protect Rural England membership fee		36.00
September	C Dear – Salary Neighbourhood Plan Minute taking 2 nd Sept 2015 (3 hours @ £8.83)		26.49
October	HCI Data, parish website renewal fee		83.70
September & October	C Dear – Clerk's expenses (internet, stamps, paper, etc)		34.18
September	Annual lease on Chequers Field, Wrestlingworth		120.00
October	British Legion wreath donation		25.00
September	Smith of Derby – St Peter's Church clock maintenance		274.80
October	St John's church – grant for essential maintenance		1,000.00

Appendix B

Wrestlingworth and Cockayne Hatley Parish Council				Planning Applications 2014-2015	
File no	CBC No	TYP E	Application	Response date	Decision W&CHP C
	CB/15/01129	FULL	Cockayne Hatley Hall, Village Road, Cockayne Hatley, Sandy, SG19 2EA. Erection of a three bay car port and workshop/mower store		
	CB/15/01760	FULL	Church of St John the Baptist, Hatley Road, Cockayne Hatley Storage shed, painted steel with internal wooden floor.		
	CB/15/00186	TCA	3 Church Lane, Wrestlingworth, Sandy, SG19 2EU Works to trees within a Conservation Area: Fell two Ash trees located on the northern garden boundary adjacent to the property named Keston, Church Path, Church Lane. The trees are numbered T1 & T6 on the map provided.		
	CB/15/00191	TCA	Tempsford House 1 Potton Road, Wrestlingworth, Sandy, SG19 2EY Works to a tree within a Conservation Area: Prune one Yew tree overhanging the roof of the cellar of the Chequers Public House		
	CB/15/00310	TCA	Wrestlingworth Lower School, Church Lane, Wrestlingworth, Sandy, SG19 2EU Works to Trees within a Conservation Area: Prune 1 Oak, 1 Maple, 1 Whitebeam & 1 Cherry tree. The trees are located adjacent to Church Lane to the front of the school building /car park opposite 12 Church Lane.		Agreed with reservations
	CB/15/00322	TCA	Walnut Cottage, 14 Church Lane, Wrestlingworth, Sandy, SG19 2EU Notification of works to trees in a Conservation Area: Prune 2 No. Walnut trees listed as T1 & T17 on the map provided. T1 is located close to No. 12 Church Lane, T17 is located at the south eastern garden boundary.		Agreed

Appendix C

Wrestlingworth & Cockayne Hatley Police Report September 2015 Crime recorded since last report (11th August 2015)

Crime Type	Recorded Crime			Solved Crimes		
	11/08/14 to 17/09/14	11/08/15 to 17/09/15	% Change	11/08/14 to 17/09/14	11/08/15 to 17/09/15	% Change
Violence against the Person	0	0	n/a	0	0	n/a
Domestic Burglary	0	1	n/a	0	0	n/a
Burglary Other	0	0	n/a	0	0	n/a
Vehicle Crime	0	2	n/a	0	0	n/a
Other Theft	0	0	n/a	0	0	n/a
Criminal Damage	0	1	n/a	0	0	n/a
Total	0	4	n/a	0	0	n/a

Crime Breakdown

Burglary Dwelling

- On 27/08 a property in High St Wrestlingworth was burgled when offender(s) gained entry by breaking a window with a spade and conducted a messy search of the upstairs taking miscellaneous items.

Vehicle Crime

- Between 14/08 and 15/08 a JCB vehicle was stolen from the outbuilding of a farm in Eyeworth Rd, Wrestlingworth when offenders cut the locks to a gate to gain access to the site
- Between 10/08 and 11/08 the number plates were stolen from a vehicle in Potton Rd, Wrestlingworth

Criminal Damage

- Between 16/08 and 17/08 a vehicle was covered in some kind of corrosive material in The Slade, Wrestlingworth causing the paint to be stripped from the vehicle, amounting to criminal damage

Five Year Comparison

Financial Year	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Avg
Current Financial Year: 2015/2016	2	1	1	0	5								9	1.80
Financial Year: 2014/2015	6	2	1	1	0	0	1	1	1	1	1	2	17	1.42

Financial Year: 2013/2014	1	2	2	2	2	0	1	0	0	0	1	0	11	0.92
Financial Year: 2012/2013	1	0	1	2	0	1	0	1	0	3	0	2	11	0.92
Financial Year: 2011/2012	3	1	2	3	3	2	4	4	4	2	2	0	30	2.50
Financial Year: 2010/2011	2	3	3	2	0	3	1	0	0	1	1	1	17	1.42
Financial Year: 2009/2010	3	0	2	1	1	2	1	5	2	6	1	0	24	2.00
Financial Year: 2008/2009	2	2	1	1	1	2	3	1	1	0	0	1	15	1.25
Financial Year: 2007/2008	2	4	1	1	2	4	4	1	3	0	0	1	23	1.92
Financial Year: 2006/2007	2	1	1	0	0	1	1	1	2	0	1	4	14	1.17
Financial Year: 2005/2006	0	1	1	3	1	3	2	0	4	1	2	0	18	1.50

Appendix D

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL
FINANCIAL STATEMENT AT 30 September 2015

	<u>2015/16</u>			<u>2014/15</u>	<u>2013/14</u>
	<u>Year to date</u>	<u>Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Income					
Precept	18944	56	19000	19000	21122
Interest	16	4	20	28	26
Grass Cutting Contribution	0	352	352	353	352
VAT refund	495	505	1000	1889	581
Total Income	19455	917	20372	21270	22081
Expenses					
Accountants fees	220	50	270	281	120
Affiliation Fees	159	141	300	270	258
Allotment lease and set up		2500	2500		
Amenity Field lease		120	120	240	
British Legion		25	25	25	30
Brook Maintenance Fund		10000	10000		
Church Clock Maint.		280	280	266	259
Churchyard Maintenance		2000	2000	1063	
Clerk's expenses	174	151	325	312	288
Clerk's salary	2012	2218	4230	3151	2463
Defibrillator set up & maint.		1500	1500		
Election expenses	65	310	375		
Electricity - lighting	636	784	1420	1023	1023
Electricity/lighting - maint.	279	121	400	269	258
General Maintenance	75	25	100	42	
Grants (see below)	1885	115	2000	750	3350
Grass and Hedge cutting	6255	-755	5500	5354	3468
Insurance	719	-19	700	697	1430
Memorial Hall Hire	90	30	120	114	122
Millenium Garden		100	100	18	
Neighbourhood Plan	52	1948	2000	246	
Notice Board		0	0	2283	
Parish Tidy Up	456	-144	312	312	312
Playground Maintenance	345	9655	10000	114	114
Playing field lease		360	360		1080

Training expenses	20	480	500	90	
War Memorial	510	-85	425		
Web site		500	500	100	130
Total Expenses	13952	32410	46362	17020	14705
Surplus	5503	-31493	-25990	4250	7376
RESERVES					
Bank brought forward	52541		52541	48291	40915
(Deficit)/Surplus for period	5503		-25990	4250	7376
Bank carried forward	58044		26551	52541	48291
GRANTS PAID IN YEAR					
Village Link	150		150	150	600
Wrestlingworth Pre School/PTA			500	500	500
Wrestlingworth Memorial Hall	1635				1000
St Johns Church					1000
St Peters Church					
Potton Town Council re Gypsy site					150
Marias Ensemble	100			100	100
TBA			1350		
	<u>1885</u>		<u>2000</u>	<u>750</u>	<u>3350</u>

IMPORTANT NOTES

- It is not anticipated that the provision for the Brook will be spent this year but we need to put monies
- 1 aside
 - 2 The Playground budget is very provisional and grants will be available
 - 3 Grass cutting varies according to number of cuts and amount of hedgecutting

Appendix E

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL**2015/2016 BUDGET**

	<u>2015/16</u>	<u>2014/15</u>	<u>2013/14</u>
Income			
Precept	19000	19000	21122
Interest	20	20	26
Grass Cutting Contribution	352	352	352
VAT refund	1000	1500	581
Total Income	20372	20872	22081
Expenses			
Grass and Hedge cutting	5500	4500	3468
Grants (see below)	2000	2100	3350
Clerk's salary	4230	2500	2463
Clerk's expenses	325	300	288
Lighting - electricity	1420	1200	1023
Lighting - maintenance	400	280	258
General Maintenance	100	100	
Churchyard Maintenance	2000	2000	
Church Clock Maintenance	280	280	259
Playground Maintenance	10000	114	114
Brook Maintenance Fund	10000	0	
Notice Board	0	2283	
War Memorial	425	0	
Insurance	700	697	1430
Playing field lease	360	0	1080
Amenity Field lease	120	0	
Allotment lease and set up	2500	0	
Accountants fees	270	281	120
Affiliation Fees	300	300	258
British Legion	25	25	30
Memorial Hall Hire	120	120	122
Millenium Garden	100	100	
Parish Tidy Up	312	312	312
Neighbourhood Plan	2000	150	
Defibrillator set up & maintenance	1500	0	
Election expenses	375	0	
Training expenses	500	180	
Web site	500	250	130

Total Expenses	46362	18072	14705
Surplu s	-25990	2800	7376
RESERVES			
Bank brought forward	52541	48291	40915
(Deficit)/Surplus for period	-25990	2800	7376
Bank carried forward	26551	51091	48291
GRANTS PAID IN YEAR			
Village Link	150	150	600
Wrestlingworth Pre School/PTA	500	500	500
Wrestlingworth Memorial Hall			1000
St Johns Church			1000
St Peters Church			
Potton Town Council re Gypsy site			150
Marias Ensemble		100	100
TBA	1350	1350	
	<u>2000</u>	<u>2100</u>	<u>3350</u>