

## **WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL**

### **DRAFT MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held via Zoom on 12 July 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 T Wye & 5 members of the public

**Apologies:** CBC Cllr A Zerny

**Open Forum:** A member of the public attempted to disrupt the meeting and was ejected by the chairman.

#### **Covid-19**

Cllr Barratt said that he has posted Covid-19 notices on social media regarding local statistics and notifications regarding vaccines.

#### **Ethics and Standards Code**

Cllrs Kirkpatrick and Dewey declared an interest in the planning application of 65 High Street. Cllr Barratt declared an interest in the school consultation.

#### **Minutes of Previous Meeting**

The minutes of the Parish Council meeting held on 10<sup>th</sup> May 2021, having been previously circulated, were approved and signed by the Chairman.

#### **Matters arising**

All matters arising from the last meeting have been dealt with and/or will be discussed at the meeting this evening. Cllr Barratt added that he had contacted Mr Malia regarding the parking issues at the junction of High Street and Church Lane.

#### **Chairman's Report**

- 1) Reported missing High Street name plate at the crossroads (fix my street app)
- 2) Following complaint from resident, reported overgrown hedge along the footpath next to The Slade
- 3) Reported blocked road drain outside 65 High Street
- 4) Issued regular updates on Covid-19 statistics and vaccination availability on social media
- 5) Contacted Mark Williams (founder of Community Alternatives to Luton's Flight Path) to clarify options to continue opposing proposed flight path changes following Luton Airport Authority dismissing consultation responses (discuss further at meeting)
- 6) Liaised with SMD regarding movement of top soil on to allotment area.
- 7) Promoted SMD Community Litter Pick. Clerk to write thank you letter to SMD for their contribution of litter pickers and organising the Litter Pick. **ACTION CD**
- 8) Following notification from resident, reported contamination in the brook (heating oil?) at, or upstream of, Alexander Road.
- 9) Met with resident to discuss concerns over young adults climbing on play area goal and privacy issues arising from this. (discussed further below)
- 10) Discussed initial CBC feedback received by the owners of 94 High Street on their preplanning application.

### Clerk's Report

- Forwarded relevant emails to Parish Councillors and deal with general queries
- Completed agenda, budget and financial statement for July's meeting
- Reconciled bank statement with income and expenditure and transferred £4K to cover July & August's outgoings
- SAGE – transactions added to end of June
- Responded to Margaret Bates's concerns regarding litter and people walking on farmland
- Updated parish website with copy of draft minutes and agenda
- Completed weekly checks of defibrillator/housing in Wrestlingworth with no issues to date
- Updated our copy of the electoral register
- Sent planning applications to Cllr Williams
- Completed Annual Governance Statement Return for 2020/21. After the internal auditor, Alan Walden, reviewed the return it was signed by myself and Cllr Barratt at the Financial Parish Council Meeting in June. Together with supporting documentation this was sent to the external auditors, Mazars before deadline of end of June - Mazars has confirmed receipt of documentation.
- Liaised with Community Heartbeat Trust over the use of the defibrillator and subsequent problems with the code to access the machine. After many emails, the conclusion was that further training will be given to the operator who dealt with the call.
- Gave editor of the Village Link copy of poster regarding defibrillator and also details regarding Councillor vacancy
- Added new Finance 2020/21 page on parish website and uploaded the following documents - date for the Exercise of Public Rights, the Annual Return, variance report, bank reconciliation, asset register and income & expenditure.
- Circulated and posted on to website copy of June's Financial Meeting minutes
- Circulated to Councillors copy of the Rospa report for the children's play area drawing particular attention to the climbing wall which Rospa rated as in need of immediate attention.
- Sent 2 quotes and photographs of damage to the garage door to insurance company, Zurich regarding claim
- Forwarded parishioner's interest in vacancy on Parish Councillors
- With Cllr Barratt completed Company Accounts Return for the Cockayne Hatley Green Spaces Community Interest Company
- Gave Cllr Kirkpatrick instructions and demonstration regarding checking the defibrillator in my absence
- Forwarded requests for Memorial Hall Hire to Edwina Parker
- Filed an exemption form for Information Commissioner's Office stating reasons for being exempt from Data protection fee

**Councillor vacancy** – Adeela El Kady has applied for the vacancy and will be interviewed by Cllrs Barratt and Williams on 21<sup>st</sup> July.

## Portfolios

COCKAYNE HATLEY – Cllr Puddephatt informed the Council:

- Use of Co-op land - no contact from Co-op via their land agent, Savills
- 'Two wires' (speed monitoring) have been installed in Cockayne Hatley

PLAY AREA – Cllr Dewey informed the Council that

- Joe Bibby has replaced the gate post
- An attempted break-in to the garage has damaged the garage door – Clerk updated councillors saying that Zurich (parish council insurance company) has agreed to pay out £463.25 (lowest quote, minus VAT which we can claim and minus excess of £100). Clerk to chase Zurich for payment promised at the end of June. **ACTION CD**
- Cllr Dewey said that he had not yet put the signs up above the bins advising of no nappies – Cllr Dewey to get quote for more permanent signs. **ACTION FD**
- The Rospa report has been circulated to all councillors. Cllr Dewey summarised saying that most of the equipment is 'satisfactory' though special attention is needed to the climbing wall as is deemed as high risk. Rospa's recommendation is to remove/replace it. Cllr Dewey added that on further inspection it is less secure on one side and is unstable. His view is that we could shore up one side of it with a wooden post (Joe Bibby to be asked to quote for his opinion on this including the possibility of installing a concrete spur).
- Cllr Barratt added that older children have been climbing on the football goals and peering into people's houses causing a privacy issue. No safe deterrent measures could be offered so it was agreed that signs to be put up stating that the goals should not be climbed on. **ACTION FD**

WEBSITE & MILLENNIUM GARDEN – Cllr Kirkpatrick informed the Council that:-

Safe space campaign - Lylaani has informed the Council that this functionality it not something which can be installed on our software unfortunately.

Scamming emails to Parish Council email via the website – Scammers are bypassing the system and sending scamming emails which are steadily increasing in number. Lylaani has suggested a photo block option at a cost of £80 installation and £40 annually. Cllr Kirkpatrick has asked for a simple 'sum it' blocker which may be cheaper. The Council agreed that a blocker is required.

**ACTION JK**

Small garden under village sign – Cllr Barratt informed the Council that Richard and Rebecca Page have agreed to take on the maintenance of the little garden and have already repaired the brickwork. He added that any expenses incurred will be reimbursed.

HIGHWAYS – Cllr Dodgson updated the Council on:

- Broken Road Surface – Repairs are needed to the road surface on the High Street and the junction of Potton Road remains in a bad state of repair. Cllr Dodgson reported to CBC. Due to be resurfaced somewhere between September and December of this year.
- Leaking fire hydrant in Church Lane was reported to the Fire Brigade who have repaired the leak.
- Church Lane is due to be closed for the installation of a water main from 26-28 July though this is yet to be confirmed. **ACTION ND**

- Repairs to the road surface at Church Lane and High Street now looks promising as they have white lines around them now.

### **Potton Road Development**

Cllr Barratt informed the Council that he has received an email from CBC giving permission for topsoil to be moved from the development site onto the potential allotment land though a formal lease for the land has not been received to date. Cllr Kirkpatrick offered to help Cllr Barratt with this project. Once a lease for the allotment land has been issued, an Allotment Committee will be set up.

Tracy Wye brought to the attention of the council the rights of way portal for reporting overgrown areas. She added that she has spoken to Cllr Gent, CBC Assets and Housing about the development on Potton Road regarding archaeology asking what has been found there. She has suggested the possibility of putting on an exhibition in the hall. Cllr Barratt said that the Wrestlingworth History society is already talking to them about it along with the excavation in Church Lane.

### **Planning**

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

Cllr Barratt informed the Council that he had spoken to Richard Whitlock about 94 High Street. Mr Whitlock told Cllr Barratt that they have put a pre-planning application to CBC. The initial feedback is that they will be obliged to keep the houses in line with the existing building line along the High Street. This results in the houses moving back away from the road and the parking therefore now in front of the houses nearest the road. There will be a wider gap between the houses at the front and those at the back and the design of the houses will change considerably. The plans are being re-drawn to take these points into account. CBC has pointed out the regulations regarding the village envelope to Mr Whitlock. It is not clear at this point whether the development is for 5 or 6 houses.

### **Finance**

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

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

The Risk Register was reviewed by the Council and approved by all.

### **Correspondence**

None

### **Any Other Business**

CBC Schools for Future and the impact on Wrestlingworth Lower School – CBC want to move to a 2-tier system from a 3-tier system. This would result in all lower schools becoming primary schools and taking on 2 more school years. The options for Wrestlingworth and Dunton are that the schools remain open with extensions to cope with the increase in pupil numbers, or they close Wrestlingworth and move to Dunton or they close both schools and move to a new school east of Biggleswade. There have been discussions on the possibility of a building being put on the school playing field (currently owned by CBC) but Cllr Williams pointed out that this is an area designated as local green space. Councillors agreed to comment on the consultation. Cllr Williams offered to draft a response via the consultation form. **ACTION SW**

Luton Airport consultation, proposed flight path – Cllr Barratt said that he was very disappointed that Luton Airport has disregarded all of the considerable amount of feedback. The consultation process itself was considerably unfair and the fact that they are rerouting aircraft over quiet countryside rather than over large transport links. Cllr Barratt added that he has been in contact Mark Williams, Community Alternatives to Luton's Flight Path, asking what their next step will be. Mr Williams's view is that the consultation is flawed and they are considering a judicial review. The Parish Council all agreed to support a judicial review. Mr Williams will keep in touch with the Parish Council with updates. The Council was informed that Richard Landon (Cockayne Hatley) is also involved with this review. Cllr Barratt will speak to Richard Landon and Mark Williams asking if they could attend a future council meeting to give updates. **ACTION RB**

It was agreed that in principle the Council would support a judicial review.

Bollards – The Council discussed the rotten bollards at the High Street and Braggs Lane Junction. At the moment there are still enough bollards left standing to deter parking on the green. Realistically the risk of anyone infringing on it is low in comparison to the substantial cost of replacing the bollards. It was agreed to leave it until parking on the green becomes a problem.

The registration of the Cheques Public House as an asset of community value (as it is the last pub in the village) expires on 12 September. The Council discussed whether to leave it or re-register. All Councillors in favour of re-registration. This item to be put on the agenda for September's meeting. Cllr Williams said that she would get the form ready for submission for re-registration. **ACTION SW**

The meeting closed at 8.50pm

**Date of Next Meeting** – Monday 13<sup>th</sup> September 2021 at 7.30pm at Wrestlingworth Memorial Hall

## Appendix A

### Payments for approval – July 2021

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

June	E-on Electricity supply D/Debit		208.74
July	E-on Electricity supply D/Debit		202.00
May	Clerk's Salary D/Debit		447.85
June	Clerk's Salary D/Debit		447.85
May & June	Clerk's expenses (Telephone, Internet, Stamps, stationery to include use of room as office)		30.00
June	SAGE – accounting software D/Debit		21.60
July	SAGE – accounting software D/Debit		21.60
May & June	D J Granger – grass cutting x3		1,828.23
May	History Society Grant*		120.00
May	Village Link Grant*		250.00
June	Alan Walden (internal auditor)		120.00
June	Playsafety Ltd (rospa playground report)		120.00
June	J R Bibby – supply and install new gatepost at children's play area		380.00
June	Companies House – Accounts return for CH CIC		15.00
July	Terry Seymour – light maintenance		64.50

\*authorised to be paid between May and July's PC Meeting

## Appendix B

### Planning Applications as at 9<sup>th</sup> July 2021 for PC Meeting 12<sup>th</sup> July 2021

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/21/01021/LB 09.03.21	College Farm, 88 High Street, Wrestlingworth	Retrospective: internal alterations to create en-suite, repairs to roof, replacement of render to front elevation with lime render and replacement of 3 windows on 1 <sup>st</sup> floor	No comment	Granted
CB/21/02238/ FULL 25.05.21	65 High Street, Wrestlingworth	Two storey front and side extension	Object: Proposed finishes to the front would have a detrimental impact on the street scene. Two storey side extension would have an overbearing impact on no. 67 High Street	Awaiting decision
CB/TRE/21/0032 2 29.06.21	29 High Street, Wrestlingworth	Works to TPO ash tree: remove 3 overhanging branches		Comments by 29.07.21

## Appendix C

### FINANCIAL STATEMENT AT 30 June 2021 WITH BUDGET TO March 2022

	<u>Year to 31 March 2022</u>			<u>2020/2021</u>	<u>Notes</u>
	<u>Actual to 30 June 2021</u>	<u>Budget for year</u>	<u>Expected outturn</u>	<u>Actual</u>	
<b>Income</b>					
Precept	24,210.00	24,200.00	24,210.00	23,610.00	1
Interest	0.91	5.00	2.00	10.22	
Grass Cutting Contribution		380.00	380.00	380.33	
Insurance Claim re Churchyard					
VAT refund to March 21		88.52	88.52	288.72	
<b>Total Income</b>	<b>24,210.91</b>	<b>24,673.52</b>	<b>24,680.52</b>	<b>24,289.27</b>	
<b>Operational Expenses</b>					
Accountants fees & Sage	54.00	500.00	500.00	516.00	
Affiliation Fees	172.00	320.00	320.00	317.00	
Amenity Field lease		120.00	120.00		2
British Legion		25.00	25.00	19.00	
Church Clock Maintenance		250.00	250.00	274.00	
Churchyard Maintenance		250.00	250.00		
Clerk's expenses	156.17	300.00	300.00	330.64	
Clerk's salary	1,343.55	5,600.00	5,600.00	5,373.70	
Defibrillator maintenance		300.00	300.00	300.00	
Election expenses		65.00	65.00		
Electricity - street lighting	589.98	2,500.00	2,500.00	2,340.68	
Electricity/lighting - maint	53.75	500.00	500.00	1,061.25	
General Maintenance		500.00	500.00		
GDPR Data Protection		35.00	35.00	35.00	
Grants (see below)	370.00	1,500.00	1,500.00	1,500.00	
Normal Grass and Hedge cutting	1,523.52	7,000.00	7,000.00	5,198.40	
Other grounds & tree work		450.00	450.00	1,150.00	
Insurance	875.66	900.00	900.00	858.18	
Memorial Hall Hire		90.00	90.00	14.00	
Millennium Garden		100.00	100.00		
Parish Tidy Up		250.00	250.00		
Playing field Maintenance		750.00	750.00	107.00	
Playing field lease		360.00	360.00		3
Training expenses		100.00	100.00		
Web site		300.00	300.00	300.00	
Vat expensed and not yet recovered	1,390.58				



Total Operational Expenses	6,529.21	23,065.00	23,065.00	19,694.85
<b>Operating surplus/deficit</b>	17,681.70	1,608.52		4,594.42
<b>Projects &amp; rent arrears</b>				
Allotment lease and set up		2,500.00		4
Speed reduction measures				6,574.00
Amenity lease arrears		360.00		2
Play Area maintenance	5,174.11	5,174.11		1,293.53
Playing field lease arrears		2,880.00		3
Cockayne Hatley land & set up		3,000.00		4
<b>Net Project costs</b>	5,174.11	13,914.11		7867.53
<b>Overall surplus/deficit</b>	12,507.59	-12,305.59		-3,273.11
<b>RESERVES</b>				
Bank brought forward	26,934.52	26,934.52		30,296.15
(Deficit)/Surplus for period	12,507.59	-12,305.59		-3,273.11
Bank carried forward	<b>39,442.11</b>	14,628.93		<b>27,023.04</b>
VAT refund due	1,136.88			88.52
Total	40,578.99			27,111.56
<b>GRANTS PAID IN YEAR</b>				
Village Link	250.00			150.00
Magpas				200.00
Wrestlingworth Goodwill Fund				1,000.00
History Society	120.00			
Lower School				150.00
	<u>370.00</u>			1,500.00
<b>Bank balances</b>				
Current account - 30/06/2021	439.91	Current account 30/04/2020		1,143.23
Deposit account - 30/06/2021	<u>39,002.20</u>	Deposit account 30/04/2021		25,791.29
	<b>39,442.11</b>			<b>26,934.52</b>

**NOTES TO BUDGET**

- 1 2.5% 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 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 we were seeking a reduction and time to pay. No invoice from CBC to date.
- 4 Estimated costs