

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at St John's Church, Cockayne Hatley on 13 August 2018 at 7.30pm

Present: Chairman Cllr Barratt, Cllr A Dagless, Cllr N Dodgson, Cllr J Kirkpatrick, Cllr G Whale, Catherine Dear (Clerk) and Central Bedfordshire Cllr D Gurney.

Apologies: Vice-Chairman Cllr S Williams and Central Bedfordshire Cllr A Zerny.

Open Forum

As there were no members of the public present, there was no public forum. Cllr Gurney informed the meeting that the new Traveller Site at Dunton is about to be open and should be fully occupied by the end of September. Cllr Gurney also discussed the forthcoming meeting on Tuesday 14th August to discuss the East/West Rail-link and the many alternative routes. Cllr Gurney also asked if she could be given a copy of the latest Housing Needs Survey for our parish and Cllr Barratt agreed to send this to her by email. **ACTION RB**

Ethics and Standards Code

No new declarations of interest to report.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 18th June 2018, having been previously circulated, were approved and signed by the Chairman.

Matters arising & Chairman's report

Since the last meeting the Chairman had

- 1) spoken to school about planning application for school playing field wall and suggested they may wish to investigate and comment.
- 2) raised emergency ticket with CBC Helpdesk regarding the dangerous road surface following the surface dressing on the Eyeworth. Emailed Paul Salmon to complain about the way Ringway Jacob had top dressed the road without filling the pot holes, which were virtually invisible until you were right on top of them
- 3) issued PSB email regarding Parish Council vacancy
- 4) removed damaged bench from play area
- 5) registered concerns with Anglian Water re sewer overflows. Had an on-site meeting with Area Manager following which it was confirmed that the sewer system is operating correctly - see appendix below for further details.
- 6) sent email to Paul Salmon re timing of Crossroads resurfacing - indications are this will be early October.
- 7) spoken to Tree Officer about a TPO for the Elm - we don't have the ability to do this and as it is currently not at risk it wouldn't qualify for CBC resources to look at applying for one.
- 8) inspected local footpath following reports of asbestos- confirmed presence of old roofing tiles and escalated to interim ROW officer.
- 9) spoken with CBC Manager now responsible for the RES who confirmed that the plans were in the process of being reviewed following receipt of the Housing Needs Survey.
- 10) spoke with Dog Warden to see if there were any specific penalties that the Parish Council or CBC could put in place regarding dog fouling or to make it mandatory for dog

walkers to carry 'poo bags'. There aren't but the Dog Warden is willing to visit specific areas if the publicity on Facebook and in the Village Link do not improve the situation.

11) cleared path to grave on uncut side of burial ground that is visited by relatives.

12) reported the obscured road signs at the crossroads (second request)

Appendix

the Anglian Water Regional Manager and one of his maintenance leads conducted a site review with the Chairman so he could highlight to them the areas where the surface water compromises the sewers and the sewers overflow into the brook. They checked the sewer system from end to end and there are no issues within it that stop it operating to full capacity. (They also checked some of the brook culverts and despite it not being their responsibility, cleared a large blockage of twigs etc that was impeding the flow),

We noted at least 8 road drains that are blocked on our walk and Anglian Water will raise this with CBC. The Chairman also reported them.

Since the site visit, the Regional Manager has done a desktop review of the sewer system and identified an area where an excessive flow could cause problems. The technical are looking at options to improve the situation. In the meantime, any incidents of the sewer overflowing should be reported to Anglian Water (by as many people as possible) as this will create an evidence base to support future proposals and increase the priority

It is not considered that there is much else the Parish Council can do other than ask Adam to follow up if the drains aren't cleared.

It's worth noting that the degree of rain that fell on the 1st June was so excessive that it overwhelmed the Wrestlingworth sewage treatment plant and Anglian Water are also looking at options to stop this happening again.

The Clerk added that she had

- completed the Annual Return and sent it to the external auditors
- Spoken to the owners of No.71 High Street to discuss the overgrown vegetation along the path. The Councillors then agreed to have it strimmed back by D Granger this year and then re-assess next year. **ACTION CD**
- Received the wording for the plaque for Derek Walker's bench which is now ready to order **ACTION CD**
- Had written to the owners of the barn located alongside Church Lane regarding the loose tiles and had also talked to them about the situation. They informed the clerk that they would see to the loose tiles. As there had been no sign of progress, it was agreed that the Chairman would follow up. **ACTION RB**
- Had completed a VAT return for up to end July 2018
- Had reserved 10 spaces at the meeting to discuss the East/West Rail-link.
- Had received no interest so far in the Parish Councillor vacancy
- Confirmed with Terry Seymour to mend the faulty street light
- Had added the Cockayne Hatley village sign to the Parish Council insurance.

Portfolios

COCKAYNE HATLEY – Cllr Dagless informed the meeting that he had received no further information from the Co-Op.

PLAY AREA – Cllr Kirkpatrick informed the meeting that a site visit was carried out on Friday 10th August, details are:

- 1) Bins were emptied and minor litter picking done
- 2) All equipment visually checked and no damage or other faults apparent
- 3) Gate catch has been moved (at earlier date) to other side of small gate section to avoid intrusion into opening when gate open. This is to avoid possible damage to children entering the park area
- 4) Small rabbit noticed in the play area, which appears to live in hedgerow near adjoining houses. No evidence of any holes being dug as yet

Outstanding tasks:

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

Cllr Kirkpatrick said that he would research an alternative recycled plastic picnic bench to replace the broken wooden bench. **ACTION JK**

HIGHWAYS – Cllr Dodgson informed the Council that he has received communication from Charlotte Dunham from CBC on 4th July to say that our RMF project is in the Target Costings Process which should be out in 2 weeks' time. Unfortunately although the 2 weeks has passed there has been no further update. Cllr Gurney offered to help with this and Cllr Dodgson agreed to send her the details. Cllr Dodgson then informed the Council that there had been a Speedwatch exercise last week. He also informed the Council that the faulty speed sign on the High Street in Wrestlingworth had been reported and that he was told that it was unlikely to be fixed. It was noted that Randall's Close had been re-surfaced and that a drain may have been installed. Cllr Dodgson to investigate **ACTION ND**. Cllr Dodgson also informed the meeting that he had reported the over-hanging trees on the junction of Church Lane and High Street to Nick Carafalo who had said that the tree was the responsibility of BT. Nick to speak to BT.

WEBSITE – Cllr Kirkpatrick informed the Council that a new website is in progress although at the moment there is no delivery date. He added that he hopes it will be possible to use the existing url and that the costings will be £400 to build and then a £200 pa charge thereafter.

PHONE MAST – Cllr Whale informed the meeting that the telecommunication equipment (1 new street furniture style monopole with 3 internally shrouded antennas and 2 x 300mm diameter dishes with one cabinet at ground level) at northern highways verge of Tadlow Rod, Wrestlingworth junction of Tadlow Road/High Street is awaiting a decision.

Planning

The current Planning applications were discussed. **(Appendix C)**

It was agreed that the Council would, subject to agreement by Cllr. Williams, object to the application for 2 x 5-bed houses at 25 Braggs Lane as it was not in accordance with our Neighbourhood Plan. Cllr Barratt agreed to discuss this with Cllr Williams on her return. Cllr Gurney informed the meeting that she is assisting the Ashbys regarding the change of consent on the land recently acquired next to the converted barns in Cockayne Hatley and that the Parish Council confirmed that they had no objection.

Finance

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

The Financial statement **(Appendix B)** was discussed. The Clerk read out the letter from the internal auditor stating that the financial and other internal controls over the Parish Council's activities and operating procedures are effective and comply with statutory regulations. The Councillors discussed the effectiveness of the overall internal audit arrangements and it was agreed that they were happy with the current control and audit processes. The clerk had distributed a copy of the current Risk Register and Cllr Barratt asked for this to be reviewed by Councillors with any comments to be forwarded to the Clerk by 20th September in order that an updated schedule can be discussed at the meeting in October.

Correspondence

Correspondence regarding the installation of a Salvation Army clothes bin had been received and was discussed. It was agreed that this offer would be rejected as the Council did not want to take away any clothes donations currently received by Wrestlingworth Lower School.

Any Other Business – none arising

The meeting closed at 8.45pm

Date of Next Meeting – Monday 8th October at 7.30pm.

Appendix A

Financial Report – July 2018

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

July	E-on Electricity supply D/Debit		163.61
July	Clerk's Salary D/Debit		403.13
July	Clerk's expenses (Telephone, Internet, Stamps, stationery)		18.58
July	SAGE – accounting software D/Debit		18.00
July	D J Granger – Grounds maintenance		1,218.82
July	ROSPA – Annual inspection of playground and equipment		126.00
July	Alan Walden – Internal Auditor		100.00
July	Terry Seymour – Parish Lights Maintenance		64.50
July	VAT return	926.87	

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL**FINANCIAL STATEMENT AT 31 JULY 2018**

	<u>Year to 31 March 19</u>		<u>Year to</u>
	<u>Actual</u> <u>Period to 31 July 18</u>	<u>Budget</u> <u>for year</u>	<u>March 18</u> <u>Actual</u>
Income			
Precept	20,984.00	20,984.00	20,030.00
Interest	6.70	15.00	17.88
CH land grant	258.78		
Grass Cutting Contribution		380.00	380.33
VAT refund to March 18	275.92		122.43
Tree cutting contribution			
Total Income	21,525.40	21,379.00	20,550.64
Operational Expenses			
Accountants fees & Sage	60.00	500.00	510.00
Affiliation Fees	172.00	300.00	294.00
Amenity Field lease		120.00	
British Legion		25.00	25.00
Church Clock Maintenance		325.00	250.00
Churchyard Maintenance		1,000.00	
Clerk's expenses	153.70	350.00	303.18
Clerk's salary	1,612.52	4,692.00	4,616.54
Election expenses		375.00	
Electricity - street lighting	609.35	1,800.00	1,656.02
Electricity/lighting - maintenance	375.00	400.00	268.75
General Maintenance		500.00	0.00
Grants (see below)	800.00	1,500.00	2,300.00
Normal Grass and Hedge cutting	3,047.05	8,000.00	6,404.90
Other grounds & tree work		1,000.00	
Insurance	810.70	850.00	795.11
Memorial Hall Hire	42.00	150.00	79.00
Millennium Garden		100.00	0.00
Lousy Bush sign			
Cockayne Hatley sign		0.00	590.00

Parish Tidy Up		500.00	235.00
Playing field Maintenance		1,000.00	538.00
Playing field lease		360.00	
Training expenses		200.00	83.00
Web site		500.00	69.90
Vat expensed and not yet recovered	926.87	0.00	275.92
	8,609.19	24,547.00	19,294.32
Operating surplus/deficit	12,916.21	-3,168.00	1,256.32
Projects			
Allotment lease and set up		2,500.00	
Speed reduction measures		10,000.00	
Neighbourhood Plan	10.00	0.00	76.95
Cockayne Hatley land & set up	30.00	3,000.00	1,000.00
Project Grants received			
Neighbourhood Plan		0.00	0.00
Net Project costs	40.00	15,500.00	1,076.95
Overall surplus/deficit	12,876.21	-18,668.00	179.37
RESERVES			
Bank brought forward	29,180.75	29,180.75	
(Deficit)/Surplus for period	12,876.21	-18,668.00	
Bank carried forward	42,056.96	10,512.75	
VAT refund due	926.87		
Total	42,983.83		
GRANTS PAID IN YEAR			
Youth Club		400.00	800.00
Village Link	150.00	150.00	150.00
Wrestlingworth Memorial Hall			1,000.00
St Johns Church			
Parish Walking & Wildlife	150.00	150.00	
Lower School	500.00	500.00	350.00
TBA		300.00	
	800.00	1,500.00	2,300.00

IMPORTANT NOTES

- 1 Grass cutting varies according to number of cuts required and amount of hedge cutting
- 2 Current account - 31/07/18 1,421.36
Deposit account - 31/07/18 40,635.60

42,056.96	0.00
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- 3 The £590 spend on the sign at CH was included in original budget for 2018/19. Now adjusted as spent in 2018/18

Appendix C

Planning Applications as at 2nd August 2018

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/18/00772/FULL 16.03.18	1 Randalls Close, Wrestlingworth	Lounge extension	No comment	Approved 20.06.18
CB/EN/18/0147 Enforcement Case 27.03.18	Home Farm Wrestlingworth (Construction of 3 dwellings on paddock)	Alleged non-compliance with approved plans	Concern about soil removal prior to building and subsequent height of buildings. See on next page CB/18/1500/VO C	Case closed 22.05.18 pending outcome of app. to vary levels of plots 1 and 2
CB/18/01500/VOC 03.05.18	Home Farm Wrestlingworth (Construction of 3 dwellings on paddock)	Construction of retaining wall on perimeter of site against school playing field	Concern about soil removal prior to building and potential erosion of school playing field	Approved 28.06.18
CB/18/01509/FULL 03.05.18	Land adjacent to 21 Village Road C/Hat	Retrospective change of use to garden following purchase June 2017	No comment	Awaiting decision 02.08.18

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/18/01815/FULL 25.05.18	5 High Street, Wrestlingworth	Two storey wrap around side and rear extension, part single storey side and rear extensions	No comment	Approved 18.07.18
CB/18/01971/FULL 05.06.18	9 Braggs Lane, Wrestlingworth	Demolition of existing conservatory and construction of new single storey side extension. New boundary walling/fencing of western and northern boundaries. Alterations to existing first floor windows.	No comment	Approved 16.07.18
CB/TRE/18/00185 07.06.18	3 The Slade, Wrestlingworth	Works to tree protected by TPO: prune 1 lime situated in back garden	No comment	Approved 09.07.18
CB/18/02359/FULL 29.06.18	2 Walnut Tree Close, Wrestlingworth	Construction of two storey extension to the rear		
CB/18/02775/FULL 08.08.18	25 Braggs Lane, Wrestlingworth	Construction of two 5-bed houses		