

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held via Zoom on 14th September 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, C Dear (Clerk) & CBC Cllr T Wye and one member of the public

Apologies: CBC Cllr A Zerny

Open Forum: No issues raised

Covid 19: Cllr Barratt informed the meeting that he had circulated local and central government covid announcements. He added that with the current restrictions, the PWWG walks have not been restarted and are unlikely to restart this year. Cllr Williams asked if there has been any feedback from the Goodwill Fund. Cllr Barratt said that the Goodwill fund had received lots of support from volunteers and that it has been left with Brian Whitfield to contact the Parish Council if any further help was required.

Ethics and Standards Code - none

Minutes of Previous Meeting

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

Matters arising & Chairman's Report

Since the last meeting Cllr Barratt said he had:

- 1) Publicised the reopening of the Play Area
- 2) Communicated with a resident regarding the availability of meeting minutes
- 3) Communicated with a number of residents and CBC regarding the removal of the Bottle Bank and alternative sites
- 4) Publicised various messages on social media regarding Covid 19 precautions
- 5) Reported the need for the dog waste bin at Hatley Road to be replaced (now completed)
- 6) Followed up on changes to email address recorded on Parish Council website WHOIS record
- 7) Spoken to teenagers regarding use of portable BBQ in play area
- 8) Reported fallen tree on High Street close to crossroads
- 9) Reported High Street lane closure due to access bridge work being left overnight without traffic control
- 10) Spoken to Dave Moore regarding possibility of reinstating the bottle banks at The Chequers if groundworks undertaken (suggestion rejected)
- 11) Contacted Pat Longland regarding dangerous condition of amenity field walnut tree following branch falling on to car in pub car park and obtained permission for works required to make tree safe to be undertaken.
- 12) Provided CBC Helpdesk contact details to resident in order for them to report fallen branch on power line
- 13) Provided CBC Helpdesk contact details to resident in order for them to report blackout road signs.

Ward councillor Grants and covid grants from CBC Cllr Wye were advertised but will re-advertise as no requests have been received. **ACTION RB**

Clerk's Report

- Forwarded relevant emails to Parish Councillors
- Completed agenda, budget and financial statement for September's meeting
- Reconciled bank statement with income and expenditure and transferred £3K to cover September & October's outgoings
- SAGE – transactions added to end of August
- Completed and submitted VAT return to end of July
- Updated parish website with copy of minutes and agenda
- Completed weekly checks of defibrillator/housing in Wrestlingworth with no issues to date
- Replied to Darren McKeown's email regarding parking on the High Street
- Spoken to member of the parish regarding his land with regards to the village envelope map on the Neighbourhood Plan. Cllr Williams also spoke to the resident regarding this matter.
- Asked our tree surgeon to inspect fallen tree at the Chequers Pub and consequently to remove tree
- Reported fallen tree blocking highway near to 1 High Street to CBC for removal
- Updated our copy of the electoral register
- Spoke to Martin Hall regarding the 2 vacancies on the Church and Poores Charity

Church and Poores Charity

Martin Hall has informed the Parish Council that two new committee members are needed to represent Parish Council due to recent resignations. Cllr Barratt said that he would contact a member of the parish that the Parish Council thought would be a suitable candidate. The clerk also offered to represent the Council.

Cockayne Hatley

Co-Op Village Green

Cllr Puddephatt informed the Council that he had not heard anything more from the Co-Op. Village Road speed limit reduction & Village Road Sign

Cllr Puddephatt also said that he had chased up this issue with Judith Wong on 10th September but got out of office message saying she will be out until 17th September, if no reply by 21st September will follow up again **ACTION KP**

Co-Op land tree management

Cllr Puddephatt said that he had left a message regarding tree management. **ACTION KP**

Roadside vegetation

Several residents had asked how to get the foliage and vegetation that is encroaching into the road cut back as CBC highways have told one resident that they only cut the verges up to the 30mph sign (next to number 1 Village Road) so Cllr Puddephatt advised them to report the issue to the CBC overgrowing plants section.

Woodcraft's Meadow/Dyason Development update

Nothing to report.

Portfolios

PLAY AREA – Cllr Dewey informed the Council that as agreed at the last meeting, signs were placed on the entry to the play area and in the play area itself in relation to using the play area during the outbreak of Covid 19. Back in use.

Cllr Dewey was also notified by a resident that the garage had been left unlocked and open. He secured the garage by replacing the padlock the same day.

Cllr Dewey informed the Council that he had misunderstood the quotation received from Sovereign in relation to the play area resurfacing. The price of £6,467.64 is only available as a one off payment. If we spread the cost over 3 years it is 3 payments of £2,597.20 which total £7,791.60. It was agreed that the work needs to take place but that the premium increase by taking instalments was too high. The Council asked Cllr Dewey to let Sovereign know that we would have the work done in Spring 2021 and not pay in instalments. **ACTION FD**

WEBSITE & MILLENNIUM GARDEN – Cllr Kirkpatrick has posted articles on the Parish Website and it was agreed that Facebook was the best conduit for Covid-19 postings. He added that he had spoken to Alan regarding offering help with the Millennium Garden but that Alan had said he was able to cope without any further help. The issue of plants growing into a neighbouring garage had been attended to. Clerk agreed to contact parishioner to confirm that he was happy with the work. **ACTION CD**

Village sign in The Slade – The area underneath the village sign needs some attention. Cllr Barratt said he would ask some of the residents around the Slade so see if they would like to take care of the plants. Cllr Dewey said that he would look at the damaged brick work to see if it could be repaired. **ACTION RB & FD**

HIGHWAYS – Cllr Dodgson updated the Council on:

Speedwatch

Regarding the cessation of the speed-watch group, a formal letter was written to the PCC – Kathryn Holloway and the Beds Police Watch Scheme co-ordinator, Juliette Wright expressing the Parish Council's disappointment at the loss of the Wrestlingworth Speed-watch scheme. A request for an increase in Police speed monitoring was also made. Receipt of the letter was acknowledged by both recipients. The monitoring equipment has now been collected. Didn't answer any concerns other than completion of form is essential. Ken has issued a final report which Cllr Dodgson has agreed to circulate. Cllrs Barratt and Dodgson agreed to write to the volunteers involved to thank them for all their hard work. **ACTION ND & RB**

High Street Parking

Cllr Dodgson had a virtual meeting with Sharon Wood and Julia Hobson-Cooper of CBC's Community Safety Team. The issue of parking on the High Street was discussed, whilst it was agreed that not much could be done as no laws were being broken, the problem will be mentioned to the Transport Department.

A short presentation was given to Cllr Dodgson explaining the aims of this new team which are as follows:

- Reassuring presence within the community to build confidence
- Proactively engage with local residents to understand the issues and concerns in the local area.
- Early intervention, prevention and engagement
- Collaborating with the town and parish councils
- Signposting to other agencies/partnerships if required (such as Street Link)
- CSAS (Community Safety Accreditation Scheme powers)
- Promotion of Multi Agency Information forms

Further details are available if required. Cllr Dodgson to circulate presentation and see if it is suitable for the parish. **ACTION ND**

Cllr Barratt said that he had looked at the possibility of parking restrictions along part of the High Street. Cllr Dodgson agreed that he would speak to Julia Hobson-Cooper on how to progress with a permit scheme. **ACTION ND**

Planning

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

Finance

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

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

Clerk's salary review was discussed and the Council were in favour of the increase of £20.47 per month awarded in the new NJC agreement which is backdated to April 2020. Cllr Barratt to inform payroll. **ACTION RB**

Correspondence

Cllr Barratt informed the meeting that he is yet to inspect the brook from Alexander Road to 81 High Street following a resident informing the Council of overgrown vegetation. **ACTION RB**

Any Other Business

Village link – It was agreed that Cllr Williams would submit articles on Speedwatch and the bottle bank to the Village Link. **ACTION SW**

The meeting closed at 8.40 pm

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

Appendix A

Payments for approval – September 2020

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

Aug	E-on Electricity supply D/Debit		208.74
Sept	E-on Electricity supply D/Debit		208.74
July	Clerk's Salary D/Debit		427.28
Aug	Clerk's Salary D/Debit		427.28
July & Aug	Clerk's expenses (Telephone, Internet, Stamps, stationery)		31.00
Aug	SAGE – accounting software D/Debit		21.60
Sept	SAGE – accounting software D/Debit		21.60
July	D Granger – grass cutting		609.41
Aug	D Granger – grass cutting		609.41
Aug	TM Tree Services		500.00
Aug	Robin Barratt – Zoom subscription		14.39
Aug	CPRE affiliation fee		36.00
Sept	D Granger – grass cutting		609.41
Sept	Magpas Air Ambulance – grant		200.00
Sept	Clerk's backdated pay rise - £20.47 * 5		102.35

Appendix B

WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL

FINANCIAL STATEMENT AT 31 Aug 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	8.47	20.00	19.47	
Grass Cutting Contribution		380.00	380.33	
Insurance Claim re Churchyard			788.00	
VAT refund to March 20	288.72	288.72	259.96	
Total Income	23,907.19	24,288.72	23,929.76	
Operational Expenses				
Accountants fees & Sage	190.00	400.00	307.00	
Affiliation Fees	172.00	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	170.00	300.00	297.01	
Clerk's salary	2,136.40	5,400.00	5,127.46	
Election expenses		65.00	65.06	
Electricity - street lighting	981.16	2,200.00	2,347.09	
Electricity/lighting - maintenance	53.75	500.00	1,123.75	
General Maintenance		500.00		
GDPR Data Protection		35.00	35.00	
Grants (see below)	1,300.00	1,500.00	1,500.00	
Normal Grass and Hedge cutting	2,539.20	8,000.00	7,020.92	
Other grounds & tree work	650.00	450.00	450.00	
Insurance	858.18	900.00	841.21	
Memorial Hall Hire	14.00	90.00	70.00	
Millennium Garden		100.00		
Parish Tidy Up		250.00	211.67	
Playing field Maintenance	107.00	750.00	592.80	
Playing field lease		360.00		3

Training expenses		100.00	60.00	
Web site	120.00	250.00	252.00	
Vat expensed and not yet recovered	593.52	0.00		
	9,885.21	23,095.00	21,639.97	
Operating surplus/deficit	14,021.98	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	6,574.00	4,074.00		
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	6,574.00	12,814.00	2,780.00	
Overall surplus/deficit	7,447.98	-11,620.28	-490.21	
RESERVES				
Bank brought forward	30,296.15	30,296.15	30,786.36	
(Deficit)/Surplus for period	7,447.98	-11,620.28	-490.21	
Bank carried forward	37,744.13	18,675.87	30,296.15	
VAT refund due	593.52		288.72	
Total	38,337.65		30,584.87	
GRANTS PAID IN YEAR				
Village Link	150.00	150.00	150.00	
Wrestlingworth Goodwill Fund	1,000.00		1,000.00	
Lower School	150.00	150.00	350.00	
	1,300.00	300.00	1,500.00	
Bank balances				
Current account - 31/08/2020	2,084.76		2,557.51	
Deposit account - 31/08/2020	35,659.37		27,738.64	
	37,744.13		30,296.15	

NOTES TO BUDGET

- 1 5% increase
The old lease expired September 2016 with annual rent of £120. It has not yet been renewed by CBC and no rent paid.
- 2
- 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 offer on this from CBC dated 19 Nov 18, we were seeking a reduction and time to pay.
- 4 Estimated costs

Appendix C

Planning Applications as at 7th September 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 obtained on adoption of road	Awaiting decision
CB/20/01481/FULL 22.05.20	The White House, 47 High Street, Wrestlingworth	Carport to rear of property	No comment	Granted 31.07.20
CB/20/01765/FULL 01.06.20	Brook End Barn, Village Road, Cockayne Hatley	Triple garage with ancillary accommodation	Object -text available on CBC website	Application withdrawn 29.06.20 see application below
CB/TCA/20/00293 17.06.20	Old School House, 1 Church Lane, Wrestlingworth	Removal of silver birch tree	No comment	Granted 27.07.20
CB/20/01942/FULL 18.06.20	7 Church Lane, Wrestlingworth	First floor extension	No comment	Granted 27.07.20
CB/20/02222/FULL 02.07.20	19A Village Road, Cockayne Hatley	New shed (already built)	No comment	Granted 21.08.20
CB/20/02324/PIP	Brook Farm, 94 High Street Wrestlingworth	Permission in Principle for 4-6 dwellings	Supported option for 6 units providing 4 affordable homes	Application withdrawn 19.08.20
CB/20/02447/FULL	Brook End Barn, 19B Village Road C/Hat	Change of use to garden and rebuilding barn to form garaging with 1 st floor accommodation to create annex	Object	Granted 01.09.20 with a condition that this should not become a separate dwelling