

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

DRAFT MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 9th March 2020 at 7.30pm

Present: Chairman Cllr R Barratt, Vice-Chairman Cllr S Williams, Cllr A Dagless, Cllr N Dodgson, Cllr J Kirkpatrick, Cllr F Dewey, Cllr K Puddephatt, CBC Cllr A Zerny, Mrs C Dear (Clerk) and 1 member of the public.

Apologies: CBC Cllr T Wye

Open Forum:

No comments

Ethics and Standards Code

No declarations of interest to report.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 13th January 2020, having been previously circulated, were approved and signed by the Chairman.

Matters arising & Chairman's Report

The rotten wooden bridge at Water End has been reported by James Bonfield. Cllr Barratt said that he would follow up on this. **ACTION RB**

Cllr Puddephatt informed the meeting that the salt bin Cockayne Hatley has been replaced.

Chairman's Report

Councillor Barratt informed the Council that he had:

- 1) Written to Department of Transport and CBC requesting that some of the recently announced additional Government funding for bus services be used to alter the existing Wrestlingworth / Potton service so that it serves the northern end of Wrestlingworth and Cockayne Hatley. He added that he had received acknowledgment from CBC that this improvement would be considered alongside other requests.
- 2) Contacted CBC to get clarification on social media reports that the bus route that covers Wrestlingworth was being withdrawn due to a neighbouring county removing funding. Confirmed that the Wrestlingworth part of the service was to be covered by another provider.
- 3) Following cutting of the Potton Road vegetation by CBC as previously requested, reported excessive mud and debris along the Potton Road gutter and asked that a road sweeper be deployed to clear.
- 4) Organised Parish Tidy Up Event.
- 5) Arranged with local resident to use his tractor-mounted hedge trimmer to cut back hedges alongside the main road from Water End up to the crossroads.
- 6) Attempted to report a strong smell of fuel oil in the open ditch on the northern side of the entrance to Braggs Lane to the Environment Agency. Was not successful as there is no record of there being a water course in this area. Suggested that concerns be reported to CBC if still evidence of a problem.
- 7) Attended several School Governing Body meetings
- 8) Represented Parish Council at Memorial Hall meeting

9) Spoken to a resident about obstruction caused to school entrance by parked vehicle - Discuss further at meeting

10) Provided support to community group wishing to hold a Street Party to mark VE75 anniversary.

11) Posted details on social media about defibrillators being installed - further update to be issued once both units commissioned.

The Clerk added that she had

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed agenda, budget and financial statement for March's meeting
- Reconciled bank statement with income and expenditure and transferred £7K to cover February, March and April's outgoings
- SAGE – transactions added to end of February
- Updated parish website with copy of minutes and agenda
- Received payment from CBC for grant for defibrillator
- VAT return completed and sent for 1 November – 31 January 2020 – received payment February 2020
- Received grant request from Friends of Wrestlingworth School for £350
- Completed weekly checks on defibrillator in Wrestlingworth and updated results on the webnos website
- Sent planning applications to Cllr Williams
- Sent various hall booking requests to June Cutchie
- Met with Cllr Puddephatt to get defibrillators working and ready for use
- Sent completed Direct Debit form to Information Commissioner's Office for General Data Protection Regulation fee
- Amended parish grant application form
- Met with Terry Seymour (electrician) to go through requirements for defibrillator housing installation
- Sent completed electrical certificates and installation forms to Community Heartbeat Trust for both defibrillator registrations
- Requested and received bollard quotes from Balaam Brothers and RS Fencing
- Informed Brian Whitfield (Goodwill Fund) and History Society of Council's decision regarding not to award grant this year
- Informed Bob Goodwin of Council's discussion regarding the poor reception and phone mast

Defibrillator update

The Clerk informed the Council that the Ward Councillor grant application had been successfully received. Both defibrillators and housing have been received and installed, one in the Wrestlingworth Millennium Garden Bus Shelter and the other one in Cockayne Hatley. Weekly checks are being done to both defibrillators by Cllr Puddephatt and Clerk. Results are logged on the webnos webpage. The Council thanked Cllr Zerny for his support in the Ward Councillor Grant application. The Council also thanked the clerk for her efforts in progressing this initiative to a successful conclusion.

Rotten Bollards

The state of the rotten bollards at the end of Braggs Lane was discussed and various quotes for replacements looked at. Councillors decided that a recycled plastic option was favourable over wooden bollards. The quotes were considered but it was decided at this time that there was no room in the budget for this project in the next financial year. The Clerk was asked to enquire as to a quote for a smaller recycled plastic bollard to reduce costs for consideration in the budget for 2021/22.

Cockayne Hatley Co-Op Land - Village Green & CIC

Cllr Dagless informed the meeting that he now had direct contact with Noel Humphrey at the Co-Op who has said that he will speak to the Estate Manager regarding outstanding issues. Cllr Dagless to keep Council informed of progress. **ACTION AD**

Voneus update

Cllr Dagless informed the Council that Voneus have said that they will have all equipment installed and ready by the end of the March and have agreed everything with St John's Church. Cllr Dagless said that once installed we then await on Voneus to advise on next steps for those who wish to take up the service.

Woodcraft's Meadow/Dyason Development update

Cllr Barratt informed the meeting that he had received an email from Dyason saying that they have abandoned their plans for the 'village open space' initiative and are currently considering opportunities that might present themselves at the Potton Road end of their land but at this stage have no definite plans to disclose.

East/West Rail Link

Cllr Barratt informed the meeting that the preferred route had been announced in January as the Northern Route linking existing stations in Bedford and Cambridge with communities in Cambourne and the area north of Sandy and south of St Neots.

Portfolios

PLAY AREA – Cllr Dewey informed the council that he has inspected the play area and there was very little litter to pick up, the bins had little in them and the equipment appeared clean and functioning correctly. Trees and equipment appear to be unscathed by the recent storms and the grass will need cutting soon. No further response from play equipment surfacing suppliers, Cllr Dewey added that he will meet with them when they are next in the area to review options for under the swings. **ACTION FD**

WEBSITE & MILLENNIUM GARDEN - Cllr Kirkpatrick informed the Council that to comply with the new Public Sector Bodies (websites and applications) accessibility regulations quotes have been received for framework accessibility and content accessibility. After careful consideration it was decided to take the quote from Town & Parish Council Websites for making our website framework compliant at a cost of £120. **ACTION JK**

HIGHWAYS – Cllr Dodgson updated the Council on:

Speedwatch - The speedwatch group traffic monitoring is planned to recommence in March.

High Street speed reduction measures

The High Street SID's were recalibrated again towards the end of January. Since then both units have been operating but only activate when vehicles are just a few yards in front of them, this severely limits their effectiveness. The Chief Highways Officer, Paul Mason, has been made aware of this. Paul is currently on leave until 10th March, his PA, Judith Wong, has arranged for him to discuss this matter with Charlotte Dunham on his return to work.

A resident has commented on the effectiveness of the road markings in Dunton (white chevrons and a 30-mph rondel on a red road surface). A request has been submitted to CBC's Highways Improvement Team to see if something similar could be installed in Wrestlingworth High Street, a response is awaited. It was agreed that Potton Road would also benefit from this improvement.

Cockayne Hatley speed reduction measures

Cllr Puddephatt informed the meeting that Central Bedfordshire Council will be conducting an assessment to see if a 20mph speed limit was appropriate. Cllr Puddephatt to report findings back to Council when informed. **ACTION KP**

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 budget for 2020/21.

Grants to Friends of Wrestlingworth School was discussed. It was concluded that £150 would be awarded.

Any Other Business

- Cllr Williams to prepare articles for the Village Link on the new defibrillators and parking on pavements. **ACTION SW**
- Cllr Dodgson asked to report broken Church Lane road sign and churned up tarmac on junction of High Street and Church Lane. **ACTION ND**
- Coronavirus – after a discussion regarding coronavirus it was agreed that Cllr Barratt would let the Goodwill Fund know that they should approach the Council if help was required. **ACTION RB**
- VE75 – Cllr Barratt informed the meeting that a committee was organising a street party for VE75 and that Church Lane would be closed for the event.

The meeting closed at 9.20 pm

Date of Next Meeting to include AGM – Monday 11th May 2020 at 7.30pm.

Appendix A

Payments for approval – March 2020

The following accounts are to be paid and the clerk requested the council's endorsement.

February	E-on Electricity supply D/Debit		208.74
March	E-on Electricity supply D/Debit		195.27
January	Clerk's Salary D/Debit		427.28
February	Clerk's Salary D/Debit		427.28
February & March	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.61
February	SAGE – accounting software D/Debit		21.60
March	SAGE – accounting software D/Debit		21.60
January & February	Interest - Lloyds	2.94	
March	Information Commissioner's Office – GDPR		35.00
January	Wrestlingworth memorial hall hire		14.00
February	Community Heartbeat Trust – 2 defibrillators and housing		4,465.00
February	Community Heartbeat Trust – annual support fee		360.00
March	Central Bedfordshire Council – Ward Councillor Grant for defibrillators	2,000.00	
February	H M Revenue & Customs – VAT refund	531.48	
March	Smith of Derby – maintenance of St Peter's clock		319.20
February	Terry Seymour – electrical fitting of defibrillator cabinets and outdoor socket at bus shelter		510.00
February	Terry Seymour – electrical maintenance		64.50
March	Robin Barratt - Skip Hire		254.00

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL						
FINANCIAL STATEMENT AT 29 February 2020 WITH EXPECTED OUTTURN TO MARCH 2020 AND BUI						
	Year to 31 March 2020			20/21		
	Actual to 29 Feb 2020	Budget for year	Expected outturn	Budget	Notes	
Income						
Precept	22,482.00	22,482.00	22,482.00	23,600.00	1	
Interest	18.32	15.00	20.00	20.00		
Grass Cutting Contribution	380.33	380.00	380.00	380.00		
Insurance Claim re Churchyard	788.00					
VAT refund to March 19	259.96	259.96	260.00			
Total Income	23,928.61	23,136.96	23,142.00	24,000.00		
Operational Expenses						
Accountants fees & Sage	289.00	500.00	400.00	400.00		
Affiliation Fees	314.00	300.00	300.00	300.00		
Amenity Field lease		120.00		120.00	2	
British Legion	19.00	25.00	25.00	25.00		
Church Clock Maintenance		325.00	250.00	250.00		
Churchyard Maintenance	740.00	1,000.00	100.00	250.00		
Clerk's expenses	266.40	350.00	300.00	300.00		
Clerk's salary	4,272.90	5,128.50	5,130.00	5,400.00		
Election expenses	65.06	375.00	65.00	65.00		
Electricity - street lighting	2,161.12	2,000.00	2,200.00	2,200.00		
Electricity/lighting - maint	590.00	1,000.00	500.00	500.00		
General Maintenance		500.00	250.00	500.00		
Grants (see below)	1,500.00	1,500.00	1,500.00	1,500.00		
Normal Grass and Hedge cutting	7,020.92	8,000.00	8,000.00	8,000.00		
Other grounds & tree work	450.00	1,000.00	450.00	450.00		
Insurance	841.21	850.00	840.00	900.00		
Memorial Hall Hire	56.00	100.00	90.00	90.00		
Millennium Garden		100.00		100.00		
Parish Tidy Up		500.00	250.00	250.00		
Playing field Maintenance	592.80	1,000.00	750.00	750.00		
Playing field lease		1,440.00		360.00	3	
Training expenses	60.00	200.00	100.00	100.00		
Web site	252.00	500.00	250.00	250.00		
Vat expensed and not yet recovered	73.54	0.00				
	19,563.95	26,813.50	21,750.00	23,060.00		
Operating surplus/deficit	4,364.66	-3,676.54	1,392.00	940.00		

Projects & rent arrears						
Allotment lease and set up		2,500.00		2,500.00	4	
Defibrillator	4,780.00	2,000.00	4,780.00			
Defibrillator Ward Cllr Grant	-2,000.00		-2,000.00			
Speed reduction measures		7,500.00	0.00	4,074.00	5	
Amenity lease arrears				360.00	2	
Playing field lease arrears				2,880.00	3	
Cockayne Hatley land & set up		3,000.00		3,000.00	4	
Net Project costs	2,780.00	15,000.00	2,780.00	12,814.00		
Overall surplus/deficit	1,584.66	-18,676.54	-1,388.00	-11,874.00		
RESERVES						
Bank brought forward	31,075.08	31,075.08	31,075.08	29,687.08		
(Deficit)/Surplus for period	1,584.66	-18,676.54	-1,388.00	-11,874.00		
Bank carried forward	32,659.74	12,398.54	29,687.08	17,813.08		
VAT refund due	73.54		0.00	0.00		
Total	32,733.28		29,687.08	17,813.08		
GRANTS PAID IN YEAR						
Village Link	150.00	150.00		150.00		
St Peter's Church	1,000.00	1,000.00				
Lower School	350.00	350.00		150.00		
	1,500.00	1,500.00		300.00		
Bank balances						
Current account - 29/02/20	922.25					
Deposit account - 29/02/90	31,737.49					
	32,659.74					
NOTES TO BUDGET						
1	Assumes 5% increase					
2	The old lease expired September 2016 with annual rent of £120. It has not yet been renewed by CBC and no rent paid.					
3	The old lease expired March 2011 with annual rent of £360. It has not yet been renewed by CBC and no rent paid. The last email on this from CBC dated 19 Nov 18, we were seeking a reduction and time to pay.					
4	Estimated costs					
5	CBC are seeking £6574 which splits the s106 equally. We are seeking to reduce this by the deposit of £2500 paid May 2011					

Appendix C

Planning Applications as at 6th March 2020

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/19/01999/REG3 27.01.20	Land off Potton Road, Wrestlingworth	New plan for 5 dwellings now proposed.	Clarification sought on adoption of roadway	Consultation closed 03.03.20 Awaiting decision
CB/EN/19/0390 23.08.19	Land at Randall's Close	Enforcement Case re: creation of parking spaces	No comment	Case remains open
CB/19/03660/PCB 09.10.19	Telephone Box Wrestlingworth	Removal	No comment	Awaiting decision following 2 nd round of consultation
CB/19/03876/FULL 21.11.19	1 Molehill Barns, Eyeworth	Retrospective application for installation of bi-fold doors to kitchen	No comment	Granted 30.01.20
CB/EN/19/0541 26.11.19	81 High Street, Wrestlingworth	Enforcement Case re: erection of fence and vehicle crossover	No comment	Case remains open
CB/19/01407/PIP 28.11.19	Land at Amber Lodge Wrestlingworth	Appeal against decision not to grant permission for a two storey dwelling on land to the south of Amber Lodge	PC objected to the original application as it was outside the settlement envelope	Appeal dismissed 19.02.20

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/EN/19/0561 06.12.19	21 Village Road Cockayne Hatley	Enforcement Case re: change of use of agricultural land to garden and erection of garden building	Support for appeal regarding removal of fence only. Suggest meeting with CBC	
CB/20/00252/FULL 30.01.20	25 Braggs Lane Wrestlingworth	Demolition of existing house, carport, garage, attached & detached barns in gardens & construction of 2 new houses, garages, car parking & turning areas	No comment	
CB/20/00082/FULL 03.02.20	5 Molehill Barns Eyeworth	Installation of bi-fold doors	No comment	
CB/20/00715/FULL 03.03.20	3 Hatley Road Wrestlingworth	New porch terrace	No comment	Comments by 31 st March