

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 15 January 2018 at 7.30pm

Present: Chairman Cllr Barratt, Vice-Chairman Cllr S Williams, Cllr A Dagless, Cllr N Dodgson, Cllr J Kirkpatrick, Cllr G Whale, Central Bedfordshire Cllr A Zerny and 5 members of the public.

Apologies: Cllr C Turner & Central Bedfordshire Cllr D Gurney.

Open Forum

Clive Napier asked for an update on the bench to be installed on the High Street. He was informed that a suitable seat had been found by the donors and that sourcing the seat and installation was being researched. Clive also pointed out that articulated lorries are causing damage to the High Street and that repairs were needed. He enquired as to a weight limit for the road but was told that it was not possible due to it being designated route. Cllr Barratt discussed the possibility of squaring off the junction at the High Street and Potton Road.

PC Sally Bonham attended the meeting and discussed crime statistics for the parish along with staffing levels. She said that it was not likely that Police Officers could attend future meetings but stressed that there are quarterly meetings at Police Headquarters where matters can be discussed. The next meeting is due to take place on 7th February. Cllr Dodgson discussed Speed-Watch and talked through issues on paperwork and training of new volunteers.

Ethics and Standards Code

Cllr Barratt declared an interest in the grant application for the PWWG.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 20th November 2017, having been previously circulated, were approved and signed by the Chairman.

Matters arising & Chairman's report

Since the last Parish Council meeting I have:-

- 1) Supported the Neighbourhood Plan Referendum and attended the count
- 2) Discussed proposal for tree works in the burial ground with members of the PCC to help formulate the Parish Council's response.
- 3) Completed the engagement of the Solicitor to represent the Parish Council
- 4) Spent time investigating the option of setting up a CIC to hold the community land being purchased from the Co-op in order to protect the Parish Council from any liabilities arising from the non-maintenance of the septic tank by the responsible residents.
- 5) Completed and returned the Heads of Terms to the Co-op regarding the land purchase.
- 6) Reported pothole at junction of Potton Rd and High St Wrestlingworth (third time)
- 7) Reported faulty street light

Cockayne Hatley Update – Co-Op land and Village Sign

In order to progress the purchase of the land in Cockayne Hatley from the Co-op, the Parish Council needed to pay a deposit for legal fees to the solicitors. Approval was sought from all Councillors by email and approval given on 11th December. As a result, the Chairman asked the Clerk to raise a cheque for £1000 to send to Woodfines Solicitors.

The legal costs was discussed and it was noted that they could rise to £2,700 in addition to which could be the costs of the Community Interest Company if found necessary.

Cllr Dagless clarified the position regarding the responsibilities over the septic tank that is located in land that the Parish Council is looking to acquire from the Co-Op. He has ascertained that the 12 householders contribute to a 'pot' which is managed by 2 of the residents of Cockayne Hatley who ensure that it is properly serviced, maintained and emptied. The tank was replaced in the 1990's and at the same time the householder's deeds changed to include an obligation to maintain the tank thereby releasing the Co-Op from such obligations.

It was decided that a Community Interest Company would probably not be necessary as the Parish Council could enforce the rights of the deeds if necessary. However, it was concluded that a meeting with the Lawyers would be prudent to gain advice on this matter and discuss risks which the Chairman and Cllr Dagless would attend. Cllr Barratt to arrange. **ACTION RB**

Cllr Dagless informed the meeting that there was no further progress on the maintenance of the village sign and that he would send a chaser note. **ACTION AD**

Portfolios

Cllr Dodgson's report

Road safety – High Street (RMF) & crossroads

Cllr Dodgson informed the Council that he had sent numerous emails to Central Bedfordshire Council regarding the Rural Match Funding work to the High Street and also regarding the work needed at the Crossroads. Cllr Zerny has also asked for an update and the response received from Central Bedfordshire Council is as follows:

"There has been a backlog in getting a Target Cost agreed for various contractual reasons. This is in the system for a Target to be agreed which I have chased and hope to get resolved soonest.

Also, I have been on site with Ringway Jacobs to sort out the scheme for Wrestlingworth crossroads. I have mooted that it would be useful if these could be delivered together if possible."

Cllr Dodgson said that he had received a query from a resident of Butcher's Lane regarding the condition of the lane pointing out that it needed repairs. Cllr Dodgson informed the resident that as Butcher's Lane was an un-adopted road, the residents of the lane were liable for any maintenance.

Play Area Report from Cllr Kirkpatrick

A site visit was carried out on Saturday 13th January, 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) Guttering downpipe on garage re-fixed – this needs clamping as not really properly installed at time garage roof was replaced
- 5) Ivy removed/cut back from exterior of garage walls as had reached roof and had potential to ingress further and possibly cause damage

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

The neighbourhood plan referendum took place on 30th November 2017. Cllrs Barratt and Williams and Steering Group member Elizabeth Wilson attended the count at CBC's offices at Chicksands.

286 electors voted, a 44% turnout, the highest so far for a Central Bedfordshire Neighbourhood Plan referendum. The question posed was:

Do you want Central Bedfordshire Council to use the neighbourhood plan for Wrestlingworth and Cockayne Hatley to help it decide planning applications in the neighbourhood area?

255 electors voted "yes" 89% and 31 voted "no" 11%. The Steering Group is pleased with both the high turnout and the very positive outcome.

Notification that the neighbourhood plan has been "made" is still awaited, despite a chasing email to CBC.

The referendum result has been posted on the Parish Council website and will appear in the next edition of Village Link. It was agreed that no hard copies were required and that Cllr Williams would send the Clerk the final version of the Neighbourhood Plan.

Mobile and Broadband signal

Cllr Whale informed the Council that he was going to contact Louise Ashmore with regards to the possibility of a new website for the Parish Council. It was stressed that the PC needs the ability to maintain the website. **ACTION GW**

Planning

Cllr Barratt informed the Council that Cllr Williams had taken over the Planning issues from Cllr Whale. The current Planning applications were discussed.

Appendix C

Finance

Councillors approved the payment of invoices (**Appendix A**).

The Financial statement (**Appendix B**) was discussed along with the Parish Council's budget requirements for the next financial year. The budget was agreed and the Clerk asked to request a precept of £20,984 for the year 2018/19. **ACTION CD** Allotment set up and related legal costs (including those for the Cockayne Hatley land) are to be sought – **ACTION RB**

Grant requests were also discussed. The £500 requested by the Wrestlingworth Lower School PTA was approved. The £400 requested by the Youth Club was approved in principle upon receipt of satisfactory accounts. A grant of £150 for the Parish Walking and Wildlife Group was also discussed though Cllr Barratt was yet to send through the relevant documentation. **ACTION RB** The Clerk was asked to contact the Village Link regarding their grant request which had yet to be received. **ACTION CD**

Correspondence

No correspondence has been received other than magazines which were bought to the meeting for distribution.

Any Other Business

Cllr Kirkpatrick expressed concern over a footpath leading from Eyeworth Road into Wrestlingworth. He was informed that Drew Gwillam from CBC would be the best contact for footpath issues. However, Cllr Barratt said that the PWWG may be able to clear the path. **ACTION JK**

Cllr Dagless asked Cllr Zerny if there was any further information on the route that the train line from Oxford to Cambridge was due to take. After a discussion Cllr Zerny concluded that no final decision had been taken though a route from Sandy to Cambridge was preferred at this time.

The meeting closed at 9.25pm

Date of Next Meeting – Monday March 2018 at Memorial Hall, Wrestlingworth at 7.30pm.

Appendix A

Financial Report – January 2018

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

Nov	E-on Electricity supply D/Debit		292.73
Dec & Jan	Clerk's Salary D/Debit		765.50
Dec & Jan	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.53
Dec	T & J Seymour – electricity maintenance		64.50
Nov & Dec	Wrestlingworth Memorial Hall		21.00
Dec & Jan	SAGE – accounting software D/Debit		36.00
Dec	CBC – grass cutting contribution	380.33	
Dec	VAT return	1,117.51	
Nov	Robin Barratt (NP printing costs)		15.00

Appendix B

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

	<u>April 2017/March 18</u>			<u>April 2016/ March 17</u>	<u>2018/19 budget</u>
	<u>Year to date</u>	<u>Expected at year end</u>	<u>Budget</u>	<u>Actual</u>	<u>Proposed</u>
Income					
Precept	20,030.00	20,030.00	20,030.00	19,120.00	20,984.00
Interest	14.23	14.23	15.00	20.48	15.00
Grass Cutting Contribution	380.33	380.33	352.00	352.51	380.00
VAT refund to March 16				3,020.30	
Tree cutting contribution				65.00	
Total Income	20,424.56	20,424.56	20,397.00	22,578.29	21,379.00
Operational Expenses					
Accountants fees & Sage	465.00	500.00	500.00	370.00	500.00
Affiliation Fees	294.00	300.00	300.00	298.00	300.00
Amenity Field lease		0.00	120.00		120.00
British Legion	25.00	25.00	25.00	25.00	25.00
Church Clock Maintenance		0.00	325.00	236.00	325.00
Churchyard Maintenance		0.00	1,000.00	1,600.00	1,000.00
Clerk's expenses	232.12	350.00	350.00	306.57	350.00
Clerk's salary	3,468.29	4,600.00	4,600.00	4,819.62	4,692.00
Election expenses		0.00	375.00		375.00
Electricity - street lighting	1,244.69	1,700.00	1,700.00	1,418.33	1,800.00
Electricity/lighting – maint.	161.25	400.00	400.00	215.00	400.00
General Maintenance		100.00	500.00	1,793.33	500.00
Grants (see below)	2,300.00	2,300.00	1,500.00	1,650.00	1,500.00
Normal Grass and Hedge cutting	6,404.90	6,405.00	9,000.00	8,619.51	8,000.00
Other grounds & tree work		0.00	1,200.00	490.00	1,000.00
Insurance	795.11	795.00	800.00	747.47	850.00
Memorial Hall Hire	44.00	100.00	175.00	121.00	150.00
Millennium Garden		0.00	100.00	0.00	100.00
Lousy Bush sign				305.00	
Cockayne Hatley sign					590.00

Parish Tidy Up		0.00	500.00	210.00	500.00
Playing field Maintenance	538.00	538.00	500.00	307.58	1,000.00
Playing field lease		360.00	360.00		360.00
Training expenses	83.00	83.00	200.00		200.00
Web site	69.90	250.00	250.00		500.00
Vat expensed and not yet recovered	-112.57	0.00	0.00	122.43	
	16,012.69	18,806.00	24,780.00	23,654.84	25,137.00
Operating surplus/deficit	4,411.87	1,618.56	-4,383.00	-1,076.55	-3,758.00
Project s					
Allotment lease and set up		0.00	2,500.00		2,500.00
Speed reduction measures		0.00	10,000.00	2,780.23	10,000.00
Neighbourhood Plan		0.00	2,000.00	4,247.44	0.00
Cockayne Hatley land & set up					3,000.00
Project Grants received					
Neighbourhood Plan	61.95		0.00	-3,290.00	
Net Project costs	61.95	0.00	14,500.00	3,737.67	15,500.00
Overall surplus/deficit	4,349.92	1,618.56	-18,883.00	-4,814.22	-19,258.00
RESERVES					
Bank brought forward	29,001.38	29,001.38	29,001.38		30,619.94
(Deficit)/Surplus for period	4,349.92	1,618.56	-18,883.00		-19,258.00
Bank carried forward	33,351.30	30,619.94	10,118.38		11,361.94
VAT refund due	112.57				
Total	33,463.87				

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 - 31/12/17 2,244.75
Deposit account - 31/12/17 31,106.35

33,351.10

Appendix C

Planning Applications as at 15th January 2018

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/17/03027/FULL 23.08.17	7 Church Lane Wrestlingworth	Construction of new 4 bed house	Does not conform to NP. Concerns re: on street parking.	Awaiting decision
CB/17/04574/FULL 22.09.17	28 Church Lane Wrestlingworth	Single storey front and rear and first floor side extension	No comment	Granted 17.11.17
CB/17/05333/FULL 08.11.17	21 Village Road Cockayne Hatley	Demolition of existing garage and construction of two storey extension	No comment	Granted 08.01.18
CB/17/05203/FULL 28.11.17	2 Molehill Barns Sutton Road	Retention of shed (retrospective)	No comment	Awaiting decision
CB/TRE/17/00540 17.11.17	35 High Street Wrestlingworth	Work to holly tree protected by TPO	Support application and request CBC to undertake further clearance work adjacent to the brook.	Granted 12.01.18
CB/TRE/17/00544 22.11.17	Burial Ground Wrestlingworth	Remove two trees with TPOs to increase light to Old Rectory Garden	Object. PC does not believe that the removal of trees will increase light in this overgrown area.	Awaiting decision
CB/17/05912/FULL	5 Molehill Barns Sutton Road	Retention of Shed (retrospective)	No comment	Awaiting decision