

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 11th January 2021 at 8pm as a zoomed meeting.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler and Lock and District Cllr. Harvey, County Cllr. Batchelor, Julie Ayre from Planning and the Parish Clerk.

1. Apologies: Cllrs. Davey & Roberts.

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 9th November 2020 were approved and will be signed as correct when possible.

4. Opportunity for Public Statement:

Cobby McCall was not present to report on the footpaths etc. Cllr. Lock thanked Cllrs. Chandler, Davey and Bonfield on behalf of the Council for organising the Christmas Tree and lights for the benefit of the village which was a most welcome addition to a rather strange Christmas.

5. Vacancy for a Councillor: No response from the advert in Challenge. *The Parish Clerk will advertise again in Challenge. A notice is already on the noticeboard.*

6. Planning

a)

				WWPC	SCDC
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 pleased that someone with a connection to the village was living in one of the affordable properties, in Six Mile Bottom Road.

c) The Chairman asked Julie Ayre from Planning about a possible planning application concerning the Spar shop at Six Mile Bottom which she had seen on the website. Ms Ayres said this was an application for new signage and possibly would not have been within the West Wrattling boundaries. Cllr Lock asked about the variation of conditions on land adjacent to 27 Six Mile Bottom Road. Ms Ayres did not know but said she would look it up and inform the Council.

7) Finance:

a) Authorised payments:

£ 50.00 Mrs M Nichols re Covid donation. Cheque 1160 **Paid**

£ 58.00 Mrs L Chandler re Christmas tree & lights. Cheque 1161 **Paid**

£153.00 HMC PAYE 3rd qrt. Cheque 1162 **Paid.**

£360.00 PK Littlejohn – ext.audit costs. Cheque 1163

£ 22.50 J. Dockerill (Running Total) extra work re audit. Cheque 1164

£398.90 Mrs J Richards Dec/Jan. salary less PAYE. Cheque 1165.

b) Monies received:

£100.00 Covid grant. £50 has been donated leaving £50 left of the grant.

c) **Budget & Precept for 20321/2022:** The Chairman had distributed the up-to-date accounts which showed a healthy balance for the coming year. The outgoings are much the same from year to year but any projects particularly highway safety could be costly. A grant of £1500 has been awarded for the purchase of another SID and an application for an LHI grant for further road safety improvements has been submitted. No other projects had been proposed and therefore the Chairman suggested that the Precept should be increased by 2.6% (RP Index). This was put to the vote and all agreed. *The Parish Clerk will inform SCDC of this figure.*

8) Maintenance:

a) *The Lamb Pub:* Julie Ayres (Area 1 Delivery Manager in Planning) had been invited to the zoom meeting to explain the situation regarding this site. An S215 cannot be put in place as the site is not considered unsafe and is checked by the Enforcement Officer every 3 months for any changes. However if a complaint was made about its safety a Building Inspector would be required to check it. At present the owners are being encouraged to do a pre-application for the site but nothing further has been heard from them. The Parish Council is excluded from this until details have to be agreed. Another way of dealing with this would be to have a design framework e.g. structure of development, number of houses, design and the Parish Council could be involved in this. Whichever way the site was dealt with it would always have to go through the normal planning channels. The Chairman asked why 3 years ago an S215 was issued because the property was an eyesore and now it was not considered an eyesore or unsafe? No answer was given. She was also concerned about the development of the site re keeping within the village envelope, road safety and contamination issues. County Cllr. Batchelor spoke about the lack of information given to the Parish Council which was frustrating. Julie Ayre apologised for the delays and agreed to send what information she had to the Parish Council. *Ms Ayre to inform council of any actions.*

b) *Discuss Pocket Park requirements and recruitment of person/persons to cut the Play Area grass:* It was agreed to leave this until the March meeting. *The Council are looking into employing a contractor.*

c) *Highways Problems:* Cllr. Lock reported that the gulleys had not been cleared thus causing the flooding and rain and frost has caused the road to break up in various places. Blocked drains in the Causeway was causing flooding which in the very cold weather caused icy road conditions and there were further flooding problems at the bottom of the high street along Bull Lane. It had been reported several times but nothing has been done in 5 months. She gave Cllr. Batchelor the Report No. It is not a question of patching up, work was required underground on the sewage systems. Anglia Water had tried to pump out one area but it was too big a job. Cllr. Batchelor had been told that the drains were going to be jetted out but it has not happened so far. The Chairman asked about the repainting of the red sections with the 30mph sign, who pays for this? Another problem are the deep pot holes from The Chestnuts public house and along and beyond the junction to Weston Colville. At present there is no Highways Officer. *Cllr. Batchelor will investigate any problems raised.*

d) *Overhanging branches:* Cllr. Bonfield asked whose responsibility it was to get trees, hanging over and obstructing the road, cut back. He was told that the Parish Council could write to the owner about this or Highways would request it to be cut back. If there was no response to this they would do the cutting back and charge the owner for this work.

9. Village Hall: Nothing to report.

10) Recreation Ground & Pavilion: Cllrs Roberts reported that:-

a) *Defibrillator cost:* As Cllr. Davey was absent this will be discussed in March.

b) *Dug outs:* Cllr. Chandler reported that these has been moved and also the mower.

11) Traffic Issues & Speed Restriction Equipment:

a) *Fox Road:* Nothing to report.

b) *LHI application*: A decision will be made on either 8th or 17th February. Regarding the addition of the rumble strips in the application, ***Cllr. Bonfield will liaise with Cllr Davey.***

c) *SID purchase*: No order has been placed yet as the award of £1500 from Wadlow Wind Farm Foundation has not yet appeared in the accounts. ***It was agreed to go ahead with the order of this equipment and Cllr. Bonfield will again liaise with Cllr Davey.***

12) Play area: Cllr Chandler said the playground is allowed to be open.

13) Zero carbon Funding: Nothing to report but was told there will be another date for application for grants in 3 month's time. Cllr. Harvey will keep us informed.

14) West Wrattling email address: Vice Chairman Bonfield will get in touch with "Squeaky Mouse" who will set this up.

15) Reports of meetings: None

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

17) Any other business: None

The next Parish Council meeting will be held on Monday 15th March 2021 at 8.00am.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 8th March 2021 at 8pm as a zoomed meeting.

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

1. Apologies: Cllr Chandler.

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 11th January 2021 were approved following an amendment to item 11b where 17th February was changed to 17th March and will be signed as correct when possible.

4. Opportunity for Public Statement:

Cobby McCall was not present to report on the footpaths etc.

5. Vacancy for a Councillor: No response from the advert in Challenge. *The Parish Clerk will advertise again in Challenge. A notice is already on the noticeboard.*

6. Planning

a)

				WWPC	SCDC
20/2607/HF UL	Mr & Mrs RDimond	33 The Common	Two new windows, one to rear & one to side elevation		support Approved
20/03161 S73	Wadlow Farm	Six Mile Bottom Rd	Varintion of condition 4	19/8/20	Object with comments withdrawn
20/03450/F UL	Mr M Shaw	35 The Common	Change of use re S/1493/19	14/9/20	support approved
20/02564	Mr Lodge	Land SE of Burton End, W Wickham	Instalation of solar farm & assoc. infrastructure	7/9/20	Obj. with comments No decision
20/0387/PR IO13Q	Camgrain	Valley farm House	Change of use of ag.bldg. to 1 dwelling house	30/9/20	Support refused

b) It has been brought to the PC's attention that there has been a possible breach of planning regulations in the conservation area. The PC to investigate.

7) Finance:

a) Authorised payments:

£153.00 HMRC PAYE payment. Cheque 1166 **Paid** (Chq.1162 cancelled as unsigned)

£398.90 Mrs J Richards Feb/Mar. salary less PAYE. Cheque 1167.

£ 27.55 Mrs J Richards postage and travel exp. For 2020/2021. Cheque 1168

£50.00 Challenge advertising annual fee. Cheque 1169

£19.29 STP Stationery (6 packs copy paper & box of plastic sleeves. Cheque 1170.

£375.00 M.Grimwood for grass verge cutting & Pocket Park work 2020. Cheque 1171

£149.60 HMRC 4th qrt PAYE payment. Cheque 1172

b) Monies received:

£1500.00 Wadlow Wind Farm Fdn. Award.

c) **Precept for 2021/2022:** Confirmed and accepted by SCDC.

8) Maintenance:

- a) *The Lamb Pub*: The Environment Officer had visited the site and saw no signs or sight of rats. The open land at the front of the site has been tidied up but the public house is still seen as safe. The Officer intends to contact the owners of the property and land. Cllr Davey suggested that rat poison should be put down by the owners.
- b) *Discuss Pocket Park requirements and recruitment of person/persons to cut the Play Area grass & extra work on Pocket Park*: It was agreed to ask Mark Grimwood if he would be prepared to cut the play area and the grass running round the playing field between the house boundaries and the football pitch and also do extra work on Pocket Park as well as cutting the grass verges. ***The Chairman will speak to Mr Grimwood and if he is unable to do this we will put an advert in Challenge to recruit someone.***
- c) *Highways Problems*: The drains along the High Street have now been cleared by Anglia Water, who found nappies, wipes, throw-away razors in the detritus cleared out. ***The Parish Clerk will put a note in Challenge about this.*** Highways came out to clear the gullies but they were so blocked they were unable to finish the job. ***Cllr. Batchelor was asked for an up-date on the present situation and the possibility of a schedule of work so the gullies could be kept clear of parked cars. He said her would check it out.***

9) Correspondence:

- a. Letter from Keith Day, Holy Trinity, Hildersham re Parish Nurse Project regarding the appointment of Kim Cox as the Parish Nurse..
- b) Letter from SCDC re renewal of The Assets of Community Value held by The Chestnuts.This is in progress.
- c) Gypsy, Roma & Traveller Inclusion Training & Workshop – details sent to Council. Nobody was interested in taking the course as it was very short notice.

10. Village Hall: Nothing to report. It will be open for the May elections under the necessary Covid rules and regulations.

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

- a) *Breach of rules*: A letter had been sent to Chairman, Jon Cliston about the breach of rules with six persons playing football together and then entering the Sports Pavilion. A letter of apology was received back promising it would not happen again. ***If it should happen again it will be reported to the Police.***
- b) *Defibrillator cost*: It was agreed that the sensible thing would be for the Parish Council to take over the responsibility of the defibrillator if also agreed by the WWFC. ***Cllr Davey will discuss this at the next Sports Pavilion meeting.***
- c) *Dug outs*: Cllr Davey had put forward the wishes of the Parish Council regarding the dugouts and their use. ***Cllr Davey agreed to draft a letter to Jon Cliston on this matter.***
- d) *Bowls Green query*: SCDC Rates valuation officer had enquired as to the owners of the Bowls Green and were rates paid. The recreation ground which includes the tennis courts and the bowls area is owned by the Parish Council who are not charged rates.
- e) *Dumping problem*: Rubbish, e.g old freezer, has been dumped on the recreation ground but it is difficult to know whether this is the end of a garden or over the boundary of the recreation field. ***The Parish Clerk will write to all the residents bordering the recreation ground asking if they know who has been doing this.***
- f) *Broken bin on recreation ground*: Check whether or not it is the property of SCDC or West Wrattling Parish Council.

12) Traffic Issues & Speed Restriction Equipment:

- a) Speed Watching is ongoing. Cllr Bonfield reported that there are fewer cars but there is more speeding.
- b) *LHI application*: Cllr Davey gave a presentation in February and a decision will be made sometime in March. It was decided not to include the rumble strips. The Parish Council share of the cost will be £1500.

c) *SID purchase:* Cllr Davey has been investigating the different equipment available, some of which is more costly but collects more data and has a display for messages. The cost could be approx. £3000 if purchased in conjunction with a similar order by Horseheath Parish Council, thus getting a discount for the two signs. ***The Chairman asked for a vote on purchasing the SID. All were in agreement.***

13) Play area: Cllr Chandler was not present so the Chairman reported that RoSPA would be carrying out an inspection in April. She was concerned about the amount of mud on the zip-wire steps. ***Could this be checked re safety.***

14) Zero carbon Funding: Cllr. Harvey said application forms for 2021 will be sent out in June/July. ***Cllr Davey asked for details with the Sports Pavilion & Village Hall in mind.***

15) West Wrattling email address: Ongoing.

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

a) Cllr Harvey added that the elections will be allowed in May and permission given to allow campaigning door to door. The Returning Officer has been contacted with regard to set up.

b) Cllr Batchelor said that due to the elections in May CCC would stop making any decisions at the end of March.

c) Cllr Batchelor was asked about the planning query concerning business premises being built in a garden with no apparent planning permission. ***He suggested we contact Julie Ayres about this.***

17) Any other business:

a) Cllr Bonfield asked Cllr Batchelor whether or not a Highways Office had been appointed and was told that there would be an announcement in the next couple of weeks.

b) It has been reported that the bamboo was continuing to grow into the Pound. The house where the bamboo grows is now occupied so a letter will be sent explaining the situation. ***The Parish Clerk will write to them.***

c) A dog has been missing for 4 months and laminated notices have been put up in many villages. It has now been noticed that 3 mini cameras have been put up in West Wrattling in order to possibly get a siting. Is this legal? ***Cllr Batchelor will enquire about this.***

The next Parish Council meeting will be held on Monday 10th May 2021 at 8.00am. This may change if a Parish Meeting in the Village Hall is allowed.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 10th May 2021 at 8.15pm in the Village Hall.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey and Lock and District Cllr. Harvey, County Cllr. Batchelor, the Parish Clerk and 4 members of the public.

1. Apologies: Cllr Roberts.

2. Declaration of interest: None

3. Minutes: Minutes of the zoomed meeting held on Monday 8th March 2021 were approved and signed as correct.

4. Opportunity for Public Statement:

a) Sisse McCall wished to thank the Parish Council for again supporting the Mobile Warden Scheme organised by Age UK.

b) Jon Cliston, Chairman of the West Wrattling Football Club wished to discuss and apologise for the WWFC twice breaking the Covid restrictions recently and would like to see how to build some bridges with residents in the village. The Chairman told him that the Parish Council had received complaints from residents about the noise from music and the players not socially distancing after play was over. As Chairman she had to respond and had visited the ground and seen for herself what was happening. She felt that a keyholder should always be present to see that rules are not broken. Jon Cliston replied that the F.A. had come to the ground on 8th May and were satisfied. The secretary of the WWFC has written to all the clubs visiting with instructions on the lockdown rules to be followed. He hopes to begin putting information about fixtures, results and events in the Challenge on a regular basis to try and build some interest in how well the club performs, the senior group being top of their league. The matter was left at this point and will be further discussed at a WWSP committee meeting next week.

5. Election of Chairman, Vice Chairman and two representatives to attend Sports Pavilion Committee and Village Hall committee:

a) Cllr Nichols was proposed to remain as Chairman by Cllr Davey, seconded by Cllr. Chandler, all agreed.

b) Cllr Lock proposed Cllr Davey to be Vice Chairman as Cllr. Bonfield did not wish to stand again. This was seconded by Cllr Bonfield and all agreed. They then both signed the Declaration of Acceptance forms, witnessed by the Parish Clerk.

c) It was agreed that Cllrs Roberts and Nichols should represent the Council on the Sports Pavilion committee and Cllrs Bonfield and Davey would represent the Council on the Village Hall committee.

6. Correspondence: None

7. Planning

a)

					WWPC	SCDC
20/02564	Mr Lodge	Land SE of Burton End, W Wickham	Instalation of solar farm & assoc. infrastructure	7/9/20	Obj. with comments	No decision
20/0387/PR IO13Q	Camgrain	Valley farm House	Change of use of ag.bldg. to 1 dwelling house	30/9/20	Support	Refused
21/8121/HF	T Spicer	12 The Common	Single storey rear ext.	26/3/21	Support	

b) Cllr Lock had made enquiries with the Planning Dept at SCDC about a possible breach of regulations in the Conservation area but had heard nothing back so far.

8. Finance:

a) **Internal audit documents for signature: Statement of Accounts, Bank Reconciliation, ledger spread sheet.** All the above documents were distributed to the Council and those present at this meeting. It was agreed by Council that they were correct and should be signed, which was carried out.

b) Authorised payments:

£149.60 HMRC 4th qrt PAYE payment. (Chq 1172 **paid**)

£6979.20 Morelock – speed watch equipment shared with Horseheath P.C. (chq.1173 **paid**)

£2285.02 BHIB Council Insurance (chq.1174)

£ 398.90 Mrs J Richards Apr./May salary less PAYE (chq. 1175)

£ 259.00 CAPALC annual fee (chq. 1176)

£ 561.00 West Wratting Football Club for grass cutting of rec. (chq. 1177)

£ 200.00 Age UK re Village Warden Scheme (chq. 1178)

£ 103.20 RoSPA (Playsafety Ltd.) inspection fee (chq. 1179)

£ 36.00 CPRE annual subscription (chq. 1180)

£ 20.25 STP for printing ink (chq.1181)

c) Monies received:

£3489.60 Horseheath P.C. (half-share of cost of SID incl.VAT to be repaid)

£6179.00 SCDC 1st tranche of Precept

£ 60.00 d'Abo Tennis Club

£ 250.00 WWSports Pavilion annual rent for 2021/22.

£ 200.00 WWFC Contribution to maintenance of recreation ground.

d) VAT claim for £1226.41 applied for on 19/4/21)

9. Maintenance:

a) *The Lamb Pub*: Pre-plan proposals had been sent to the Parish Council for information and discussion who will respond when a plan has been submitted. A meeting would then be arranged for all villagers to see any proposals.

b) *Pocket Park/Play area*: Ben Wilcox will explain to Mark Grimwood what area needs to be cut on the Play Area. Regarding the Pocket Park, there is pruning required along the ride running through the park apart from grass cutting. ***It was suggested a list be drawn up giving details of what needs doing and how many times a year.***

c) *Bamboo growth in Pound*: A letter had been sent to the owners of the house next to the Pound about the bamboo growth and it appears something has been done, with weed killer put along their border to the Pound. Cllr Chandler had put down some weed killer in the Pound and there is no sign of any bamboo growth at present.

d) *Legality of mini cameras re missing dog*: Cllr. Batchelor had asked the legal dept. Highways Dept. about this. If complaints are received from residents they can be removed. However, the problem is resolved as the cameras were removed a few weeks ago.

e) *Risk Assessment for 2020 2021 audit*: This has not yet been carried out but will be in the next two weeks.

f) *Wild flower verges*: This was discussed at the Parish Meeting and was agreed that only Highways and Farmers had control of the verges and they did a pretty good job. The Church has a scheme going for a wild flower area in the churchyard and up the Causeway.

10. Village Hall: Nothing to report. (*see the Parish Meeting minutes*)

11. Recreation Ground & Pavilion: Cllrs Roberts & Davey reported that:-

a) *RoSPA Report*: Cllr Chandler spoke about the RoSPA report and there are some minor faults to be dealt with and she is in touch with Action Play who built the new play area about these.

- b) *Defibrillator cost:* Cllr Davey had checked the battery which is fine. He asked that a letter be written to WWSP to inform them officially that the Parish Council will cover the maintenance of this equipment. ***The Parish Clerk will write.***
- c) *Dug Outs update:* No response has been received from the WWFC about the proposal that the dug outs are only on the grounds for six months of each year.
- d) *Dumping:* A considerable amount of rubbish including some asbestos roofing has been uncovered whilst Cobby McCall and his team were clearing the overgrown borders of the recreation ground on the Six Mile Bottom side. Cllr Bonfield has been in contact with SCDC and they are sending someone out to look at the asbestos and hopefully it will get taken away by the Environment officer. ***A skip is being ordered to remove the rubbish and the intention is to keep a very clear and cut border round the recreation ground to prevent further dumping and misuse of the ground.***

12. Traffic Issues & Speed Restriction Equipment:

- a) *LHI update:* Cllr. Davey who put in the application on behalf of the Parish Council has heard nothing back from Highways so it is most likely that it has been turned down. With regard to the speeding equipment seven new posts will need to be purchased for the new SID and costings are being sought from Highways and these will be put before Council at the next meeting.
- b) *Highways - Gulleys & Straw:* Half of the gulleys have still not been cleared out following their last visit when they couldn't unblock one particular gully. ***Cllr Batchelor said he would contact Highways about this.***

The second issue is the road sweeper equipment came and swept the pavements, and the edges of the roads which were full of straw were left unswept and so all the straw blew onto the pavements, creating rather a mess. ***It was stressed again how useful it would be to have a schedule giving dates when this sort of work will be carried out so car owners could be notified not to leave their cars in the road.***

13. Report of meetings: None

14. Reports by District Cllr. Harvey & County Cllr. Batchelor: (joint report distributed to Cllrs. and shown on the website). They had nothing to add but Cllr Batchelor was congratulated on being re-elected again as County Councillor in the recent elections.

15. Another business: None

The next Parish Council meeting will be held on Monday 12th July 2021 at 8.00am.

Chairman.....

WEST WRATTING PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH MEETING

Held on Monday 10th May 2021 at 7.30pm

1. **Apologies fur absence:** Cllr Roberts.

2. **Chairman's opening remarks and signing of the 2019 Minutes:**

The Chairman welcomed those attending the meeting and signed the Minutes of the last Parish Meeting held before the Covid pandemic which was May 2019.

3. **Chairman's Report:**

4. **Financial Reports:** Copies of the accounts distributed to those attending and to the councillors will be resolved and signed at the Parish Council meeting following this meeting.

5. **Parish Lands & Properties:** As listed on the Agenda. A Risk Assessment will be carried out as required for the audit. It was noted that the Notice Boards need tidying up and the glass cleaning, also the Bus shelter needs attention. Cobb McCall told Council that Bill Knowlden has been cutting the grass in the Pound and therefore should be remunerated and should be officially instructed by the Council if he would like to continue doing this. It has been agreed with Mark Grimwood that he will continue to cut the grass verges and the Pocket Park, where a certain amount of pruning is necessary as well as the path cutting regularly. He has also agreed to cut the play area.

6. **Reports:** Reports had been received from the Village Hall, the Bridge Club and the Lunch Club which will be printed in Challenge and on the noticeboards.

Cobby McCall reported on the work carried out through the year on the footpaths and the team's excellent job of keeping the verges and ditches clear of litter. He also reported that whilst we had lockdown there was noticeably less litter

Mike Rowland reported on the Village Hall, which due to the pandemic has been shut for most of the last fifteen months. However this has meant that work could be carried out e.g. new doors into the back area, double-glazing in the windows along the back of the hall, decorating throughout, an upgrading of the electrical system. The cost of this has been very much helped by donations from the government and Mike thanked the County and District Councillors for their help in obtained this money. He told Council that for the rest of the year the hall will be free of charge to the regular users.

7. Matters arising:

- a) Cobby McCall spoke about a scheme to have wild flower areas and the Church is aiming for an award for the work carried out in the churchyard, with wild flower areas, grass areas, log hotel for insects, bird boxes and a bird bath'. Cllr Lock spoke about the wish of a resident who lives in the Causeway to continue this theme of wild flowers on the verge in front of his house. This idea could be expanded but it was agreed that as there are not a lot of suitable verges in the village it should be kept to the Church and the Causeway.
- b) Cobby McCall reported that the travellers, who were here last year, were back at Six Mile Bottom. He also thanked Jo Johnson for the work she was doing in Weston Colville, keeping the verges clear of litter etc.

8. Any Questions: None. The meeting closed at 8.05pm.

Draft
WEST WRATTING PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 12th July 2021
at 8pm in the Village Hall.**

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey and Lock and District Cllr. Harvey, the Parish Clerk and 2 members of the public.

1. Apologies: Cllr Roberts, County Cllr Batchelor.

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 10th May 2021 were approved and signed as correct.

4. Opportunity for Public Statement:

a) Cobby McCall had several issues he wished to raise:

1. An award of £3900 has been given to the PCC for the purchase of a motor mulch mower. It will be maintained by the PCC but will be available for use by other groups in the village.

2. Church Yard conservation award – a lot of work has gone into making a fine conservation area with bird boxes, bird baths, and various types of dwellings for insects by children and adults.

3. All the footpaths have been mown and he thanked Nigel Clayson for all his work. The County Council will be cutting the footpaths again towards the end of August.

4. d'Abo's gamekeeper had told him that the poults will be released in 5 days time and is concerned about dogs running off the footpaths and harming the young chicks. He will put an item in Challenge on this.

5. The verges have not been cut following local government policy but will need doing later on. Litter continues to be picked up and he asked Cllr. Harvey to remind SCDC to pick up rubbish which they had picked up and put in a pile.

6. The Romanys are back, reported by Cllr Lock, who had received complaints about this. The Chairman asked Cllr Harvey if he could let SCDC know that they are back in the same place.

b) Sisse McCall wished to thank the Parish Council for again supporting the Mobile Warden Scheme organised by Age UK.

5. Vacancy for a Councillor: Dr Matthew Williams-Gray, who has expressed an interest in the vacancy and has sent the Council his CV, was unable to attend this meeting. The Parish Clerk has given him the Declaration of Acceptance and Registered Interests forms for him to read but not sign.

6. Planning

a)

				WWPC	SCDC	
20/02564	Mr Lodge	Land SE of Burton End, W Wickham	Installation of solar farm & assoc. infrastructure	7/9/20	Obj. with comments	No decision

b) Cllr Lock had made enquiries with the Planning Dept at SCDC about a possible breach of regulations in the Conservation area but had heard nothing back so far.

7. Finance:

a) Authorised payments:

£581.60 Horseheath Parish Council – share of VAT reclaim on SID. Cheque 1182 **Paid**

£149.40 HMRC PAYE payment. Cheque 1183 **Paid**

£398.90 Mrs J Richards June/July. salary less PAYE. Cheque 1184.

£234.00 Mrs C Willcocks re invoice for skip hire (Mick George) Cheque 1185

£ 65.00 J.Dockerill (Running Total) for payroll services & int.audit. Cheque 1186

£ 40.00 ICO – data protection annual fee. Cheque 1187.

b) Monies received:

£1226.41 VAT reclaim.

c) Internal audit carried out satisfactorily and distributed to cllrs. and the External audit is being carried out as from now.

8. Maintenance:

a) *The Lamb Pub:* The meeting organised by the developers to discuss their ideas for the development of this land was well attended. The Parish Council is inviting comments from the parishioners and there will be a notice on the village web site. Some comments have already been received.

b) *Highways problems:* The drains have still not been cleared out and Cllr Batchelor has tried to find out when they will be coming in order for notice to be given to those who park their cars on the road. Cllr Harvey told Council that SCDC have a zoom meeting inviting those who have major problems with water management to try and sort out the problems. West Wrattling could be invited.

c) *Risk Assessment:* This has been carried out and sent to the auditors.

d) *Footpaths:* The Chairman said some of the fields had not had their footpaths reinstated. The Parish Clerk said it was the responsibility of the farm owner but due to the heavy rain experienced the last several weeks they are probably unable to get on the land.

e) *Verges:* Concerns have been expressed about the very short cut verges along Padlock Road. ***It was agreed to put a note in Challenge about the new local policy of letting the verge grass grow, to be drafted by Cllr. Davey.*** There have also been complaints about insufficient verge cutting in Haytor Close, again these are cut 3 times in the season by CCC and 2 by SCDC. The Chairman has written a note explaining this to the complainants.

9. Correspondence:

a) Update report from Sarah Thomson, Age Uk (dist.to Cllrs.)

b) List of keyholders names for Sports Pavilion.

c) CV received from Dr M.C. Williams-Gray re Councillor vacancy.

d) Documentation sent to external auditors following satisfactory internal audit.

10. Village Hall: Maintenance work is ongoing. Activities are starting up again. There is some rubbish needs removing.

11. Recreation Ground & Pavilion: Cllrs Nichols & Roberts reported that:-

a) *Defibrillator costs & maintenance:* This has been agreed with the Sports Pavilion Committee.

b) *Dug Outs update:* The Sports Committee requested a review of the decision to only erect the dug outs from October to March. The original decision was upheld and the Chairman will report this decision to the Sports Pavilion Committee.

c) *Dumping:* A skip is now on the recreation ground and the rubbish is being cleared away. Some of the asbestos has been removed but there is still some remaining and Cllr Harvey was asked to look into this and was told where this dangerous material was dumped. Cllr Davey asked if SCDC could re-establish the boundaries of their properties. ***Cllr Harvey will make enquiries.***

d) *Recreation gate:* The keypad and padlock are broken. The Parish Council will report this to the Sports Pavilion Committee.

12. Traffic Issues & Speed Restriction Equipment:

a) *LHI update:* Cllr. Davey who had applied told Council that the award had not been granted. He is now getting quotes from Highways for the posts for the SIDs.

b) *SID:* He and Horseheath PC had had problems with the batteries not lasting as long as they should and he has taken this matter up with the manufacturers.

c) *Parking:* It is against the law to park on white lines. Cllr Davey has applied for a dropped curb line at the entry of the recreation ground. The Chairman asked Cllr Davey how one could

stop people parking at the Bus Stop and Cllr Davey said he would look into it. **The Parish Clerk will put a note in Challenge about not parking on pavements.**

13. Play area: Cllr Chandler has been in touch with Action Play (Andy) to ask that the zip wire is tightened up following the RoSPA report. *It will be done in August.*

14. Zero Carbon funding: Nothing to report.

15. Email address for Parish Council: A trial run is being carried out and will wait to see how it works.

16. Report of Meetings: The Chairman and Cllr Roberts attended an AGM of the Sports Pavilion on 23rd June. The Chairman of the Parish Council has requested the Sports Pavilion Committee Minutes be amended and when this is done the Parish Council will receive them have not yet been sent out. There have been repeated complaints regarding noise pollution, nuisance to residents and possible breaches of terms of the lease and licensing laws. The Parish Council is in the process of investigating options to prevent repeated breaches.

17. Reports by District & County Cllrs.: Cllr Harvey had nothing further to report. He was asked by Cllr Davey why the 2nd dual carriageway on the A1307 has not been restricted to 50mph speed limit but the Linton one is restricted?

18. Any other business:

- a) Cllr Bonfield asked if it was necessary to renew the Zoom licence. **It was agreed not to.**
- b) Cllr Lock and her husband have spent two mornings cleaning the 2 Noticeboards; she said the bus stop shelter is in a mess with posters stuck on it. She wondered if Cobby McCall's team could help with this? The Chairman thanked her for doing this.

The next Parish Council meeting will be held on Monday 13th September 2021 at 8.00am.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 13th September 2021 at 8pm in the Village Hall.

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Davey and District Cllr. Harvey, County Cllr Batchelor, the proposed new Councillor, Parish Clerk and 3 members of the public.

1. Apologies: Cllr Roberts, Cllr Lock.

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 12th July 2021 were approved and signed as correct.

4. Opportunity for Public Statement:

Three members of the public wished to be involved with the discussion under Item 11c, namely Chris Hodson, Brian Passmore and Emma Parsons. This was agreed.

5. Vacancy for a Councillor: Dr Matthew Williams-Gray, who although unable to attend the last meeting had been proposed to fill the vacancy and this was confirmed tonight and so the necessary forms, the Declaration of Acceptance and Declaration of Interest, were signed by himself and witnessed by the Chairman, who welcomed him onto the Parish Council.

6. Planning

a)

					WWPC	SCDC
20/02564	Mr Lodge	Land SE of Burton End, W Wickham	Installation of solar farm & assoc. infrastructure	7/9/20	Support with comments.	No decision
21/02617/C L2PD	J Warren	57 High St.	Cert.of Lawfulness Sect 192 – Single storey rear ext.	28/7/21		withdrawn
21/3618/HF UL	J Wilkinson	6 Viking Close CB21 5NH	Erection of garden room	12/8/21	support	
21/10161T TCA		76 High St.	Removal of magnolia tree	24/8/21	support	

b) Regarding Cllr Lock's enquiries with the Planning Dept at SCDC about 38 High St., a retrospective Planning Application is being made for a purpose built building in the garden.

c) Regarding the enquiry about 9 High St., no breach of planning control has yet been found as the inspector was unable to obtain access.

7. Finance:

a) Authorised payments:

£152.04 Cllr M Davey for rec.grnd costs (cheque 1188) **paid.**

£ 82.80 Morelock – SID mounting kit x 1. (cheque 1189)**paid**

£398.90 Mrs J Richards Aug/Sept.. salary less PAYE. (cheque 1190).

£ 15.84 Mrs J Richards - Postage stamps costs (cheque 1190)

£561.00 WWFC for grass cutting(cheque 1191)**Cancelled – paid in May.**

£125.00 Challenge – donation to costs (cheque 1192)

£ 36.09 STP – printing ink Inv.162762 cheque 1193)

b) Monies received:

£. 37.50 Donation to Speed Watch equipment.

£346.53 CCC payment for grass maintenance.

c) Accounts have been received from WW/Sports Pavilion. The payment by the Parish Council of £561, contributing towards the cutting of the rec., which was made in April 2021 was discussed. **It was agreed to put this on the November agenda.**

8. Maintenance:

a) *The Lamb Pub*: No further details at present. Planning has not been applied for yet.

b) *Highways problems*: Cllrs Davey and Bonfield have both discussed the clearing of the drains with the Highways Officer, who is now the Project Officer, who has also been speaking with Cllr Davey about a possible PFI (private funded initiative) application for improvements to The Common. The drains have still not all been cleared. A road sweeping machine visited twice, once to clear the pavements and then to clear the road. Unfortunately this was before harvesting began so the road was soon strewn with straw. **Cllr Batchelor said he would chase this up.**

d) *Footpaths*: Cobby McCall was unable to attend. It was suggested that this becomes a regular item on the Agenda rather than part of "Opportunity for Public Speaking" if Cobby agrees. **Nigel Job is now in charge of the Parish mower.**

e) *Verges*: The verges and Pocket Park need more attention. Cllr Davey suggested the Council need to look at reviewing the grass cutting contract. **Item for next Agenda.** The tree surgeon has been asked to look at Pocket Park as Cllr Lock on behalf of the Parish Council has accepted the offer of 6 free trees from SCDC which will probably be planted in Pocket Park. A query was raised about the cutting of Hayter Close by SCDC and CCC. **Cllr Harvey and Batchelor will look into whether or not this has been carried out this year.**

9. Correspondence:

a) *Elan City Sign systems* – Cllr Davey will look at this.

b) *Enquiry re the Queen's Jubilee*: **The Parish Clerk will put an item in Challenge and will write to the WWFC to reserve the recreation ground for Friday 3rd June 2022 to celebrate the Queen's 70th year on the throne.**

c) *Letter from Lucy Fraser re nomination for Covid Community Award*: The Chairman said it was impossible to choose one particular person for this award as the whole village had done such a brilliant job of looking after people's needs during Covid and she again thanked them all for this.

10. Village Hall: Trees have been cut back by the tree surgeon. All is in good order.

11. Recreation Ground & Pavilion: Cllrs Nichols & Roberts reported that:-

a) *Recreation gate*: Cllr Davey is looking at ways to achieve simpler and better access through the gate as at present it is difficult to open. **To be discussed at the next Cafe meeting.**

b) *Asbestos removal*: This has not yet been removed. Someone from CCC came but could not find it. **Cllr Harvey will again check when this will be removed.**

c) *Noise & other issues*: The Chairman explained the various issues causing complaints by residents to be made. Noise was a major one with music being played loudly whilst the teams trained and then again in the evening after matches. The lease between the Parish Council and the WWSP is allegedly being breached. Chris Hodson, Chairman of the Football Club, was very keen to resolve these problems. The Chairman said that the FA would be prepared to mediate if there are sufficient residents prepared to write their complaints. Chris Hodson thought that the bowling green area could be put to better use and the back doors opened up into the back area so any noise from music would issue to the back. Parking was also a problem with cars parked haphazardly in the road, blocking entries, when the car park was full. If cars parked in an orderly fashion in the car park there would be more room and less need to park on the road. The area for disabled drivers needs remarking. **The Parish Clerk will send a copy of the lease to Cllr Williams-Gray, who offered to put forward a business plan to apply for funding.**

12. Traffic Issues & Speed Restriction Equipment:

a) *Speed Indicator sign poles*: If the PFI is agreed this will allow the purchase of seven new poles in order to be able to move the SID sign around the village.

- b) *Update on new SID sign:* The initial problem has been dealt with and is now in full working order.
- c) *Parking:* The cost of putting markings on the dropped kerbs would be £240 which is too much and so Cllr Davey will ask for a refund of the original £120. According to CCC white lines on the road means “no parking”. Maybe there is a need to find further parking space on the recreation ground.
- d) *LHI funding:* Cllr Davey said we should think about re-applying next year as there is a need for further reducing speeding. Data from the SID is showing speeds of 102mph along the Common.

13. Play area: Cllr Chandler reported that the zip wire has been checked by the contractors and all is well.

14. Zero Carbon funding: Dist.Cllr. Harvey said there was a meeting this week to look at the applications. There would be another round next year.

15. Email address for Parish Council: No decision made yet.

16. Report of Meetings: Nothing to report. The Chairman asked Cllr Batchelor if the 7 local council meetings could be re-started and he replied that he hoped it would restart shortly but they were looking for a venue.

17. Reports by District & County Cllrs.: Cllr Harvey suggested the fly tipping photos taken by Cllr Bonfield should be kept although he didn’t think CCC had followed up on the evidence left by the tipper in order to prosecute. The rubbish was removed in two days.

18. Any other business: None

The next Parish Council meeting will be held on Monday 8th November 2021 at 8.00am.

Chairman.....

Draft
WEST WRATTING PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 8th November 2021
at 8pm in the Village Hall.**

Those present were: Chairman Nichols, Vice Chair Davey, Cllrs. Bonfield, Lock, Roberts, Williams-Gray and District Cllr. Harvey, County Cllr Batchelor, 10 members of the public and Parish Clerk.

1. Apologies: Cllr Chandler.

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 13th September 2021 were approved and signed as correct.

4. Opportunity for Public Statement:

1., Chris Hudson, Chairman of the WWSP, put forward his case for installing 8 dug-outs which had originally been refused because they were going to be a permanent fixture. The proposed dug-outs can easily be moved whenever necessary but they do need to sit on a concrete plinth sunk into the earth, making it totally secure. He would like to install an extra dug-out to be used by parents or onlookers in poor weather. The dug-outs will be included in the “Safe guarding” policy and “risk assessment”. The Chairman asked for a new submission with technical details for the Parish Council to consider. **Chris Hodson agreed to do this.**

2. Pre-Plan CAM1846 – Telecommunications installation: Cll Lock who co-ordinates decisions regarding planning applications said the general opinion of the village seemed to be that there was definitely a need for a 5g installation to improve mobile use but it needed to be put somewhere appropriate. She has been in touch with Highways, who own this piece of land, regarding its siting being in a conservation area but has had no response yet. Cllr Williams-Gray has been through the pre-application and there are many anomalies including no “historical history”, no survey carried out of residents living close by and other misinformation. As time was short it was agreed to put out a “flier” to all residents asking them to write or email to SCAMBS with their comments on this application. The question was asked about alternative sites as Highways had asked if the Parish could make suggestions but it was felt that this was not the job of the Parish Council, being far too technical. It was suggested that a request for an extension of decision date be made to SCDC and also ask the Conservation Officer to pay a site visit. **This was agreed.**

3. Cobby McCall spoke about the issues between the WWFC and the PC. The Chairman sent an email to Jon Cliston and Chris Hodson asking them to remind members of the safety and legal issues regarding fireworks. This was a direct quote from a gov web site. Chris Hoson responded to the Chair that he would ensure no fireworks would be set off on Bonfire Night. Several residents approved of the reminder, especially those with properties with a thatched roof in the vicinity of the recreation ground and throughout the village as this is a dangerous time for the owners. She also said that the PC has a legal duty to see things are carried out safely and follow regulations as they as landlords may be held responsible. Cllr Roberts said he could help with what checks were necessary to provide a secure and safe cover. The revival of the Liaison Committee was suggested and Chris Hodson thought this a good idea. The Chairman said that Keyholder names should be visibly available with contact Nos.as a point of communication.

5. Planning

a)

20/02564	Mr Lodge	Land SE of Burton End, W Wickham	Installation of solar farm & assoc. infrastructure	7/9/20	Support with comments.	No decision
21/02617/C L2PD	J Warren	57 High St.	Cert.of Lawfulness Sect 192 – Single storey rear ext.	28/7/21		withdrawn

21/3618/HFUL	J Wilkinson	6 Viking Close CB21 5NH	Erection of garden room	12/8/21	support	
21/10161TTCA		76 High St.	Removal of magnolia tree	24/8/21	support	
21/3882/FULL	C Prior	38 High St	Erection of beauty salon – retro application	14/9/21	Obj. with comments	permitted
CAM18446 21/4829/Prior	WHP Telecoms	Bull Lane Streetworks	Pre-plan for telecommunications installation	28/10/21		

b) Decision to be made on: 20/1564/FUL Mr Lodge - Further amendments Land to SE of Burton End, West Wickham solar farm – to be made.

Update – 9 High St. – Nothing further heard.

Discuss CAM1846 – Telecommunications installation (Pr-plan)- discussed above.

6. Finance:

a) Authorised payments:

£149.60 HMRC 2nd qrt PAYE (**paid**) (chq.1194)

£398.90 J.Richards Oct/Nov. salary less PAYE (chq.1195)

£240.00 PKF Littlejohn – Ext.audit costs (chq.1196)

£ 30.00 Sapient IT Services Ltd. (chq.1197)

£ 25.00 Royal British Legion for Wreaths (chq.1198)

b) Monies received:

£6,179.00 Precept 2nd tranche.

c) Contribution towards grass cutting: Due to shortage of time this will be discussed at the next meeting in January with regard to an increase in the contribution.

7. Precept 2022/2023 & 2022 Parish Council election: This will be discussed at the Budget meeting in January due to shortage of time.

8. Maintenance:

a) *Highways problems:* Cllrs Davey and Bonfield have again walked the roads with the Highways Officer but no further work has been done due to costs; it was stressed that certain areas have not been looked at for years, with a drain on Honey Hill being totally blocked. **They requested through Cllrs Batchelor and Harvey that these jobs be included in next years SCDC budget.**

b) *Grass verges & Pocket Park maintenance:* Cllr Davey is putting together a plan of all the areas that need to be cut and will then get quotes for the work, including the Pocket Park.

c) *Haytor Close verge cutting:* Nothing reported back so far.

d) *Six Free Trees:* Cllr Lock has ordered a mix of 6 trees (whips) to be sited between Concordia House and Chapel Lane. **Permission has been requested from Highways at a cost of £107.**

d) *Dug-Outs:* Discussed above.

9. Correspondence:

a) *Response re the Queen's Jubilee:* Two suggestions have been made so far, a beacon, a competition for children to design a flag commemorating the anniversary. **Please keep them coming. The Parish Clerk will put an invitation for someone to coordinate the events in Challenge.**

c) *Letter from Keith Day regarding Parish Nurse Project:* **Future funding to be discussed at January Budget meeting.**

10. Village Hall: Nothing new to report.

11. Recreation Ground & Pavilion: Cllrs Nichols & Roberts reported that:-

a) *Recreation gate:* The main concern was the lock combination for the gate. It needed to be easy to use but secure. **Cllr Davey will look into this.**

b) *Asbestos removal*: The Chair asked Councillors Batchelor and Harvey to verify the status of the Recreation ground as while this is owned by the PC, which is a tier of local government, it is owned on behalf of the residents and is open to the public. **Both Cllr Harvey and Batchelor were also asked to verify the boundary as S Cambs previously owned the properties as council houses and should therefore have records.**

12. Traffic Issues & Speed Restriction Equipment:

a) *Speed Indicator sign poles*: Cllr Davey is waiting for a quote from Highways for the poles needed in order to move the SID sign round the village. **Cllr Harvey will look into the delay.** He had received the £120 refund, paid for the marking of the kerb, which was then cancelled.

13. Play area: Cllr Chandler who was absent from the meeting reported that there were no problems with the play equipment. The grass round the structures looks neat but there are some brambles and nettles growing through the perimeter fence. Could these be dealt with?

14. Zero Carbon funding: Nothing to report.

15. Minutes/E mails: It was agreed to resume discussing planning applications at a meeting, make decisions and send in a formal reply.

The Parish Clerk was asked to do the precis of the draft Minutes for approval by the Chairman before the Minutes are checked because there is not a lot of time between the Parish Council meeting and getting something to Challenge. **This was agreed.**

16. Report of Meetings: Nothing to report.

17. Reports by District & County Cllrs.: The October & November reports are shown on the website.

County Cllr. Batchelor reported on two items not in the reports:

- a) 19th November 2021 by zoom – a meeting with the Mayor and villages regarding future visions for the A1307.
- b) The united Parish Council Forum will be held at **Balsham, 30th Noember, 7pm.**

18. Any other business:

a) Organised 5th Nov. Bonfire for 2022 – **Discuss at next meeting.**

b) 10 Speed Watch sessions of which 7 were staffed. **Volume of traffic through the village is 200 cars per hour.**

The next Parish Council meeting will be held on Monday 10th January 2022 at 8.00am.

Chairman.....