

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 20th November 2017 at 7.30pm

Present: Vice-Chairman Cllr S Williams, Cllr A Dagless, Cllr N Dodgson, Cllr J Kirkpatrick, Cllr G Whale, Central Bedfordshire Cllr A Zerny and no members of the public.

Apologies: Chairman Cllr Barratt, Cllr C Turner & Central Bedfordshire Cllr D Gurney.

Open Forum

No members of the public present so no Open Forum took place.

Ethics and Standards Code

Cllr Dodgson declared an interest in the Planning Application at 28 Church Lane.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 9th October 2017, having been previously circulated, were approved and signed by the Vice-Chairman.

Matters arising & Chairman's report

The Clerk informed the Council that application forms for organisations in the parish to apply for grants from the Parish Council will be sent out this week.

CBC Cllr A Zerny's email on Section 106 monies

Cllr Zerny talked about Section 106 monies and explained that S106 is the money that developers have to pay the local community to take account of the impact of development. It is usually spent on roads, sports facilities, healthcare, conservation and village halls. He stressed that it is important the money is spent in the nearby area because one of the central tests is that it must be 'directly related to the development'. If it isn't spent a developer could demand their money back. The monies can also be re-directed by CBC and used elsewhere. Cllr Zerny informed the meeting that CBC were taking steps to come up with a better solution to the current problem of re-allocation of Section 106 funds as there was some recognition among Central Bedfordshire Councillors that the Council's S106 system is in need of serious reform. On 16th November Cllr Zerny proposed a motion at CBC's full Council meeting to ensure Town and Parish Councils were more involved in S106 allocation – the key section read:

"The council resolves that wherever possible the local parish, and unitary authority member should be consulted by planning officers on what they think should be the priorities for each Section 106 allocation within their ward, and calls on the Chief Executive to put in place measures that will ensure that this happens"

Cllr Zerny added that he was looking for a formal system whereby CBC would work with parish/town councils every time S106 money was available, from a planning application in their area. However, at the CBC meeting, the councillor responsible for development across Central Beds, Nigel Young, acknowledged the issue but proposed an 'amendment' to the motion. ie a change to the wording. Young proposed instead of formal processes, ward councillors must now make more effort to explain to parish councils how the system works.

This is to say, instead of CBC having to come up with new methods to ensure S106 is spent in the area affected by development, everything is okay as it is and all we need is for ward councillors to spread the word! The amended motion was approved on the night.

It may well be some time before changes are in place so in the meantime I would encourage any parish council concerned about future S106 expenditure to write to CBC highlighting where they think S106 would best be spent on any local projects, and then ask CBC to respond confirming whether these ideas would now be eligible for S106.

Cllr Zerny asked the Council to take a look at available Section 106 monies that could be used within the parish. The Clerk agreed to obtain link to this information and distribute to Councillors. **ACTION CD**

General Data Protection Review

The Clerk explained that the Data Protection Law will significantly change on 25th May 2018 when the EU Directive known as General Data Protection Regulation takes effect. Parish Councils will be subject to the GDPR which imposes new obligations on data controllers and data processors and provides enhanced rights for individuals. It was recognised that the Parish Council keeps contact names with email addresses for organisations within the Parish. It was agreed that when the request letter for grants is sent out, the clerk will ask the individuals if they are happy for the Parish Council to keep their data on record. **ACTION CD**

Community Governance Review

Cllr Williams informed the meeting that Local authorities are required, by Central Government, to undertake a review of local governance arrangements every 10-15 years. There hasn't been a review since Central Bedfordshire Council was formed, therefore they are starting a review which will be completed by November 2018.

This review is an opportunity to ensure that town and parish councils properly reflect the needs of local communities. As the first stage of the review, CBC are asking residents, local councils and community groups what changes, if any, they would like to see. Changes can include boundary changes, creating new parishes, merging or grouping parishes, how many councillors the parish has and changing the name of the council.

Following this initial consultation, Central Bedfordshire Council will consult further on specific proposals in the summer 2018. A final decision about changes will be made in the autumn 2018 and changes implemented in time for the next town and parish council elections in May 2019. The consultation is open from 1 November 2017 until 1 February 2018.

Cllr Williams asked the Council if they were happy with the current arrangements regarding the number of Councillors on the Parish Council. The Council agreed that they were happy with the current number of Councillors. The 'Warding' of Cockayne Hatley was also discussed and it was agreed that no changes to the parish regarding warding was needed.

Cockayne Hatley Update – Co-Op land and Village Sign

Cllr Dagless informed that Council that the Co-Op land with barns in Cockayne has now been sold. He added that the Co-Op are now ready to transfer the other parcel of land's Freehold over to the Parish Council for Community Green Space. The 'Heads of Terms' is currently with a lawyer in Sandy due to ongoing liabilities in respect of a shared septic tank currently located on the site. Cllr Dagless offered to contact the lawyer to try to speed up the situation. Once the land has been signed over it was agreed that clearing the undergrowth on the land should be a priority. It was also agreed that low-level posts should be installed around the front and sides of the land to ensure it is not driven on. **ACTION AD**

Cllr Dagless informed the Council that a sign-writer had been found to prepare a new sign for Cockayne Hatley. This would be completed and installed for £590 + VAT – the Council agreed. **ACTION AD**

Portfolios

Cllr Dodgson's report

Road safety – High Street (RMF) & crossroads

Cllr Dodgson informed the Council that Nick Shaw had said that there is no further progress on the Traffic Calming Measures in the High Street and also the Highways work to be done at the Crossroads. This was due to CBC and lack of allocation for costings. Cllr Dodgson was requested to write and complain about the amount of time this has taken with no progress highlighting the money the Parish Council has already spent on the survey. Cllr Dodgson informed the Council that he had received a request from a parishioner regarding the possibility of installing a zebra crossing on Potton Road. This matter was discussed and it was pointed out that as there was no pavement on one side of the road, a zebra crossing was not feasible. Cllr Williams said that Cllr Barratt is looking into the possibility of making the corner of the junction (High Street with Potton Road) more angular to help with safety of pedestrians. **ACTION ND & RB**

Play Area Report from Cllr Kirkpatrick

A site visit was carried out on Friday 17th November, details are:

- 1) Bins were emptied and minor litter picking done
- 2) All equipment visually checked and no damage or other faults apparent
- 3) No further evidence of mole activity
- 4) Zip-wire re-tensioning was booked to be done by Fenland Leisure (original installers), as progress was not being made on this 'in-house', This was carried out on Wednesday 15th November, and tested as to effectiveness during site visit
- 5) Signage installed for zip wire regarding safe usage and age limit of 14 years

Outstanding tasks:

- 1) General repairs to flooring have been approved and funding agreed, but this has yet to be carried out

Cllr Williams's Report on Neighbourhood Plan

Cllr Williams informed the meeting that flyers had been distributed on the weekend of 4th & 5th Nov detailing the Referendum taking place on 30th November. A further 'reminder' flyer would also go out on the weekend of 25th & 26th November. Cllr Williams added that she as hoping that herself, Cllr Barratt and Elizabeth Wilson would be able to attend 'The Count'.

Mobile and Broadband signal

Cllr Whale informed the Council that there were no plans for any mobile phone masts to be installed in the parish but that there was further capacity for superfast broadband for Wrestlingworth. Cllr Whale discussed the possibility of updating the Parish Website and was asked to contact Louise Ashmore regarding County Association Parish website. **ACTION GW**

Planning

Cllr Whale informed the meeting of the status of the following planning applications – **See Appendix C**

Finance

See appendix A – Councillors approved the payment of invoices.

The Financial statement including budget was also discussed along with the Parish Council's budget requirements for the next financial year - **see Appendix B**. It was agreed that the budget and precept will be confirmed at the meeting in January 2018. Allotment set up and legal costs are to be sought – **ACTION RB** Cllr Dodgson asked to confirm proposed costs for traffic calming measures – **ACTION ND**

Correspondence

- The quote from Streetwise for the supply of a bench in memory of Derek Walker was discussed. It was concluded that this quote was unsuitable as it did not include off-loading and required storage as installation was not included. Clerk tasked with finding alternative bench and contacting the Walker family. **ACTION CD**

Any Other Business

Dates for Council meetings next year were confirmed as:

- 15th January
- 19th March
- 21st May to include AGM
- 18th June
- 13th August to be held at Cockayne Hatley
- 8th October
- 19th November

The meeting closed at 9.05pm

Date of Next Meeting – Monday 15th January 2018 at Memorial Hall, Wrestlingworth at 7.30pm.

Appendix A

Financial Report – November 2017

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

Nov	E-on Electricity supply D/Debit		148.76
Nov	Clerk's Salary D/Debit		382.75
Nov	Clerk's expenses (Telephone, Internet, Stamps, stationery)		15.00
Oct	Sandra Williams - Banner for Referendum (Neighbourhood Plan)		61.95
Nov	Society of Local Council Clerks – membership fee		93.00
Nov	SAGE – accounting software D/Debit		18.00
Nov	D J G Grounds Maintenance – Grass cutting		1,434.8 2
Nov	Fenland Leisure Products Ltd – re-tension aerial cableway		519.60

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY**PARISH COUNCIL****FINANCIAL STATEMENT AT 31 October 2017**

	<u>April</u> <u>2017/March</u> <u>18</u>		<u>-</u> <u>Budget</u>	<u>April</u> <u>2016/March</u> <u>17</u>
	<u>Year</u> <u>to date</u>	<u>To</u> <u>Spend</u>		<u>Actual</u>
Income				
Precept	20,030.00	0.00	20,030.00	19,120.00
Interest	11.40	3.60	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				3,020.30
Total Income	20,041.40	355.60	20,397.00	22,578.29
Operational Expenses				
Accountants fees & Sage	435.00	65.00	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	0.00	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	217.12	132.88	350.00	306.57
Clerk's salary	2,702.78	1,897.22	4,600.00	4,819.62
Election expenses		375.00	375.00	
Electricity - street lighting	965.90	734.10	1,700.00	1,418.33
Electricity/lighting - maint	161.25	238.75	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	5,209.22	3,790.78	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	
Lousy 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		0.00		
Web site	69.90	180.10	250.00	
Vat expensed and not yet recovered	659.26	-659.26	0.00	122.43
	13,973.54	10,806.46	24,780.00	23,654.84
Operating surplus/deficit	6,067.86	-10,450.86	-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
Overall surplus/deficit	6,067.86	-24,950.86	-18,883.00	-4,814.22
RESERVES				
Bank brought forward	29,001.38		29,001.38	
(Deficit)/Surplus for period	6,067.86		-18,883.00	
Bank carried forward	35,069.24		10,118.38	
VAT refund due	781.69			
Total	35,850.93			
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 hedgecutting	
	Current account	
2	30/10/17	1,463.36
	Deposit account	
	30/10/17	33,605.88
		<u>35,069.24</u>

Appendix C

Registration Date:	11 / 11 / 2017
Parish Name:	Wrestlingworth/Cockayne Hatley
Location:	21 Village Road, Cockayne Hatley, Sandy, SG19 2EE
Statutory Class:	Householder developments
Proposal:	Demolition of existing garage, and construction of two storey extension.
Case Officer:	Lauren Rance
Decision:	This case has not yet been decided
Obligation Status:	Not available
Appeal Received Date:	This case has no appeals against it

Registration Date:	22 / 09 / 2017
Parish Name:	Wrestlingworth/Cockayne Hatley
Location:	28 Church Lane, Wrestlingworth, Sandy, SG19 2EU
Statutory Class:	Householder developments
Proposal:	Single storey front and rear extensions. First floor side extension.
Case Officer:	Michael Allen
Decision:	Full Application - Granted
Obligation Status:	Not available
Appeal Received Date:	This case has no appeals against it

Registration Date:	23 / 08 / 2017
Parish Name:	Wrestlingworth/Cockayne Hatley
Location:	Land at 7 Church Lane, Wrestlingworth, Sandy, SG19 2EU
Statutory Class:	Minor Dwellings1-9 /area less than 0.5ha
Proposal:	Construction of new 4 bedroom house, garden and car parking areas.
Case Officer:	Julia Ward
Decision:	This case has not yet been decided
Obligation Status:	Not available
Appeal Received Date:	This case has no appeals against it

Registration Date:	31 / 07 / 2017
Parish Name:	Wrestlingworth/Cockayne Hatley
Location:	Brook Farm, 94 High Street, Wrestlingworth, Sandy, SG19 2EJ
Statutory Class:	Minor Dwellings1-9 /area less than 0.5ha
Proposal:	Outline App: development of up to 4 dwellings including details of access.
Case Officer:	Mark Spragg
Decision:	Outline Application - Granted
Obligation Status:	Not available
Appeal Received Date:	This case has no appeals against it