

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council

Meeting held at Wrestlingworth Memorial Hall, on 20th June 2016 at 7.30pm

Present: Vice-Chairman Cllr S Williams, Cllr G Whale, Cllr N Dodgson, Cllr A Dagless, Cllr J Kirkpatrick and 4 members of the public.

Apologies: Cllr Barratt, Cllr C Turner & Central Bedfordshire Cllr's Zerny and Gurney.

Open Forum

Debbie Hughes gave an update on the progress of the Wrestlingworth Youth Club. She thanked the Parish Council for their contribution towards insurance and DBS forms and said that outstanding monies would be put towards the hire of the hall. Debbie then gave a brief outline on the 3 different groups that would make up the Youth Club and informed the Council that she had 14 volunteers to date. She also said that the Goodwill fund had given the Youth Club a grant of £213. Cllr Williams said that on behalf of the Parish Council she was very pleased with the progress made so far. Cllr Williams added that she felt that it was not necessary from now on to produce receipts but added that if a grant would be needed next year, accounts from the Youth Club would be necessary.

Val Cooper wanted to ensure that the Parish Council was aware of the objections made to the Planning Application for 3 x 4-bed houses on the paddock adjacent to the Home Farm Development. Cllr Williams confirmed that the Council was fully aware of the objections made but added that the application is within the Settlement Envelope and also fits with the Neighbourhood Plan. Cllr Williams also said that the Parish Council does have some concerns, however, due to privacy, traffic and drainage issues. Val then expressed concern over the retrospective planning application that had been applied for regarding the removal of condition 16 with respect to archeological investigations on the original site. Cllr Williams informed Val that the Parish Council has objected to this retrospective planning application.

Clive Bird asked for an update on the planning application at 81 High Street. He was told that the the application had been re-submitted and consequently approved. Clive also expressed concern over the Central Bedfordshire Council's 'Call For Sites' which identified in addition to CBC's parcels of land in Wrestlingworth, the Amenity Field (Miss Mayne's Meadow). Cllr Williams said that CBC had submitted nearly all its land in the Call For Sites and that their website stated that only 5% or so of all the sites put forward would eventually be allocated for housing. She added that the parcels of land in Wrestlingworth were all outside the Settlement Envelope. The appeal from the Co-Op regarding the planning application on Brook Farm was also discussed and it was noted that further information is available on the CBC website. Clive informed the Parish Council that the grass cutting contractors were damaging the wooden trim trail at the children's play area along with the wood bollards at the bottom of Braggs Lane when using their strimmer. The Clerk said that she would write to Mr Granger about this. **ACTION CD.** Clive then offered his help to Cllr Kirkpatrick with issues regarding the remedial repairs needed at the Children's play area with respect to the ROSPA Report. This was gratefully received.

Ethics and Standards Code

None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 16th May 2016, having been previously circulated, were taken as read and signed as a true and accurate record.

Matters arising & Chairman's report

Green Infrastructure Plan – steering group set up (Robin Barratt, Sandra Williams, Jim Hawkins, James Bonfield, Simon Dear and a representative from Cockayne Hatley). The first meeting will be in September 2016.

The request for the removal of the Ash Tree is now with CBC.

The Centenary Fields 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 was considered for Cockayne Hatley but it was concluded that it was not appropriate.

Chairman's Report to Parish Council on 20th June

In the last five weeks I have:-

- 1) With Cllr Nigel Dodgson, met with Nick Shaw of CBC Highways to discuss the scope of our RMF application regarding traffic speed control measures. At this meeting it was agreed that the RMF application would cover the High Street and CBC would separately look at installing controls at the crossroads.
- 2) Met with the landlord of the Chequers to discuss the proposal to make the pub a community asset. Waiting to hear back from him and will follow up if no response by end of the month. Took this opportunity to make him aware that we had received a complaint about the degree of music over the May bank holiday beer festival. He indicated that he had complied with the terms of his licence and had only received one other complaint.
- 3) Following concerns raised by a resident, I spoke with two boys regarding their skateboarding into the High Street and highlighted how dangerous this was and asked them to keep to the quieter side roads.
- 4) Reported the broken finger post for Church Lane / St Peters to CBC via new online reporting website.
- 5) Conducted an annual review meeting with our Parish Clerk, Catherine Dear.
- 6) Spoke to one of the joint owners of Home Farm paddock to clarify they still held ownership and to clarify who had submitted the recent planning application.
- 7) With Cllr Geoff Whale, attended the Bedfordshire Police briefing session covering the new structure being implemented for the rural policing solution.
- 8) Explained the circumstances behind the Forestry Commission enquiry regarding the felling of trees without a licence to the resident concerned.
- 9) Contacted Anglian Water on 15th June to follow up on the Potton Road leak only to be told that it was resolved on 3rd June. I expressed surprise to this as I was sure there was still water running down the road this week. I agreed to check if this the same leak or a new one and will report back to them accordingly.

- 10) Responded to a number of direct enquiries in regard to the Home Farm paddock development and, with Cllr Geoff Whale, met with nine close neighbours of the site to listen to their concerns and explain the areas of concern that have already been identified by councillors. Took opportunity to highlight that the proposal was in line with the Neighbourhood Plan.

Portfolios

Cllr Dodgson gave an update on the Speedwatch Campaign and started by thanking the team (Val Cooper, Colin Dale, Ken Ellis & Peter ??) for volunteering their time and effort in the 10 exercises that had already taken place. Information gathered on these exercises had been passed to the Police who had sent letters out to offenders. Cllr Dodgson then discussed the possibility of putting information signs on lamp posts informing drivers of the Speedwatch Campaign. The signs cost around £35 each. It was suggested that a decision regarding the signs should not be made until the Rural Match Funding had been agreed upon. After further discussion it was agreed that locations for signs should be put forward by the Speedwatch Team and brought to the next parish council meeting. Cllr Dagless asked if Cockayne Hatley could be included in this. Cllr Dodgson asked the Council to consider purchasing traffic counters and digital voice recorders to help the volunteer with their work. The Council agreed to this. Cllr Dodgson to let the Clerk have relevant receipts. **ACTION ND**

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

Since the last parish council meeting Rachel Hogger, our planning consultant, has been reviewing documents being prepared for the Neighbourhood Plan.

Rachel attended a meeting of the Steering Group on 15th June and her suggestions for strengthening the Pre-Submission Draft of the Plan were discussed and accepted. The Pre-Submission Draft is the document which will go out to formal consultation. We hope that we shall be ready to carry out that consultation in the early autumn. A Character Assessment of the parish has also been undertaken by the Steering Group. Rachel has commented on this. She has suggested that this too should be included in the consultation to enable residents to give us feedback.

It was agreed that drop-in events would be held in both Wrestlingworth & Cockayne Hatley during the statutory consultation period.

Concerns were expressed that the Plan was being developed by a very small number of people. It was felt that input from the wider membership of the parish council was imperative. It was therefore agreed that the following documents would be circulated to all councillors asking for their comments:

- Second draft of the Pre-Submission Draft Neighbourhood Plan
- Character Assessment
- Local Greenspace Report
- Settlement Envelope Review.

These have now been emailed to councillors asking for feedback before the next Steering Group meeting on 6th July.

Work still to be undertaken by Rachel Hogger:

- Look at whether the links between the GI Plan and the environmental policies of the Neighbourhood Plan should be strengthened
- Review all documents as a whole and tighten up the links where possible to remove duplication
- Prepare the Basic Conditions Statement (this is a technical document which sets out the Neighbourhood Plan's conformity with the National Planning Policy Framework, local strategic policy, EU legislation, and sustainable development.)

Cllr Williams informed the Council that documents on the Neighbourhood Plan were going to be sent to each Councillor for their comments. She stressed that this is particularly important as there are very few people involved in the work of the Neighbourhood Plan and that it is vital that Councillors make an input. Cllr Williams asked for comments by 3rd July.

ACTION RB, AD, GW, CT, JK & ND.

Andrew informed the Council that he and the Cockayne Hatley focus Group had met with Matthew Stafford, from The Co-Op, to discuss the Co-Op's future plans for the 3 areas in Cockayne Hatley. The Co-Op are tasked with turning the land-bank to value but said that they would listen to sensible proposals measured against economic value of the land in question. The areas could be considered for Community Green Space allocation. The next meeting with the Focus Group will take place on 22nd June

Cllr Kirkpatrick discussed the ROSPA report in regards to remedial works needed at the Children's play area. He said that a group of volunteers would be happy to assist with the repairs to equipment over the summer. The Council approved minor funding of items needed to carry out the work. **ACTION JK**

CBC Transport Strategy Consultation

Cllr Dodgson has prepared a draft a reply to CBC regarding this proposed change in transport strategy, including the issue that Cockayne Hatley currently has no bus service at all. This reply was discussed and it was agreed that it should now be sent and to include Cllr Dagless's comments. **ACTION ND**

Rural Match Funding

Cllr Dodgson informed the Council that Nick Shaw (Principle Highways Officer, CBC) has proposed that he takes forward a scheme that will look into the issue of excessive speed of traffic on the High Street between Potton Road and where the 30mph speed limit ends on the southern part of the High Street. This will involve design and feasibility work being undertaken and will provide us with an estimate of how much this would cost to implement. Additionally, he will look separately to progress the matter of safety issues at the Tadlow crossroads (B1042). The feasibility study has now been completed.

Assets of Community Value – The Chequers Public House

Cllr Barratt had met with the landlord of the Chequers to discuss with him the parish council's proposal to apply for the pub to be listed as an Asset of Community Value. Cllr Barratt was waiting to hear back from him. It was agreed that the application would go forward to CBC once Cllr Barratt had heard back from the Landlord. **ACTION SW & RB**

Clerk's salary

Cllr Williams advised members that a job evaluation and salary review were undertaken in December 2014 and it was agreed at the PC meeting in January 2015 that the Clerk should be paid on Local Authority Scale 1 in the range of scp23 – scp25, backdated to April 2014. However, the subsequent annual salary uplifts in April 2015 and April 2016 were not implemented, due to an oversight.

Cllr Williams proposed that the Clerk's hourly rate of pay should be increased retrospectively to scp24 for the year beginning April 2015 and scp25 for the year beginning April 2016 and a back pay adjustment of £256.11 should be made to correct matters.

She also proposed that the clerk should monitor the pay scales and rates of pay issued annually by NALC and report any changes to the council so that they can be implemented. Seconded by Cllr Fitzpatrick and agreed. **ACTION CD**

Clerk's report

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed minutes, agenda, budget and financial statement for June'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 15th June
- Chased new street light maintenance issue
- Subscribed to new accounts software package, SAGE, and transferred transactions from Lloyds Bank. The new system will be implemented when training is completed.
- Review meeting with Robin Barratt
- Emailed details of queries to external auditor regarding end of year statement

Planning

See appendix B

Cllr Whale talked through the status of the various planning applications and added that they are currently on the Parish website along with links where comments can be made. The lack of soakaways installed at the Home Farm Development and the addition of a spur road to be taken up with Building Control Dept. **ACTION GW**

Finance

See appendix A – Councillors approved the payment of invoices and Cllr Dagless signed the cheques. The Bank Reconciliations were reviewed by the Councillors. The follow-on grant for repairs at St John's Church, Cockayne Hatley was included which was agreed on last year. An application for a grant for the Village Link Magazine of £150 was approved. It was suggested that better communication between the Village Link Committee and the Parish Council would be advantageous.

Equality Issues

No issues to report

Correspondence

A grant request from the Marais Ensemble was read out and considered. It was decided that a letter would be written asking whether they are seeking a grant on behalf of the Marais Ensemble or the Potton Music Festival. It was suggested that they be asked, also, to provide details of their finances and also to consider tickets to be made available to the youngsters of the parish. The cheque drawn for this would be held back awaiting a response. Cllr Daglass agreed to draft a letter for the Clerk to send. **ACTION AD & CD**

Footpath from Wrestlingworth to Cockayne Hatley – Letter read out from CBC regarding the application to modify the Definitive Map and Statement for Central Bedfordshire. This application has been ranked No.12 and is unlikely to be processed until after 2018. Council agreed to pass this on to the Walking and Wildlife Group. **ACTION RB**

Any Other Business

Cllr Kirkpatrick informed the Council that the Forestry Commission were taking no action over the removal of a large quantity of trees in the area backing on to Chapel Close, Braggs Lane and Church Lane. They did add that in future a licence would be asked for and that the owners of the land have been informed. Liz Whitlock said that she would forward a copy of the guidelines to the Council for reference to have the knowledge-base for future tree-felling activities.

Date of Next Meeting – 15th August at St John’s Church, Cockayne Hatley

There being no further business, the meeting closed at 8.50pm

Appendix A

Financial Report – June 2016

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

June	E-on Electricity supply D/Debit		117.12
June	Clerk's Salary D/Debit		352.17
May & June	D J Granger – Grass cutting Contractors		1,258.2 0
May	Apex Tree surgeons – Ash tree		156.00
June	Clerk's expenses		16.59
May	Alan Walden – internal auditor's fees		100.00
May	Wrestlingworth Memorial Hall – Hall hire		14.00
June	C Dear – Salary Neighbourhood Plan Minute taking 15 th June 2016 (3 hours @ £11.66) & rate increase since April 2015 (£256.11)		291.09
May	ROSPA – annual inspection fee		126.00
June	Contribution from Mr and Mrs Pinnington for Ash tree removal	65.00	
June	Robin Barratt – printing expenses		10.00
June	St John's Church – Grant		1,000.0 0
June	Village Link - grant		150.00
June	Zurich Insurance		747.47
June	Marais Ensemble		100.00

Appendix B

CBC No	TYP E	Application	Response date	Decision W&CHPC
CB/16/0030 5	FULL	Land adj to 81 High Street, Wrestlingworth, Sandy, SG19 2EJ New three story dwelling		Withdrawn
CB/16/0170 5	FULL	Land adj to 81 High Street, Wrestlingworth, Sandy, SG19 2EJ Proposed new detached dwelling		Approved
CB/16/0178 5	VOC	Home Farm, 1 High Street, Wrestlingworth, Sandy, SG19 2EW Removal of Condition 16 to planning permission CB/15/01481/FULL(Conversion of existing barns (with partial demolition) and construction of new dwellings to form 7 No. new dwellings) :archaeological investigation.		Complaint
CB/16/0218 6	FULL	1 Hatley Road, Wrestlingworth, Sandy, SG19 2EH Two storey rear extension with single storey side and rear extension.		Assessing
CB/16/0203 0	FULL	5 Church Lane, Wrestlingworth, Sandy, SG19 2EU Rear extension		No Comment
CB/16/0216 4	FULL	Home Farm, 2 High Street, Wrestlingworth, Sandy, SG19 2EW. Construction of 3 no detached 4 bedroom dwellings, one with an integral double garage, two with detached double garages.		Agreed with reservations
CB/16/0018 4	TRE	Works to trees in Conservation Area. Wrestlingworth Lower School		Assessing
CB/16/0280 6	FULL	1 Tadlow Road, Wrestlingworth, Sandy, SG19 2HD. Erection of ancillary domestic building in place of temporary structures to provide home office, car port, garden store and log store		Assessing
CB/16/0267 0	FULL	10A Church Lane, Wrestlingworth, Sandy, SG19 2EU. Single Storey Flat Roofed Rear Extension.		Assessing