

WRESTLINGWORTH AND COCKAYNE HATLEY PARISH COUNCIL

MINUTES of the Wrestlingworth and Cockayne Hatley Parish Council Meeting held at Wrestlingworth Memorial Hall on 13th November 2023 at 7.30pm

Present: Chair Cllr J Kirkpatrick, Vice-Chair Cllr J Dix, Cllr L Chapman, Cllr A Ewens, C Dear (clerk) & 2 members of the public

Apologies: CBC Cllr A Zerny, CBC Cllr T Wye & Cllr M Wilson

Open Forum: None

Ethics and Standards Code: None

Cllrs Zerny and Wye sent an update for the meeting in their absence:

- Drawings are with CBC's Highways contractor for proposed traffic calming measures on Potton Road. Likely to be either a speed ramp outside Tree Nursery Gardens or a raised table at the junction with the High Street.
- Likewise, a proposal for a 20mph zone is being worked up. Should know more on both early next year.
- Much CBC time is being taken up with proposed budget right now.
- No news on the solar panel application.
- Or on the housing application for Potton Road. My guess is this will need resubmitting at some point.

Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 25th September 2023, having been previously circulated, were approved and signed by the Chairman.

Chairman's Report

Actions since last meeting:

- Spoke over the phone with a parishioner who had several complaints concerning the grass-cutting service.
- Liaised with our Millenium Garden volunteer and Charlie of Twin Pines Gardening regarding future maintenance of the garden. Meeting arranged for 8th November.
- Will be attending the Remembrance Day Service on Sunday 12th November on behalf of the Parish Council.
- Emailed the Cockayne Hatley Bus survey results to Adrian Hardy of CBC and had a brief email exchange.
- Contacted our website provider to inform them of a problem we had editing the site.
- Responded to retrospective planning application for garden wall at 1 Hatley Road.
- Fixed guttering downpipe on play area garage.

Clerk's Report

- Forwarded relevant emails including parish crime statistics to Parish Councillors and dealt with general queries.
- Completed agenda, budget and financial statement for October's meeting.
- Reconciled bank statement with income and expenditure and transferred £6,000 to cover October & November's outgoings.
- SAGE – transactions added to end of October.
- 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.
- Spoke to potential grass cutting contractor about next season. Currently awaiting their quote.
- Replied to elector regarding grass cutting at Hatley Road. Provided them with diagram of grass cutting areas.
- Reported faulty light at junction of High Street and Eyeworth Road to electrical contractors.
- Completed VAT return to end of October 2023
- Sent 2024 Parish Council proposed meeting dates to Councillors.
- Arranged for payment of Wreath with St Peter's Church
- Completed 'Open Spaces' survey for CBC.
- Opened 32-day notice high interest account at bank.

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

- Emptied bins on a regular basis.
- Litter picking.
- Overview of the play equipment and area for any obvious damage.
- Sourcing information regarding recommended times for ball games to cease in the play area of an evening and establishing dusk only seems to be a recommended time, but no strict guideline found.
- Contacted CBC for any recommendations about timings for no balls games in the village play area.

The zip-wire was discussed, and it was decided that re-tensioning of the wire would be included in next year's budget. **ACTION CD**

MILLENNIUM GARDEN AND BROOK MAINTENANCE

Cllr Kirkpatrick informed the Council that he had met with Charlie from Twin Pines who has volunteered to do some work at the Millennium Garden. It was confirmed that Charlie would invoice the Council for waste bags when needed. CBC are aware of the potential blockage of the brook and said they would see to it at a later date.

HIGHWAYS – Cllr Dix informed the Council of the following:

- Contacted Cllr Tracey Wye, to ask if she could put some pressure on CBC to get the warning bend sign out of the village repaired which has now been re-installed.
- Emailed Chris Dorow, the Rights of Way officer for Sandy, at CBC about the rotting footbridge on the fields. – Still awaiting an update
- Emailed Cllr Adam Zerny to see if there is anything further on the 20mph speed limit and the report that was being done. To date there is no update, but hopefully by the end of the year.

The over-hanging hedge running along Church Lane belonging to Hill Farm House was discussed. It was decided that a member of the Council would firstly speak to the owners to have it cut back.

ACTION LC

The junction of Church Lane and the High Street was discussed with regards to the parked cars which are blocking visibility. It was agreed that photos would be taken to support the necessity for yellow lines to prohibit parking. **ACTION JD & LC**

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

- Village tidy up –PWWG have recommended that the Village tidy up is the first weekend of March 2024. They would like to discuss the arrangements with the Parish Council, to address Coordination (last years' PWWG Coordinator will not be available), skip size, volunteers and promoting the event. I will attend one of their committee meetings to discuss these issues and report back. The Council decided that a poll would be put on the Parish Facebook page next year to see how many people would be available to volunteer. **ACTION MW** It was also agreed that a larger skip would be funded by the Council and that the event would take place over 2 days.
- EV Charging – I wrote to Tom Price, CBC Senior Sustainability Transport Officer suggesting a possible EV charging point in Tree Nursery Close. Having reviewed the site he has determined that this location is not suitable. The visitor parking spaces were a component of the planning process for the development. He advised that CBC will be looking at sites in more detail in 2024 which includes possible rural projects and agreed to get back to me in due course. I will follow up a few months into 2024. There are no other options available at present.
- Street lighting. We have had a successful outcome following completing the details of our current street lighting arrangements with excellent support from UK Power Networks. nPower has credited us with all payments for the past 13 months and rebilled for these months under the new arrangements. In summary this has resulted in a net credit of £644 after November's invoice. In what looks like a related development nPower has also advised that they will be discontinuing provision of supply to microbusinesses, and we must transfer to EON or another supplier. I intend to take advice from UK Power Networks to understand our options.
- I have no update on proposed Solar Farm between Wrestlingworth and Sutton.
- No update in relation to aircraft noise.
- Community Energy Project - due to clashing commitments I was not able to the recent Community Energy Project meeting. There is a meeting on 13th November which I will also not be able to attend as it clashes with the PC meeting. I have sent my apologies and will try to attend the next meeting.

- Wild area at junction of Braggs Lane and High Street – The Council discussed this, and it was agreed that the planting of wildflowers was not feasible considering the amount of time it would take to implement along with the cost and maintenance of the area. An alternative will be discussed at the next meeting.

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

- Various posts made on Village Website & Facebook page as required, including:
 - Posting findings from CH bus survey.
 - Provide update on Bin Collection dates.
 - Share changes to Central Beds Tidy tip entry requirements.
- Reached out to Central Beds Planning to understand status of 16 house plan on Potton Road, awaiting reply.

Lease for allotment area

There is no update on gaining access onto the allotment area and in order to persuade CBC to invest in suitable vehicle access the Council needs to know how much interest there is in the village. So, it was agreed that an article would be put in the Village Link Magazine inviting all Wrestlingworth residents to let the Parish Council know if they have an interest in having an allotment by contacting the Clerk.

Planning

The current Planning applications were discussed.

(Appendix C)

Cllr Wilson had informed the Council via email of the latest from Central Bedfordshire Planning Dept with regards to the 16 houses on Potton Road.

The application was in abeyance due to the applicant considering their options in respect of their layout and drainage matters affecting the wider village. There has been work and discussions ongoing in the background, and the applicant is now discussing how to proceed with their client. They may come back in with amendments to the scheme or may choose to withdraw the application. I will update you further when I have more information.

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.

The Council approved the Clerk's pay rise along with the backdated payments.

The Clerk informed the Council that she would be emailing a draft budget to Councillors in time for the meeting in January when the budget and precept need to be agreed for 2024/25.

ACTION CD

Correspondence – None, other than periodicals which were handed out for distribution and emails sent to Councillors between meetings.

Any Other Business

- **Grass cutting** – The clerk informed the Council that she had spoken to David Granger regarding the grass cutting contract for 2024 and had forwarded his quote to Councillors for their observation. Mr Granger had also recommended a cut before the end of this year to include the wild area at St John’s Church. The Councillors said that they were happy with the terms and conditions and the extra cut necessary this year. They added that they wanted to have some flexibility with regards to number of cuts and length of season. Clerk to speak to Mr Granger to confirm details. **ACTION CD**
- **Alleyways in Wrestlingworth** – the alleyway from Butcher’s Lane to the High Street and another one going up to the Eyeworth Road were discussed. The Clerk informed the Council that the hedges encroaching onto the alleyways are usually cut by CBC in the Autumn. Clerk to contact CBC. **ACTION CD**
- **Memorial Hall Meetings** - It was agreed that the Parish Council would accept the slightly higher rate of £15/hr for our forthcoming meetings at the hall. The Committee would be informed that if there is anything specific to the Parish Council that requires our input that they would contact the clerk. Clerk to inform Committee of decision. **ACTION CD**
- **The 1951 Festival of Britain Village signs** – The Council discussed the potential replacement of the signs with regards to the quote of £390.80 having been distributed by the Clerk. It was decided that the Councillors would inspect the current sign and decide at the next meeting. **ACTION JK, AE, LC, JD & MW**

The meeting closed at 9pm

Date of Next Meeting – Monday 8th January at 7.30pm at Wrestlingworth Memorial Hall

Appendix A

Payments for approval – November 2023

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

October	Town & Parish Council Websites		240.00
October	Npower supply D/Debit – IN08555985		407.77
October	Clerk's Salary D/Debit		476.78
November	Clerk's Salary D/Debit		557.70
September & October	Clerk's expenses (Telephone, Internet, Stamps, stationery) & £5 bus survey printing		35.00
October	SAGE – accounting software D/Debit – UK-03749909		31.20
November	SAGE – accounting software D/Debit – UK-03856676		31.20
November	SLCC Affiliation fee		112.00
September	Reynolds Landscapes – SI-1076		816.00
September	Reynolds Landscapes – SI-1082		816.00
October	Reynolds Landscapes – SI-1106		816.00
October	Reynolds Landscapes – SI-1119		816.00
October	T & J Seymour – electrical maintenance – S12512		64.50
November	T & J Seymour – electrical maintenance – S12521 repairs to W3 Potton Road		347.10
October	Bob Thomas – Bus survey expenses		49.50
August	HCI Data – website renewal		102.00
November	Royal British Legion – St Peter's Church – Wreath*		19.99
November	Clerk's backdated pay for 2023/24		566.44
November	Clerk's backdated pay for 2022/23		389.97
November	HMRC - NI		9.14

*paid between meetings with the approval of Council

Appendix B

FINANCIAL STATEMENT AT 31 October 2023 with budget to March 2024

	<u>Year to 31 March 2024</u>			<u>2022/2023</u>	Notes
	Actual to 31 October 2023	Budget for year	Expected outturn	Actual 2022/23	
Income					
Precept	26,577.00	26,577.00	25,300.00	25,300.00	1
Interest	216.48	150.00	150.00	62.72	
Grass Cutting Contribution		403.15	403.15	403.15	
Insurance Claim				6,642.67	
CBC Grant				1,200.00	
VAT refund to March 2023	458.65	458.65	458.65	88.52	
Total Income	27,252.13	27,588.80	26,311.80	33,697.06	
Operational Expenses					
Accountants fees & Sage	536.00	650.00	608.00	608.00	
Affiliation Fees	216.00	350.00	330.00	207.00	
Amenity Field lease		120.00	120.00		2
British Legion		19.00	19.00	19.00	
Church Clock Maintenance		350.00	300.00	296.00	
Churchyard Maintenance		300.00	100.00	100.00	
Clerk's expenses	200.00	330.00	320.00	290.00	
Clerk's salary	3,337.46	5,760.00	5,627.00	5,721.33	
Defibrillator maintenance		300.00		300.00	
Election expenses	64.82	2,000.00			
Electricity - street lighting	1,854.65	6,000.00	4,800.00	3,914.88	
Electricity/lighting - maint	568.25	2,000.00	1,600.00	1,907.50	
General Maintenance	1,200.00	500.00	365.39	715.39	
GDPR Data Protection		35.00	35.00	35.00	
Grants (see below)	600.00	600.00	250.00	250.00	
Normal Grass and Hedge cutting	3,400.00	7,500.00	3,767.68	3,902.68	
Other grounds & tree work	400.00	500.00	315.00	1,415.00	
Insurance	1,017.28	950.00	893.66	893.66	
Memorial Hall Hire	54.00	90.00	72.00	66.00	
Millennium Garden		100.00	100.00	64.96	
Parish Tidy Up		300.00	350.00	241.67	
Playing field Maintenance	2,376.50	750.00	500.00	251.50	
Playing field lease		360.00	360.00		3

Training expenses	35.00	100.00	100.00	90.00	
Web site		360.00	360.00	310.00	
Vat expensed and not yet recovered	707.75		0.00	391.97	
Total Operational Expenses	16,567.71	30,324.00	21,292.73	21,991.54	
Operating surplus/deficit	10,684.42	-2,735.20	5,019.07	11,705.52	
Projects & rent arrears					
Allotment lease and set up		2,500.00		2,500.00	4
Amenity lease arrears		600.00		600.00	2
Play Area maintenance	775.00			5,174.11	3
Playing field lease arrears		3,600.00			3
Cockayne Hatley land & set up				23.00	4
Bus shelter				5,575.00	
Noticeboard CH				2,098.40	
Net Project costs	775.00	6,700.00	0.00	15,970.51	
Overall surplus/deficit	9,909.42	-9,435.20	5,019.07	-4,264.99	
RESERVES					
Bank brought forward	29,106.16			29,837.50	
(Deficit)/Surplus for period	9,909.42	-9,435.20	5,019.07	-4,264.99	
Bank carried forward	39,015.58	-9,435.20	5,019.07	25,572.51	
VAT refund due				88.52	
Total	39,015.58	-9,435.20	5,019.07	25,661.03	
GRANTS PAID IN YEAR					
Village Link	250.00	250.00		250.00	
Magpas	200.00	200.00			
History Society				120.00	
PWWG	150.00	150.00			
	600.00	600.00		370.00	
Bank balances					
Current account - 31/10/2023	1,919.33		31/03/2023	2,238.19	
Deposit account - 31/10/2023	37,096.25		31/03/2023	26,867.97	
	39,015.58			29,106.16	

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 8th November 2023 for PC Meeting 13th September 2023

Application Ref	Date Submitted	Location	Works Proposed	PC Comment	Target Decision Date	Status	Date Granted
CB/23/03332/FULL	16/10/2023	65 High Street, Wrestlingworth, Sandy, SG19 2EN	Single storey side extension		17/11/2023	Awaiting decision	
CB/TCA/23/00482	10/10/2023	Briar Cottage, Church Lane, Wrestlingworth, Sandy, SG19 2EU	Works to trees within a Conservation Area: T1 Corsican pine, T2 Deodar cedar and T3 Atlas Cedar - all three trees to be felled ground level as all three trees are causing damage to retaining walls, patios and garage. Roots are creating a major trip hazard.	No comment	07/11/2023	Awaiting decision	
CB/23/02967/FULL	03/10/2023	66 High Street, Wrestlingworth, Sandy, SG19 2EP	Erection of a front outbuilding		10/11/2023	Awaiting decision	
CB/23/03012/FULL	13/09/2023	1 Hatley Road, Wrestlingworth, Sandy, SG19 2EH	Erection of a wall over 1m high adjacent to the public highway (retrospective)	Comments Provided (JK)	08/11/2023	Awaiting decision	
CB/23/02447/FULL	21/07/2023	12 Braggs Lane, Wrestlingworth, Sandy, SG19 2ER	Erection of an outbuilding to rear garden	No comment	04/10/2023	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	
CB/22/04445/SCN		Circa 80 Hectares of Land to the West of Wrestlingworth	EIA Screening Opinion: Proposed solar farm.	No comment		EIA Required	