

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 12<sup>th</sup>  
January 2015 in the Village Hall at 8pm

Those present were: Chairman Job, Cllrs. Nichols, McCall, Ross-Bain &  
Snow, Dist.Cllr Fraser, County Cllr. Hickford,  
3 parishioners & the Parish Clerk.

1. **Apologies:** Dist.Cllrs. Barrett and Fraser.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 10<sup>th</sup> November were signed as correct. Hanneke Okkenhaug offered her services to the council and following a vote proposed by Cllr.McCall and seconded by Cllr. Job, it was agreed to co-opt her onto the council. Both Hanneke Okkenhaug and Richard Holness, who had been voted on at the last meeting, signed their Declaration of Interest and Register of Parish Member's Financial and Other Interest forms and took their place on the council.
4. ***Opportunity for public statement:***  
Colin McCall (Footpath Officer) told Council that the footpaths are now very muddy and no work can be carried out on them. Litter is still being collected by his team.
5. **Planning:**
  - a) S/2268/14/PO – Camgrain – removing restrictions on lorry movements. The Chairman had not yet received a date for the committee meeting but it is thought to be in February, and he would definitely be attending this. However it is understood that the agent for Camgrain had put up a proposal to put in an exclusion zone for Balsham and West Wrattling but we have not had confirmation of this yet. The question was raised as to how this exclusion zone would be monitored. The Chairman had been in touch with English Heritage regarding the damage caused to old and listed buildings through vibration of the grain lorries.
  - b) S/29992/14/LB - 7 High St., Mr & Mrs K Roberts. Cllr. McCall had looked at the application and three other councillors had seen it. It was therefore agreed at the meeting that this application should be approved. The Chairman explained to the new councillors why there should be a planning meeting rather than passing the application round to all councillors, which is how it used to be done. It needed to be shown that there was no undue influence on councillors, which could happen when reading comments passed on with the application. A meeting need only consist of 3 councillors but it has to be a public meeting. If it is not done correctly any decision could be invalidated. It was agreed that the applications should be looked at by Cllr. McCall first and if she feels a meeting is unnecessary then the application could be passed round and each councillor could email their comments to the Parish Clerk
6. **Housing Survey:** Nothing new to report.

**7. Correspondence:** A correspondence folder has been distributed.

**8. Finance:** Updated accounts distributed to Councillors.

**a) authorised payments:**

£138.40 HMRevenue PAYE for 3rd quarter (chq.922 paid)

£362.14 Parish Clerk's salary (Dec/Jan) (chq.923)

£150.00 Rob McGrath re demolition of Bowls green shed (chq.924)

£156.30 CGM Cambridge (Inv. 5987) (chq.925)

£ 25 .00 STP Stationery for half share of renewal of AVG (2 yrs) (chq.926)

£ 75.00 Donation to Challenge to help with printing costs (chq. 927).

**b) Monies received:** None

**c) Budget & Precept:** It was agreed to go through the Agenda and discuss this at the end.

**9. Maintenance: (including item 10)**

**a)** Play Area re offers of help: Klaus Okkenhaug has kindly offered to look after the maintenance of the Play Area, for which thanks were given.

**b)** Pocket Park – No further information.

**c)** Village Hall re various maintenance needs: The priority is to repair or replace the flat roof. An architect has been to look at it and tenders are being sought.

**d)** Safety gateways: Cllr. Nicholls told council that David Lines from CCC had been out to look at the safety situation. He said there could be no flashing signs, bumps or cushions because there is no lighting in the village. He was in favour of putting a 40mph sign 400m before the 30mph sign coming into both ends of the village and possibly move the 30mph signs further out. Painting rondels on the road could be done at a cost of £100 per rondel. Regarding removal of central white lines, there must be lines at junctions and bends but otherwise they could be taken out. He agreed that the present lines at junctions and bends needed repainting and he would see that this was carried out. As a safety measure making the Six Mile Bottom road entry into a T junction by removing the verge to make a right hand angle would be sensible. All signage would be at the Parish Councils cost. It would be unlikely that Weight Restriction would be allowed. With regard to gates these would cost £600/pr. Moving mph signs would cost approx. £2000. The Chairman suggested asking the parishioners if they would agree to the council requesting a higher Precept in order to pay for these safety features. There is approx. £2000 available from the S106 payments and so it is necessary to work out priorities and costs before making decisions. The Chairman thanked Cllr. Nicholls.

**10. Report on meetings attended by Cllrs.:**

**a) Sports Pavilion:**

Cllrs. McCall and Snow attended a Sports Pavilion committee meeting.

**a)** A letter asking for permission to have use of the ground on 11<sup>th</sup> July for their annual charity event – this was agreed

**b)** Letter received from Secretary of the WW Pavilion Committee requesting £1200 from the Sinking Fund to fund the cost of protecting their oil tank, which had been emptied of oil in 2014. This was discussed at some length and it was agreed that not enough information had been given as to how they were going to protect the existing tank. Also there seemed to have been no investigation into other methods of heating than oil, or finding out through

their insurance cover the best means of protection. A vote was taken as to whether the Parish Council would support the use of the sinking fund to pay for this work and it was agreed not to as more information was needed. Cllr. Holness said he would look into alternative types of heating. The Parish Clerk was asked to reply saying that there was insufficient information about what they want to do for the Parish Council to agree.

**11.** District Cllrs. Barrett & Fraser not present to report.

**12. Report by County Cllr. Hickford:**

- a) City Deal meeting held today and he was pleased to report that the A1307 is now on the priority list so a study which needed to be done following the survey will now be carried out. Cllr Nicholls thanked Cllr.Hickford for sorting out the errors made in the survey.
- b) There will be an A1307 meeting on 2<sup>nd</sup> February 2015 at 7.30 in Linton.
- c) Local Highways Improvement Scheme: 82 applications have been made.
- d) Skippers Lane – Negotiations with the landowners are ongoing.

**13. Any Other Business:**

- a) The drains are overflowing in the High Street and have been reported. The Chairman said he would ask Mike Turner if he could look into this.

**8c: Budget & Precept:** It was agreed that Cllr. Okkenhaug would monitor finances and set the budget for 2015/16. The amount of precept to be requested was discussed and it was agreed to request 2% (£211.00), which is the present rate of inflation. It was felt necessary to keep a good reserve as the Parish Council has assets which have to be maintained, e.g. the village hall, the Pump shelter, the Pound, the Sports Pavilion. A vote was taken and all agreed.

The next meeting will be held on Monday 9<sup>th</sup> March 2015.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 9<sup>th</sup>  
March 2015 in the Village Hall at 8pm

Those present were: Chairman Job, Cllrs. Holness, Nichols, McCall,  
Okkenhaug, Ross-Bain , Dist.Cllrs Barrett & Fraser,  
18 parishioners & the Parish Clerk.

1. **Apologies:** County Cllr. Hickford and Cllr. Snow.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 12<sup>th</sup> January were signed as correct following an amendment to item 12b, adding “Cllr Nicholls wished to thank County Cllr. Hickford for his help in sorting out the errors in the survey”.
4. ***Opportunity for public statement:***  
Colin McCall (Footpath Officer) told Council there would be another litter clear up, with 15 bin bags of litter already collected. The footpaths have been treated with “Round Up”. Following complaints about safety the trees are being checked opposite Concordia. He reported dumping of refuse and branches on the edge of the recreation ground which looks unsightly. The boundaries are all recorded on the Land Registration carried out four years ago so nobody can claim it is being dumped on their ground. It was suggested that the rubbish cleared up by a contractor.
5. **Sports Pavilion oil tank protection:** Will be discussed at next meeting as the WWFC did not yet have all the necessary information.
6. **Planning:**
  - a) S/2268/14/PO – Camgrain – Mr Philip Darke, Managing Director of Linton  
Camgrain attended the meeting and gave a presentation in order to open a dialogue with regard to the new approved application to remove restrictions on movement of grain lorries. He wished to show how professionally the 4 sites of Camgrain, which are owned by 500 farmers, are run with 180 truck movements per day connecting farmer to grainstore during the harvest period, which is probably 95% of total movements. The de-restriction of movements means that more grain can be collected. However he stressed that drivers do not wish to go through villages as their aim is to pick up and deliver grain as quickly as possible thus using the main roads. The exclusion zones are operated with regard to delivering grain but not when collecting grain from farmers. West Wrattling and Balsham will be excluded as is Fulbourn. Regarding the safety aspect of the Gt Wilbraham junction on the A11, since Camgrain has been operational there have been no incidents or accidents there. He said that at Camgrain Linton the pull-off from the A1307 is much shorter, in the 15 years of existence there has never been a queue of lorries waiting to get into Camgrain as all deliveries are monitored and the lorries have tracking devices so alternative routes can be suggested if needed. These tracking devices also means it shows what speeds they are doing, should there be a complaint about speeding. It was suggested that driving at 20mph through the villages would make a difference and Philip Darke said this could be

done. Another concern was movements at night time and he replied that it was unlikely to happen. The Chairman thanked Philip Darke, his son and his colleague for coming and hoped that this would help with keeping a dialogue going on other issues that might arise.

Following this presentation the Chairman spoke about the appalling way the Planning Meeting had been conducted with Camgrain being allowed to change the time from 10am to 2.30pm because of a breakfast meeting but nobody else was notified of this change. No Agenda had been sent and the committee seemed to be unversed in what the application was all about. He wished to write a letter of complaint to SCDC and this was agreed. The Parish Council also should request full details of the meeting and how the decision was made.

c) **Conservation area & Village envelope:** Will be discussed at next meeting due to shortage of time.

**7. Correspondence:** Nothing to report

**8. Finance:** Updated accounts distributed to Councillors.

a) *authorised payments:*

£375.28 Parish Clerk's salary (Feb/Mar + back pay for 2014) (chq.928)  
£100.00 Parish Clerk's back pay as set out by CPALC (chq.928)  
£ 6.66 Parish Clerk's travel expenses for audit (18 miles)(chq.929)  
£ 20.82 Parish Clerk's postage for year.(chq. 929)  
£ 44.00 Challenge for fee for website adv.(chq.930)  
£158.80 HMRC Payee 4<sup>th</sup> qrt. For Parish Clerk (chq.931)  
£525.00 WWFC grass cutting invoice for 2014 (chq.932)  
£ 15.99 STP stationery (printer inks Inv. 348305) (chq.933)

b) *Monies received:* cheque from WWFC for £200 (Maintenance & use of rec.)

c) *Budget:* Cllr Okkenhaug had distributed accounts showing budget movements. She will have the budget figures for 2015/16 shortly which will be discussed at a separate Budget meeting.

**9. Maintenance: (including item 10)**

a) Pocket Park – No further information.

b) Village Hall roof repair: Mike Rowland, Chairman of the VHMC said an architect had assessed the problem and suggested using polymer roofing which should have a 30 year life. Three tenders have been received and a sum of £28000 will be required to do the job. He has submitted a grant request of £20,000 to the Wind Farm Trust, with £5000 from Village Hall funds and £3000 promised from the Parish Council. Colin McCall and the Parish Council thanked Mike Rowland for all his hard work.

c) Safety gateways: Cllr. Nicholls told council that the possibility of gateways, rondels and moving the 30mph signs out was very much under discussion with Highways.

d) RoSPA inspection in April: Cllr. Holness said he would like to be involved when they come to inspect and the Parish Clerk will inform RoSPA of this with details.

**10. Traffic issues:** Will be discussed at the budget meeting.

**11. Report on Meetings attended by Cllrs.**

*a) Sports Pavilion:*

Cllrs. McCall attended a Sports Pavilion committee meeting.

- a) Fixture lists and reports are going to be put in Challenge.
- b) The oil tank protection – further fact finding is being carried out.
- c) Defibrillator is now in place and there will be some training on its use.
- d) Electric shutters – An Amey Cespa grant request would be suitable.

*b) A1307 meeting:* Attended by Cllr. McCall and Colin who spoke about this.

- a) Speed Watch equipment is now out of date. The notice can now be placed by the tripod.
- b) 4000 new houses are planned to be built in Haverhill increasing road use. The general concensus therefore is to build a new road to by-pass Linton. Cllr. Fraser said that funding is being discussed. The other option was much better public transport. He was most impressed with the way Cllr. Hickford has worked so hard on this issue.

**12. Report by District Cllr. Barrett:**

- a) He asked if there had been any complaints about the refuse collection at Christmas. There seemed to be none.
- b) Cambridge Magazine: There had been problems with delivery however this time everyone seemed to have received their copy.
- c) Community Chest has been increased to £1500.

**13. Report by District Cllr. Fraser:**

- a) He asked whether we had received a consultation notice regarding public houses and their closure. The Parish Clerk was unsure but thought it might have been sent round in a Correspondence folder, she would check.

**14. Any other business:**

- a) Regarding the Parish meeting this will be held on 11<sup>th</sup> March at 7.30pm and Amanda Murdock will be coming to speak at this meeting.
- b) Solar park at Gt Wilbraham – there have been complaints about traffic coming straight out from the entrance to the solar park at the bottom of the Six Mile Bottom road. There should be a signpost here.
- c) Cllr. Nicholls wished to thank Leanne Fisher for her work as a Community Support Office and would like to ask the new Community Officer to come to one of the Parish Council meetings. This was agreed.
- d) The bus shelter needs tidying up.
- e) There had been a request to have 30mph stickers on the refuse bins, however these are quite costly to purchase and are only in public view one day (if that) per week/two weeks.

The Parish Meeting will be held at 7.30pm on Monday 11<sup>th</sup> May with Melanie Murdoch from Age UK speaking, followed by the Parish Council meeting.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Annual Parish Council held on Monday  
11<sup>th</sup> May 2015 in the Village Hall at 8.15pm.

Those present were: Chairman Job, Cllrs. Holness, Nichols & Ross-Bain. 8 parishioners and the Parish Clerk.

1. **Election of Chairman:** Cllr. Job stepped down as Chairman and proposed Cllr. Ross-Bain to be Chairman, seconded by Cllr. Holness and agreed by the Council.
2. **Appointment of Vice Chairman:** Cllr. McCall having resigned from the Council Cllr. Holness proposed Cllr. Nichols to be Vice Chairman, seconded by Cllr. Job and agreed by the Council. They both then signed the Declaration of Acceptance form.

Also Rachael Causton was proposed by Cllr. Nichols to be co-opted onto the Parish Council to replace Cllr. McCall, seconded by Chairman Ross-Bain and agreed by the Council. She signed the Declaration of Acceptance and was given the Register of Interests form for her to read and sign.

3. **Apologies:** Dist. Cllrs. Fraser & Turner, Cllr. Okkenhaug and Cllr. Snow.

4. **Declaration of interest:** None

5. **Minutes:** Minutes of the meeting held on Monday 9<sup>th</sup> March 2015 were signed as correct following a further amendment to item 3 “Minutes of 12<sup>th</sup> January, to read “....Cllr. Hickford for his help in sorting out the errors in the local roads survey.

**6. Opportunity for Public Statement:**

Mr Philip O'Donovan was concerned about SCDC Planning Dept. as he had been unable to get any response over his concerns about the Planning application for 4 The Causeway. Cllr. Ross-Bain said he needed to get in touch with Dist. Cllr. Fraser about this and he would put his complaint forward. The Chairman had sent a letter of complaint about the planning procedures re the Camgrain planning application and their response had been poor and he felt it was probably due to lack of staff. However if an application is refused by the Parish Council the case would have to go to committee.

7. **Chris Wiseman, Community Support Officer:** Unfortunately he had received a call-out and had to leave the meeting. He had introduced himself to people prior to the opening of the meeting.

**8. Planning:** (Applications as listed in Appendix B)

S/0793/15/FL – 4 The Causeway – Extensions. The Parish Council looked at the application and objected to it with comments concerning the height of the building and loss of privacy for those living close by.

S/1015/15/FL - 42 High St. – amendment to P.A. S/1563/15 (already approved by SCDC) regarding roofing materials. This was approved.

**9. Finance: Account spread sheet for 2014/15 distributed to councillors.**

a) **Acceptance of Accounts** for year 2014/15 in preparation for internal audit following distribution of accounts to all councillors and re 3.5 in Financial Regs., a resolution to carry forward surplus monies was agreed. The Chairman and Parish Clerk signed the Accounts sheet.

**Annual Governance Statement** was read out by the Chairman and signed by himself and the Parish Clerk.

**Statement of Accounts** was signed along with the Bank Reconciliation.

b) Authorised payments:

£2,249.15	Allianz Ins. (chq.935 )
£ 196.09	CPALC membership fee (chq.936)
£ 200.00	Age Concern (Mobile Warden Scheme. (Chq.937)
£ 20.00	Running Total (doing Payroll 2014-15 incl. PAYE returns) (chq.938)
£ 374.70	J Richards April/May salary of £469.90 less £95.20 PAYE) (chq.939)
£ 37.54	Pat Copeman cost of materials for refurbishing bus shelter (chq.940)
£ 25.99	Colin McCall (costs of materials for footpaths) (chq.941)
£ 16.99	STP printer ink (chq.942)
£ 419.00	S. Anderson purchase of Lawnmower for footpaths group's use. (chq.943)
£ 127.92	CGM Landscapes Inv. 6360 for roadside verges. (chq. 944)

c) Monies received:

£ 177.92	VAT reclaim for 2014/15.
£5359.00	1 <sup>st</sup> tranche of Precept for 2015/16.

**10. Maintenance:**

a) Thanks were given to Pat Copeman for the splendid job she did cleaning up the bus shelter.

b) The Village Hall roof – Mike Rowland told the Council that work has already begun with scaffolding being erected.

a) The Risk Management Assessment has not yet been carried out but Cllr. Job said he would do it with possibly another councillor to help.

b) The RoSPA report had been received and minor repairs were required. Chairman Ross-Bain said he would look at the report with Cllr. Snow to check what needs to be done. Our request to RoSPA that Cllr. Holness attended the inspection was agreed if a payment of £41.00 was paid. Council declined.

**11. Correspondence:** (Folder distributed to Councillors).

a) Cllr. Job said he would be following up the response from SCDC which was most unsatisfactory with many of his questions unanswered. He would circulate this reply to the councillors before sending it, for their approval.

**12. Football Club issues:** Cllrs. Snow and Nichols attended a Sports Pavilion Committee meeting. The football club intend to approach the Windfarm Fund for a grant for the electric shutters and Cllr Nichols had suggested they complete the application form with someone who has experience of applying for grant money. It was suggested that it might be better if the Parish Council put in this application. It was suggested that Cllr. Holness helps Cllr. Snow with regards to the Sports Pavilion Committee. Cllr. Nichols and Cllr. Okkenhaug are happy to be representatives on the Village Hall Committee.



**13. Traffic Issues:** Cllr. Nichols told Council:

- a) The Police are happy with the suggestion to move the 30mph signs further out of the village, however this would be extremely costly.
- b) Rondels: The cost would be £100 per sign and this will be put on the budget for this year.
- c) Although P.Darke of Camgrain had requested questions are asked with reference to lorry traffic, the only answer he repeatedly gave was that if there is a problem to send details, licence, time, etc. to him.
- d) Speed Watch now active again with new equipment coming. Speed watch signs are available but cost £88 each and you have to have two. Too costly.
- e) Thurlow Estates: A notice at the exit of the site reminds drivers to turn left at Weston Woods to get to A1307. She reminded them with regard to 20mph speed through villages.
- f) She thanked Chris Wiseman for coming to the meeting.

Cllr. Job suggested that the information a) to e) be condensed in order to show the village what it would cost and what is needed. It should be discussed at the budget meeting.

**14. Liason meeting Report:** Cllr. Holness left this due to the lack of time and would report at the next meeting.

**15 & 16: Reports by Dist.Cllr. Fraser & County Cllr. Hickford:** Both had sent in their reports but were unable to attend due to other meetings.

**17. Any other business:**

- a) The Parish Clerk was asked to check with CAPALC about Councillor Training Courses.

**The next Parish Council meeting will be held on Monday 13<sup>th</sup> July 2015 at 8pm.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 11<sup>th</sup> May 2015 at 7.30pm.

- 1. Apologies for absence:** Cllrs. Okkenhaug Snow, County Cllr. Hickford
- 2. Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 11<sup>th</sup> May 2014 were signed as correct.
- 3. Chairman's Report:** He welcomed Dist.Cllr. Richard Turner who has been elected, filling the vacancy left by Cllr. Barret, whom he thanked for all his hard work over the many years. He also thanked Sisse McCall, who has resigned, for all the work she did and her involvement in the village whilst a Parish Councillor. See attached.
- 4. Financial Report:** Copies of the accounts for the year which were resolved at the Parish Council meeting held this evening at 7.00pm were available for anyone wishing to study them.
- 5. Parish Lands & Properties:** As listed on the Agenda.
- 6. Reports:** Reports had been received from:  
Rev.John Fellows (St Andrews)  
Tennis Club                      Village Hall Management  
Bridge Club                      Footpaths (P3 co-ordinator) (read out)  
W.Wrattling Lunch Club      WWFC Junior  
Over 60's Club  
Mike Rowland spoke about the amount of £20,000 which had been received from Wadlow Windfarm funding and felt it showed how the funding group were keen to help with the repair of such an important village asset. The Chairman thanked both Mike Rowland and Colin McCall for all the work they put into getting this grant. If they had not received this money the village would have to have raised this money through an increase in the Precept, thus increasing the council tax, and also using Parish reserves.
- 7. Melanie Murdoch Home Services Manager for E. Anglia of Age UK:** She outlined the work that Age UK does and the value of the Mobile Warden Scheme, which although is not used at present in West Wrattling, it is always available and helps those people who are unable to get out with shopping, reassurance, someone to talk to. The parishes help with the cost of this service and funding is received from SCDC and also CC. The cost to the user of the service is £5.00 a week. Sue Buckingham is the mobile warden
- 8. Matters arising from Minutes of 10<sup>th</sup> May 2014.**  
The Chairman was pleased to report that the footpath, requested at the last Parish Meeting, was now in place running from Viking Close down to the junction, making it much safer.
- 9. Any questions:**
  - a) Re tree planting, there is a need for two new trees in the High Street where two have died.

- b) It was suggested that the various reports could be put on the website as well as on the noticeboards. This was agreed.

Meeting closed at 8.30

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 13th  
July 2015 in the Village Hall at 8pm

Those present were: Chairman Ross-Bain, Cllrs. Nichols, Causton, Snow,  
Dist.Cllrs Turner, 4 parishioners & the Parish Clerk.

1. **Apologies:** County Cllr. Hickford , Cllrs. Job, Richard Holness, Okkenhaug.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 11<sup>th</sup> May were signed as correct.

4. ***Opportunity for public statement:***

One of the volunteers who help cuts the grass in the Children's Play area, Capucine Carpentier, reported that some of the area around the equipment is mossy and very slippy. The Chairman replied that RoSPA had also remarked on this and some other issues concerning signage and the swings and quotes are being sought for the work to be carried out. The slippy area probably needs spraying to clear the moss.

5. **Affordable Housing:** Mr Toby Owen, the Estate Manager of Six Mile Bottom Estate was present and he outlined to the mainly new Parish Council what had previously been discussed, i.e. the possibility of some affordable housing on land that the Six Mile Bottom Estate was prepared to be used for affordable housing. This proposal had had to go through the process of selection with Hastoe, the company building affordable housing for SCDC and once they had established that there was no other suitable land they have come back to the Parish Council proposing that this land, which is out of the village envelope, could be exempted and used for maybe two/three affordable houses. This was discussed and Cllr. Nichols wondered what the attitude of SCDC would be as it was outside the village envelope but had been told by Hastoe that it would be likely to go through as there was no other site available. The Council agreed that this project should go ahead if Six Mile Bottom Estate if it is ratified by Six Mile Bottom Estate.

6. **Planning:**

S/0793/15/FL – K. Brown, 4 The Causeway. Application had been withdrawn.  
S/1015/15/FL – S Robinson, 42 High Street. The amendment had been approved.

7. **Finance:** Updated accounts distributed to Councillors.

a) *authorised payments:*

£3000.00	West Wrattling Village Hall for repairs (Chq. 945) paid
£ 250.00	Cambridge FA Ltd. – share of cost of defibrillator (chq. 946) paid
£ 140.20	HM Revenue & Customs (PAYE Apr/June) (chq. 947) paid
£ 377.10	Parish Clerk's June/July salary less PAYE (chq.948)
£ 127.92	CGM grass cutting Inv. 6459 (chq.949)
£ 92.40	Playsafety Ltd. (RoSPA) inspection fee (chq. 950)
£ 51.00	J Dockerill (internal audit fee) (chq. 951)
£ 35.00	ICO annual renewal fee (chq. 952)
£ 15.99	STP printing inks (chq. 953)

£ 36.00 CPRE renewal fee (chq. 954)

b) Monies received:

£60.00 d'Abo Tennis Club for maintenance.

c) Internal auditors report (copies distributed to Parish Council)

The Chairman said there were no issues in the report and it was accepted by the Parish Council.

d) Report on Budget meeting. The Chairman gave a precis of the report following a budget meeting and the report is attached. It had been agreed that £1000 should be put aside for road safety and Dist.Cllr. Turner asked if this would be done every year and the reply was yes. He also asked whether or not car accidents were recorded and Cllr. Nichols replied that the Speed Watch was very active in the village and this gave speeding data and the Police have data on accidents to which they are called.

### **8. Maintenance: (including item 10)**

- a) The Parish Council had this evening looked at the boundary between the recreation field and the houses on Six Mile Bottom Road. The Deeds will be checked to see that the boundaries are correct and whether gates are allowed into the field.
- b) *Village Hall roof*: Mike Rowland said it was more or less completed and the hall now had an excellent new roof with improved insulation which he felt would keep the hall cooler in summer and warmer in winter. There is just some tiling to be finished. The grant money from the Wadlow Wind Fund had come through quickly.
- c) *Bowls Area* – possible uses: Cllr. Snow said that the WWFC would like to turn it into a training area which would save them going elsewhere for training and the children of the village could also use it. It was agreed to put something in Challenge asking for ideas.
- d) *Football Club*: It was agreed that Cllr. Snow could report on his attendance of the Sports Pavilion committee on the 6<sup>th</sup> July. The agenda was much the same and things seemed to move very slowly with no quote yet for the electric shutters, no request for funding from the Wadlow Wind Farm Fund. The showers have still not been repaired and other work has yet to be done. The Defibrillator has not yet been made available. They intend to give it a combination lock so all who need to know can access it quickly. Hedging needs to be done and the lease should be checked to find out whose responsibility this is.

### **9. Correspondence:**

- a) Letters sent to Tennis Club & Football Club for annual maintenance fee: Received a cheque from the d'Abo Tennis Club.
- b) Letter sent to Sports Pavilion for payment of half year's rent £125.00
- c) Letter received from Hon. Lucy Fraser MP re possible meeting with parish. It was agreed to try and see if she would like to attend a meeting.
- d) Letter from Computershare Investor Services re sale of shares.
- e) Local Council Publicv advisory service re "Understanding Planning" course. The Parish Clerk said if enough people from Wratting and Wickham and possibly Weston Colville wished to take this course it could be held in this area, probably West Wickham. The Parish Clerk would contact the Weston Colville Parish Clerk, already being in touch with West Wickham.

10. **Football Club**: Already discussed above.

11. **Traffic Issues:** Cllr. Nichols reported it had already been agreed that 30mph rondels would be placed on the five entries into the village as a start towards better road safety. The CSO, Chris Wiseman, will be attending the first Coffee morning in October to introduce himself to the community. He is not able to issue tickets for speeding but she has asked the local policeman, Brian Robbins, if he could be present at the Speed Watch. Jayshree Ramsurun will take Louise Cook's place but there is a need for more volunteers. There is a new Speed Watch kit available but it is expensive and Balsham has asked whether or not West Wrating would be prepared to share in the cost of this. She suggested getting in touch with Thurlow Estate and Camgrain to ask for a donation from them. It was agreed she would ask Cllr. Job if he could discuss this with his contacts at Camgrain. Another issue was that the lorries on the A11 were not being directed by signage to use the A1307. The Chairman said he would ask David Lines of Highways about this.

12. **Report on meetings:** None

13. **Report by Dist.Cllr. Turner:** He apologised on behalf of Cllr. Fraser who was attending another meeting and distributed a report on the Local Plan.

**14. Mark Russell, past Chairman of the Parish Council:**

As many of you know, my predecessor as Chairman, Mark Russell passed away on June 29th. Mark was tragically diagnosed with lung cancer in October of last year.

Mark was a most excellent Chairman and friend to this village. He applied common sense, order and professionalism that he had also clearly used to good effect as a Major in the Army and his civilian professional life.

He persuaded me to stand for the Parish Council, and to become his successor. I often reminded him of it and called him a word that is not repeatable here; this would normally be met with his characteristic grin and chuckle. Mark had an excellent sense of humour and was tremendous company. I am sure I will not be the only one who misses him greatly. I am also sure you will all join me in passing our condolences to his wife Jacqui and the rest of Marks family.

Nigel Job

**15. Any other business:**

- a) A resident had objected to the wording in Challenge regarding the Precept.

The next Parish Council meeting will be held at 8.00pm on Monday 14th September 2015.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 14<sup>th</sup>**  
**September 2015 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Causton, Snow, Holness  
& Okkenhaug. Dist. Cllrs. Fraser and Turner, County Cllr.  
Hickford, 2 parishioners and the Parish Clerk.

1. **Apologies:** Cllrs. Job & Nichols.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 13<sup>th</sup> July 2015 were signed as correct.
4. ***Opportunity for public statement:***

Colin McCall, the Footpath officer, is looking for a new litter picker for the Newmarket road, otherwise everything is in order with the team going out regularly. He had had a meeting with the Parish Paths officer regarding the cutting of the footpath in August as there had been complaints about the lateness. The reason for this was the job had to go out to tender to every country in Europe. JMP have the new contract for the next three years. With regard to the incident of a dog being shot by a gamekeeper he intends to put something in Challenge about this.

Chris Wiseman, the new CSO, was unable to attend.

5. **Affordable Housing:** Nothing has been received from Toby Owen, Estate Manager for Six Mile Bottom Estate so we await further news.
6. **Planning:** No new applications have been received. S/0890/15/ - proposed cart lodge has received permission from SCDC.
7. **Finance:** Updated spread sheet distributed to councillors.
  - a) ***Authorised payments:***
    - £363.10 Parish Clerk's salary for Aug/Sept. less £7.00 overpaid in July.
    - £ 30.00 Sapient IT annual subscription for website.
    - £370.91 Sapient IT for purchase & installation of new computer (half share with West Wickham Parish Council).
  - b) ***Monies received:***
    - £346.53 Cambs. County Council payment for grass cutting in 2015.
    - £200.00. WWFC annual charge.
    - £125.00 Sports Pavilion half yearly rent
    - £ 5.61 Consolidated dividend closure payment (value of shares)

- c) Authorisation was required for the purchase of a new computer for the Parish Clerk. The councillors agreed to this purchase due to the old one being beyond repair.
- d) Request for extra money from editor of Challenge to cover the cost of printing annual reports. It was agreed to pay £75.00 as paid last year instead of £50.00.
- e) The Parish Clerk had been in touch with CGM as no invoices had been received since June but she has had nothing back so will check again.

## **8. Maintenance:**

- a) *Boundaries:* The Parish Clerk had checked the Land Registration and the boundaries are correct as there was concern about rubbish and encroachment onto the playing field. It was agreed that the Deeds for all the properties owned by the Parish Council should be held in one place and the Parish Clerk will gather these together.
- b) *Update on Village Hall repairs:* Mike Rowland told Council that the flat roof was now complete and the final bill was £21,764 which was well within budget as they had had contingency plans in case there were problems when the roof was uncovered. Of the 3K donated by the Parish Council £1,026 remains unspent and the VH Committee would like to put in for a grant to AmeyCespa to refurbish the toilets and asked the Parish Council if they would agree that the money left over from their contribution could be put towards this rather than returned to the Parish Council. This was agreed by all councillors.
- c) *Bowls area:* to be discussed under item 10.
- d) *Children's Play area:* The Parish Clerk is asking Wicksteeds for a quote for work needed to be carried out. She will also ask them to quote for renewing the safety surfaces.

## **9. Correspondence:**

- a) CPRE annual report (in Correspondence folder)
- b) Consultation re proposed changes to the local elections system.
- c) Map showing where the affordable housing might go.

## **10. West Wrattling Football Club:** Cllr. Snow reported on the meeting he and Cllr. Holness had attended on the 6<sup>th</sup> September.

- a) None of the repairs needed had been carried out or quote obtained. They still had not applied for any grant money and again requested the use of money from the sinking fund to pay for the shelter round the oil tank. Cllr Snow had told them that before any decision could be made by the Parish Council regarding the sinking fund they must justify the need, get a costing and give a plan for building up the sinking fund.
- b) The hedges near the car park need heavy pruning and because the Parish Council paid for hedge work to be done in the past felt they should do it now. The Parish Clerk will look into the history of this.



- c) Although the suggestion by the Parish Council for them to apply to Amey Cespa for a grant nothing had been done and the Chairman said it would end up with the Parish Council doing the work. It was suggested that if the Sport Pavilion got the necessary repairs done then Cllrs. Snow and Holness would be willing to help them with applying for grant money.
- d) Bowls Green – The WWFC would like to use the ground for a “Five a Side” games area.
- e) The defibrillator now has a combi lock and they will be giving the Parish Council the code. A decision needs to be made as to whom this code should be given to. “The Chestnuts” would be one, possibly a resident in Six Mile Bottom Road who is available on a regular basis.

**11. Traffic issues:** As Cllr. Nichols was not present items a) and b) were not discussed.

- c) Update on the rondels, the Chairman had asked for a quote for the 5 rondels which would be £691.71 cost plus a possible extra 20% but he was hoping to avoid this extra amount.
- d) Moving 30mph signs out: The Chairman is looking into it and has received forms to be filled in which when returned must include a £250 non-returnable fee. This would mean a cost of £1,250 plus cost of the movement of the signs.

**12. LCPU:** The Parish Clerk needed to know how many councillors wished to do the course “Understanding Planning” as she had already got 8/9 people from other parish councils. Cllrs. Nichols and Causton wish to do it. The Parish Clerk will enquire as to dates when this could be done. The venue would probably be West Wickham Village Hall.

**13. Report by Cllr Fraser or Turner:** Cllr. Turner spoke about the consultation regarding changing the elections to every 4 years and not in thirds. He would like the Parish Council to give their opinion. The information is in the Correspondence folder.

**14. Report by Cllr Hickford (given after item 4 as he was attending another meeting).**

Before Cllr. Hickford spoke the Chairman thanked him and CCC for the new junction at the crossroads and for their efforts in getting this off the ground. He passed a letter which reiterated what he had said addressed to Highways. Cllr. Hickford then reported that CCC is going through change with various top people leaving. A link up with Peterborough is being sought. The budget is not balanced because the “people” budget takes a bigger portion and the “place” budget suffers from this. Cambridgeshire is fourth from the bottom of all the Shire counties charging a low council tax and fourth from the bottom in money received from the government.

Regarding lorry traffic he asked if Cllr Nichols would contact him on return from her holiday.

**15. Any other business:**

- a) Cllr Causton said she now had a form to complete with regard to putting “The Chestnuts” public house on the County Council Village Assets list.

When Cllr. Russell had been Chairman he had had it put on this list but this was negated when Cllr Causton and her husband took the pub over.

**The next Parish Council meeting will be held on Monday 9<sup>th</sup> November 2015**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 9<sup>th</sup>**  
**November 2015 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Causton, Holness,  
Nichols, Okkenhaug & Snow. Dist. Cllrs. Fraser and Turner,  
1 parishioner and the Parish Clerk.

1. **Apologies:** County Cllr. Hickford, Cllr. Job who also had sent in his letter of resignation. The Chairman thanked Cllr. Job for his dedication and hard work whilst Chairman and prior to that as a member of the Parish Council over a period of 8 years.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 14<sup>th</sup> September 2015 were signed as correct.

4. **Opportunity for public statement:**

Colin McCall, the Footpath Officer, again thanked all of those people who were helping with the litter picking and he is trying to get more volunteers. Otherwise all is quiet, the hedges will be cut back when the ploughing has been completed. The end of the footpath which runs from the High Street is very muddy but it has now been opened up through hedge cutting allowing grass to grow. At the High Street end of this path some of the trees need to be looked at as they may be loose. Garrod Family Tree will be asked to look at them by the Footpath Officer.

5. **Affordable Housing:** Following the email received from Toby Owen on behalf of Six Mile Bottom Estate confirming that they are still happy for affordable housing to be built on the piece of land offered by them, the Parish Clerk informed Hastoe of this confirmation and Ulrike Maccariello emailed back saying that they would be getting some input from South Cambs planners.

6. **Planning:**

S/2309/15/ - Single storey ext. at 1 Spicers Close, approval from both the Parish Council and SCDC.

7. **Finance:** Updated spread sheet distributed to councillors.

a) **Authorised payments:**

£369.36 CGM Landscapes Inv.6745 (paid chq. 958)

£138.80 H.M.Inland Revenue 2<sup>nd</sup> quarter of PAYE (paid chq. 959)

£127.92 CGM Landscapes Inv. 6827 grass cutting (chq.960)

£370.10 Parish Clerk's salary for Oct/Nov. (chq.961)

£120.00 PKF Accountants inv. for external audit (chq. 962)

£ 75.00 WWPCC donation to Challenge (chq. 963)

£ 54.00 Wicksteed Playgrounds call out fee re log traverse (chq.964)

£ 25.00 Royal British Legion for two wreaths (chq.965)

£ 37.50 West Wickham P. Council for LCPAS Planning Course fee for 3 cllrs. (chq.965)

£ 24.99 STP Printing ink invoice SINV372467 (chq. 966)

**b) Monies received**

£5359.00 2<sup>nd</sup> tranche of Precept.

**8. Maintenance:**

- a) Deeds & Land Registration – The Parish Clerk handed over a file containing relevant documentation of Land Registrations, Deeds and information concerning land etc owned by the Parish to Cllr. Holness who will go through it, check details, make copies and then suggested they are placed with solicitors for safe keeping. He also suggested a welcome pack of information should be put together so that new councillors would have an idea of how the Parish Council worked. Both were agreed.
- b) Village Hall refurbishment: Dr Michael Rowland had kept the Parish Council informed of the progress of the work on the toilets and all is well.
- c) Bowls area update: Cllr. Holness said this was raised at the last Sports Pavilion meeting. The football club would like to use it for a five-a-side pitch but they would need to get some funding to put a high chain-link fence round the area and were asked to come up with a written project in order to get a grant request in place and Cllr Holness would be happy to help with this. Colin McCall said that they would need to have a Constitution before putting in a grant request.
- d) Playground maintenance: Wicksteed Leisure had inspected the log traverse and given a quote for £655.00. It was decided to get a further quote from Fenland who have just sent a promotion letter to the Parish Council and who will come and inspect for free.

**9. Correspondence:**

Three items to go into a Correspondence folder for distribution. With regard to the landscaping at the new junction the Chairman had been confirmed with Highways that the planting would be undertaken during November..

**10. West Wrattling Football Club:** Cllr. Snow reported

- a) **Dug-Outs** –There were concerns that they could foster anti-social behaviour. They may need to be removed to storage after each match. They would like to put them where the benches are at present.
- b) **Code for access to tennis court:** Colin Miller and Richard Cole will have this in order to retrieve footballs. If it doesn't work it will be stopped. A three month trial was agreed.

- c) **Hedges:** It was agreed that this was the responsibility of the Parish Council and CGM will be asked to quote for this work. Cllr. Holness will mark up on a plan of the ground, the position of the hedges that need cutting.
- d) A quote has still not been obtained for the wall round the oil tank, however the showers and toilets have been repaired. An advert for a mower will be placed for March 2016.
- e) The defibrillator has still not been fully commissioned as it is being made more secure. Once this has been done the code will be distributed to various responsible people.

**11. Traffic issues:** As Cllr. Nichols reported on:

- a) **Speed monitoring** – Jayshree Ramsurun is now in charge. At one session 225 cars had come through between 7.50 and 9am but only two were monitored as speeding.
- b) **Rondels:** Cllr. Holness proposed that the rondels go ahead, seconded by Cllr. Nichols. The Chairman has chased up on this and hopefully will get a response on Friday this week. The cost will be £691.00 with a possible additional uplift of 20%. However the Chairman has spoken with Highways and this extra charge might be waived. The question of moving the 30mph signs needs more discussion.
- c) **Minor Highways Improvement Scheme:** The submission date has passed for this year but must think about a good project to submit next year.
- d) Cllr. Nichols has been in dialogue with the Estate Manager of Thurlow Estate about the movement of lorries. Coopers, whom they use, have voluntarily agreed to only do 20mph through the villages. She is happy to discuss traffic issues with the d’Abo estate as well.
- e) **Trees in Causeway:** Some of the recently planted trees have died but have been kindly replaced by Sherry O’Donovan.

**12. Electrical recycling:** The Parish Clerk will let the Parish Council know when Paul Duggan is able to come to explain how the system works at a West Wickham Parish Council meeting.

**13. Report of meetings:** Thanks were given to the Parish Clerk for organising the LCPAS course held at West Wickham Village Hall which Cllrs. Causton, Holness and Nichols had attended and found it most useful.

**14. Report by Cllr Fraser or Turner:**

- a) Planning – two new developments have been approved, being a 55,000 sq m of research and development accommodation at Granta Park, Gt Abington and approval of an expansion into green belt by ARM at its Peterhouse Technology Park, providing an additional 1,300 jobs.

- b) A consultation has been authorised to change the delegation rules relating to referral of applications to the Planning Committee. It is proposed to remove automatic referral of any application where the officer is recommending approval.
- c) The boundary review is ongoing and the final recommendations will be published on 6<sup>th</sup> September 2016 with implementation in May 2018.
- d) The Local Plan Examination will go out to public consultation between 2<sup>nd</sup> December and 25<sup>th</sup> January 2016.
- e) Christmas Bin Collection dates – the blue and green bin collection will be as last year with these two being collected every other week between December and February. The black bin collection over Christmas will be as usual.

**15. Report by Cllr Hickford:** He was absent due to attending other meetings. He will send in his report.

**16. Any other business:**

- a) Cllr Causton said the form was completed with regard to putting “The Chestnut Tree” public house on the County Council Village Assets list and had been sent to CCC.

**The next Parish Council meeting will be held on Monday 11<sup>th</sup> January at which the Budget and Precept will be discussed and set.**

**Chairman.....**