

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council

Meeting held at Wrestlingworth Memorial Hall, on 16th May 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 Councillors A Zerny & D Gurney and 3 members of the public.

Apologies: Cllr C Turner.

Election of Chairman & Vice Chairman

Cllrs Barratt and Williams stood down from their positions as Chairman and Vice-Chairman respectively. Cllr Dagless proposed that they were re-elected which was agreed by all Councillors present.

Rural Match Funding – x-roads and High Street speed restrictions

Cllr Dodgson informed the meeting of his discussions with Nick Shaw of the Highways Department at Central Bedfordshire Council. Regarding the RMF bid from Wrestlingworth and Cockayne Hatley Parish Council, Nick thought it prudent that we focus the scheme to look at the issue of speeds of vehicles on a specific area rather than the whole of the though route of the village including the crossroads. By doing this CBC will be able to develop a much more effective, focused and affordable scheme.

A scheme to look at the whole of the route through Wrestlingworth is not advised because:

- a) The initial £5K (£2.5K each) for design and feasibility would not be sufficient to provide us with sufficient detail for a scheme such as this, and;
- b) Any measures that would be suggested for the length of this route are likely to be unaffordable for both the RMF budget and W&CH PC in one hit.

Owing to the fact that CBC were presented with a petition at the Delegated Decisions Meeting Nick suggests that the issue we look at is the speed of vehicles at the A1042 crossroads.

There was concern amongst the Councillors and residents of Wrestlingworth that speeding along the High Street was of primary importance and was being overlooked in favour of the crossroads. After a lengthy discussion amongst Councillors it was agreed that Cllrs Barratt and Dodgson would arrange to meet with Nick Shaw to fully understand the implications of the proposals.

Open Forum

None

Ethics and Standards Code

Cllr Barratt declared his interest in a planning application regarding trees at 1 Church Lane. Cllr Williams declared an interest in tree pollarding in wood behind Chapel Close and Braggs Lane.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 21st March 2016, having been previously circulated, were taken as read and signed as a true and accurate record.

Matters arising & Chairman's report

GI Plan Steering Group – Terms of reference have been circulated. Cllr Williams said that she would chair the group if necessary. Four members of the public have come forward from Wrestlingworth. Finding a representative from Cockayne Hatley is still in progress. **ACTION RB & AD**

Parish Newsletter – Cllr Barratt said that he would add to the Chairman's Annual report given at the AGM earlier – this could then be distributed as an insert in the next copy of the Village Link Magazine.

Removal of Ash Tree – carried forward. **Action RB**

Chairmans Report 16th May 2016

I have progressed the following since our last meeting,

- 1) I contacted Anglian Water to discuss the running water in Potton Road. They advised that they are awaiting contact from the owner of the bungalow as they need to gain access to the property to progress their investigation into the source of the water.
- 2) I spoke with Owen Harrison of CBC regarding the position with the granting of an exception site for affordable housing / allotments. He advised that discussions are progressing within CBC.
- 3) I contacted a local resident to confirm tree felling work was authorised by them and clarified the extent of the work being done
- 4) I inspected the road surface at the cross roads and reported to CBC that, in my opinion, the surface is dangerous and needs attention now.
- 5) I checked the notice board at the crossroads and found that it seems that eight screws have to be removed as well as using the key to unlock it. I will revisit and take the screws out.
- 6) I discussed the removal of the Ash tree growing close to the brook with the owner of 71 High Street and following this, advised Iain Finningan that there were no objections to the removal of the tree from the Parish Council or the resident.
- 7) Reported damage to the road surface in the vicinity of Home Farm development and insisted that the road be inspected immediately and action taken,
- 8) And lastly, I attended the Memorial Hall committee meeting.

Portfolios

It was agreed that the portfolios would be taken on by the following Councillors. PWWG, Communications, Brook Maintenance and Allotments – Cllr Barratt

Chairman of Neighbourhood Steering Committee and Green Infrastructure Plan – Cllr Williams

Planning – Cllr’s Turner and Whale

Website/Broadband – Cllr Whale

Children’s Play Area/Facilities – Cllr Kirkpatrick

Transport and Highways – Cllr Dodgson

Responsible Financial Officer – Clerk

Finance – Cllr Dagless to assist clerk when needed

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

Elizabeth Wilson and Cllr Williams met with Sally Chapman, a Principle Planning Officer at CBC, in mid-April to discuss progress on the Neighbourhood Plan. Sally has looked at the first draft of the Pre-Submission Draft Plan, the Settlement Envelope Review, the Local Greenspace Designation Report and the Character Assessment. She was very complimentary about the work done to date and the fact that we are further forward than other Neighbourhood Plan Groups in the district. Elizabeth Wilson, who is writing the draft plan, is now writing a second draft which will incorporate Sally’s comments.

Sally has asked that we rewrite the Character Assessment to include the whole parish rather than the area within the Settlement Envelope. A first draft of the Cockayne Hatley element of a new document has been prepared and comments are currently being received from the Cockayne Hatley Focus Group.

Our application has been successful for funding for Rachel Hogger, the planning consultant who has worked with us previously. Due diligence has been completed and we await payment. Rachel will review the draft plan and associated documents and

- suggest editing of the plan where required
- prepare advice as to whether the plan meets the basic conditions
- liaise with the local planning authority
- review the strategic plan context
- review relevant evidence.

The final Pre-submission Draft Plan will be sent to all households in the parish for a statutory consultation period of at least six weeks. Any relevant comments will then be included in the final draft before it is sent to CBC. They will pass it to a government inspector who will comment on the Plan and it is this final version which will be the subject of a referendum.

As a matter of courtesy the Steering Group will consult those residents who are affected by the proposed alterations to the Settlement Envelope and those whose land is being put forward as Local Green Space before the statutory consultation on the whole Neighbourhood Plan begins. Settlement Envelope consultation letters will go out during week beginning 16th May.

The Steering Group met on 5th May to review progress. There is a tension between finding ourselves in a statutory consultation period over the summer holidays and being able to use the Plan as evidence in a possible planning appeal on the land to the rear of 94 High Street.

We have agreed to proceed as quickly as we can, given other commitments that the Steering Group members have. A decision about the consultation period will be taken when we are closer to completing the work.

GI Plan

A copy of the GI Plan is now on the Parish Council website. At the meeting with Sally Chapman at CBC, she suggested that we should apply for both Local Green Space and Local Nature Reserve Designation for Lousy Bush Nature Reserve. Cllr Williams has received an offer of assistance from Steve Halton at CBC in making an application to Natural England for Local Nature Reserve designation. Cllr Williams considers that this should be in the remit of the new GI Plan Steering Group.

Assets of Community Value

Sally Chapman is advising that the Parish Council should consider applying to have the Chequers Public House listed as an Asset of Community Value. In the event of the pub being put up for sale a listing would give the parish a period of time in which to set up a community interest company and to purchase the Chequers before it could be offered on the open market.

This is the link to the guidance notes:

<http://www.centralbedfordshire.gov.uk/council/localism/rights.aspx>

CBC has responded to a couple of questions which are not covered in the guidance:

1. We could re-apply for listing at the end of each five year period.
2. A Local Planning authority has the discretion whether or not to consider an Asset of Community Value as a material planning consideration if the landlord were to close the business and apply for change of use to residential. CBC generally requires evidence that the asset is no longer viable/ necessary to the community before they permit the loss of a community facility/asset. A listing adds weight and is likely to be considered.

In Cllr Williams's view it would be very easy to demonstrate the community value of the Chequers and she proposed that we make an application and advise the landlord of our intentions. Councillors agreed with the proposal for an application to be made. Cllr Barratt said that he would speak to the landlord of the Chequers to advise of our intentions.

ACTION SW & RB

Cllr Dagless informed the meeting that he had a meeting planned with the Co-Op (owners of the barn, etc in CH) for mid-June to discuss their intentions towards their land in the hamlet.

ACTION AD

CBC Transport Strategy Consultation

CBC currently provide funding for over half of the bus routes in Central Bedfordshire which are no longer commercially viable for bus companies to run. CBC also cover the costs of 43,000 bus pass holders and this current approach is no longer affordable. CBC are proposing to change how they make decisions on funding bus routes which are no longer viable for commercial bus companies to run and to facilitate a new process where community bus providers can compete to provide routes if there is enough demand. CBC

are also proposing to make changes to concessionary fares, applications for bus passes and how they are renewed.

These changes will greatly affect the residents of the parish as many rely on public transport. Cllr Dodgson agreed to draft a reply CBC regarding this proposed change in transport strategy, including the issue that Cockayne Hatley currently has no bus service at all.

Speedwatch

A number of sites have been identified for traffic speed monitoring. Safety assessments have been carried out by the Beds Police Traffic Management Unit and the majority of these sites are now approved. Monitoring activities will commence shortly.

Clerk's report

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed minutes, agenda, budget and financial statement for May'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 5th May
- Chased new street light maintenance issue
- Meeting with Cllr Dagless and Alan Walden to discuss new accounts software package
- Meeting with Alan Walden to go through year end accounts
- UK Power Networks inventory
- Grass cutting spreadsheet

Planning

See appendix B

Cllr Whale talked through the status of the various planning applications. He added that he would speak to Mark Sprag to discuss the removal of condition 16 of application 15/01481.

ACTION GW

Finance

See appendix A – Councillors approved the payment of invoices and Cllr Barratt signed the cheques. The Bank Reconciliations were reviewed by the Councillors. Cllr Dagless then talked through the budget previously circulated – see appendix C. A new accounting package – SAGE – was then discussed. It was decided that the new package is needed to ensure that figures are shown without VAT as the present software is over 15 years old, is unsupported and is not a 'business' software. All in favour **ACTION CD & AD**

Equality Issues

No issues to report

Correspondence

- Youth Club – letter received from Debbie Hughes regarding the setting up of a Youth Club for the parish. Debbie has requested a grant from the Parish Council of £366.92

for the initial setting up costs to include insurance and membership to BRCC. After careful consideration the Parish Councillors agreed to give Debbie a grant of £400 and requested regular updates from her. **ACTION JK & CD**

- Correspondence received from Centenary Fields, led by Fields in Trust and the Royal British Legion. This is a national initiative which aims to protect war memorial fields, parks and green spaces created in memory of those who lost their lives during World War I. As the Children's play area, Amenity field and other green spaces in Wrestlingworth are covered under the Green Infrastructure Plan, it was agreed to use this initiative to protect green spaces in Cockayne Hatley. Documentation passed to Cllr Dagless to investigate. **ACTION AD**

Any Other Business

Cllr Kirkpatrick expressed concern over the removal of a large quantity of trees in the area backing on to Chapel Close, Braggs Lane and Church Lane. It was agreed that he would contact the Forestry Commission and explain that being a small village we were not interested in pursuing any legal challenge, but were more interested in understanding the regulations going forward. As a council we need to have the knowledge-base for future tree-felling activities.

Date of Next Meeting – 20th June

Apologies received from Cllr Barratt, so Cllr Williams will chair the meeting.

There being no further business, the meeting closed at 9.15pm

Appendix A

Financial Report – May 2016

April & May	E-on Electricity supply D/Debit		230.46
April & May	Clerk's Salary D/Debit		704.34
March, April & May	D J Granger – Grass cutting Contractors		2516.40
March	Terry Seymour – electrical maintenance		64.50
April & May	Clerk's expenses		142.52
May	BATPC – affiliation fee		159.00
March	Wrestlingworth Memorial Hall – Hall hire		14.00
May	C Dear – Salary Neighbourhood Plan Minute taking 5 th May 2016 (3 hours @ £8.83)		26.49

Appendix B

Wrestlingworth and Cockayne Hatley Parish Council

Planning
Applications
2014-2016

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		Withdrawn Now 16/01705

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
CB/16/01795	FULL	Land adj to 81 High Street, Wrestlingworth, SG19 2EJ, Erection of 3 storey dwelling	Assessing
CB/16/00119	TCA	3 Church Lane. Application to trim tree overhanging from neighbour's garden	No Comment
CB/16/02030	FULL	5 Church Lane. Proposed Rear Extension	Assessing
CB/16/01785	VOC	Strike condition 16 of application 15/01481	Objection

Appendix C

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL
FINANCIAL STATEMENT AT 30 APRIL 2016

	<u>2016/17</u>			<u>2015/16</u>
	<u>Year to date</u>	<u>To Spent</u>	<u>- Budget</u>	<u>Actual</u>
Income				
Precept	19120	0	19120	18944
Interest	2	18	20	29
Grass Cutting Contribution	0	352	352	353
VAT refund	0	3500	3500	2487
Total Income	19122	3870	22992	21813
Operational Expenses				
Accountants fees	0	270	270	220
Affiliation Fees	0	300	300	298
Amenity Field lease	0	120	120	120
British Legion	0	25	25	25
Church Clock Maintenance	0	325	325	275
Churchyard Maintenance	0	2000	2000	560
Clerk's expenses	0	350	350	312
Clerk's salary	352	4148	4500	4204
Election expenses	0	375	375	65
Electricity - street lighting	117	1383	1500	1323
Electricity/lighting - maint	0	400	400	408
General Maintenance	0	100	100	75
Grants (see below)	0	2000	2000	2885
Normal Grass and Hedge cutting	0	9000	9000	10276
Other grounds & tree work	0	2000	2000	744
Insurance	0	725	725	719
Memorial Hall Hire	53	122	175	140
Millenium Garden	0	100	100	0
Notice Board	0	0	0	
Parish Tidy Up	0	500	500	690
Playing field Maintenance	0	500	500	3572
Playing field lease	0	360	360	
Training expenses	0	200	200	20
War memorial				510
Web site	0	500	500	63

	522	25803	26325	27504
		-		
Operating surplus/deficit	18600	21933	-3333	-5691
Project				
s				
Allotment lease and set up		2500	2500	
Speed reduction measures		10000	10000	
Neighbourhood Plan	0	2000	2000	1338
Playground Restoration	0	0	0	15394
Project Grants received				
Neighbourhood Plan		0	0	-1261
Playground				-2545
Net Project costs	0	14500	14500	12926
		-		
Overall surplus/deficit	18600	36433	-17833	-18617
RESERVES				
Bank brought forward	33816		33816	
(Deficit)/Surplus for period	18600		-17833	
Bank carried forward	52416		15983	
GRANTS PAID IN YEAR				
Village Link	0		150	150
Wrestlingworth Memorial Hall	0			1635
St Johns Church	0		1000	1000
Marias Ensemble	0			100
TBA			850	
	<u>0</u>		<u>2000</u>	<u>2885</u>

IMPORTANT NOTES

Grass cutting varies according to number of cuts required and amount of

- 1 hedgecutting
- 2 Current account - 31/03/2016 1630.61
Deposit account - 31/03/2016 32185.19
33815.80
- 3 Expenses currently shown gross of VAT