

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council

Meeting held at Wrestlingworth Memorial Hall, on 23rd January 2017 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's D Gurney & A Zerny and 9 members of the public.

Apologies: Mrs C Dear, Parish Clerk. Cllr Williams agreed to take the minutes.

Open Forum

Debbie Hughes asked on behalf of the Friends of Wrestlingworth Lower School (FOWLS) if gazebos could be put on the play area for an event to be held on 07.07.17. – Agreed

Debbie Hughes asked on behalf of the Youth Club if the PC would permit an overnight camp on the amenity land on a Saturday night (date to be arranged). Debbie had spoken to the landlord of the Chequers who was in support of the event. – Agreed

Kevin Millard (Memorial Hall Committee) reported that plans for the refurbishment of the Hall kitchen were well in hand. He asked the PC to confirm in writing the amount of grant for the project as discussed at the November PC meeting. It was agreed that a minimum grant of £1,000 would be made, with a maximum of £1,500 which would be dependent on the overall cost and evidence of monies secured from other sources. **Action CD**

Alan Walden and Ivor Jones, residents of Braggs Lane whose homes border on a planning application to the rear of 88 High Street asked for the PC's view on the application. Cllr Barratt explained that the PC had not yet taken a view as a member of the Planning Committee had declared an interest as his property abuts the site. A substitute councillor would be appointed at this meeting. Cllr Barratt went on to say that the application was in conformity with the Neighbourhood Plan in that it is within the settlement envelope, and that the applicant had sought pre-application advice from CBC. Alan Walden and Ivor Jones outlined their objections to the application. Cllr Barratt thanked them for their input and asked if the PC could have copies of the responses that they submit to CBC.

Ethics and Standards Code

Cllr Whale declared an interest in the planning application to the rear of 88 High Street Wrestlingworth.

Minutes of Previous Meeting

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

Matters arising & Chairman's report

There were no matters arising

Chairman's Report:

Since the last meeting I have,

- 1) With Catherine, met with CBC representative to discuss possibility of CBC taking over the grass cutting contract for the parish. Initial discussions are positive as our concern that a limited number of cuts per year would be performed seems unfounded.
- 2) Following a complaint from a resident, reported unpleasant odour from Brook to Environment Agency.
- 3) Following complaint from resident, reported block road drains to CBC.
- 4) With Cllrs Dagless & Williams and Catherine, met with representatives from the Co-op at their request to discuss their feedback on the Neighbourhood Plan and obtain details on a potential planning application.
- 5) With Cllr Dagless, Catherine and Mrs E Wilson from the Neighbourhood Plan steering group, met with representatives of the Woodcraft family at their request to discuss their feedback on the Neighbourhood Plan and obtain details on a potential development.
- 6) Followed up with CBC contact regarding exception site proposal for affordable housing. Have now been advised that the proposal has been authorised in principle and a meeting with CBC Housing officers to discuss taking this forward will be arranged for early 2017.
- 7) Investigated information from a resident that used nitrous oxide capsules were being left in the Millennium garden area. Researched the impacts of this abuse and issued a social media post to alert parents and highlight the risks.

Portfolios

Cllr Dodgson's report

Rural Match Funding (RMF), Crossroads and Church Lane issues discussed with Nick Shaw – CBC

High Street Speed Reduction Measures – RMF

In progress, detailed design is due to get underway shortly. Costs may be allocated from the next financial year.

Crossroads

Design work has been completed. Nick is looking to commission the works in the coming weeks with the hope that construction will take place in the current financial year.

Church Lane weight restriction

Imposing a weight limit and / or addition signage on this section of road would be subject to a feasibility study and would therefore require extra funding from a further RMF application. Nick believes that any benefit from this would be extremely limited. It was agreed that Cllr

Dodgson would enquire whether a no through road sign could be placed at the northern end of Church Lane. **Action ND**

Speed Watch

19 sessions of around one hour each in various Wrestlingworth locations were completed in 2016. A total of 115 vehicles were found to be travelling more than 35 mph, the highest recorded speed measured was 47 mph. Warning letters from Bedfordshire Police have been issued in all cases. Cllr Dodgson agreed to write an article for Village Link looking for volunteers to join the scheme. **Action ND**

Speed Watch Signs

A quotation has been received from Auckland Manufacturing for the installation of Speed Watch warning signs in three specified locations in Wrestlingworth. In two cases the signs would be situated on existing posts but in one case a new post would need to be installed. Total cost for this work is £242.88 + VAT. This expenditure was agreed.

Cllr Kirkpatrick's report

Cllr Kirkpatrick Reported that a new roof had been put on the play area garage and the asbestos from the old roof had been safely removed.

Cllr Whale's report

Cllr Whale reported that the PC website was over the limit for free disk space. The cost would now be in the region of £12.00 per month. He agreed to confirm the price. **Action GW.** He would take the contact list from Village Link and place it in a more prominent position on the website. Cllr Whale also reported that the proposal for a telephone mast at Church Farm, Wrestlingworth had fallen through as the provider and the land owner could not agree terms.

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

Green Infrastructure Plan Steering Group

Cllr Williams reported that the work done by the GI Plan Steering Group on taking photographs of identified viewpoints for the Neighbourhood Plan and adding to the narrative of their description had been most helpful and the report was now complete in draft form.

Neighbourhood Plan Steering Group

Since the last Parish Council meeting in November a successful funding application has been made to enable Rachel Hogger of Modicum Planning to:

- Provide assistance on the analysis of the consultation responses received during the pre-submission statutory consultation period;
- Advise on any subsequent modifications to be made to the Neighbourhood Plan;
- Provide support on the finalisation of the Neighbourhood Plan ready for submission and

- Assist with finalising other submission documents including the Basic Conditions Statement and the Consultation Statement.

This amounts to three days of Rachel's time.

It was announced just before Christmas that the publication of the Pre-submission draft of the CBC Local Plan was to be delayed until after the publication of a government White Paper on housing. This prompted the Steering Group to re-consider its timetable. Rachel Hogger's advice was sought and it was agreed that the Steering Group would continue with the aim of gaining official endorsement of the Neighbourhood Plan from the Parish Council at their March 2017 meeting and submitting it to CBC for consultation and examination at the end of March. At worst any modifications required as a result of the Housing White Paper would only be to the housing policies, the remainder of the Plan would not be affected.

The Steering Group was pleased to receive confirmation from CBC this month that at present Wrestlingworth is still considered to be a small village in their hierarchy of settlements. Cockayne Hatley continues to be a hamlet in the open countryside. Any modifications to the paused Local Plan as a result of the Housing White Paper are unlikely to result in any change to the classification.

The latest quarterly CBC Five Year Land Supply Statement was published in October 2016. This shows that CBC is able to demonstrate 4.89 years supply, a shortfall of 211 dwellings.

Work continues on the preparation of the Plan for submission. The Steering Group will meet later this week to formally agree the responses to comments made during the statutory consultation in the autumn of last year. During the consultation period responses were received from two local land owners who also asked to meet with representatives of the Parish Council and Steering Group. These meetings have taken place and the outcomes are reported on separately below.

Clerk's report

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed minutes, agenda, budget and financial statement for January's meeting
- Reconciled bank statement with cheques written and transferred £2K to cover today's cheques and forthcoming direct debits
- Forwarded planning applications to Planning Committee
- Informed Mr Seymour of issue with WW2 street light maintenance in Alexander Road
- SAGE – trial balance & VAT return completed. VAT refund received 16th January.
- Arranged with Apex to undertake tree work in Wrestlingworth
- In contact with Niamh re lower school grant
- Requested accounts from Goodwill Fund

- Met with representative from CBC re grass cutting in the parish (Craig Siddle on 8th Dec and Laura Woodhead on 6th January). Liaised with Laura regarding detail of proposal and circulated quote. Requested maps and addition of pub field in contract
- Meeting with Andrew Dagless to go through SAGE accounting software and budget
- Asked Jim Reeves to quote for grass cutting – quote received and circulated
- Contacted Zurich Insurance to add Interpretation board and bird hide to insurance policy
- Completed transparency requirements – December
- Agreed with CBC Finance that precept request will be sent on 24th January

Planning

See appendix B

Cllr Barratt asked for a member of the PC to take Cllr Whale's place on the Planning Committee to consider the application to the rear of 88 High Street, Wrestlingworth. Cllr Williams agreed to draft a response for the PC and Cllr Turner would visit the applicants and look at the technical detail of the application.

Cllr Barratt reported that in their response to the Pre-submission consultation on the Neighbourhood Plan the Co-op and agents for the Woodcraft family had asked to meet with representatives of the PC and Neighbourhood Plan Steering Group. These meetings had taken place in late November and early December. The Co-op had asked for PC support for a development on part of the site to the rear of 94 High Street on which they were prepared to include an area of land for allotments and 10 or 11 affordable houses. Woodcrafts had asked for PC support for a recreation area with play equipment, two ponds and a car park on the part of Woodcraft's Meadow that is in the Conservation Area. They also asked for support for either a development of 20 or so houses to the rear of that or on that part of the meadow which fronts Potton Road. Members had received the drawings by email. It was agreed that both of these proposals were outside the settlement envelope and not in conformity with the Neighbourhood Plan. Therefore they would not be supported. Cllr Williams agreed to draft letters of response. **Action SW**

Affordable Housing

Cllr Barratt reported that he had received confirmation from CBC that they were preparing a scheme for affordable housing to meet the need identified in the 2013 Housing Needs Survey. This would be developed on a Rural Exception Site at the Old Tree Nursery. Cllrs Fitzpatrick and Whale agreed to join Cllr Barratt on a working party to take forward this and the potential development of allotments on an adjoining site.

Finance

See appendix A – Councillors approved the payment of invoices and Cllr Barratt signed the cheques. The Clerk would be asked to enquire whether the PC could use electronic banking.

Action CD

The Financial statement including budget was also discussed – see Appendix C

Cllr Daglass reported that accounting was now being properly reported net of VAT. The budget figure for grants was discussed and it was agreed that parish organisations would be asked to apply formally for any grants they may want during the following financial year from January 2018. The Clerk was asked to write to all parish organisations advising them of this. **Action CD**

A budget proposal which included a 2% increase in the precept was approved. Cllr Barratt signed the precept forms.

Grants

Grant applications were received from the Goodwill Fund for £500 or £350 in order that they could grant aid FOWLS. It was agreed that the PC could not use the Goodwill as a conduit to grant aid another organisation – Refused.

The grant to FOWLS of £350 for lines in the school playground, agreed at the last meeting, was confirmed. The Clerk was asked to put this in writing. **Action CD**

Grass Cutting

Quotations received to date were discussed. It was agreed that there were anomalies. Cllr Turner was in contact with a potential contractor, but would need a proper specification and map of the areas for cutting. Cllr Turner would give the contractors details to the Clerk so this could be done. **Action CT**

The Clerk would be asked to obtain compatible quotes from all contractors so that they could be properly assessed. **Action CD**

Cllr Barratt would speak to St Peter's PCC and Cllr Daglass would speak to St John's PCC to advise them that the PC would have to reduce the number of cuts during each year because of the high cost involved. There would also need to be a conversation with the chosen contractor on flexibility on number and frequency of cuts. **Action RB AD**

Correspondence

None received that was not included in the agenda

Any Other Business

There was an awareness that most parish organisations were in need of volunteers. There was a discussion on how this could be achieved. It was agreed that Cllr Barratt would approach the editor of Village Link to discuss the possibility of an edition devoted to parish societies to raise their profiles. **Action RB**

Cllr Williams asked if CBC could be chased to connect electricity to the new street light opposite 89 High Street. **Action CD**

Date of Next Meeting – Monday 20th March, Wrestlingworth Memorial Hall at 7.30pm.

Appendix A

Financial Report – January 2017

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

December & January	E-on Electricity supply D/Debit		267.63
December & January	Clerk's Salary D/Debit		757.90
October - December	T & J Seymour – electrical maintenance		64.50
November	Smith of Derby – Church clock maintenance		283.20
December & January	Clerk's expenses		30.53
January	VAT return	1,376.5 3	
December & November	Wrestlingworth Memorial Hall – Hall hire		26.00
January	Compton Spares – garage roof replacement at playground		1,614.0 0
December & January	SAGE – accounting software		24.00
December	Groundwork grant for Critical Friend (Neighbourhood Plan)	1,200.0 0	

Appendix B

File no	CBC No	TYP E	Application	Response date	Decision W&CPC
	CB/16/04113	TD	Church Farm, Potton Road, Wrestlingworth. SG192EY Installation of O2 Telephone Mast	Application Withdrawn	
	CB/16/02164	FULL	Home Farm, 2 High Street, Wrestlingworth. SG19 2EW Construction of 3 Detached 4 bedroom dwellings.		Approved. Conditions Apply
	CB/17/00100	FULL	Land at College Farm, 88 High Street, Wrestlingworth. SG19 2EJ. Erection of 4 bedroom, 2 storey "bungalow" Co-Op Proposal for Land behind 94 High St. Wrestlingworth Proposal regarding Woodcrafts Meadow, Wrestlingworth	9 th February	Oppose Oppose Oppose
	CB/17/00337	FULL	9 Alexander Road, Wrestlingworth. SG19 2EL Part two, part single storey front extension	17 th February	Assessing

Appendix C

	<u>2017/1</u>	<u>2016/1</u>			<u>2015/1</u>
	8 budget	7	-		6
	Proposed	<u>Year</u> <u>to date</u>	<u>To</u> <u>Spend</u>	<u>-</u> <u>Budget</u>	<u>Actual</u>
Income					
Precept - 2% increase, 341 tax base					
Precept	20,030.00	19,120.00	0.00	19,120.00	18,944.00
Interest	15.00	16.24	3.76	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	20,397.51	22,574.05	417.95	22,992.00	21,813.00
Operational Expenses					
Accountants fees	500.00	340.00	-70.00	270.00	220.00
Affiliation Fees	300.00	298.00	2.00	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	244.39	105.61	350.00	312.00
Clerk's salary	4,600.00	3,682.77	817.23	4,500.00	4,204.00
Election expenses	375.00	0.00	375.00	375.00	65.00
Electricity - street lighting	1,700.00	1,042.27	457.73	1,500.00	1,323.00
Electricity/lighting - maint	400.00	161.25	238.75	400.00	408.00
General Maintenance	500.00	753.33	-653.33	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	8,505.65	494.35	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	81.00	94.00	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	
Speed Reduction Measures		37.35			
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 & not yet recovered		1,376.53			
	27,500.00	19,382.59	8,356.29	26,325.00	27,504.00
Operating surplus/deficit	-7,102.49	3,191.46	-7,938.34	-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		-3,490.00	3,490.00	0.00	-1,261.00
Playground					-2,545.00
Net Project costs	14,500.00	-205.21	14,705.21	14,500.00	12,926.00
Overall surplus/deficit		3,396.67	22,643.55	17,833.00	18,617.00
RESERVES					
Bank brought forward		33,815.80		33,816.00	
(Deficit)/Surplus for period		3,396.67		17,833.00	
Bank carried forward		37,212.47		15,983.00	
VAT refund due		1,376.53			
		38,589.00			
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	

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