

## **WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL**

### **MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council**

**Meeting held at St John's Church, Cockayne Hatley, on 15<sup>th</sup> August 2016 at 7.30pm**

**Present:** Chairman Cllr Barratt, Vice-Chairman Cllr S Williams, Cllr G Whale, Cllr N Dodgson, Cllr A Dagless, Cllr J Kirkpatrick, Cllr Turner, Central Bedfordshire Cllr D Gurney and 1 member of the public.

**Apologies:** Central Bedfordshire Cllr Zerny.

#### **Open Forum**

Stephen Church from Wrestlingworth expressed an interest in an update on appeal for the Co-Op land at Brook Farm, Wrestlingworth. No further information available at present date as results of appeal still pending.

#### **Ethics and Standards Code**

None

#### **Minutes of Previous Meeting**

The minutes of the Parish Council meeting held on 20<sup>th</sup> June 2016, having been previously circulated, were taken as read and signed as a true and accurate record.

#### **Matters arising & Chairman's report**

The Chairman informed the meeting that he had sent off the application to register The Chequers Public House, Wrestlingworth as a community asset.

Chairman's Report to Parish Council on 15<sup>th</sup> August 2016

Since the last meeting I have:-

- 1) Followed up with Anglian Water regarding the 'resolved' status given to the leak on Potton Road. Got them to reopen the issue. They have inspected the leak, marked it with blue paint and I'm now waiting to hear what they intend to do next.
- 2) Submitted the Parish Councils Representation to the Planning Inspector in regard to the Co-ops appeal against the refusal of their application re Brook Farm
- 3) Submitted an application for the Chequers to be classified as a Community Asset.
- 4) Investigated the removal of the local business roadside advertising signs and, with Adam Zerny's assistance, traced them to CBC Highways depot in Bedford.
- 5) Responded to a resident regarding grass cutting.
- 6) Investigated area of grass not being cut following complaint from resident.
- 7) Reported the blocked High Street road drain at the bottom of Church Lane to CBC
- 8) Followed up with CBC regarding the removal of the Ash tree at 71 High St. Advised that work has been passed to the Highways team and my contact has asked for an update as to when the work has been scheduled for.
- 9) Followed up with my CBC contact regarding the rural exception site proposal and associated allotments. Have been advised that the scheme has been submitted for internal approval at meeting to be held late August / early Sept. CBC will then contact Parish Council to progress.

- 10) Reported overgrown road signs, specifically the 30mph signs as you enter the village from the crossroads.

## Portfolios

### Cllr Dodgson's report

- Rural Match Funding – High Street reduction measures – Design and management suggestions to be supplied to Nick Shaw by Ringway Jacobs by 14<sup>th</sup> October. Nigel suggested that Nick could attend the Parish Council meeting in November, the Council agreed that this would be a good idea.
- Crossroads – A 50mph speed limit is to be introduced at the Crossroads. A speed camera will also be included and situated at the layby on left hand side approaching the crossroads from Tadlow. The maximum speed limit was discussed with highways experts and police traffic management and it should be noted that the speed restrictions in these areas can be no lower than 50mph. Nick Shaw has requested that the Parish Council provide a letter of support for this scheme. Nigel agreed to draft letter. Cllr Williams pointed out that the Neighbourhood Plan was suggesting a speed limit of 40mph at the crossroads and 30mph from village boundary up to the crossroads. It was agreed that this point in the Neighbourhood Plan would stay as an aspiration.
- Potton Road Junction and road markings – Nick Carofalo has confirmed that relining work has started in the local area and that work expected to be carried out in Wrestlingworth within the next few weeks.
- Speedwatch – 12 sessions have now been completed at various locations and times. 65 warning letters have been sent out as a result. 7 possible sites for Community Speedwatch signs have been identified. Three large signs at the 3 village entrances with a further 4 repeater signs at various locations. Subject to approval of the sites by CBC the total cost for all 7 signs would be around £290. The cost of the 3 main signs would be £150. The Council discussed the sites and decided that 3 large signs at the village entrances along with one in Cockayne Hatley would be sufficient. Nigel to reconfirm cost of signs.

### Cllr Kirkpatrick's report

Cllr Kirkpatrick informed the Council that supplies for playground maintenance had been received at a cost of around £200. Two weekends had been identified for working parties to carry out maintenance jobs at the play area. Re-tensioning of the cable way had been completed. Clive Bird has installed 'do not climb' signs as recommended by ROSPA. It was suggested that a Please Shut Gate sign be installed to ensure that damage caused by rabbits did not occur. Cllr Barratt said that he would endeavour to empty the bins at the play area in future.

### Cllr Whale's report

Cllr Whale informed the Council that he had looked into getting the broadband speed for Cockayne Hatley increased but that this was not possible due to total number of dwellings in the hamlet. There may be other options which Cllr Whale said he would pursue. Cllr Whale also informed the Council that a mast was to be installed in Church Farm, Wrestlingworth to help with O2 reception.



Cllr Dagless's report

See section on **Co-Op Development in Cockayne Hatley** below.

Cllr Williams's Report on Neighbourhood Plan

The time line agreed by the Steering Group for the six week statutory consultation on the Pre-submission Draft of the Neighbourhood Plan is set out below. The Steering Group will meet on Wednesday 17<sup>th</sup> August to tie up any loose ends.

Monday 22 <sup>nd</sup> August	Pre-submission draft to printer. (allowing 2 weeks for printing)
By Friday 2 <sup>nd</sup> September	All relevant documents on website with clear links from home page.
Week beginning 5 <sup>th</sup> September	<p>Consultees sent notification of start date and website links, hard copies sent where necessary.</p> <p>Copies of Pre-submission draft circulated to all households together with information on how to comment and publicity for Drop-in Sessions.</p> <p>Publicity for Drop-in Sessions.</p>
<b>Monday 12<sup>th</sup> September – Monday 24<sup>th</sup> October</b>	<b>Statutory consultation period of six weeks</b>
Saturday 24 <sup>th</sup> September	Drop-in Sessions – Wrestlingworth 10.00am – 1.00pm, Cockayne Hatley 2.00pm – 3.00pm
By Friday 30 <sup>th</sup> December	All comments dealt with and Pre-submission Plan signed off by Steering Group and PC.

In addition to the Pre-submission Draft Plan we shall also be consulting residents on the Character Assessment of the parish produced as part of the evidence base for the Plan. This is a large document with many photographs so we are intending only to have 10 copies printed. These will be available to view, and borrow if necessary, at the Drop-in Sessions planned for Saturday 24<sup>th</sup> September. All documents will be available on the PC website.

The Pre-submission Draft Plan itself is roughly twice the size that we thought it would be when a grant for printing was sought. The Parish Council should be aware that the cost of printing, as yet unknown, will be greater than the grant of £220 we have received. The balance will need to come from the delegated budget for the Neighbourhood Plan

Rachel Hogger of Modicum Planning has submitted her invoice for the second tranche of work. She still has a few hours for us which will be used to help with the completion of the evidence base.

Cllr Williams also informed the Council that she had met with Potton Town Council to share our experiences in developing a Neighbourhood Plan.

Cllr Barratt said that he would add publicity for drop-in and consultation on Parish Facebook page and Village Link.

### **Clerk's report**

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed minutes, agenda, budget and financial statement for August's meeting
- Reconciled bank statement with cheques written and transferred £6K to cover today's cheques and forthcoming direct debits
- Forwarded planning applications to Planning Committee
- Attended Neighbourhood Planning meeting 6<sup>th</sup> July
- Chased new street light maintenance issue with CBC Highways, CBC Highways Director Paul Mason – ref no 1010000078882
- SAGE – trial balance, VAT return for last financial year
- Granger – strimming issue, CH quote and collecting grass from field quote
- Aragon – grass cutting in Wrestlingworth raised and resolved
- Emptied bins at play area
- Marais Ensemble – email communication for further accounting information which was resolved and sent cheque
- BDO auditors returned completed Audit for the 2015/2016 with one suggestion to minute the salary rise for Clerk
- Requested CBC empty litter bins in Childrens Play Area – Tenisha Chin, CBC

Regarding the Marais Ensemble it was noted that they would not be supported by the Parish Council in the future and that this would be their final grant.

### **Co-Op Development in Cockayne Hatley**

Cllr Dagless informed the Council that an email had been received from the Co-op stating that they consider that two of the barns on the land which they own in Village Road are capable of residential conversion. The Co-op will therefore be pursuing a prior notification application to CBC to convert the buildings under permitted development rights. If they are successful in getting consent for the barn conversions and secure their development then Co-op would be happy to consider offering the Parish Council their remaining land to the south of Village Road and the northernmost plot on a leasehold basis for a nominal rental to allow it to become community greenspace.

A note informing all households of this email was circulated and this was followed by a meeting of Cockayne Hatley residents prior to the Parish Council meeting on 15<sup>th</sup> August 2016. Mixed views were expressed. Some were in favour of the redevelopment of the barns; others did not want any development at all.

Cllr Dagless has asked CBC Cllrs Gurney and Zerny to find out exactly what is allowed under permitted development rights. Cllr Gurney recommended to the meeting that the Parish Council should accept the offer from the Co-op of a lease on the two remaining parcels of land subject to consent for barn conversions as this would be the best option for securing community greenspace for the hamlet.

A quote for cutting the grass on one of the parcels of land has been received. The Council agreed that this was reasonable and would be arranged should the land be leased to the Parish.

### **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 Parish Council is awaiting a decision from the appeal on the development by the Co-op at Brook Farm, Wrestlingworth. **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. The Financial statement including budget was also discussed – see Appendix C. The Clerk informed the Council that a VAT return for the last financial year had been applied for but yet to be received. A VAT return for the 4 months of the financial year had been prepared and will be submitted this week. The Clerk was asked to look into the grass cutting contribution made to the Parish Council by Central Bedfordshire Council. **ACTION CD**

### **Correspondence**

None

### **Any Other Business**

None

**Date of Next Meeting** – 3<sup>rd</sup> October 2016, Wrestlingworth Memorial Hall

There being no further business, the meeting closed at 9pm

## Appendix A

### Financial Report – August 2016

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

July & August	E-on Electricity supply D/Debit		230.46
July & August	Clerk's Salary D/Debit		757.90
July & August	D J Granger – Grass cutting Contractors		2,530.8 0
July	BDO - Auditor		240.00
July & Aug	Clerk's expenses		33.70
August	Metro signs – Lousy Bush sign		66.00
June	Wrestlingworth Memorial Hall – Hall hire		14.00
July	C Dear – Salary Neighbourhood Plan Minute taking 6 <sup>th</sup> July 2016 (3 hours @ £11.66)		34.98
July	Modicum Planning – Neighbourhood Plan		1,630.6 0
June	T & J Seymour – electrical maintenance		64.50
June, July & August	SAGE – accounting software		18.00
July	Nigel Dodgson – speedwatch equipment		37.35

## Appendix B

**Wrestlingworth and Cockayne Hatley Parish Council****Planning  
Applications 2014-  
2016**

<b>File no</b>	<b>CBC No</b>	<b>TYP E</b>	<b>Application</b>	<b>Response date</b>	<b>Decision W&amp;CHPC</b>
	CB/16/01785	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/16/02164	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/15/04887	OUT	Outline Application for the erection of up to 30 dwellings and associated infrastructure		Appeal unknown
	CB/16/03097	FULL	4, Randalls Close. detached double carport		No Comment
	CB/16/03095	FULL	4 Randalls Close. single storey rear extension		No Comment
	CB/16/03714	PAAD	Proposed change of Use Land adjacent to 19 Village Road Cockayne Hatley Sandy SG19 2EE		



## Appendix C

**WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL**  
**FINANCIAL STATEMENT AT 31 JULY 2016**

	<b><u>2016/17</u></b>			<b><u>2015/16</u></b>
	<b><u>Year to date</u></b>	<b><u>To Spend</u></b>	<b><u>- Budget</u></b>	<b><u>Actual</u></b>
<b>Income</b>				
Precept	19,120.00	0.00	19,120.00	18,944.00
Interest	7.84	12.16	20.00	29.00
Tree cutting contribution	65.00	-65.00		
Grass Cutting Contribution	0.00	352.00	352.00	353.00
VAT refund	0.00	3,500.00	3,500.00	2,487.00
<b>Total Income</b>	<b>19,192.84</b>	<b>3,799.16</b>	<b>22,992.00</b>	<b>21,813.00</b>
<b>Operational Expenses</b>				
Accountants fees	110.00	160.00	270.00	220.00
Affiliation Fees	159.00	141.00	300.00	298.00
Amenity Field lease	0.00	120.00	120.00	120.00
British Legion	0.00	25.00	25.00	25.00
Church Clock Maintenance	0.00	325.00	325.00	275.00
Churchyard Maintenance	0.00	2,000.00	2,000.00	560.00
Clerk's expenses	159.11	190.89	350.00	312.00
Clerk's salary	1,753.04	2,746.96	4,500.00	4,204.00
Election expenses	0.00	375.00	375.00	65.00
Electricity - street lighting	438.96	1,061.04	1,500.00	1,323.00
Electricity/lighting - maint	53.75	346.25	400.00	408.00
General Maintenance	0.00	100.00	100.00	75.00
Grants (see below)	1,650.00	350.00	2,000.00	2,885.00
Normal Grass and Hedge cutting	3,714.75	5,285.25	9,000.00	10,276.00
Other grounds & tree work	130.00	1,870.00	2,000.00	744.00
Insurance	747.47	-22.47	725.00	719.00
Memorial Hall Hire	81.00	94.00	175.00	140.00
Millenium Garden	0.00	100.00	100.00	0.00
Notice Board	0.00	0.00	0.00	
Parish Tidy Up	0.00	500.00	500.00	690.00
Playing field Maintenance	105.00	395.00	500.00	3,572.00
Playing field lease	0.00	360.00	360.00	
Training expenses	0.00	200.00	200.00	20.00
War memorial				510.00
Web site	58.32	441.68	500.00	63.00
	<b>9,160.40</b>	<b>17,164.60</b>	<b>26,325.00</b>	<b>27,504.00</b>

		-		
	13,365.4			
<b>Operating surplus/deficit</b>	<b>10,032.44</b>	4	<b>-3,333.00</b>	<b>-5,691.00</b>
<b>Projects</b>				
Allotment lease and set up		2,500.00	2,500.00	
Speed reduction measures		10,000.0		
Neighbourhood Plan	1,271.20	728.80	2,000.00	1,338.00
Playground Restoration	0.00	0.00	0.00	15,394.00
<b>Project Grants received</b>				
Neighbourhood Plan	-2,290.00	2,290.00	0.00	-1,261.00
Playground				-2,545.00
<b>Net Project costs</b>	<b>-1,018.80</b>	15,518.8	<b>14,500.00</b>	<b>12,926.00</b>
		0		
		-		
<b>Overall surplus/deficit</b>	<b>11,051.24</b>	28,884.2	<b>17,833.00</b>	<b>-18,617.00</b>
		4		
<b>RESERVES</b>				
Bank brought forward	35,883.09		33,816.00	
VAT refunds due				
(Deficit)/Surplus for period	<b>11,051.24</b>		<b>17,833.00</b>	
Bank carried forward	<b>46,934.33</b>		<b>15,983.00</b>	
<b>GRANTS PAID IN YEAR</b>				
Youth Club	400.00		0.00	
Village Link	150.00		150.00	150.00
Wrestlingworth Memorial Hall	0.00			1,635.00
St Johns Church	1,000.00		1,000.00	1,000.00
Marias Ensemble	100.00			100.00
TBA			850.00	
	<u>1,650.00</u>		<u>2,000.00</u>	<u>2,885.00</u>

**IMPORTANT NOTES**

- 1.00 Grass cutting varies according to number of cuts required and amount of hedgecutting
- Current account -
- 2.00 31/07/2016 784.97
- Deposit account -
- 31/07/2016 45,313.03
- VAT 01.04.16 - 21.07.16 836.32
- 46,934.32**