

WEST WRATTING PARISH COUNCIL
Minutes of the Parish Council meeting held on Monday 11th
January 2016 in the Village Hall at 8pm

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

1. **Apologies:** Cllr. Nichols; Dist. Cllr. Fraser.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 9th November 2015 were signed as correct.
4. **Opportunity for public statement:**
 - a) Colin McCall, the Footpath officer, said that the litter pick-up was ongoing and he is planning a big clear up for the Queen's birthday in March and hopes Weston Colville will do the same. 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 footpath which is next to 53 High Street, some of the trees, which are a mixture of Ash, Field Maple and Sycamore, need pruning or cutting back. Garrod Family Tree will be asked by the Parish Clerk to look at them and give a quote for the work needed.
 - b) Sisse McCall was concerned about a Planning Application for Mr & Mrs Horsfield the return of which by 23rd December by the Parish Council had been missed and the application had been refused by SCDC on 23rd December and there were anomalies which needed to be looked into. The Parish Clerk had emailed Planning apologising and saying that the Parish Council had approved this application and asking why it should have been turned down before the due date.
 - c) The Parish Clerk was asked to email Nicola Burdon of Highways regarding the flooding in the village due to the overflow of drains. The gulleys require clearing.
5. **Affordable Housing:** Nothing further to report at present.
6. **Planning:**

S/2760/15/ - Two storey ext. at 31 The Common – A Sims. Approved by the Parish Council.

S/2842/15 - Two storey ext. & altns. to existing bldg. 53 High Street – Mr & Mrs Horsfield. Approved by Parish Council but late in returning and refused by SCDC.
7. **Finance:** Updated spreadsheet distributed to councillors.
 - a) **Authorised payments:**

£139.00 HM Inland Revenue PA\yE 3rd qrt. (cheque 968 paid).

£370.50 Mrs J Richards salary for Dec/Jan. (cheque 969)

£370.91 Sapien.IT replacing lost cheque 957 (cheque 970)

£ 30.00 Sapien.IT replacing lost cheque 958 (cheque 971)

b) Monies received: None

c) Budget & Precept: Cllr. Okkenhaug had prepared the budget sheet following checking the Accounts spreadsheet for 20015/16 which showed that last year's budget was satisfactory and it was agreed to approve the proposed budget. The Precept was then discussed and the Chairman proposed that a 2% increase should be requested, this was seconded by Cllr Causton and agreed by the Councillors.

d) Signatories: The Parish Clerk had requested there were another one or possibly two signatories as at present there were only two. Cllr. Holness said he was prepared to be one and Cllr. Okkenhaug said she had done all the paperwork and identification but still had not heard whether or not she was accepted.

8. Maintenance:

a) Deeds & Land Registration –Cllr. Holness returned the file of Land Registrations, the originals being held by the solicitors. He was concerned that the Sports Pavilion had no title deed and it was agreed that Cllr. Holness would speak to Jeanette Job who carried out the work. There were also three lots of Awarded Land which had not been registered and it was necessary to know if this land was being used in any way.

b) Village Hall refurbishment: Dr Michael Rowland said the work on the new toilet block was all completed to a very high standard. The total cost in 2015, flat roof and toilet block, was ~£68,000, £3000 of this being donated by the Parish Council, £4000 from Village Hall funds and 60K from grants, plus two very generous private donations. He stressed how important and helpful it was that the Parish Council had donated money as it showed there was support from the village which gave confidence in getting grants. It was agreed that the Parish Council's budget plan sets a sum of money by for Maintenance for the assets owned by the village.

c) Bowls area: Cllr. Holness had had a meeting with the Sports Pav. Committee. He offered his help to apply for funding to refurbish the bowls green to be used by the Youth section of WWFC, if permission is granted by the Parish Council. However the security of the Pavilion seems to be their main concern but they have no money to pay for electric shutters on the windows and fencing round the oil tank and it would be unlikely they would receive grant money for such a project. An alternative would be to put a chain link fence up and a padlockable gate at the entrance. Would the Parish Council agree to this? The idea was discussed but turned down by the Parish Council as being totally against the general use of the grounds by the public.

d) Playground maintenance: Wicksteed Leisure had inspected the log traverse and given a quote for £655.00. A further quote from Fenland to replace the equipment would cost £1450 + VAT. The Parish Clerk was asked to write to Wicksteed asking them to quote for a replacement of the log and also quote for resurfacing with non-slip surface.

- 9. Correspondence:** Letter from SCDC confirming receipt of Nomination to include land/buildings on the list of Assets of Community Value – The Chestnut Tree Public House. If granted it will be for five years only.
- 10. West Wrattling Football Club:** Cllr. Snow reported
- a) **Dug-Outs** – No progress but will be discussed at their next meeting on 7th March.
 - b) **Code for access to tennis court:** Colin Miller and Richard Cole have this. A three month trial was agreed.
 - c) **Hedges:** CGM had quoted £480 + VAT to cut the hedge and it was agreed to accept this. The Parish Clerk was asked when she wrote to CGM accepting their quote to ask them to give us a date and time when the job would be done and to let Cllr. Snow have this information. Colin McCall wondered if something could be done about the dumping which is done along the residential side of the ground. The Chairman said that the Council were aware of this and were looking into ways of dealing with it.
 - d) The defibrillator has still not been fully commissioned and can only be used by the Football Club at present. The Chairman said as the Parish Council had contributed to the cost it should be available to anyone who needed it and it must be dealt with immediately.
- 11. Traffic issues:** As Cllr. Nichols reported on:
- a) **Rondels:** The Chairman said that Nicola Burdon of Highways is hoping to arrange a site meeting to check the exact locations and once this is done she will undertake to get the work carried out. She will let us have dates when she would like to hold the site meeting
 - b) **Potholes:** Cllr. Nichols asked if the problem of severe potholes along the West Wrattling/Withersfield Road could be brought to Highways attention by the Parish Council and also to privately complain. This was agreed.
- 12. Report of meetings:** None.
- 13. Report by County Cllr. Hickford:**
- a) The County budget increase has been set at 1.9%.
 - b) Waste production is hoping to be reduced even more. Possible reduction of black bin size.
 - c) A1307 survey should be out by February.
 - d) A pilot study of a monthly meeting inviting Parish Councils to attend so that the information which gets sent out to Parish Councils will all be heard at the same time. The fourth Wednesday of each month is proposed the first one being on 24th February at Balsham. County & District Officers would be there. Only one representative allowed and this will be trialled for six months.
- 14. Report by Cllr Turner:**

- a) 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.
- b) The boundary review is ongoing and the final recommendations will be published on 6th September 2016 with implementation in May 2018.
- c) The Local Plan Examination will go out to public consultation between 2nd December and 25th January 2016.

15. Vacancy for a Parish Councillor: Due to the resignation of Cllr. Job there is now a vacancy and the Parish Clerk will put an advert in Challenge and on the Noticeboards.

16. Any other business: None.

The next Parish Council meeting will be held on Monday 14th March. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the Parish Council meeting held on Monday 14th
March 2016 in the Village Hall at 8pm

Those present were: Chairman Ross-Bain, Cllrs. Causton, Holness
and Nichols. Dist.Cllr.Turner, County Cllr. Hickford
and the Parish Clerk.

1. Apologies: Cllrs. Okkenhaug & Snow, Dist.Cllr Turner. At this point Mr Keith Roberts who has been co-opted onto the Parish Council signed the Declaration of Acceptance form and the Register of Interest and then joined the council at the table.

2. Declaration of interest: None

3. Minutes of the Parish Council meeting held on Monday 11th March 2016 were signed as correct.

4. Opportunity for public statement:

Mr John Wilkinson of Viking Close wished to complain about the constant barking of dogs in his neighbourhood which have been left out in the gardens. Was there anything he could do to get it stopped? It was suggested he write a letter to the Parish Council who could then take it up with the South Cambs. Environmental Dept. Cllr. Fraser said that the addresses would be needed.

5. Affordable Housing: Nothing further to report at present.

6. Planning:

S/3039/15/FL – New detached garage, 4 High St. Approved by Parish Council & SCDC.

S/0060/16/LB – Proposed Orangery to west facing elevation, Oxcrofts Farm. Approved Parish Council.

7. Finance: Updated spread sheet distributed to councillors.

a) Authorised payments:

£576.00 CGM Group, hedge cutting at recreation ground. (Chq. 972)

£44.00 Mrs A Bragg (Challenge) West Wrattling website adv. invoice (chq.973).

18.64 STP for ink and stationery inv.3798 & 3799. (chq. 974/975)

£370.30 Mrs J Richards Feb/March salary (chq. 976)

£ 6.66 Parish Clerk's travel exp. Re audit (18 miles) (chq.977)

£ 16.38 Parish Clerk's postage costs (chq. 977)

£138.38 HM Inland Rev. 4th qrt. (chq.978)

b) Monies received:

£125.00 West Wrattling Sports Pavilion 2nd tranche of rent to Dec.2015.

c) Internal Auditor: It was agreed to ask "Running Total" to again do this.

d) Cllr. Nichols, who is taking over the monitoring of finances and budget from Cllr. Okkenhaug, said that the budget was on schedule and it looked as if there would be a small underspend.

8. Maintenance:

- a) Hedge cutting on footpaths: It was agreed to accept the quotation from Garrod Family Tree Ltd to cut the field maples back 50% and shape along the footpath running up the side of 52 High St.
- b) Playground maintenance: Cllr. Causton spoke about fund raising to replace playground equipment and was looking at different outlets. Cllr. Fraser suggested the Community Fund which could give up to £1500. It is worth going to the Windfarm Fund for a grant. Cllr. Holness asked whether this fund raising should include funding for the Bowls area but Cllr. Causton said she would prefer just to concentrate on the children's play area. Cllr. Nichols wondered if putting equipment for disabled children might help with funding. The Parish Clerk will write to Wicksteeds to let them know we are looking for grant money to help purchase the Log Traverse and would keep them informed and will provide Cllr. Causton with the 2015 RoSPA report.
- c) A request had been made to replace the bollard at the Pump Shelter which has been broken. It was agreed that a wooden post would be best and Cllr. Holness would contact Andrew Hodge to see if he could do this.

- 9. Correspondence:** Letter has been received from SCDC to say that The Chestnuts has been added to The Assets of Community Value. Cllr. Causton said this was for five years only and it was suggested the Agreement is placed on the pub's notice board as a reminder and this was agreed.

10. West Wrattling Football Club: Cllr. Holness reported

- a) **Dug-Outs** – These are not yet in place.
- b) **Bowls area:** They have got no further with fund raising to help with the cost of putting up chain-link fencing to make the place safe and secure if the youth football club were to use it as a training area.
- c) **Defibrillator:** Installed but the key pad is inoperative and so Mrs Miller is contacting the supplier. There will be a training course available at the Ellesmere Centre, Stetchworth date to be notified.
- d) **Security:** They have decided to purchase grills rather than roller shutters, the former being the least costly. Funds to come from their own resources, including the sale of the lawnmower.
- e) **Functions:** They are allowed 18 functions a year but they must liaise with the landlord of The Chestnuts and the Village Hall to avoid a clash of events.
- f) **Shower:** The repair of showers has been carried out.

11. Traffic issues: Cllr. Nichols reported on:

- a) **Rondels:** She, Cllr. Holness and Nicola Burdon of Highways had walked round the village and five sites were chosen for the 30mph rondels to be placed. The quoted cost is approx. £550 for the five rondels. The cost of

moving the 30mph signs further out would cost between £8000 and £10,000. They also looked at the flooding in The Causeway and this will be addressed. Cllr Nichols is logging every incident along Common Road, Six Mile Bottom Road etc. and informing the Police. Speed Watch is carried out but has to be done within the 30mph limit, Cllr. Hickford thought it was 40mph and will check. It would be good if the Police could do a speed check on the 60mph limit Common Road. Cllr. Hickford suggested the parish ask for a 40mph sign to be put between the 60mph and 30mph signs on the Common Road as soon as possible. The Chairman said he would contact Ciaro Cousins about this. Jayshree Ramsurun was thanked for her work on Speed Watch and a letter will be written.

- b) **Potholes:** The Parish Clerk had received complaints from various people and asked them to report to the Highways Dept. If everyone does this hopefully they will get something done.

12. Broadband: Cllr. Nichols reported that she had been informed by BT that she will be able to get superfast broadband by 17th March 2016.

13. Report of meetings: Cllr. Holness was still investigating the village assets and the small bits of land owned by WWPC to see if they are being used or of any worth regarding Land Registry.

14. Report by Dist. Cllr Fraser:

- a) **Local Plan:**
- b) The boundary review – the final decision will be made on 6th September.
- c) The Local Plan Examination – SCDC have received a programme of how they are going to examine the plan which will take 20 weeks so unlikely to get through before next December.
- d) Community Chest – This will be operational again in April. Can now only be applied for once per year and is for £1500.
- e) Devolution between Peterborough, Norfolk and Cambridge is being discussed but no decision made and they are still waiting to hear what is being proposed which will then have to go through council.
- f) The proposal that there should be a monthly meeting with the 8 parishes following the changes to the boundaries, and attended by members of the SCDC and CCC who would give out information so each parish would be informed at the same time. The parish meetings would still be attended by a District and County Cllrs. The Parish Council were in agreement that this proposal was a sensible idea.

15: Report by County Cllr. Hickford:

- a) There will be 63 councils with the Linton Division having 14 villages in 2017.
- b) A1307 report out and the City Deal will fund changes from Four Wentways to Cambridge but not a new road from Haverhill to Four Wentways. Because this outcome was so unsatisfactory there is now going

to be a full traffic count in April of the A1307 and the major “rat runs”. It is necessary to build a proper business case in order to get money.

16. Any other business: None.

The next Parish Council meeting, which will be the AGM, will be held on Monday 9th May beginning at 7.30pm to be followed by the Parish Meeting at 8.30pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL
MINUTES OF THE
ANNUAL PARISH MEETING
Held on Monday 9th May 2016 at 8.30pm.

1. **Apologies for absence:** Cllrs. Causton & Snow,
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 11th May 2015 were signed as correct.
3. **Chairman's Report:** He thanked all those who volunteer to keep the village and footpaths tidy and those who cut the Playground grass. He spoke of the newly refurbished Village Hall and thanked Mike Rowland for his diligence in guiding the project through. See attached.
4. **Financial Report:** Copies of the accounts for the year which were resolved at the Parish Council meeting held this evening at 7.30pm were available for anyone wishing to study them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports had been received from:
Tennis Club Village Hall Management (read by M Rowland)
Bridge Club Footpaths (P3 co-ordinator)
Over 60's Club.
7. **Matters arising from Minutes of 11th May 2015:** None
9. **Any questions:**
 - a) Cllr Holness spoke about Les Moulton, well known for his excellent skills as a gardener, particularly his vegetables, who died last year. In memory of Les Moulton he felt it would be a fitting acknowledgement of his talents to have a trophy for produce which would be awarded at the annual Village Fete to the overall winner of this section. If there was no fete, as this year, the Parish Council would ask parishioners to nominate themselves or their neighbours and the council would make a decision. He had purchased the Trophy which was made of glass. The council agreed to his suggestion.
 - b) It was agreed that the various reports could be put on the website as well as on the noticeboards. This was agreed.

Meeting closed at 9.00pm

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the Annual Parish Council held on Monday
9th May 2016 in the Village Hall at 7.30pm.

Those present were: Chairman Ross-Bain, Cllrs. Holness, Nichols, Okkenhaug & Roberts. Dist. Cllrs. Fraser & Turner, County Cllr. Hickford. 4 parishioners and the Parish Clerk.

1. **Election of Chairman:** Cllr. Holness proposed Cllr. Ross-Bain, seconded by Cllr. Nichols. Cllr. Ross-Bain was happy to again be Chairman and he was therefore elected by general consent.
Appointment of Vice Chairman: Cllr. Okkenhaug proposed Cllr. Nichols to be Vice Chairman, seconded by Cllr. Roberts and agreed by the Council. They both then signed the Declaration of Acceptance form.
2. **Apologies:** Cllr. Causton and Cllr. Snow.
3. **Declaration of interest:** None
4. **Minutes:** Minutes of the meeting held on Monday 14th March 2016 were signed as correct.
5. **Opportunity for Public Statement:**
 - a) Sisse McCall expressed her dismay at the Parish Meeting being held after the Parish Council Meeting as it has always been first. This will be noted.
 - b) Colin McCall (P3 Officer) reported that his team had the litter problem under control with all the roads covered despite losing one member of his team. Now that contracts have been signed for path cutting there should be a stable period for the next two years. (see Parish Meeting report).
5. **Affordable Housing:** Nothing to report.
6. **Planning:** Nothing new but the Parish Clerk was asked to again contact Planning at SCDC regarding S/10060/16/LB – Proposed Orangery and why we never got a reason for their refusal of this application.
7. **Finance:**
 - a) The final accounts and Bank Reconciliation having been distributed to the Councillors prior to the meeting, it was agreed that the Accounts spreadsheet should be signed and the Bank Reconciliation, Analysis of Receipts and Payments, all being correct and in order.
 - b) The Annual Return form section 1 –Governance Statement was read and signed by the Chairman and Parish Clerk as was Section 2 – Accounting Statements also agreed and signed, to be put forward for internal and external audit.
 - c) Authorised payments:

£ 200.00	Age UK Cambridgeshire (chq. 979)
370.50	Mrs J Richards salary for April/May less PAYE. (chq. 980)
£2323.41	Aon UK Ltd. (chq. 981)

£ 196.36 CAPALC affiliation fee for 2016/17 (chq. 982)
£ 20.00 "Running Total" annual charge for payroll 2015/16 (chq. 983)
£ 27.00 C. McCall (P3 officer) Roundup for footpaths (chq.984)

) Monies received:

£ 60.00 D'abo Tennis Club for maintenance.

£5,466.50 SCDC 1st tranche of Precept

£ 415.35 VAT reclaim

e) Schedule for grass cutting of recreation ground: Cllr. Holness has found in the original deeds that it is the responsibility of SCDC to keep the boundaries and various other bits of the ground clear and cut and he will be contacting SCDC about this. However until this has been established we will carry on paying the WWFC their invoice fee for cutting the boundaries. It may well be possible that the Parish Council will have to pay for all the rubbish etc. to be cleared and then there will be a defined boundary. He also mentioned that there was a sliver of land, marked white on the Land Registration, as being unregistered probably due to the conversion from imperial to metric. It was decided to find out how much it would cost to register first before making a decision. Alternatively a letter sent to all residents whose land runs up to the recreation ground warning them not to encroach on the boundaries.

8. Maintenance:

a) CCTV for Church: It was agreed that this was the responsibility of the PCCC rather than the Parish Council.

b) Playground refurbishment: Cllr. Causton was unable to present but let Council know that she has submitted an application for a grant to purchase the Log Transverse bar and will let them know when she hears something.

c) Bollard at the Pump Shelter: Cllr. Holness had spoken to Andrew Hodge who said he would be happy to replace the bollard in wood and would do it for free. The Chairman had made enquiries about the cost of a metal one and this would cost approx.. £800 plus installation.

9. Correspondence: (Folder distributed to Councillors).

A request from the West Wratting Music Event Committee for permission to have use of the recreation ground on the weekend of 9th July 2016. Permission was given.

10. Football Club: Cllrs Holness reported on

a) Dug-outs – There is no issue here as yet as it is the end of season and they have not been used.

b) Bowls area – it is being tidied up.

c) Defibrillator commissioning – there are still issues here as the keypad is faulty so not usable. Blanche Miller and Cllr. Holness are contacting the makers for a replacement.

d) The AGM will be held on Wednesday 11th May.

11. Traffic Issues & Speed Restrictions: Cllr. Nichols reported on

a) Rondels – She had received today an update on the cost and had been told it would be £819 for the five rondels and it would be done when the weather improved. All agreed that this should be done.

b) Potholes – some of the worst potholes have been filled in but there is a size criterion before doing this, but keep up with the letters of complaint.

c) 40mph sign on Common Road – Despite an accident where a garage was demolished by a car the police are only interested if someone is injured. There is no way of monitoring the speeds driven as it is outside the village boundary and the police will not come and do any speed checks and it was felt that even if the speed limit was lowered drivers would go at the speed they feel safe at. County Cllr. Hickford said “rat running” monitors are being put up in various villages which will then possibly show the situation as it is.

d) Withersfield mobile speed meters costing £3000: It was agreed to discuss this at the next meeting. Cllr. Hickford said that this equipment flashes but drivers get used to them and so possibly not very useful and there is no official follow up. It was agreed that the traffic going through the village had slowed down and the Speed Watch team’s figures show less than 10% speeding compared with 25% six months ago. A chicane system has been put up in Horseheath but was extremely expensive.

12. Broadband: Cllr Nichols said that the cabinet near Randswood had been activated so superfast broadband is available. Contact name is Gavin Patterson.

13. Report of meetings: None

14. Report by District Cllrs. Fraser/Turner

a) Local Plan – there is a revised timetable and the examination process is tabled for 7th June 2016 so possibly in place by the end of the year.

b) Shared services: Cambridge and Huntingdon CC are sharing Home Agency, Payroll, ICT services with shared Director and Advisor in place.

c) Balsham will become a 1 member ward through the changes being made by the Boundary Commission. From 2018 all elections will be every four years.

d) Community Chest of £1500 is now available.

e) The merger with Norfolk & Suffolk Councils is still in discussion but is unlikely to happen.

f) He asked if the Parish Council would be in favour of a monthly meeting involving other parishes where representatives from each parish council would meet up to discuss issues. The Parish Council said they had already agreed to this.

15. Report by County Cllr. Hickford

a) Devolution will not happen.

b) A1307 changes are unlikely to happen.

c) Boundary Commission is still in progress.

d) Local Minor Improvement Scheme – this has been increased to £600,000 so worth putting in a scheme e.g. 40mph speed limit changes, in September

e) Two things that the community would benefit from?

16. Any other business: None

Chairman:.....

WEST WRATTING PARISH COUNCIL
Minutes of the Parish Council meeting held on Monday 11th
July 2016 in the Village Hall at 8pm

Those present were: Vice Chairman Nichols, Cllrs. Causton, Holness, Okkenhaug
and Roberts. Dist.Cllr.Fraser and the Parish Clerk.

1. **Apologies:** Cllrs. Ross Bain & Snow, Dist.Cllr Turner & County Cllr. Hickford
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 9th May 2016 were signed as correct.
4. **Opportunity for public statement:** None
5. **Affordable Housing:** Nothing further to report.
6. **Planning:**
 - a) S/1414/16/FL – The Parish Clerk had checked with SCDC Planning and was told that approval would be given but there were some issues with the replacement of trees which was being dealt with.
 - b) S/1311/16/FL – H. d’Abo, Mines Farm new dwelling. Having received no documentation for this Dist.Cllr Fraser secured an extension of deadline time so that the Parish Council could look at and discuss these plans. It was probable that it would be refused as for the original application but with additional mention of flooding in Weston Colville and so a need for a fresh flood risk assessment.
 - c) S/1607/16/FL – replacement of lead to nave roof with terne-coated stainless steel – St Andrews Church. The Parish Council had no objections to this application.
7. **Finance:** Updated spread sheet distributed to councillors.
 - a) **Authorised payments:**
 - £139.60 HM Rev & Customs. 1st qrt. PAYE (chq. 986)
 - £370.30 J.Richards June/July salary (chq. 987)
 - £255.84 CGM Inv. 198345. (chq. 988)
 - £113.52 CGM Inv. 199270 (chq. 989)
 - £ 96.60 Playsafety (RoSPA) (chq.990)
 - £ 35.00 ICO renewal (chq.991)
 - £ 36.00 C|PRE membership subs. (chq.992)
 - £ 48.00 Jackie Dockerill – int.audit fee (chq.993)
 - £ 16.00 STP Stationery (chq. 994)
 - £ 36.00 R.Holness for Land Reg. search fee (chq. 995)

Monies received:

£1500.00 Community Chest award for play equipment. Cllr. Causton asked for the Council's agreement to spend £1832.95 excl., including using £332.95 of money from the Parish Council on play equipment and this was agreed. She intends to put in for a grant of £10,000 from the Wadlow Wind Farm Fund to replace the play area tarmac for which she will get some quotes. In the meantime she is seeking the advice of a local farmer who will look at the present surface to see if it could be repaired on a temporary basis.

£ 200.00 WWFC donation for 2016.

- b) **Internal audit:** The report was available to look at. There were no issues.
- c) **Grasscutting of recreation ground:** The question of responsibility for cutting the play area is still under discussion. The WWFC do not have small enough equipment to cut this area and up until now has been carried out by volunteers, usually those who have children using the play area. Perhaps some sort of rota could be organised. Cllr. Holness said he would undertake to work something out.
- d) The Parish Clerk asked whether the maple trees had been cut on the footpath as she hadn't received an invoice for the work. It has been cut but only within the last few days.
- e) The Parish Clerk asked again for councillors to become signatories for cheque signing as at present there are only two. Cllr. Holness said he would do it.

8. Maintenance:

- a) Playground refurbishment: already dealt with by Cllr. Causton above.
- b) Replacement of bollard at Pump Shelter – Cllr. Holness said Andrew Hodge had replaced the broken bollard with a substantial wooden one and had done it for free. The Parish Clerk will write to Andrew Hodge thanking him.
- c) Play area grass: Already dealt with above.

- 9. Correspondence:** The Parish Clerk had received a package of posters and forms for the A1307 survey. These were distributed amongst the council to be passed to parishioners.

10. West Wratting Football Club: Cllr. Holness reported

- a) **Bowls area:** The Club are in the process of turning the bowls area into a pitch for the juniors. They need to apply for some grant money as fencing and safety boarding will be required. Cllr. Holness has formed a Grant Application subcommittee and plans will be drawn up for what they will need before putting in applications to various Football Foundations. He had told the Club that they would have to get permission from the Parish Council regarding the change of lease details and also possible planning permission requirements. There is a Junior pitch at Dullingham in a similar area which is a good example of what they would like to have.

- b) **Defibrillator:** Two new locks have been sent from the manufacturers, neither of which worked. These will be returned and if the next one is unsatisfactory the whole piece of equipment will be returned.
- c) The WWFC has been offered by the FA a test to move up the league..

11. Traffic issues: Cllr. Nichols reported on:

- a) **Rondels:** Three have now been put in and painted.
- b) **Traffic:** Cllr. Nichols had received further letters of complaint about the speed of traffic along the Common Road and she had written to Alec Wood who had forwarded her letter to Supt. Jon Hutchison, and also to Jason Ablewhite (Police & Crime Commissioner), and Lucy Fraser MP who had replied and is happy to write a letter of support.
- c) **Speed issues:** The Parish Clerk was asked to check the deadline for the Minor Highways Improvement Scheme in order to put in a request for money to allow the 30mph signs to be moved further out of the village.
- d) **Flooding:** Due to heavy storms there had been flash flooding in the Causeway and also on the High St. due to drainage not coping. This had been reported.
- e) **Mobile speed monitors:** It was agreed that these were very expensive and there are too many other issues requiring money. A letter of thanks will be written to Jayshree Ramsuran who has been in the coordinator for the Speed Watch, but is moving out of the area. Cllr Holness will now be in charge.
- f) **Pavements:** A complaint was received about a large hole in the pavement outside the O'Donnovan's home. Nicola Burdon of Highways had been informed.

12. . Land owned by Parish: Cllr. Holness reported:-

- a) A piece of land which is part of the recreation ground. A quote for £500 has been obtained in order to put this on the Land Register. Cllr. Fraser said he would let us have details of a far less costly quote.
- b) Land awarded to Parish in 1813: This is on the Dungate Farm but Mr Threlfell who owns Dungate said it was not his. The Parish Clerk will write again to Mr Thelfell asking who is using the land.

13. Report of meetings: Cllr. Holness will be attending the first Liaison meeting with SCDC and other parish councils to be held at Cambourne.

14. Report by Dist. Cllr Fraser:

15. Report by County Cllr. Hickford: Not present.

16. Any other business:

- a) **Dog poo** – There are no bins available and Cllr. Fraser said he would see if he could get some through the Council. 5 were requested.

b) Andrew Crossley of Thurlow Estates has invited members of the Parish Council to go and see how the harvesting is carried out. Please let Cllr. Nichols know if you are interested in going so she can let Andrew Crossley know.

The next Parish Council meeting, which will be held on Monday 12th September at 8.00pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the Parish Council meeting held on Monday 12th
September 2016 in the Village Hall at 8pm

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

1. **Apologies:** Cllrs. Roberts, Snow.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 11th July 2016 were signed as correct by Vice Chairman Nichols, who had chaired that meeting.
4. **Opportunity for public statement:** Mr McCall (Footpath Officer) updated the meeting on the state of the footpaths and roads. Six Mile Bottom road always has a lot of debris but his team keeps it in check. The road verges are waiting to be cut outside the village and the footpaths are in good order. Mr Lee Tubbey has said he will cut a strip across his field to keep the designated path clear for the spring. He thanked all the various people in the village who give generously of their time keeping it looking neat and tidy.
5. **Affordable Housing:** Nothing further to report.
6. **Planning:**
 - a) S/1311/16/FL – H. d’Abo, Mines Farm new dwelling. This renewal of permission has been given despite concern by both Parishes regarding flooding. Complaints have been made to SCDC Planning Dept. about the lack of information as the Council, despite many requests, never received the documentation. Dist.Cllr. Fraser, who had received copy of the complaint said the Planning Dept. was in a poor state. With regard to the flooding which occurred earlier this year part of the problem is that several ditches require clearing out by the various farmers. This is being looked into by Brian Heffernan of SCDC.
 7. S/1711/16/FL – Dr G Kemp – an amended planning application had been received and was looked at during the meeting. It was agreed to refuse the application because of the balcony which overlooked gardens.
8. **Finance:** Updated spread sheet distributed to councillors.
 - a) **Authorised payments:**

£370.30 Mrs J Richards Aug/Sept. salary less PAYE (chq. 996)

511.68 CGM Inv. 199396, Inv.200636, Inv.200820 (chq. 997)

630.00 Garrod Family Tree Ltd. Tree cutting on footpath (chq. 998)

30.00 Sapient.IT domain registration (Chq.999)

138.80 2nd qrt. PAYE payment to HMRC by 5th October (chq.1000)
 - b) **Monies received:**

£346.53 Cambs.County Council – contribution to grass verge cutting.
 - c) Signatories for cheque signing: Cllr. Holness has applied..

9. Maintenance:

- a) Playground refurbishment: Cllr. Causton had nothing new to report but was waiting to hear from Wicksteed when the work will be done. Robert Covey has said he will powerwash the mess off the play area surface and wishes to do the job free of charge.
- b) Grasscutting:
 - i) Recreation ground – Cllr. Holness said the Football Club will continue to cut this but it is hoped there are sufficient volunteers to cut the play area grass.
 - ii) General – the CGM contract finishes in December 2016 and therefore there is a need to get quotes from CGM and other grass-cutting companies for the new season. It was agreed that a tight schedule needs to be drawn up of what is required of the job.
- c) Flooding – Cllrs. Nichols and Okkenhaug had contacted Cambs. County Council dept. to inform them of flooding which had taken place during a flash storm. They responded saying it would be dealt with in next three months. The Causeway has a problem with water flooding into house drives in the summer and in the winter the water freezes.
- d) Dog poo: Cllr. Fraser has acquired 5 dog poo bins and once he knows where they need siting he can then inform the team at SCDC. Cllr. Okkenhaug will send a map showing the sites to Cllr. Fraser

10. Correspondence:

Letters of thanks had been sent to Mrs Jayshree Ramusan for her speed watching duties and to Mr Andrew Hodge for supplying a fine bollard at the Pump Shelter. Cllr. Nichols had written to Lucy Fraser MP and to Supt. Jon Hutchison, and also to Jason Ablewhite (Police & Crime Commissioner), regarding speed issues in the village.

11. West Wrattling Sports Pavilion Club: Cllr. Holness reported

- a) **Defibrillator:** This is now up and working after three attempts to put in the code. It was eventually discovered that the instructions were incorrect.
- b) **Bowls area:** They have cleared the area very well and Cllr. Holness advised them to use it as a junior training pitch once all the various regulations had been dealt with. However they have now decided to put it on hold as they are keen to purchase a piece of land close by to turn it into another pitch in order to reach a higher place with the Football Federation. Cllr. Holness again advised them to look into the legal and lease aspects of such a move.

12. Traffic issues: Cllr. Nichols reported on:

- a) **Rondels:** All five have now been put in and painted.
- b) **Pavements:** The broken pavement opposite The Lodge has been marked with yellow in preparation for repair. Many potholes have been filled in along the Common.
- c) **Speed issues on The Common road:** Cllr. Fraser had received many letters of complaint about the speeding. Speed Watch could not be carried out there and so the various residents have purchased a radar gun at a cost of £180. As a deterrent although the Police would not be involved. Cllr. Nichols asked whether the Parish Council would be prepared to donate something towards this. It was agreed £30 would be donated.
- d) **Minor Highways Improvement scheme:** It was suggested that a sub-committee should be formed to put this together, the requirement being to move four pairs of the 30mph signs further outside the village. This was agreed and would consist of Cllrs. Ross Bain, Nichols and Causton.

13. Land owned by Parish: Cllr. Holness reported:-

- a) A piece of land which is part of the recreation ground. Cllr. Fraser gave Cllr. Holness details of where the Land Registration could be obtained for £240 and he will proceed to get this done.

- b) Land awarded to Parish in 1813: The Parish Clerk had had a meeting with PJ Threlfell who said that the land was not used by any of the four farms surrounding it as it became very swampy due to the overspill of water coming from the village of Balsham and there was no access. He was happy to have a meeting with Cllr. Holness to show him the area.

14. Report of meetings:

15. Report by Dist. Cllr Fraser:

- a) The Boundary Commission report due out on 6th September but not available yet.
- b) Community Chest: Money is still available, up to £1500. The Parish could request three times for different projects.
- c) South Cambs.District Council Planning training course run by Jane Green. This is the second section on monitoring and enforcement following on from the course held last year.
- d) Devolution: This will now be reviewed on 26th October and a full Council decision will be made.

16. Report by County Cllr. Hickford: Not present.

16. Any other business:

- a) **Andrew Crossley of Thurlow** – the Parish Clerk will send a letter of thanks for his hospitality showing councillors round his farm.
- b) **S/1787/16 21 High St.** Should this application get approval will the parish get the S106 payment. Cllr. Fraser said this should be paid but needed to be checked on the planning application documents. The full documents had not been sent when requesting comment by the Parish Council.
- c) **Flooding risk form:** Cllr. Ross Bain said he would complete this form.

The next Parish Council meeting, which will be held on Monday 10th November at 8.00pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the Parish Council meeting held on Monday 14th
November 2016 in the Village Hall at 8pm

Those present were: Chairman Ross Bain, Cllrs. Causton, Okkenhaug & Roberts, two parishioners and the Parish Clerk.

1. **Apologies:** Cllrs. Nichols & Holness, Dist. Cllrs. Turner & Fraser.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 12th September 2016 were signed as correct.
4. **Opportunity for public statement:**
 - a) Mr McCall (Footpath Officer) updated the meeting on the state of the footpaths and roads, and some footpaths had been sprayed with Round Up. The damaged bridge towards Randswood has not yet been repaired and he will check when it is going to be done. Some hedge cutting will be required later in the season. Two more volunteers have joined the team so it is now up to full strength. Having just had a bad accident on the Common Road he pressed for a speed limit on this road as it has become very dangerous and people should drive slowly along it. Suggested that an item was put in Challenge.
 - b) Mr Mike Rowland spoke about the honey fungus which has attacked many trees in Hayter Close and is spreading. Two trees affected with the fungus several years ago were cut down but nothing was done to stop the fungus. He has spoken to Ashley Garrod who said the tree now affected should be cut down and the stump ground out, remove the top soil and reseed. The possible cost £200.00. If the trees were to be replaced care must be taken to choose one that is resistant to the disease, e.g. Walnut. The Parish Council agreed that the tree needs to be cut down and the Chairman said both stumps should be ground out. Cllr. Holness, who lives nearby, is aware of what has happened. The Parish Clerk will contact Ashley Garrod.

Planning: All outstanding applications have been dealt with and there is nothing new in. There was some discussion about parking in the village, where cars are parked opposite each other it makes the road narrow and accident prone.

6. Finance: Account spread sheet for 2016/17 distributed to councillors.

a) Authorised payments:

- £370.10 Mrs J Richards Oct/Nov. salary less PAYE (chq.1001)
- 113.52 CGM Inv. 199396, Inv.201269 (chq.1002)
- 120.00 PKF Littlejohn – ext. audit (chq. 1003)
- 61.00 C. McCall (Footpath officer) strimmer service (chq. 1004)£
- 2,199.54 Wicksteed Inv.732043 for play equipment (chq. 1005)
- 25.00 Royal British Legion for Poppy wreaths (chq. 1006)

b) Monies received:

£5,466.50 2nd tranche of Precept

b) Signatories for cheque signing: The Parish Clerk again asked if anyone other than the Chairman and Cllr. Nichols were now signatories. Cllr. Holness is believed to be in the process and Cllr. Causton said she would also become one.

c) External audit: This has been completed successfully and the Notice put on the Notice Board.

7. Maintenance:

- a) **Playground refurbishment:** Cllr. Causton reported that the equipment is very good and she will take a photo to send to the Community Fund. The surfacing has been power-washed which has worked very well. She will get some quotes to get the surface extended up to the gate area and plan to try for another Community Fund grant next year. She thanked all those who volunteer to keep the play area in good order and the Parish Clerk was asked to write in Challenge to this effect. A letter will also be sent to Robert Covey to thank him for power washing the area free of charge. Cllr. Causton was thanked for her hard work.
- b) **Dog Poo sites:** The sites marked out on a map were discussed and it was agreed they were in the right place. The Chairman wondered if the one sited at the bottom end of Padlock Lane might not get picked up but Cllr Okkenhaug said she would check that the truck would collect from all the sites. The plan had been sent to SCDC and she will let them know that Parish Council agreed on them.
- c) **Flood Risk form:** The Chairman will complete this.

8. Correspondence:

The Chairman read out a letter from Lucy Fraser, MP.

9. Football Club & Sports Pavilion: Cllr. Holness was not present so could not report. The parish clerk said she still had not received the half-yearly rent from the Sports Pavilion and it would now be asked for 12 months rent of £250.00.

10. Traffic Issues & speed restrictions:

a) **Minor Highways Improvement scheme:** Cllr. Nichols was absent and so the Chairman outlined the scheme that she has been working on to apply for a Minor Highways Improvement Scheme grant to add 40mph signs outside the village and in some places move the 30mph signs further out in order to slow traffic coming into the village. It is planned to have a 40mph sign prior to the 30mph sign in Six Mile Bottom Road; to move the 30mph sign out to “Concordia” and have a 40mph sign by Randswood. The cost of this could be £12,000, £10,000 of which we could claim through the MHI Scheme. There are people who would be happy to contribute and the Parish Council could add £1,000. Regarding the other equipment it was agreed to get the speed limit signs changed and then look at what else is available.

11. **Land Owned by Parish:** Cllr. Holness reported will report on his findings at the next meeting.

12. **Report of meetings:** Cllr. Nichols had attended the Parish Council Forum at Balsham and sent the parish Council a copy of the Minutes.

13. **Report by Dist. Cllr Turner:** The Chairman read out the relevant points of this report.

14. **Report by County Cllr. Hickford:** Not present.

16. **Any other business:** None

The next Parish Council meeting, which will be held on Monday 12th January 2017 at 8.00pm. All are welcome to attend.

Chairman.....