

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held via Zoom on 11th May 2020 at 7.30pm

Present: Chairman Cllr R Barratt, Vice-Chairman Cllr S Williams, Cllr N Dodgson, Cllr J Kirkpatrick, Cllr F Dewey, Cllr K Puddephatt, CBC Cllrs A Zerny & T Wye and 2 members of the public.

Apologies: C Dear (Clerk)

Cllr Barratt advised that Cllr Daglass had decided to stand down from the council with immediate effect and thanked Andrew for his valuable contribution over the past few years.

Open Forum:

Jim & Carol Ashby provided a detailed update on the current situation regarding their planning dispute with CBC, thanked the PC for the support previously provided and asked if the PC could assist with two questions. Firstly, was it possible for the PC to amend the Neighbourhood Plan in regards to the status of the land in question? Cllrs Williams and Barratt explained the formal timeline and processes that were involved in reviewing and updating the NP, which included the need to hold a new referendum, and advised that in view of this, embarking on this process was not justified for this case. Secondly, the Ashbys asked whether the previous owners of the land would have been aware of the classification that the NP was applying to the land. Cllr Williams confirmed that the owners had been fully engaged in the consultation process and a copy of their response was held online on the CBC website under the Wrestlingworth & Cockayne Hatley Neighbourhood Plan section.

Covid 19:

Cllr Barratt explained that this item had been added to the agenda in order to review the measures being taken within the community in relation to the Covid 19 pandemic and to consider if any further actions needed to be taken by the Parish Council.

Cllr Barratt recapped on the actions already taken to close the play area and increase the frequency of online updates regarding Covid 19 instructions issued by CBC and support provided by the Wrestlingworth Goodwill Fund. In view of the excellent job the Wrestlingworth Goodwill Fund are doing, it was agreed by the Cllrs that no additional actions were required by the PC but the situation would be kept under review. Cllr Barratt also commented on the loss of fundraising opportunities that the Wrestlingworth Goodwill Fund had lost and proposed that a grant of £1,000 be made in recognition of the Parish Council's gratitude. This was unanimously agreed. Cllr Barratt to arrange with Clerk **Action RB & CD**

Ethics and Standards Code

No declarations of interest to report. Cllr Barratt reminded Cllrs that they needed to review and update as necessary the Register of Members Interests held on the CBC website.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 9th March 2020, having been previously circulated, were approved and signed by the Chairman.

Matters arising & Chairman's Report

Chairman's Report

Councillor Barratt informed the Council that he had:

- 1) Reported fallen tree in Wrestlingworth High Street
- 2) Attended CBC Schools for the Future meeting
- 3) Responded to CBC regarding RES change and sought clarification regarding CBC Lettings Policy and raised concerns over future maintenance of the access road if not adopted by CBC.
- 4) Contacted Bedfordshire Police and CBC regarding inconsiderate parking and was informed that neither could take any action if no parking restrictions.
- Spoke to resident regarding his vehicle obstructing the school entrance who refused to park elsewhere. (Vehicle subsequently moved after another resident communicated with the owner)
- 5) Discussed support available to community during Coronavirus restrictions with Chairman of Wrestlingworth Goodwill Fund and have actively promoted their shopping service etc.
- 6) Attended 3 School Governor meetings
- 7) Reported strong smell of fuel oil seemingly coming from the drainage system in Braggs Lane to CBC
- 8) Followed up on notification of use of non-compliant email address for Parish Council with Domain Name provided (HCI Ltd) and agreed a no cost solution. Implemented and tested first phase of system configuration changes - awaiting confirmation from HCI before making secondary changes. (As part of this activity a move away from the current AOL email address for the Parish Council is being considered)
- 9) Contacted CBC ROW Officer regarding Water End footbridge and new Bridleway along ridge.
- 10) Corresponded with CBC regarding large tree in Wrestlingworth Burial Ground

Clerk's Report

- Forwarded relevant emails to Parish Councillors
- Updated noticeboards in Wrestlingworth & Cockayne Hatley with details of PC meeting & Zoom access
- Completed agenda, budget and financial statement for May's meeting
- Reconciled bank statement with income and expenditure and transferred £4K to cover February, March and April & May's outgoings
- SAGE – transactions added to end of April
- Completed Annual Governance & Accountability Return form and sent to Alan Walden (Internal Auditor) along with insurance policy & defibrillator agreement between PC & Community Heartbeat Trust
- Informed External Auditors of change to our annual return from form 2 to form 3 due to excess of expenditure over £25K
- Updated parish website with copy of minutes and agenda
- Reviewed Risk Register
- Received payment from CBC for precept
- VAT return completed and sent for 1 February – 30 April 2020
- Completed weekly checks of defibrillator/housing in Wrestlingworth with no issues to date
- Sent notification of planning application to Cllr Williams

- After receiving phone call from member of the public, liaised with Cllr Puddephatt regarding notices put up on public footpaths in Cockayne Hatley and parking of vehicles nearby
- Asked CBC for a breakdown of invoice for SIDs (1 May 2020) – no response to date
- Liaised with David Granger (grass cutting) and Cllr Barratt re access to playground area

Cockayne Hatley Co-Op Land - Village Green & CIC

Cllr Barratt advised that Cllr Dagless had provided the contact details for the Co-op personnel involved in the previous discussions but that no further contact had been received from the Co-op since the last meeting. Cllr Barratt was happy to take on this item from Cllr Daglass but in view of there being a complete lack of progress in the resolution of the septic tank issue by the Co-op, proposed that the PC do not actively chase them and wait for them to make contact. This approach was agreed.

Voneus update

Cllr Puddephatt advised that a number of residents had now signed up for the service, which in general was providing good connectivity although there had been some outages in the early days.

Woodcraft's Meadow/Dyason Development update

Nothing to report.

Church Clock Maintenance

Cllr Williams reported that since the last meeting, a benefactor had agreed to fund the works required to the St Peter's Church clock and as a result, there would be no need for the Parish Council to fund this work. The annual servicing would still be covered by the PC. Thanks to the benefactor for their generosity were recorded.

Portfolios

PLAY AREA – Cllr Dewey informed the council that he has received 2 estimates for replacement of the matting under the swings and the toddler area which were circulated to Councillors on 29 March.

Cllr Dewey added that he had carried out temporary repair of the matting under the swings, but does not feel it has bonded well, but time will tell. With the assistance of Councillor Kirkpatrick they have inspected the matting under the toddler area and are of the opinion that this is not repairable and will need replacing. The annual inspection of the play area is scheduled for May and is apparently unaffected by Covid-19. In view of the play area being closed, he had nothing further to report.

WEBSITE & MILLENNIUM GARDEN - Cllr Kirkpatrick advised that the accessibility changes had been made to the website.

HIGHWAYS – Cllr Dodgson updated the Council on:

Speedwatch

Speedwatch and similar groups have recently become part of "Citizens in Policing". Local group co-ordinators have been requested to complete form NPPV1 and to provide a photograph for the issue of an identity card. These measures are seen as unnecessarily intrusive and, as no one

in the present group is prepared to provide the requested information and take on the role of co-ordinator, the present Wrestlingworth Speedwatch operation will close.

After discussion it was agreed that Cllr Dodgson would write to the Police & Crime Commissioner registering our concerns over this situation.

High Street speed reduction measures

Following many requests from the PC to CBC the High Street SID's have finally been replaced with "Truvelo" units as used in the surrounding villages. This new installation works extremely well and provides the speed reduction solution that was envisaged at the start of the project.

Additional road markings (white chevrons and a 30-mph rondel on a red road surface) have now been requested. This work will be given consideration by the Highways team when any resurfacing work is carried out in the future.

Cllr Barratt thanked Cllr Dodgson for all his efforts as without his determination it would not have happened, and the rest of the council echoed these thanks.

Cockayne Hatley speed reduction measures

Cllr Puddephatt advised that Judith from CBC will follow up his request for an assessment for a 20mph speed limit in 2 weeks time. To date the assessment has not been done.

Planning

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

Finance

Councillors approved the payment of invoices (**Appendix A**). The increased cost of the AGAR report as mentioned in the Clerks Report was also approved.

The Financial statement (**Appendix B**) was reviewed.

Correspondence - none received

Any Other Business

- Village Road sign in Cockayne Hatley – Cllr Puddephatt will progress request for improved signage with CBC **ACTION KP**
- Village Link copy to be submitted covering Covid 19 and Speed Sensors. **ACTION SW**
- Parish Council email – Cllr Barratt sought approval to move away from AOL and use a Gmail account with a similar email address. This was approved.
- Authorised Signatories – Cllr JK to be added to the mandate in place of Cllr Daglass. **ACTION CD**
- Street light between 7 & 9 Hatley Road to be repaired. **ACTION CD**
- Parish Council Vacancy – it was agreed that the vacancy would be carried for the moment.

The meeting closed at 9.10 pm

Date of Next Meeting – Monday 13th July 2020 at 7.30pm

Appendix A

Payments for approval – May 2020

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

April	E-on Electricity supply D/Debit		208.74
May	E-on Electricity supply D/Debit		208.74
March	Clerk's Salary D/Debit		427.28
April	Clerk's Salary D/Debit		427.28
April & May	Clerk's expenses (Telephone, Internet, Stamps, stationery) to include annual payment of room as office		140.00
April	SAGE – accounting software D/Debit		18.00
May	SAGE – accounting software D/Debit		18.00
March & April	Interest - Lloyds	2.47	
March	Wrestlingworth memorial hall hire		14.00
April	Central Bedfordshire Council – Precept for 2020/21	23,610.00	
March	D Granger – grass cutting		609.41
April	D Granger – grass cutting		609.41
April	D Granger – grass cutting		609.41
May	BATPC – affiliation fee		172.00
May	Grant – Wrestlingworth PTA		150.00
May	Grant – Village Link		150.00
May	Zurich Insurance – Parish Council Insurance Policy		858.18

Appendix B
WRESTLINGWORTH & COCKAYNE HATLEY PARISH
COUNCIL

FINANCIAL STATEMENT AT 30 APRIL 2020 WITH BUDGET TO MARCH 2021

	<u>Year to 31 March 2021</u>		<u>Year to 31 March 2020</u>	
	<u>Actual to 31 March 2021</u>	<u>Budget for year</u>	<u>Actual</u>	<u>Notes</u>
Income				
Precept	23,610.00	23,600.00	22,482.00	1
Interest	1.32	20.00	19.47	
Grass Cutting Contribution		380.00	380.33	
Insurance Claim re Churchyard			788.00	
VAT refund to March 20		288.72	259.96	
Total Income	23,611.32	24,288.72	23,929.76	
Operational Expenses				
Accountants fees & Sage	18.00	400.00	307.00	
Affiliation Fees		300.00	314.00	
Amenity Field lease		120.00		2
British Legion		25.00	19.00	
Church Clock Maintenance		250.00	266.00	
Churchyard Maintenance		250.00	740.00	
Clerk's expenses		300.00	297.01	
Clerk's salary	427.28	5,400.00	5,127.46	
Election expenses		65.00	65.06	
Electricity - street lighting	198.80	2,200.00	2,347.09	
Electricity/lighting - maintenance		500.00	1,123.75	
General Maintenance		500.00		
GDPR Data Protection		35.00	35.00	
Grants (see below)		1,500.00	1,500.00	
Normal Grass and Hedge cutting		8,000.00	7,020.92	
Other grounds & tree work		450.00	450.00	
Insurance		900.00	841.21	
Memorial Hall Hire		90.00	70.00	
Millennium Garden		100.00		
Parish Tidy Up		250.00	211.67	
Playing field Maintenance		750.00	592.80	
Playing field lease		360.00		3
Training expenses		100.00	60.00	
Web site		250.00	252.00	

Vat expensed and not yet recovered	13.54	0.00		
	657.62	23,095.00		21,639.97
Operating surplus/deficit	22,953.70	1,193.72		2,289.79
Projects & rent arrears				
Allotment lease and set up		2,500.00		4
Defibrillator			4,780.00	
Defibrillator Ward Cllr Grant			-2,000.00	
Speed reduction measures		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		4
Net Project costs	0.00	12,814.00		2,780.00
Overall surplus/deficit	22,953.70	-11,620.28		-490.21
RESERVES				
Bank brought forward	30,296.15	30,296.15		30,786.36
(Deficit)/Surplus for period	22,953.70	-11,620.28		-490.21
Bank carried forward	53,249.85	18,675.87		30,296.15
VAT refund due	302.26			288.72
Total	53,552.11			30,584.87
GRANTS PAID IN YEAR				
Village Link		150.00		150.00
St Peter's Church				1,000.00
Lower School		150.00		350.00
	0.00	300.00		1,500.00
Bank balances				
Current account - 31/04/20	1,899.89			2,557.51
Deposit account - 31/04/20	51,349.96			27,738.64
	53,249.85			30,296.15

NOTES TO BUDGET

- 1 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 lease agreement with 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 2018.

Appendix C

Planning Applications as at 11th May 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	Decided – proposed removal not proceeded with
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/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	

Application No. and Date	Location	Works Proposed	PC Comment	Status
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	Granted 22.04.20
CB/20/00082/FULL 03.02.20	5 Molehill Barns Eyeworth	Installation of bi-fold doors	No comment	Granted 04.03.20
CB/20/00715/FULL 03.03.20	3 Hatley Road Wrestlingworth	New porch terrace	No comment	Granted 02.04.20
CB/20/01288/FULL 20.04.20	Home Farm, Village Road, Cockayne Hatley	New single storey outbuilding to provide workshop & store. Demolition of existing shed	No comment	