

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 13th January 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 T Wye, Mrs C Dear (Clerk) and 1 member of the public.

Apologies: CBC Cllr A Zerny

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 18th November 2019, having been previously circulated, were approved and signed by the Chairman.

Matters arising & Chairman's Report

The Chairman informed the meeting that he had:

- 1) Contacted CBC Consultant regarding progressing the lease for the allotments. Draft lease awaited.
- 2) Contacted Dyason Developments and reiterated Parish Council position in regard to any proposals for development of 'Woodcrafts Meadow' as agreed at the last meeting.
- 3) Advised CamBedsRoadRail group of Parish Council pledge in the event of a juridical review of the EastWestRail route being mounted, as agreed at last meeting but at the revised amount of £350 as agreed by email and ratified below.
- 4) Arranged emergency clearance of carriageway obstruction of building materials (possibly fly tipped) on main Wrestlingworth / Potton Road
- 5) Gave advice to resident on options to resolve inconsiderate parking by a neighbour.
- 6) Contacted CBC RoW Officer asking for an update on the proposal to install a new bridleway.
- 7) Was contacted by a resident expressing concerns over damage being done to village roadside verges by contractors vehicles involved in moving harvested agricultural crops. CBC Cllr T Wye commented that herself and CBC Cllr A Zerny had also been contacted about this and where endeavouring to contact the farm manager.

The Chairman added an update on the Potton Road development and informed the Council that the plans have been changed from 8 dwellings to 5 in order to conform to CBC standards. The project manager has informed Cllr Barratt that the scheme submitted under the Planning Application accommodated an easement through the site which had not previously been identified at the pre-application stage. This has had a knock-on effect in terms of not meeting the Council's policies and adopted Design Guide standards for minimum garden sizes, parking etc. The scheme will not require adoptable standards for the access road/footways and this would enable build form to move away from the hedge to the south of the site and, in turn, reduce pressure on the hedge and provide design guide compliant garden amenity space. Such a reduction would also provide more garden amenity space to dwellings to the west of the site

(i.e. provide more space to the easement). There are other technical issues that need to be resolved relating to drainage, ecology and technical specification for the highway design. Their Design Consultants have requested an extension with the new date set as 18th February 2020.

The Clerk added that she had

- Forwarded relevant emails to Parish Councillors and updated noticeboards
- Completed agenda, budget and financial statement for January's meeting
- Reconciled bank statement with income and expenditure and transferred £1K to cover January and February's outgoings
- SAGE – transactions added to end of December
- Updated parish website with copy of minutes and agenda
- Received payment from Zurich Insurance for claim for St Peter's churchyard wall and gate
- VAT return completed and sent for 1 August – 31 October 2019 – received payment December 2019
- Received refund for defibrillators from British Heart Foundation – paid cheques into Parish Council bank account
- Received confirmation of successful grant application for defibrillators from CBC Cllr Tracey Wye. Progressed first part of claiming grant with CBC
- Received grant requests from Village Link (£150), Goodwill & History Society (£200)
- Sent precept request to CBC as agreed at last meeting in November
- Sent numerous emails to Charlotte Dunham regarding faulty speed indicator signs
- Requested and received quote from Terry Seymour electricals for external socket for millennium garden
- Informed Village Link magazine of parish meeting dates for 2020

Defibrillator update

The Clerk informed the Council that the Ward Councillor grant application had been successful and that she had started the process of claiming the grant for the defibrillator project. It was agreed that payment of £4,665 to Community Heartbeat Trust for the 2 defibrillators had to be made before the grant could be given. **ACTION CD**

Cockayne Hatley Co-Op Land - Village Green & CIC

Cllr Dagless informed the Council that the Co-Op have yet to reply to his correspondence regarding the responsibility for any existing or prior contamination with regards to the septic tank and also to the second piece of land in CH. Cllr Dagless to chase. **ACTION AD**

Voneos update

Cllr Dagless informed the Council that he had been copied onto email exchanges between Voneos and the Diocese who were concerned with the mast design given the Grade 1 listing of the church. Changes had been made by Voneos and the application had been re-submitted in advance of a Diocese committee meeting on 16th January. We await further news. **ACTION AD**

Woodcraft's Meadow/Dyason Development update

Cllr Barratt informed the meeting that there had been no response from Dyason Development to the Council's letter of November 2019.

East/West Rail Link

Cllr Barratt informed the meeting that there was still no update on the decision on the route for the East/West Rail Link. The Greater Cambridgeshire Plan was discussed and it was agreed that Cllr Barratt would comment stating previous concerns regarding the rail link. **ACTION RB**

Speeding in Cockayne Hatley

Cllr Puddephatt informed the meeting that residents of Cockayne Hatley had expressed concerns over speeding in Cockayne Hatley. He asked whether a 20mph speed limit could be put in place especially as the hamlet is without a footpath. It was suggested that Cllr Puddephatt write to Highways at CBC to discuss. **ACTION KP**

Neighbourhood Plan Review Process

Cllr Williams informed the meeting that the earliest the Neighbourhood Plan can be reviewed as a whole is in 2023. However it is possible to review the aspirations at any time so they were reviewed as follows:

- Bus service for Cockayne Hatley – this has been requested on numerous occasions and has been refused.
- Allotment provision – allotments are currently being discussed to be included in the Potton Road Development
- 40 mph speed limit at crossroads – a new speed limit of 50 mph has been implemented.

The other issues are covered by the Green Infrastructure Plan. Cllr Williams added that the Neighbourhood Plan has been used numerous times in relation to planning applications.

Portfolios

PLAY AREA – Cllr Dewey informed the council that he had 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. He added that he had spoken to a supplier of play equipment surfacing and 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 said that he had updated the website.

HIGHWAYS – Cllr Dodgson updated the Council on:

Speedwatch

Ken Ellis has issued a report about the Speed watch group's activities in 2019, the main points are as follows:

- 21 one-hour sessions were carried out in 2019
- A total of 186 out of 3399 (5.5%) vehicles were reported as travelling at 35mph or above
- 149 out of 1770 (8.4%) of these were detected on the Potton Road and 37 out of 1629 (2.3%) on the High Street.
- The highest speed recorded was 45mph, there were two incidents of this, one on the High Street and the other on the Potton Road.
- Traffic flows in excess of 300 vehicles per hour in one direction are now common, this has increased each year since monitoring began in 2016

- The highest traffic flow per hour in one direction was measured at 344 vehicles on the High Street.

The Parish Council would like to thank Ken Ellis and all the Speedwatch group for their contribution to this scheme throughout 2019.

It was agreed that the report should be added to the website and circulate on a Facebook.

ACTION JK & RB

High Street speed reduction measures

Following their relocation, the two SID's in the High Street continue to be ineffective, the unit facing the crossroads is not working at all. This has been reported to Charlotte Dunham at CBC on several occasions, comments were initially met with a remarkably laissez-faire attitude. Charlotte has eventually agreed to send out a contractor's team to investigate, results are awaited.

Planning

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

The owners of 21 Village Road, Cockayne Hatley had asked the Council for help with the enforcement case against them. It was agreed that the Parish Council has no power to intervene but expressed concern that the letter from CBC overstated matters, especially in relation to the fence installation. It was hoped that a meeting could be arranged between the parties and that common sense would prevail.

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 parish organisations were discussed. It was concluded that £150 would be given to the Village Link (though a request for this to be returned if the publication was to cease) and £350 to the CBRR. No grants were granted to the History Society or Goodwill fund due to their respective reserves. **ACTION CD**

Correspondence

Bob Goodwin's letter was discussed regarding the phone mast and poor reception in the village. While the Council sympathise it was noted that the installation of the mast was a Government initiative there is nothing the Parish Council can do to influence the situation.

It was suggested that Bob Goodwin should contact his service provider and ask them to put pressure on the mast operator. **ACTION CD**

Any Other Business

Clerk requested to get quotes to replace rotten wooden bollards on the junction of High Street and Braggs Lane. **ACTION CD**

Rights of Way Officer to be contacted regarding the Clopton Way Walk sign in Cockayne Hatley which has fallen over. **ACTION RB**

Rotten wooden bridge near Water End to be reported. **ACTION RB**

Broken salt bin in Cockayne Hatley to be reported. **ACTION KP**

The meeting closed at 9.20pm

Date of Next Meeting – Monday 9th March 2020 at 7.30pm.

Appendix A

Payments for Approval – January 2020

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

January	E-on Electricity supply D/Debit		208.74
December	E-on Electricity supply D/Debit		202.00
November	Clerk's Salary D/Debit		427.28
December	Clerk's Salary D/Debit		427.28
Dec & Jan	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.63
December	SAGE – accounting software D/Debit		18.00
January	SAGE – accounting software D/Debit		18.00
December	S D Brown Building Contractors (St Peter's Churchyard wall and gate repairs)		888.00
September	Wrestlingworth memorial hall hire		14.00
November	Wrestlingworth memorial hall hire		14.00
December	T & J Seymour Electrical (repairs to W2 street light)		450.00
December	British Heart Foundation – refund for defibrillators	1159.99	
December	Central Bedfordshire Council – grass cutting contribution	380.33	
December	H M Revenue & Customs – VAT refund	691.67	
November	Zurich Municipal – insurance claim for churchyard wall and gate	788.00	
January	Clerk's expenses		31.22
January	T & J Seymour Electrical		64.50

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL

FINANCIAL STATEMENT AT 31 December 2019 WITH EXPECTED OUTTURN TO MARCH 2020 AND DRAFT BUDGET 20/21

	<u>Year to 31 March 2020</u>			<u>20/21</u>	
	<u>Actual to 31 October 19</u>	<u>Budget for year</u>	<u>Expected outturn</u>	<u>Budget</u>	<u>Notes</u>
Income					
Precept	22,482.00	22,482.00	22,482.00	23,600.00	1
Interest	15.38	15.00	20.00	20.00	
Grass Cutting Contribution	380.33	380.00	380.00	380.00	
Insurance Claim	788.00				
VAT refund to March 19	259.96	259.96	260.00		
Total Income	23,925.67	23,136.96	23,142.00	24,000.00	
Operational Expenses					
Accountants fees & Sage	253.00	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	235.77	350.00	300.00	300.00	
Clerk's salary	3,845.62	5,128.50	5,130.00	5,400.00	
Election expenses	65.06	375.00	65.00	65.00	
Electricity - street lighting	1,763.52	2,000.00	2,200.00	2,200.00	
Electricity/lighting - maint	161.25	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	7,020.00	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	28.00	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	222.00	500.00	250.00	250.00	
Vat expensed and not yet recovered	462.19	0.00			

	18,574.34	26,813.50	20,770.00	23,060.00	
Operating surplus/deficit	5,351.33	-3,676.54	2,372.00	940.00	
Projects & rent arrears					
Allotment lease and set up		2,500.00		2,500.00	4
Defibrillator	15.00		15.00	4,600.00	5
Defibrillator matched funding				-2,000.00	5
Speed reduction measures		7,500.00	0.00	4,074.00	6
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	15.00	13,000.00	15.00	15,414.00	
Overall surplus/deficit	5,336.33	-16,676.54	2,357.00	-14,474.00	
RESERVES					
Bank brought forward	31,075.08	31,075.08	31,075.08	33,432.08	
(Deficit)/Surplus for period	5,336.33	-16,676.54	2,357.00	-14,474.00	
Bank carried forward	36,411.41	14,398.54	33,432.08	18,958.08	
VAT refund due	462.19		0.00	0.00	
Total	36,873.60		33,432.08	18,958.08	

GRANTS PAID IN YEAR

Village Link	150.00	150.00
St Peter's Church	1,000.00	1,000.00
Lower School	350.00	350.00
	1,500.00	1,500.00

Bank balances

Current account - 31/12/19	1,208.34
Deposit account - 31/12/19	35,203.07
	36,411.41

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 18 Nov 18, we were seeking a reduction and time to pay.
- 4 Estimated costs
- 5 Both the cost of the defibrillators and grant are estimates
- 6 CBC are seeking £6574 which splits the s106 equally. We are seeking to reduce this by the deposit of £2500 paid May 2017.

Appendix C

Planning Applications as at 13th January 2020

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/19/01999/REG3 04.07.19	Land off Potton Road, Wrestlingworth	Construction of 8 dwellings, including roads, sewers, hard and soft landscaping	Comments recorded on report for previous meeting	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/19/03048/FULL 07.10.19	3 High Street, Wrestlingworth	Demolition of existing bungalow & garage and construction of two storey dwelling	No comment	Granted 27.11.19
CB/19/03049/FULL 10.10.19	28 High Street, Wrestlingworth	Two storey side extension and internal alterations	No comment	Granted 20.11.19
CB/19/03341/FULL 14.10.19	58/60 High Street Wrestlingworth	Replacement of existing Drive over the Brook, to include a culvert	No comment	Granted 10.12.19
CB/19/03660/PCB 09.10.19	Telephone Box Wrestlingworth	Removal	No comment	Second round of consultation underway

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/19/03876/FULL 21.11.19	1 Molehill Barns, Eyeworth	Retrospective application for installation of bi-fold doors to kitchen	No comment	
CB/EN/19/0541 26.11.19	81 High Street, Wrestlingworth	Enforcement Case re: erection of fence and vehicle crossover	No comment	
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	
CB/EN/9/0561 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	