

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

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

**Meeting held at Wrestlingworth Memorial Hall, on 3<sup>rd</sup> October 2016 at 7.30pm**

**Present:** Chairman Cllr Barratt, Cllr N Dodgson, Cllr A Dagless, Cllr J Kirkpatrick, Cllr Turner, Central Bedfordshire Cllr D Gurney and 4 members of the public.

**Apologies:** Vice-Chairman Cllr S Williams, Cllr G Whale & Central Bedfordshire Cllr Zerny.

#### **Open Forum**

Ken Ellis gave his opinion on the latest speeding survey. He said that overall he thought that had been a wasted opportunity as the location of the speeding strips were not best placed. He also thought that the road closure warning signs may have had impact on the results along with the construction traffic at Home Farm. Cllr Barratt said that these points would be passed back to Nick Shaw who organised the survey. Ken added that there was still a need to recruit volunteers for the Speedwatch programme. CBC Cllr Doreen Gurney added that she would contact Nick Shaw to add her support to the Parish Council's concerns.

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

None

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

The minutes of the Parish Council meeting held on 15<sup>th</sup> August 2016, having been previously circulated, were taken as read and signed as a true and accurate record.

#### **St Peter's Churchyard Trees**

Mick Bister informed the Parish Council of issues affecting the churchyard at St Peter's.

1) Two of the Grade 2 listed 17<sup>th</sup> century headstones in the Churchyard are particularly vulnerable because they are becoming overwhelmed by the ivy and its neighbouring laburnum tree. Could the Parish Council please arrange for the removal of the ivy and laburnum after which we shall be able to proceed with any restoration work needed?

2) Secondly we are concerned about the Yew tree which is extending its territory and has now spread to such an extent that its west side branches are entangled with those of the lime trees alongside the path. To remedy this the recommendation is a 20% crown reduction and further reassessment in 3 years.

Cllr Barratt added that the dead lime tree needs removing and all the lime trees need pollarding and the 'beards' removing.

The Parish Council has a statutory responsibility to maintain the closed churchyard so the Clerk agreed to get 3 quotes for this work to include the ivy covering the laburnum tree, yew tree and lime trees. **ACTION CD**

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

Since we last met I have:-

- 1) Followed up again with Anglian Water regarding the leak on Potton Road. Got them to reopen the issue. They have inspected the leak again and have stated that the leak is after the property's water meter so it is the householders responsibility. I have therefore visited the owner (Mrs Macdonald at Church Farm) who has referred me to the Farm Manager, Paul. I have followed up with Paul, who has advised that previously Anglian Water advised him that this water was land drain off. I have questioned this as the flow has not stopped, despite it being very dry. Paul will investigate.
- 2) Responded to a number of follow up enquiries from residents regarding various planning applications in Wrestlingworth.
- 3) Attended the Neighbourhood Plan drop in sessions.
- 4) With Nigel ( Cllr Dodgson), met with Nick Shaw at CBC to discuss the results of the RMF traffic calming review.
- 5) Responded to a resident regarding foul smelling stagnant water in the brook and advised them on where to report.
- 6) Followed up on the request from St Peters to consider works on two specific trees in the closed churchyard. Have received advice from CBC Tree Officer that a 20% crown reduction should be considered for the very large Yew next to the church entrance. The next step is to obtain quotes for this work however my view is that we should include other work in the same quote. To be discussed at council.
- 7) Followed up with my CBC contact regarding the rural exception site proposal and associated allotments. Have been advised that the business case is still being reviewed and a question has been asked if it would be acceptable to the Parish Council to increase the number of dwellings from the current number(6). I have indicated that, subject to the Parish Council, a small increase might well be acceptable. I asked what number they were considering and have been told that a figure of ten had been mentioned. This item is further covered below.

Cllr Barratt confirmed that Central Bedfordshire Council has accepted the nomination made by Wrestlingworth and Cockayne Hatley Parish Council for The Chequers Public House, Wrestlingworth to be listed on the Council's register of Assets of Community Value. Cllr Barratt also informed the meeting that the application to modify the Definitive Map and Statement for Wrestlingworth & Cockayne Hatley FP C2 to FP C11 is a paper issue and the Parish Walking & Wildlife Group consider no action is required to escalate the delay in CBC addressing this matter.

### **Portfolios**

#### **Cllr Dodgson's report**

Rural Match Funding – Cllr's Dodgson and Barratt met with Nick Shaw of CBC on 22nd September to discuss the progress on the development of traffic control measures in Wrestlingworth under the Rural Matched Funding scheme. Nick advised them that he had installed two traffic recording loops in the High Street, one close to the junction with Potton Road and the other in the 'Battle Bridge' area, near Water End, to record traffic in the week

commencing 7th July.

Prior to receiving the data that was captured, Nick had worked with his Engineers to consider possible traffic calming measures. Taking into account all the available factors, they decided to cost up the installation of two raised 'platforms' in the carriageway to slow traffic plus all the associated signage. The cost of this totalled some £45k, and of this, the Parish Council would be required to contribute a further £20k over the £2.5k already committed to for the investigation.

Results from the traffic survey, which were a little surprising, were as follows.

- 1) Some 21,000 traffic movements were recorded during the week.
- 2) The volume of traffic was at a peak during the morning and afternoon 'Rush hours', as one would expect.
- 3) The mean average speed of all traffic was just over 31mph ( 32.7mph at Battle Bridge & just over 29mph at the Chequers, nearer to the Potton Rd junction)
- 4) 9% of traffic in this area was travelling in excess of 35mph.
- 5) 93% of the traffic was cars or light delivery vehicles.

Nick has reviewed the engineering options available and has put together a solution whereby there is a new VAS sign installed in the current position which will show the actual speed vehicles are doing in both directions. This type of display is considered to be far more effective than the current sign, which just flashes up 30 if you are exceeding it. The signage would be improved within the village and 30mph roundels would be painted on the carriage way at two of the three entrances to the village. This proposal would cost in the region of £17k, with the Parish Council's share being £8.5k (plus the £2.5k for the review) and if Council instruct Nick to proceed with the reduced proposal he would anticipate that this could be completed before Summer '17.

After a lengthy discussion the Parish Council agreed to the new VAS sign rather than the installation of two raised platforms. Cllr Dodgson to write to Nick Shaw to formally request this. **ACTION ND**

It should also be noted that the proposal to reduce the speed limit at the crossroads and install a camera has just completed the consultation phase with no objections being lodged so Nick is hopeful of having this work completed in the current financial year, i.e. before the end of March '17.

The Parish Council restated their commitment to the Speedwatch initiative and provide funds to this as appropriate. It was suggested that the Parish Council also actively engage with the operators of the HGVs using the village to persuade them to seek an alternative, more appropriate route.

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 around 14<sup>th</sup> October.

Community Speedwatch signs – Cllr Dodgson wrote to Paul Salmon and provided details of suggested signs at the three entrances to Wrestlingworth. Paul is concerned that the proposed use of the 30 mph speed limit signs may not be suitable due to overcrowding and has asked if there are alternative sites such as lamp posts. This will be discussed with the Speedwatch Group. Costs have not yet been confirmed but are not expected to exceed £150.

Speedwatch – Further monitoring exercises were carried out in September. The Speedwatch Group is fairly small consisting of 5 people. There is concern as with such a small group it is difficult to cover all monitoring times so more volunteers are required.

### **Cllr Kirkpatrick's report**

Cllr Kirkpatrick reported that over the summer volunteers (Kevin Millard, Clive Bird, Debbie Hughes, himself and Simon Williams) spent 2 days completed maintenance tasks to the equipment at the Playground. Cllr Kirkpatrick added that he was in communication with the grass cutting contractor, David Grainger, regarding issues with the grass cutting at the playground. He added that the rabbit hole had been filled and notices placed on the gate remind users to close it.

### **Cllr Whale's report**

#### **Mobile Phone Mast, Church Farm, Potton Road**

A planning application from Waldon Telecom, contractors acting for O2, in respect of the installation of a new mobile 'phone mast at Church Farm, Potton Road has been received. A Q&A exchange followed as shown below.

Given the satisfactory answers (apart from the RFS one!) Cllr Whale propose supporting this application, unless there are significant objections.

Q. Does this mast provide only O2 services (and its MVNOs like giffgaff and Tesco Mobile), or might capacity be leased to other providers?

A. I can confirm that the mast will be providing coverage to customers of O2, as well as its MVNOs. The site will also be available to other third party operators, should they wish to install equipment at the site in future.

Q. Is it likely that subscribers in Cockayne Hatley, 2km North, will experience any benefit from the mast?

A. I have attached predictive coverage plots which show existing and predicted coverage levels for 2G, 3G and 4G coverage. These do confirm that Cockayne Hatley would benefit from the proposed development.

Q. Given that the planning process proceeds satisfactorily, what is the likely delay before the base station is Ready-For-Service?

A. The intention is to have this site built and 'on air' before the end of 2017 at the latest. It is difficult to give a more specific estimate than that at this stage as the build date depends upon a variety of factors, but we would hope that the site is built by mid-2017.

Q. There have been social media comments that “Waldon Telecom acknowledge they don't yet have the support of the landowner” Please can you comment?

A. I can confirm the site owners at Church Farm were happy for the application to be submitted.

### **Broadband Rollout**

We have been in contact with Voneus, who have implemented a third party superfast broadband service in Dunton, which has recently gone live.

Voneus have agreed to survey Eyeworth and Cockayne Hatley and will then be in a position to decide if these sites are commercially viable for the same service and a what cost per subscriber. We need to ensure that Voneus are at least aware of the isolated properties in these locations, for example along Sutton Road in Eyeworth and around the Church in Cockayne Hatley.

### **NP Pre-Submission Draft Plan**

Cllr Whale spent considerable time loading documents to the Website, firstly in a covert style so that they were only accessible to the NP team, checking misspellings and dodgy links, and then releasing the whole ensemble for general viewing.

### **Cllr Williams’s Report on Neighbourhood Plan**

The statutory consultation period for the Pre-submission Draft of the Neighbourhood Plan began on 12<sup>th</sup> September and will end on 24<sup>th</sup> October. We are required by the Neighbourhood Planning Regulations 2012 to consult all resident, owners of land in the parish, clubs, societies and businesses in the parish. We are also required to consult other organisations over a wide area. In all 102 individual letters and emails have been sent out. All households in the parish have received a printed copy of the Pre-submission Draft of the Plan. The Pre-submission Draft, together with the many supporting documents, is also available on the Parish Council website.

Drop-in sessions were held on 24<sup>th</sup> September at both Wrestlingworth & Cockayne Hatley. These events gave residents the opportunity to discuss the Plan with Steering Group members and ask questions. 13 attended the Wrestlingworth event and five came along to the Cockayne Hatley event. This was low compared with the Drop-in event held in January, but that had the added draw of a display on the Co-op planning application. The Steering Committee takes the view that low attendance demonstrates that the community is happy with the content of the Pre-submission Draft Plan.

The Green Infrastructure Plan was commissioned to advise the environmental policies in the Neighbourhood Plan. As the GI Plan is an aspirational document without evidence to justify the priorities it sets out, considerable work is still to be done to strengthen that aspect of the Neighbourhood Plan. CBC Landscape Officers are helping the Steering Group with this by providing strategic evidence. The newly formed GI Plan Steering Group is also helping by definitively identifying and photographing view points for us.

The Steering Group has also been advised that an Equalities Impact Assessment of all the policies in the Plan must be done.

Once the statutory consultation period has ended the Steering Group will assimilate all the comments made and re-write the Plan where necessary. The work mentioned above will need to be incorporated into the Plan. We have timetabled the completion of this work for the end of the year. However this will depend on the number and complexity of comments we receive, especially from CBC. We have been reassured by CBC that they will take into account their emerging Local Plan when responding to us. This removes one of the Steering Group's major concerns.

Rachel Hogger of Modicum Planning has now submitted her final invoice for approval at Monday's parish council meeting, her costs are in line with the grant we received for her work.

Cllr Barratt added that the Pre-submission draft of the Neighbourhood Plan was an impressive document and that thanks and appreciation should be given to both Elizabeth Wilson and Sandra Williams for their significant contributions.

#### **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 £5K to cover today's cheques and forthcoming direct debits
- Forwarded planning applications to Planning Committee
- Attended Neighbourhood Planning meeting 17<sup>th</sup> August and GI Plan meeting on 27<sup>th</sup> September
- Historic England War Memorial issue with Mick Bister

#### **Planning**

**See appendix B**

#### **Affordable Housing – Old Tree Nursery**

The proposal for affordable housing to go on the site of the Old Tree Nursery was discussed. This land is owned by Central Bedfordshire Council and is a rural exception site. It was agreed that a number of 6 units would be taken back to Owen Harrison (Planning Team) at CBC. **ACTION RB**

#### **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.

#### **Correspondence**

An invitation to attend the Civic Service at Potton was read out. No Councillors were free on the date of the service.

**Any Other Business**

- Deterioration in asbestos roof on garage in Wrestlingworth play area – Cllr Kirkpatrick informed the Council that the roof needs replacing. One provisional quote has been received to remove and replace the roof totalling £2,325. A discussion followed and it was decided to get more quotes and to identify separate costs for removal of the roof and installation of a new one. **ACTION JK**
- Possibility of adding a form to the PC website to allow items to be raised at PC Meetings without personal attendance – the Council decided that this was a good idea and Cllr Whale agreed to look into implementing this. **ACTION GW**
- Braggs Lane Oak tree – Cllr Barratt informed the Council that this tree has grown extremely large and that there was some concern as to the risk this might pose due to the spread of the crown. It was decided that the tree should be properly assessed and that this job could be added to the contractor's list for attention/quote. **ACTION CD**

**Date of Next Meeting** –21 November 2016, Wrestlingworth Memorial Hall at 19.30 hours

There being no further business, the meeting closed at 9.10pm

## Appendix A

**Financial Report – October 2016**

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

September	E-on Electricity supply D/Debit		230.46
September	Clerk's Salary D/Debit		378.95
August & September	D J Granger – Grass cutting Contractors		2,631.60
October	Modicum Planning – Neighbourhood Plan		400.00
September	Clerk's expenses		33.18
September	The Lion Press – NP Printing		1,054.00
September	Wrestlingworth Memorial Hall – Hall hire		14.00
August & September	C Dear – Salary Neighbourhood Plan Minute taking 17 <sup>th</sup> August 2016 (3 hours @ £11.66) & GI Plan Minute taking 27 <sup>th</sup> September 2016 (3 hours @ £11.66)		69.96
September	Cllr Sandra Williams – NP expenses		47.90
September	T & J Seymour – electrical maintenance		64.50
September	SAGE – accounting software		6.00
September	Cllr James Kirkpatrick – play area maintenance items		235.96
October	Royal British Legion		25.00



## Appendix B

<a href="#">CB/16/03714/PAAD</a>	Proposed change of Use Land adjacent to 19 Village Road Cockayne Hatley Sandy SG19 2EE	<a href="#">PC Comment</a>  Approved
<a href="#">CB/TCA/16/00335</a>	8 Church Lane, Wrestlingworth, Sandy, SG19 2EU Notification of works to trees in a Conservation Area: Atlas Cedar located in the back garden\ - reduce whole crown by 30%	Assessing. Comments by 7/10/16
<a href="#">CB/16/04113/TD</a>	Church Farm Potton Road Wrestlingworth. SG19 2EY Installation of O2 Telephone Mast	Assessing Comments by 18/10/16
<a href="#">CB/16/04155/FULL</a>	21 Village Road, Cockayne Hatley. SG19 2EE Internal Alterations.	Assessing Comments before 19/10/16

## Appendix C

**WRESTLINGWORTH & COCKAYNE HATLEY PARISH  
COUNCIL****FINANCIAL STATEMENT AT 30 SEPTEMBER 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	11.45	8.55	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>19,196.45</b>	<b>3,795.55</b>	<b>22,992.00</b>	<b>21,813.00</b>
<b>Operational Expenses</b>				
Accountants fees	320.00	-50.00	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	192.81	157.19	350.00	312.00
Clerk's salary	2,131.99	2,368.01	4,500.00	4,204.00
Election expenses	0.00	375.00	375.00	65.00
Electricity - street lighting	662.04	837.96	1,500.00	1,323.00
Electricity/lighting - maint	107.50	292.50	400.00	408.00
General Maintenance	55.00	45.00	100.00	75.00
Grants (see below)	1,650.00	350.00	2,000.00	2,885.00
Normal Grass and Hedge cutting	5,254.50	3,745.50	9,000.00	10,276.00
Other grounds & tree work	130.00	1,870.00	2,000.00	0
Insurance	747.47	-22.47	725.00	744.00
Memorial Hall Hire	42.00	133.00	175.00	719.00
Millenium Garden	0.00	100.00	100.00	140.00
Notice Board	0.00	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	0.00	500.00	500.00	63.00
	11,557.31	14,767.69	26,325.00	27,504.00
			0	0
			-	
<b>Operating surplus/deficit</b>	7,639.14	-10,972.14	3,333.00	-5,691.00
<b>Project s</b>				
Allotment lease and set up		2,500.00	2,500.00	
Speed reduction measures	37.35	9,962.65	10,000.00	
Neighbourhood Plan	1,675.58	324.42	2,000.00	1,338.00
Playground Restoration	0.00	0.00	0.00	15,394.00
				0
<b>Project Grants received</b>	-125.72	VAT SUSPENCE		
Neighbourhood Plan	2,290.00	2,290.00	0.00	-1,261.00
Playground				-2,545.00
			14,500.00	12,926.00
<b>Net Project costs</b>	-702.79	15,077.07	0	0
			-	-
<b>Overall surplus/deficit</b>	8,341.93	-26,049.21	17,833.00	18,617.00
			0	0
<b>RESERVES</b>				
Bank brought forward	33,815.80		33,816.00	
VAT refunds due 01.08.16 - 30.09.16	-496.72		-	
			17,833.00	
(Deficit)/Surplus for period	8,341.93		0	
	<b>41,661.01</b>		<b>15,983.00</b>	
Bank carried forward			0	
<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>
<b>IMPORTANT NOTES</b>				
1	Grass cutting varies according to number of cuts required and amount of hedgecutting Current account -			
2	30/09/2016	1,507.85		

Deposit account -	39,316.6
30/09/2016	4
VAT 01.04.16 - 31.07.16	<u>836.32</u>
	<b>41,660.8</b>
	<b>1</b>