

Draft
WEST WRATTING PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 10th January 2022
at 8pm in the Village Hall.**

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

1. Apologies: Cllr Roberts and County Cllr Batchelor..

2. Declaration of interest: None

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

4. Opportunity for Public Statement:

a) Cobby McCall congratulated the Council on the outcome of the proposed telecommunications mast installation which had been refused by SCDC Planning..

b) He is liaising with Weston Colville regarding litter picking and sharing the work involved with his team, who work extremely hard to keep the village clean and tidy.

c) He thanked Mr & Mrs Woodward for clearing the area alongside the footpath between the Church and the Stables; very much appreciated.

d) He thanked Bill Knowlden for his continuing work keeping the Pound in good order.

e) He asked about Boreham's proposed development. The Chairman said this was to be discussed under Planning and in fact the Parish Council had only received a potential proposal to look at.

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.	Refused
21/02617/C L2PD	J Warren	57 High St.	Cert.of Lawfulness Sect 192 – Single storey rear ext.	3/1/22	Support	
21/3618/HF UL	J Wilkinson	6 Viking Close CB21 5NH	Erection of garden room	12/8/21	support	permitted
21/10161T TCA		76 High St.	Removal of magnolia tree	24/8/21	support	?
21/3882/FU L	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	Object	Refused

b) Update –

9 High St. – Despite further emails requesting information there has been no response from Planning at SCDC.

Telecommunications mast: Cllr Lock has tried to contact the Parish Councils of Impington and Histon who have had similar applications but has yet to receive any response. Cllr Harvey was asked if he knew what the likely next step Bull Lane Streetworks would have in mind but he was unable to help. Cllr Lock thought there would be a further application despite having been refused.

Borehams proposed development: The Developer, Jason Frost, had sent another proposal for the Parish Council to comment on. The number of dwellings had been reduced from 10 to 9 and footprint reduced by 20%.. He would like to come to the next Council meeting so a Planning meeting needs to be held to discuss the new plans. Tuesday 18th January at 6pm was agreed. The

Chairman queried the description given of the yard, described as a timber yard, as it was full of old machinery, metalwork etc.

6. Finance:

a) Authorised payments:

£149.60 HMRC 3rd qrt PAYE (**paid**) (chq.1199)

£398.70 J.Richards Dec/Jan salary less PAYE (chq.1200)

£ 40.00 R.D.Jaggard for Christmas tree (chq.1201)

b) Monies received: £120 refund for kerbing project.

c) Budget: The Chairman said the accounts were in a healthy state but asked if there were any major costs in the coming year. Cllr Davey said the purchase of new, taller, speed limit poles capable of carrying the MVAS sign budget is circa £5-6k. **This was agreed.** There could also be some considerable cost if the Pocket Park receives the attention needed with major tree cutting/pollarding to open up the area. **This was also agreed and Cllr Chandler was asked to contact the tree surgeon to do the necessary work.**

d) Contribution towards grass cutting of recreation ground: It was agreed that this should be increased by 3%, being the RPI. It was also agreed that the contribution towards maintenance of the recreation ground should also be increased by the same amount, 3%. **The Parish Clerk will notify both the Tennis Club and the WWFC.**

e) Parish Clerk's salary increase for 2022/23: This will be discussed at the Planning meeting.

7. Precept 2022/2023: The increase was discussed, a vote was taken and it was agreed to request a 3% increase from £12,358 to £12,728.

8. Maintenance:

a) Highways problems: Cllrs Bonfield and Davey reported that most of the drains have been cleared and new gullies have been cut. However there had been a repeat of sewage flooding, the contents pumped out being razors, wet wipes, flipflops. **It was agreed that Cllr Bonfield would put an item in Challenge listing what should not be put into sewage pipes.**

b) Grass Verges & Pocket Park: Cllr Davey has found two people to do grass cutting, tree work and hedge work but he needs to know before confirming with them what the situation will be regarding the Pocket Park. The trees/hedging needs attention now but are fresh paths going to be made and regularly cut? This has been agreed (see under Finance). **It was agreed that Cllr Chandler put an item on the Pocket Park and its history in the next Challenge.**

c) Six free trees: Cllr Lock has still not received confirmation of their siting and the "whips" have been temporarily "dug in". As the Highways Officer had previously agreed to the site it was agreed that these trees should be planted where agreed. It was suggested that Cobby McCall and his team might help with the planting.

9. Correspondence: None

10. Village Hall: Electrical survey and work has been carried out and is nearly completed and a new fridge/freezer has been installed.

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

a) Recreation gate: Ongoing. The gate should be unlocked at present for access. C346 is the code if it is locked.

b) Asbestos removal: Cllrs Bonfield and Davey have tested the substance and are waiting for the result and it will then be removed in the correct way depending on what it is. Cllr Davey was not pleased with the way SCDC had refused responsibility for removing it but felt it was important that the substance was removed as soon as possible as the Parish Council would be held responsible if there was a problem, having known of its existence.

12. Traffic Issues & Speed Restriction Equipment:

a) *Speed Indicator sign poles & signage poles (PFI funding):* Cllr Davey has still not received the cost of the poles from Highways which seems to be working with half the required staff and the new Highways Officer has been moved elsewhere.

b) *Pot holes:* There is an issue with two deep pot holes, one in Hayter Close, the other on the High Street, both of which have been reported. CCC said that the pot hole in Haytor Close was the responsibility of the house owner as the road had not been adopted. **The Parish Clerk will email CCC about the Hayter Close pot hole and query the “adoption”.**

13. Play area: Nothing to report.

14. Jubilee celebrations: The Chairman agreed to put a request in Challenge for more ideas on how the village would like to celebrate this. Fireworks, which had been suggested, would not be a good idea as in June it would still be light at 10pm. The recreation ground is booked for 3rd June and it was suggested that those who run the Saturday Café might be interested in organising something.

15. Report of Meetings: Cllr Davey had learnt that the Community Fund had been increased to £2000 and it might be possible to apply for a grant for work on Pocket Park.

16. Reports by District & County Cllrs.: The December & January reports are shown on the website.

17. Any other business: None

The next Parish Council meeting will be held on Monday 14th March 2022 at 8.00am.

Chairman.....

Draft
WEST WRATTING PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 14th March 2022
at 8pm in the Village Hall.**

Those present were: Chairman Nichols, Cllrs. Bonfield, Chandler, Lock, Williams-Gray, Roberts and County Cllr. Batchelor, 3 members of the public and Parish Clerk.

1. Apologies: Cllr Davey and District Cllr Harvey.

2. Declaration of interest: None

3. Minutes: Minutes of the meeting held on Monday 10th January 2022 were approved and signed as correct.

4. Opportunity for Public Statement:

Chris Hodson, Chairman of WWSP, wished the new Dug-Outs proposal sent to the Parish Council to be discussed, commented on and a decision made. The new dug-outs are a different type and are safer as they bolt into a concrete plinth sunk below the level of the grass; easier to move. The question was asked about where they would be stored when not in use but Chris hoped they could be in use all the time. The Council requests that the residents will be informed. Emma Parsons said she would check with their insurance company about cover. **This will be discussed under Item 12a).**

5. Age UK Mobile Warden: Sisse McCall introduced Lucy Cameron, the new Mobile Warden. Mrs Cameron, who lives in Streetly End, spoke about her job, supporting older people in their homes to keep them independent, looking after their needs and visiting sometimes twice a week and doing shopping or collecting prescriptions etc. This costs one person £9/week and a couple £11. She has 13 people needing her care over 7 villages and works 15hrs for five days. A Contact No. will be put on the two noticeboards.

6. 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.	Refused
21/02617/C L2PD	J Warren	57 High St.	Cert.of Lawfulness Sect 192 – Single storey rear ext.	3/1/22	Support	permitted
21/5534/CL	Bloomhall	Borehams Yard	Cert of Lawfulness S191	26/1/22		granted
21/3882/FU L	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	Object	Refused
21/812/	T Spicer	12 The Common	App.for approval of details reserved by conditions	28/2/22	Inf.ony	Refused
22/0587/LN C	A Hodge	9 High St	Raising height of chimney etc.	28/2/22		

b) Update –

21/0812 – T.Spicer: The Parish Council will check the status of the planning.

22/00587/LNC – A.Hodge: No objection but request that the Conservation Officer check the safety angle and ask the residents if they are alright with it. Regarding 9 High St., a prior application for 2 garden rooms has never been approved/refused despite requesting the Planning Officer to visit and check. The Chairman will continue to pursue this.

c) **Borehams development proposal:** Nothing further to report. The Chairman had been told at a Joint Parish Councils meeting on Planning that normally an “out of the village envelope” proposal would be unlikely to get planning for anything but affordable housing. The safety fencing has now been re-erected but the building has been thoroughly weakened by recent storms. It was agreed that a letter should be sent to our local MP, Lucy Fraser, pointing out the danger of this building and the lack of concern by SCDC Planning Dept. and also that whilst clearing the site there have been explosions.

7. Finance:

a) Authorised payments:

£3,471.60 Morelock Signs Ltd. (SID sign) (cheque 1202 **paid**)
£ 398.70 J Richards Feb/Mar salary (cheque 1203)
£ 24.98 J Richards expenses (postage, audit travel & stationery) (cheque 1203)
£1,406.40 Alliance Asbestos Services (removal of asbestos material) (cheque 1204)
£ 50.00 Challenge – Advertising Invoice 2022/03 (cheque 1205)
£ 80.00 William Knowelden – 4 hrs work on Cattle Pound & surroundings. (cheque 1206)
£1,125.00 Ash Tree Services – work on Pocket Park (cheque 1207)
£ 33.88 STP Stationery (printing inks) (cheque 1208)
£ 149.60 HMRC 4th qrt PAYE (cheque 1209)

b) **Monies received:** None

c) Budget update:

Parish Clerk's gratuity: This had been discussed prior to this meeting and was agreed that a gratuity scheme should be put in place back-dating it to 2003.

Parish Clerk's salary increase for 2022/23: This was also discussed prior to this meeting and it was agreed to a 5% increase for 2022/2023 as no rise had been given for 2021/22. The Clerk's hours will be increased from 4 to 5hrs.per week..

8. **Parish Council elections:** The Nomination forms have not yet arrived. A notice will be put up asking for Nominees. The present Parish Council are happy to continue.

9. Maintenance:

a) *Highways problems:* There are still drains and pot holes needing attention despite promises they would be done by the end of February. The gullies have been cut. A specific drain, opposite the Chestnuts pub had been damaged, then repaired but was still not taking the water away, Cllr Lock has reported this. After some queries about responsibility, the matter has been resolved and SCDC are responsible for repairing the pot holes in Hayters Close. **Straw is being transported through the village and leaving the usual trail of straw, Highways should be informed of this as to come and clear the drains whilst this is going on would be pointless.**

b) *Grass Verges & Pocket Park:* The Pocket Park work has been carried out, cutting saplings down, clearing brambles and shrubs to give a clear open woodland which can be maintained more easily with the paths being cut approx. 4 times a year. Regarding grass verge cutting, Cllr Chandler has the names of two contractors who are interested in doing the work of cutting the village grass verges and they have been supplied with maps so they can cost up the job.

10. **Correspondence:** None

11. **Village Hall:** Electrical survey and work has been carried out but there is a problem with the outside light. A new front door lock has been fitted.

12. Recreation Ground & Pavilion:

a) *Dug-Outs:* The new proposal was discussed at length and it was agreed that these could be erected as a trial for the football season but should be monitored by both the Football Club and the Parish Council ensuring that they were acceptable to users of the recreation ground and their

existence were not causing unsocial behaviour. A specification of the dug-outs showing their size etc. will be requested and also their exact positioning on the ground, the Parish Council would like them to be as far away from the Play area as possible.

b) *Recreation gate:* The Parish Council representatives have requested that keys should be available to the PC for the top gate. There are on-going discussions re the extreme difficulty in accessing the recreation car park for users. The lock needs to be changed to be more user friendly.

c) *Asbestos removal:* Cllrs Bonfield and Davey were thanked for organising its removal, which has now been carried out.

13. Traffic Issues & Speed Restriction Equipment:

a) *Speed signs poles:* A price has now been received for the poles of £2500 + VAT and these will be purchased in the new financial year.

b) *SID sign:* This has now been purchased.

14. Play area: The RoSPA Safety inspection will be carried out in April..

15. Jubilee celebrations: Scilla Harvey has requested a donation of £230 for insurance for the jubilee bonfire and celebration in The Causeway. **This was agreed.** The Parish Council has given her information reference grants that may be available for funding from S.Camb.

16. Reports by District & County Cllrs.: The December & January reports are shown on the website. Cllr Harvey was not present.

Cllr Batchelor said details of the new Highways Officer had been sent, these have been distributed to the Parish Council. He is now working.

The Ukrainian crisis – There is more support from the government for any refugees being invited into homes. **The Parish Clerk will put some details onto the website.**

Boundary Commission – 6 or 7 more MPs needed in East Anglia.

Elections – Any Nomination forms can be taken by either Cllr as they visit Cambourne at least twice a week.

17. Any other business:

The Chairman proposed donating £50.00 left from the £100 given to help anyone during the Covid crisis plus £50.00 from Parish Council funds to the DEC Ukraine Fund. This was agreed.

The dates for 2022/2023 Parish Council meetings are as follows:

Monday 9 th May 2022	Monday 14 th November 2022
Monday 11 th July 2022	Monday 9 th January 2023
Monday 12 th September 2022	Monday 13 th March 2023

The next Parish Council meeting will be held on Monday 9th May 2022 at 8.00am.

Chairman.....

WEST WRATTING PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH MEETING

Held on Monday 9th May 2022 at 7.30pm

1. Apologies fur absence: Cllrs Roberts. & Williams-Gray

2. Chairman's opening remarks and signing of the 2021 Minutes:

The Chairman welcomed those attending the meeting and signed the Minutes of the last Parish Meeting.

3. Chairman's Report: see separate document.

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 has been carried out and will be signed for audit. Quotes have been received for the contract to cut the grass verges through the village, part of the rec. round the Play area and possibly cutting of the Pocket Park paths. It is hoped that a decision will be made at the Parish Council meeting. Considerable work has been carried out on the Pocket Park, cutting back shrubs and opening up space.

6. Reports: Reports had been received from the Lunch Club and the Junior and Reserve teams of the WWFC which will be printed in Challenge and on the noticeboards.

7. Matters arising:

The wild flowering was only ever going to be a small part of The Causeway and this has been undertaken by the resident involved.

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

Draft
WEST WRATTING PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 9th May 2022
at 8.15pm in the Village Hall.**

Those present were: Chairman Nichols, Cllrs., Chandler, Lock, and County Cllr. Batchelor, District Cllr. Harvey and Parish Clerk.

1. **Apologies:** Cllrs. Williams-Gray & Roberts.
2. **Declaration of interest:** None
3. **Minutes:** Minutes of the meeting held on Monday 14th March 2022 were approved and signed as correct.
4. **Opportunity for Public Statement:**

5. Election of Chairman, Vice Chairman, 2 representatives on Sports Pavilion Committee.

Cllr. Chandler nominated Cllr Nichols for Chairman, seconded by Cllr. Lock and accepted by Cllr. Nichols who then signed the Declaration of Acceptance form. The election of a Vice Chairman was left until the next meeting. Cllr. Nichols and Roberts will continue to represent the Council on the Sports Pavilion Committee.

6. 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.	Refused
21/02617/C L2PD	J Warren	57 High St.	Cert.of Lawfulness Sect 192 – Single storey rear ext.	3/1/22	Support	permitted
21/5534/CL	Bloomhall	Borehams Yard	Cert of Lawfulness S191	26/1/22		granted
21/3882/FUL	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	Object	Refused
21/812/	T Spicer	12 The Common	App.for approval of details reserved by conditions	28/2/22	Inf.ony	
22/0587/LNC	A Hodge	9 High St	Raising height of chimney etc.	28/2/22		
22/01473	J.Latham	1&2 Wadlow Cotts	Erection of two side exts. To two cottages	26/4/22		
22/01559	T.Bonfield	1 Honey Hill	Single storey side ext.	26/4/22		

b) **Update** – 22/01473 – Cllr Lock had looked at the site and the application and it was agreed to support this application.

7. Finance:

a) **Internal audit documents for signature: Exemption letter to external auditors, Statement of Accounts, Bank Reconciliation etc.** These documents had been distributed to the Parish Council. The Chairman signed the various documents following agreement by Council.

b) Authorised payments:

£421.60 M.Davey – Inv.56205 replacement battery for defibrillator (cheque 1210 **paid**).

£171.20 Scilla Harvey (re Jubilee event insurance cost) (chq.1211 **paid**).

£2,529.21 BHIB Insurance renewal Inv. 643674 (chq. 1212)

- £ 258.54 CAPALC affiliation fee for 2022/23 (chq.1213)
- £ 200.00 Age UK re Village Warden scheme (cheq.1214)
- £ 105.00 RoSPA safety inspection (chq.1215)
- £ 523.50 Mrs J Richards Apr/May salary (chq.1216).
- £ 36.00 CPRE annual subscription. (chq.1217)
- £ 30.00 J.Dockerill (Running Total) for Payroll Service (chq. 1218)
- £ 79.72 West Wickham PC. Half-share in new Laserjet printer & ink . (chq.1219)

c) Monies received:

- £6,364.00 1st tranche of Precept.
- £ 250.00 Rental from Sports Pavilion for 2022/2023
- £ 200.00 Maintenance contribution from WWFC for 2022/23.

8., Maintenance:

a) *Discuss increase in budget for maintenance:* At the last meeting there was not sufficient time to discuss possible increases in the contributions received. It was agreed that the Tennis Club contribution should increase from £60 to £70 per annum. And the WWFC contribution should increase from £200 to £220.

The Parish Clerk's gratuity has been agreed but figures have to be worked out.

b) *Grass verges & Pocket Park maintenance contract:* Quotes had been received from two sources and it was agreed to accept the quote from William Knowelden Garden Services, whose quote was less costly but also he lives locally. **The Parish Clerk will write to William Knowelden accepting his quote.**

c) *Risk Assessment of village assets:* The Parish Clerk had carried out a risk management assessment which was satisfactory and the form was signed for audit purposes.

9. Correspondence:

- a) Letter and invitation to the Commissioning of the Parish Nurse from the Parish Nurse Management Group. No reply needed.
- b) Letter inviting the Council to donate to Suffolk Accident Service – this was declined.

10. Village Hall: Tim Bonfield and Martin Davey have agreed to act as representatives on the VHMC. Martin Davey had reported to the Parish Council that the Village Hall is being well looked after and is at present well-funded.

11. Recreation Ground & Pavilion:

- a) *Recreation gate:* The Chairman said she now had received two keys for the gate one of which she would keep and the second would be kept by Cllr Chandler.
- b) *Sports Pavilion accounts:* These have now been received along with the Minutes of their last meeting.

12. Traffic Issues & Speed Restriction Equipment:

- a) *Speed signs poles:* Tim Bonfield and Martin Davey will continue with erection of the speed signs poles, the purchase of which is in hand.

13. Play area: The RoSPA Safety inspection was carried out in April and their report received. Apart from some minor faults the report was good. The rotator climber was reported to have a problem and the contractors came to check it and took it apart but could find nothing wrong. When put together it worked perfectly.

14. Jubilee celebrations: The insurance cover for the Street Party had been paid for by the Parish Council and would be happy to contribute a further £130, a total of £300.

15. Report of meetings attended by Councillors: Cllrs. Bonfield & Harvey attended a 7 Parishes meeting at which a Highways officer was present..

16. Reports by District & County Cllrs.: The March/April reports are shown on the web site..
Cllr Harvey told Council

- a) An award had been received by CCC for their eco and green policies on conservation and carbon emissions.
- b) An award for council services re the management of telephone calls
- c) The website reporting feedback is not working well and is being looked at..

Cllr Lock asked what SCDC's policy was for Cambourne which at present is only open Tuesday to Thursday and when she visited it recently it was empty. She was told that SCDC will possibly let part of it out to other businesses if staff do not return to working in the office.

Cllr Batchelor reported:

- a) A road upgrade was to be carried out on the A1307 this side of Linton.
- b) A travel hub is proposed between Babraham and Abington.
- c) Cycle route greenway proposal through Abington to Linton.
- d) There will be a joint meeting on Planning and he will notify the date once fixed.

The Chairman again spoke about the lack of action regarding the safety of The Lamb and has had no response to her emails concerning this. There may be environmental issues as the yard is now being cleared out.

17. Any other business: None

The next Parish Council meeting will be held on Monday 11th July 2022 at 8.00am.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 18th July 2022 at 8.00 pm in the Village Hall.

Those present were: Chairman Nichols, Cllrs., Chandler, Lock, and County & District Cllrs. Batchelor & Harvey, 1 member of the public and Parish Clerk.

1. **Apologies:** Cllrs. Williams-Gray, Roberts.

2. **Declaration of interest:** Cllr Nichols under item 7.

3. **Minutes:** Minutes of the meeting held on Monday 9th May 2022 were approved and signed as correct.

4. **Opportunity for Public Statement:** Emma Parsons offered her services as a co-opted councillors (see below)

5. Councillors:

a) *Vice Chairman position to be filled* – to be left until all Cllrs. are attending.

b) *Vacancies:* Emma Parson who was present expressed an interest in being co-opted onto the Parish Council. The Chairman welcomed her and the necessary documentation was given to her to complete before the next meeting in September when it would be necessary for agreement by all councillors.

6. Planning:

a)

22/02252/ HFUL	Mr JSmith	Oxcroft Farm, Honey Hill	Single storey rear ext. & minor int. alts.	16/6/22	6/7/22	Support
22/02253/ LBC	Mr J Smith	Oxcroft Farm Honey Hill	“ “ “ “	16/6/22	6/7/22	Support
22/0587/L NC	A Hodge	4 High St.	Raising height of chimney etc.	28/2/22	1/6/22	Granted
22/01559	T Bonfield	.1 Honey Hill	Single storey side ext	26/4/22	17/5/22	Support
22/2487/LB C	E Perring	81 High St.	Upgrade pitched roof over kitchen & lay patio.	5/7/22	18/7/22	Support
22/0730/T A		46 High St.	Fell Copper beech, Cypress & dead whitebeam	5/7/22		Support
22/2656/14/ CONDB	Ellis-Miller	19 Padlock Road	Details reqd. by condition 6	Inf. only		
22/0735	F Payne	61 High st.	Tree work	5/7/22		Support

b) 22/02252/53 & 22/02487 – It was agreed that this application should be supported..

c) Borehams proposed development: Cllr Lock had received further plans of the proposed development with changes made from the original ones. The Chairman said she had written to SCDC Planning Dept. concerning the water run-off contamination but had heard nothing back. The main issue is that the village envelope boundary will be opened up. It was agreed that no comments could be made until the full plans were available to be discussed by the full Council. Cllr Lock had some concerns about the Clay Pigeon Shooting Range set up by Mr Latham off Six Mile Bottom Road as shooting was heard after 8pm. The Parish Clerk was asked to look into the Conditions set when planning permission was granted. **The Parish Clerk said she would look for this information.**

7. Finance:

a) **Authorised payments:**

£128.80 Priscilla Harvey re Jubilee Celebrations (Band) (cheque 1220) **paid**
£196.20 HMRC 1st qrt PAYE (cheque 1221) **paid.**
£105.00 SCDC re cost of uncontested election. (cheque 1222)
£523.50 Mrs J.Richards June/Jly salary (cheque 1223)
£ 45.00 Jackie Dockerill (Running Total) audit cost (cheque 1224)
£ 40.00 ICO – data protection fee (cheque 1225)
£ 16.00 Mrs M Nichols – keys (cheque 1226)
£390.00 William Knowelden Garden Services Inv.WKGPC2201 & 2202 (cheque 1227)

b) Monies received:

- £60.00 d'Abo Tennis Club contribution to maintenance.
- c) **Internal audit:** This has been completed satisfactorily and the audit report distributed to all the Councillors.
- d) **3rd signatory for cheque signing:** Left open until a full council is in attendance.
- e) **Parish Clerk's gratuity:** It was ratified that Martin Davey had offered to work the figures out and the Parish Clerk will send the necessary information to him.

8., Maintenance:

- a) *Highway problems:* Cllr Lock had reported a sewage problem on Jubilee Day at Daisy Cottage, where sewage had forced its way through their patio and also flooded the road. Highways came very quickly and found a lot of fat, wipes etc. but also concrete. It is hoped this will be looked into as it is necessary to have a fully operational drain system before further building development in the village.
- b) *Grass verges maintenance:* The village is looking considerably tidier although a little dry.
- c) *Pocket Park:* Bill Knowelden has cut a path through Pocket Park following all the work carried out by the tree surgeon.
- d) *Parking spaces in Hayter Close:* It was agreed that a note would be put in Challenge pointing that the parking spaces in Hayter Close are for residents only. **The Chairman said she would do this.**
- e) *Road signage:* Cllr Chandler had reported to Highways a road sign missing. The sign "Bull Lane" is at the junction and its loss is causing confusion for drivers. **The Chairman will raise this at the Combined Parish Councils meeting when Highways will be present.**

9. Correspondence:

- a) Letter requesting a donation from Magpas: It was agreed not to send a donation as it is the Council policy not to donate to anything outside the parish. **The Parish Clerk will write.**

10. Village Hall: Nothing to report.

11. Recreation Ground & Pavilion:

- a) *Recreation gate:* The Chairman gave two keys for the gate to Cllr Chandler and had kept one for her use. The lower part of the gate is still very difficult to open. Emma Parsons, who is Treasurer of WWSP said they are thinking of putting in a keypad for access.

12. Traffic Issues & Speed Restriction Equipment:

- a) *Speed signs poles:* Martn Davey, who has reported on the project which is being held up by Highways, despite it being funded by the Parish and is hoping to hear when the job will be carried out.
- b) *Speedwatch:* This continues and it is hoped to operate two sessions a month, volunteers and rain permitting. **More volunteers are always needed and anyone interested please contact the Parish Clerk.** A speeding motorist recorded had received a direct visit from the Police, which is good feedback.
- .

- 13. Play area:** All in good order. Cllr Chandler had received a report of a broken post on the pitch, but when checked there was no damage to any part of the playground.

14. Report of meetings attended by Councillors: The Chairman had attended the Planning Meeting for joint Parish Councils..

15. Reports by District & County Cllrs.: The June/July reports are shown on the web site..
Cllr Harvey told Council

a) Local Council has now passed the consultation date

Cllr Batchelor reported:

a) LHI bids reopen in September. The Chairman spoke about the cost of an improved path to the Pocket Park and said she would look into this.

16. Any other business: None

The next Parish Council meeting will be held on Monday 12th September 2022 at 8.00am.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 12th September 2022 at 8.00 pm in the Village Hall.

Those present were: Chairman Nichols, Cllrs., Chandler, Lock, Roberts & Williams-Gray. County & District Cllrs. Batchelor & Harvey, 3 members of the public and Parish Clerk.

1. **Apologies:** None.

2. **Declaration of interest:** None

3. **Minutes: Before the Minutes were signed the Chairman led a tribute to the Queen and a minute's silence was observed.** Minutes of the meeting held on Monday 18th July 2022 were approved and signed as correct.

4. **Opportunity for Public Statement:**

Cobby McCall, who looks after the footpaths has recruited another volunteer to help with litter picking and this week-end the team will be out covering not only West Wrating but going beyond the borders with Weston Colville, who will do the same. He had spoken with d'Abo's new farm manager, Olly Wright who at present is re-opening the cross-field footpaths where he can. There had been some concern as to why the band playing at the Metal Detectorist Event had been withdrawn but this was out of respect on hearing the news of the Queen's death on the Friday. Otherwise this event had gone very smoothly and was well organised.

5. **Councillors:**

a. Co-option of new Cllr onto Parish Council: Emma Parsons was proposed by Cllr Roberts and seconded by Cllr Williams-Gray. The Council then voted and agreed the co-option. Emma was then welcomed onto the Council, signed the Registration of Interests which was witnessed and the Declaration of Acceptance, also witnessed.

b. *Vice Chairman position:* The Chairman asked if anyone was prepared to be Vice Chairman and Cllr Williams-Gray offered to do this and was accepted by the Council.

c. *Vacancies:* There is still one councillor needed to complete the seven allowed. A further item will be placed in Challenge and Councillors will seek someone from the village.

6. **Planning:**

a

22/2487/LB C	E Perring	81 High St.	Upgrade pitched roof over kitchen & lay patio.	5/7/22	18/7/22	Support	
22/0730/TA	Knowelden	46 High St.	Fell Copper beech, Cypress & dead whitebeam	5/7/22		Support	granted
22/2656/14/ CONDB	Ellis-Miller	Prospect Hse, 19 Padlock Rd.	Details reqd by conditions 6	6/7/22	Inf.only		
22/2252/53	.Smith	Oxcroft Farm	Single storey rear ext. & minor altns.	16/6/22	18/7/22	Support	

b) There was some concern over the work being carried out at 81 High St. as it appeared to be more than shown on the Planning Application and it is a Listed Building. Planning permission has not yet been given as far as the Parish Council know. **It was agreed that this should be checked with the Conservation Officer by the Parish Clerk.**

c) S/2931/19 – Wadlow Farm – Clay Pigeon shooting facility: Cllr Lock had received a complaint about late clay pigeon shooting at this facility and had made enquiries. Richard Clarke who is in charge of this facility had spoken to the Parish Clerk on reading about this in Challenge. He was adamant that the facility was open from 8.30am to 7pm. Occasionally there may be

pigeon or crow shooting in the fields and woods. No parties are allowed and any infringement would risk his livelihood.

d) Cllr Lock was asked if there was any further news regarding the proposed development of land including the derelict pub. She had heard nothing further. There were concerns about contamination of water, chemicals (possibly asbestos) and old equipment left on the land. Has soil testing been carried out. Cllr Lock said it was highly unlikely the land would have been purchased without such a test being carried out. The Chair will contact SCDC Contaminated Land team,

7. Finance:

a) Authorised payments:

£523.50 J.Richards Aug/Sept. salary (chq. 1228)

£ 13.60 Stamps 2nd class book x 8, book x 12. (chq. 1228)

£ 30.00 Sapient – IT services. (chq. 1229)

£120.00 Contribution towards cost of producing Challenge (chq. 1230)

£310.00 William Knowelden Garden Services (cheque 1231)

£ 27.91 STP (now under Complete Business Solutions Group Ltd.) stationary (chq. 1232)

£196.20 HMRC 2nd qrt. of PAYE payment (chq.1233)

b) **Monies received:** None.

c) **Parish Clerk's gratuity:** Details had been distributed to the Council and a vote was taken as to its payment. All agreed that this should be paid at the end of her service as Parish Clerk.

d) **External auditors:** The Parish Clerk had received notification that the Letter of Exemption had been accepted.

8., Maintenance:

a) *Highway problems:* The Chairman had sent a list of all the highways work needing to be carried out within the village boundary several weeks ago but has had no response. Cllr Lock reported seeing two manhole covers out of place allowing water to get in, she had taken a photo but was unable to find on-line to whom it should go. **Cllr Henry Batchelor said he would send her the necessary contact.**

b) *Grass verges maintenance:* Bill Knowelden has not needed to cut the verges due to the drought and the Chairman suggested he did some more work in the Pocket Park. It is likely that the grass will need cutting later on into the year so the number of cuts will be about the same as normal.

c) *Pocket Park:*

1. Replacement of access gate: The main gate has a combination lock and a pedestrian gate would make the Pocket Park more accessible. **Cost of this will be looked into.**

2. "Nature Reserve" sign; The Council had mixed feelings about this and did not think it would mean more people would visit. **No decision was made.**

d) *Parking spaces in Hayter Close:* Cllr Geof Harvey was asked whether the Council could put up an "only residential parking" sign. **He will check this out.**

e) *Condition of five trees planted this year:* Cllr Lock had checked these following a request from SCDC about their condition and said two were definitely alright but was not sure about the others. Cobby McCall said if they showed any sign of life they would be fine. He also mentioned two oaks which looked dead but he has pollarded one and it is growing shoots. He will cut both of them back in the Winter. Cllr Lock thought it better if we accepted no more trees as it had become a problem knowing where to put them.

f) *Winter gritting volunteers:* It was suggested an item about this be put in Challenge. **The Parish Clerk will do this.**

9. Correspondence:

a) Update from Age UK re Community Warden Scheme – distributed to Parish Council.

b) Lloyds Bank notification of change of terms & conditions – does not affect our accounts.

c) Bluetooth (suppliers of our stationery (was STP) now part of Complete Business Solutions Group Ltd. – information.

d) Letter from Lucy Frazer MP offering her support on local matters, particularly Road Safety etc. – **It was suggested the Parish Clerk write to Lucy Frazer about the parking issue and also the list of maintenance needs sent to SCDC with no response, and the length of time (over 1 year) getting the speed poles which we are paying for.**

10. Village Hall: Nothing to report.

11. Recreation Ground & Pavilion:

a) *Recreation gate:* Cllr Robert reported that work needs carrying out on the gate which would be costly but some work has been carried out on it and it should be easier to operate. Chris Hodson said it had been agreed to get the necessary work carried out properly.

b) *Parking on roads by visitors to WWFC:* Chris Hodson said the Football Club did not have sufficient people to steward the parking of cars when matches were held. Cllr Williams-Gray said it was certainly an issue that needed to be sorted out by WWFC as parking across someones drive could be a real hazard. Cobby McCall suggested using cones to mark where not to park. **It was agreed that the Chairman would contact Chris Wiseman (PCSO) to find out if this would be allowed.**

12. Traffic Issues & Speed Restriction Equipment:

a) *SID purchase & Speed Indicator sign poles:* **The Parish Clerk will write to Lucy Frazer about the length of time between ordering these poles, now over a year, and still not receiving them.**

b) *LHI initiative:* The deadline for a bid is the end of October. Josh Rutherford is in charge of this and a decision has to be made at the next meeting in October regarding submitting a bid.

13. Play area: Cllr Chandler reported a swing had been broken. Action & Play, the company who erected it came out and checked all the swings after Ben Wilcocks contacted them having made an emergency repair.

14. Youth Club: The Chairman had received a request asking that the Parish Council should discuss the formation of a Youth Club. The Council had little enthusiasm for this idea. To have a good Youth Club a lot of equipment is needed, table tennis, snooker table, music set up which would be costly and storage area a problem. The Chair suggested that the resident who had sent the request contact Iain McCall regarding his article in the Challenge.

15. Report of meetings attended by Councillors: Cllr Chandler had attended an event held for the contributors towards the funding of The Parish Nurse Project. The Chairman had attended a combined parishes highways meeting..

16. Reports by District & County Cllrs.: The Aug/Sept. reports are shown on the web site.. Cllr Batchelor reported the Joint Parish Meeting is on 29th September at 7.30 in Balsham Sports Pavilion on Planning.

16. Any other business: None

The next Parish Council meeting will be held on Monday 14th Novmber 2022 at 8.00am.

Chairman.....

DRAFT
WEST WRATTING PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 14th November 2022
at 8.00 pm in the Village Hall.**

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

1. **Apologies:** Cllrs. Lock & Williams-Gray..

2. **Declaration of interest:** None

3. **Minutes:** Minutes of the meeting held on Monday 12th September 2022 were approved and signed as correct.

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

5. Councillors:

a) *Formal agreement of two nominated members to the Village Hall Management Committee:* It was agreed and confirmed that Tim Bonfield and Martin Davey would act as representatives for the Parish Council on the VHMC.

b) *Vacancy on Council:* Have had no interest but will continue to advertise in Challenge.

6. Planning:

a

22/2487/LB C	E Perring	81 High St.	Upgrade pitched roof over kitchen & lay patio.	5/7/22	18/7/22	Support	
22/0730/TA	Knowelden	46 High St.	Fell Copper beech, Cypress & dead whitebeam	5/7/22		Support	granted
22/2656/14/ CONDB	Ellis-Miller	Prospect Hse, 19 Padlock Rd.	Details reqd by conditions 6	6/7/22	Inf.only		
22/2252/53	.Smith	Oxcroft Farm	Single storey rear ext. & minor altns.	16/6/22	18/7/22	Support	
22/1131/TC A		Old Orchard Cottage	Tree work	12/10/22			

b) Gt Wilbraham chalk pit appl. CCC/22/057/FUL – sent by Parish Clerk of the Wilbrahams to P.Council 17/10/22 – It was agreed no comments were necessary.

Planning appeal 20/01564/FUL – Land South East of Burton End, West Wickham – It was agreed to stand by comments formerly made against this planning application.

22/04689 - 73 The Lamb Yard, High St. - It was agreed that the building had to be demolished and now through change of use the area was a brownfield site and therefore within the rules for new building. A suggestion was made to put a poster in the Village Hall showing the proposed plan of the development. **Cllr Chandler will ask Cllr Williams-Gray of any further news on the proposal.**

7. Finance:

a) Authorised payments:

£125.00 Challenge contribution towards costs (chq.1230 cancelled) (chq. 1234)

£523.10 J.Richards Aug/Sept. salary (chq. 1235)

£ 21.23 J.Richards purchase of ink cartridge (Printers Ink 22222545. (chq. 1235)

£ 25.00 Royal British Legion (Margaret Johnson) for poppy wreaths (chq. 1236)

£420.00 William Knowelden Garden Services (chq. 1237)

b) Monies received:

£1035.08 VAT reclaim.

£6364.00 Precept – second half.

c) **Bank signatory:** Cllr Parsons agreed to become the third signatory for banking.

8., Maintenance:

a) *Highway problems:* At the joint Parishes Meeting held in October the Chairman was hoping to discuss problems of pot holes, drainage, signage with Mr Bradley, Highways Officer but he was unable to attend at the last minute. So no further progress.

b) *Grass verges maintenance:* Bill Knowelden has resumed cutting the grass verges and has also done some work in Pocket Park.

c) *Pocket Park:*

1. Replacement of access gate & sign saying “Nature Reserve” - It was agreed to make no decision about replacing the gate until the Spring. **Cllr Chandler will organise a sign saying Pocket Park to be placed at the entrance to the park.**

d) *Parking spaces in Hayter Close:* An “Only Residential Parking” sign has been placed in Hayter Close which will hopefully solve the problem of non-residents parking. Cllr. Harvey was thanked.

e) *Winter gritting volunteers:* No volunteers so far. **The Parish Clerk will put something in the Challenge.**

9. Correspondence:

a) Letter from Lucy Frazer MP following the letter sent her giving a list of long-term maintenance problems, requesting further details. **At the request of the Chairman the Parish Clerk will write concerning Highways and the lengthy wait for the poles for speed signs.**

10. Village Hall: Nothing to report. The Chairman asked the Parish Clerk to check that Tim Bonfield and Martin Davey will continue on the VHMC.

11. Recreation Ground & Pavilion:

a) The Chairman asked the Parish Clerk if she had received all the necessary certificates etc. from the WWFC Sports Pavilion. She confirmed that she had as they were a necessary part of the annual audit.

b) *Defibrillator:* Martin Davey was at present looking after the equipment and had in fact set the whole thing up for which the Parish Council are most grateful. However now that he is no longer a Councillor he may wish to relinquish this task. Cllr Parsons said she was happy to take the responsibility on if Martin Davey no longer wishes to do it. **The Parish Clerk will enquire.**

c) *Cones* – the football club will put cones out on the crossing but nowhere else. c) *Cones* – the football club will put cones out on the crossing but nowhere else. Residents concerned about having their access blocked will need to put their own cones out

d) *Dug-Outs:* All satisfactory.

Cllr Parsons told the Council that Mathew Bailey is applying for a grant from the FA to refurbish the showers, referees room and hall.

e) It was agreed that the Parish Council contribution towards grass cutting of the recreation field should be increased by 10% as from 2023.

12. Traffic Issues & Speed Restriction Equipment:

a) SID purchase & *Speed Indicator sign poles:* Still not received.

b) *LHI initiative:* The Chairman is putting a bid together for road signage e.g. Sharks teeth, gates etc .costing approx.. £15,000 of which 10% (£1500/2000) will be paid by the Parish Council. The deadline for submitting this is January.

13. Play area: Nothing to report.

14. Greater Cambridgeshire Partnership consultation: Cllr. Batchelor urged the Parish Council and residents to respond to this, particularly with regard to the proposed congestion charge which would include Addenbrookes Hospital.

15. Report of meetings attended by Councillors: None

16.Reports by District & County Cllrs.: Distributed and on website.

Cllr. Harvey: Regarding letters being sent to Parish Councils proposing the placement of electric chargers in their village hall car parks. Of course many halls do not have car parks but in many ways it is a good idea as the use of electric cars will surely increase. He did hope that the equipment would all be the same and therefore easy to use. **Cllr Parsons said she would look into these proposals.**

17. Cllr. Batchelor:

- a) Re change of bus service routes by Stage Coach. He was pleased to report that the 13 express bus on the A1307 which had been axed is now running again following complaints.
- b) The electoral boundaries are being changed and SE Cambs will now become part of S.Cambs.

The Chairman asked Cllr Batchelor to chase up Mr Bradley regarding maintenance points raised.

18. Any other business:

a) *Trees to commemorate the Queen's death:* This was discussed and the Parish Council did not think Hayters Close was suitable but maybe the recreation ground or the Pocket Park. A tree surgeon would be asked about what trees were suitable and where to put them. The Chairman will reply to Scilla about this. Some felt that further trees were not needed and to remember any tree planted need looking after.

The next Parish Council meeting (Budget) will be held on Monday 9th January 2023 at 8.00am.

Chairman.....