

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

### **MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 11<sup>th</sup> July 2022 at 7.30pm**

**Present:** Chairman Cllr J Kirkpatrick, Vice-Chairman Cllr K Puddephatt, Cllr L Chapman, Cllr J Dix, CBC Cllr T Wye, Cllr A Ewens, C Dear (clerk) & 2 members of the public

**Apologies:** CBC Cllr A Zerny

**Open Forum:** Oscar Church kindly offered to cut down the bolts to concrete level at the burnt bus shelter in Cockayne Hatley.

CBC Cllr Wye updated the Council with the following:

Nursery Tree Gardens – the heights of the streetlights have yet to be reduced although it was noted the lights have been switched off

Wrestlingworth Lower School's future – no decision made to date

Planning application for 16 dwellings on Woodcraft's Meadow – no decision made to date

Community Group Funding – applications welcome. Cllr Puddephatt to investigate possible match-funding for a new noticeboard in Cockayne Hatley. The Council agreed to finance the Council's half of the match-funding for the noticeboard.

Traffic calming – no progress on how to spend \$106 money. Cllr Wye reminded of the suggestion of a STOP sign at T-junction

CBC is looking to put a hard standing in Cockayne Hatley for the bus turning area

**Ethics and Standards Code:** None to declare. Clerk asked to send link for CBC Declaration of Interests forms. **ACTION CD**

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

The minutes of the Parish Council meeting held on 9<sup>th</sup> May 2022, having been previously circulated, were approved and signed by the Chairman.

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

Since the last PC meeting, I have:

- Discussed new Co-Op land planning application with Richard Whitlock
- Liaised with Catherine regarding grass-cutting contracts
- Emailed Cockayne Hatley residents regarding apparent abuse of CBC bus driver and implications of not having CH representation on the parish council

#### **Clerk's Report**

- Forwarded relevant emails to Parish Councillors and dealt with general queries
- Completed agenda, budget and financial statement for July's meeting
- Reconciled bank statement with income and expenditure and transferred £6,000 to cover July & August's outgoings
- SAGE – transactions added to end of June
- 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 Councillors
- Sent Annual Governance Accounts Return for 2021/22 to external auditor with supporting documentation
- Talked to residents at the T-junction regarding overgrown hedges
- Logged burnt bus shelter with CBC site and fix my street
- Reported faulty streetlights at Hatley Road with electrical contractor
- Chased results from the Rospa report
- Asked Treasurer of Memorial Hall to amend invoice
- Dealt with website request regarding burials at St John's Churchyard
- VAT claimed for 3 months ending April 2022
- Logged burnt bus shelter with our insurance company should we need to claim
- Spoke to Npower regarding lack of invoices (last one received for February 2022) with no successful outcome – they claim that there is a problem on their side with sending out invoices to anyone on direct debits!
- Completed survey for CBC for their 'playing pitch and sport strategy'
- Liaised with SAGE regarding our invoices which are still going to the wrong email after 10 months of informing them each month – apparently it is finally fixed!

**Council Vacancies** – Advert to be place in Village Link Magazine. **ACTION CD**

### Portfolios

COCKAYNE HATLEY – Cllr Puddephatt informed the Council that:

- CH representation – after further consideration (and support from residents) I will continue to represent CH.
- Co-op land use – Savills have advised that the 2 pockets of Co-op land in CH are to be sold so this item cannot be progressed until new the landowners are identified.
- CH bus service – Herberts are now using smaller vehicles, and this should resolve the resistance to the bus service from some residents.
- CH turn bus shelter – I have urged CBC to reconsider replacing the bus shelter that was destroyed, at the moment CBC have only stated they will erect a bus stop post (pending permission from the landowner, I have put the landowner in touch with CBC).
- Challenged the decision by CBC not to reduce the speed limit from 30mph to 20mph as CBC own data shows that 20mph is an appropriate and safe speed for Village Road, I have also requested an official 'pedestrians in road' sign to be erected at the entrance to the village

PLAY AREA – Cllr Chapman informed the Council that:

Since taking over the portfolio for the play area I have:

- (a) Emptied bins on a regular basis
- (b) Viewed comment by resident about tree over slide and taken picture to discuss at meeting on 11/07. It was agreed that the clerk would get quotes to remove the overhanging branches and Cllr Kirkpatrick would speak to the owner of the tree. **ACTION JK & CD**
- (c) Kept an overview of the play equipment for any obvious damage
- (d) Picked up litter
- (e) Liaised with Clerk over awaited ROSPA report.
- (f) Considered information from Clerk about alternative provided for report.
- (g) Inspected debris recently reported found behind houses that back on to the playground.

COMMUNICATIONS & MILLENNIUM GARDEN – Cllr Kirkpatrick informed the Council that:

- A few postings have been made to the facebook pages
- A working party is needed to mend the brickwork at the Millennium Garden. Cllr Dix offered to look at this. **ACTION JD**
- Cllr Kirkpatrick said that he would seek Alan’s advice (volunteer gardener) to see if any of the shrubs/trees at the garden are causing the brickwork to deteriorate. **ACTION JK**

HIGHWAYS – Cllr Dix informed the Council that:

- Since taking over the Highways Portfolio, I have logged reports via “Fix My Street” regarding the overgrown foliage on the signs out of the village along with the broken ones too. These look to have been sorted now.
- No updates from Central Beds regarding the traffic calming measures.
- Overhanging hedge at the T junction have not been cut back satisfactorily. Cllr Kirkpatrick to speak to the householders. **ACTION JK**
- Hedge at the Old Chapel is growing into the road and causing safety issues with road users. Cllr Dix to speak to the owners. **ACTION JD**

Cllr Ewens informed the meeting that he thought that at the High Street/Hatley Road are there is a regularly parked car that is not being parked considerately to other road users. Cllr Ewens offered to speak to the owner of the car. **ACTION AE**

SUSTAINABILITY AND GREEN ISSUES – No updates

### **Potton Road Development**

Lease for allotment area – CBC has been unable to let the Parish Council know whether they can give the Parish Council one lease for the allotment land and the amenity land or 2 separate leases. When this issue is resolved and there is a lease, an allotment committee will be set up. Cllr Kirkpatrick to ask for an update. **ACTION JK**

### **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 along with the budget for 2022/23 previously circulated to all councillors by the clerk.

Cllr Dix informed the Council that having attended a Memorial Hall Committee Meeting she was informed that the Memorial Hall was running on reserves and enquired as to whether a grant from the Parish Council would be available. Cllr Dix was told that there is a process to follow when applying for a grant and that the Chairman of the Committee should be reminded of this.

**ACTION JD**

**Correspondence - None**

**Any Other Business**

Grass cutting – The clerk was asked to contact the grass cutting contractor to find out if some flexibility can be given to frequency of cuts in the parish. **ACTION CD**

The meeting closed at 9.15pm

**Date of Next Meeting** – Monday September 2022 at 7.30pm at St John's Church, Cockayne Hatley

**Appendix A****Payments for approval – July 2022**

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

March	E-on Electricity supply D/Debit - outstanding		482.20
April	E-on Electricity supply D/Debit - outstanding		482.20
May	E-on Electricity supply D/Debit - outstanding		482.20
June	E-on Electricity supply D/Debit - outstanding		482.20
May	Clerk's Salary D/Debit		468.85
June	Clerk's Salary D/Debit		468.85
May & June	Clerk's expenses (Telephone, Internet, Stamps, stationery) & use of room as office (annual payment)		140.00
May	SAGE – accounting software D/Debit		28.80
June	SAGE – accounting software D/Debit		28.80
May	David Granger – grass cutting		645.89
May	David Granger – grass cutting		645.89
June	David Granger – grass cutting		645.89
May	Memorial Hall Fee		16.00
July	Village Link – Grant		250.00
July	Robin Barratt – CIC closure expenses		23.00
July	Play Safety – Rospa report		121.80
July	David Granger – grass cutting		645.89

## Appendix B

### FINANCIAL STATEMENT AT 30 June 2022 WITH BUDGET TO March 2023

	<u>Year to 31 March 2022</u>			<u>2021/2022</u>	<u>Note</u> <u>s</u>
	<u>Actual to</u> <u>30 June</u> <u>2022</u>	<u>Budget</u> <u>for year</u>	<u>Expected</u> <u>outturn</u>	<u>Actual</u>	
<b>Income</b>					
Precept	25,300.00	25,300.00	25,300.00	24,210.00	1
Interest	0.98	2.00	2.00	3.29	
Grass Cutting Contribution		380.33	380.33	380.33	
Insurance Claim re Churchyard				263.25	
VAT refund to March 2022	387.17	387.17	387.17	88.52	
<b>Total Income</b>	<b>25,688.15</b>	<b>26,069.50</b>	<b>26,069.50</b>	<b>24,945.39</b>	
<b>Operational Expenses</b>					
Accountants fees & Sage	192.00	650.00	550.00	542.00	
Affiliation Fees	171.00	330.00	330.00	320.00	
Amenity Field lease		120.00	120.00		2
British Legion		19.50	20.00	19.50	
Church Clock Maintenance		300.00	250.00	282.00	
Churchyard Maintenance		300.00	300.00		
Clerk's expenses	30.00	330.00	330.00	331.47	
Clerk's salary	1,406.55	5,800.00	5,627.00	5,575.44	
Defibrillator maintenance		300.00	300.00	300.00	
Election expenses		65.00	65.00		
Electricity - street lighting		4,800.00	4,800.00	2,252.49	
Electricity/lighting - maint	600.00	500.00	500.00	868.75	
General Maintenance	15.39	500.00	500.00	380.00	
GDPR Data Protection		35.00	35.00	35.00	
Grants (see below)		1,500.00	1,500.00	370.00	
Normal Grass and Hedge cutting	1,076.48	7,500.00	7,500.00	6,244.48	
Other grounds & tree work		500.00	500.00	850.00	
Insurance	893.66	900.00	900.00	875.66	
Memorial Hall Hire		90.00	90.00	2.00	
Millennium Garden		100.00	100.00		
Parish Tidy Up		280.00	300.00	231.67	
Playing field Maintenance		750.00	750.00	1,410.10	
Playing field lease		360.00	360.00		3
Training expenses		100.00	100.00	90.00	

Web site	85.00	360.00	360.00	360.00	
Vat expensed and not yet recovered	361.90	0.00	0.00	391.97	
Total Operational Expenses	4,831.98	26,489.50	26,187.00	21,732.53	
<b>Operating surplus/deficit</b>	20,856.17	-420.00	-117.50	3,212.86	
<b>Projects &amp; rent arrears</b>					
Allotment lease and set up		2,500.00			4
Speed reduction measures					
Amenity lease arrears		600.00			2
Play Area maintenance			5174.11	5,174.11	3
Playing field lease arrears		3,600.00			3
Cockayne Hatley land & set up				403.00	4
<b>Net Project costs</b>	0.00	6,700.00	5,174.11	5577.11	
<b>Overall surplus/deficit</b>	20,856.17	-7,120.00	-5,291.61	-2,364.25	
<b>RESERVES</b>					
Bank brought forward	24,775.07			29,908.98	
(Deficit)/Surplus for period	20,856.17	-7,120.00	-5,291.61	-2,364.25	
Bank carried forward	<b>45,631.24</b>	-7,120.00	-5,291.61	<b>27,544.73</b>	
VAT refund due				88.52	
Total	45,631.24	-7,120.00	-5,291.61	27,633.25	
<b>GRANTS PAID IN YEAR</b>					
Village Link				250.00	
Wrestlingworth Goodwill Fund					
History Society				120.00	
Lower School					
	0.00			370.00	
<b>Bank balances</b>					
Current account - 30/06/2022	2,361.23		31/03/2021	2,198.01	
Deposit account - 30/06/2022	43,270.01		31/03/2021	22,577.06	
	<b>45,631.24</b>			<b>24,775.07</b>	

**NOTES TO BUDGET**

1 - 3% increase for 2022/23

2 - Lease expired September 2016 with annual rent of £120. Yet to be renewed by CBC and no rent paid.

3 - Lease expired March 2011 with annual rent of £360. Yet to be renewed by CBC and no rent paid. The last email from CBC dated 19 Nov 2018, refusing our request for a reduction and time to pay. No invoice from CBC to date.

4 - Estimated costs

## Appendix C

### Planning Applications as at 9<sup>th</sup> May 2022 for PC Meeting 09<sup>th</sup> May 2022

<b>Application No. and Date</b>	<b>Location</b>	<b>Works Proposed</b>	<b>PC Comment</b>	<b>Status</b>
CB/22/02491/ FULL 20/06/2022	Brook Farm 94 High Street, Wrestlingworth	Erection of 6 dwellings	Comments before 26/07/2022	Awaiting decision
CB/22/00650/ Full 18/02/2022	Grange Farm, Tadlow Road, Wrestlingworth	Single and two storey side and rear extensions	No comment	Awaiting decision
CB/21/05269/ FULL  07/12/2021	Land rear of 51 High Street, Wrestlingworth	Demolition of redundant outbuildings and construction of new dwelling with carport and garden store	No comment	Granted
CB/21/04834/ Full  15/11/2021	Land to south of Potton Road, Wrestlingworth	Erection of 16 dwellings with access onto Potton Road, parking and landscaping	Parish council objection	Awaiting decision
CB/21/02797/ DOC  15/06/2021	Land off Potton Road, Wrestlingworth	Discharge of conditions 3, 4 (parts a,b, c and d), 9 and 15 against planning permission CB/19/01999/REG3	No comment	Discharge of condition released
CB/21/02305/ DOC  20/05/2021	Brook End Barn, 19B Village Road, CH	Discharge of Conditions 2,3,7,9,10 against Planning Permission CB/20/02447/FULL (New access and change of land use to garden together with rebuilding of Barn to form garaging with first floor accommodation to create Annex)	No comment	Awaiting decision



CB/21/04762/ FULL	20 Braggs Lane, Wrestlingworth	Change of use of land from agricultural to enlarge residential garden (retrospective)	No comment	Appeal – Awaiting decision
----------------------	-----------------------------------	--	---------------	----------------------------------