

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 18<sup>th</sup> January 2010  
in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Heath, Hampton & Wallace. County Cllr Batchelor, the Parish Clerk and one parishioner.

1. **Apologies for absence:** Cllrs. Job and McCall, Dist.Cllr. Barrett
2. **Declaration of interest:**  
*To notify the Clerk of any declarations of interest from members for any items to be discussed.*
3. **Minutes of the meeting held on Monday 9<sup>th</sup> November** were signed as correct.
4. **Opportunity for Public Statement:** Cllr. Hampton wished to make a request under AOB.
5. **Matters arising:** None
6. **Planning:** (Applications as listed in Appendix B)
  - a) *Further growth in Haverhill* - Cllr. Hampton had heard nothing back from the Council and having looked at all the documentation feels that Haverhill's growth is not sustainable and that Bury St Edmunds has a better infrastructure to cope with growth.
  - b) *Council's Cabinet:* Attended by Cllrs. McCall and Russell who found it interesting and urged other councillors to go. He learnt that a Section 106 was to be applied to any new buildings with a sum of money paid to the parish council for open space costs, details later. A blue wheely bin will replace the green box around October time; -A new Traveller Consultation is soon to be sent out. The next meeting is in six months time.
  - c) *Wind Farm:* The Chairman reported that RES is speaking to parish councils to arrange meetings with the Parish Chairs and District Councillors in order to discuss the community funding and how it should be operated. It was agreed by the councillors that as West Wrattling is a "footprint" parish that the best way would be to have a meeting with RES and all the other involved parish councils to make these decisions and that a Trust is set up, to be appointed by the parish councils but not necessarily run by the parish council. There are many considerations to be taken into account, which will take time.
7. **Correspondence:** (see Appendix A)
  - a) *Archives:* Mrs S Langford had found some old Parish Council documents which she sent to the Archiving Dept. at SCDC. The Parish Clerk had a list of the items and it was decided, after reading out the list, to leave these items archived.
  - b) *2010/11 1<sup>st</sup> Responder Scheme request for donation:* This has already been put into the budget for the coming year.
  - c) *Telephone Box:* The Parish Clerk had heard back from BT saying that if the parish adopts the telephone box the telephony will be removed. It was agreed that it was better to keep the phone box as it is with its telephony and wait and see if they decided at a later date to remove it when we could then adopt it. The Parish Clerk will write back with this decision and also ask for the lights to be repaired in the box.

## **8 Maintenance:**

- a) *Bowls Pitch:* No further progress with regards to clearing the area with possible funding from the ex-Bowls Club.
- b) *Causeway Trees:* The Tree Officer from SCDC (Roz Richardson) had written to the Parish Clerk asking for an invoice for the money expended by the parish on strapping and also said SCDC would be responsible for replacing any trees which might die. Cllr. Wallace said that a telephone pole had been erected close to one of the new trees which might cause problems as the tree grew. He said he would look into this.
- c) *Salt Bins:* The Parish Clerk has ordered two bins one to be placed by the Village Hall, above the bus stop after cutting out part of the bank; the other to go above The Old Vicarage if this was agreed by CCC. The cost is £100 per bin.
- d) *Drains:* The drain covers have been looked at but no work on them as yet.
- d) *Tree work:* Cllr. Wallace said the Tree Officer had inspected the trees on the recreation ground and said that work was necessary, e.g. removing ivy and dead wood from trees. The estimated cost would be £1000 to be budgeted for next financial year. This was agreed, however, Cllr. Heath said that the same Tree Officer had said it was not a good idea to remove ivy from trees at a Tree Scheme meeting he had attended as Tree Officer for the village. The Parish Clerk was asked to write to the tree officer to get her advice, regarding these trees, in writing.
- e) *Play area:* Work was needed to repair the tiling and Cllr. Wallace had been given an estimate of £200 by Fenland Leisure, to be done in the Spring. This was agreed.

## **9. Finance:**

- a) Authorised payments were agreed as follows:

|         |  |
|---------|--|
| £409.41 | Parish Clerk's salary for Dec./Jan.                          |
| 50.0    | Donation towards costs of "Challenge".                       |
| 13.00   | Solicitors fee for Statutory Declaration witnessing of Oath. |
- b) Monies received:

|          |   |
|----------|---|
| ££200.00 | WWFC contribution towards grass cutting.      |
| £440.03  | CCC contribution towards verge grass cutting. |
- c) *Budget/Precept discussion:* Updated Budget spreadsheets had been distributed before the meeting by Cllr. Anderson, and although the reserves seem high there are costs coming before the end of March, i.e. solicitor's costs for Land Registration and £1000 paid towards Village Hall repair costs. It was noted that the West Wrattling Football Club had not paid the second half of their rent, £125.00, the Parish Clerk will write to Richard Wilson. It was agreed by Council that the Precept should only increase by 1% and the Parish Clerk will notify South Cambs.

## **10. Report of meetings:**

- a) *Sports Pavilion Committee meeting:* Small group met with Steven Currel as Chairman. They were asked to increase their building fund as only £500 had so far been put by, Richard Wilson said another £500 was to be added in January. The risk assessment of the Pavilion will be carried out by David Wallace, Richard Wilson and someone from Sigma, this should include the marquee.
- b) *Police Visit:* They visited the village in December. . They would be quite happy to come to a parish council meeting to make themselves known.

**11. Land Registration:** It was agreed that the Pocket Park should be the next piece of land to be registered. It is believed this land was a disused chalk pit but investigations need to be made.

**12. Relationships:** Cllr. Wallace felt it was important to keep in contact with the Police and also the Linton Health Centre. He felt that someone should come from the Health Centre to give a “Mission” statement as he felt they were not doing all they should for the elderly in outlying villages. The Parish Clerk will write to the Linton Health Centre and the Chairman will get in touch with the Police, suggesting a visit to the Annual Parish Meeting where they could explain their policies.

**13. Report by County Cllr. Batchelor:**

- a) CCC is in the process of preparing the budget. There will most likely be a cut in money received from the Government and CCC are trying to reduce their budget by 35% over the next three years.
- b) He had no further news regarding the Recycling Depot application at Wilbraham but thought it likely to be approved.

**14. Any other business:**

- a) Cllr. Heath had looked at Pocket Park with the possibility of putting in a hedge but he felt that there was not enough reason to have such a hedge as there are many shrubs and small trees surrounding the Park.
- b) Cllr. Hampton requested that something be done about the mess made by fallen branches and dead wood in front of Mr d’Abo’s estate. It has been there several months and needs clearing. The Chairman said he would deal with this.
- c) CPALC courses – The Chairman urged councillors to attend some of these courses to keep up-to-date with what is going on.
- d) Directory for Challenge – it was thought a good idea to have a Directory of local clubs, societies, services and deliveries to be printed as an insert once a year in Challenge. The Parish Clerk will start collecting data.
- e) Cllr. Wallace complained to County Cllr. Batchelor about the difficulty in obtaining grant money, applications constantly being referred back with queries about paint type, flooring etc. etc. Listed buildings of course were the most difficult to get grant money for.

Next meeting will be on Monday 8<sup>th</sup> March 2010.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 8<sup>th</sup> March  
2010 in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Heath, Hampton, Job, McCall & Wallace, County Cllr Batchelor and Dist. Cllrs. Barrett & Squiers, the Parish Clerk and one parishioner.

**1. Apologies for absence:** None

**2. Declaration of interest|:**

To notify the Clerk of any declaration of interest from members for any items to be discussed.

**3. Minutes of the meeting** held on Monday 18<sup>th</sup> January were signed as correct after an amendment to 8e – should read Anglian Playground not Fenland Leisure.

**4. Opportunity for Public Statement:** Colin McCall (P3 officer) updated the Council on the state of the footpaths which were in good order apart from the path to the stables which is very muddy and another load of hardcore is needed to make it passable. Some stone slabs have been laid at the churchyard end of the path by Brian Langford. The Fox Lane footpath continues to be a problem with litter, concrete slabs and hardcore laying about. Cllr. Julia Squiers is trying to set up a “clearing” group. He has filled 36 bin liners with litter from ditches and the roadside and he and Cllr. Squiers were going to walk Balsham Road on Friday, picking up litter. The Chairman asked about the path going down from Green Lane Cottages, which is in a poor state. A letter has been written to James Paice a reply has been received.

**5. Matters arising:**

- a) *Drains* - there had been a complaint by a parishioner about water running down the road. It was agreed that this was probably caused by water running off the fields.
- b) *Tree Work* – The removal of ivy and cutting out dead wood from the trees round the recreation field had been queried but it was agreed that some work was necessary. Quotes were being obtained.
- c) *Play area* – the work on the floor tiling would be carried out in the Spring.
- d) *Causeway trees* – The erection of a new telegraph pole was causing concern as it was placed next to a newly planted tree and it was felt that as the tree grew it could be damaged by the pole. This is being looked into.
- e) *Dead branches etc. on verge* – These have not been removed despite a request to the landowners office, and they are becoming a nuisance. The Chairman will remind them once more.

**6. Planning:** (see Appendix B re applications).

- a) *Wind Farm:* The Community Liaison Group meet on 16<sup>th</sup> March in West Wrattling Village Hall. Cllr. Hampton thought the group looked rather unwieldy. This will be addressed at the meeting.. The Chairman pointed out that this would only be a discussion group and a forum to discuss issues that arise from the wind farm.
- b) *Wilbraham Quarry:* Cllr. Batchelor said this application is due to be decided upon by Committee in March. The point has already been made to SCDC about the industrialisation of the landscape.
- c) *Green Infrastructure Strategy Review:* Cllr. Anderson agreed to look at this.

d) *Local Transport Plan:* Cllr. Hampton is dealing with this.

## **7. Correspondence:** (see Appendix A)

The Land Registration of the Village Hall has now been completed. Next to be registered is the Pocket Park.

## **8. Maintenance:**

- a) *The Pound:* This is a listed building. What we need is to be told by Shoona Smith what further work she would like done. Apparently there are possibly funds available, and we could then make a decision. It was agreed that the council does not wish to spend thousands of pounds on this, but are willing to put gravel in the base with a threshold stone and to tidy up the brickwork. Cllr. Wallace has asked Nigel Heath to produce an estimated schedule of works to put into SCDC.
- b) *Salt bins:* The parish had been offered some yellow ones which Cllr. Wallace refused and asked for either green or brown.
- c) *Bowls Club:* Cllr. Wallace hopes that the ex-members of the club will get the area cleared of rubbish and contribute towards mending the fencing etc. as the club still has money available. Two ideas of future use have been received. Paul Santry would like to use the area to undertake junior football training (although the football club has indicated that it can accommodate them on the recreation ground) and a request to have a "Dog agility/school training" scheme to be held on this area has also been received. It was agreed that the original dog training application should be given priority and further discussions will take place on that basis.
- d) *Cllr. Wallace* had been asked by village youngsters if a new set of small goal posts could be provided and having spoken to the WWFC, they believe they could find some old ones for them.

## **9. Finance:**

- a) The increase of the Parish Clerk's salary from £11.81 to £11.93 backdated to April 2009 as set out by NALC was agreed to by Council.
- b) It was agreed that Mr M Gutteridge be asked to do the internal audit again this year.
- c) *Authorised payments:*
  - £ 428.13 Parish Clerk's salary 2 months @ 4hrs/week @ £11.81/hr. Feb/Mar.
  - £18.72 due to increase in salary (£11.81 to £11.93) from April 2009 (to be approved).
  - £ 11.82 Expenses for postage
  - £ 75.00 Rental cost of computer from West Wickham P.C.
  - £ 948.66 Hewitsons Invoice for work done to Land register the Village Hall
  - £ 30.00 James Crothall for work on concrete seat in High Street.
- d) *Monies received:*
  - £125.00 WWFC Sports Pavilion for second half-years rent for 2009.

## **10. Report of meetings:**

- a) Cllrs. Wallace & McCall had attended the AGM of the Sports Pavilion Committee. Only five were there including the two councillors. In order to comply with the rules of the lease there should have been twenty members attending. Unfortunately Richard Wilson has had to resign due to work taking him abroad. They reported on the meeting saying that WWFC are going to charge their senior players and the money raised will go into the contingency fund. A safety inspection is to be carried out shortly with Cllr. Wallace taking part. The dog fouling has stopped following a visit from

the Police and the viewing of CCTV footage. Cllr. McCall has a copy of the audited accounts and will let the Parish Clerk have a copy of this. The Chairman passed round a document with concerns over parts of the lease that it was thought were still not being fully complied with.. Amongst the points were more detail needed on the accounts and a full list of events was still not forthcoming, which means a proper check cannot be kept on any proposed events which might contravene the lease with regard to the Pavilion use, instead of the village hall and Chestnut Tree pub (it was acknowledged that some events, including a fixture list, were put in the Challenge). A risk assessment still needs to be carried out. Cllr. Hampton suggested a letter is written to the Committee bringing to their attention things which they should be doing. It was agreed that the Chairman would write in due course.

**11. Election:**

If there is no general election on the 6<sup>th</sup> May this will be the date the local Parish Council election is held and so nomination forms need to be completed and returned to SCDC by 8<sup>th</sup> April if the election is contested. At present all 7 councillors are willing to continue for a further four years. If there is a general election on 6<sup>th</sup> May the local elections will not be held until the end of May. A notice will be posted on the noticeboard by the 29<sup>th</sup> March.

**12. Report by Dist. Cllrs. Barrett & Squiers:**

- a) Due to the financial situation there may well be redundancies. Several top posts are vacant due to retirement and may not be refilled.
- b) 3% (between £3 and £5) calculated on band D is probable.
- c) The next Forum to be held will be on Planning on 23<sup>rd</sup> March.
- d) Cabinet members would be pleased to attend Parish Council meetings if invited.
- a) Cllr. Squiers is willing to be involved in village “Clean Ups” and will be litter picking with Colin McCall along the Balsham road this Friday.

**13. Report by County Cllr. Batchelor:**

- a) Council tax will be 3% and there will be a 20% reduction in the overall budget.
- b) The Transport Innovation Grant – the bid was rejected because the county were not prepared to accept the congestion charge. The Urban Transport Renewal fund would not be of much use to the rural areas.
- c) Guided bus route – 50M overspent, work has come to a standstill and there is likely to be a court case.

**14. Any other business:**

- a) Training – there are many CALC courses available so if anyone is interested please let the parish clerk know.
- b) Planning Applications – please see these are read and dealt with as soon as you receive them.

**The next meeting 10<sup>th</sup> May 2010. Cllr. Hampton gave his apologies.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the AGM of the parish council held on  
Monday 10<sup>th</sup> May 2010 in the Village Hall at 7.30pm.

Those present were: Chairman Russell, Cllrs. McCall, Job, Wallace,  
and Heath.

One parishioner and the Parish Clerk

1. **Declarations of Interest & Acceptance forms:** The necessary forms were signed by the councillors at the start of the new 4 year period. The election was uncontested.
2. **Election of Chairman:** Cllr. McCall proposed Cllr. Russell, seconded by Cllr. Wallace. Cllr. Russell was happy to accept the Chairmanship.
3. **Appointment of Vice Chairman:** The Chairman proposed Cllr. McCall, seconded by Cllr. Wallace. Cllr. McCall accepted the appointment of Vice Chairman. They each signed the necessary forms with the Parish Clerk as witness.
4. **Apologies for absence:** Cllrs. Hampton and Anderson sent their apologies. Their signed forms had been received by the Parish Clerk. Dist.Cllrs. Barrett and Jarvis and County Cllr. Batchelor were all delayed but arrived in time for their reports and the Parish Meeting at 8.30pm.
5. **Declaration of Interest:** None.
6. **Minutes:** Minutes of the meeting held on Monday 8<sup>th</sup> March were signed as correct.
7. *Opportunity for Public Statement:* Colin McCall, the P3 Officer, reported that County Council had informed him that there would be only two cuts of the footpaths during the year instead of three, due to lack of money. His group had decided that instead of using Roundup to keep the weeds clear they would cut back the verges. Again he had been busy litter-picking in the ditches. Following an item in the Challenge he was hopeful of some extra helpers, two in Weston Colville and possibly one in West Wrattling.
8. **Matters arising:** None
9. **Planning:**
  - a) *Wind Farm update:* The first meeting to discuss Community Funding had been held. . The Chairman told councillors to check the website regularly to keep an eye on what is happening. RES are saying it will be built within two years but so far not even the choice of turbines has been made. The Parish Clerk was asked to notify the parish through Challenge that RES were wishing to use local contractors, where possible.
  - b) *Green Infrastructure Strategy Review:* Cllr. Anderson was unable to attend the meeting..
10. **Correspondence:** None
11. **Finance:**

- a) i. **Acceptance of Accounts** for year 2009/10. Council had been distributed the End of Year accounts which were accepted and signed by Chairman and Parish Clerk. The Chairman was pleased that we were just about within the budget but a Resolution was passed to carry forward surplus monies to go towards maintenance issues. This was proposed by Cllr. Wallace and seconded by Cllr. McCall. The interest on the Savings account was very low and it was agreed that High Interest Accounts should be looked into.
- ii. **Annual Governance Statement** was read out by the Chairman, accepted by the Council and signed by Chairman and Parish Clerk.
- iii. **Statement of Accounts** was signed by Chairman and Parish Clerk.
- b) Authorised payments:
- |           |   |
|-----------|---|
| £ 413.57  | Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr.   |
| £1,939.47 | Allianz Ins.  |
| £ 235.00  | Anglian Playground Services (rubber tiles for play area).                                       |
| £ 100.00  | Donation to 1 <sup>st</sup> Responder Scheme (Magpas aff.)                                      |
| £ 141.33  | CALC membership fee   |
| £ 420.00  | Contribution to WWFC for cutting recreation field in 2009/10.                                   |
| £ 27.98   | Mrs J Richards for for 2 ink cartridges from Tindalls.  |
| £ 200.00  | This is a payment to MC Maintenance for grass cutting not shown on the Agenda but budgeted for. |
- b) Monies received:
- |           |  |
|-----------|--|
| £4,545.00 | 1 <sup>st</sup> tranche of the Precept |
| £ 159.78  | VAT reclaim                            |

## 12. Maintenance:

- a) *The Pound*: Cllr. Wallace is going ahead with an application for a grant from SCDC towards the cost of work to be done on the Pound. He hopes to have a quote for the work before the next meeting.
- b) *The Causeway*: The new trees are doing well and SCDC are chasing the contractors who put in the new telegraph pole to come and move it.
- c) *Trees on the recreation ground*: Two quotes had been received from Mr Bryce and Acacia, the latter being the higher quote for £1080. It was agreed that Mr Bryce be asked to carry out the work, his quote being £800.00. He had done work for the parish council before.
- d) *Dead branch etc.*: Cllr. Wallace had seen Keith Faunch, from Highways, who told him that they could issue a 14 day letter to the estate if they do not remove the debris. The Chairman said he wished to keep good relations with local landowners and he would speak to Keith Faunch requesting him not to send out a letter at present.
- e) *Bowls Club*: The fence has been repaired, the grass cut by the ex-Bowls group and they have given the remainder of their funds, £2500, to go towards the Sports Pavilion contingency fund. The Dog Agility Training group will now commence. The first three months will be rent free and then a contract will be drawn up and signed.
- f) *Salt bins*: Two green bins will be received shortly. It is hoped that gritting may be carried out on the high street next winter as it is a bus route.
- g) *Goal posts*: Cllr. Wallace intends to check with RoSPA the health and safety aspects of erecting a lightweight goal post, to be given by the WWFC for the youth of the village to use.
- h) *Bus shelter*: Further work on this has been budgeted for this coming year.

13. **Risk Assessment**: The Chairman had been through all the village assets with regard to risk assessment and it is Minuted thus.



- 14. Report of meetings:** Cllrs. McCall & Wallace had had a meeting with the Football Federation and were told that WWFC was a model project. The Chairman asked that Cllrs. McCall and Wallace, who represent the Parish Council on the Sports Pavilion committee, put pressure on the committee to get the generic Risk Assessment carried out. The football clubs have asked to increase the number of events at the Pavilion from 18 to 22. The number had already been increased from 15 to 18 and it was not deemed necessary to increase the amount again at this point as we are still waiting for a list of events so far this year and how much was raised for each event.
- 15. Land Registration:** The necessary documentation for registering Pocket Park is with the Chairman and solicitors will be appointed to do this. It was suggested we discuss with Jeanette Job whether we needed to register the other smaller village assets..
- 16. Report by Dist. Cllr. Barrett:** He had written an Annual Report which will go with the reports for the Parish Meeting.  
He was queried about a change made in the village envelope down the Causeway which the Parish Council had not been consulted or informed about. He will check.  
The Housing Survey was discussed as this was last done in 2003 and should be done approx. every 5 years.
- 17. Report by County Cllr. Batchelor:** A written Annual Report will go with the reports for the Parish Meeting.  
He spoke about the application for Restoration & Landfilling site for Wilbraham Quarry, which is nearing approval but with no condition about time limits. Chairman thanked Cllr. Hampton for his work on this aspect and we were told that this “time” condition has to be put in place. Chairman asked about the lighting, which is often very visible, at the Wadlow Camgrain site. There should be downlighting only which does not cause light damage. Cllr. Batchelor will check this out.
- 18. Any other business:**
- a) Cllr. Wallace told council that further work would need to be carried out on the Village Hall, costing approx. £1000. He would be applying to SCDC for a grant but hoped that the Parish Council would also assist and would like it discussed at the next meeting. It will be put on the Agenda.
  - b) Chairman reminded council that the Annual May Service would be held on Wrattling Common on 30<sup>th</sup> May. Cllr. Heath said he would attend.
  - c) An item about bonfires and their legality had been placed in Challenge, unsigned. Letters should always be signed and also be of a less threatening nature.

Meeting closed at 8.40pm. The next meeting will be held on Monday 13<sup>th</sup> July 2010.

Chairman.....

**WEST WRATTING PARISH COUNCIL**

**ANNUAL PARISH MEETING  
held on Monday 10<sup>th</sup> May 2010 at 8.30pm**

1. **Apologies for absence:**  
Apologies were received from Cllrs. Hampton and Anderson
2. **Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and the Minutes dated 11<sup>th</sup> May 2009 were signed as correct.
3. **Chairman's Report:** See attached.
4. **Financial Report:** The accounts for the year had been discussed in the Parish Council meeting at 7.30pm and copies were available for anyone wishing to have them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports has been received from:  
Over 60's Club                      Bridge Club  
Tennis Club                         Women's Institute  
Football Club                       Village Hall Management report  
JuniorFootball Club               Annual Reports from Dist. & County Cllrs.  
Footpaths

These will be displayed on the Parish Council Notice Board outside the Village Hall

7. **Any Questions:**  
Cllr. Job gave a vote of thanks to Chairman Russell for all the work he has put into Chairing the Parish Council during the past year.

Meeting closed at 9pm.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 12<sup>th</sup> July  
2010 in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Heath, Hampton & Wallace, County Cllr Batchelor and Dist. Cllrs. Barrett & Jarvis and the Parish Clerk.

**1. Apologies for absence:** Cllrs. Job & McCall

**2. Declaration of interest|: None**

To notify the Clerk of any declaration of interest from members for any items to be discussed.

**3. Minutes of the meeting** held on Monday 10<sup>th</sup> May were signed as correct.

**4. Opportunity for Public Statement:**

**5. Matters arising: None**

**6. Planning:** (see Appendix B re applications).

- a) *Parish Forum meeting:* The Chairman said this was a good meeting and someone should always attend each time they are held. Points to note are changes proposed to give locals a greater say in the planning system with planning done more on 'character of the area' rather than housing density. A talk about Community Orchards which could be possible in the Pocket Park. Cllr. Heath said that this had been discussed at the Tree Warden meeting.
- b) *Wind Farm update:* Minutes have only just been received so best to read them and discuss at the next meeting in September. A decision has to be made whether to form a Trust or Community Interest Company. Work will be starting next year but as yet the transport plan has not been finalised and the size of the turbines is not yet known.
- c) *Green Infrastructure Strategy Review:* Cllr. Anderson said this was out of date and so did not comment.
- d) *Planning Applications:* The three applications have now been returned to the Parish Clerk.

**7. Correspondence:** (see Appendix A)

Location of two salt bins: It was agreed that one should be located next to the Telephone Box up the High Street and the second one to be placed next to the bus shelter. The Parish Clerk will inform Highways.

**8. Maintenance:** Cllr. Wallace gave a brief update on general maintenance i.e. the trees in The Causeway and the surface dressing of the Balsham/West Wrattling road at Honey Hill. Other particular points were:-

- a) *Rospa Report:* All low risk problems will be addressed by Cllr Wallace
  - i) Problem with the gate but this is an "inhouse" repair.
  - ii) Rubber tiles – the contractors who did the work have returned to redo some of the work.
  - iii) Goal posts – these must not be fixed in the ground and the tops should be capped.
  - iv) Footpath – there is a drop to one side, needs to be levelled.
  - v) Matting – kind that the grass grows through needs to be put in main gateway and to the right of the pitch.

Cllr. Wallace will cost out any work he feels it is vital to carry out.

- a) *The Pound:* Cllr. Wallace went through the estimate which was set out in stages. It was agreed by Council that the first stage should be carried out, ie building up the floor inside to the correct level.
- b) *Village Hall Repairs:* £1000 worth of repairs to the windows and a further possible £7000 needed for roof work. It was suggested fibreglass be used for the roof, making a considerably cheaper job. Dist.Cllr. Barrett is requesting a grant from SCDC but will not get a reply until September. It was agreed to give another £400 at present, taking £400 from the Pound budget.

## 9. Finance:

- a) The Chairman discussed in detail the internal audit and went through the various points raised, i.e.

*Fidelity Guarantee:* The Parish Clerk will check what the extra cost will be for an additional £15,000 insured sum before making a decision.

*Budgetary control:* The auditor queried whether two councillors checked the accounts. In fact the Parish Clerk had misinformed him as she always emails the accounts both to Cllr. Hampton and Anderson.

*Reserves:* The Chairman felt justified in having high reserves as with the present recession local Council finances are going to be difficult.

The Council was satisfied with the way the audit was carried out and the points raised.

- b) Authorised payments:

|          |  |
|----------|--|
| £ 35.00  | ICO Data protection registration fee – chq. 726 paid.                        |
| £ 400.00 | M.C. Maintenance 2 <sup>nd</sup> & 3 <sup>rd</sup> cut – cheque 727 paid.    |
| £ 800.00 | D. Bryce for tree work on recreation grnd. – cheque 728 paid.                |
| £ 413.57 | Parish Clerk's salary 2 months @ 4hrs/week @ £11.81/hr. June/July (chq. 729) |
| £ 88.13  | RoSPA inspection fee – Cheque 730.   |
| £ 29.00  | CPRE subscription fee – cheque 731.  |
| £ 105.00 | SCDC cost of uncontested election – cheque 732.                              |
| £ 90.00  | M. Gutteridge (Int.Auditor) – cheque 733.                                    |
| £ 200.00 | Age Concern (Mobile Warden scheme) cheque 734.                               |

- c) Monies received:

|         |  |
|---------|--|
| £200.00 | WWFootball Club contribution towards grass cutting |
| £ 50.00 | Tennis Club contribution towards grass cutting.    |
| £125.00 | WWFC Sports Pavilion half-year rent.               |

## 10. Dog Agility Club lease

- a) Rubbish has to be cleared and should be paid for from the Bowls Club funds that are available to the Pavilion
- b) Lighting – they will have to provide it.
- c) Lease: The need to have a lease or licence was discussed at length. Cllr. Anderson was asked to look into the difference between a lease and licence and the legal position regarding the use of one or the other and to resolve the issue. One or the other would need to be in place by the end of the month and Cllr Anderson was asked to take this on and he agreed. The Chairman stated that the legal obligations of the Council, particularly regarding security of tenure, must be covered whichever route was eventually decided upon

## 11. Report of Meetings:

*Sports Pavilion:* The lease is not being fully complied with and 30<sup>th</sup> June was a deadline for getting the necessary documentation completed re risk assessment and other requests . As a Football Club they are clearly one of the better ones but the

business side of running the club needs to be addressed as we are now over 3 years since opening.. It was agreed that legal advice should be sought on how to move on, agreeing an expenditure of up to £400.

**12. Report by Dist. Cllrs. Barrett & Jarvis:**

- a) SCDC will be capped to a nil increase next year so the Precept should be looked at carefully.
- b) Last year £11m. was paid to government on council housing stock. Houses are being refurbished but slowly because of cost. SCDC have been given the option of taking on the debt of £180m. over 5 years, which will allow any council property to belong to SCDC.

**13. Report by County Cllr. Batchelor:**

- a) There will have to be substantial cuts in spending as the government grant will be £100m less.
- b) Youth Services will be severely cut; open access youth clubs will not be supported and therefore local communities will be asked for their support.
- c) There will cuts in Police staff and constabulary.

**14. Any other business:**

- a) Cllr. Russell told Council that this would be his last meeting as Chairman due to his possible move away but also because he had been Chairman for 3 years which he felt was long enough. He suggested that Cllr. Job take on the chairmanship. He was prepared to do it and was prepared to go on CPALC courses. It was left open for council to think about.
- b) Cllr. Wallace asked if Council would be prepared to make a donation towards repairing the Church clock. Cllr. Anderson said we needed to look at the budget before making any decision and the Chairman said money amounting to over £4000 had been given to the Church a few years ago by a village fund raising group. The church is a separate organisation and it would be like giving money to the pub if we were to fund church projects from Parish Council money.

**The next meeting will be on Monday 12<sup>th</sup> September 2010.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 13<sup>th</sup> September  
2010 in the Village Hall at 8pm.

Those present were: Cllrs. Anderson, Hampton, Job, McCall,  
Russell & Wallace. County Cllr. Batchelor  
& Dist. Cllrs. Jarvis & Barret and the Parish  
Clerk.

1. **Apologies:** Cllr. Heath.
2. **Appointment of Chairman:** The Parish Clerk asked for proposals for a new Chairman. Cllr. Russell proposed Cllr. Job, seconded by Cllr. Hampton and the council was in agreement. Cllr. Job signed the Declaration of Acceptance and took the chair. Cllr. McCall proposed a motion to thank the outgoing Chairman, Cllr. Russell, for his period of chairmanship, for doing an excellent job and coping with many difficult issues. This was seconded by Cllr. Anderson.
3. **Declaration of interest:** None.
4. **Minutes** of the meeting held on Monday 12<sup>th</sup> July were signed as correct.
5. **Opportunity for Public Statement:** The Footpath Officer, Colin McCall asked if the telephone box could be painted as he had been requested to ask by Richard Holness. The situation at present is that the parish council informed BT that they did not wish to adopt the phone box but would like to discuss this again when BT decide to remove it. The footpaths will have a 3<sup>rd</sup> cut from 20<sup>th</sup> September but no decision has yet been made about next year's cuts and he asked the parish council to write to the department for clarification and to say how valuable this service is. The hedges have been cut and hardcore has been put down at the equestrian area. No "Roundup" will be allowed. A waymark is missing at Greenway End which will be dealt with. Path 2 – the grass has been left. Path 1 – John Drew has cleared out the ditches and removed rubbish and concrete with the help of a Probation group. He gave his thanks to Raymond Maskel, Simon Anderson and Caroline Smith for all their help. The grass on the Causeway has been cared for by Ian Davison and Wally Potter through the summer. The football club members and the Sports Pavilion members have helped with picking up litter on the recreation ground.
6. **Matters arising:** None.
7. **Planning:**
  - a) *Wind Farm Report:* At the last meeting it was proposed that funding would be provided to any village within 5km. The original discussion was that the four main villages, namely West Wrattling, Gt Wilbraham, Weston Colville and Balsham should take preference over the other villages involved and have the greater say when deciding on which projects and how the money should be spent. This will again be put forward at the meeting Cllr. Russell will be attending on 14<sup>th</sup> September with Cllrs Job. RES have proposed the group named Business Community Foundation to deal with looking after the funding once organised but they will charge 10% of the yearly money and Cllr. Russell feels it could be dealt with by local people. The meeting is open. The Chairman asked for comments and Cllr. Wallace was in total agreement with Cllr. Russell and Cllr. Hampton

suggested council should pass a resolution expressing disquiet at what is proposed. It was agreed to wait and see the outcome of the coming meeting.

- b) S/0827/8 – Oxcroft Farm: It was agreed that this had not been approved and the parish clerk will make the necessary amendment to the planning list.

#### **8. Correspondence:**

- a) SCDC have been given the proposed location for the salt bins but they have not arrived yet.
- b) The suggestion put by the Internal Auditor to obtain Fidelity Guarantee insurance was discussed and it was agreed that it was unnecessary and a waste of the parish's money when there was a secure system in place to avoid fraud.

#### **9. Maintenance:**

- a) *The Pound* – No further progress and a letter from Shona Smith of SCDC turned down the hopes of a grant. The work will be carried out as agreed at the last meeting.
- b) *Village Hall repairs* – The windows have been replaced with plastic frames and locks. The £400 contribution agreed by the parish council towards the cost can now be paid.
- c) *Pump Shelter* – The crown and plinth have been dismantled and the roof painted with special paint to go on metal. Cllr. Wallace has repaired the plinth but the Crown needed professional work and Cllr. Wallace has asked a Signwriting company to carry out the work at a cost of approx. £100. This has been budgeted for. The stanchions will need painting sometime in the future and should be considered in next year's budget.

The Chairman thought it would be sensible if Cllr. Wallace was able to make such decisions without reference to the full council, for anything under £200 as set out in the Financial Regulations, and suggested a sub-committee to help in such a situation. Cllr. Hampton said an agreement between Cllr. Wallace, the Chairman and one other would make such instant decisions possible. This was agreed.

#### **10. Finance:**

- a) The Parish Clerk told council that the external audit had been carried out satisfactorily and the necessary notice had been posted on the noticeboard.

- b) *Authorised payments:*

£ 200.00 M.C. Maintenance 4th cut – cheque 735 paid.

£ 200.00 “ “ 5<sup>th</sup> cut – (Chq. 736)

£ 413.57 Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr. Aug./Sept. (Chq. 737).

£149.34 Moore Stephens – External audit fee. (Chq. 738)

M.C. Maintenance were paid £200 (Chq. 739) for the 6<sup>th</sup> cut, invoice having been received after the Agenda went out but this is budgeted for. Following agreement by council, the parish clerk was asked to write to MC Maintenance requesting that they only do one more cut, which will be 1 extra to the budgeted figure.

**11. Dog Agility Club lease:**

- a) Cllr. Anderson reported on the various options concerning a lease or agreement. These were discussed at length and also the legal aspect of someone having exclusive use of the land of which the parish council was trustee, necessitating having a lease. The parish clerk had a copy of a draft rental agreement and it was agreed that Cllr. Anderson should amend this for the Dog Agility Club and ask CPALC to check if it meets the necessary requirements. If it does the Sports Pavilion Committee will then be asked if they are in agreement as it is within their remit to decide whether to accept the Dog Agility Club to use the bowls club area.
- b) Cambridge Water Company need to know whom to get in touch with regarding any water bills metered on the bowls club area. As the situation is not yet resolved the parish clerk will ask for more time. There is no cost outstanding and no water has been used.

**12. Report of meetings:**

- a) Cllrs. Wallace and McCall's report on Sports Pavilion Committee matters. Nothing to report as there had been no meeting held since the last parish council meeting. Cllr. Wallace is concerned about the Sinking Fund, which is not being kept up. Cllr. Anderson said three members of the village had complained about the behaviour of the football club members and had asked him to convey their disquiet to the parish council.

**13. Report by Dist.Cllrs. Barrett & Jarvis:**

- a) Cllr. Barrett congratulated Cllr. Job on his appointment as Chairman and thanked Cllr. Russell.
- b) The blue bins are being delivered and the first pick up will be 12<sup>th</sup> October.
- c) Finances at SCDC are still difficult with cost savings in all departments having to be made. A cap could be put on the council tax.
- d) Parish Councils must be prudent when looking at their budgets for next year with regard to their Precept request.
- e) Regarding planning it looks as if there will be changes made in how planning is carried out with parish councils having more input.
- f) Consultation with parish councils etc. will be wider particularly with regard to licencing.

**14. Report by County Cllr. Batchelor:**

- a) He had attended the meeting regarding the Waste Tip at Gt. Wilbraham and unfortunately this was approved. Added to the conditions list was that spoil tips have to be removed before crushing takes place.
- b) NATS are having a second consultation this coming year concerning airspace.
- c) There will be a review of budgets in October.

**15. Any Other Business:**

The Chairman read out "It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 15 namely a private council meeting to discuss issues it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw."

**The next meeting will be held on Monday 8<sup>th</sup> November 2010.**



**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 8<sup>th</sup> November  
2010 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Anderson, Hampton, Heath, Russell  
& Wallace. County Cllr. Batchelor and the Parish Clerk.

1. **Apologies:** Cllr. McCall, Dist. Cllrs. Barrett & Jarvis.
2. **Declaration of Interest:** Cllr. Wallace had an interest under item 12.
3. **Minutes** of the meeting held on Monday 13<sup>th</sup> September were signed as correct, proposed by Cllr. Russell, seconded by Cllr. Hampton.
4. **Opportunity for Public Statement:** None.
5. **Matters arising:** None
6. **Planning:**
  - a) *Wind Farm-* Cllr. Russell and Cllr. Job attended a further meeting on 14<sup>th</sup> September. It will be proposed that the committee is called “Wadlow Wind Farm Community Fund Allocation Committee” with 7 committee members including at all times one from the 4 Parishes that border the wind farm. The first meeting of this Allocation Committee will be on Monday 6<sup>th</sup> December at 7pm, to be held at West Wrattling Village Hall. The Chairman will write a piece for the December issue of Challenge to urge parishioners to attend this meeting.
  - b) *Planning Application meetings:* - Cllr. Hampton outlined his idea to best deal with this. He suggested booking the Village Hall on a fortnightly basis between 6.30-7.30pm for the working group to meet to discuss any applications received. If there are none then the booking would be cancelled. Those unable to attend would be able to look at the plans on the SCDC website and make any comments they felt necessary but they would not be able to vote. The Parish Clerk would email the details and the website to look up. The usual Comments sheet would be given to the Working group to be completed and returned to the Parish Clerk as usual and the result would need to be published either in the Minutes or in Challenge. Cllr. Hampton said he would refine his notes following the Council’s agreement to his suggestions and distribute them. He was thanked by the Chairman.
7. **Correspondence:**
  - a) *Letter to H. d’Abo following his letter to Parish Council* – Following the Chairman’s response to Henry d’Abo’s letter concerning his approved development on the Causeway and his renewed interest in the Government Green Paper, a further letter had been received from Mr d’Abo concerning the project he put forward several years ago for affordable housing on The Common and asking for a meeting with the Parish Council. It was agreed that in response the Chairman would say it would be sensible to wait to see the outcome of the Green Paper.
  - b) *Request for donation for wreaths from the Parish Councils on Remembrance Day* – It was agreed that a sum of £25.00 would be donated to be split between the general Parish Council wreath and £15.00 towards the West Wrattling Common Memorial wreath. This was budgeted for last January. The Parish Clerk will notify Suzanne Langford and Margaret Johnson.

## 8. Maintenance:

- a) *Pump Shelter*: The roof is now painted and the crown re-gilded. The invoice for £400 has not yet been received. The stanchions supporting the roof need some work on them at a cost of approx. £100 and this was agreed. The pump itself is in need of de-rusting and painting but it was decided to leave this until next year.
- b) *Causeway trees*: The ties and bags have now been removed.
- c) *Recreation ground car park*: It was proposed and agreed that “Users Risk” notice should be put up. A plastic grid through which grass grows will be placed under the swings to make a better and safer surface.
- d) *Gritting* – Salt bins have been put in place and filled.
- e) *Village Hall*: A grant from SCDC of £385 had been allocated but the work done has yet to be inspected.

## 9. Finance:

### a) Authorised payments:

|         |   |
|---------|---|
| £200.00 | MC Maintenance for 6 <sup>th</sup> cut of grass (739 paid).                   |
| £400.00 | Donation to Village Hall for repairs (740 paid).                              |
| £413.57 | Parish Clerk’s salary 2 months @ 4hrs/week @ £11.93/hr. Oct./Nov. (Chq. 741). |
| £220.90 | Algar Signcraft Services Cambridge Ltd. (paid by Cllr. Wallace) (cheque 742). |
| £ 70.00 | CPALC fee for Chairmanship A & B Training course. (cheque 743).               |
| £30.00  | J Crottall for work on Causeway trees (cheque 744).                           |

### b) Monies received:

£4545.00 Precept for 2<sup>nd</sup> half of year 2010.

- c) **Budget**: The Chairman asked for thoughts on the amount of Precept we should request in March. Cllr. Wallace said that it was Minuted some years ago that we would increase the Precept by the Cost of Living Index, which is at present 3.5%. Cllr. Hampton felt it should be a small increase e.g. 2.5%. Cllr. Anderson reiterated this. Cllr. Heath felt there was very little difference between 3% and 4%. Cllr. Batchelor said that it is likely that the parishes will be asked to contribute to more things, e.g. Youth clubs. No decision has to be made yet but it needs to be thought about before the January meeting. This year’s budget is broadly in line with projections. Some items e.g. Maintenance have gone slightly over budget but others, including the Land Registration budget of £1200 was under budget with nothing paid out so far this year but there is likely to be a £600 fee for registering Pocket Park to be paid within this years budget. There were no major unbudgeted items of expenditure marked for next year.

## 9. Dog Agility Lease:

- a) Cllr Anderson was asked whether he had been able to enquire after a lease draft with CALC as was agreed at a previous meeting. He reported that the Club has moved elsewhere. The Chairman felt that Council should learn from this and ensure that when clubs or societies or businesses propose use of Parish property that proper frameworks are put in place so to manage expectations, and that this had not been well managed in this case.
- b) Cambridge Water Co. – The Parish Clerk was asked to write to them saying the water service is no longer required and should be cancelled as the Bowls Club has closed. If there is any money owed ask for a bill to be sent to the Parish Council.

## 10. Report of Meetings:

- a) Cllr. Wallace had attended a Sports Pavilion Committee meeting but there was not a full committee and therefore the next meeting, date to be arranged, will be attended by the Parish Council Chairman and hopefully the Trustees who signed the lease will also be in attendance.

- b) Cllrs. Heath & McCall attended the Parish Liaison Meeting in Cambourne which they both found most interesting and well worth going to. Most parishes in the area were represented with an attendance of 66. The cuts were discussed but nothing that really affected this parish.
  - c) Cllr. Heath (Tree Warden Officer) reported on a meeting he attended. Community orchards were discussed and he thought that the Pocket Park would be a good place for such an orchard and if a hedgerow could be planted along the road from Pocket Park to the village it would create a footpath, making the park more accessible. It was agreed that it was worth looking into. It is believed that the verges are owned by Highways but the ditches by H. d’Abo. It was agreed that Cllr Heath would contact Mel Cottage, who maintains the Pocket Park, to discuss this further.
11. **Land Registration of Pocket Park:** There is a query over the boundary of the pocket Park. It was agreed to find out how much a survey would cost before making any decision about disputing this query or not.
12. **Parking issues outside Village Hall:** A serious accident had narrowly been avoided due to a car parked half on the pavement making visibility poor. Cllr. Wallace composed a letter with Linton Constabulary pointing out the parking problems and this has been placed on the Notice Board outside the hall and also posted inside. A notice was also placed on the windscreens of any cars parking outside, particularly during the day when buses stop there.
13. **Reports by Dist.Cllrs. Barret/Jarvis:** None due to their absence.
14. **Report by County Cllr. Batchelor:**
- a) The spending review had been carried out with cuts of 25% in the budget over the next 3 years. The government money was split three ways with 300M granted for Precept, 300M for schools and 300M ring-fenced for projects. The rules governing the last 300M is currently under review and could be loosened. If it loses its “ringfenced” status then the government could also reduce this amount by 25% .
  - b) Gritting rounds have been confirmed for this winter and the Six Mile Bottom road and the High Street will both be gritted.
  - c) Linton Wind Farm application has been turned down, mainly due to NATS report.
  - d) A1307 accident figures are down since the work has been carried out. In 2009 there were 68 accidents and 1 fatality. In 2008 there were 118 accidents and 6 fatalities.
15. **Any Other Business:** Cllr. Russell requested that an item be put on the Agenda to discuss a recent website for West Wrating which was being produced.

**The meeting closed at 9.30p. The next meeting will be on Monday 10<sup>th</sup> January.**

**Chairman:**