

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 11th March

2019 in the Village Hall at 8pm

Those present were: Chairman Holness, Cllrs. Bonfield, Chandler, Lock, Roberts and Dist, Cllr Henry Batchelor, Jacqueline Douglas, four parishioners and the Parish Clerk.

1. **Apologies:** Cllr Nichols.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 14th January 2019 were signed as correct by the Chairman.
4. **Opportunity for public statement:**
 - a) Colin McCall said he had made contact with Nick Pace, the new d'Abo foreman, who wishes to put out some new waymarkers around the estate which he welcomed. Most of the paths are in good order but the problem of litter is ongoing and more volunteers are needed especially for the Weston Colville area. There had been problems with regard to a new Shoot set up by Vestys due to lack of communication which has been resolved. The two new young volunteers are going a good job helping litter pick-ups.
 - b) The abandoned car in Mill Road has now been removed. Anyone seeing fly tipping being carried out should contact Colin McCall.
5. **Parish Councillor vacancy by co-option:** Barry Glennon-Lynch was proposed by the Chairman, seconded by Cllr. Roberts to be co-opted as the 7th councillor. A vote was taken and all agreed. The necessary forms of Registration of Interest and Declaration of Acceptance were signed and Cllr. Glennon-Lynch joined the Council.
6. **Jacqueline Douglas (part of the Parish Nurse Plus project)** spoke about her job as a Community Worker for Weston Colville, West Wickham and West Wrattling. Her role in supporting the Parish Nurse is partly to find out what people want or need in these communities and to access services is a key part. A directory will be produced to show what is going on. Age UK and Reach are also associated with this scheme. A Community Hub meeting will be held each month in the Balsham Village Institute where all those involved in this scheme will be on hand to help and advise. She has produced a concise timetable of the buses available and is hoping that with small changes made it could be possible for people to do their shopping at Sainsburys. The nearest shop available to the three villages is the Post Office & the Coffee Shop both in Balsham and these provide a good service and need your support. Email address: jacquelinecommunityworker@gmail.com
7. **Correspondence:** Confirmation from SCDC of the Precept request.

8.

PC SCDC

S/3047/18/T C	J Pilmer	Yew Tree Cottage	Pruning 3 ash trees in rear garden	9/8/18		support	
S/4924/18	C.Harris	35 Six Mile Bottom Rd	Erection of a 2-storey side ext.	28/11/18			
S/0537/19	Hastoe	Six Mile devt.	Modification of plan obligations in Section 106 agreement	13/2/19	Inf.only		
S/0691/19/	Thurlow Estate	Weston Woods farm	Replacement of farm bldgs.. etc.	5/3/19	Inf only		

9. Finance:

a) Authorised payments:

b) Monies received: None

c) Set Precept for 2019/2020: Having held a pre-budget meeting on 7th January to discuss the coming year's financial needs, the Chairman proposed a 3% increase in the Precept, making the Precept for 2019/2020 £11,715, an increase of £341.00. A vote was taken and all agreed. Cllr. Nichols asked what value we got from CPALC, whose membership fee was £200/p.a. The Chairman suggested everyone look to see what they offer before deciding on whether to continue with them. The main expenditure over and above the usual costs for the coming year will probably be the refurbishment of the Children's Play Area.

9. Maintenance:

a) Fox Road barriers: Cllr. Batchelor told the Council that the Traffic Regulation Order has not yet reached the consultation stage as the person involved is now on long-term sick leave but is now being dealt with by Emma Knight, who will possibly go out to the villages involved and compile a map to be marked up with each particular problem. He suggested the Chairman get in touch with CCC to find out what progress is being made. It was also suggested that David Holah keep a diary of all unpleasant events.

b) Car Parking on pavements: Cllr. Lock, who was unable to be present, had sent a note received from the ECops saying anyone seeing a vehicle parked on the pavement should call **101** and an officer would be sent out to get the vehicle removed.

10. Additional Policies: The Chairman had reviewed the existing Standing Orders and suggested that the Council read the policies set out by Mike Rowland for the Village Hall. He felt these would cover everything at present lacking in the Standing Orders. The Parish Clerk will send these out.

11. West Wratting Village Hall:

a) Subsidence re insurance. Matter resolved.

b) Replacement of the folding doors: This will be a costly job and it was suggested that the Village Hall Committee apply to the Community Chest for funding first.

c) Publicity for Parish Council: Although at present missing the Chairman believes he can locate the missing photographs.

12. Recreation Ground and Pavilion: The next meeting is on Monday 21st January and Cllr. Holness will attend. Cllr. Nichols asked him to remind the committee that the Sports Pavilion Accounts will be needed for the end of year.

13. Traffic Issues and Speed Restriction Equipment: Cllr. Bonfield told Council that no Speed Watches had been held since November due to lack of volunteers, Christmas etc. The Chairman hoped that Martin Davey would take over the running of the Speed Watch. The Speed Restriction equipment will be in use again next week but people have reported that the equipment is not working properly, giving out mis-information or no information. Trevor Hall from West Wickham will contact SWARCO about this. The two sites for the posts were discussed and agreed that one could go outside the dilapidated building and the other outside ???. Cllr. Bonfield would like to purchase another SID. Council were told that a speed gun is available for the Speed Watch team to use and this was agreed.

14. Play Area: The sub-committee of three, Ben Wilcocks, Louise Chandler and Richard Holness had discussed whether it was worthwhile doing anything with the play equipment as it stands and it would

possibly be better to start from scratch, applying for grants to help cover the cost. They are therefore contacting various play equipment companies to come out and look at the site and advise on new equipment and give quotes to do the job. This would be a good project to get volunteers with families involved. A Vote of Thanks was given to Simon Chandler by the Parish Council for all his work and help with the playground. The Parish Clerk was asked to get details from West Wickham Parish Council of the total refurbishment of their play area organised by Justin Plumb. This would be a Parish Council project as VAT is refundable to Councils.

15. Report of meetings: Cllr. Nichols had attended the Village Hall meeting.

16. Report by County Cllr. Batchelor : The December report is shown on the website.

- a) A1307 – work is being carried out outside Dalehead Foods to make the road safer.
- b) Consultations on business plans are being held at CCC and SCDC.
- c) SCDC have a consultation of their housing situation re building etc.
- d) Next Combined Parish meeting on 30th January (Highways will be there). Please let Cllr. Batchelor know of any issues
- e) The budget and increase in council tax will be decided in March.

17. Any Other Business: None.

The next Parish Council meeting will be held on Monday 11th March 2019 at 8.00pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 11th March

2019 in the Village Hall at 8pm

Those present were: Chairman Holness, Cllrs. Bonfield, Chandler, Lock, Roberts and Dist, Cllr Henry Batchelor, County Cllr. Harvey, Jacqueline Douglas, four parishioners and the Parish Clerk.

1. **Apologies:** Cllr Nichols.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 14th January 2019 were signed as correct by the Chairman.
4. **Opportunity for public statement:**
 - a) Colin McCall said he had made contact with Nick Pace, the new d'Abo foreman, who wishes to put out some new way markers around the estate which he welcomed. Most of the paths are in good order but the problem of litter is ongoing and more volunteers are needed especially for the Weston Colville area. There had been problems with regard to a new Shoot set up by Thurlow Estate, due to lack of communication, which has been resolved. The two new young volunteers are going a good job helping litter pick-ups.
 - b) The abandoned car in Mill Road has now been removed. Anyone seeing fly tipping being carried out should contact Colin McCall.
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6. **Jacqueline Douglas (part of the Parish Nurse Plus project)** spoke about her job as a Community Worker for Weston Colville, West Wickham and West Wrattling. Her role in supporting the Parish Nurse is partly to find out what people want or need in these communities and to access services is a key part. A directory will be produced to show what is going on. Age UK and Reach are also associated with this scheme. A Community Hub meeting will be held each month in the Balsham Village Institute where all those involved in this scheme will be on hand to help and advise. She has produced a concise timetable of the buses available and is hoping that with small changes made it could be possible for people using service 19 to do their shopping at Sainsburys, Haverhill. The nearest shops available to the three villages are the Post Office & the Coffee Shop both in Balsham and these provide a good service so need your support. Jacqueline's Email address is: jacquelinecommunityworker@gmail.com
7. **Correspondence:** Confirmation from SCDC of the Precept request.

8. Planning

PC SCDC

S/3047/18/T C	J Pilmer	Yew Tree Cottage	Pruning 3 ash trees in rear garden	9/8/18		support	
S/4924/18	C.Harris	35 Six Mile Bottom Rd	Erection of a 2-storey side ext.	28/11/18			
S/0537/19	Hastoe	Six Mile devt.	Modification of plan obligations in Section 106 agreement	13/2/19	Inf.only		
S/0691/19/	Thurlow Estate	Weston Woods farm	Replacement of farm bldgs.. etc.	5/3/19	Inf only		

9. Finance:

a) Authorised payments:

£386.42 J.Richards Feb/Mar..salary (cheque 1087)

£ 25. 81. J.Richards postage & travel expenses (1088) *cancelled as incorrect amount.*

£145.00 HMRC 4th qrt. PAYE (1089)

£ 48.00 Invoice 2019/03 for Challenge advertising (cheque 1090)

£ 75.00 Mark Grimwood, Pocket Park grass & hedge cutting (cheque 1091)

£ 32.53 J.Richards postage & travel expenses for 2018/19 (cheque 1092)

b) Monies received: None.

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10. Maintenance:

a) *Fox Road barriers:* No further news so the Parish Council will continue to put pressure on District & County Cllrs.

11. Additional Policies: The Chairman had reviewed the existing Standing Orders, Equal Opportunities and Safe Guarding Policies but suggested that as Cllr. Nichols was not present these should be discussed at the next meeting.

12. West Wratting Village Hall:

a) Replacement of the folding doors: The Community Chest.funding will require 50% contribution from the Parish Council therefore the Chairman, Mike Rowland, is trying to avoid this and will initially attempt to get a grant from the Wadlow Wind Farm Fund Trust.

b) The Parish Council does not have a specific contingency fund for the village hall, although a provisional cost sum was carried forward for some years in the PC budget.

c) It was agreed that as the Parish Council can reclaim back VAT any large expenditure on the Village Hall should be arranged through the Parish Council.

d) Publicity for Parish Council: The photographs of the PC's assets have been laminated and are stored in the PC's archive under the stage at the Village Hall.

13. Recreation Ground and Pavilion: Cllr. Holness attended the last meeting and confirmed that the Pavilion was well maintained and in good condition. The next meeting on 13th March will discuss gating the grounds. They also wish to apply for creating boreholes as their watering costs are excessive.

14. Traffic Issues and Speed Restriction Equipment:

a) Issue of access to High Street from Spicers Close: Cllr Holness met with the residents of Spicers Close who wish to put up a mirror next to the PC noticeboard due to the poor sightline when exiting Spicers Close into the High St. On behalf of the residents of Spicers Close, Cllr Chandler has raised this as an online 'Fault' with the Highways Dept. of Cambs. County Council who will contact Cllr Chandler regarding a decision/visit in the next few days. If the mirror is to be positioned on private property, planning permission from SCDC will need to be applied for.

b) Correspondence from Frank Eve of Withersfield Parish Council: Cllr. Bonfield has spoken to him about the SID equipment, costs and usefulness.

c) Correspondence regarding a footpath along Six Mile Bottom Road: This certainly needs looking into as it would be good to have a path all the way to Pocket Park. Local Highways Improvement bid would be one way and Cllr. Batchelor suggested applying to the Greater Cambridge Partnerships who are keen to promote and fund cycle-ways.

15. Play Area: Ben Willcocks told Council that he, Cllr. Chandler, Cllr. Glennon-Lynch and Alex Brown had discussed the options to:

1) Keep the play area as it is but with tidying up and fixing the items which need repair (the Chairman told him that John Horsfield had already been given the RoSPA report and asked to repair what was noted in the report), and jet wash the surfaces.

2) A major design to supply a completely new play area, possibly incorporating some of the newer existing equipment. Two schemes are in discussion and another one in the pipeline and two quotes have been received. Once decisions are made about the schemes and their cost, which will be in the region of £60-80,000, fund raising will go ahead. The monthly Saturday Café could be used to display the schemes to raise awareness and get some input from the village as to what they would like. The team will arrange for an article to be submitted for inclusion in the April Challenge, advertising the April Saturday Café display. The project would be run by the Parish Council in order to claim back VAT.

The Chairman thanked the Playground Group team for putting this scheme together.

16. Report of meetings: Cllr. Nichols had attended the Combined Parishes Meeting and sent in her report.

17. Report by County Cllr. Harvey : Available on website.

- a) The budget and increase in council tax has been decided.
- b) The Greater Cambridge Partnership are holding another consultation on public transport.

Report by District Cllr. Batchelor: Available on website

- a) Local Plan will be up for review shortly.
- b) Electric charging points for cars: The Chairman commented that he felt there was no suitable location in the village.
- c) Charging for computer use in public libraries has been dropped and so are now free of charge to use.

18. Any Other Business:

- a) Dates for 2019/20 Parish Council meetings are as follows:

Monday 13th May, 8th July, 9th September, 11th November, 13th January and 9th March 2020.

- b) CAPALC subscription – do we carry on paying it. Decision deferred to next meeting.

The next Parish Council meeting will be held on Monday 13th May 2019 at 8.00pm after the Parish Meeting has been held at 7.30pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 13th May 2019 in the Village Hall at 8.00pm

Those present were: Chairman Holness, Cllrs. Nichols, Cllrs. Bonfield, ,Chandler, Lock, Roberts and Dist.Cllr. Harvey & County Cllr. Batchelor, two parishioners and the Parish Clerk.

1. **Apologies:** Cllr. Glennon-Lynch

2. **Declaration of interest:** None

3. **Minutes of the Parish Council meeting** held on Monday 11th March 2019 were signed as correct by the Chairman.

4. **Opportunity for public statement:** Colin McCall said the amount of litter appeared to have decreased. He had had a positive talk with the Romanys and the area had certainly been kept cleaner. They have now left. If anyone sees rubbish tipping going on or finds a pile of tippings please inform County Council on the web site.

5. **Election of Chairman & Vice Chairman:** The Parish Clerk asked for nominations for the position of Chairman and Cllr. Holness was proposed by Cllr. Roberts, seconded by Cllr. Chandler and this was agreed. Cllr. Nichols was proposed for Vice Chairman by Cllr. Holness, seconded by Cllr. Lock and all agreed. They then signed the Declaration of Acceptance forms. It was agreed that Cllrs. Roberts and Holness would remain as representatives on the Sports Pavilion committee and that Cllrs. Bonfield and Nichols would remain as representatives of the Village Hall Management Committee.

6. **Correspondence:** A letter received from Hn. Lucy Fraser regarding the transport needs of this area was discussed and it was agreed that the Parish Clerk should write suggesting it would be better if buses, e.g. No. 19, would go from centre of population to centre of population. The No. 19 stops at Thurlow rather than going onto Newmarket, and there are other instances.

7. **Planning:**

PC SCDC

S/3047/18/TC	J Pilmer	Yew Tree Cottage	Pruning 3 ash trees in rear garden	9/8/18		support	
S/4294/18/FL	C.Harris	35 Six Mile Bottom Road	Erection of a 2-storey side ext.	28/11/18		support	
S/0537/19/PO	Hastoe	Six Mile Devpt.	Mod. Of plan.obligations in Section 106 agreement	13/2/19	18/4/19	No support	
S/0691/19/fl	Thurlow.E	Weston Woods Farm	Replacement of farm lldgs... & drainage within existing farmstead	5/3/19	19/3/19		
S/1134/19/FL	Mr Barker	1 Hayter Close	Two storey side ext. & single storey front ext.	18/4/19	9/5/19		
S/1296/19/FL	A.Wishart.	20 High St. A.Wishart	Two storey rear ext., new entrance canopy & duple car port	30/4/19	13/5/19 9		
S/1493/19/FL	M.Shaw	35 The Common	Demol. Existing single storey, Ext. of single storey side ext. etc.	4/5/19	13/5/19		
S/1514/19/FL	H.d'Abo	Mines Park, Weston Colville	Erection of a country house re-submission etc.	8/5/19	13/5/19		

8. **Finance: Final Account spread sheet for 2018/19 distributed to councillors.**

a) **The Exemption Form to be sent to External Auditors:** The Council were in agreement that the Exemption form should be signed and returned to the External Auditors. Council had also received copies of the 2018/19 accounts and these were agreed and signed by the Chairman and the Parish Clerk. The Statement of Accounts and Annual Return were also agreed upon and signed and these would be kept by the Parish Clerk for the Internal Auditor to make her report.

b) Authorised payments

£2110.31 (3rd of 3 yr contract with AON Ins. Now BHIB Council Insurance) (chq.1093)
£ 386.62 Mrs J Richards Apr./May salary less PAYE (chq. 1094)
£ 234.11 CAPALC annual fee (chq. 1095)
£ 561.00 West Wrattling Football Club for grass cutting of rec. (chq. 1096)
£ 250.00 Age UK re Village Warden Scheme (chq. 1097)
£ 94.80 RoSPA (Playsafety Ltd.) inspection fee (chq. 1098)
£ 36.00 CPRE annual subscription (chq. 1099)
£ 20.00 Running Total (J Dockerill for payroll services yr. 18/19 (chq. 1100)
£ 15.82 STP for printing ink (chq.1101)

c) Monies received: £5857.50 – First tranche of the Precept.

d) The contribution to Age UK was increased to £250.00 per year.

9. Maintenance:

a) *Fox Road Barriers:* County Councillor Batchelor said that the Gating Order was still not in place and there was further consultation to find out the number of complaints. The Chairman said this had been going on for 3 years without anything happening and people have constantly reported problems over this period of time which seem to be ignored. Emma Knight, the new person now in charge, has only just visited the site. The Chairman said he would request Emma Knight to directly contact residents. It would be a good idea if the amount of litter picked up each week was logged and details given to CCC.

b) *Risk Assessment form:* The Chairman had been round the village and had completed the Risk Assessment form which was then signed.

10. Additional policies as part of Standing Orders: The Chairman suggested the Standing Orders need looking at and put some deadlines in. It was agreed that Cllrs. Lock would be in charge of this.

11. Village Hall: The Minutes of the AGM had been distributed to all Councillors and Cllrs. Nichols and Bonfield were thanked for acting as representatives. She reported the hall was in very good order and was well looked after.

12. Recreation Ground and Pavilion:

a) The Chairman had attended the last meeting of the Sports Pavilion Club which is in good condition and well maintained. They would like to put in a bore hole for watering the football pitches and have applied for some grants and have received three quotes to do the work. The Chairman reminded them that they would require permission from the Parish Council once they had made a decision. The chain across the entrance to the recreation ground is to be replaced with a gate. The annual accounts of the Sports Pavilion Club will be given to the Parish Clerk.

b) *RoSPA report:* This has been distributed and it shows that much of the equipment needs repair or replacing and the subcommittee looking at the play area equipment have to make a decision whether to repair or replace and are getting quotes.

13. Traffic Issues & Speed Restriction Equipment:

a) Cllr. Bonfield spoke about the SIDS equipment and Speed Watch, and said Martin Davey was now in charge. The 2nd SCID is in use at present and is slightly different from the 1st but the technical details are being looked into by Martin. If the decision is made to purchase our own SID grant money would need to be found, possibly through the Local Highways Improvement Scheme next September when new grants are awarded. Cllr. Roberts who is a volunteer for Speed Watch said that this equipment is rather out-dated and

ought to be replaced and thought the Police should be approached about this. Cllr. Bonfield said he and Martin would see if the Police would up-date it.

b) *Access to High Street from Spicers Close:* It has been established that the land opposite Spicers Close belongs to Cambridge County Council and South Cambs District Council, both councils being opposed to mirrors on their land. Someone from Highways Dept., CCC will explain to the residents of Spicers Close why a mirror cannot be erected on Highways land.

c) *Footpath along Six Mile Bottom Road:* The Chairman will ask Cllr. Glennon-Lynch if he could look into this and apply for a grant from Greater Cambridge Partnership. The next meeting of this group will be held in Hills Road in June. Cllr. Batchelor will let us know the date.

d) Nicola Burdon has promised that the sign for Viking Close will shortly be replaced.

14. Play Area: Cllr. Chandler spoke about the RoSPA report and the group felt that everything should be renewed apart from one piece of equipment which was in good order. They have received two quotes so far and the cost is likely to be approx.. £77,600 plus VAT at 20%. A display showing what sort of equipment would be bought has been held in the Village Hall and there has been a good response from families. The Chairman said in principal this scheme should go ahead and the possible £20,000 to come out of Parish Council funds. The VAT of 20% will be reclaimed by the Parish Council. Grants would obviously have to be applied for.

15. Report of meetings: Cllr. Nichols had attended the Combined Parishes meeting.

16: Report by District Councillor Harvey: A joint report for April is shown on the website. Their report for May has been delayed due to election campaigning but will be received shortly and again will be on the website.

17. Report by Dist.Cllr. Batchelor: A joint Annual Report will be in Challenge & on the website.

18. Any Other Business: Cllr Lock enquired about the Les Moulton Cup which was to be for the best vegetable gardener in West Wrattling, to be judged at the annual show. Unfortunately no show has been held since the cup was donated and she wondered what was going to happen about it. Cllr.Lock agreed to look at possible alternatives.

The next Parish Council meeting will be held on Monday 8th July 2019 at 8.00pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL
MINUTES OF THE
ANNUAL PARISH MEETING
Held on Monday 13th May 2019 at 7.30pm.

1. **Apologies for absence:** Cllr. Glennon-Lynch
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 14th May 2018 were signed as correct.
3. **Chairman's Report:** Please see attached.
4. **Financial Report:** Copies of the accounts for the year which will be resolved at the Parish Council meeting this evening at 8.00pm were available for anyone wishing to study them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports had been received from:
Village Hall Management
Bridge Club Footpaths (P3 co-ordinator)
Over 60's Club. Monthly Lunch Club
Saturday Morning Café Monthly Lunch Club
District & County Cllrs. annual reports.

These reports will go on the website and into Challenge.
7. **Matters arising from Minutes of 13th May 2019:** None
8. **Any questions:**
Cllr. Nichols asked who had the lawn mower and was told that Simon Anderson at present housed it. The Chairman gave a Vote of Thanks to Simon for all his work for the village over many years.

Meeting closed at 7.55pm

Chairman.....

WEST WRATTING PARISH COUNCIL

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Those present were: Chairman Holness, Cllrs. Nichols, Cllrs. Bonfield, Glennon-Lynch, Lock, Roberts and Dist.Cllr. Harvey & County Cllr. Batchelor and the Parish Clerk.

1. **Apologies:** Cllr. Chandler

2. **Declaration of interest:** None

3. **Minutes of the Parish Council meeting** held on Monday 13th May 2019 were signed as correct by the Chairman.

4. **Opportunity for public statement:** None

5 Electoral Matters:

- a) The Chairman welcomed Mr Martin Davey who, due to the vacancy which will follow from Cllr. Holness resigning from the Council, was proposed by Cllr. Nichols to be co-opted onto the Council and seconded by Cllr. Roberts and Council agreed. He then signed the Declaration of Acceptance and Register of Interests. The Chairman then regretfully resigned from the Council due to their move from the village. He said how much he had enjoyed his period of Chairmanship and prior to that being a councillor. He would continue to keep in touch. Vice Chairman Nichols thanked him for all the work he had put in whilst a Councillor and Chairman and also his involvement in village activities and projects. He was a very good team leader, leading by example. He and his wife will be very much missed. The position of Chair needed to be filled and Vice Chairman Nichols was proposed by Cllr. Roberts, seconded by Cllr. Glennon Lynch, agreed by Council and accepted by Cllr. Nichols. Cllr. Bonfield was proposed to be Vice Chairman by Cllr. Nichols and seconded by Cllr. Lock, agreed by Council and accepted by Cllr. Bonfield.
- b) *Standing Orders:* It was agreed that the wording “vulnerable adults” should change to “adults at risk”, being part of the Safe Guarding Policies, already distributed to the Council, and that these Policies would be added to the Standing Orders. The document was signed and dated and would be put into the internal audit records.

6. Correspondence:

- a) Letter sent to Hn. Lucy Frazer by Parish Clerk already distributed and agreed by Councillors.
- b) Request for a donation to MAGPAS air ambulance. This was discussed and it was agreed to make a ‘one off’ donation of £50.00.

7. Planning:

PC SCDC

S/2063/19/FL	C Hodson	4 Hayter Close	Conservatory to rear	19/6/19	7/7/19	support	approved
S/2024/19/VC	C Harris	35 Six Mile Bottom Rd.	Variation of condition 2 re S/4294/19/VC	18/6/19	Inf. On line		Refused see comments
S/1796/19/FL	J Morrow	21 The Common	Discharge of condition 4	29/5/19	“ “		
/1855/19/FL	DCH Constr.	Site adj. to 27 Six Mile Bottom Rd.	Re S/3951 Discharge of conditons 4, 5, 6 and 7 re site adj. to 27 Six Mile Bottom Rd	3/6/19		support	
S/2216/19/FL	A.Brown	59A High St.	Single && 2 storey rear ext. window to side elev.	10/7/19	25/7/19	refused	

S/1514/19/FL	H. d'Abo	Mines Park, Weston Colville	Re-sub. of S/1311/6/FL for erection of country house etc.	2/5/19			
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8. Finance:

a) Authorised payments:

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- £144.80 HMRC 1st qrt. of PAYE (chq. 1104) **paid**
- £3000.00 Cambridgeshire County Council re 40mph signs etc.(chq. 1105) **paid**
- £386.42 J.Richards June/July..salary (chq. 1106)
- £ 40.00 ICO Date Protection fee (chq. 1107)
- £ 40.50 J.Dockerill (Running Total) audit fee (chq. 1108)

b) Monies received:

- £200.00 WWFC contribution to maintenance of recreation ground.
- 60.00 d'Abo Tennis Club contribution to maintenance of recreation ground.

c) External audit: Letter of confirmation re Exemption of audit received from PK Littlejohn, the external auditors and the Internal audit had been successfully carried out by the internal auditor, "Running Total" (J. Dockerill). This information has been put on the website.

9. Maintenance:

a) *Fox Road Barriers:* County Councillor Batchelor said that the Gating Order was still not in place and there was further consultation to find out the number of complaints over the next six months. The Parish Clerk was asked to contact Emma Knight to see what progress is being made.

10. Village Hall: The WWVHC are still looking into the cost of replacing the folding doors but have only received one quote so far and they were looking for more.

11. Recreation Ground and Pavilion: Following the resignation of Cllr. Holness there is a need for another councillor to join Cllr. Roberts as representatives of the Parish Council on the Sports Pavilion joint committee. Cllr. Davey was asked if he would take this on to which he agreed. Cllr. Holness said he would organise a meeting to introduce Cllr. Davey to the existing committee. The gate is being made and it was stressed that easy access through the gate was necessary with an easy locking mechanism. As the land is owned by the Parish Council the Chairman would like to know details of the proposed gates they are looking at and Cllr Holness said he would find out.

12. Traffic Issues & Speed Restriction Equipment:

a) Cllr. Bonfield spoke about the SIDS equipment and Speed Watch, and said Martin Davey was now in charge. They wish to purchase a new SID which would belong to West Wrattling and grant money would need to be found, possibly through the Wind Farm Fund. However the purchase of a new SID will be researched to find the best one available before looking for funding. Possible cost would be approx.. £2500.

13. Play Area: Cllrs. Glennon-Lynch, Chandler and the team were congratulated on the sub-committee's success in obtaining a grant award from the Community Fund of £9995.00. He said an application could now be made to Amy Cespa and the Parish Council will be kept fully informed on progress.

14. Report of meetings: Cllr. Holness had attended the Combined Parishes meeting.

15. Report by County Cllr. Batchelor: A joint report for July is shown on the website. He added some extra information.

a) Improvements are being made to Wittlesford Station.

- b) Proposals to alter the junction at Babraham .
 - c) A new consultation on transport plans for Cambridge.
 - d) Children’s centres are under threat with Linton being one of those possible to be closed. There is a request for feedback from anyone who will be affected by this possible closure.
 - e) Combined Parish Meeting on 29th July.
- Cllr. Lock asked Cllr. Batchelor about statutory responsibility for a bridleway and was told Peter Gaskin was the person to get into touch with.

16: Report by District Councillor Harvey: He outlined the joint report which had been distributed to all councillors. The Chairman asked him about the gating order for Fox Road and was told that a check will be kept on incidents occurring up to next September before any decision is made. Cllr. Davey asked if there were any written policies on anti-social behaviour with regard to Fox Road and Cllr. Harvey said he would look to see if he could find any information about this.

17. Any Other Business: None

The next Parish Council meeting will be held on Monday 9th September 2019 at 8.00pm. All are welcome to attend.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 9th September 2019 in the Village Hall at 8pm.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey, Glennon-Lynch and Lock. Dist.Cllr. Harvey and County Cll. Bachelor and the Parish Clerk.

1. **Apologies:** Cllr. Roberts

2. **Declaration of interest:** Cllr. Davey re item 6 Planning.

3. **Minutes:** Minutes of the meeting held on Monday 15th July 2019 were signed as correct.

4. **Opportunity for Public Statement:** None

5. **Correspondence:** The two items listed below have been included in the Correspondence folder distributed today to the Council.

a) Report received from Age UK

b) Report received from Parish Nurse Project plus Invoice.

6. **Planning:**

S/2216/19/FL	A.Brown	59A High St.	Single && 2 storey rear ext. window to side elev.	10/7/19	25/7/19	supported
S/1493/19	M.Shaw	35 The Common	Dem.of existing single storey.Replace with single storey ext.two-storey side ex.,	4/5/19	13/5/19	Supported
S/1493/19	M.Shaw	35 The Common	Amendment to above proposal.	18/8/19		
S/2783/19/FL	ACrossley	Weston Woods Farm Weston Colville	Agric. Sprayer wash down & cover building	24/8/19	9/10/19	
S/2684/19/LD	M Davey	37 The Common	Cert. of lawful development for a single storey ext.	24/8/19	9/10/19	

a) S/2783/19/FL – Council agreed to support this.

b) Possible solar farm – No application has been received by West Wrattling. Following a joint meeting with West Wickham Parish Council and the purchasers of the land it was agreed that although a small proposed scheme of solar panels at present it could become much bigger, very visible and a possible road safety hazard.

c) S/2684/19/LD – No further information had been received and so it was agreed to have a Planning meeting on Monday 15th September to discuss the application.

7) **Finance:**

a) Authorised payments:

£145.00 HMRC 2nd qrt. of PAYE due 5th Oct.(chq. 1110)

£387.42 J.Richards Aug/Sept. salary (chq. 1111)

£100.00 Hildersham PCC (Parish Nurse project) (chq. 1112)

£ 30.00 Sapient IT Services Ltd. Inv. 12710 (chq. 1113)

£ 50.00 MAGPAS Air Ambulance (donation) (chq. 1114)

£ 38.17 STP Office Equipment Ltd.- box of photocopy paper & printing ink. (chq.1115)

b) Monies received:

£9995.00 Community Fund award for Play Area project.

£ 102.20 Donation for Play Area project.

£900.00 Donation from sponsored bike ride for Play area project

£1000.00 Anonymous donation

£150.00 donation from Sat.Cafe for Play area project.

c) Clerk's salary – This was discussed and it was agreed that a Cost of Living rise of 2.1% should be awarded.

d) Mr Grimwood request for an increase in payment verge and Pocket Park grass cutting: It was agreed following discussion to allow an increase of 2.1%.

8). Maintenance:

a) Fox Road barriers: Cllr. Batchelor said a meeting to discuss this would be on Tuesday 17th September in Balsham Village Hall at 7.30pm and Cllr. Lock said she would attend. Evidence has been collected and this will be presented at the meeting. Official evidence has to be shown in order to put up barriers to stop four-wheel vehicles and caravans from using this bridleway and to stop anti-social behaviour. Anyone can attend this meeting.

b) Sale of telephone box: The Chairman asked Cllrs. about their thoughts on this request to purchase and remove the telephone box and most were not keen to lose this. The Parish Clerk was asked to put a note in the Challenge about this and ask for their views.

9. Village Hall: Cllr. Bonfield said that quotes were being asked for new folding doors.

10. Recreation Ground & Pavilion: Cllrs Davey had attended the last Sports Pavilion meeting.

1) High priority was given to the proposed gates. Posts have been put in and the fabrication of the gate is in hand and there will be a drawing sent to the Parish Council for approval. Would the Parish Council be prepared to contribute towards the cost, possibly the lock, which will be expensive but must be easy to access but totally secure? Obviously the Parish Council needs some idea of this cost.

2) The Defibrillator battery will need replacing and the Parish Council was asked if it would be prepared to pay for its replacement when necessary. The cost of this needs to be known before agreeing.

3) Dog poo on the ground has become a problem and although there is a "poo" bin it is in a very poor condition. Perhaps this could be replaced and a "Warning" notice put up. Litter is also being left on the ground. Cllr. Chandler said she would check with SCDC if they could supply replacement bins. Cllr. Harvey told Council that a dual bin is available but would cost £3 a week to empty.

11 Traffic Issues & Speed Restriction Equipment: Cllr. Bonfield said that the SID was used every six weeks with much the same speeding results when they are in place and when they are removed the speeding goes up. It was suggested that all the data collected should be sent to Lucy Frazer MP and Jason Ablewhite (Police & Crime Commissioner). Cllr. Chandler will attend a meeting organised for several parishes and will present the evidence from the SIDS and ask what action is being taken regarding the data evidencing such high levels of speeding. Cllrs. Davey and Bonfield are investigating sources of funding for a permanent SID. It was noted that the harvest traffic of grain lorries and tractors had been much improved this year and had followed the 20mph rule through the village. The Parish Clerk said she would write a letter of thanks to the farms involved.

a) Possible Footpath along Six Mile Bottom Road: Cllr. Glennon Lynch apologised and said his priority had been to achieve the deadline for submitting the grants for the Playground project. Once this was completed he would look into the possibilities of a footpath. Cllr. Batchelor will give him some information to help.

12. Play area: Cllr. Chandler told Council the total amount raised so far was £13,146 plus money from an unknown donor. Waitrose has sponsored the project in their supermarket and will

receive what is donated at the end of the month. The application to the Wadlow Wind Farm Fund has been made and the application to Amey will be submitted shortly. A scheme incorporating equipment suggested by the Play area committee has been received from Action Play and will be on display. The earliest starting date is December. Cllr. Chandler said she would put an article in Challenge showing how much money has been raised so far but that there was still a need to help towards funding this project.

a) The Adoption of the Public Access Statement for the local recreation ground required by Amey, copy of which had been distributed to all councillors, was agreed and signed by the Chairman .

13. Report of meetings:

a) Combined Parish Meeting – cancelled.

14. Report by County Cllr. Batchelor: (as seen on the website)

a) Next Combined Parish meeting will be on Tuesday 24th September and Julia Ayke from Planning will be attending. Cllr. Bonfield will attend.

b) A1307 – work is going ahead shortly and consultation documents are being distributed regarding the Travel Hub at Fourwentways. The work will take 16 weeks and there will be some road closures.

15. Report by Dist.Cllr Harvey (as seen on the website)

a) Zero Carbon Grant – any comments from the Parish Council would be welcomed and the parish should be made aware (see <https://www.scams.gov.uk/bid-now-for-cash-to-spend-on-zero-carbon-community-projects>).

16. Any other business:

a) Cllr. Lock had made enquiries about the gating of the bridleway and was told that a decision would not be made until 2020/21.

b) Several of the trees in the Causeway have died and one tree is in need of some pruning but as this is in a Conservation area was told that a form must be completed. Cllr. Harvey told her that the Tree Officer who deals with this would be at the Combined Parishes meeting and the matter could be raised with him.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 11th November 2019 in the Village Hall at 8pm.

Those present were: Chairman Nichols, Cllrs. Chandler, Davey, Glennon-Lynch and Lock. Dist.Cllr. Harvey and County Cll. Bachelor and the Parish Clerk.

1. Apologies: Cllrs. Roberts & Bonfield

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 9th September 2019 were signed as correct.

4. Opportunity for Public Statement:

a) Colin McCall said the footpaths had been cut well this autumn and the footpaths and bridges are being repaired by SCDC. The amount of litter seems to have decreased recently. A new helper, Rebecca Causton, has recently joined the team. The Chairman thanked Colin for all the work he and his team do.

b) A resident from Six Mile Bottom Road has contacted the Parish Council and spoke regarding the dangers posed to residents and especially children who have no footpath to access the school bus or other village amenities. There have been two recent accidents to children and some near misses. The Chairman replied saying that this has been an on-going problem and the Council have petitioned for a footpath for many years and have tried to get the police to come and monitor the traffic. She suggested that all those concerned write individual letters to the Highways Dept. about their concerns and the fact that there are now more children living in Six Mile Bottom Road who have to cross a busy road to reach the various facilities in the village.

*Cllr. Davey has been in contact with the police who are putting in measures to monitor volume and speed of traffic.. There are also data records from the SCIDS which could be used point out the problems of speeding.

*Cllr. Glennon Lynch has contacted Great Cambridge Partnership and is awaiting a response.

*The Parish Clerk will enquire the cost of such a footpath from Highways.

5. Parish Nurse Plus Project: Suan Rowland gave a short outline on the progress that has been made in the past year, creating two venues for mainly older people to meet and chat to the Parish Nurse, Age UK, or Reach who are always present at these “get togethers”. The Hub is on the first Thursday every month in Balsham, in the Village Institute 2-4pm. Suan handed round a new leaflet giving details of what is available in each of the 7 villages in the Parish and would appreciate comments on its content. The Chairman thanked Suan for coming to speak.

6. Correspondence:

a) Letter of thanks from Air Ambulance for the donation sent.

b) Letter containing details of the next Precept requirements (distributed to Cllrs.)

c) Email from Sean Gentle, Planning Officer from SCDC, regarding land owned by SCDC at the back of 3 Six Mile Bottom Road which Justin Pilmer, who lives there, wishes to purchase. Mr Pilmer was present at the meeting and said he wished to increase the size of his garden and the land had just been left derelict. There would be a restriction on its use. The Parish Council were happy with this.

d) Letter from Hon.Lucy Frazer concerning transport issues and that a bus service survey is being carried out.

* A link will be placed in The Challenge.

7. Planning:

S/2216/19/FL	A.Brown	59A High St.	Single && 2 storey rear ext. window to side elev.	10/7/19	25/7/19	Supported & approved
S/1493/19	M.Shaw	35 The Common	Dem.of existing single storey.Replace with single storey ext.two-storey side ex.,	4/5/19	13/5/19	Supported & approved
S/1493/19	M.Shaw	35 The Common	Amendment to above proposal.	18/8/19		
S/2783/19/FL	ACrossley	Weston Woods Farm Weston Colville	Agric. Sprayer wash down & cover building	24/8/19	9/10/19	Supported & approved
S/2684/19/LD	M Davey	37 The Common	Cert. of lawful development for a single storey ext.	24/8/19	9/10/19	Supported & approved
S/2931/19/FL	M.Latham	Wadlow Farm	Erection of a single storey bldg.. for use in outdoor sport	12/9/19		Refused & withdrawn
Pre/0327/19	WWPC	Recreation ground	Replace existing play equipment, safety surface & fencing with new equipment	13/9/19		
S/3060/19/FL	S.Bain	St Andrews Church	Ext.rendering of chancel & nave etc.	17/9/19		Supported
S/3442/19/VC	D Stanley	17 The Common	Variation of condition	12/10./19		Supported

8) Finance:

a) Authorised payments:

£417.46 J.Richards Oct/Nov. salary + postage expenses (chq. 1116)

£ 25.00 Royal British Legion – Poppy wreaths (chq.1117)

b) Monies received:

For your information Playground pot in the bank (PC account 1 or 2)

£9995 lottery fund (1) 25/7/19

£101.20 donations and games (1) 3+18 Aug

£900 Ben's bike ride (2) 19/8/19

£1000 anonymous donation (2) 21/8/19

£150 August cafe (cheque) 3/8/19

£1000 cafe (cheque) 1/9/19

£100 donation 31/8/19 (2)

£110 October Café (cheque) 14/10

9) Maintenance:

a) *Fox Road barriers*: Cllr Lock had attended the meeting to discuss a possible Gateway but was told there would be no gateway because from the information collected the problem was not bad enough to warrant closing the public bridleway. She had received further news of unacceptable behaviour and had suggested to the author that he contact the police.

*** Cllr. Batchelor will inform the Parish Clerk where any complaints should be sent.**

b) *Sale of telephone box*: The Parish Clerk had received two responses to her piece in Challenge about the possible sale of the telephone box, both of whom were totally against this happening. The Parish Council agreed with this and therefore the request will be turned down. It would be good if the telephone box could be used for something beneficial to the village.

c) *Trees in the Causeway*: Cllr. Lock is awaiting a response from the tree officer.

11) Village Hall: Quotes had been received for the folding doors but no decision made as they are waiting for one more quote.

12) Recreation Ground & Pavilion: Cllrs Davey had attended the last Sports Pavilion meeting.

a) The gate is now in place but the code has not yet been released as the gate has a safety issue to do with opening it. The Sports Pavilion would like a contribution towards the gate's cost, possibly £300. The Parish Council had agreed they would contribute but needed to know the total cost. The Tennis Club should also be asked to contribute.

b) The battery to the defibrillator has still not been replaced and it was agreed that at the next Sports Pavilion meeting on 13th November a decision should be made to go ahead and purchase it, paid for by the Parish Council and Sports Pavilion and request contributions from the Tennis Club and the Cambridge FA, who had insisted that a defibrillator was put in place.

*Cllrs. Davey & Roberts to liaise with the Sports Pavilion in the purchase of a battery as a matter of urgency.

13 Traffic Issues & Speed Restriction Equipment:

a) *Footpath along Six Mile Bottom Road:* Cllr Harvey said that Great Cambridge Partnership have money for this kind of project. Cllr Glennon-Lynch has approached them but heard nothing back. Another suggestion was to apply to Highways through the LHI scheme; approach S106 officer to see what could be done with the money from the Hastoe Affordable housing development and then find out how much it would cost.

*The Parish Clerk will contact Nicola Burdon of Highways to find out how feasible this would be.

b) *Possible application to Wadlow Wind Farm charity to help fund a further SCID*

- Cllrs Bonfield & Davey have ongoing communications with Wadlow Wind Farm Committee.

14. Play area: Ongoing

15. Report of meetings:

a) Combined Parish Meeting – The Chairman asked Cllr Batchelor about the dilapidated pub but no further progress yet. The Planning Dept. has received a request for pre planning advice.

b) Cllr., Bonfield, who also attended this meeting, raised the issue of the lack of a footpath in Six Mile Bottom Rd. with the Highways Officer.

16. Report by District Cllr. Harvey: (as seen on the website)

a) Work on A1307 continues– work is going ahead and work on the Hildersham crossing is next.

b) The planning application submitted by Welcome sited by A505 is causing controversy.

c) Community Chest Fund will be increased following consultation

17. Report by County Cllr Batchelor: (as seen on the website)

a) CCC Innovate & Cultivate – a possible link towards funding for play area.

b) Cambridge & Peterborough Combined authority are carrying out a survey on bus travel.

c) J.Ablewhite has resigned as Commissioner of Police.

d) The Chairman of Horseheath Parish Council is holding a meeting on 14th November regarding the A1307.

18. Any other business:

a) Cllr. Lock had noticed that bamboo plants are now growing up through the tarmac path and also into the Pound. This bamboo grows in the garden of the house next to the Pound and is usually cut back.

*Cllr. Lock will inform Highways.

b) Litter bin on recreation ground: Needs to be replaced.

*Cllr Davey will check the insurance to see if a claim can be made.

Chairman.....