

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council

Meeting held at Wrestlingworth Memorial Hall, on 3rd October 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 and 5 members of the public.

Apologies: Central Bedfordshire Cllr's D Gurney & A Zerny.

Open Forum

Richard Whitlock enquired as to S106 monies from Randalls Close development – Cllr Barratt said that the money was awaiting allocation and proposed for speed reduction measures in Wrestlingworth. Richard also asked for an update on phone mast at church farm. Cllr Whale informed him that it had been approved. Richard informed council about overgrown hedges – Cllr Barratt said that the hedges are considered to be within the property's boundary. Richard asked if there was a further application from the Co-Op regarding development at Brook Farm or from Woodcraft regarding development on the meadow. Cllr Barratt said that there was none from the Co-Op and that the Woodcraft development did not get as far as planning stage. Richard asked the Council if they were aware of Water End land for sale. Cllr Barratt confirmed that the Council are aware.

Ethics and Standards Code

None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 3rd October 2016, having been previously circulated, were taken as read and signed as a true and accurate record.

Matters arising & Chairman's report

During the last 14 weeks I have:-

1. Followed up with Anglian Water and Paul Thompson, Church Farm Manager on a number of occasions regarding the leak on Potton Road. The flow of water was temporarily stopped, this was due to the water to the property being turn off whilst the farm replaced the supply pipe on their property after Anglian Water insisted the problem was on the property side of the meter. Unfortunately the leak restarted as soon as the water was turned back on after this work was completed. Subsequent investigations by Anglian Water engineers were undertaken and they admitted that the problem was there side and commenced repair w/c 7th November, with the leak finally being repaired on 11th November. I have offered to assist Paul Thompson if he wishes to pursue a claim against Anglian Water for the work he undertook which would appear to have been unnecessary.
2. Spent two hours guiding a 40ft articulated lorry out of Church Lane following it getting stuck having been misdirected by its sat nav. Police had to be involved as the only way to

get the vehicle out was the wrong way down the one way section, which needed the road closing for safety reasons.

3. Followed up with CBC regarding the removal of the Ash tree at 74 High St. Have been advised that work has been scheduled for this winter, once the leaves have fallen.
4. Followed up with my CBC contact regarding the rural exception site proposal and associated allotments. Have been advised that the business case and site appraisals were submitted for approval and required some changes. The updated business case is being worked on and hopeful for submission of approval fairly soon to the Assistant Director for Housing. Our contact is due to meet with Housing Services colleagues in the next 2-3 weeks and will be discussing the site when they meet. If there is any further update to provide after that meeting then he will let us know.
5. Laid a poppy wreath on behalf of the Parish Council at the Remembrance Day service at St Peter's Church.
6. Investigated reports that trees in the playing field are fouling the power lines. Need to establish if these are power or telephone lines. Further action required.

Portfolios

Cllr Dodgson's report

Councillor Dodgson informed the Council that he had emailed Nick Shaw for an update on progress on the Speed Reduction Measures but to date Nick had not replied. He added that there would be one last Speedwatch session in the next week and then a break before resuming in the Spring. He added that there was still a need for new members. Nigel to circulate statistics collected from sessions to date and submit article for next copy of Village Link covering summary results and call for further volunteers. **ACTON ND**

Cllr Kirkpatrick's report

Cllr Kirkpatrick confirmed that he has received quotes for garage roof repairs – council agreed to go with Compton Repairs at £2,100 incl VAT. Minor repairs to play equipment to be done before Spring. Will inspect possible rabbit entry holes, no moles recorded at present. **ACTION JK**

Cllr Whale's report

Councillor Whale updated the Council on his enquiry for broadband in Cockayne Hatley. He added that he is liaising with installers of broadband in Dunton, who are not yet 'live', as to pricing. Cllr Barratt to enquire as to business on Tadlow Rd and accessibility to broadband. Cllr Whale also talked about facility to submit items for parish council meetings from parishioners on website – work in progress **ACTION GW & RB**

Cllr Williams's Report on Green Infrastructure Plan & Neighbourhood Plan

Councillor Williams gave update on Green Infrastructure Plan Committee who are currently working on evidencing viewpoints identified for Neighbourhood Plan. She added that there is still a vacancy for a representative from Cockayne Hatley. Good work already been

achieved regarding new footpaths and renewal of permissive paths between Wrestlingworth & Cockayne Hatley.

There has been considerable response to the draft Neighbourhood Plan which was distributed to all residents in the parish along with land owners, etc. Forty pages of responses were having to be worked through and the deadline for collating these replies has now been moved to March 2017. Rachel Hogger has agreed to provide 3 days work to help with this workload. Cllr Williams informed the Council that she had applied for a grant to cover Rachel's fees. Cllr Barratt asked for thanks to be passed to Elizabeth Wilson for her continued help with the Neighbourhood Plan.

Wrestlingworth Tree work

The 3 quotes previously circulated were discussed. Clerk asked to enquire as to Apex's pricing for work to Oak tree. As work is to be scheduled within the next few weeks, it was agreed to authorise expenditure up to a maximum of £2,170 on the work and to agree to the specific contractor by email between now and next meeting in January.

Clerk's report

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed minutes, agenda, budget and financial statement for November's meeting
- Reconciled bank statement with cheques written and transferred £3K to cover today's cheques and forthcoming direct debits
- Forwarded planning applications to Planning Committee
- Attended G I Meeting on 8th November
- Chased new street light maintenance issue
- SAGE – trial balance, VAT return for last financial year
- Obtained 3 quotes for tree work in Wrestlingworth
- In contact with Niamh re lower school grant
- Attended CBC Plan event at Potton
- Arranged to meet representative from CBC re grass cutting in the parish (8th Dec)
- Reported broken table/chair to James
- Enquired as to missing crime stats for parish

Planning

See appendix B

Councillor Whale informed the meeting that no objections had been made to the planning application for an extension to 9, Alexander Road and that work to 21 Village Road, Cockayne Hatley had been approved.

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.

Kevin Millard summarised his request for a grant for a new kitchen for the Memorial Hall. The bank balances for the Wrestlingworth Memorial Hall Charity along with quotes for new kitchens were also discussed. Kevin requested a grant of £2,000 from the Parish Council for the work required. Cllr Turner offered some advice as to alternative suppliers and said he would help where possible. Cllr Williams offered advice on possible grants and suggested Adam Zerney's list to links to potential funders. Cllr Barratt said that he was prepared to agree to £1,500 grant in principle providing further quotes were received and availability of other grant funding is progressed.

Niamh Scanlan-Blake asked the Parish Council for a grant of £500 for markings on the Lower school playground. The grant request was discussed along with the PTA's commitment to provide transport for the children's outings. It was suggested that Niamh asks the Goodwill Fund to supply a grant for the outings. The Council agreed to commit to a grant of £350 for the markings but would also be willing to consider a grant request from the Goodwill Fund for support to the outing transport cost.

Cllr Dagless discussed the current year's accounts along with a draft proposed budget for the following financial year. He concluded that it would be difficult to maintain the precept at the current rate to meet expenditure. Cllr Williams added that the rate per household had not been increased since financial year 2013/14. The Council agreed in principle to a precept increase after exact figures had been confirmed. **ACTION AD & CD**

Correspondence

None received that was not included in the agenda

Any Other Business

Removal of BT payphones – The proposal from CBC to retain the phone box in Wrestlingworth and remove the box in Cockayne Hatley was discussed. It was agreed that as Cockayne Hatley does not have good enough mobile phone coverage it is necessary to retain the BT phone box in the hamlet. Cllr Barratt to reply to Peter Fraser with request. **ACTION RB**

Church Lane Weight Limit – An incident was discussed where an articulated lorry got stuck up Church Lane after following incorrect instructions from a sat nav. This resulted in the police attending and a incident number being issued. The Council agreed that a 'No Through Road' sign should be installed at the north end of Church Lane and weight limit signs put on both ends of the road. Cllr Dodgson said that he would contact Nick Carafalo at Highways to discuss way forward. **ACTION ND**

Salt Bag offer – the offer of salt bags was discussed. It was agreed that the Council would not take up the offer. **ACTION CD**

Cllr Dodgson expressed concern over the proposal to reduce the bus timetable for the parish. He said that he would look into the alternatives and report back. **ACTION ND**

Cllr Whale asked to include the Goodwill transport request details on the parish website.

ACTION GW

Date of Next Meeting –16th January 2017, Wrestlingworth Memorial Hall at 19.30 hours

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

Appendix A

Financial Report – November 2016

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

October & November	E-on Electricity supply D/Debit		267.63
October & November	Clerk's Salary D/Debit		757.90
October & November	D J Granger – Grass cutting Contractors		1406.40
October	BRCC – Interpretation panel for Lousy Bush		300.00
October & November	Clerk's expenses		18.40
October	VAT return	836.32	
October	Wrestlingworth Memorial Hall – Hall hire		14.00
October & November	C Dear – Salary GI Plan Minute taking 8 th Nov 2016 (1.5 hours @ £11.66) & Co-Op Minute taking 23 rd Nov 2016 (1.5 hours @ £11.66)		34.98
October	CBC Grass cutting contribution	352.51	
November	CPRE - membership		36.00
October & November	SAGE – accounting software		12.00
November	SLCC - membership		103.00

Appendix B

Appendix C

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL

FINANCIAL STATEMENT AT 31 OCTOBER 2016

	<u>2017/18 budget</u>	<u>Year</u>	<u>2016/17</u>		<u>2015/16</u>
	Proposed	<u>to date</u>	<u>To</u>	-	<u>Actual</u>
			<u>Spend</u>	<u>Budget</u>	
Income					
Precept	19,638.00	19,120.00	0.00	19,120.00	18,944.00
Interest	15.00	13.19	6.81	20.00	29.00
Tree cutting contribution		65.00	-65.00		
Grass Cutting Contribution	352.51	352.51	-0.51	352.00	353.00
VAT refund		3,020.30	479.70	3,500.00	2,487.00
Total Income	20,005.51	22,571.00	421.00	22,992.00	21,813.00
Operational Expenses					
Accountants fees	350.00	325.00	-55.00	270.00	220.00
Affiliation Fees	300.00	159.00	141.00	300.00	298.00
Amenity Field lease	120.00	0.00	120.00	120.00	120.00
British Legion	25.00	25.00	0.00	25.00	25.00
Church Clock Maintenance	325.00	0.00	325.00	325.00	275.00
Churchyard Maintenance	2,000.00	0.00	2,000.00	2,000.00	560.00
Clerk's expenses	350.00	225.99	124.01	350.00	312.00
Clerk's salary	4,600.00	2,889.89	1,610.11	4,500.00	4,204.00
Election expenses	375.00	0.00	375.00	375.00	65.00
Electricity - street lighting	1,700.00	787.39	712.61	1,500.00	1,323.00
Electricity/lighting - maint	400.00	161.25	238.75	400.00	408.00
General Maintenance	100.00	55.00	45.00	100.00	75.00
Grants (see below)	2,000.00	1,650.00	350.00	2,000.00	2,885.00
Normal Grass and Hedge cutting	9,000.00	7,447.50	1,552.50	9,000.00	10,276.00
Other grounds & tree work	2,200.00	130.00	1,870.00	2,000.00	744.00

Insurance	770.00	747.47	-22.47	725.00	719.00
Memorial Hall Hire	175.00	67.00	108.00	175.00	140.00
Millenium Garden	100.00	0.00	100.00	100.00	0.00
Notice Board	0.00	0.00	0.00	0.00	
Parish Tidy Up	500.00	0.00	500.00	500.00	690.00
Playing field Maintenance	500.00	307.58	192.42	500.00	3,572.00
Playing field lease	360.00	0.00	360.00	360.00	
Training expenses	200.00	0.00	200.00	200.00	20.00
War memorial					510.00
Web site	500.00		500.00	500.00	63.00
VAT expensed and not yet recovered		986.71			
	26,950.00	15,964.78	11,346.93	26,325.00	27,504.00
Operating surplus/deficit	-6,944.49	6,606.22	-10,925.93	-3,333.00	-5,691.00
Projects					
Allotment lease and set up	2,500.00		2,500.00	2,500.00	
Speed reduction measures	10,000.00	37.35	9,962.65	10,000.00	
Neighbourhood Plan	2,000.00	3,247.44	-1,247.44	2,000.00	1,338.00
Playground Restoration	0.00	0.00	0.00	0.00	15,394.00
Project Grants received					
Neighbourhood Plan		-2,290.00	2,290.00	0.00	-1,261.00
Playground					-2,545.00
Net Project costs	14,500.00	994.79	13,505.21	14,500.00	12,926.00
Overall surplus/deficit		5,611.43	-24,431.14	-17,833.00	-18,617.00
RESERVES					
Bank brought forward		33,815.80		33,816.00	
(Deficit)/Surplus for period		5,611.43		-17,833.00	
Bank carried forward		39,427.23		15,983.00	
VAT refund due		986.71			
		40,413.94			
GRANTS PAID IN YEAR					
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**

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

Current account -	
31/10/2016	1,025.23
Deposit account -	38,401.7
31/10/2016	9
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	39,427.0
	2