

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

### **MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at St John's Church, Cockayne Hatley on 26<sup>th</sup> September 2022 at 7.30pm**

**Present:** Chairman Cllr J Kirkpatrick, Vice-Chairman Cllr K Puddephatt, Cllr L Chapman, Cllr J Dix, CBC Cllr A Zerny, Cllr A Ewens, C Dear (clerk) & 12 members of the public

**Apologies:** CBC Cllr T Wye

#### **Open Forum:**

Mick Andrews expressed concerns over the vegetation growing in the brook and, because of this, the potential flooding issue. Cllr Kirkpatrick informed the meeting that CBC has a work order in place for clearing of the brook and that he would get an update from CBC. **ACTION JK**

Carole Ashby informed the meeting that several residents in Cockayne Hatley would prefer the bus to stop for Cockayne Hatley to be at the junction of Village Road and Hatley Road and not go drive into the hamlet itself. Cllr Puddephatt said that he would conduct a survey for all residents of the hamlet asking which option they preferred. **ACTION KP**

The location of the land purchased by CBC for the bus turning hardstanding was also discussed and it was suggested that the location for this be moved slightly towards the middle of the land, away from the houses and cesspit. **ACTION KP**

Dog mess in Cockayne Hatley was also discussed, and it was suggested that a new dog poo bin be installed. **ACTION KP**

**Ethics and Standards Code:** None to declare.

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

The minutes of the Parish Council meeting held on 11<sup>th</sup> July 2022, having been previously circulated, were approved and signed by the Chairman. The chairman thanks Oscar Church for his work at the burnt bus shelter.

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

Cllr Kirkpatrick informed the meeting that since the last meeting he has

- Emailed and met with representatives of St Peter's PCC regarding upkeep/maintenance of the graveyard
- Liaised with Jo Hoy (email, phone) regarding tree overhanging the play area
- Met and emailed Lee Newton of CBC regarding lease and allotment at RES
- Liaised with a resident and CBC regarding excessive growth in the brook in the area adjacent to Alexander Road
- Published Facebook postings regarding book of condolence for Her Majesty Queen Elizabeth's death at St Peters Church
- Published to Facebook details of an escaped ram!
- Discussed openings on the council with two possible candidates

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

- Forwarded relevant emails to Parish Councillors and dealt with general queries
- Completed agenda, budget and financial statement for September's meeting

- Reconciled bank statement with income and expenditure and transferred £9,000 to cover September & October's outgoings
- SAGE – transactions added to end of August
- 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
- Dealt with query from external auditor with supporting documentation
- Dealt with query from Goodwill team re garage key at play area and land adjacent to amenity field
- Resent declaration of interest and acceptance of office forms
- Distributed Rospa report
- Liaised with David Granger regarding grass cutting schedule
- Met with Cllr Ewens regarding electricity contract
- Distributed 2 quotes received from tree surgeons re tree in play area to Councillors and tree owner (Jo Hoy)
- Updated St Peter's Church web page
- VAT claimed for 3 months ending July 2022
- Completed CBC burial survey

**Council Vacancies** – Two potential candidates attended the meeting to see if they would like to apply for the vacancies.

#### **Churchyard maintenance at St Peter's Church**

A grant request of £100 has been received from the secretary to St Peter's Church regarding works necessary to the graveyard. The Council agreed to grant this request. **ACTION CD**

#### **Grass cutting contracts**

It was noted the David Granger has finished the season's grass cutting for the parish. Cllr Chapman offered to get another quote for the new season next year. Clerk to provide maps. **ACTION LC & CD**

#### **Portfolios**

COCKAYNE HATLEY – Cllr Puddephatt informed the Council that:

- CH bus service – seems to be OK now however hedging is a concern.
- CH turn bus shelter – Quotes received, summary to be shared at meeting. Further details of the various bus shelter quotes are to be circulated after the meeting. Clerk asked to contact insurance company to confirm amount to be claimed. Councillors to decide on which bus shelter to order. **ACTION ALL COUNCILLORS**
- Requested official pedestrians in road sign has been erected at the entrance to the village

PLAY AREA – Cllr Chapman informed the Council that:

- Emptied bins on a regular basis
- Kept an overview of the play equipment and area for any obvious damage
- Picked up litter
- Viewed the ROSPA report and liaised with Clerk. Cllr Chapman to organise repairs and let clerk know if zipwire is to be repaired. **ACTION LC**

COMMUNICATIONS & MILLENNIUM GARDEN – Cllr Kirkpatrick informed the Council that remedial work to the Millennium Garden will be discussed with volunteers. **ACTION JK**

HIGHWAYS – Cllr Dix informed the Council that:

Reported issues to Fix My Street

- Pothole at the junction of Braggs Lane and the High Street
- Give way sign at the junction of Church Lane and High Steet
- School Sign on the High Street
- Overhanging tree near Alexander Road.
- Dead trees on the corner of Church Lane and the High Street

Cllr Dix added that she has also been carrying out research around 20mph in villages and liaising with Adam Zerny on how to achieve this.

SUSTAINABILITY & GREEN ISSUES - Cllr Ewens informed the meeting of the following-

#### Electricity Supply

We have been looking at alternative suppliers in order to get a better rate and improved customer service than we have from nPower/E.ON for some time. As the Clerk has previously identified this is not a straightforward process. I have started looking at alternatives focused on the Ofgem assessment of the supply companies. A typical response from EDF is:

“Unfortunately EDF does not currently have a tariff or product suitable for small consuming and/or short duration UMS supplies, and due to resource and workload we will have to decline to tender for these supplies on this occasion. I do apologise for this.”

Furthermore, following the recent Government announcement about support for Business customers I was advised by Co-Op Energy that they do not recommend switching at this time as all suppliers are likely to be offering very similar rates. So, I contacted nPower to make sure we are included in the Government support scheme and what that means for our rate. They responded almost straight away that we are currently on the best rate they can offer and are not aware of any plans to increase it from 33.8p per kWh. With regards the Government support they could not comment on whether this applies to us at this time. However, the Government website says the support applies to businesses, voluntary and public sector organisations, which should include us. The business rate for electricity is to be capped at £211 per MWh (21.1p per kWh) so we should see a reduction in electricity charges. I’ll keep this under review, it would be useful to know if my interpretation of the application of Government supports aligns with other council’s views.

#### **EV Charging**

I have been in contact with CBC Sustainable Transport Officer about EV charging points. CBC are keen to encourage communities to make EV charging available to all, particularly those who cannot install charging points on their property. This is a rolling programme and I agreed to contact him again when the Parish Council have discussed the issue. Cllr Ewens agreed to contact the Pub Landlord to enquire if he would be prepared to have an EV charging point in the Pub carpark.

**ACTION AE**

#### **Potton Road Development**

CBC Cllr A Zerny informed the meeting that he and CBC Cllr Wye had a meeting with CBC Highways Department to talk about the traffic calming options at the junction of Potton Road and High Street.

CBC responded positively to the suggestion of making Potton Road a STOP sign rather than Give Way, so hopefully they will seriously consider this. With respect to traffic calming

A roundabout was ruled out because the path round it would take cars dangerously close to the ditch.

Their engineers came up with a wholly unsuitable plan which involved forcing HGVs onto the "wrong" side of the road turning into Potton Road, head on into the traffic.

CBC and RJ were amenable to the idea of a raised table but said the money from the development was not enough for this. Cllrs Zerny and Wye have asked them to go back to yet another officer (planning) to inquire how much is available, what the shortfall is, and how could we fund this.

Cllr Zerny agreed to go back to CBC with our request/recommendation to simply move the previously planned speed bump/raised road around the corner to a site near the new development. **ACTION AZ**

#### **Lease for allotment area**

Cllr Kirkpatrick informed the meeting that he was in discussion with Luke Newton with regards to access to the allotment area and the length of the lease. **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. The clerk added that she would be sending round a copy of the Risk Register which is to be reviewed annually. **ACTION CD**

**Correspondence** – None, other than periodicals which were handed out for distribution.

#### **Any Other Business**

Luton Rising – Following the email from Luton Rising (owners of Luton Airport) Cllr Ewens offered to write to the Head of Engagement regarding alleged benefits to our community. **ACTION AE**

Cllr Puddephatt raised the issue of linking up the bridle ways so to keep the horses off the roads. This issue was mentioned both in the Parish Plan and the Green Infrastructure Plan. Cllr Puddephatt to investigate this and report back at the next meeting. **ACTION KP**

The meeting closed at 9.15pm

**Date of Next Meeting** – Monday 14<sup>th</sup> November 2022 at 7.30pm at Wrestlingworth Memorial Hall

## Appendix A

### Payments for approval – September 2022

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

August	E-on/Npower Electricity supply D/Debit		276.54
September	E-on/Npower Electricity supply D/Debit		276.26
July	T J Seymour – electrical maintenance		360.00
August	T J Seymour – electrical maintenance		360.00
July	Clerk's Salary D/Debit		468.85
August	Clerk's Salary D/Debit		468.85
July & August	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.00
July	SAGE – accounting software D/Debit		28.80
August	SAGE – accounting software D/Debit		28.80
August	David Granger – grass cutting		645.89
August	CPRE – affiliation fee		36.00
July	Memorial Hall Fee		16.00
September	Mazars (external auditor)		240.00
September	St Peter's Church (maintenance)		100.00

## Appendix B

### FINANCIAL STATEMENT AT 31 August 2022 WITH BUDGET TO March 2023

	<u>Year to 31 March 2022</u>			<u>2021/2022</u>	<u>Notes</u>
	<u>Actual to 31 August 2022</u>	<u>Budget for year</u>	<u>Expected outturn</u>	<u>Actual</u>	
<b>Income</b>					
Precept	25,300.00	25,300.00	25,300.00	24,210.00	1
Interest	2.60	2.00	2.00	3.29	
Gross 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>25,689.77</b>	<b>26,069.50</b>	<b>26,069.50</b>	<b>24,945.39</b>	
<b>Operational Expenses</b>					
Accountants' fees & Sage	240.00	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	170.00	330.00	330.00	331.47	
Clerk's salary	2,344.25	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	2,238.72	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)	250.00	1,500.00	1,500.00	370.00	
Normal Grass and Hedge cutting	3,229.44	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	16.00	90.00	90.00	2.00	
Millennium Garden		100.00	100.00		
Parish Tidy Up		280.00	300.00	231.67	
Playing field Maintenance	101.50	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	283.43	0.00	0.00	391.97
Total Operational Expenses	10,638.39	26,489.50	26,187.00	21,732.53
<b>Operating surplus/deficit</b>	15,051.38	-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
Playing field lease arrears		3,600.00		3
Cockayne Hatley land & set up	23.00			403.00
<b>Net Project costs</b>	23.00	6,700.00	5,174.11	5577.11
<b>Overall surplus/deficit</b>	15,028.38	-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	15,028.38	-7,120.00	-5,291.61	-2,364.25
Bank carried forward	<b>39,803.45</b>	-7,120.00	-5,291.61	<b>27,544.73</b>
VAT refund due				88.52
Total	39,803.45	-7,120.00	-5,291.61	27,633.25
<b>GRANTS PAID IN YEAR</b>				
Village Link	250.00			250.00
Wrestlingworth Goodwill Fund				
History Society				120.00
Lower School				
	250.00			370.00
<b>Bank balances</b>				
Current account - 31/08/2022	1,714.22		31/03/2021	2,198.01
Deposit account - 31/08/2022	38,089.23		31/03/2021	22,577.06
	<b>39,803.45</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**

<b>Application No. and Date</b>	<b>Location</b>	<b>Works Proposed</b>	<b>PC Comment</b>	<b>Status</b>
CB/22/03676/ FULL 19/09/2022	89 High Street, Wrestlingworth	First floor side extension	Comments before 14/10/2022	Awaiting decision
CB/22/03241/ FULL 23/08/2022	Brook End Barn, 19B Village Road, CH	2 single storey extensions to main dwelling	Parish council objection	Awaiting decision
CB/22/03221/ FULL 09/08/2022	4 High Street, Wrestlingworth	Extension to front of property larger conservatory to rear	No comment	Awaiting decision
CB/22/02491/ FULL 20/06/2022	Brook Farm 94 High Street, Wrestlingworth	Erection of 6 dwellings	No comment	Awaiting decision
CB/22/00650/ Full 18/02/2022	Grange Farm, Tadlow Road, Wrestlingworth	Single and two storey side and rear extensions	No comment	Granted
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/21/04683/ FULL 27/04/2022	20 Braggs Lane, Wrestlingworth	Change of use of land	No comment	Appeal dismissed

CB/21/05363/ FULL 10/06/2022	Land adjacent to Amber Lodge, Wrestlingworth	Erection of detached dwelling	No comment	Under appeal
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/F ULL (New access and change of land use to garden together with rebuilding of Barn to form garaging with first floor accommodatio n to create Annex)	No comment	Awaiting decision