

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 19 March 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 and Central Bedfordshire Cllr A Zerny.

Absent: Cllr C Turner and Central Bedfordshire Cllr D Gurney

Open Forum

No members of the public present.

Ethics and Standards Code

Cllr Barratt declared an interest in a grant application from the Parish Walking and Wildlife Group.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 15 January 2018, 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) Reported Church Lane pot holes to CBC (304941)
- 2) Liaised with PCC and resident regarding removal of burial ground trees. Negotiated a compromise position that has subsequently been implemented.
- 3) Followed up with CBC on why Parish Council response on tree removal was not recorded against the application. Transpires that two mistakes within the Planning Dept were responsible.
- 4) With Cllr Dagless, met with Solicitor to finalise the Parish Council position on the purchase of the Co-op land and agree actions to be taken.
- 5) Reported pothole at junction of Potton Rd and High St Wrestlingworth (fourth time, Ref 306069)
- 6) Contacted CBC regarding domestic rubbish issue and agreed action to be taken to resolve. Received subsequent update that actions have been completed and the situation is being actively monitored.
- 7) Reported the poor condition of the road surface at the crossroads and requested that if the work to install the reduced speed limit is not likely to be completed in the immediate future, then remedial works are undertaken.(Ref 306615) (Subsequently been notified that the speed limit reduction work is scheduled for the end of March)
- 8) With support from Cllr Williams, liaised with CBC about the production of a new HNS in support of the RES proposal and agreed a closing date that allows the inclusion of a notification in the next Village Link.
- 9) Organised Parish Tidy Up
- 10) Reported the presence of a dead animal in the brook to CBC Highways, who did not consider it to be their responsibility but agreed to refer to appropriate Dept. Inspected the location and decided it was too risky to attempt removal.

11) Following being contacted by the CBC Neighbourhood Watch Coordinator, edited the advert he provided for a local Coordinator and submitted to Village Link.

Cockayne Hatley Update

Cllr Dagless informed the meeting that the new sign for Cockayne Hatley is now finished and will be delivered shortly. The invoice has been received for the work and the sign will be installed in April.

Cllr Dagless also informed the meeting that it has been reported to him that vehicle tracks had been found on a public footpath at Cockayne Hatley. The Rights of Way Officer at CBC, Drew Gwilliam has been informed of this and is dealing with it.

Regarding the Co-Op land in Cockayne Hatley Cllr Dagless informed the Council that Woodfines solicitors have given an interim report but there are still matters outstanding regarding the responsibilities over the septic tank. There appears to be some obligation from the householders over maintaining the tank but not necessarily renewal. Cllr Dagless said that he would look into this matter and report back at the next meeting. **ACTION AD**

Chequers Pub Status

Cllr Barratt informed the meeting that the pub in Wrestlingworth is up for sale. Cllr Williams said that she has spoken to Sarah Hughes at CBC for advice as the pub is registered as an asset of community value and consequently the owner needs to inform Central Bedfordshire Council of its current status. Once that has been done CBC will inform the Parish Council. A 6 week period follows during which time the community has the right to register interest. If there is sufficient interest then a four and a half month moratorium follows to allow the community to raise the funds necessary to purchase the asset. Cllr Barratt agreed to talk to the pub owner and Cllr Williams agreed to put together a flyer for distribution. A public meeting will be arranged for the 16th April should there be sufficient interest in the purchase of the pub. **ACTION RB & SW**

Church of England and Mobile phone masts

In mid-February it was announced that Digital Secretary Matt Hancock is encouraging Church of England officials to install digital infrastructure on its property to improve connectivity for mobile phones and broadband. The deal involves drawing up a standard contract for installing the equipment making it easier for local churches to deal with phone companies. Cllr Barratt said that he would speak to Mick Bister and Karen Nurse about this possibility as both Wrestlingworth and Cockayne Hatley suffer from poor connectivity.

ACTION RB

Woodcraft's Meadow

Cllr Barratt informed the Council that Woodcraft's Meadow, High Street, Wrestlingworth has been sold at auction. It is understood that a developer has bought the land. Once the new owner is known Cllr Barratt said that he would like to meet with them, along with Cllr Williams, to discuss the future plans for the land. It was noted that part of the meadow that runs along the High Street is a designated area of local green space and the remainder lies outside the village envelope. Cllr Barratt said that he had contacted Pat Longland at CBC to stress that the elm tree in the meadow should have a Tree Preservation Order and has given Pat the tree's grid reference.

RES/Housing Needs Survey

The Housing Needs Survey has been distributed to householders in the parish with a completion date of 6 April. Once the survey has been returned and analysed the results will be given at the next meeting.

Portfolios

Cllr Dodgson's report

Road safety – High Street (RMF) & crossroads

Cllr Dodgson informed the meeting that work at the x-roads will start on 26 March. This should be completed by 30th March. Cllr Dodgson said that he had received an email from Nick Shaw regarding the RMF work on the High Street which said that detailed designs had been completed but that they were waiting for target costs for the scheme. This status has had no change since 31st August 2017. Cllr Dodgson was advised by CBC Cllr Adam Zerny to send reminder emails to CBC every few weeks. It was noted that Ken Ellis is the co-ordinator for Speedwatch in the parish.

Play Area Report from Cllr Kirkpatrick

A site visit was carried out on Tuesday 13th March, 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 has had fixings improved by Clive Bird

Outstanding tasks:

- 1) General repairs to flooring have been approved and funding agreed, but this has yet to be carried out. This will now be carried forward to the next financial year.

Planning

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. It was noted that since the last meeting it had been agreed by Councillors to spend £350 on electric lamp repairs. The PWWG had submitted a grant application for £150, this was agreed and Cllr Barratt had declared an interest in this item.

Green Infrastructure Plan

Cllr Williams informed the meeting that there had not been any further progress on the Green Infrastructure plan and that it may be suitable to pass this project to the PWWG. Cllr Barratt said that he would discuss this with the members of the PWWG at their next meeting and report back. **ACTION RB**

Website platform

Councillors were informed that the current platform for the Parish website is currently unsupported. Cllr's Kirkpatrick and Whale agreed to seek out other Parish Council website platform and get some information on ease of use and costs, etc. **ACTION JK & GW**

Correspondence

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

Any Other Business

The Clerk said that she would contact the daughters of Derek Walker to discuss the installation of a bench in memory of Derek. **ACTION CD**

Cllr Williams raised the subject of Data Protection Regulations which are coming into effect shortly after the next PC meeting in May. It was noted that the Clerk is attending a course on GDPR on 26 March and will report back on the highlights of the course and implications for the Parish Council. It was also noted that a Data Protection Officer should be appointed and that this could not be the Clerk. Cllr Barratt offered to be the Data Protection Officer as he has some experience in this area. **ACTION CD & RB**

The meeting closed at 9.10pm

Date of Next Meeting – Monday 21st May 2018 to include AGM at Memorial Hall, Wrestlingworth at 7.30pm.

Appendix A

Financial Report – March 2018

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

Feb & March	E-on Electricity supply D/Debit		283.13
Feb & March	Clerk's Salary D/Debit		765.50
Feb & March	Clerk's expenses (Telephone, Internet, Stamps, stationery and Data Protection training)		40.53
Feb & March	Wrestlingworth Memorial Hall		14.00
Feb & March	SAGE – accounting software D/Debit		36.00
March	Robin Barratt (Skip Hire)		282.00
March	Cannonbury Signs – Cockayne Hatley Sign		708.00
March	T & J Seymour – electrical maintenance		64.50

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL**FINANCIAL STATEMENT AT 28 Feb 2018**

	<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	16.73	17.88	15.00	20.48	15.00
Grass Cutting Contribution	380.33	380.33	352.00	352.51	380.00
VAT refund to March 17	122.43			3,020.30	
Tree cutting contribution				65.00	
Total Income	20,549.49	20,428.21	20,397.00	22,578.29	21,379.00
Operational Expenses					
Accountants fees & Sage	495.00	510.00	500.00	370.00	500.00
Affiliation Fees	294.00	294.00	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	250.00	250.00	325.00	236.00	325.00
Churchyard Maintenance		0.00	1,000.00	1,600.00	1,000.00
Clerk's expenses	262.65	305.00	350.00	306.57	350.00
Clerk's salary	4,233.79	4,617.00	4,600.00	4,819.62	4,692.00
Election expenses		0.00	375.00		375.00
Electricity - street lighting	1,528.05	1,656.02	1,700.00	1,418.33	1,800.00
Electricity/lighting - maint	215.00	270.00	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	65.00	80.00	175.00	121.00	150.00
Millenium Garden		0.00	100.00	0.00	100.00
Lousey 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		0.00	360.00		360.00
Training expenses	83.00	83.00	200.00		200.00
Web site	69.90	70.00	250.00		500.00
Vat expensed and not yet recovered	90.77	0.00	0.00	122.43	
	17,650.17	18,298.02	24,780.00	23,654.84	25,137.00
Operating surplus/deficit	2,899.32	2,130.19	-4,383.00	-1,076.55	-3,758.00
Projects					
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	76.95	0.00	2,000.00	4,247.44	0.00
Cockayne Hatley land & set up	1,000.00				3,000.00
Project Grants received					
Neighbourhood Plan			0.00	-3,290.00	
Net Project costs	1,076.95	0.00	14,500.00	3,737.67	15,500.00
Overall surplus/deficit	1,822.37	2,130.19	18,883.00	-4,814.22	-19,258.00
RESERVES					
Bank brought forward	29,001.38	29,001.38	29,001.38		31,131.57
(Deficit)/Surplus for period	1,822.37	2,130.19	18,883.00		-19,258.00
Bank carried forward	30,823.75	31,131.57	10,118.38		11,873.57
VAT refund due	90.77				
Total	30,914.52				
GRANTS PAID IN YEAR					
Youth Club	800.00			400.00	400.00
Village Link	150.00			150.00	150.00
Wrestlingworth Memorial Hall	1,000.00				
St Johns Church				1,000.00	
Marias Ensemble				100.00	
Lower School	350.00				500.00
PWWG					150.00
	2,300.00			1,650.00	

IMPORTANT NOTES

- 1 Grass cutting varies according to number of cuts required and amount of hedge-cutting
- 2 Current account - 28/02/18 714.70
Deposit account - 28/02/18 30,109.05

30,823.75

Appendix C

Planning Applications as at 19th March 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 (status confirmed by planning officer 12.03.18)
CB/17/05203/FULL 28.11.17	2 Molehill Barns, Sutton Road	Retention of shed (retrospective)	No comment	Approved 18.01.18
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.	Application withdrawn
CB/17/05912/FULL	5 Molehill Barns, Sutton Road	Retention of Shed (retrospective)	No comment	Approved 09.02.18
CB/TCA/18/00004 17.01.18	47 High Street, Wrestlingworth	Works to trees in conservation area	Supported	Approved 14.02.18

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/17/05932/FULL 15.01.18	19 Village Road, Cockayne Hatley	Two storey rear extension	No comment	Approved 05.03.18
CB/18/00201/FULL 02.02.18	Grange Farm, Tadlow Road, Wrestlingworth	Single and two storey side and rear extensions	No comment	Awaiting decision
CB/18/00595/EB 19.02.18	Common Farm, Guilden Morden Road, Wrestlingworth	Electricity Board Notification to divert overhead lines to include new electricity poles	No comment	Awaiting decision
CB/18/00772/FULL 16.03.18	1 Randall's Close, Wrestlingworth	Lounge extension	No comment	Awaiting decision