

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 16th January 2023 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, Cllr M Wilson, C Dear (clerk) & 7 members of the public

Apologies: CBC Cllr T Wye

Open Forum:

Mr and Mrs Napier expressed concerns over the excessive noise made by aircraft overhead in the parish. Cllr Ewens informed the meeting that he was in contact with 'Luton Rising' over the issues of the re-routing of flights in and out of Luton Airport and noise pollution. Concerns were also raised over speeding through the village and Cllr Dix informed the meeting that she was in talks with CBC Cllr Zerny regarding reducing the speed limit to 20 mph. **ACTION AE & JD**

Bob Thomas informed the Council that the sign for St John's Church in Cockayne Hatley was broken. Cllr Puddephatt said that he would ask his contacts in Cockayne Hatley for recommendations for a new sign. **ACTION KP**

CBC Cllr Wye gave a summary via email prior to the meeting as follows-

Cllr Wye had met with the head of Highways (not planning officer but a road officer) recently in Wrestlingworth to get his thoughts on this traffic calming measure for Potton Road/High Street. They discussed several ideas, possible solutions and how each one might improve the junction and reduce the speed of traffic. These included a raised table, a roundabout, a light-controlled crossing, widening the pavement, a central island, and CBC getting the hedges cut back. The result will not be all of these but something that will work in slowing traffic and putting the pedestrians first at the junction. The officer from CBC is going to see what options could be realistically funded and come back to Cllr Wye with feasible plans. She said that she has stressed that whatever happens needs the full support of WCHPC and local residents. The CBC officer also hopes to secure more funding to do the job properly.

Ethics and Standards Code: None

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 14th November 2022, having been previously circulated, were approved and signed by the Chairman.

Chairman's Report

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

- Represented the Parish Council at the Carol Service at St Peter's
- Emailed Lee Newton of CBC regarding allotment access and lease on two occasions.
- With Lorna, met Billy of CPM playgrounds at Play Area to discuss RoSPA report findings and remedial actions.
- Liaised via email with Adam Zerny regarding lack of progress on traffic calming measures for the village.
- Met with Marc to discuss handover of website and Facebook page responsibilities.

- Discussed auditor role with potential candidate, but not successful in recruiting.

Clerk's Report

- Forwarded relevant emails to Parish Councillors and dealt with general queries.
- Completed agenda, budget and financial statement for January's meeting.
- Reconciled bank statement with income and expenditure and transferred £2,500 to cover January and February's outgoings.
- SAGE – transactions added to end of December.
- Updated parish website with copy of draft minutes and agenda.
- Completed weekly checks of defibrillator/housing in Wrestlingworth with no issues to date.
- Updated PC's copy of the electoral register.
- Sent planning applications to Councillors.
- Sent C Harrison's query regarding lime trees at St Peter's Church to Councillors
- Sent 'Actions List' to Councillors
- Conducted street light survey and emailed results to Councillors.
- Informed Councillors of broken roof tiles at bus shelter (Eyeworth Road) and asked Joe Bibby to quote for repairs.
- Suggested that bus shelter be coated in order to make it difficult to burn down.
- Sent Steve Cook's email regarding dog poo to Councillors and Editor of Village Link
- Arranged for St Peter's church clock to be serviced.

Portfolios

COCKAYNE HATLEY – Cllr Puddephatt informed the Council that:

- CH bus service – Frequency of the service into CH to be surveyed.
- CH turn bus shelter – New shelter to be erected on 17th January.
- Defibrillator training for villager's request – training options researched and residents advised.
- CH notice board relocation – CBC contacted for permission to site the notice board next to the village centre bus stop, CBC have no objection but requests that we wait until the land purchase has been completed before moving the notice board. This was fed back to the resident of number 19A who made the request to have the board moved.

Bob Thomas talked about how he will proceed with the Cockayne Hatley bus service survey previously circulated to Councillors. He said that he would require access to the electoral register for Cockayne Hatley. The clerk agreed to send Mr Thomas her contact at CBC for the register. She also suggested that Mr Thomas send an invoice to the Parish Council for expenses, eg envelopes and stamps, to be reimbursed. **ACTION CD**

PLAY AREA – Cllr Chapman informed the Council that she had:

- Emptied/inspected bins on a regular/weekly basis.
- Overview of the play equipment and area for obvious damage
- Picked up additional litter.
- Cut/pruned protruding branches away from the boundary fences encroaching on to the play area.

- Cut/pruned protruding branches from trees within the play area and that were encroaching, or near to, the play equipment.
- Reviewed RoSPA report for remedial works and provided further copy of summary of work required.
- Attended site visit with JK and representative from CPM Playgrounds Ltd on 29/12/2022.
- On site visit brought attention of water butt placed within playground boundary fence by a resident backing on to the playground to the attention of JK.

HIGHWAYS – Cllr Dix informed the Council of the following:

Updates in Fix my street reports.

- I have reported overgrown verges on the path out of the village along with re submitting the blocked drains on both the High Steet and Braggs Lane. To date none have been resolved. This also includes broken kerb(s) on the High Street opposite the co-op track, again these have still not been repaired, however the council have marked the area with white spray, so hopefully it's imminent.
- I can see from the Fix my street map that other residents have marked areas where potholes have appeared since the bad weather too.
- The only fix has been the large pothole on Braggs Lane/High Street corner.

I also intend to walk the village to look at other parts of the roads where the signage has worn away, take photos and get this raised with the council too, to get repaired. The project for reducing the speed limit in the village is still on going. Unfortunately, Adam Zerny and I have yet to arrange a meeting to discuss this.

SUSTAINABILITY & GREEN ISSUES – Cllr Ewens informed the Council of the following:

- EV Charging – Cllr Ewens has been in touch with CBC Sustainability Transport Officer and he has advised that if they provide funding the charger would have to be on CBC or Parish Council land. They will not fund chargers on private land including pub car parks.
- Luton Rising – Cllr Ewens has tried to contact Luton Rising without success, he'll keep trying.
- Metered Electricity Supply – Cllr Ewens is in dialogue with UK Power Networks. They have suggested that it may be too costly to transfer to a metered supply which we would need to pay for. The first step is to confirm we are being charged correct and for that he needs to send them details of all the lights which we are getting from the electrician.
- Details of Village Tidy-up Day circulated to councillors.

WEBSITE AND COMMUNICATIONS - Cllr Wilson informed the Council of the following:

- Website & Facebook page responsibilities handed over from Cllr Kirkpatrick and accepted by Councillor Wilson.
- Updates made on website to the memorial hall with wording provided by Simon Dear.
- Facebook post regarding dog foul reviewed and approved by committee posted on 7th Dec 2022.
- Facebook notifications integrated onto personal account, which will enable MW to see and respond to any requests in a timely manner.

Lease for allotment area

Cllr Kirkpatrick informed the Council that having met with Lee, signed the relevant forms and returned them to CBC there were no further updates.

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 draft budget for 2023/24 previously circulated to all councillors by the clerk.

It was agreed that a precept of £26,577 will be requested from CBC at a band D increase of 4.5%.

ACTION CD

The following grants were approved by all Councillors:

Village Link Magazine £250

PWWG - £150

Memorial Hall - £180, provisionally agreed unless reliable, second-hand mower is found.

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

Any Other Business

- Grass cutting – The clerk was asked to contact David Granger regarding his availability for the grass cutting contract. **ACTION CD**
- Lime Trees at St Peter's Church – The clerk was asked to get quotes for the trimming of the lime trees. **ACTION CD**
- Dog Poo – Article to be published in the Village Link regarding dog poo.

The meeting closed at 9.20pm

Date of Next Meeting – Monday 13th March 2023 at 7.30pm at Wrestlingworth Memorial Hall

Appendix A

Payments for approval – January 2023

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

December	E-on/Npower Electricity supply D/Debit		145.22
January	E-on/Npower Electricity supply D/Debit		310.72
December	T J Seymour – electrical maintenance – W4 Potton Rd		360.00
December	T J Seymour – electrical maintenance – W19 Hatley Rd		360.00
November	Clerk's Salary D/Debit		476.78
December	Clerk's Salary D/Debit		476.78
November & December	Clerk's expenses (Telephone, Internet, Stamps, stationery)		30.00
November	SAGE – accounting software D/Debit		28.80
December	SAGE – accounting software D/Debit		28.80
November	The Shed Man – Cockayne Hatley bus shelter – paid between meetings with authorization from Councillors		3,345.00
November	Memorial Hall hire		16.00
January	Smith of Derby – annual clock maintenance		355.20
January	T J Seymour – electrical maintenance quarterly		64.50
January	The Shed Man – Cockayne Hatley bus shelter – to be paid on satisfactory completion of installation due the day after this meeting		3,345.00

Appendix B

FINANCIAL STATEMENT - 31 December 2022 with budget to March 2023 & March 2024

	<u>Year to 31 March 2023</u>			<u>2021/2022</u>	<u>2023/2024</u>	Notes
	Actual to 31 December 2022	Budget for year	Expected outturn	Actual	Proposed Budget	
Income						
Precept	25,300.00	25,300.00	25,300.00	24,210.00	26,577.00	1
Interest	17.59	2.00	42.00	3.29	50.00	
Grass Cutting Contribution		380.33	380.33	380.33	380.33	
Insurance Claim	6,642.67		6,642.67	263.25		
CBC Grant	1,200.00		1,200.00			
VAT refund to March 2022	387.17	387.17	387.17	88.52		
Total Income	33,547.43	26,069.50	33,952.17	24,945.39	27,007.33	
Operational Expenses						
Accountants' fees & Sage	536.00	650.00	608.00	542.00	650.00	
Affiliation Fees	207.00	330.00	330.00	320.00	350.00	
Amenity Field lease		120.00	120.00		120.00	2
British Legion	19.00	19.50	19.00	19.50	19.00	
Church Clock Maintenance		300.00	300.00	282.00	350.00	
Churchyard Maintenance	100.00	300.00	100.00		300.00	
Clerk's expenses	230.00	330.00	320.00	331.47	330.00	
Clerk's salary	4,290.99	5,800.00	5,627.00	5,575.44	5,760.00	
Defibrillator maintenance		300.00		300.00	300.00	
Election expenses		65.00			2,000.00	
Electricity - street lighting	3,187.37	4,800.00	4,800.00	2,252.49	6,000.00	
Electricity/lighting - maintenance	1,253.75	500.00	1,600.00	868.75	2,000.00	
General Maintenance	365.39	500.00	365.39	380.00	500.00	
GDPR Data Protection		35.00	35.00	35.00	35.00	
Grants (see below)	250.00	1,500.00	250.00	370.00	580.00	
Normal Grass and Hedge cutting	3,767.68	7,500.00	3,767.68	6,244.48	7,500.00	
Other grounds & tree work	315.00	500.00	315.00	850.00	500.00	

Insurance	893.66	900.00	893.66	875.66	950.00	
Memorial Hall Hire	32.00	90.00	72.00	2.00	90.00	
Millennium Garden		100.00	100.00		100.00	
Parish Tidy Up		280.00	350.00	231.67	300.00	
Playing field Maintenance	251.50	750.00	500.00	1,410.10	750.00	
Playing field lease		360.00	360.00		360.00	3
Training expenses		100.00	100.00	90.00	100.00	
Web site	310.00	360.00	360.00	360.00	360.00	
Vat expensed and not yet recovered	1,081.16	0.00	0.00	391.97		
Total Operational Expenses	17,090.50	26,489.50	21,292.73	21,732.53	30,304.00	
Operating surplus/deficit	16,456.93	-420.00	12,659.44	3,212.86	-3,296.67	
Projects & rent arrears						
Allotment lease and set up		2,500.00		2,500.00	2,500.00	4
Amenity lease arrears		600.00		600.00	600.00	2
Play Area maintenance			5,174.11	5,174.11		
Playing field lease arrears		3,600.00			3,600.00	3
Cockayne Hatley land & set up	23.00			403.00		4
Bus shelter	2,787.50		6,000.00			
Noticeboard CH	2,098.40		2,100.00			
Net Project costs	4,908.90	6,700.00	13,274.11	8,677.11	6,700.00	
Overall surplus/deficit	11,548.03	-7,120.00	-614.67	-5,464.25	-9,996.67	
RESERVES						
Bank brought forward	24,775.07			29,908.98		
(Deficit)/Surplus for period	11,548.03	-7,120.00	-614.67	-5,464.25		
Bank carried forward	36,323.10	-7,120.00	-614.67	24,444.73		
VAT refund due				88.52		
Total	36,323.10	-7,120.00	-614.67	24,533.25		
GRANTS PAID IN YEAR						
Village Link	250.00			250.00	250.00	
Wrestlingworth Mem Hall					180.00	
History Society				120.00		
PWWG					150.00	
	<u>250.00</u>			<u>370.00</u>	<u>580.00</u>	

Bank balances

Current account -		31/03/202		
31/12/2022	1,488.61	1	2,198.01	
Deposit account -		31/03/202		
31/12/2022	<u>34,834.49</u>	1	<u>22,577.06</u>	
	36,323.10		24,775.07	

NOTES TO BUDGET

1 - 5% (band D 4.5%) increase for 2023/24

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 9th January 2023

Application No. and Date	Location	Works Proposed	PC Comment	Status
CB/22/04731/AG	Bury Holme Farm, Guilden Morden Road, Wrestlingworth	Pond excavation to assist in field drainage, capture and storage of water	No Comment	Granted
CB/22/04452/FULL	23 Braggs Lane, Wrestlingworth	Single storey rear extension and over-cladding of existing house with cladding	No comment	Granted
CB/22/04445/SCN	Circa 80 Hectares of Land to the West of Wrestlingworth,	EIA Screening Opinion: Proposed solar farm.	No comment (expiry date was 07/12/22)	Pre-application Advice Released
CB/22/03752/Full 08/11/2022	20 Braggs Lane Wrestlingworth	Change of use of land to enlarge residential curtilage	Comments before 6 th December	Refused
CB/22/03676/FULL 19/09/2022	89 High Street, Wrestlingworth	First floor side extension	No comment	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	Granted
CB/22/02491/FULL 20/06/2022	Brook Farm 94 High Street, Wrestlingworth	Erection of 6 dwellings	No comment	Awaiting decision
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