

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council

Meeting held at Wrestlingworth Memorial Hall, on 21st March 2016 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 and 22 members of the public.

Apologies: Central Bedfordshire Councillor D Gurney.

Open Forum

- The noticeboard at the Wrestlingworth crossroads was reported as being unsightly and needing attention. Cllr Barratt explained that it was understood that this was broken. This was disputed so Cllr Barratt agreed that he would take a look and see what could be done. **ACTION RB**
- Steven Church commented on the Brook Farm Planning application and said that he had read the Council's response on the Parish Website. He asked about the implications on the plan with regards to the Neighbourhood Plan. Cllr Williams responded by saying that the Neighbourhood Plan was still 'work in progress' but that after adoption this kind of application would be seen as contrary to the wishes of the parish. Cllr Barratt added information about the current situation with regards to the flood risk and issues of surface/foul water.

Ethics and Standards Code

None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 18th January 2016, having been previously circulated, were taken as read and signed as a true and accurate record.

Matters arising & Chairman's report

- The Clerk informed the meeting that she had not arranged for the bollard to be replaced as it had already been done on the day of the Parish Tidy Up.
- Cllr Barratt said that the proposed second Parish Tidy Up Day in the Autumn will be discussed with the PWWG. **ACTION RB**
- Cllr Williams informed the meeting that she had helped the lower school with funding for playground markings.
- The idea of an end of Financial Year Newsletter was discussed and it was agreed that it would be a good idea to put together a summary in the form of a newsletter for the residents of the parish. This would be distributed along with the Village Link magazine. This newsletter will also be presented at the Parish Council AGM in May. Cllrs Dagless & Dodgson agreed to provide first drafts. **ACTION AD & ND**

Over the last 9 weeks I have :-

1. Responded to a large number of enquiries from residents in regard to the Parish Council position and response to the plan for 30 houses on the land behind 94 High Street
2. Advised the Lower School of the potential risk presented by the dead Lime tree in the Church yard following the sudden toppling of one of the trees, sought approval from CBC Tree Officer for the removal of the dead tree and arranged removal of the fallen tree.
3. Spoke at the CBC Committee meeting reviewing the request to reduce the speed limit at the Wrestlingworth crossroads and highlighted the reasons why a reduction is needed.
4. Held further discussions with a resident in regard to joint funding of work recommended by CBC Tree Officer on tree in 'no mans land'. Following these discussions, will be seeking approval from the Parish Council for expenditure of some £80.
5. Chaired the GI Plan Action Plan meeting involving representatives from Parish Council, Neighbourhood Plan Steering Group including representatives from Cockayne Hatley Focus Group, PWWG and BRCC.
6. With Sandra, meet with Iain Finnigan & Steve Thomas to conduct an on site review of potential actions to be taken in regard to the brook infrastructure to improve the flow of water and reduce flood risk.
7. Reported the deterioration of the road surface at the Wrestlingworth crossroads to CBC, highlighted that the loose 'gravel' resulting from the breakdown of the surface presents a major hazard to motorcycles, particularly when turning.
8. Represented the Parish Council at the Memorial Hall Committee meeting. Reiterated to the committee that the Parish Council are willing to provide financial support to improvement projects but any requests need to be adequately supported with detailed plans and appropriate budget projections.
9. Investigated the almost constant flow of water down Potton Road and held discussions with a resident on the actions already taken by Anglia Water to solve the 'leak'. Further action required in regard to progressing discussion direct with Anglia Water.
10. Attended Neighbourhood Plan meeting in order to provide input to assist with determining the next steps for the steering group to take.

Wrestlingworth Flood Risk Mitigations Report (see below for further discussion on this matter)

During the on site review with CBC, the following were agreed to be progressed to assist in reducing the flood risk in Wrestlingworth :

- CBC will fund earthworks adjacent to Battle Bridge to remove silt build up and widen channel considerably to improve flow capacity
- CBC will fund de-silting works and channel alignment between Battle Bridge and Water End
- CDC to fund remedial works to the headwall at the Water End Road junction
- CBC owned culvert adjacent to The Chequers will have head wall rebuilt and further inspection of the under road section undertaken to determine degree if de-silting required.
- CBC will undertake further investigation as to the responsibility for repair of collapse and slippage of the stone lined channel adjoining 122-128 High Street.
- Parish Council agreed to liaise with the community over tree removal where an Ash tree undermines the culvert headwall, if it is agreed to remove the tree, CBC would facilitate this, as a one off, as it currently impacts on highway stability.

Parish Council also agreed to promote and encourage vegetation management by residents and organised working parties, along the brook.

It must be noted that whilst these works will not cure major flood events such as occurred during extreme weather events in 2013/14, they should help reduce flood risk for less severe events.

As CBC are unable to fund the substantial engineering works to create balancing solutions upstream, they will diligently continue to assess and comment on flood risk for all new development proposals within the village and continue to promote the use of sustainable drainage through the planning process.

Portfolios

- Speedwatch – Cllr Dodgson gave an update on the progress of the Speedwatch Campaign informing the Councillors that volunteer training had been completed. The next step was for a risk assessment to be completed by the police so that survey monitoring could commence end April/beginning May. The Rural Match Funding application is due to be returned by April – Adam Zerny to chase if necessary.
- Playground update – Cllr Kirkpatrick informed the Council that remedial works to the playground equipment had now been completed. The tensioning to the zip wire equipment is to be checked by Fenland in 6 months time. Cllr Kirkpatrick added that there would be on-going costs keeping the zip wire tensioning check though he thought this would be minimal considering the amount of children using it. The feedback from parents and children regarding the new equipment was positive and well-received.
- Broadband & parish website – Cllr Whale said that Superfast broadband was now able to be ordered in Wrestlingworth through individual's service provider. The options for Cockayne Hatley were also discussed and noted that the Parish Council would look into other viable options for faster broadband in the hamlet. Statistics for the website was also discussed and it was also agreed to include future planning applications on the website. **ACTION GW**
- Flood Review – Cllr Barratt referred to the summary of the meeting he had with Ian Finnigan, Steve Thompson and Cllr Williams included in his report above. He advised that CBC had considered some 15 sites for improvement along with Wrestlingworth Brook and that work on some of these sites had already started. These include excavation and increase width at Battlebridge, renew brickwork at the Chequers Pub, de-silting works and channel alignment. The removal of an Ash tree at 71 High Street was also discussed as the tree is causing damage to the brook wall. Councillors agreed to take a look at the tree and report back to Cllr Barratt. **ACTION GW, JK, ND.**
It was also decided to promote and encourage better management of the brook. Willow Tree planed in brook to be removed **ACTION RB.**
As CBC are aware that they cannot carry out the major engineering works needed to prevent major flooding they will do all they can with small improvement tasks.

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

Since the last Parish Council meeting the Neighbourhood Plan has progressed considerably. Rachel Hogger of Modicum Planning has proved to be a very helpful 'critical friend'. The first tranche of her work is now complete.

Elizabeth Wilson has written the first draft of the Pre-Submission Draft Plan. Steering Group members are now commenting on this. It is the document which will be printed as a hard copy and supplied to every household in the parish for a six week consultation period prior to the Neighbourhood Plan being sent to CBC for formal examination. All other documents will be available on the Parish Council website.

The ancillary documents to accompany the Pre-Submission Draft Plan are now all at the draft stage. These include a review of the Wrestlingworth Settlement Envelope and a review of Local Green Space which has

taken into account the aspirations in the Green Infrastructure Plan. Land owners and householders affected by the proposals in these reviews and by specific aspects of policies in the Pre-Submission Draft Plan will be consulted separately a few weeks before the statutory six week consultation period.

Elizabeth Wilson and Cllr Williams will be meeting with CBC on 12th April to discuss the work done so far and to receive any comments that they have.

Rachel Hogger has quoted for the following additional work:

Activity	Description	Days
Draft Plan	Review of the draft plan and associated documents: <ul style="list-style-type: none"> - Suggested editing of the plan where required - Preparation of advice as to whether the plan meets the basic conditions - Liaison with the local planning authority - Review of strategic plan context - Review of relevant evidence 	2
	1 meeting with the group	0.5
Basic conditions statement	Preparation of basic conditions statement to accompany plan at submission stage.	2
Total Days		4.5
	Cost: At £400 per day	£1,800
	Cost : Estimated expenses:	£30.60
	Mileage (68 miles) at £0.45 per mile (1 two way trips)	

Cllr Williams intends to apply for government funding to cover this cost together with funding for printing the Pre-Submission Draft, estimated at £600 in the project budget.

Notes of a Meeting to Begin Work on the GI Plan Action Plan held at Wrestlingworth Memorial Hall on Thursday 4th February 2016

Present:

Robin Barratt (Chair Parish Council and PWWG)
Sandra Williams (PC and Chair NP Steering Group)
Geoff Whale (PC and NP Steering Group)
Richard Bell (Cockayne Hatley Focus Group for NP)
Carol Ashby (Cockayne Hatley Focus Group for NP)
Jim Hawkins (PWWG)
James Bonfield (PWWG)
Ian Woiwod (PWWG)
Cliff Andrews (BRCC)
Mike Fayers (BRCC)

It was clarified that the ultimate ownership of the Plan lies with the parish council. It was seen as a living document which would be reviewed by the parish council annually.

Many of the aspirations in the Plan relate to rights of way (ROW). It was agreed that the initial approaches to land owners should be through Andrew Gwillam of CBC's ROW department. It was acknowledged that

due to the legal costs involved in establishing or altering ROW the achievement of these actions would be a rolling programme. The legal costs are CBC's responsibility, although contributions from other parties are always helpful. Cliff Andrews (BRCC) agreed to make contact with Andrew Gwillam on behalf of the parish council.

Carol Ashby (Cockayne Hatley Focus Group) asked that the text of the GI Plan be rewritten to show that Cockayne Hatley is a separate community from Wrestlingworth. BRCC agreed to do this.

The difference between Local Green Space (LGS) designation and Community Green Space was discussed. Local Green Space is a formal designation achieved through presenting sufficient evidence of eligibility in a Neighbourhood Plan. Community Green Space is an informal designation which could be achieved through negotiation with a land owner. Evidence for LGS designation was being put together by the NP Steering Group. This was proving particularly difficult for three parcels of land in Cockayne Hatley. Members of the Cockayne Hatley Focus Group agreed that they would be satisfied with the lesser designation of Community Green Space. Cliff Andrews said that he thought that Local Green Space designation could also be achieved through the emerging Local Plan being prepared by CBC. Note – it has subsequently been confirmed that CBC would expect this to be done through a Neighbourhood Plan.

BRCC agreed to fill in the action plan table and send the revised GI Plan to Sandra Williams. At this point it would be put on both the parish council and BRCC websites.

CBC will provide the maps that we need to show proposals in the Neighbourhood Plan. An initial meeting was held with them on 18th March when the Settlement Envelope Review and the Local Green Space Review were mapped.

- Green Infrastructure Plan – It was agreed that as the GIP is owned by the Parish Council and responsibility lies with the PC, the GIP should be run along the same format as the Neighbourhood Plan, ie 6 Committee members comprising of 3 or 2 Councillors and 3 or 4 members of the public. Cllr Barratt said that he would be prepared to be involved in the Committee but not to chair it. Cllr Williams said that she might be able to get involved in 6 or so months time. Cllr Dagless said that he would raise the issue with the Cockayne Hatley Focus Group so that the hamlet was represented on the Committee. Repots from future GIP Committee meetings would be reported back to the Parish Council.

Clerk's report

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed agenda, budget and financial statement for March's meeting
- Reconciled bank statement with cheques written and transferred £18.5K to cover today's cheques
- Forwarded planning applications to Planning Committee
- Attended Neighbourhood Planning meeting 17th March
- Sent letter to WI representative regarding installation of additional light in Church Lane

Planning

See appendix B

Cllr Whale talked through the status of the various planning applications.

Finance

See appendix A – Councillors approved the payment of invoices and Cllr Barratt signed the cheques. The Bank Reconciliations were looked at by the Councillors. Cllr Dagless then talked through the budget previously circulated – see appendix C. It was decided that grass cutting payments and hedge/tree cutting payments would be 2 separate figures in future. It was also agreed that the £10K allocated to brook maintenance would now be transferred to highways maintenance to help with the speed restriction project. The £2.5K assigned to allotments would remain. A new budget would be sent via email to Councillors for their approval. **ACTION CD & AD**

Equality Issues

No issues to report

Correspondence

- Work on Ash Tree – it was agreed that the Parish Council would fund 50% of the cost (£156) of pollarding the Ash tree on the path to the cemetery, however it was made clear to the resident involved that this was a one-off situation and did not obligate the Parish Council to fund any other works in this area. **ACTION RB**
- It was agreed to reject the proposal to provide Queen's 90th birthday Commemorative medal for schools children.

Date of Next Meeting – 16th May - AGM 2016

There being no further business, the meeting closed at 9.00pm

Appendix A

Financial Report – March 2016

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

Feb & March	E-on Electricity supply D/Debit		226.69
Feb & March	Clerk's Salary D/Debit		704.34
February	D J Granger – Grass cutting Contractors		683.10
January	S106 grant for play equipment	2544.78	
Feb & March	Clerk's expenses		32.65
February	Serif - software		69.99
Jan & Feb	Wrestlingworth Memorial Hall – Hall hire		53.00
February	Blunham Tree Services		560.00
January	Robin Barratt – printing expenses		25.00
March	Modicom Planning – Neighbourhood Planning support		1261.20
January	Fenland Leisure Products – outdoor play equipment		15393.7 2
February	HM Revenue & Customs	1992.05	
February	BATPC – transparency code grant	91.00	
February	C Dear – Salary Neighbourhood Plan Minute taking 2 nd Sept 2015 (3 hours @ £8.83)		26.49
March	Robin Barratt – skip hire for tidy up day		234.00

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
	CB/15/00478	TCA	Works to trees within a Conservation Area: Fell one Apple tree within the rear garden: tree shown as T1 on the map		No Objection
	CB/15/00508	TCA	Works to a tree within a Conservation Area: Prune one large Horse Chestnut tree located north east of the Church and close to Church Road.		No Objection
	CB//15/03734	FULL	Front porch to 132 High Street, Wrestlingworth		No Objection
	CB/15/04887	OUT	Outline Application for the erection of up to 30 No. dwellings and associated infrastructure.		Objection
	CB/16/00305	FULL	Land adj to 81 High Street, Wrestlingworth, SG19 2EJ, Erection of 3 storey dwelling		Agreed with reservations
	CB/16/00829	FULL	The Lodge Manor Farm, Sutton Road, Eyeworth, Sandy, SG19 2HL, Erection of a single storey oak framed garden room		No Objection

Appendix C

X WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL

FINANCIAL STATEMENT AT 21 MARCH 2016

Draft

	2015/16				Budg et 2016 /17	2014/15
	Year to date	Ant. To year ended	Total exptd to 31 March	Vari ance	Original Budget	Actual
Income						
Precipt	1894		18944	56	19000	19000
Interest	29		29	-9	20	28
Grass Cutting						
Contribution	353		353	-1	352	353
VAT refund	2487		2487	-1487	1000	1889
Playing field maintenance	2545					
Web site grant	91					
Total Income	2444	0	21813	-1441	20372	22872
Operational Expenses						
Accountants fees	220		220	50	270	281
Affiliation Fees	298		298	2	300	270
Amenity Field lease	120		120	0	120	240
British Legion	25		25	0	25	25
Church Clock Maintenance	275		275	50	325	266
Churchyard Maintenance	560		560	1440	2000	1063
Clerk's expenses	312		312	13	325	312
Clerk's salary	4204		4204	26	4230	3151
Election expenses	65		65	310	375	375
Electricity - street lighting	1323		1323	97	1420	1023
Electricity/lighting - maint	408		408	-8	400	269
General Maintenance	75		75	25	100	42
Grants (see below)	2885		2885	-885	2000	750
Grass and Hedge cutting	11020		11020	-5520	5500	9000

Insurance	719	719	-19	700	725	697	
Memorial Hall Hire	193	193	-73	120	175	114	
Millenium Garden		0	100	100	100	18	
Notice Board		0	0	0	0	2283	
Parish Tidy Up	690	690	-378	312	500	312	
Playing field Maintenance	357	3572	-2572	1000	1000	114	
Playing field lease	2	0	360	360	360		
Training expenses	20	20	480	500	500	90	
War Memorial	510	510	-85	425	425		
Web site	154	154	346	500	500	100	
	276			2140			
	48	0	27648	-6241	7	25550	16774
Operating surplus/deficit	-						
	319	0	-5835	4800	1035	-2678	4496
Projects							
Allotment lease and set up		0	2500	2500	2500		
Brook Maintenance Fund		0	10000	0	10000		
Defibrillator set up & maint.		0	1500	1500			
Neighbourhood Plan	133						
	8	1338	662	2000	2000		246
Playground Restoration	153						
Project Grants received	95	15395	-6395	9000	0		
Neighbourhood Plan	-						
	126	-1261	1261	0			
Net Project costs	154			2500			
	72	0	15472	9528	0	14500	246
Overall surplus/deficit	-						
	186	-		2603			
	71	0	21307	-4728	5	-17178	4250
RESERVES							
Bank brought forward	524			5254			
	87	52487		1	33816		
(Deficit)/Surplus for period	-						
	186	-		2603			
	71	21307		5	-17178		
Bank carried forward	338			2650			
	16	31180		6	16638		
GRANTS PAID IN YEAR							
Village Link	150			150			150
Wrestlingworth Pre School/PTA				50			500
				0			

Wrestlingworth Memorial	163		
Hall	5		
	100		
St Johns Church	0		
Marias Ensemble	100		100
TBA		<u>1350</u>	
	<u>288</u>		
	5	<u>2000</u>	<u>750</u>

IMPORTANT NOTES

- 1 It is not anticipated that the provision for the Brook will be spent this year but we need to put monies aside
- 2 Grass cutting varies according to number of cuts required and amount of hedgecutting
- 3 Current account - 313
21/03/2016 1
- 4 Deposit account - 306
21/03/2016 85
338
16 0
- Expenses currently shown gross of VAT