

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 9th October 2017 at 7.30pm

Present: Chairman Cllr Barratt, Vice-Chairman Cllr S Williams, Cllr N Dodgson, Cllr J Kirkpatrick, Cllr G Whale, Cllr C Turner and 16 members of the public.

Apologies: Cllr A Dagless, Central Bedfordshire Cllrs A Zerny & D Gurney.

Open Forum

A discussion took place regarding the potential development on the old Tree Nursery on Potton Road. The Council explained that this land is owned by Central Bedfordshire Council and that it would be used as a Rural Exception Site as it was outside the Village Envelope but adjacent to it and would provide houses for people who live in the parish or have family connections with the parish or who work in the parish. Eight units were being proposed as it was not cost effective to build any less. The Housing Needs Survey which took place in the parish identified the need for 4 units and 4 further units within 20 years. Concerns over access on to the Potton Road were discussed and the Parish Council assured the public forum that these concerns would be addressed when plans were released. Cllr Turner pointed out that 'dangerous' access on to the Potton Road would not be allowed under the Highways regulations. Colin Dale asked that when the Referendum for the Neighbourhood Plan takes place that a definition of social and affordable housing is available. Cllr Williams explained that the Parish Council are not able to make any alterations to the Neighbourhood Plan or supporting documents at this stage as they are all in the hands of CBC. Neither are we able to provide any information to voters other than arrangements for the referendum. Mr and Mrs Molyneux's letter regarding this development was also discussed in detail. Cllr Barratt agreed to reply to the Molyneuxs and that this reply would also be published on the parish website. **ACTION RB & GW** It was confirmed that if this development was to go ahead that the bridle way and footpath would remain. Richard Whitlock pointed out that the proposed allotment land once had houses on it and would need a good deal of top-soil. Mr Gunn expressed concerns about parking in the High Street and the increase in pollution levels. He asked whether yellow-lines could be added but the Parish Council informed him that there was no support for this.

Ethics and Standards Code

None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 17th August 2017, having been previously circulated, will be amended to include Cllr Dagless's comments regarding the inclusion of the Cockayne Hatley Shoot organisation for grant applications. **ACTION RB.** The minutes were approved subject to the amendment.

Matters arising & Chairman's report

Chairman's Report

Since our last meeting I have:-

- 1) Responded on behalf of the Parish Council on the CBC Local Plan

- 2) Drafted a statement regarding the Parish Council's position in regard to the plans for the CBC Tree Nursery and adjoining land
- 3) Responded on the application for a new dwelling adjacent to 7 Church Lane
- 4) Reported pothole at junction of Potton Rd and High St Wrestlingworth.
- 5) Followed up with CBC on request for replacement of missing chevron signs which were reported as being 'on order' in June
- 6) With Cllrs, Williams & Whale, Met with a CBC officer to discuss the pre-application and timeline for the affordable houses on the RES site at the Tree Nursery
- 7) Asked CBC for an update on the position with the lease of the land adjoining the Tree Nursery
- 8) Reported the missing concrete post on the brook railings by the notice board.
- 9) Discussed streetlight W9 which was out with our contractor. Ascertained issue is with power supply and has been reported to UK Networks.
- 10) Met with solicitor to brief her on those initiatives where Parish Council may need legal advice / support in the coming months.
- 11) Reported the pot hole outside the Memorial Hall entrance as being dangerous to pedestrians. Ref 300545.

Portfolios

Cllr Dodgson's report

Road safety – High Street (RMF) & crossroads

Nick Shaw has assured Cllr Dodgson that any increase in costs would not affect our agreed contribution under the RMF scheme.

The current status of both schemes is: Detailed designs have been produced and all consultation that was necessary has been done. There were no objections to the proposals and so we can therefore go ahead with the next phases of the schemes.

Currently there is a hold up with agreeing the target costs for both schemes. Nick has escalated this issue and is waiting to be advised as to these costs. Once he has these back he will be able to instruct the construction and the contractors will be able to book the road space for the construction. At this point he will be able to advise us as to when these works are programmed to go ahead. Cllr Dodgson was requested to chase Nick Shaw for an update.

ACTION ND

Play Area Report from Cllr Kirkpatrick

A site visit was carried out on Monday 9th October, details are:

- 1) Bins were emptied and minor litter picking done
- 2) Signage checked; a couple of 'Do not climb' signs are missing but all relevant equipment has at least one sign in place
- 3) All equipment visually checked and no damage or other faults apparent
- 4) Grass seems rather long, likely due to weather conditions. Need to ensure is cut in the near future.
- 5) One molehill has appeared between climbing posts and grass mound

A number of outstanding tasks:

- 1) General repairs to flooring have been approved and funding agreed, but this has yet to be carried out
- 2) Zip-wire re-tensioning has yet to be done. Councillors James Kirkpatrick and Carl Turner agreed to meet and discuss if this could be done ourselves. Meeting has yet to take place. It was agreed that if this meeting could not be arranged within a reasonable timescale, Cllr Kirkpatrick would engage contractor as previously agreed.
ACTION JK/CT
- 3) Signage to zip-wire warning of recommended safety age limits usage has yet to be installed

Cllr Williams's Report on Neighbourhood Plan

As Councillors have already been advised, Central Bedfordshire Council has received a favourable report on the Submission Draft Neighbourhood Plan from the Independent Examiner. He states that the Plan meets the basic conditions and should proceed to referendum. The Steering Group has agreed to the minor modifications to the Plan that he recommended. These are mainly to some wording in order to clarify the content. The alterations will be made by CBC. The report is available to view on the Parish Council Website.

A firm booking has been made by CBC for the Memorial Hall on Thursday 30th November to hold the referendum.

In the next few weeks the Steering Group will be working on publicity for the referendum.

Details of what happens next, taken from **Locality Neighbourhood Plans Roadmap Guide** are set out below:

Referendum

If the neighbourhood plan is found to be satisfactory, with modifications if necessary, then the local authority will arrange for the referendum to take place. This will be organised by the elections unit and 28 working days before the date of the referendum, the local authority is required to publish information about the neighbourhood plan. Then 25 working days before the date of the referendum, they are required to give notice that a referendum is taking place and the date of the poll.

The neighbourhood planning body may encourage voting and disseminate information on the proposed neighbourhood plan, within reasonable expense limits. Public money and parish councils can only produce factual material about the neighbourhood plan, not promote a 'yes' vote. However, members of the parish council and others may act independently, using independent funds, to campaign for a 'yes' vote.

ACTION All Councillors to note and observe restrictions.

The question that will be asked is as follows:

Do you want [insert name of local planning authority] to use the neighbourhood plan for [insert name of neighbourhood area] to help it decide planning applications in the neighbourhood area?

People on the electoral register will be entitled to vote in the referendum. In business areas, there will be two referendums – one for residents and one for non-domestic ratepayers.

If more than 50% of those voting in the referendum vote ‘yes’, then the local planning authority is required to bring the plan into force. Where there is business area, a ‘yes’ vote will also be required in the business referendum. If there is a different result from the business referendum and the residents’ referendum, the local planning authority will decide whether to bring the plan into force.

Delivery

Once a neighbourhood plan is brought into legal force, it forms part of the statutory Development Plan for that area. Consequently, decisions on whether or not to grant planning permission in the neighbourhood area will need to be made in accordance with the neighbourhood plan (as part of the statutory development plan), unless material considerations indicate otherwise.

Mobile and Broadband signal

Cllr Whale informed the Council that there was no further progress on improved mobile and broadband signal in the parish. However it was agreed that Anglian Water should be contacted regarding the possibility of using the Water Tower. **ACTION GW** Cllr Barratt agreed to contact Mick Bister regarding the possibility of using St Peter’s Church Tower for signal. **ACTION RB**

Planning

Cllr Whale informed the meeting of the status of the following planning applications. Brook farm – Despite the Parish Council stating its objections to the development regarding concerns over flooding and the village envelope, CBC has now approved this application.

Finance

See appendix A – Councillors approved the payment of invoices.

The Financial statement including budget was also discussed – **see Appendix B.**

It was agreed that money would be available for advertising the Referendum for the Neighbourhood Plan and also for polling cards if needed.

The Annual Return including the external auditor’s certificate has been approved and accepted by the Parish Council.

Correspondence

- Paperwork from Janice Osborn (Derek Walker’s daughter) was looked at showing the proposed design for Derek’s Memorial bench. The Councillors all agreed that this model would be suitable. Clerk agreed to let the Walker family know of the Council’s decision. **ACTION CD**

- A letter was read out from the Village Link Magazine thanking the Council for their grant.
- Recent correspondence from Cllr Adam Zerny regarding 106 monies will be forwarded to all Councillors and be discussed at the next meeting in November.
- A recent email from Louise Ashmore regarding Data Protection will be discussed at the next meeting in November.
- Town and Parish Council Conference on Tuesday 21st November 2017, 6.00-9.00pm at Priory House, Chicksands – Cllr Barratt said that he was unable to attend. Clerk agreed to obtain agenda for meeting. **ACTION CD**

Any Other Business

None, the meeting closed at 9.15pm

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

Apologies received from Cllr Barratt, Cllr Williams will chair the meeting.

Appendix A

Financial Report – October 2017

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

Sept & Oct	E-on Electricity supply D/Debit		292.73
Sept & Oct	Clerk's Salary D/Debit		765.50
Sept & Oct	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.53
Sept	T & J Seymour Electrical Installations – Street light maintenance		64.50
Sept	HCI Data Ltd		83.88
Oct	Royal British Legion - Wreath		25.00
Sept & Oct	SAGE – accounting software D/Debit		36.00
Sept & Oct	D J G Grounds Maintenance – Grass cutting		717.41
Sept	BDO – External Auditors		240.00

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY PARISH
COUNCIL

FINANCIAL STATEMENT AT 30 September 2017

	<u>April 2017/March 18</u>			<u>April</u>
	<u>Year</u> <u>to date</u>	<u>To</u> <u>Spend</u>	<u>-</u> <u>Budget</u>	<u>2016/March</u> <u>17</u>
Income				<u>Actual</u>
Precept	20,030.00	0.00	20,030.00	19,120.00
Interest	10.02	4.98	15.00	20.48
Tree cutting contribution		0.00		65.00
Grass Cutting Contribution		352.00	352.00	352.51
VAT refund to March 16		0.00		3,020.30
Total Income	20,040.02	356.98	20,397.00	22,578.29
Operational Expenses				
Accountants fees & Sage	220.00	280.00	500.00	370.00
Affiliation Fees	201.00	99.00	300.00	298.00
Amenity Field lease		120.00	120.00	
British Legion		25.00	25.00	25.00
Church Clock Maintenance		325.00	325.00	236.00
Churchyard Maintenance		1,000.00	1,000.00	1,600.00
Clerk's expenses	186.59	163.41	350.00	306.57
Clerk's salary	1,937.29	2,662.71	4,600.00	4,819.62
Election expenses		375.00	375.00	
Electricity - street lighting	828.79	871.21	1,700.00	1,418.33
Electricity/lighting - maint	107.50	292.50	400.00	215.00
General Maintenance		500.00	500.00	1,793.33
Grants (see below)	2,300.00	-800.00	1,500.00	1,650.00
Normal Grass and Hedge cutting	4,611.38	4,388.62	9,000.00	8,619.51
Other grounds & tree work		1,200.00	1,200.00	490.00
Insurance	795.11	4.89	800.00	747.47
Memorial Hall Hire	44.00	131.00	175.00	121.00
Millennium Garden		100.00	100.00	0.00
Notice Board		0.00	0.00	
Lousey Bush sign				305.00
Parish Tidy Up		500.00	500.00	210.00

Playing field Maintenance	105.00	395.00	500.00	307.58
Playing field lease		360.00	360.00	
Training expenses	83.00	117.00	200.00	
War memorial				
Web site			250.00	
Vat expensed and not yet recovered	465.10	-465.10	0.00	122.43
	11,884.76	12,645.24	24,780.00	23,654.84
			0	
Operating surplus/deficit	8,155.26	-12,288.26	-4,383.00	-1,076.55
Projects				
Allotment lease and set up		2,500.00	2,500.00	
Speed reduction measures		10,000.00	10,000.00	2,780.23
Neighbourhood Plan		2,000.00	2,000.00	4,247.44
Project Grants received				
Neighbourhood Plan		0.00	0.00	-3,290.00
Net Project costs	0.00	14,500.00	14,500.00	3,737.67
			0	
Overall surplus/deficit	8,155.26	-26,788.26	18,883.00	-4,814.22
			0	

RESERVES

Bank brought forward	29,001.38		29,001.38	
			8	
			-	
(Deficit)/Surplus for period	8,155.26		18,883.00	
Bank carried forward	37,156.64		10,118.38	
VAT refund due	587.53			
Total	37,744.17			

GRANTS PAID IN YEAR

Youth Club	800.00		400.00
Village Link	150.00		150.00
Wrestlingworth Memorial Hall	1,000.00		
St Johns Church			1,000.00
Marias Ensemble			100.00
Lower School	350.00		
TBA			
	<u>2,300.00</u>		<u>1,650.00</u>

IMPORTANT NOTES

- 1 Grass cutting varies according to number of cuts required and amount of hedge cutting
- 2 Current account -
30/09/17 1,052.14
Deposit account -
30/09/17 36,104.50

37,156.64

