

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 13<sup>th</sup> January 2020 in the Village Hall at 8pm.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey, Lock and Roberts.  
Dist.Cllr. Harvey and the Parish Clerk.

1. **Apologies:** Cllr. Glennon-Lynch and County Cllr. Batchelor

2. **Declaration of interest:** None

3. **Minutes:** Minutes of the meeting held on Monday 11<sup>th</sup> November 2019 were signed as correct.

4. **Opportunity for Public Statement:**

a) Colin McCall said that litter was being picked up regularly particularly in Six Mile Bottom Road. The footpaths are clear but muddy. He reported finding a fly tip and was able to find an address amongst the rubbish which would be reported, this would include photos. The Chairman suggested it would be useful if one could find out when the footpaths and hedges will be cut so that the team could remove the plastic rubbish to avoid it being shredded.

b) Colin also said that with regard to the need of a footpath from the new affordable houses to the junction Scilla Harvey has tried in the past to get something done so may have worthwhile information.

5. **Correspondence:**

Letter from Fewes Lane Consortium Ltd. regarding their concern over proposed changes to planning decision procedures at SCDC. There has been a response about this from South Cambs Planning Dept. and the Parish Clerk will forward this to all councillors for their consideration.

6. **Planning:**

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

Regarding Pre/0327/19 – replacing the play equipment – A Certificate should be received from SCDC for our records because this was a “permitted permission” application. *Cllr. Chandler will request this from SCDC.*

7) **Finance:**

a) Authorised payments:

£149.40 The DefibPad half share of cost with WW Football Club (chq. 1118) paid

£22,594.59 Action Play & Leisure (30% of cost of equipment) (chq. 1119) **cancelled.**

£153.00 HM Rev.& Customs 3<sup>rd</sup> qrt. PAYE (chq. 1120) paid

£394.08 J.Richards Dec/Jan salary (chq.1121)

£ 75.00 A. Bragg – contribution towards cost of Challenge (chq. 1122)\*

£403.78 WW Sports Pavilion (1/3<sup>rd</sup> share of cost of gate etc.) (chq. 1123)

*\*with regard to Challenge it was agreed that this should be increased to £120/pa from now and should be looked at each year in relation to the rate of inflation.*

b) Monies received:

£292.00 Aviva Insurance re claim for damaged bin.

£10,000.00 Cambs. Community Fund for Playground

£ 440.85 Donated funds raised for the Playground project.

c) Budget for 2020 and Precept to be requested from SCDC:

The accounts had been distributed to all councillors and the Chairman suggested that the Precept should be increased by 2.5% making it £12,044 per annum. *This was voted upon and the Council agreed. The budget would remain the same with no major projects in the pipeline, the Playground project being put into place this coming month with the costs covered.*

### **8) Maintenance:**

a) *Fox Road barriers:* No further action and the enquiry is closed.

b) *Trees in the Causeway:* One of the diseased trees has been pruned and as the Parish Council has just been offered a voucher for 3 free trees from South Cambs. it was agreed that this option should be taken up and they can replace the damaged Causeway trees. Cllr Bonfield said he had been approached by a parishioner requesting the planting of trees in the piece of land opposite the Pound. This had been turned down in the past. *The Parish Clerk will check details in past Minutes the reasons the request was turned down.*

c) *Update on bamboo growth near Pound:* Cllr. Lock reported that South Cambs District Council were interested to hear about it but could do nothing until the new house, which is where the bamboo originates from, is occupied. There is none growing in the Pound but signs of it in the grass outside the Pound. *It would be possible to spray it with weed killer outside the property if nothing is done.*

**9) Village Hall:** The Chairman thanked Mike Rowland for doing such a splendid job on the hall floor and kitchen floors. Nothing new to report on the progress of new folding doors.

**10) Recreation Ground & Pavilion:** Cllrs Davey reported that:-

a) *Litter bin on recreation ground:* This has now been replaced with a new one.

b) *Update on defibrillator maintenance:* The new battery has been purchased but the security side has still not been sorted out and the key availability needs to be decided on and so the equipment is not yet functional. Cllr Davey will suggest a key safe. The maintenance of the equipment is the responsibility of the WWFC.

c) *New gate:* The gate is now in place and thanks were given to members of the Football Club who did so much towards getting this completed with materials and their time. It is much appreciated. The cost of the gate is being shared between the Tennis Club, the Football Club and the Parish Council. *A note will be put in Challenge giving the security code. The Parish Clerk should be contacted if this code is forgotten*

**11) Traffic Issues & Speed Restriction Equipment:**

a) *Footpath along Six Mile Bottom Road:* The Parish Clerk had enquired from Highways about the procedures necessary to get this agreed and the cost. The information received was distributed to all the councillors. It would be very expensive, £20-30,000 at the least. We could apply for a Highways Improvement Scheme grant but would still have to contribute a considerable sum towards its cost. *The Chairman said she would talk to Nicola Burdon from Highways who will be attending the next Combined Meeting.* It will also be necessary to find out who owns the land on either side of Six Mile Bottom road and the Chairman asked Cllr. Glennon Lynch to check this out.

b) *Information on funding for purchase of a further SID:* Cllr Bonfield said the equipment is working well and the handover from one parish to another works smoothly. They need more brackets to enable more mobility of the equipment and these would cost approx. £15 each. This was agreed. Cllrs Bonfield and Davey are still considering the purchase of either an inexpensive SID at approx. £2000 or waiting and purchasing a much more high-tech. SID. There is also the possibility of new statutory regulations being introduced, making it easier to prosecute those who are regularly shown to be speeding. They are hoping approval will be given for the SID equipment to be used on Mill Road and also to use Speed Watch there.

**12) Play area:** Cllr. Chandler said work on the new play area would begin on 14 January and should be completed in 6-8 weeks. The Chairman thanked the subcommittee for getting this project up and running so quickly and for their hard work and amazing results with fund raising.

**13) Report of meetings:** Meetings were cancelled due to the election.

**14) Report** by District Cllr. Harvey: (joint report shown on the website)

a) Taxi Consultation – South Cambs currently have an open consultation on some proposed changes to the council’s policy on taxis (Hackney Carriages and Private Hire vehicles).

b) Climate & Environment Strategy: The County Council is inviting people to have input into their emerging climate and environment strategy. The link to the consultation which began on 20<sup>th</sup> December until 31<sup>st</sup> January is <https://consultcambs.uk.engagementhq.com/climate-strategy>.

**15) Report** by County Cllr Batchelor: He was absent.

**16) Any other business:**

a) Cllr. Davey wished to attend a CAPALC councillor training course. The Parish Clerk had already made a booking and would confirm that it was agreed that he should. The cost would be £75.00.

b) The telephone box: The Chairman said she would let the person who had wished to purchase it know that this idea has been turned down. There had also been an offer to pay the going price for the telephone box to be kept and Cllr. Chandler knows who this person is and will speak to them.

c) Cllr. Roberts was concerned about two cars being parked on the grass between Willow Cottage and the Notice Board near Haytor Close. *\*The Parish Clerk will look at the plans of the High St. to find out to whom the land belongs, Highways or Parish.*

d) One bad pot hole which needs attention. *Cllr. Lock said she would report them on the internet link.*

e) The Delapidated pub: *\*The Parish Clerk was asked to email Julie Ayres about any progress on its demolition.*

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 9<sup>th</sup> March 2020 in the Village Hall at 8pm.

Those present were: Chairman Nichols, Cllrs. Chandler, Davey, Lock and Roberts. Dist.Cllr. Harvey, County Cllr. Batchelor, Colin McCall and the Parish Clerk.

**1. Apologies:** Cllr.Bonfield

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 13<sup>th</sup> January 2020 were signed as correct.

**4. Opportunity for Public Statement:**

a) Colin McCall reported that the bus shelter has been cleaned by his team for which they were thanked. They had also washed clean all the sign posts which he reported are not in good condition. The 30mph sign with the bus time tables attached has fallen over. *Highways have been notified but the Parish Clerk will remind them and report the broken 30mph sign on Honey Hill. Also a blocked drain already reported will be mentioned again by County Cllr. Batchelor as nothing has been done.*

b) There had been complaints about a laurel hedge which needed cutting back and there were several other hedges in the village which also required cutting back. It was suggested a notice should go into Challenge asking that where necessary this should be done. The Parish Council has the authority to get someone to do this job and charge the owner. *The Parish Clerk will contact Highways about the hedge and bamboo growth in the new house next to the Pound, as yet unlined in.*

c) Ollie has volunteered to cut the grass in the Pound on a regular basis, for which he was thanked.

d) Colin and his team will do a verge litter “pick up” accumulated during the winter, probably in April. *The Parish Clerk will advertise this in Challenge in the hope of attracting further volunteers to help on the day.*

e) Fly tipping – Chris Bradley and Ben Wilkin are both involved officially with searching out fly tippers. Cllr. Lock had reported to Ben Wilkin, with photos taken of tipping, and had put him in touch with those who had taken the photos.

**5. Correspondence:**

a) Resignation letter from Cllr. Glennon-Lynch – No response as yet to the vacancy advertised.

b) Letter from the Chairman supporting the bid for funding by St Andrew’s Church.

c) Further information (distributed to all councillors) regarding proposed changes to planning

d) Decision procedures at South Cambs District Council. Distributed to all Cllrs.

e) Report from Age UK (included in the Correspondence folder distributed to Cllrs.)

f) Request for a donation from EACH (East Anglia’s Children’s Hospices) - *It was agreed to decline their request which although very worthwhile sets a precedent to donating outside the village.*

**6. Planning:**

Pl.app.No	Applicant	Address	Proposed	Date retd.	P.C.	SCDC
S/0108/FL	L shaw	35 The Common	Change of use of ancillary domestic outbldg. To S/0108/20/ grooming business.	15/2/20	Support with comments	
S/0062/20/F L	PDonovan	74 High Street	Retrospective new natural slate roof.	15/2/20	support	
S/2931 re-submit	MLatham	Wadlow Farm	Erection of single storey bldg.. in connected with participatory outdoorsport	13/3/20		

- a) S/0108/FL – L Shaw: The Chairman had attended the Combined Parishes meeting and spoken about this application and was told that the Planning Officer would be going to 33 The Common to look and would also take the Parish Council’s comments on board.
- b) S/2931 resubmission – M.Latham: Council had looked at the new plans and found very little difference to the originals which the Parish Council did not support, and the plans subsequently withdrawn. They were concerned about the size of the lodge and its kitchen. There is foul sewage and no answer to how they would deal with this. There is a possibility of have two shoots each day (85 days) which would begin at 9am and would extend to 4-5pm. *The residents of Six Mile Bottom Road have been asked for their comments before making a decision on this application.*
- c) Regarding Pre/0327/19 – replacing the play equipment – A Certificate should be received from SCDC for our records because this was a “permitted permission” application. *The Parish Clerk has made repeated requests to Planning but received no response. Both Cllrs. Batchelor and Harvey asked for details and would then pass it on.*

## 7) Finance:

### a) Authorised payments:

- £22,594.59 Action Play & Leisure 30% of cost (chq.1124, chq.1119 cancelled) paid
- £4,400.00 Amey Cespa re grant contribution (chq. 1125) paid
- £17,573.58 Action Play Stage one Inv. APL23233 (chq. 1126) paid
- £410.40 J.Richards Feb/Mar. salary + exp. Stamps (12) & travel (audit) (chq.1129)
- £ 45.00 A. Bragg – agreed increase of contribution towards cost of Challenge (chq. 1130)
- £75.00 CAPALC Inv.1817 Cllr. Training course fee (Cllr. Davey) (chq.1131)
- £29.40 STP Stationery for printer ink. (chq.1132)
- £147.80 HMRC 4<sup>th</sup> qrt. PAYE (chq. 1133)
- £257.73 CAPALC affiliation fee for 2020/2021 (chq. 1134)
- £48.00 Challenge – advertising fee for 2020 (chq.1135)

### b) Monies received:

- £58.29 Fund raising deposit from WWFC
- £18,013.00 Award from Cambridge Community Fund
- £3,980.65 VAT reclaim for year.

### c) Confirmation of Precept request from SCDC.

## 8) Maintenance:

- a) 3 free trees: These have now been purchased and will be planted in the Causeway. A resident who lives in the Causeway would like to grow a wild flower patch in front of his house. *The Parish Clerk will enquire from Highways (Nicola Burdon) if this would be acceptable.*
- b) Reported pot hole: This has now been filled in.
- c) Cars parking on grass near Hayter Close: *It has now been established that this is Cambridge County Council land and the Parish Clerk will write to them about the parking.*
- d) Dilapidated pub: The Chairman had spoken to Julie Ayres who said she would send someone out to look at the safety aspect. *If no quick response the Parish Clerk will enquire again.*
- e) Telephone box: The Parish Clerk had written to the person who wished to purchase it giving him the Parish Councils decision to keep it in the village. *The telephone box could do with a “spring clean” and the Parish Clerk will ask for volunteers in next Challenge.*

**9) Village Hall:** Cllr. Davey spoke about applying for an award from the Wadlow Wind Farm Fund to help with the various expensive jobs needed to be done.

## 10) Recreation Ground & Pavilion: Cllrs Davey reported that:-

- a) *Update on defibrillator maintenance:* A key is needed to facilitate the equipment, which will need to be placed in a safe key box.
- b) The WWFC would like to put 8 concrete hard stands at the far side of the ground to which dug-outs for reserves etc. are attached during the football season. *It was agreed that more detail*

*of the hard stands with measurements etc. would be required by the Parish Council before making a decision. Cllr. Davey/Roberts will report this back.*

c) The Sports Pavilion has been redecorated inside and there is further work to be done.

**11) Traffic Issues & Speed Restriction Equipment:**

a) *Footpath along Six Mile Bottom Road:* Following an inspection by Joshua Rutherford, Henry Batchelor and Cllr. Davey a report had been written by Cllr Davey. The footpath cost could be £75,000, we were advised an LHI bid was not the right way to seek funding for this size of work, the LHI limit is £15k maximum.

It was suggested the 30mph limit could be extended to include the new housing development; Joshua Rutherford offered to discuss this with the Police but thought it unlikely they would agree.

We could put up a sign saying “unsuitable for HGV” along the road, this to be reviewed further.

b) *Road Improvement measures:* Cllrs Davey and Bonfield are working on a Local Highways Initiative (LHI) scheme to seek funding for passive speed reduction measures at the 40mph entry points to the village and safety improvements at junction of Honey Hill and Bull Lane. and would like individuals to write letters supporting this application. *The Parish Clerk will mention this in Challenge.* The Speedwatch Team have been given permission to operate on Bull Lane and Mill Road following a recent incident there.

c) *Wadlow Windfarm funding:* Cllrs Davey and Bonfield will be applying for funding for a further SID, expected submission date August 2020.

**12) Play area:** Cllr. Chandler reported that the new play area is almost complete just waiting for one more piece of equipment. The Chairman thanked Cllrs. Chandler & Davey, Ben Willcocks and all those who have made this happen so quickly and efficiently. *It was agreed that the Parish Clerk should inform the Insurance Co. of the increase in value (£63,000) and also inform RoSPA that a safety inspection would not be necessary from them this year as Action Play will have the play equipment inspected by a professional inspector as part of their regulations.*

**13) Report of meetings:**

a) The Chairman attended the Combined Parishes meeting, mentioned above.

b) The meeting with Acting Police & Crime Commissioner was again cancelled at the last minute.

**14) Report** by District Cllr.Harvey: (joint report distributed to Cllrs. and shown on the website)

**15) Report** by County Cllr Batchelor:

**16) Any other business:** None

**The next Parish Council meeting will be held on Monday 11<sup>th</sup> May at 8.15am following the Parish Meeting which will begin at 7.30pm to which all are welcome to attend.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

Follow up on updated information received after distribution of the Agenda for 11<sup>th</sup> May.  
Due to Coronavirus crisis no meeting was held but updates requested.

Chairman Nichols, Cllrs. Bonfield, Chandler, Davey, Lock and Roberts and the Parish Clerk.

1. **Minutes:** Minutes of the meeting held on Monday 9<sup>th</sup> March 2020 had been approved by email and were signed as correct.

### 2. Correspondence:

- a) Following the setting of a Community Support Group there have been many emails received by the Chairman, who as a Parish Councillor is the link between local govt. and the support group. Thanks are given to them for their hard work in looking after all those parishioners who are vulnerable or in need.
- b) Letter from SCDC saying the first half year's Precept payment would be split, part received in May and the rest in July (*this has since been rescinded*).

### 3. Planning:

Pl.app.No	Applicant	Address	Proposed	Date retd.	P.C.	SCDC
S/0108/FL	L shaw	35 The Common	Change of use of ancillary domestic outbldg. To S/0108/20/ grooming business.	15/2/20	Support with comments	
S/0062/20/F L	PDonovan	74 High Street	Retrospective new natural slate roof.	15/2/20	support	
S/2931 re-submit	MLatham	Wadlow Farm	Erection of single storey bldg.. in connected with participatory outdoorsport	13/3/20	unsupported	

Regarding Pre/0327/19 – replacing the play equipment – A Certificate for “permitted permission” has been applied for but not yet received no doubt because of shortage of staff due to Covid19.

### 4) Finance:

a) Authorised payments:

£ 25.09 BHIB Ins. extra cover for play equipment until 1/6/20 (chq. 1127) **paid**

£17,573.58 Action Play & Leisure Ltd. 2<sup>nd</sup> stage payment (chq. 1128) **paid**

£ 320.00 M. Grimwood grass cutting (chq.1136) **paid**

£10,042.06 ActionPlay & Leisure Ltd. final stage less 10% (chq. 1137) **paid**

£ 394.28 Mrs J Richards April/May salary (chq. 1138)

£ 2,260.24 BHIB Insurance premium 2020/2021 (chq.1139)

£ 200.00 Age UK Cambs. (Warden Scheme) 2020/2021 (chq. 1140)

£ 60.00 S.Lock – refund on extra paid for 3 “free” trees (chq.1141) **paid**

£ 36.00 CPRE annual subscription (chq. 1142)

£ 20.00 J.Dockerill (Running Total) for payroll services 19/20 (chq. 1143)

b) Monies received:

£21,987.00 Amey Cespa grant contribution.

£60.00 SCDC refund on purchase of 3 free trees.

c) VAT reclaim made for 2<sup>nd</sup> stage payment for play equipment not yet received.

d) The final payment to Action Play was less 10% because the job was not completed and there were some snaggings to be done as well following the report from their Safety Inspector.

e) Letter of Exemption to be sent to external auditors approved.

### 5) Maintenance:

a) 3 free trees: These have now been purchased and planted in the Causeway following approval by Nicola Burdon who also agreed to a wild flower patch in the Causeway. Colin McCall advised Cllr. Lock on the type of tree most suited.

- c) Cars parking on grass near Hayter Close – Despite an email being sent to Nicola Burdon about the problem nothing has been done and the cars remain parked on this piece of grass.
- d) Dilapidated pub: Nothing further heard about this. *The Parish Clerk will again query.*
- e) Telephone box: Thanks go to Colin McCall and his team for giving the telephone box a Spring Clean. It will need to be painted once “lock down” is lifted.
- f) Bamboo growth round “Pound”: Cllr. Lock had completed a form and posted it in the letterbox of the house next to The Pound, where the bamboo growth is coming from. **Any news?**
- g) Fly tipping: There have been further problems on Fox Road which has been reported to Highways. Photos have been sent with the information.

**6) Village Hall:** This has been closed due to Coronavirus crisis but has received a £10,000 payment from the government for loss of income. The Minutes of 8<sup>th</sup> April had been received by the Parish Clerk.

**7) Recreation Ground & Pavilion:** Closed due to Coronavirus crisis. The safety inspection has been carried out on the play equipment.

**8) Traffic Issues & Speed Restriction Equipment:**

- a) *Road Improvement measures:* Cllrs Davey and Bonfield are working on a Local Highway Initiative (LHI) scheme to seek funding for passive speed reduction measures at the 40mph entry points to the village and safety improvements at junction of Honey Hill and Bull Lane. However the submission date has now been postponed until further notice due to Covid19.
- b) *Wadlow Windfarm funding:* Cllrs Davey and Bonfield will be applying for funding for a further SID, again the submission date is likely to be changed.
- c) *Traffic:* Cllr Roberts requested that letters are written to the local farm estates and Jelly Warehouse reminding them of the speed limits through the village and for Jelly Warehouse to use the A1307 if possible. *The Parish Clerk will action this request.*

**9) Play area:** The final payment was paid less 10% as there was still work to be done, held up by the present crisis. The insurance cover for the play equipment has now been increased to £63,000. The Play area has been inspected and the report distributed to councillors. *A financial report was requested from Cllr. Chandler.*

**10) Report of meetings:** None.

**11) Report** by District Cllr. Harvey and County Cllr. Batchelor: (joint report distributed to Cllrs. and shown on the website)

**12) Any other business:**

1. The Chairman thanked her fellow councillors and the Parish Clerk for all the fantastic work they have carried out especially in these challenging times. Many residents are unaware of all the hard work that goes on in the background. Planning applications to consider, liaising with the Village Hall and Sports Pavilion, combined parish issues, traffic considerations, maintenance of village assets, vandalism and much more. The Chairman gave a special thank you to Cllr Chandler and Ben Wilcock and all those who raised funds and gave donations to re-build our wonderful playground. Let us hope that the lockdown will be relaxed and the children can enjoy it.
2. The Minutes are to be published when signed off at the next meeting.

**The next Parish Council meeting will be held on Monday 13<sup>th</sup> July at 8.00am dependent on the lifting of the lockdown on such meetings.**

**Chairman.....**



## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 13<sup>th</sup> July 2020 in the Village Hall at 8pm.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler and Davey. Dist.Cllr. Harvey, County Cllr. Batchelor, Colin McCall and the Parish Clerk.

**1. Apologies:** Cllrs Lock & Roberts.

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 9<sup>th</sup> March 2020 had been signed in May following approval by email, due to Covid19. There was no meeting in May.

**4. Opportunity for Public Statement:**

a) Colin McCall reported that the footpaths were in good order and were being used a lot by runners. The hedges on the right-hand side of the High Street had been cut back all the way through. Ben and his team of Kirsteen Adshead, Rebecca Causton and Finley Arnott were involved with clearing the playground entrance and cutting back overhanging branches at the recreation ground. The Chairman thanked Colin and his team for all their hard work.

b) Litter picking is continually carried out. The Gypsies had been back to Fox Road for two weeks and there was a certain amount of rubbish left. The SCDC had not provided any black bin bags for rubbish. There has also been a considerable amount of fly tipping, particularly a huge dump of tyres at Six Mile Bottom Road, possibly on Cunningham-Green's land. *The Council have been asked to clear it.*

c) Telephone box: Colin and his young team have given this a spring clean and cut the hedge behind it. The box has now received a coat of primer paint before being painted red. *It was agreed that as the telephone box was on the Risk Management Assessment it should also be shown on the List of Assets.*

**5. a) Election of Chairman, Vice Chairman and two representatives to attend Sports Pavilion and Village Hall Committees.**

a) Cllr. Chandler proposed Cllr. Nichols to be re-elected as Chairman, seconded by Cllr. Davey and agreed by the Council. Cllr. Nichols was happy to continue. Cllr. Davey proposed Cllr. Bonfield to be re-elected as Vice Chairman, seconded by Cllr. Nichols and agreed by the Council. Cllr. Bonfield was happy to continue. Cllrs. Roberts and Davey agreed to continue as representatives on the Sports Pavilion Committee and Cllrs. Bonfield and Nichols would remain representatives on the Village Hall Committee.

b) There is still a vacancy for a Councillor and it was agreed that an advert should go into Challenge and a vacancy notice put on the noticeboards again.

**6. Planning:**

Pl.app.No	Applicant	Address	Proposed	Date ret'd.	P.C.	SCDC		
S/01031/FUL	M Latham	Wadlow Farm	Resubmission of S/2931/19/FL	27/2/20	17/3/20	13/3/20	Objects	Approved
S/01528/FUL	S Bain	St Andrews Church	New path & altns. To North door to provide level access	17/4/20	5/5/20	23/4/20	support	
20/01564/FUL	Mr Lodge	Land to SE of Burton End, W Wickham	Installation of a solar farm & assoc. infrastructures incl. access	24/6/20	10/7/20		object	
20/01893/CLUED	WWratting Parish Cncl.	Recreation ground Playground	Cert.of Lawfulness under Section 191	24/6/20	10/7/20			

20/02813/pr io3Q	Camgrain	Valley Farm	Chang of use to a dwelling house from agric.bldg.	1/7/20	13/7/20	6/7/20	support	
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- a) Regarding Pre/0327/19 – replacing the play equipment – A Certificate should be received shortly as payment has now been made following completion of the application. *I have today had a call from SCDC querying the boundary of the playground and asking why we want this Certificate.*
- b) 20/01564/FUL – Solar farm – The Parish Council have objected to this on various grounds.

**7) Finance:** Final accounts for 2019/2020 had been distributed and approved for audit in May.

**a) Internal audit documents for approval & Exemption notice, Statement of Accounts, Bank Reconciliation etc.**

All the documentation submitted for audit had been seen by the Parish Council but official approval was needed due to the cancellation of the May meeting due to Covid19. All councillors agreed the figures etc. and approval was given.

**b) Authorised payments:**

- £120.00 Sapient for IT work on website (chq.145 paid)
- £7531.53 Action Play & Leisure Ltd. – final payment (chq.146 paid)
- £393.88 Mrs J Richards salary for June/July less PAYE (chq.147)
- £147.80 HMRC PAYEE 2<sup>nd</sup> qrt. (chq.148)
- £205.91 BenWilcocks–various costs reCovid19,playarea&payment of CLUED to SCDC.(chq.149)
- £40.00 ICO data protection annual fee (chq.150)
- £40.50 J.Dockerill for carrying out internal audit for 2019/2020 (chq.151)
- £38.90 STP for printer inks (chq.152)

**c) Monies received:**

- £2933.83 VAT reclaim
- £3011.00 Precept half of 1<sup>st</sup> tranche
- £3011.00 Precept half of 1<sup>st</sup> tranche
- £346.53 CambsCC for grass cutting.
- £250.00 WWFC for annual rent
- £200.00 WWFC maintenance costs
- £ 60.00 d’Abo Tennis Club maintenance costs

**d) Audit:** The internal audit has been carried out successfully.

**8) Maintenance:**

- a) The Risk Management Assessment has been approved for audit purposes.
- b) The Lamb Pub: No further progress has been made with getting the building demolished apart from South Cambs. saying the next move will be to put an S215 order on it. *District & County Cllrs. were asked if they could do anything to expedite this matter as it is 3 years since the matter was raised.*
- c) Tree planting in the Causeway: Cllr. Lock had told the Chairman that they were being well cared for.
- d) Bamboo growth in the Pound: Cllr. Roberts had checked the Pound and there were signs of bamboo growth. *Check with Dist. or County Cllrs.who to contact at local government.*
- e) Pocket Park – This needs more attention than it is receiving. Mark Grimwood cuts the path approx. 3 times a year but cutting back branches and clearing undergrowth is also needed. *The Parish Clerk will ask for a group of volunteers to help with this through Challenge.*

**9) Village Hall:** A request has been made for finding someone to do the grass cutting and hedging at the Village Hall, at present carried out by Ben Wilcocks, who also keeps the Playground area cut and tidy. *The Chairman said she would ask Mark Grimwood, who cuts the village verges if he would be able to do it.*

**10) Recreation Ground & Pavilion:** Cllrs Davey reported that:-

- a) The Sports Pavilion Committee are considering a renewable energy source but there are no details as yet.
- b) The WWFC would like to put 8 concrete hard stands at the far side of the ground to which dug-outs for reserves etc. are attached during the football season. *It was agreed that more detail of the hard stands with measurements etc. would be required by the Parish Council before making a decision.*
- c) The annual Sports Pavilion accounts have not yet been received for this year. *The Parish Clerk will contact Blanche Miller about this.*
- d) Regarding the defibrillator the support for this should be budgeted for as the Parish Council are prepared to share the cost of maintaining this piece of important equipment. *This item will be on the next Agenda.*

**11) Traffic Issues & Speed Restriction Equipment:**

- a) *Road Improvement measures:* Cllr Davey has prepared an LHI application which is ready for submission, the deadline being September, for gating and Sharks teeth white lining at the three 40mph speed restriction signs on the main arterial roads that lead directly into the centre of the village; enhanced orange repeater signs and speed limits written on the road adjacent to them; white lining to “Build out” the junction of Honey Hill and Six Mile Bottom Road; A Give Way sign at the junction of Bull Lane and the high St; three more 40mph repeater signs along the long stretch of the Common. The cost to the Parish Council would be £1500, being 10% of the maximum of £15000 that an LHI can cost..
- b) The Speedwatch Team are now allowed to use the equipment again.
- c) There is another meeting set up to meet the Police Commissioner. *The Parish Clerk will forward the invite to the Parish Council and look up the Question that had been sent to them for the two previous meetings which had been cancelled.*
- d) Wadlow Windfarm funding: Cllrs Davey and Bonfield will be applying for funding for a further SID, expected submission date August 2020.
- e) Fox Road: County Cllr Batchelor said nothing further could be done to prevent travellers and fly tipping happening in Fox Road. It was not possible to place a gate to stop vehicles but maybe the entrance could be narrowed in some way. *District & County Cllrs. said they would look into the legality of this being done.*

**12) Play area:** Cllr. Chandler reported the work had now been completed and the final cheque sent off to Action Play. Sadly there had been an accident where a 4year old had broken her wrist when she fell off the zip wire box. She will ask for a safety inspection and also contact Action Play for their opinion and there may be a need to put up a sign “Suitable for 7year olds and over”. Cllr. Bonfield said he would make a laminated sign for the zip wire equipment and also another notice “All children need to be supervised”. The Chairman thanked Cllr. Chandler and her team for all their work in providing this new play equipment.

**13) Zero carbon Funding:** Cllr. Davey said he would again speak to the Sports Pavilion Committee about this and telling them that there is funding available. *The Chairman will forward the relevant email to Cllr. Davey about the funding.*

**14) West Wrattling email address:** *The Parish Clerk will contact Cllr. Schuilenburg, West Wickham Parish Council, to ask for help in setting this up.*

**15) Report** by District Cllr. Harvey & County Cllr. Batchelor: (joint report distributed to Cllrs. and shown on the website)

- a) A1307 – an informal zoom meeting talking about next stages, i.e. the Dean Road junction this coming week and on 21<sup>st</sup> July an official LLF meeting. *Cllr. Batchelor will let Cllr Davey have details.*
- b) Communities fund is available to help with projects by Sports groups, village halls etc.

**16) Any other business:**

- a) Cllr. Bonfield asked if there was a need to have monthly meetings. It was felt not.
- b) Cllr. Davey suggested that a record of any accidents on play equipment should be Minuted, detailing how it happened and anything necessary to change to avoid another incident. *This will be put on the next Agenda for discussion.*

**The next Parish Council meeting will be held on Monday 14<sup>th</sup> September at 8.00am to which all are welcome to attend.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 14<sup>th</sup> September 2020 in the Village Hall at 8pm.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey & Roberts. Colin McCall and the Parish Clerk.

1. **Apologies:** Cllrs Lock, Batchelor & Harvey.
2. **Declaration of interest:** None
3. **Minutes:** Minutes of the meeting held on Monday 13<sup>th</sup> July 2020 were signed as correct.

**4. Opportunity for Public Statement:**

a) Mr Dugdale spoke regarding his Planning Application 20/2706 – 23 High St., and apologised that not all the information was available at the time the application was sent out to the Parish Council. The information was eventually available on line. He stressed his keenness to keep the overall appearance of his property in line with the rest of the village. He has received Permission from SCDC.

b) Colin McCall reported that all the footpaths had been cut back. He will write and thank Mr Dexter? for his work. The litter is not too bad and will be checked out with his team. He expressed his concern over the Shooting Lodge development which has received approval from SCDC despite the objection and reasons for this put by the Parish Council. It is such an area of beauty which could so easily be spoiled and the development is outside the village envelope thus creating a precedent for landowners to have *carte blanche*. He intends to speak to Dist.Cllr.Harvey about this. The application is to vary the conditions, ie. extending the hours. A discussion followed asking why if the plan is to serve refreshments only after a shoot, why is an extension necessary.

**5. Vacancy for a Councillor:** Only one response received from a newcomer to the village. The Chairman had replied to this but heard nothing further. *The Chairman will respond again in case it was not received the first time.*

**6. Planning:**

					WWPC	SCDC
<b>20/02813/P RI03Q</b>	Camgrain	Valley Farm, Valley Farm Road	Prior app. fr change of use of agric.bldg to dwelling hse.	8/7/20	<b>support</b>	<b>Refused</b>
<b>20/2706/FU L</b>	D Dugdale	23 High St.	Single storey ground floor & 1 <sup>st</sup> floor ext.		<b>object</b>	<b>Approve</b>
<b>20/2607/HF UL</b>	Mr & Mrs R Dimond	33 The Common	Two new windows, one to rear & one to side elevation		<b>support</b>	
<b>20/03161 S73</b>	Wadlow Farm	Six Mile Bottom Rd	Varintion of condition 4	19/8/20	<b>Object with comments</b>	
<b>20/03450/F UL</b>	Mr M Shaw	35 The Common	Change of use re S/1493/19			

- a) Suffolk County Council have adopted the Suffolk Minerals & Waste Local Plan up to 2036.
- b) 20/03450 – 35 The Common – This is an amendment to the original application A vote was taken to agree to this amendment which was 4/1 in agreement.

**7) Finance:**

**a) Authorised payments:**

£168.48 Tim Bonfield (costs re telephone box refurbishment)(chq. 1153) paid.

£561.00 WestWratting F.,C. – grass cutting of recreation ground (chq.1154)  
£394.08 J.Richards Aug/Sept. salary (chq.1155)  
£147.80 HMRC PAYEE 2<sup>nd</sup> qrt. (chq. 1156)

**b) Monies received:** None

c) Claim for VAT has been submitted

Query over non-payment by CCC of money for grass cutting is being looked into by CCC.  
West Wratting Sports Pavilion accounts have been received and distributed.

Re grass verge cutting – the Parish Clerk is still waiting to receive the invoices for £215.00.

**d) CAPALC new salary scales:** These give an increase of 17p/hr = 68p per 4 hrs/week. This was agreed.

## **8) Maintenance:**

a) *Telephone Box:* The refurbishment and painting of this has now been completed and thanks were given to the three young people who had carried out this work.

b) *The Lamb Pub:* The Chairman, despite sending several emails to Planning & Environmental Health there has been very little response or action to deal with the worsening condition of the public house, with sightings of rats and further dilapidation of the property, now without a roof. The Chairman has now contacted Cllrs. Batchelor and Harvey about this. Cllr. Chandler suggested the owner of the property should be approached. The S215 order should be issued again in order to get some response. *The Parish Clerk will write again to a Senior Manager about this long-standing problem.*

c) *Recruitment of person/persons to cut Village Hall and Play Area grass:* The first thing to do is to find out from the volunteers who have been doing this work, how many hours are spent doing this to get an idea of the cost. Cllr Chandler said she would do this. Following on from this it was suggested that the Pocket Park needs more than 2 cuts of the path a year as it has become very overgrown. *No decision was made about this.*

**9. Correspondence:** A letter of thanks had been sent to the Community Support Group headed up by the Chairman from Mr Hadley at SCDC.

**10. Village Hall:** £10,000 was received from the government for the loss of income due to Covid19. The Chairman, Mike Rowland, would like to spend some of this money on the purchase of the sliding doors. Cllr. Nichols is concerned about this as there are things like heating, electricity etc. to be kept up during the winter months.

**11) Recreation Ground & Pavilion:** Cllrs Roberts reported that:-

a) A new tractor is to be purchased for the pitch grass cutting.

b) The WWFC have now put 8 concrete hard stands at the far side of the ground to which dug-outs for reserves etc. are attached during the football season. This had not been agreed by the Parish Council as they had requested more details before a decision was made.

c) The WWFC would like to make a further smaller pitch for use by the Junior teams, using the old Bowls pitch. There are 3 pitches now being used all at one time for the Senior players.

d) Regarding the defibrillator the support for this should be budgeted for as the Parish Council are prepared to share the cost of maintaining this piece of important equipment. *This item will be on the next Agenda.*

## **12) Traffic Issues & Speed Restriction Equipment:**

a) The new speed watch equipment is working well and is showing that car numbers are down but the speed limits are being regularly broken. The result schedules are being sent to the police and there will be a police presence at times.

b) *Road Improvement measures:* Cllr Davey has submitted an LHI application for gating and Sharks teeth white lining at the three 40mph speed restriction signs on the main arterial roads that lead directly into the centre of the village; enhanced orange repeater signs and speed limits written on the road adjacent to them; white lining to “Build out” the junction of Honey Hill and Six Mile Bottom Road; A Give Way sign at the junction of Bull Lane and the high St; three

more 40mph repeater signs along the long stretch of the Common. The cost to the Parish Council would be £1500, being 10% of the maximum of £15000 that an LHI can cost..

**b) Fox Road:** The Chairman is looking into ways to stop the misuse of Fox Road, e.g. putting up a concrete bollard at one entrance to the road preventing its use by vehicles (not cycles) but leaving the other entrance as it is. There has been very little help from the County Council to resolve the problems of abuse, trash, poor behaviour because it is a right of way. There are new laws being put in place by the government which might help. *The Chairman will pursue this and intends to write to Bridget Smith, Leader of S.C.D.C..*

**13) Play area:** Cllr. Chandler reported that:

a) Extra bark is needed but is in short supply at present and will not be delivered for a couple of months.

b) A report on the project will be sent to the Wadlow Wind Farm Fund, who gave a substantial grant towards this new play area.

c) The Certificate of Lawful Development has still not been issued because apparently the wrong wording was used by the Planning Dept. at South Cambs.

**14) Zero carbon Funding:** Nothing to report.

**15) West Wrattling email address:** Vice Chairman Bonfield had contacted Alex Schuilenburg asking for his help in setting this up but had heard nothing back. *The Parish Clerk will again contact Cllr. Schuilenburg, West Wickham Parish Council.*

**16) Reports of meetings:**

a) The Chairman and Cllr Davey attended the Sports Pavilion committee meeting and the Parish Councils Liaison meeting.

b) Cllr. Davey attended the A1307 meeting and the Greater Cambridge Partnership zoom meeting.

**17) Report** by District Cllr.Harvey & County Cllr. Batchelor: (joint report distributed to Cllrs. and shown on the webs

**18) Any other business:** The Chairman had received reports of criminal activity in the area including hare coursing. She had complained to the Police Constable regarding the lack of police response.. *The Parish Clerk was asked to warn West Wickham about possible criminal activity.*

**The next Parish Council meeting will be held on Monday 9<sup>th</sup> November at 8.00am.**

**Chairman.....**

*Draft*  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 9<sup>th</sup> November 2020  
at 8pm as a zoomed meeting.**

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey, Lock & Roberts and District Cllr. Harvey, County Cllr. Batchelor and the Parish Clerk.

**1. Apologies:** None.

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 14<sup>th</sup> September 2020 were approved and will be signed as correct.

**4. Opportunity for Public Statement:**

Cllr Lock had received an apology from the farm manager for the large amount of mud caused when digging up the sugar beet.

**5. Vacancy for a Councillor:** The Chairman had again sent an email to a possible applicant but so far had received nothing back. *The Parish Clerk will advertise again in Challenge. A notice is already on the noticeboard..*

**6. Planning**

a)

					WWPC	SCDC
20/02813/P RI03Q	Camgrain	Valley Farm, Valley Farm Road	Prior app. fr change of use of agric.bldg to dwelling hse.	8/7/20	support	Refused
20/2706/FU L	D Dugdale	23 High St.	Single storey ground floor & 1 <sup>st</sup> floor ext.		object	Approve
20/2607/HF UL	Mr & Mrs R Dimond	33 The Common	Two new windows, one to rear & one to side elevation		support	
20/03161 S73	Wadlow Farm	Six Mile Bottom Rd	Varintion of condition 4	19/8/20	Object with comments	
20/03450/F UL	Mr M Shaw	35 The Common	Change of use re S/1493/19	14/9/20	support	
20/0387/PR IO13Q	Camgrain	Valley farm House	Change of use of ag.bldg. to 1 dwelling house	30/9/20	Support	

b) The Chairman was concerned about the Land Development proposal for S.Cambs local plan. However in fact the land put forward for development was from local landowners who would like future development on their land and was not a proposal put out by SCDC. The Chairman asked that the situation be carefully monitored and Parish, District and County councillors be informed.

c) The Parish Clerk asked about the affordable housing in Six Mile Bottom Road and was told that all but one were occupied. The Council were pleased with their appearance.

**7) Finance:**

**a) Authorised payments:**

£ 25.00 Royal British Legion poppy wreaths (2) (chq. 1157 – paid).

£143.88 Cllr. Bonfield for cost of setting up Zoom (chq. 1158 – paid)

£413.00 J Richards Oct/Nov. Salary including back pay from April (chq.1159).

**b) Monies received:**

£ 346.53 CCC payment for verge grass cutting.

£5920.60 VAT claim payment.



c) **New Computer** – West Wickham had approved the purchase of a new computer. The present one was purchased in 2005. They asked if West Wrating would share this cost. *West Wrating need to know the cost before agreeing but were in favour in principle.*

d) **Budget for January meeting:** The Chairman would like the council to think what projects or equipment might be needed for future years. The Parish Council puts money aside each year so funds are available for future projects. Having been awarded £1500 by Wadlow Wind Farm Trust for the purchase of another SID the Parish Council will be putting money into buying this. Cllr. Davey said it would be good to have one's own SID but also perhaps another one to share with the other parishes, paid for between the parishes. The Chairman agreed. Cllr. Bonfield wondered if it was better to wait and see what new rules and regulations might be applied and also more technical equipment. *Council agreed to go ahead with purchasing one SID but wait regarding a second one.* Cllr. Davey also mentioned the LHI scheme he had submitted. If an award is made, again the Parish Council will be supporting the project with sharing the cost. Cllr. Chandler asked about a pavement along Six Mile Bottom Road the cost of which would be many thousands of pounds. Cllr. Davey suggested Council make a list of future projects to show the Parish where the money might be best used. *To be discussed at the budget meeting.*

### **8) Maintenance:**

a) *The Lamb Pub:* A letter of complaint had been sent to SCDC Planning Dept., copied to Head of Planning and the District and County councillors regarding the lack of information about the delapidating pub in October but had only received back an automatic response. *Dist.Cllr. Harvey said he would follow this up.*

c) *Discuss Pocket Park requirements and recruitment of person/persons to cut the Play Area grass:* It was agreed that the Pocket Park needs more attention. The paths at present are only cut twice a year, four times would be better. *It was agreed that Mark Grimwood should be asked if he could spend more time on Pocket Park.* Regarding the Play Area grass, Cllr. Chandler suggested we advertise for a volunteer(s) to cut this on a regular basis. *The Parish Clerk will place an advert in Challenge.* Both these requirements should be on the budget list for debate.

**9. Covid grant (£100):** The Chairman made suggestions as to how this grant would be best used. Suggestions include expenses for those in need to travel to hospital, shopping, masks, sanitiser. At present the Warden has no-one on her list from West Wrating. *Further enquiries will be made as to best use and it was agreed that the Parish Clerk would contact the Parish Nurse who might know of a need.*

**10. Village Hall:** Cllr Bonfield reported that the hall remains closed. It has been decorated and the internal doors have been replaced.

**11) Recreation Ground & Pavilion:** Cllrs Roberts reported that:-

a) *Defibrillator cost:* This will be discussed at the budget meeting in January regarding its cost over a 3 year period and whose

b) *Dug outs:* After some discussion it was provisionally agreed that the dug outs could be used but must be removed from the ground and should be stored well away from the bottom of the gardens along Six Mile Bottom Road, once the football season was over. It was suggested the time they were on the ground could also be limited from November to February. *All these points will be discussed by Cllrs. Davey and Roberts with the Sports Pavilion committee at their next meeting.*

**12) Traffic Issues & Speed Restriction Equipment:**

a) *Fox Road:* No further response from SCDC or CCC. The Chairman had read about barriers being used in Cambridge city during Covid to stop rat runs and she asked Cllr. Batchelor if he would look into the possibility of such barriers being used in Fox Road. Cllr. Lock said that at present all was quiet on Fox Road. *Councillor Batchelor to enquire.*

b) *Funding from Wadlow Wind Farm Trust:* The Chairman congratulated Cllr Davey, who had just been told that the application which he had submitted for a grant of £1500 to help purchase a SID for the village had been awarded.

**13) Play area:** Cllr. Chandler reported that the equipment was performing well and is being used a lot and the children are delighted with it. The Chairman again thanked Cllr. Chandler and her team for bringing about this transformation.

The Certificate of Lawful Development has now been issued.

**14) Zero carbon Funding:** Nothing to report.

**15) West Wrattling email address:** Vice Chairman Bonfield has been in touch with Alex Schuilenburg who has put him in touch with “Squeaky Mouse” who will set this up.

**16) Reports of meetings:** None

**17) Report** by District Cllr. Harvey & County Cllr. Batchelor: (joint report distributed to Cllrs. and shown on the website). The Chairman asked Cllr Batchelor about the possibility of building development on the land behind The Lamb public house (dilapidated). He explained as mentioned above under Planning, that SCDC had asked landowners to put in land which they would be happy to develop as 30000 houses are needed to be built. These pieces of land will be considered by SCDC but the process of looking at these sites has not yet been started.

Cllr Batchelor wished to add to his report:

- 1) Consultation on traffic issues - he will send an email link re Fox Road.
- 2) Due to Nicola Burdon leaving her position as Highways Officer there is no one as yet to fill this post. If there are any problems please contact Cllr Batchelor.
- 3) Chamber of Commerce re Brexit: if there is no deal it may affect businesses in West Wrattling. There is a link to the Chamber of Commerce which he will send to go on the website.

**18) Any other business:**

a) Cllr. Lock spoke about the problem of dog poo being left everywhere, the High Street and Church grass. *It was agreed that the Parish Clerk would put an appeal about this in Challenge.*

b) Cllr Lock also reported that the drains down towards the Village Hall are blocked and overflowing. She has reported this and it is a matter of some urgency. *County Cllr. Batchelor said he would look into this and asked Cllr. Lock to let him have Log No. she received when putting in her complaint.* Nicola Burdon who was in charge of Highways has moved within the department and nobody has yet been appointed to take her place.

c) Cobby McCall has kindly replaced some of the lost trees in the Causeway. *The Parish Clerk will write a letter of thanks to him.*

d) Cllr. Davey requested that the Parish Clerk should again put the Defibrillator code into Challenge and also add that the number can also be obtained by dialing **999**. *This she will do.*

e) The Chairman had sent a letter of thanks to Cobby McCall and the three volunteers who had painted the telephone box and cleaned the bus shelter.

**The next Parish Council meeting will be held on Monday 11<sup>th</sup> January 2021 at 8.00am.**

**Chairman.....**