

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL**MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held via Zoom on 8 March 2021 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 A Zerny

Apologies: CBC Cllr T Wye

Open Forum:

No public present.

Covid-19

Cllr Barratt said that he has posted Covid-19 notices on social media regarding local statistics, requests to stay at home and notifications regarding vaccines.

Ethics and Standards Code

None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 11th January 2021, having been previously circulated, were approved and signed by the Chairman.

Matters arising

None

Chairman's Report

- 1) Reported issue with loss of kerb in Village Road, Cockayne Hatley allowing rain water to flow off the road and into the properties to CBC Helpdesk (ref no. 348802)
- 2) Reported need for CBC to clear vegetation and silt build up from Brook at bottom of Butchers Lane, which is thought to have contributed to the flooding of a property on the High St. (ref no. 348804)
- 3) Reported requirement to replace at least two of the posts of the railings between the Brook and the High Street at the bottom of Butchers Lane to CBC Helpdesk (ref no. 348805)
- 4) Updated resident regarding discussion at January Parish Council meeting on Cockayne Hatley parking & flooding.
- 5) Reported flooding on 15th January to both Anglian Water and CBC.
- 6) Corresponded with resident regarding her concerns over the Wrestlingworth flooding and the actions required
- 7) Requested the clearance of all the road drains in Wrestlingworth following the flooding via CBC Helpdesk.
- 8) Emailed T Scott, CBC Officer, highlighting the need to undertake a village wide clearance of the road drains. As no response received, requested the CBC Helpdesk to ask T Scott to contact me - no response to date.
- 9) Requested an update from the Project Manager regarding the traffic calming measures to be implemented for the RES.
- 10) Posted Covid-19 statistics from CBC on to social media on a weekly basis.
- 11) Posted Gritting updates from CBC on to social media as required.

- 12) Posted warning of prolonged period of rain and risk of flooding on social media.
- 13) Advised resident on legal status of van parked inconsiderately on Hatley Rd and advised who to contact.
- 14) Provided resident with contacts details of Cokenach Estate manager (provided by Kevin) who wanted to talk about artics using Hatley Road.
- 15) Reported decapitated deer found by resident to Rural Crimes Team.
- 16) Attended 2 School Governing Body meetings.
- 17) Responded to a number of residents regarding 94 High Street.
- 18) Responded to Cockayne Hatley residents regarding concerns over maintenance of Co-op land.
- 19) Contacted owner of 51 High Street and discussed resolving the blocked drain causing water to run over High Street.
- 20) Reported broken kerb stones in High Street (Ref 350491)
- 21) Drafted and submitted Parish Council response to LLA Flight Path consultation
- 22) Reported land slip on Amber Lodge footpath to CBC Rights of Way Officer requesting remedial action taken as a matter of urgency. Discussed options for resolving in the short and medium term in subsequent telephone conversation.
- 23) Logged a request with the CBC Helpdesk to replenish the Church Lane salt bins.
- 24) Contacted CBC Flood risk team requesting them to contact me to discuss ways to reduce the flood risk from the Wrestlingworth Brook. Subsequently spoke with Terry McAlpine about three areas of the brook (Butchers Lane, T - Junction and Battle Bridge) where the dredging out of the water course would assist the flow of water and help minimise the risk of flooding.
- 25) Reported blocked road drain at T-junction via CBC Report It website (Ref 351344)
- 26) Reported pothole in Church Lane (Ref 351479)
- 27) Reported blocked pavement on Potton Road (following car running off road) as requiring emergency clearance (Ref 351508). Subsequently removed car debris from verge and took to recycling centre.
- 28) Had conversations with Richard Whitlock regarding possible plans for 94 High Street and discussed what would and would not be acceptable to me, in a personal capacity, for the development of the site. (For clarity: During discussion it was made clear to Richard that regardless of my personal views, any subsequent planning application will be subject to scrutiny by the full Parish Council)
- 29) Contacted CBC Archaeological Team to get a view from them as to whether there would be any objections to the proposed allotments. Awaiting response.
- 30) Reported blocked gully drains opposite numbers 32 & 42 Wrestlingworth High Street (Ref 352193)
- 31) Reported damaged High Street sign at the crossroads.
- 32) Reported overgrown hedgerow along Potton Road which is causing wide vehicles to mount the pavement. (Call reference 352663)

Clerk's Report

- Forwarded relevant emails to Parish Councillors
- Completed agenda, budget and financial statement for March's meeting
- Reconciled bank statement with income and expenditure and transferred £2K to cover January and February's outgoings
- SAGE – transactions added to end of February
- Updated parish website with copy of minutes and agenda

- Completed weekly checks of defibrillator/housing in Wrestlingworth with no issues to date
- Updated Parish Council copy of the electoral register
- Sent planning applications to Cllr Williams
- Completed VAT return up to end January 2021
- Sent precept request of £24,200 at a rise of 2.5% to CBC
- Informed Goodwill fund of grant request application

Portfolios

COCKAYNE HATLEY – Cllr Puddephatt informed the Council:

- Flooding from field water run off – the damaged land drain has been repaired and lower drainage from culvert under road improved by digging new trench to channel water to field drainage ditch south of village, work done by Kendalls.
- Blocked road drains reported to CBC.
- Blocked land drain by number 31 Village Road cleared by team of villagers.
- Use of Co-op land - no response from Co-op via Savills (none expected)
- Speed limit change to 20mph - CBC waiting for normal traffic flow to resume and will then assess.
- Village Road street name - CBC state this should be completed by end of April.

PLAY AREA – Cllr Dewey informed the Council that

- A request was made and granted by a resident for access to the play area to assist with the removal of garden clearance from his property in the High Street.
- The 'No dogs allowed' sign was missing from the gate and has been replaced.
- A new sign warning of potential closure of the play area for essential maintenance has been attached to the main gate.
- The surface replacement work is due to start during the w/c 15 March 2021.
- The Lower School has been informed of the maintenance works taking place at the play area.

WEBSITE & MILLENNIUM GARDEN – Cllr Kirkpatrick informed the Council that no further work had taken place at the Millennium Garden. Posting of information on the Council website has continued.

HIGHWAYS – Cllr Dodgson updated the Council on:

- Broken Road Surface - Repairs to the road surface at the Church Lane Junction have been completed. The rest of the High Street from the Church Lane junction to the Potton Rd remains in a bad state of repair. Cllr Dodgson will report to CBC. **ACTION ND**
- Speed reduction measures – Following considerable prompting from CBC Cllr Tracey Wye, a response has been received from Lisa Wright, CBC's Principal Highways Officer regarding further speed reduction measures in the Alexander Road area of the High Street. Lisa's email states that a traffic survey is not currently possible due to the pandemic and continues: *"When the traffic conditions are back to nearer normal, we can*

re-assess the situation to confirm whether a survey is the best course of action. Once we have determined if speeding is an ongoing issue at this location, I would be happy to discuss any likely costs of any proposed measures although it should be noted that there is no RMF identified for 2021/22.” For these reasons no further action can be taken at this stage.

- Cllr Dodgson asked to request replacement of damaged/missing chevrons at the z-bend going to Dunton. **ACTION ND**

Potton Road Development

- Naming of RES road – 3 options agreed by the Council were Nursery Gardens, Nursery End and Tree Nursery Close (preferred option)
- Potential allotment area – see number 29) of Chairman’s report. **ACTION RLB**

Planning

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

The Council land adjacent to 2 Braggs Lane was discussed. It was noted that the brambles on the Council land had been cleared by the new owners of No.2 which has left a deep ditch. Consideration was given as to whether something should be planted in the ditch. Cllr Barratt said that he would contact the Land Registry to ascertain the boundaries of this land with regards to adjacent properties and then planting could be discussed. **ACTION RLB**

Finance

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

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

Correspondence

None

Luton airport

Cllr Barratt had responded to the proposed change of flight path on behalf of the Parish Council and confirmation of response has been received. Cllr Zerny suggested that a response from Luton Airport regarding the comments received from the public engagement would be published towards the end of the year.

Any Other Business

It was decided that notification of the published minutes on the website would be put onto the Parish Facebook page. It was also agreed that the next Parish Council meeting would take place via Zoom.

The meeting closed at 8.50pm

Date of Next Meeting – Monday 10th May 2021 at 7.30pm

Appendix A

Payments for approval – March 2021

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

Feb	E-on Electricity supply D/Debit		208.74
March	E-on Electricity supply D/Debit		188.54
Jan	Clerk's Salary D/Debit		447.85
Feb	Clerk's Salary D/Debit		447.85
Jan & Feb	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.65
Feb	SAGE – accounting software D/Debit		21.60
March	SAGE – accounting software D/Debit		21.60
Feb	Community Heartbeat Trust – annual support costs for 2 defibrillators		360.00
March	Data protection fee D/Debit		35.00
March	HM Customs and Excise (VAT return)	563.74	
March	Robin Barratt – Zoom expenses		14.40

Appendix B

FINANCIAL STATEMENT AT 28 Feb 2021 WITH BUDGET TO March 2021 AND PROPOSED BUDGET FOR 2021/2022

	<u>Year to 31 March 2021</u>			<u>2019/2020</u>	<u>2021/2022</u>	
	<u>Actual to 31 March 2021</u>	<u>Budget for year</u>	<u>Expected outturn</u>	<u>Actual</u>	<u>Proposed Budget</u>	<u>Notes</u>
Income						
Precept	23,610.00	23,600.00	23,610.00	22,482.00	24,200.00	1
Interest	10.02	20.00	10.00	19.47	5.00	
Gross Cutting Contribution	380.33	380.00	380.33	380.33	380.00	
Insurance Claim re Churchyard				788.00		
VAT refund to March 20	288.72	288.72	288.72	259.96	280.00	
Total Income	24,289.07	24,288.72	24,289.05	23,929.76	24,865.00	
Operational Expenses						
Accountants fees & Sage	498.00	400.00	500.00	307.00	500.00	
Affiliation Fees	317.00	300.00	320.00	314.00	320.00	
Amenity Field lease		120.00			120.00	2
British Legion	19.00	25.00	25.00	19.00	25.00	
Church Clock Maintenance	274.00	250.00	250.00	266.00	250.00	
Churchyard Maintenance		250.00		740.00	250.00	
Clerk's expenses	287.99	300.00	300.00	297.01	300.00	
Clerk's salary	4,925.85	5,400.00	5,400.00	5,127.46	5,600.00	
Defibrillator maintenance		360.00	300.00		300.00	
Election expenses		65.00		65.06	65.00	
Electricity - street lighting	2,161.12	2,200.00	2,300.00	2,347.09	2,500.00	
Electricity/lighting - maint	1,061.25	500.00	250.00	1,123.75	500.00	
General Maintenance		500.00			500.00	
GDPR Data Protection		35.00		35.00	35.00	
Grants (see below)	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
Normal Grass and Hedge cutting	5,198.40	8,000.00	6,000.00	7,020.92	7,000.00	
Other grounds & tree work	1,150.00	450.00	1,150.00	450.00	450.00	
Insurance	858.18	900.00	858.18	841.21	900.00	
Memorial Hall Hire	14.00	90.00	14.00	70.00	90.00	
Millennium Garden		100.00			100.00	
Parish Tidy Up		250.00	250.00	211.67	250.00	
Playing field Maintenance	107.00	750.00	107.00	592.80	750.00	
Playing field lease		360.00			360.00	3
Training expenses		100.00		60.00	100.00	
Web site	300.00	250.00	300.00	252.00	300.00	

Vat expensed and not yet recovered	577.28	0.00			
	19,249.07	23,455.00	19,824.18	21,639.97	22,565.00
Operating surplus/deficit	5,040.00	833.72	4,464.87	2,289.79	2,300.00
Projects & rent arrears					
Allotment lease and set up Defibrillator		2,500.00		4,780.00	2,500.00 4
Defibrillator Ward Cllr Grant				-2,000.00	
Speed reduction measures	6,574.00	4,074.00	6,574.00		
Amenity lease arrears		360.00			360.00 2
Play Area maintenance	1,293.53		1,293.53		5,174.11
Playing field lease arrears		2,880.00			2,880.00 3
Cockayne Hatley land & set up		3,000.00			3,000.00 4
Net Project costs	7,867.53	12,814.00	7,867.53	2,780.00	13,914.11
		-			-
Overall surplus/deficit	-2,827.53	11,980.28		-490.21	11,614.11
RESERVES					
Bank brought forward	30,296.15	30,296.15		30,786.36	30,786.36
		-			-
(Deficit)/Surplus for period	-2,827.53	11,980.28		-490.21	11,614.11
Bank carried forward	27,468.62	18,315.87		30,296.15	19,172.25
VAT refund due	577.28			288.72	0.00
Total	28,045.90			30,584.87	19,172.25
GRANTS PAID IN YEAR					
Village Link	150.00	150.00	150.00	150.00	250.00
Magpas	200.00		200.00		
Wrestlingworth Goodwill Fund	1,000.00		1,000.00	1,000.00	
History Society					120.00
Lower School	150.00	150.00	150.00	350.00	
	1,500.00	300.00	1,500.00	1,500.00	370.00
Bank balances					
Current account - 28/02/2021	2,241.27			2,557.51	
Deposit account - 28/02/2021	25,227.35			27,738.64	
	27,468.62			30,296.15	

NOTES TO BUDGET

- 1 2.5% 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.
Estimated
- 4 costs

Appendix C

Planning Applications as at 5th March 2021 for PC Meeting 8th March 2021

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/20/04423/PIP 03.12.20	Brook Farm, 94 High Street, Wrestlingworth	Permission in principle for up to 5 dwellings	No comment	Granted 07.01.21
CB/TCA/20/00686 08.12.20	47 High Street, Wrestlingworth	Works to trees in conservation area. Reduce tops and sides to yew tree and conifers	No comment	Granted 05.01.21
CB/20/04765/FULL 28.12.20	4 Potton Road, Wrestlingworth	Open framed garage and wood store	No comment	Granted 10.02.21
CB/20/04690/FULL 05.01.21	5 High Street, Wrestlingworth	2 storey & single storey side extension inc garage & rear facing dormer. Construction of dormer window to front facing study. New drop kerb. Demolition of existing detached garage	No comment	Granted 11.02.21
CB/21/00152/FULL 15.01.21	2 Braggs Lane, Wrestlingworth	Single and double storey rear extension	No comment	Granted 01.03.21
CB/21/00190/FULL 20.01.21	The Chequers, High Street, Wrestlingworth	Erection of bespoke 2 storey single dwelling with associated parking and new access onto High Street	Objection: Detrimental impact on listed building within curtilage	Awaiting decision
CB/21/00515/LB 25.02.21	Dovecote Barn, 2 Randall's Close, Wrestlingworth	Listed building: New insulated studwork walls built off new steel beams supported on existing brick foundation walls and new insulated timber ceiling.	Comment: Preserve remaining attributes of Grade II listing	Comments by 25.03.21