

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 18<sup>th</sup> January 2010  
in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Heath, Hampton & Wallace. County Cllr Batchelor, the Parish Clerk and one parishioner.

1. **Apologies for absence:** Cllrs. Job and McCall, Dist.Cllr. Barrett
2. **Declaration of interest:**  
*To notify the Clerk of any declarations of interest from members for any items to be discussed.*
3. **Minutes of the meeting held on Monday 9<sup>th</sup> November** were signed as correct.
4. **Opportunity for Public Statement:** Cllr. Hampton wished to make a request under AOB.
5. **Matters arising:** None
6. **Planning:** (Applications as listed in Appendix B)
  - a) *Further growth in Haverhill* - Cllr. Hampton had heard nothing back from the Council and having looked at all the documentation feels that Haverhill's growth is not sustainable and that Bury St Edmunds has a better infrastructure to cope with growth.
  - b) *Council's Cabinet:* Attended by Cllrs. McCall and Russell who found it interesting and urged other councillors to go. He learnt that a Section 106 was to be applied to any new buildings with a sum of money paid to the parish council for open space costs, details later. A blue wheely bin will replace the green box around October time; -A new Traveller Consultation is soon to be sent out. The next meeting is in six months time.
  - c) *Wind Farm:* The Chairman reported that RES is speaking to parish councils to arrange meetings with the Parish Chairs and District Councillors in order to discuss the community funding and how it should be operated. It was agreed by the councillors that as West Wrattling is a "footprint" parish that the best way would be to have a meeting with RES and all the other involved parish councils to make these decisions and that a Trust is set up, to be appointed by the parish councils but not necessarily run by the parish council. There are many considerations to be taken into account, which will take time.
7. **Correspondence:** (see Appendix A)
  - a) *Archives:* Mrs S Langford had found some old Parish Council documents which she sent to the Archiving Dept. at SCDC. The Parish Clerk had a list of the items and it was decided, after reading out the list, to leave these items archived.
  - b) *2010/11 1<sup>st</sup> Responder Scheme request for donation:* This has already been put into the budget for the coming year.
  - c) *Telephone Box:* The Parish Clerk had heard back from BT saying that if the parish adopts the telephone box the telephony will be removed. It was agreed that it was better to keep the phone box as it is with its telephony and wait and see if they decided at a later date to remove it when we could then adopt it. The Parish Clerk will write back with this decision and also ask for the lights to be repaired in the box.

## **8 Maintenance:**

- a) *Bowls Pitch:* No further progress with regards to clearing the area with possible funding from the ex-Bowls Club.
- b) *Causeway Trees:* The Tree Officer from SCDC (Roz Richardson) had written to the Parish Clerk asking for an invoice for the money expended by the parish on strapping and also said SCDC would be responsible for replacing any trees which might die. Cllr. Wallace said that a telephone pole had been erected close to one of the new trees which might cause problems as the tree grew. He said he would look into this.
- c) *Salt Bins:* The Parish Clerk has ordered two bins one to be placed by the Village Hall, above the bus stop after cutting out part of the bank; the other to go above The Old Vicarage if this was agreed by CCC. The cost is £100 per bin.
- d) *Drains:* The drain covers have been looked at but no work on them as yet.
- d) *Tree work:* Cllr. Wallace said the Tree Officer had inspected the trees on the recreation ground and said that work was necessary, e.g. removing ivy and dead wood from trees. The estimated cost would be £1000 to be budgeted for next financial year. This was agreed, however, Cllr. Heath said that the same Tree Officer had said it was not a good idea to remove ivy from trees at a Tree Scheme meeting he had attended as Tree Officer for the village. The Parish Clerk was asked to write to the tree officer to get her advice, regarding these trees, in writing.
- e) *Play area:* Work was needed to repair the tiling and Cllr. Wallace had been given an estimate of £200 by Fenland Leisure, to be done in the Spring. This was agreed.

## **9. Finance:**

- a) Authorised payments were agreed as follows:

£409.41	Parish Clerk's salary for Dec./Jan.
50.0	Donation towards costs of "Challenge".
13.00	Solicitors fee for Statutory Declaration witnessing of Oath.
- b) Monies received:

££200.00	WWFC contribution towards grass cutting.
£440.03	CCC contribution towards verge grass cutting.
- c) *Budget/Precept discussion:* Updated Budget spreadsheets had been distributed before the meeting by Cllr. Anderson, and although the reserves seem high there are costs coming before the end of March, i.e. solicitor's costs for Land Registration and £1000 paid towards Village Hall repair costs. It was noted that the West Wratting Football Club had not paid the second half of their rent, £125.00, the Parish Clerk will write to Richard Wilson. It was agreed by Council that the Precept should only increase by 1% and the Parish Clerk will notify South Cambs.

## **10. Report of meetings:**

- a) *Sports Pavilion Committee meeting:* Small group met with Steven Currel as Chairman. They were asked to increase their building fund as only £500 had so far been put by, Richard Wilson said another £500 was to be added in January. The risk assessment of the Pavilion will be carried out by David Wallace, Richard Wilson and someone from Sigma, this should include the marquee.
- b) *Police Visit:* They visited the village in December. . They would be quite happy to come to a parish council meeting to make themselves known.

**11. Land Registration:** It was agreed that the Pocket Park should be the next piece of land to be registered. It is believed this land was a disused chalk pit but investigations need to be made.

**12. Relationships:** Cllr. Wallace felt it was important to keep in contact with the Police and also the Linton Health Centre. He felt that someone should come from the Health Centre to give a “Mission” statement as he felt they were not doing all they should for the elderly in outlying villages. The Parish Clerk will write to the Linton Health Centre and the Chairman will get in touch with the Police, suggesting a visit to the Annual Parish Meeting where they could explain their policies.

**13. Report by County Cllr. Batchelor:**

- a) CCC is in the process of preparing the budget. There will most likely be a cut in money received from the Government and CCC are trying to reduce their budget by 35% over the next three years.
- b) He had no further news regarding the Recycling Depot application at Wilbraham but thought it likely to be approved.

**14. Any other business:**

- a) Cllr. Heath had looked at Pocket Park with the possibility of putting in a hedge but he felt that there was not enough reason to have such a hedge as there are many shrubs and small trees surrounding the Park.
- b) Cllr. Hampton requested that something be done about the mess made by fallen branches and dead wood in front of Mr d’Abo’s estate. It has been there several months and needs clearing. The Chairman said he would deal with this.
- c) CPALC courses – The Chairman urged councillors to attend some of these courses to keep up-to-date with what is going on.
- d) Directory for Challenge – it was thought a good idea to have a Directory of local clubs, societies, services and deliveries to be printed as an insert once a year in Challenge. The Parish Clerk will start collecting data.
- e) Cllr. Wallace complained to County Cllr. Batchelor about the difficulty in obtaining grant money, applications constantly being referred back with queries about paint type, flooring etc. etc. Listed buildings of course were the most difficult to get grant money for.

Next meeting will be on Monday 8<sup>th</sup> March 2010.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 8<sup>th</sup> March  
2010 in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Heath, Hampton, Job, McCall & Wallace, County Cllr Batchelor and Dist. Cllrs. Barrett & Squiers, the Parish Clerk and one parishioner.

**1. Apologies for absence:** None

**2. Declaration of interest|:**

To notify the Clerk of any declaration of interest from members for any items to be discussed.

**3. Minutes of the meeting** held on Monday 18<sup>th</sup> January were signed as correct after an amendment to 8e – should read Anglian Playground not Fenland Leisure.

**4. Opportunity for Public Statement:** Colin McCall (P3 officer) updated the Council on the state of the footpaths which were in good order apart from the path to the stables which is very muddy and another load of hardcore is needed to make it passable. Some stone slabs have been laid at the churchyard end of the path by Brian Langford. The Fox Lane footpath continues to be a problem with litter, concrete slabs and hardcore laying about. Cllr. Julia Squiers is trying to set up a “clearing” group. He has filled 36 bin liners with litter from ditches and the roadside and he and Cllr. Squiers were going to walk Balsham Road on Friday, picking up litter. The Chairman asked about the path going down from Green Lane Cottages, which is in a poor state. A letter has been written to James Paice a reply has been received.

**5. Matters arising:**

- a) *Drains* - there had been a complaint by a parishioner about water running down the road. It was agreed that this was probably caused by water running off the fields.
- b) *Tree Work* – The removal of ivy and cutting out dead wood from the trees round the recreation field had been queried but it was agreed that some work was necessary. Quotes were being obtained.
- c) *Play area* – the work on the floor tiling would be carried out in the Spring.
- d) *Causeway trees* – The erection of a new telegraph pole was causing concern as it was placed next to a newly planted tree and it was felt that as the tree grew it could be damaged by the pole. This is being looked into.
- e) *Dead branches etc. on verge* – These have not been removed despite a request to the landowners office, and they are becoming a nuisance. The Chairman will remind them once more.

**6. Planning:** (see Appendix B re applications).

- a) *Wind Farm:* The Community Liaison Group meet on 16<sup>th</sup> March in West Wrattling Village Hall. Cllr. Hampton thought the group looked rather unwieldy. This will be addressed at the meeting.. The Chairman pointed out that this would only be a discussion group and a forum to discuss issues that arise from the wind farm.
- b) *Wilbraham Quarry:* Cllr. Batchelor said this application is due to be decided upon by Committee in March. The point has already been made to SCDC about the industrialisation of the landscape.
- c) *Green Infrastructure Strategy Review:* Cllr. Anderson agreed to look at this.

d) *Local Transport Plan:* Cllr. Hampton is dealing with this.

**7. Correspondence:** (see Appendix A)

The Land Registration of the Village Hall has now been completed. Next to be registered is the Pocket Park.

**8. Maintenance:**

- a) *The Pound:* This is a listed building. What we need is to be told by Shoona Smith what further work she would like done. Apparently there are possibly funds available, and we could then make a decision. It was agreed that the council does not wish to spend thousands of pounds on this, but are willing to put gravel in the base with a threshold stone and to tidy up the brickwork. Cllr. Wallace has asked Nigel Heath to produce an estimated schedule of works to put into SCDC.
- b) *Salt bins:* The parish had been offered some yellow ones which Cllr. Wallace refused and asked for either green or brown.
- c) *Bowls Club:* Cllr. Wallace hopes that the ex-members of the club will get the area cleared of rubbish and contribute towards mending the fencing etc. as the club still has money available. Two ideas of future use have been received. Paul Santry would like to use the area to undertake junior football training (although the football club has indicated that it can accommodate them on the recreation ground) and a request to have a "Dog agility/school training" scheme to be held on this area has also been received. It was agreed that the original dog training application should be given priority and further discussions will take place on that basis.
- d) *Cllr. Wallace* had been asked by village youngsters if a new set of small goal posts could be provided and having spoken to the WWFC, they believe they could find some old ones for them.

**9. Finance:**

- a) The increase of the Parish Clerk's salary from £11.81 to £11.93 backdated to April 2009 as set out by NALC was agreed to by Council.
- b) It was agreed that Mr M Gutteridge be asked to do the internal audit again this year.
- c) *Authorised payments:*
  - £ 428.13 Parish Clerk's salary 2 months @ 4hrs/week @ £11.81/hr. Feb/Mar.
  - £18.72 due to increase in salary (£11.81 to £11.93) from April 2009 (to be approved).
  - £ 11.82 Expenses for postage
  - £ 75.00 Rental cost of computer from West Wickham P.C.
  - £ 948.66 Hewitsons Invoice for work done to Land register the Village Hall
  - £ 30.00 James Crothall for work on concrete seat in High Street.
- d) *Monies received:*
  - £125.00 WWFC Sports Pavilion for second half-years rent for 2009.

**10. Report of meetings:**

- a) Cllrs. Wallace & McCall had attended the AGM of the Sports Pavilion Committee. Only five were there including the two councillors. In order to comply with the rules of the lease there should have been twenty members attending. Unfortunately Richard Wilson has had to resign due to work taking him abroad. They reported on the meeting saying that WWFC are going to charge their senior players and the money raised will go into the contingency fund. A safety inspection is to be carried out shortly with Cllr. Wallace taking part. The dog fouling has stopped following a visit from

the Police and the viewing of CCTV footage. Cllr. McCall has a copy of the audited accounts and will let the Parish Clerk have a copy of this. The Chairman passed round a document with concerns over parts of the lease that it was thought were still not being fully complied with.. Amongst the points were more detail needed on the accounts and a full list of events was still not forthcoming, which means a proper check cannot be kept on any proposed events which might contravene the lease with regard to the Pavilion use, instead of the village hall and Chestnut Tree pub (it was acknowledged that some events, including a fixture list, were put in the Challenge). A risk assessment still needs to be carried out. Cllr. Hampton suggested a letter is written to the Committee bringing to their attention things which they should be doing. It was agreed that the Chairman would write in due course.

**11. Election:**

If there is no general election on the 6<sup>th</sup> May this will be the date the local Parish Council election is held and so nomination forms need to be completed and returned to SCDC by 8<sup>th</sup> April if the election is contested. At present all 7 councillors are willing to continue for a further four years. If there is a general election on 6<sup>th</sup> May the local elections will not be held until the end of May. A notice will be posted on the noticeboard by the 29<sup>th</sup> March.

**12. Report by Dist. Cllrs. Barrett & Squiers:**

- a) Due to the financial situation there may well be redundancies. Several top posts are vacant due to retirement and may not be refilled.
- b) 3% (between £3 and £5) calculated on band D is probable.
- c) The next Forum to be held will be on Planning on 23<sup>rd</sup> March.
- d) Cabinet members would be pleased to attend Parish Council meetings if invited.
- a) Cllr. Squiers is willing to be involved in village “Clean Ups” and will be litter picking with Colin McCall along the Balsham road this Friday.

**13. Report by County Cllr. Batchelor:**

- a) Council tax will be 3% and there will be a 20% reduction in the overall budget.
- b) The Transport Innovation Grant – the bid was rejected because the county were not prepared to accept the congestion charge. The Urban Transport Renewal fund would not be of much use to the rural areas.
- c) Guided bus route – 50M overspent, work has come to a standstill and there is likely to be a court case.

**14. Any other business:**

- a) Training – there are many CALC courses available so if anyone is interested please let the parish clerk know.
- b) Planning Applications – please see these are read and dealt with as soon as you receive them.

**The next meeting 10<sup>th</sup> May 2010. Cllr. Hampton gave his apologies.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the AGM of the parish council held on  
Monday 10<sup>th</sup> May 2010 in the Village Hall at 7.30pm.

Those present were: Chairman Russell, Cllrs. McCall, Job, Wallace,  
and Heath.

One parishioner and the Parish Clerk

1. **Declarations of Interest & Acceptance forms:** The necessary forms were signed by the councillors at the start of the new 4 year period. The election was uncontested.
2. **Election of Chairman:** Cllr. McCall proposed Cllr. Russell, seconded by Cllr. Wallace. Cllr. Russell was happy to accept the Chairmanship.
3. **Appointment of Vice Chairman:** The Chairman proposed Cllr. McCall, seconded by Cllr. Wallace. Cllr. McCall accepted the appointment of Vice Chairman. They each signed the necessary forms with the Parish Clerk as witness.
4. **Apologies for absence:** Cllrs. Hampton and Anderson sent their apologies. Their signed forms had been received by the Parish Clerk. Dist.Cllrs. Barrett and Jarvis and County Cllr. Batchelor were all delayed but arrived in time for their reports and the Parish Meeting at 8.30pm.
5. **Declaration of Interest:** None.
6. **Minutes:** Minutes of the meeting held on Monday 8<sup>th</sup> March were signed as correct.
7. *Opportunity for Public Statement:* Colin McCall, the P3 Officer, reported that County Council had informed him that there would be only two cuts of the footpaths during the year instead of three, due to lack of money. His group had decided that instead of using Roundup to keep the weeds clear they would cut back the verges. Again he had been busy litter-picking in the ditches. Following an item in the Challenge he was hopeful of some extra helpers, two in Weston Colville and possibly one in West Wrating.
8. **Matters arising:** None
9. **Planning:**
  - a) *Wind Farm update:* The first meeting to discuss Community Funding had been held. . The Chairman told councillors to check the website regularly to keep an eye on what is happening. RES are saying it will be built within two years but so far not even the choice of turbines has been made. The Parish Clerk was asked to notify the parish through Challenge that RES were wishing to use local contractors, where possible.
  - b) *Green Infrastructure Strategy Review:* Cllr. Anderson was unable to attend the meeting..
10. **Correspondence:** None
11. **Finance:**

- a) i. **Acceptance of Accounts** for year 2009/10. Council had been distributed the End of Year accounts which were accepted and signed by Chairman and Parish Clerk. The Chairman was pleased that we were just about within the budget but a Resolution was passed to carry forward surplus monies to go towards maintenance issues. This was proposed by Cllr. Wallace and seconded by Cllr. McCall. The interest on the Savings account was very low and it was agreed that High Interest Accounts should be looked into.
- ii. **Annual Governance Statement** was read out by the Chairman, accepted by the Council and signed by Chairman and Parish Clerk.
- iii. **Statement of Accounts** was signed by Chairman and Parish Clerk.
- b) Authorised payments:
- |           |                                                                                                 |
|-----------|-------------------------------------------------------------------------------------------------|
| £ 413.57  | Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr.                                         |
| £1,939.47 | Allianz Ins.                                                                                    |
| £ 235.00  | Anglian Playground Services (rubber tiles for play area).                                       |
| £ 100.00  | Donation to 1 <sup>st</sup> Responder Scheme (Magpas aff.)                                      |
| £ 141.33  | CALC membership fee                                                                             |
| £ 420.00  | Contribution to WWFC for cutting recreation field in 2009/10.                                   |
| £ 27.98   | Mrs J Richards for for 2 ink cartridges from Tindalls.                                          |
| £ 200.00  | This is a payment to MC Maintenance for grass cutting not shown on the Agenda but budgeted for. |
- b) Monies received:
- |           |                                        |
|-----------|----------------------------------------|
| £4,545.00 | 1 <sup>st</sup> tranche of the Precept |
| £ 159.78  | VAT reclaim                            |

## 12. Maintenance:

- a) *The Pound*: Cllr. Wallace is going ahead with an application for a grant from SCDC towards the cost of work to be done on the Pound. He hopes to have a quote for the work before the next meeting.
- b) *The Causeway*: The new trees are doing well and SCDC are chasing the contractors who put in the new telegraph pole to come and move it.
- c) *Trees on the recreation ground*: Two quotes had been received from Mr Bryce and Acacia, the latter being the higher quote for £1080. It was agreed that Mr Bryce be asked to carry out the work, his quote being £800.00. He had done work for the parish council before.
- d) *Dead branch etc.*: Cllr. Wallace had seen Keith Faunch, from Highways, who told him that they could issue a 14 day letter to the estate if they do not remove the debris. The Chairman said he wished to keep good relations with local landowners and he would speak to Keith Faunch requesting him not to send out a letter at present.
- e) *Bowls Club*: The fence has been repaired, the grass cut by the ex-Bowls group and they have given the remainder of their funds, £2500, to go towards the Sports Pavilion contingency fund. The Dog Agility Training group will now commence. The first three months will be rent free and then a contract will be drawn up and signed.
- f) *Salt bins*: Two green bins will be received shortly. It is hoped that gritting may be carried out on the high street next winter as it is a bus route.
- g) *Goal posts*: Cllr. Wallace intends to check with RoSPA the health and safety aspects of erecting a lightweight goal post, to be given by the WWFC for the youth of the village to use.
- h) *Bus shelter*: Further work on this has been budgeted for this coming year.

13. **Risk Assessment**: The Chairman had been through all the village assets with regard to risk assessment and it is Minuted thus.

- 14. Report of meetings:** Cllrs. McCall & Wallace had had a meeting with the Football Federation and were told that WWFC was a model project. The Chairman asked that Cllrs. McCall and Wallace, who represent the Parish Council on the Sports Pavilion committee, put pressure on the committee to get the generic Risk Assessment carried out. The football clubs have asked to increase the number of events at the Pavilion from 18 to 22. The number had already been increased from 15 to 18 and it was not deemed necessary to increase the amount again at this point as we are still waiting for a list of events so far this year and how much was raised for each event.
- 15. Land Registration:** The necessary documentation for registering Pocket Park is with the Chairman and solicitors will be appointed to do this. It was suggested we discuss with Jeanette Job whether we needed to register the other smaller village assets..
- 16. Report by Dist. Cllr. Barrett:** He had written an Annual Report which will go with the reports for the Parish Meeting.  
He was queried about a change made in the village envelope down the Causeway which the Parish Council had not been consulted or informed about. He will check.  
The Housing Survey was discussed as this was last done in 2003 and should be done approx. every 5 years.
- 17. Report by County Cllr. Batchelor:** A written Annual Report will go with the reports for the Parish Meeting.  
He spoke about the application for Restoration & Landfilling site for Wilbraham Quarry, which is nearing approval but with no condition about time limits. Chairman thanked Cllr. Hampton for his work on this aspect and we were told that this “time” condition has to be put in place. Chairman asked about the lighting, which is often very visible, at the Wadlow Camgrain site. There should be downlighting only which does not cause light damage. Cllr. Batchelor will check this out.
- 18. Any other business:**
- a) Cllr. Wallace told council that further work would need to be carried out on the Village Hall, costing approx. £1000. He would be applying to SCDC for a grant but hoped that the Parish Council would also assist and would like it discussed at the next meeting. It will be put on the Agenda.
  - b) Chairman reminded council that the Annual May Service would be held on Wrattling Common on 30<sup>th</sup> May. Cllr. Heath said he would attend.
  - c) An item about bonfires and their legality had been placed in Challenge, unsigned. Letters should always be signed and also be of a less threatening nature.

Meeting closed at 8.40pm. The next meeting will be held on Monday 13<sup>th</sup> July 2010.

Chairman.....

**WEST WRATTING PARISH COUNCIL**

**ANNUAL PARISH MEETING  
held on Monday 10<sup>th</sup> May 2010 at 8.30pm**

1. **Apologies for absence:**  
Apologies were received from Cllrs. Hampton and Anderson
2. **Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and the Minutes dated 11<sup>th</sup> May 2009 were signed as correct.
3. **Chairman's Report:** See attached.
4. **Financial Report:** The accounts for the year had been discussed in the Parish Council meeting at 7.30pm and copies were available for anyone wishing to have them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports has been received from:  
Over 60's Club                      Bridge Club  
Tennis Club                         Women's Institute  
Football Club                       Village Hall Management report  
JuniorFootball Club               Annual Reports from Dist. & County Cllrs.  
Footpaths

These will be displayed on the Parish Council Notice Board outside the Village Hall

7. **Any Questions:**  
Cllr. Job gave a vote of thanks to Chairman Russell for all the work he has put into Chairing the Parish Council during the past year.

Meeting closed at 9pm.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 12<sup>th</sup> July  
2010 in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Heath, Hampton & Wallace, County Cllr Batchelor and Dist. Cllrs. Barrett & Jarvis and the Parish Clerk.

**1. Apologies for absence:** Cllrs. Job & McCall

**2. Declaration of interest|: None**

To notify the Clerk of any declaration of interest from members for any items to be discussed.

**3. Minutes of the meeting** held on Monday 10<sup>th</sup> May were signed as correct.

**4. Opportunity for Public Statement:**

**5. Matters arising: None**

**6. Planning:** (see Appendix B re applications).

- a) *Parish Forum meeting:* The Chairman said this was a good meeting and someone should always attend each time they are held. Points to note are changes proposed to give locals a greater say in the planning system with planning done more on 'character of the area' rather than housing density. A talk about Community Orchards which could be possible in the Pocket Park. Cllr. Heath said that this had been discussed at the Tree Warden meeting.
- b) *Wind Farm update:* Minutes have only just been received so best to read them and discuss at the next meeting in September. A decision has to be made whether to form a Trust or Community Interest Company. Work will be starting next year but as yet the transport plan has not been finalised and the size of the turbines is not yet known.
- c) *Green Infrastructure Strategy Review:* Cllr. Anderson said this was out of date and so did not comment.
- d) *Planning Applications:* The three applications have now been returned to the Parish Clerk.

**7. Correspondence:** (see Appendix A)

Location of two salt bins: It was agreed that one should be located next to the Telephone Box up the High Street and the second one to be placed next to the bus shelter. The Parish Clerk will inform Highways.

**8. Maintenance:** Cllr. Wallace gave a brief update on general maintenance i.e. the trees in The Causeway and the surface dressing of the Balsham/West Wrattling road at Honey Hill. Other particular points were:-

- a) *Rospa Report:* All low risk problems will be addressed by Cllr Wallace
  - i) Problem with the gate but this is an "inhouse" repair.
  - ii) Rubber tiles – the contractors who did the work have returned to redo some of the work.
  - iii) Goal posts – these must not be fixed in the ground and the tops should be capped.
  - iv) Footpath – there is a drop to one side, needs to be levelled.
  - v) Matting – kind that the grass grows through needs to be put in main gateway and to the right of the pitch.

Cllr. Wallace will cost out any work he feels it is vital to carry out.

- a) *The Pound:* Cllr. Wallace went through the estimate which was set out in stages. It was agreed by Council that the first stage should be carried out, ie building up the floor inside to the correct level.
- b) *Village Hall Repairs:* £1000 worth of repairs to the windows and a further possible £7000 needed for roof work. It was suggested fibreglass be used for the roof, making a considerably cheaper job. Dist.Cllr. Barrett is requesting a grant from SCDC but will not get a reply until September. It was agreed to give another £400 at present, taking £400 from the Pound budget.

## 9. Finance:

- a) The Chairman discussed in detail the internal audit and went through the various points raised, i.e.

*Fidelity Guarantee:* The Parish Clerk will check what the extra cost will be for an additional £15,000 insured sum before making a decision.

*Budgetary control:* The auditor queried whether two councillors checked the accounts. In fact the Parish Clerk had misinformed him as she always emails the accounts both to Cllr. Hampton and Anderson.

*Reserves:* The Chairman felt justified in having high reserves as with the present recession local Council finances are going to be difficult.

The Council was satisfied with the way the audit was carried out and the points raised.

- b) Authorised payments:

£ 35.00	ICO Data protection registration fee – chq. 726 paid.
£ 400.00	M.C. Maintenance 2 <sup>nd</sup> & 3 <sup>rd</sup> cut – cheque 727 paid.
£ 800.00	D. Bryce for tree work on recreation grnd. – cheque 728 paid.
£ 413.57	Parish Clerk's salary 2 months @ 4hrs/week @ £11.81/hr. June/July (chq. 729)
£ 88.13	RoSPA inspection fee – Cheque 730.
£ 29.00	CPRE subscription fee – cheque 731.
£ 105.00	SCDC cost of uncontested election – cheque 732.
£ 90.00	M. Gutteridge (Int.Auditor) – cheque 733.
£ 200.00	Age Concern (Mobile Warden scheme) cheque 734.

- c) Monies received:

£200.00	WWFootball Club contribution towards grass cutting
£ 50.00	Tennis Club contribution towards grass cutting.
£125.00	WWFC Sports Pavilion half-year rent.

## 10. Dog Agility Club lease

- a) Rubbish has to be cleared and should be paid for from the Bowls Club funds that are available to the Pavilion
- b) Lighting – they will have to provide it.
- c) Lease: The need to have a lease or licence was discussed at length. Cllr. Anderson was asked to look into the difference between a lease and licence and the legal position regarding the use of one or the other and to resolve the issue. One or the other would need to be in place by the end of the month and Cllr Anderson was asked to take this on and he agreed. The Chairman stated that the legal obligations of the Council, particularly regarding security of tenure, must be covered whichever route was eventually decided upon

## 11. Report of Meetings:

*Sports Pavilion:* The lease is not being fully complied with and 30<sup>th</sup> June was a deadline for getting the necessary documentation completed re risk assessment and other requests . As a Football Club they are clearly one of the better ones but the

business side of running the club needs to be addressed as we are now over 3 years since opening.. It was agreed that legal advice should be sought on how to move on, agreeing an expenditure of up to £400.

**12. Report by Dist. Cllrs. Barrett & Jarvis:**

- a) SCDC will be capped to a nil increase next year so the Precept should be looked at carefully.
- b) Last year £11m. was paid to government on council housing stock. Houses are being refurbished but slowly because of cost. SCDC have been given the option of taking on the debt of £180m. over 5 years, which will allow any council property to belong to SCDC.

**13. Report by County Cllr. Batchelor:**

- a) There will have to be substantial cuts in spending as the government grant will be £100m less.
- b) Youth Services will be severely cut; open access youth clubs will not be supported and therefore local communities will be asked for their support.
- c) There will cuts in Police staff and constabulary.

**14. Any other business:**

- a) Cllr. Russell told Council that this would be his last meeting as Chairman due to his possible move away but also because he had been Chairman for 3 years which he felt was long enough. He suggested that Cllr. Job take on the chairmanship. He was prepared to do it and was prepared to go on CPALC courses. It was left open for council to think about.
- b) Cllr. Wallace asked if Council would be prepared to make a donation towards repairing the Church clock. Cllr. Anderson said we needed to look at the budget before making any decision and the Chairman said money amounting to over £4000 had been given to the Church a few years ago by a village fund raising group. The church is a separate organisation and it would be like giving money to the pub if we were to fund church projects from Parish Council money.

**The next meeting will be on Monday 12<sup>th</sup> September 2010.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 13<sup>th</sup> September  
2010 in the Village Hall at 8pm.

Those present were: Cllrs. Anderson, Hampton, Job, McCall,  
Russell & Wallace. County Cllr. Batchelor  
& Dist. Cllrs. Jarvis & Barret and the Parish  
Clerk.

1. **Apologies:** Cllr. Heath.
2. **Appointment of Chairman:** The Parish Clerk asked for proposals for a new Chairman. Cllr. Russell proposed Cllr. Job, seconded by Cllr. Hampton and the council was in agreement. Cllr. Job signed the Declaration of Acceptance and took the chair. Cllr. McCall proposed a motion to thank the outgoing Chairman, Cllr. Russell, for his period of chairmanship, for doing an excellent job and coping with many difficult issues. This was seconded by Cllr. Anderson.
3. **Declaration of interest:** None.
4. **Minutes** of the meeting held on Monday 12<sup>th</sup> July were signed as correct.
5. **Opportunity for Public Statement:** The Footpath Officer, Colin McCall asked if the telephone box could be painted as he had been requested to ask by Richard Holness. The situation at present is that the parish council informed BT that they did not wish to adopt the phone box but would like to discuss this again when BT decide to remove it. The footpaths will have a 3<sup>rd</sup> cut from 20<sup>th</sup> September but no decision has yet been made about next year's cuts and he asked the parish council to write to the department for clarification and to say how valuable this service is. The hedges have been cut and hardcore has been put down at the equestrian area. No "Roundup" will be allowed. A waymark is missing at Greenway End which will be dealt with. Path 2 – the grass has been left. Path 1 – John Drew has cleared out the ditches and removed rubbish and concrete with the help of a Probation group. He gave his thanks to Raymond Maskel, Simon Anderson and Caroline Smith for all their help. The grass on the Causeway has been cared for by Ian Davison and Wally Potter through the summer. The football club members and the Sports Pavilion members have helped with picking up litter on the recreation ground.
6. **Matters arising:** None.
7. **Planning:**
  - a) *Wind Farm Report:* At the last meeting it was proposed that funding would be provided to any village within 5km. The original discussion was that the four main villages, namely West Wrattling, Gt Wilbraham, Weston Colville and Balsham should take preference over the other villages involved and have the greater say when deciding on which projects and how the money should be spent. This will again be put forward at the meeting Cllr. Russell will be attending on 14<sup>th</sup> September with Cllrs Job. RES have proposed the group named Business Community Foundation to deal with looking after the funding once organised but they will charge 10% of the yearly money and Cllr. Russell feels it could be dealt with by local people. The meeting is open. The Chairman asked for comments and Cllr. Wallace was in total agreement with Cllr. Russell and Cllr. Hampton

suggested council should pass a resolution expressing disquiet at what is proposed. It was agreed to wait and see the outcome of the coming meeting.

- b) *S/0827/8 – Oxcroft Farm*: It was agreed that this had not been approved and the parish clerk will make the necessary amendment to the planning list.

#### **8. Correspondence:**

- a) SCDC have been given the proposed location for the salt bins but they have not arrived yet.
- b) The suggestion put by the Internal Auditor to obtain Fidelity Guarantee insurance was discussed and it was agreed that it was unnecessary and a waste of the parish's money when there was a secure system in place to avoid fraud.

#### **9. Maintenance:**

- a) *The Pound* – No further progress and a letter from Shona Smith of SCDC turned down the hopes of a grant. The work will be carried out as agreed at the last meeting.
- b) *Village Hall repairs* – The windows have been replaced with plastic frames and locks. The £400 contribution agreed by the parish council towards the cost can now be paid.
- c) *Pump Shelter* – The crown and plinth have been dismantled and the roof painted with special paint to go on metal. Cllr. Wallace has repaired the plinth but the Crown needed professional work and Cllr. Wallace has asked a Signwriting company to carry out the work at a cost of approx. £100. This has been budgeted for. The stanchions will need painting sometime in the future and should be considered in next year's budget.

The Chairman thought it would be sensible if Cllr. Wallace was able to make such decisions without reference to the full council, for anything under £200 as set out in the Financial Regulations, and suggested a sub-committee to help in such a situation. Cllr. Hampton said an agreement between Cllr. Wallace, the Chairman and one other would make such instant decisions possible. This was agreed.

#### **10. Finance:**

- a) The Parish Clerk told council that the external audit had been carried out satisfactorily and the necessary notice had been posted on the noticeboard.

- b) *Authorised payments:*

£ 200.00 M.C. Maintenance 4th cut – cheque 735 paid.

£ 200.00 “ “ 5<sup>th</sup> cut – (Chq. 736)

£ 413.57 Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr. Aug./Sept. (Chq. 737).

£149.34 Moore Stephens – External audit fee. (Chq. 738)

M.C. Maintenance were paid £200 (Chq. 739) for the 6<sup>th</sup> cut, invoice having been received after the Agenda went out but this is budgeted for. Following agreement by council, the parish clerk was asked to write to MC Maintenance requesting that they only do one more cut, which will be 1 extra to the budgeted figure.

**11. Dog Agility Club lease:**

- a) Cllr. Anderson reported on the various options concerning a lease or agreement. These were discussed at length and also the legal aspect of someone having exclusive use of the land of which the parish council was trustee, necessitating having a lease. The parish clerk had a copy of a draft rental agreement and it was agreed that Cllr. Anderson should amend this for the Dog Agility Club and ask CPALC to check if it meets the necessary requirements. If it does the Sports Pavilion Committee will then be asked if they are in agreement as it is within their remit to decide whether to accept the Dog Agility Club to use the bowls club area.
- b) Cambridge Water Company need to know whom to get in touch with regarding any water bills metered on the bowls club area. As the situation is not yet resolved the parish clerk will ask for more time. There is no cost outstanding and no water has been used.

**12. Report of meetings:**

- a) Cllrs. Wallace and McCall's report on Sports Pavilion Committee matters. Nothing to report as there had been no meeting held since the last parish council meeting. Cllr. Wallace is concerned about the Sinking Fund, which is not being kept up. Cllr. Anderson said three members of the village had complained about the behaviour of the football club members and had asked him to convey their disquiet to the parish council.

**13. Report by Dist.Cllrs. Barrett & Jarvis:**

- a) Cllr. Barrett congratulated Cllr. Job on his appointment as Chairman and thanked Cllr. Russell.
- b) The blue bins are being delivered and the first pick up will be 12<sup>th</sup> October.
- c) Finances at SCDC are still difficult with cost savings in all departments having to be made. A cap could be put on the council tax.
- d) Parish Councils must be prudent when looking at their budgets for next year with regard to their Precept request.
- e) Regarding planning it looks as if there will be changes made in how planning is carried out with parish councils having more input.
- f) Consultation with parish councils etc. will be wider particularly with regard to licencing.

**14. Report by County Cllr. Batchelor:**

- a) He had attended the meeting regarding the Waste Tip at Gt. Wilbraham and unfortunately this was approved. Added to the conditions list was that spoil tips have to be removed before crushing takes place.
- b) NATS are having a second consultation this coming year concerning airspace.
- c) There will be a review of budgets in October.

**15. Any Other Business:**

The Chairman read out "It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 15 namely a private council meeting to discuss issues it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw."

**The next meeting will be held on Monday 8<sup>th</sup> November 2010.**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 8<sup>th</sup> November  
2010 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Anderson, Hampton, Heath, Russell  
& Wallace. County Cllr. Batchelor and the Parish Clerk.

1. **Apologies:** Cllr. McCall, Dist. Cllrs. Barrett & Jarvis.
2. **Declaration of Interest:** Cllr. Wallace had an interest under item 12.
3. **Minutes** of the meeting held on Monday 13<sup>th</sup> September were signed as correct, proposed by Cllr. Russell, seconded by Cllr. Hampton.
4. **Opportunity for Public Statement:** None.
5. **Matters arising:** None
6. **Planning:**
  - a) *Wind Farm-* Cllr. Russell and Cllr. Job attended a further meeting on 14<sup>th</sup> September. It will be proposed that the committee is called “Wadlow Wind Farm Community Fund Allocation Committee” with 7 committee members including at all times one from the 4 Parishes that border the wind farm. The first meeting of this Allocation Committee will be on Monday 6<sup>th</sup> December at 7pm, to be held at West Wrattling Village Hall. The Chairman will write a piece for the December issue of Challenge to urge parishioners to attend this meeting.
  - b) *Planning Application meetings:* - Cllr. Hampton outlined his idea to best deal with this. He suggested booking the Village Hall on a fortnightly basis between 6.30-7.30pm for the working group to meet to discuss any applications received. If there are none then the booking would be cancelled. Those unable to attend would be able to look at the plans on the SCDC website and make any comments they felt necessary but they would not be able to vote. The Parish Clerk would email the details and the website to look up. The usual Comments sheet would be given to the Working group to be completed and returned to the Parish Clerk as usual and the result would need to be published either in the Minutes or in Challenge. Cllr. Hampton said he would refine his notes following the Council’s agreement to his suggestions and distribute them. He was thanked by the Chairman.
7. **Correspondence:**
  - a) *Letter to H. d’Abo following his letter to Parish Council* – Following the Chairman’s response to Henry d’Abo’s letter concerning his approved development on the Causeway and his renewed interest in the Government Green Paper, a further letter had been received from Mr d’Abo concerning the project he put forward several years ago for affordable housing on The Common and asking for a meeting with the Parish Council. It was agreed that in response the Chairman would say it would be sensible to wait to see the outcome of the Green Paper.
  - b) *Request for donation for wreaths from the Parish Councils on Remembrance Day* – It was agreed that a sum of £25.00 would be donated to be split between the general Parish Council wreath and £15.00 towards the West Wrattling Common Memorial wreath. This was budgeted for last January. The Parish Clerk will notify Suzanne Langford and Margaret Johnson.

## 8. Maintenance:

- a) *Pump Shelter*: The roof is now painted and the crown re-gilded. The invoice for £400 has not yet been received. The stanchions supporting the roof need some work on them at a cost of approx. £100 and this was agreed. The pump itself is in need of de-rusting and painting but it was decided to leave this until next year.
- b) *Causeway trees*: The ties and bags have now been removed.
- c) *Recreation ground car park*: It was proposed and agreed that “Users Risk” notice should be put up. A plastic grid through which grass grows will be placed under the swings to make a better and safer surface.
- d) *Gritting* – Salt bins have been put in place and filled.
- e) *Village Hall*: A grant from SCDC of £385 had been allocated but the work done has yet to be inspected.

## 9. Finance:

### a) Authorised payments:

£200.00	MC Maintenance for 6 <sup>th</sup> cut of grass (739 paid).
£400.00	Donation to Village Hall for repairs (740 paid).
£413.57	Parish Clerk’s salary 2 months @ 4hrs/week @ £11.93/hr. Oct./Nov. (Chq. 741).
£220.90	Algar Signcraft Services Cambridge Ltd. (paid by Cllr. Wallace) (cheque 742).
£ 70.00	CPALC fee for Chairmanship A & B Training course. (cheque 743).
£30.00	J Crottall for work on Causeway trees (cheque 744).

### b) Monies received:

£4545.00 Precept for 2<sup>nd</sup> half of year 2010.

- c) **Budget**: The Chairman asked for thoughts on the amount of Precept we should request in March. Cllr. Wallace said that it was Minuted some years ago that we would increase the Precept by the Cost of Living Index, which is at present 3.5%. Cllr. Hampton felt it should be a small increase e.g. 2.5%. Cllr. Anderson reiterated this. Cllr. Heath felt there was very little difference between 3% and 4%. Cllr. Batchelor said that it is likely that the parishes will be asked to contribute to more things, e.g. Youth clubs. No decision has to be made yet but it needs to be thought about before the January meeting. This year’s budget is broadly in line with projections. Some items e.g. Maintenance have gone slightly over budget but others, including the Land Registration budget of £1200 was under budget with nothing paid out so far this year but there is likely to be a £600 fee for registering Pocket Park to be paid within this years budget. There were no major unbudgeted items of expenditure marked for next year.

## 9. Dog Agility Lease:

- a) Cllr Anderson was asked whether he had been able to enquire after a lease draft with CALC as was agreed at a previous meeting. He reported that the Club has moved elsewhere. The Chairman felt that Council should learn from this and ensure that when clubs or societies or businesses propose use of Parish property that proper frameworks are put in place so to manage expectations, and that this had not been well managed in this case.
- b) Cambridge Water Co. – The Parish Clerk was asked to write to them saying the water service is no longer required and should be cancelled as the Bowls Club has closed. If there is any money owed ask for a bill to be sent to the Parish Council.

## 10. Report of Meetings:

- a) Cllr. Wallace had attended a Sports Pavilion Committee meeting but there was not a full committee and therefore the next meeting, date to be arranged, will be attended by the Parish Council Chairman and hopefully the Trustees who signed the lease will also be in attendance.

- b) Cllrs. Heath & McCall attended the Parish Liaison Meeting in Cambourne which they both found most interesting and well worth going to. Most parishes in the area were represented with an attendance of 66. The cuts were discussed but nothing that really affected this parish.
  - c) Cllr. Heath (Tree Warden Officer) reported on a meeting he attended. Community orchards were discussed and he thought that the Pocket Park would be a good place for such an orchard and if a hedgerow could be planted along the road from Pocket Park to the village it would create a footpath, making the park more accessible. It was agreed that it was worth looking into. It is believed that the verges are owned by Highways but the ditches by H. d’Abo. It was agreed that Cllr Heath would contact Mel Cottage, who maintains the Pocket Park, to discuss this further.
11. **Land Registration of Pocket Park:** There is a query over the boundary of the pocket Park. It was agreed to find out how much a survey would cost before making any decision about disputing this query or not.
12. **Parking issues outside Village Hall:** A serious accident had narrowly been avoided due to a car parked half on the pavement making visibility poor. Cllr. Wallace composed a letter with Linton Constabulary pointing out the parking problems and this has been placed on the Notice Board outside the hall and also posted inside. A notice was also placed on the windscreens of any cars parking outside, particularly during the day when buses stop there.
13. **Reports by Dist.Cllrs. Barret/Jarvis:** None due to their absence.
14. **Report by County Cllr. Batchelor:**
- a) The spending review had been carried out with cuts of 25% in the budget over the next 3 years. The government money was split three ways with 300M granted for Precept, 300M for schools and 300M ring-fenced for projects. The rules governing the last 300M is currently under review and could be loosened. If it loses its “ringfenced” status then the government could also reduce this amount by 25% .
  - b) Gritting rounds have been confirmed for this winter and the Six Mile Bottom road and the High Street will both be gritted.
  - c) Linton Wind Farm application has been turned down, mainly due to NATS report.
  - d) A1307 accident figures are down since the work has been carried out. In 2009 there were 68 accidents and 1 fatality. In 2008 there were 118 accidents and 6 fatalities.
15. **Any Other Business:** Cllr. Russell requested that an item be put on the Agenda to discuss a recent website for West Wrating which was being produced.

**The meeting closed at 9.30p. The next meeting will be on Monday 10<sup>th</sup> January.**

**Chairman:**

Minutes of the meeting held on Monday 10<sup>th</sup> January  
**WEST WRATTING PARISH COUNCIL**  
2011 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Anderson, McCall, Russell & Wallace. Dist.County Cllr. Barrett, County Cllr. Batchelor, Mr Kevin Ager (WWFC), Colin McCall (Footpath officer), one parishioner and the Parish Clerk.

1. **Apologies:** Cllr. Hampton & Heath.
2. **Declaration of Interest:** None
2. **Minutes** of the meeting held on Monday 8<sup>th</sup> November were signed as correct, following an amendment to item 12. which should read “on the Noticeboard inside the Village Hall” deleting “and also posted inside”.
3. **Opportunity for Public Statement:** Colin McCall (Footpath Officer) reported on the footpaths. Litter is reasonably clear and with the help of others litter picking is continuing and seems to be under control. The state of the paths is good and Path 2 through Scarletts Wood on to Balsham has had sleepers on the bridge replaced as they were rotten. Some tree cutting along the footpaths has been carried out. There have been complaints about a bird scarer, the noise of which is very loud and continues for about 40 mins. He will investigate. The Chairman thanked him.
5. **Matters arising:** None
6. **Planning:**
  - a) *Wind Farm*- The Chairman and Cllrs. Russell, Hampton and Anderson had attended the first Wind Farm Community Fund Committee meeting and attached are the notes of this meeting.
  - b) *S/1976/10* – 3 temp. guyed wind monitoring masts applied for by RES UK. This application was discussed at the meeting and Council agreed to the application. However committee members of the WFCFC should have been informed of this application through the Liaison Group set up for this very purpose.
7. **Correspondence:**
  - a) The Parish Clerk read out a letter sent by Cllr. Hampton with regard to his feelings concerning the amount of Precept that should be set. This will be referred to under Item 9 – Finance.
  - b) The Parish Clerk had received a reply to her request to MC Maintenance for his quote for verge grass cutting for 2011/12, which would be the same amount of money as this year.
  - c) *Youth Service Provision* – It was not possible to discuss this as Kerrie Tonks had not yet provided the requested information with regard to costs and to the numbers from West Wrattling attending the Balsham Youth Club.
  - d) *The Localism Bill:* An emailed copy had been sent to all councillors. Cllr. Russell had put forward a Community Consultation proposal for the Parish Council to discuss as he felt Council needed to be better prepared should this Bill go through Parliament. The needs and aspirations of those who lived in the village needed to be sought concerning Community right to buy, Local referendums, Community right to build as well as consulting on other issues. The cost of this consultation could be between £1000 and £3750 and it had to be decided if this was a worthwhile action. It was agreed that this should be discussed at the next Planning Meeting on Wednesday 26<sup>th</sup> January, being short of time now and that Cllr. Russell would send out further details for the Council to consider.

**8. Maintenance:** Cllr. Wallace gave a brief report on general maintenance in the village.

- a) *Recreation Ground & Car Park:* A “User Risk” notice had been erected as agreed at the last meeting and the entrances to the Children’s Play Area and football field have been reinforced and turfed.
- b) *Drains:* He had been in touch with Keith Fauch of Highways Dept. about flooding.
- c) *The Pound:* The grass inside the Pound is being replaced with a hard shale grit.

**9. Finance:**

a) *Budget:* Cllr. Anderson went through the figures put forward by himself and Cllr. Hampton for next year’s budget. These were discussed at length but no decision was made as to the amount of Precept. This was partly due to the fact that the letter from SCDC requesting our Precept amount had not yet been received and they have not yet set their own budget. Much depends on this as it is possible that certain things paid for by SCDC or CCC, e.g. grass verge cutting costs may be done away with due to their economic straits. Until we have these facts it is difficult to make a decision on how much Precept we need to ask for. It was agreed that this also should be discussed on Wednesday 26<sup>th</sup> January when we would hopefully have the budget figures from the District and County Councils.

b) *Authorised payments:*

£413.57 Parish Clerk’s salary 2 months @ 4hrs/week @ £11.93/hr. Dec./Jan.  
(Chq. 747).

£ 47.00 Algar Signcraft Services Cambridge Ltd. (paid by Cllr.Wallace) (cheque 748).

£ 50.00 West Wrattling PCC, donation to “Challenge” magazine (cheque 749).

c) *Monies received:*

£ 440.03 Cambs.County Cncl. Payment for grass verge cutting in village.

d) *Internal Auditor:* The parish clerk had heard from M. Gutteridge that he would be unable to carry out our internal audit this year due to his extra workload. The Parish Clerk is seeking a new auditor.

**10. Report of Meetings:**

a) *Sports Pavilion:* The Chairman, in order to try and get the lease problems resolved, had contacted the Football Federation, as agreed at the last parish council meeting, and had spoken to a Mr. Jim Hill (the County Development Manager from Cambridge FA) and had a very useful meeting. Mr. Hill has since been in touch with the Football club about the Pavilion problems. It has been agreed that Mr Hill would speak to the WWFC and that there would be a proper committee in order to get the finances sorted out with the help of the Football Federation, which must be done on a formal basis. They would also attempt to attend 3 or more meetings during the year. Kevin Ager, who runs the Youth FC and was present at this council meeting, was in total agreement and would be doing his best to get something achieved, both on the image of the club through public relations and the legal side with regard to the lease. Cllr. Anderson said he was pleased to see that this has happened and that the Football Federation is becoming involved which is within their remit as a major funding contributor and is following through the laid down procedures of the FF. The Chairman thanked Kevin Ager for attending.

b) Cllr. Heath had written a short report regarding the Pocket Park and the possibility of it being a Community Orchard. He is hoping to have a meeting with Andrew Grimmer and Roz Richardson to visit the Pocket Park with Mel Cottage, who regularly cuts the grass and maintains the park generally.

**11. Land Registration of Pocket Park:** Nothing new to report.

**12. Website for West Wrattling:** Cllr. Russell would like to know if the Parish Council can use this website for keeping the parish informed. The Parish Clerk will check this.

**13. Reports by Dist.Cllrs. Barret:**

- a) SCDC have a difficult year in front of them with another £1M further savings to be made. Community funding will be affected the most.
- b) There are to be changes made within the Planning Dept.
- c) SCDC are aware that the “turn-round” time for Planning Applications is not always long enough for small parishes where Planning meetings are not held. However the Chairman told Cllr. Barrett that West Wratting Parish Council is now holding Planning meetings.
- d) South Cambs. is listed 5<sup>th</sup> in the country for the best place to live.

**14. Report by County Cllr. Batchelor:**

- a) £160M to be cut out of the CCC budget, which is £900M over the next 4 years.
- b) CCC is doing a review of its services.
- c) Bus subsidies will possibly cease which means that most of the local services could be lost.
- d) Police authority are losing 14% of their budget over the next 4 years.
- e) Information can be viewed on the CCC website.

**The meeting closed at 10.30p. The next meeting will be on Monday 14<sup>th</sup> March followed by: 9<sup>th</sup> May, 11<sup>th</sup> July, 12<sup>th</sup> Sept., 14<sup>th</sup> Nov. for 2011. Planning meetings (if required) will be held on Wednesdays 26<sup>th</sup> Jan., 9<sup>th</sup> Feb., 23<sup>rd</sup> Feb., 9<sup>th</sup> March, 23<sup>rd</sup> March.**

**Chairman:**

**WEST WRATTING PARISH COUNCIL**  
**Extraordinary meeting held on Tuesday**  
**1<sup>st</sup> February 2011 at 7pm.**

Those present were: Chairman Job, Cllrs. Hampton, Heath, McCall,  
Russell & Wallace.

1. **Apologies & Absence:** Cllr. Anderson was absent.
2. **Declaration of interest:** None.
3. **Precept & Budget:** The purpose of this meeting was to decide on the Precept requirement for 2011/2012 and agree the budget for 2011/12, the decision being delayed because SCDC and CCC had not set their budgets and it was thought in the present financial climate that the parish might be effected by cutbacks. It is likely that the contribution made by CCC for grass verge cutting will be cut by 25% and the SCDC will only be cutting their pieces 3 times rather than 4 times a year which mean higher costs for the PC.

The Chairman set out four options for the council to consider:

1. 0% increase: this reflects the SCDC and CC 0% increase this year which has been capped by central government. This would not keep track with the rate of inflation in order to keep up with costs of maintenance etc.
2. A 2.5% increase which would still be below the rate of inflation.
3. 3.5% increase which would be in line with Consumer Price Index.
4. 4.7% increase in line with the Retail Price Index.

The Chairman then asked for each councillors opinion on these options.

Cllr. Hampton felt very strongly that a precept of 2.5% was the correct option. There is 1.5 years Precept in hand and if we did have to find extra money for responsibilities not normally ours, which were essential to support the community or part of the community this could be managed.

Cllr. Wallace said that opting for 3.5% increase would only mean an extra £2.04/yr per household and having spoken to a number of people in the village he felt they would accept an increase of a few pounds a year. He was in favour of 4.7% increase.

Cllr. McCall supported Cllr. Wallace on this but was prepared to ask for a 3.5% increase. She felt that if the Parish Council is going to be asked to support various things which SCDC put upon us we need to be prepared.

Cllr. Heath said that option 1 was out of the question. 2.5% increase would put £1.50 on the council tax; 3.5% would be £2.04 increase per householder. Costs are going up and he would opt for 4.7%.

Cllr. Russell had spoken to CPALC about what was considered to be an acceptable unallocated reserve and was told that there was not a fixed figure but that in the current climate a minimum of 6 months to 1 year unallocated reserve was acceptable. He opted for a 3.5% increase as he also felt that the Parish Council may well be asked to contribute more to grass cutting, youth clubs, housing, transport and help with the elderly as funding for the voluntary sector is being reduced by up to 80%.

A vote was taken on the 4 options. There were 3 votes for 4.7%. 2 votes for 3.5% and 1 vote for 2.5%. It was therefore agreed that a request should be made to SCDC for an increase in the Precept of 4.7%, from £9090.00 to £9517.00 per year. Cllr. McCall proposed acceptance, seconded by Cllr. Heath. The Parish Clerk will therefore write to SCDC asking for this amount.

Meeting closed at 8pm.

Minutes of the meeting held on Monday 14<sup>th</sup> March  
**WEST WRATTING PARISH COUNCIL**  
2011 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs., Hampton, Heath, McCall, Russell & Wallace. County Cllr. Batchelor, Colin McCall (Footpath officer), one parishioner and the Parish Clerk.

1. **Apologies:** Cllr. Anderson & Dist.Cllr. Barrett
2. **Declaration of Interest:** None
3. **Minutes** of the meeting held on Monday 10<sup>th</sup> January and the Extraordinary meeting held on Wednesday 2<sup>nd</sup> February were signed as correct.
4. **Opportunity for Public Statement:**
  - a) Colin McCall reported on the S.Cambs. Community Speed Watch meeting. Attended by 50 Speed Watch members who were told there were 41 schemes in operation and 240 volunteers trained. There was a need for more sets of equipment as the 8 existing sets have to be shared with the 41 schemes in operation. Funding is in place to continue speed watch. There is a written report of the meeting, which will be placed on the noticeboard. The Chairman requested John Batchelor look into the speed the school bus comes through the village, certainly over 30mph. Colin McCall as Footpath Officer had nothing to report on the paths other than a major litter clearing had been carried out.
  - b) Mark Gilmore wished to complain about the 6 new lights put up outside The Chestnuts public house which were extremely bright and shining into the houses opposite and also a hazard to drivers. These should be downlights. Cllrs. McCall and Russell said they would speak to the publican about them.
5. **Matters arising:** None
6. **Planning:** See Appendix B.
  - a) It was agreed to make a decision on S0322/11/S/0079/11 – Demolition of old outside buildings and adding extension to existing property. After discussing the plans a vote was taken with 5 giving approval and 1 abstention. The parish clerk was asked to put comments on the blue sheet with regard to:
    1. Possible problem of access for the builders, skips etc. as the footpath runs alongside the property which must be kept clear and it would cause traffic problems if they were parked on the road.
    2. It was felt that it would be nice if the casement windows in the old property could be preserved.
    2. One Councillor felt that the garage design did not seem to fit in with the extension and was poorly positioned.
  - b) *Wind Farm:* The Chairman had attended the Community Funding Allocation Committee but there was very little to report. The Minutes will be circulated. Cllr. John Batchelor had been appointed Chairman of the Liaison Committee with a permanent Minute taker.
7. **Correspondence:**
  - a) Letter from Suzanne Langford requesting a contribution of £50.00 towards archiving. This was agreed.
  - b) A letter of resignation had been received from Cllr. Anderson due to excess of work. The Parish Clerk must inform SCDC Monitoring Office and place a Vacancy Notice on the Noticeboard.

c) *Highway Warden*: The Chairman asked the advice of Cllr. Batchelor about the need and he said that West Wrattling was already dealing with traffic problems, pot holes etc. and Cllr. Wallace had a good working relationship with Keith Faunch of Highways.

**8. Maintenance:** Cllr. Wallace gave a brief report on general maintenance in the village.

- a) *The Pound*: The turf and shale grit have been put down thus completing the first phase.
- b) *The Pump Shelter*: Upper part has been completed with roof painted and crown reset. The uprights need repainting, cost would be approx. £200. May would be a good time to do it. Cllr. Wallace said he would re-estimate the work before a decision is made.
- c) *Play area*: The entrance to this area has been returfed with an underlay of mesh. This has also been carried out at the entrance to the football ground.
- d) *Roads*: Cllr. Wallace and Keith Faunch have had a meeting re the state of the roads and the pot holes have been filled.
- e) *Drains*: The drains up and down the High Street have been cleaned out.
- f) *Causeway footpath*: This has been repaired.
- g) *Leak*: There is still a dispute between Highways and the Water Co. as to whose problem this is.

**9. Finance:**

a) a) Authorised payments:

- £413.57 Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr. Feb./Mar. (Chq. 750).
- £218.15 Cambs.County Council – 2 salt bins. (Chq. 751)
- £390.50 N Clarkson Invoice for work on The Pound (chq. 752)
- £ 75.00 West Wickham Parish Council - Rental of computer (chq.753)
- £10.20 Mrs J Richards for Printer ink from STP (chq.754).
- £12.82 Mrs J Richards Postage expenses for year (chq.755).
- £407.24 J. Crothall (Pump Shelter roof & fixing Crown)(chq. 756)
- £122.97 J. Crothall (Turving for Children's Play area and rec.)(chq.756)
- £29.00 J. Crothall (Turf for the Pound)(chq.756).
- £220.00 WWFC (P.C. contribution towards grass cutting of the rec. (chq. 757).

b) Monies received:

- £125.00 WWFC – 2nd half of rent for 2010.

c) **Internal auditor**: The Parish Clerk had had a meeting with Jackie Dockeril of “Running Total Bookeeping”. Ms Dockerill had received a copy of the “Guidance for Audits” and she had sent us various documents e.g. draft contract, Complaints Procedure, Schedule of Services. It was agreed by the Council that she should be appointed as the internal auditor.

d) **PAYE**: The Parish Clerk had received a document from CPALC saying that all Parish Clerks now have to go on to the PAYE scheme. The parish clerk is currently self employed and it was thought that this did not need to change. The Chairman would check on the need for this change and report back.

e) **Reserve Funds Guidance document**: Cllr. Russell had written and distributed this document and went through the details and explained why we have a need for a Reserve policy. The Chairman asked if we could insure against the Pavilion risk and Cllr. Hampton was against having such a high reserve and felt it unnecessary that the village should have to pay for things in which they may not wish to be involved. The Chairman was partially in agreement with Cllr. Hampton. Cllr. Batchelor was asked for his opinion, who said it was not usual to have such reserves and most small parishes were unable to provide it, although it was prudent to have reserves in the current climate. It was agreed not to make any decision at present and if Councillors had different views let them be known so they can be discussed at the next meeting.

**10. Report of Meetings:**

- a) *Sports Pavilion:* Regarding the earlier start of play the Chairman had discussed with some of the residents about the earlier ‘kick-off’ times for the football club than is currently allowed in the lease and they were comfortable with the new starting time. The WWFC is featured in the Football Federation’s Annual Report.
- b) *Community Orchard (Pocket Park):* Cllr. Heath said that this idea was not feasible due to cost. It could however potentially be turned into a Nature Reserve with access from the bottom of the bank at field level. He had been offered some young saplings of Oak and Chestnut to be put round the village. The Chairman said the village did not have many large trees and possibly some could be planted on the recreation field boundary. Cllr. Heath will get more details.

**11. Localism Bill:** Cllr. Russell had produced a Community Consultation proposal with costings because he felt there were aspects of the Bill when it goes through parliament that could effect West Wrating and thus there is a need to consult the village about how they wish to see the village develop or not on a variety of issues. This should be carried out every 10 years. If the Parish Council has a clear understanding from the village as a result of a thorough consultation then this gives the Parish Council a clear mandate for making decisions. This needs to be carried out in a professional way and there will be a cost for this. The Parish Council agreed that Cllr. Russell should arrange an initial meeting with the chosen consultant, Jill Smyth of Wordsmyth Communications and at least one other Councillor, to discuss costings and the way forward. A budget for this of £200 initially was agreed.

**12. Freedom of Information:** This is at present being updated and will be distributed to Council when complete.

**13. Report by County Cllr. Batchelor:**

- a) £160M to be cut out of the CCC budget, over the next 5 years.
- b) CCC is doing a review of its services.
- c) Bus subsidies will possibly cease which means that most of the local services could be lost and would be left with A1307 bus service only.
- d) Other issues: the Highways Dept. funding is being cut again and work will only be done on A roads and busy B roads. The Linton library may possibly close. There is a meeting about this on 21<sup>st</sup> April at 7.30 at the Linton Library.
- e) Cllr. Russell asked Cllr. Batchelor to enquire about the lighting at Camgrain, it is far too bright and should only be downlighting.

**14. Any other business:**

- a) Community Support Officer Liane Fisher would like to come to one of the council meetings. Would the Parish Clerk give her the time of the 9th May meeting, being 7.30pm.
- b) Cllr. Hampton enquired whether the bowls site could be used as an electric solar panel site. No decision was made.

**The meeting closed at 9.45pm. The next meeting will be on Monday 9<sup>th</sup> May.**

**Chairman.....**

**16. Land Registry of Pocket Park – Discuss options.**

**Item 16:**

**It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 15 namely a private council meeting to discuss issues it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.**

If the area marked blue on the plan is to be disputed as belonging to WWPC it would need to be measured by a Chartered Surveyor. We would then have to put in a Notice and then contest and present evidence in court. Cllr. Russell had looked further at the site and there are fence posts on the right hand side of the park which had obviously been there for a long time.

It was agreed that there was no benefit in disputing it, it was not vital for the Pocket Park's functioning as long as no further fencing is put up and therefore we should accept the boundary as defined on the Land Registration map.

**WEST WRATTING PARISH COUNCIL**  
Minutes of the annual parish council meeting held on  
Monday 9<sup>th</sup> May 2011 in the Village Hall at 7.30pm

Those present were: Chairman Job, Cllrs. Heath, Russell & Wallace  
10 parishioners and the Parish Clerk.

1. **Election of Chairman:** The parish clerk asked for proposals and Cllr. Russell proposed Cllr. Nigel Job to be Chairman, seconded by Cllr. Wallace. Accepted by Cllr. Job, who signed the Declaration of Acceptance.
2. **Appointment of Vice Chairman:** Chairman Job proposed Cllr. McCall, seconded by Cllr. Russell. Cllr. McCall was absent and will sign her Declaration on her return.
3. **Co-Option of new member:** Mr Campbell Ross-Bain had put himself forward as a possible candidate. No other candidates were proposed. He was proposed by Cllr. Russell and seconded by Cllr. Job. He received his Declaration of Acceptance and Register of Interest forms to be signed.
4. **Apologies for absence:** Cllrs. Hampton & McCall. Dist.Cllr. Barrett & County Cllr. Batchelor apologised and said they would hopefully be at the meeting later.
5. **Declaration of interest:** None.
6. **Minutes:** The Minutes of the meeting held on Monday 14<sup>th</sup> March were signed as correct.
7. **Opportunity for Public Statement:** None.
8. **Matters arising:** None
9. **Planning:** (Applications as listed in Appendix B). Since posting the Agenda one new planning application had been received, one appeal and one Approved application. It was decided to discuss the new application before the Parish Meeting.
  - a) *Wind Farm:* Cllr. Job explained to the parishioners that the Wadlow Funding Committee was formed to work out how to allocate the annual monies from RES. The amount per year is likely to be between £40,000 and £50,000 increasing with RPI over 25 years. Applications for funding will have to be made and will be decided on their merit and a set criteria. Cllr. Russell suggested, as an example, that the money could go towards a mini bus as this area is likely to lose its bus service due to cuts by SCDC & CCC. The management of the monies will be carried out by the independent Cambridge Community Foundation. The next meeting was tomorrow, 10<sup>th</sup> May to be held in the West Wrattling village hall and was a public meeting.

**10. Correspondence:** (see Appendix A).

- a) Parish Clerk had received a letter from Paul Santry requesting the use of the recreation ground to hold a musical event. Permission has already been given.
- b) A letter from Age UK regarding the funding of the Community Warden Service was read out by the parish clerk. This scheme which West Wrattling has donated to in the past few years is possibly coming to an end through lack of funds.

**11. Finance:**

- a) **Acceptance of Accounts** for year 2010/11 in preparation for internal audit to include a resolution to carry forward surplus monies as per item 3.5 in Financial Regulations. This was proposed by Cllr. Heath, seconded by Cllr. Russell.

**Annual Governance Statement:** This was read out by the Chairman and signed by him and the parish clerk. A note will be added to this Statement stating that the Council has a potential risk from the Sports Pavilion because despite repeated requests for detailed accounts of bar takings and monies from events organised in the Pavilion these have not been provided. The Parish Council has asked for the assistance of the Football Foundation in order to resolve these issues.

**Statement of Accounts:** This was signed by the Chairman and the parish clerk.

- b) Authorised payments:

£ 413.57	Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr. (Chq.758)
£ 152.05	CALC membership fee (chq. 760)
£ 400.00	MC Maintenance (1st & 2nd cut of verge grass)(chq. 761)
£ 50.00	S. Langford – Archivist for West Wrattling (donation S137) (chq. 762)
£ 60.00	D Bryce – Tree work by Pump Shelter (chq. 763)
£2,167.21	Allianz Ins. (chq. 764)

Monies received:

£4,758.50	1 <sup>st</sup> tranche of the Precept
£ 147.65	VAT reclaim payment.

- c) **PAYE:** It has been confirmed that it will be necessary to set this up and the parish clerk had asked Jackie Dockerill what costs would be involved. £20 to set up and £20 for the year. This was agreed by West Wrattling Parish Council
- d) **Reserve Funds Guidance:** This will be discussed at the next meeting because of absent councillors.

**12. Maintenance:** To be discussed at next meeting.

**13. Youth Group Funding:** Despite requesting further information this has not been forthcoming. Until we have more details of where the money is spent the council will not make a decision.

**14. Reports of Meetings:**

- a) *Sports Pavilion:* Cllr. Wallace reported that there are difficulties with the WWFC because the business side of it has collapsed and the council are hoping that the Football Foundation will be able to intervene with these problems at a meeting later in May.
- b) *Saplings:* Cllr. Heath had followed up on the availability of oak and chestnut saplings having told the grower that they could not be planted along the road but possibly on the recreation field or the Churchyard, however he has heard nothing further.

**15. Land Registration:** Update on the Pocket Park. The solicitors are in the process of registering it.

**16. Reports of Dist. & County Cllrs.:** Not possible as they had not yet arrived.

**17. Any Other Business:** None.

At this point, it was decided to discuss the new planning application as there was half hour before the Annual Parish Meeting was due to begin.

**S/0668/9/11** – Mr J. Ferrars Green, The Old Hall, 61 High Street, West Wrating. Application for repaving terrace with new steps and replacing rain water goods.

This was considered and approved but was felt that it was more appropriate for the Conservation Dept. to decide.

Meeting closed at 8pm. The next parish council meeting will be Monday 12<sup>th</sup> July at 8pm.

Signed.....Chairman

Minutes of the meeting held on Monday 4<sup>th</sup> July 2011  
**WEST WRATTING PARISH COUNCIL**  
2011 in the Village Hall at 7.30pm.

Those present were: Chairman Job, Cllrs., Heath, Ross-Bain  
& Wallace. County Cllr. Batchelor, Dist.Cllr. Barrett and the Parish Clerk.

1. **Apologies:** Cllr Sisse McCall.
2. **Declaration of Interest:** Cllr. Wallace declared an interest in item 10g.
3. **Minutes** of the annual general meeting held on Monday 25<sup>th</sup> May were signed as correct.
4. **Opportunity for Public Statement:** None
5. **Matters arising:** None
6. **Planning:** See Appendix B.
  - a) *Wind Farm:* At the last meeting it was decided that provision of funding would be carried out through the Community Funding Group. It had been agreed that someone who was not a parish councillor would liaise between the Community Funding Group and the parishes. Two requests for funding have been received in Balsham, one from the Church PCC and other from the Village Hall.
  - b) *Camgrain Planning Application S/0506/09:* Parish Council refused. The SCDC meeting due to be held on Wednesday 6<sup>th</sup> July has been postponed to the 18<sup>th</sup> July.
  - c) *S/1132 & 1133/11 – 40 High St.* Council approved this application.
7. **Correspondence:**
  - a) Letters of resignation had been received from Cllrs. Hampton, Russell and Anderson. The Chairman had replied to these letters but it was agreed that the Chairman would write letters of thanks on behalf of the Parish Council.
  - b) Letter from Lynn Davidson requesting sight of Minutes etc. of council's agreement to carry out the Questionnaire and method of contracting someone to set this up. This information has been forwarded to her. It was agreed that discussion of this should wait until Cllr. McCall is present at the next meeting.
  - c) Letter from Kevin Ager requesting permission to hold a Fun Day on the Recreation field on 6<sup>th</sup> August in order to raise funds for the WWFC. This date clashes with another event in the village. It was agreed that Cllr. Wallace would discuss this with Kevin to find out what exactly their event involved before making a decision.
8. **Co-option on to Parish Council:** Two people have expressed an interest and the Parish Clerk has received a brief Profile from one and it was agreed that Donna Gilmour be co-opted. The Chairman put forward several names and it is hoped they might offer their services.
9. **Finance:**
  - a) *Internal Audit report:* This had been emailed to all councillors and there no issues that needed addressing. The question of a Fidelity Guarantee was again raised by the auditor.
  - b) *Authorised Payments:*

£ 195.00	Cancelled cheque to Wordsmyth Ink (Chq.765)
£ 195.00	Jill Smyth re Survey (chq. 766)(Paid)
£ 413.57	Parish Clerk's salary 2 months @ 4hrs/week @ £11.93/hr. (Chq.767)

- £ 15.00 EEAPTC for CD/DVD pack “Your Community you decide” (chq.768)
- £ 400.00 MC Maintenance (3<sup>rd</sup> & 4<sup>th</sup> cut) (chq. 769)
- £ 90.00 Playsafety Ltd. (RoSPA) (chq. 770)
- £ 35.00 ICO renewal. (chq.771)
- £ 29.00 CPRE renewal of membership (chq. 772)
- £ 150.00 Age Concern (Warden Scheme) (chq. 773)
- £ 15.99 STP purchase of ink cartridge & stationery. (chq. 774)

c) *Monies received:*

- £ 50.00 Henry d’Abo Tennis club contribution to grass cutting.

c) **Reserve Funds Guidance:** It was agreed that further discussion was unnecessary.

**10. Maintenance:** Cllr. Wallace reported the following:-

- a) *The Pound:* This looks good but there is a need for some weeding of the gravel. He asked if the sign could be repainted. This was agreed and Cllr. Wallace will get a price, he thought about £100.
- b) *Pump Shelter:* The Crown had been set right having been blown askew by high winds. Cllr. Wallace had learned that the Pump is only one of two in GB. The cast-iron uprights, filials and filigree work have been repainted using the latest rust preventative paint. The total cost was £521. It was agreed to pay this.
- c) *Drains:* Cllr. Wallace has asked Boreham’s to dig out the ditch by the Bowls Club area to help the drain flow in this area. The other drains are working well.
- d) *Road Signs:* These have all been cleaned by Don Baker and the Parish Clerk was asked to write him a letter of thanks.
- e) *Trees:* Several of the newly planted trees in the Causeway have died despite constant watering by Mr Wally Potter throughout the year. Roz Richardson (SCDC Tree Officer) is going to look at these as they are the responsibility of SCDC. She will also inspect a very large Ash tree on the recreation ground which could need some work on it. Possible cost £800.
- f) *Playground:* The report has been received from RoSPA following their inspection but Cllr. Wallace has found some errors in the report and is in touch with RoSPA, he asked the Parish Clerk not to pay their fee until he has sorted this matter out. However, Cllr. Wallace has carried out an overhaul of the playground equipment spending £387.12. The goal posts for the youngsters have been moved as they were dangerously close to the children’s play area.
- g) *Village Hall:* Cllr. Wallace asked if the Parish Council would be prepared to share the cost of new work done on the structure of the Hall. The damp course has been dug out and cleaned and re-filled and paint-work carried out to the interior section of the hall affected by this, at a cost of £491.00. Tree work, which had to be carried out before digging out the damp course, was a further £350.00. The question of what percentage, if any, the Parish Council would be prepared to pay was discussed and a vote was taken and it was agreed that a sum of £582.00 being 2/3rds, should be given as this was structural work necessary to the fabric of the building.
- h) *Insurance Policy:* The Village Hall has always had a separate insurance policy to cover certain safety aspects but Cllr. Wallace has recently been told that this is now covered in the Parish Council Insurance Policy and the Village Hall will receive a small refund.
- i) *Village sign:* This is in need of fresh varnish and touching up.
- j) *Bus shelter:* The interior is being looked at and will probably need some work on it.

**11. Youth Club Funding:** Having looked at the figures of the costs that Balsham Parish Council are now paying in order to keep the Youth Club running it was agreed that as West Wrattling had four youngsters attending this club the Parish Council would donate £345.00 (15% of the cost of running it for two terms) this year.

**12. Village Survey:** Discuss at the next meeting.

### **13. Reports of Meetings:**

*Sports Pavilion:* Cllr. Wallace has had two meetings with Jim Hill of the Football Foundation who agrees that the WWFC must set up a proper committee and adhere to the lease. This is now in progress with two representatives from the Youth section, namely Kevin Ager and Paul Santry plus Angela Coulson as a club member. Sara Boreham, who is secretary to the Senior section, is trying to get some senior committee members. It is hoped that a meeting will be held early in September. The Parish Clerk will photocopy the lease so each committee member can have a copy.

**14. Land Registration:** Nothing to report on progress re Pocket Park.

### **15. Report by District Cllr. Barrett :**

- a) The SCDC Customer Service section has just been inspected with hopefully a satisfactory outcome.
- b) Planning changes have been made and are awaiting Cabinet to approve.
- c) Sheltered housing – funding is very difficult at present.

### **16. Report by County Cllr. Batchelor:**

- a) *Buses:* A review is being carried out on the value of subsidised bus services to the community and therefore it is possible that these will be not be cut. A petition signed by over 200 people will go to CCC. If eventually there is a need for a Community Bus service monies from the Wind Farm Fund might be a possibility.

### **17. Any Other Business:**

- a) Cllr. Wallace suggested we discuss at the next meeting time and dates of future Parish Council meetings.
- b) Cllr. Heath felt it was essential that someone should talk to Kevin Ager about the request for a Fun Day on 6<sup>th</sup> August to check what it is they are putting on and whether it would conflict with the other event being held in the village. It is possible that it would complement it and bring more people into the village.

**Date of next meeting: Monday 12<sup>th</sup> September at 8pm.**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 12<sup>th</sup> September  
2011 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Heath, McCall and Wallace,  
Dist.Cllr. Barrett, County Cllr. Batchelor, 5 parishioners and the Parish Clerk.

1. **Apologies:** Cllr. Ross-Bain, Cllr. Gilmour.
2. **Declaration of interest:** The Chairman declared an interest under item 5.
3. **Minutes** of the meeting held on Monday 4<sup>th</sup> July were signed as correct with a correction made to a misspelt name, Swan to Suan. Cllr. Wallace proposed they be signed, seconded by Cllr. Heath. At this point Cllr. McCall requested that item 14 be moved to come after item 6 in order that Mr Kevin Ager, who was present, did not have to sit through the whole meeting. This was agreed.
4. **Opportunity for Public Statement:**
  - a) Mr. Mel Cottage spoke concerning his observation of someone taking two sacks full of apples picked from the Pocket Park and placing them in the boot of his car. He knew who it was. These apples can be picked by anyone in the parish but in moderation as they are also food for Lapwings which are just arriving. It was agreed that a letter is written to Mr.Mick Taylor pointing out that he was observed at 3.15 on Sunday 11<sup>th</sup> September and was seen removing these apples.
  - b) Complaints were made about the damage to the grass verges by the very large tractors of Weston Farm Estate, causing considerable damage. Cllr. Wallace said he would check this and also have a word with Keith Fauch of Highways Dept. Mr. Cottage said it made cutting the grass with his machinery very difficult and also caused damage to his machinery.
  - c) Mr. Cottage complained that spraying had been carried out in 30mph winds, causing the spray to be blown into his and neighbours gardens. Mr. McCall said that Mr. Richard Cobbold took reasonable care when spraying near footpaths and he would be happy to talk to him about this. Also if anyone knows of a particular site where the grass has been killed by spray to let him know.
  - d) Mr. McCall has teams in place for picking litter up along the footpaths etc. He would like a note to go into Challenge to request parishioners not to put shredded paper or lightweight paper in the top of the blue bin as it just gets blown away. The paths are in good order and there will be one more cut this year as the Council can only do their statutory duty. One of the bridges needs some repair, which he hopes he can fix. The owners of Scarlets Farm are keeping the grass mown by the footpaths but are using "Roundup" in the ditch, leaving bare earth possibly causing erosion in years to come. Cllr. Wallace said he would go and look at it. One further issue is the use of traps, he would like to know what type of traps the estate are putting down and are they checked every 24 hours (a legal requirement)? It was agreed that it would be difficult to ask these questions as this is on private ground.  
The Chairman thanked both Mr. McCall and Mr. Anderson for all their work.
5. **Co-Option:** Unfortunately Mr. Henry d'Abo was unable to attend the meeting but it was agreed that the selection should go ahead as there were two candidates

for one vacancy and to leave it another two months was too long. In the interest of fairness, it was decided that as one of the candidates was not in attendance and that both candidates were well known to the council, Mrs Suan Rowland would not make a statement or answer questions as Mr. Henry d'Abo would be unable to do likewise. The Chairman removed himself from the room for the duration of the discussions on the candidates and the subsequent vote as he had declared an interest. The Parish Clerk read out the letters from both candidates and then a secret ballot was taken. The result of the ballot was a conclusive total vote for Mrs. Suan Rowland, who joined the council, first signing the Declaration of Acceptance as a co-opted member. The Register of Interest was also given to her to read and sign at her leisure.

6. **Matters arising:** Cllr. Wallace asked a letter of thanks be sent to Mr Boreham who had dug out the drains at the Bowling Green without charge.
7. (Item 14) **Report on Sports Pavilion:** Cllr. McCall reported on a meeting with 7 members of the Committee, which now numbers 9. Mrs. Margaret Potter has replaced Richard Wilson as Treasurer and Mrs. Blanche Miller is Secretary to the Senior section of WWFC. There will be a full committee meeting on 3<sup>rd</sup> October when the lease will be discussed. All new committee members have been given a copy to read. Two matters were discussed:
  1. Mr. Ian Boreham would like to use the defunct Bowls green area as a training area and would like to install lights for use at night. It was agreed that a letter from the WWFC with the full proposal should be requested before a decision was made.
  2. The WWFC would like to be able to open the Sports Pavilion at 9-9.15am when the Youth teams are playing a match at 10.30, as there is equipment required from the store, to set up prior to the match, which would take approx. 30 mins. The opposing team arrives at 10am. Mr. Kevin Ager then elaborated on the reason for this request. The Under15 and 16 teams now have to have referees who do two games at 10.30 and 2pm. If the equipment cannot be set up before 10am then these early matches would have to be cancelled. It would be a question of unlocking, removing equipment and locking up again. Cllr. Heath thought it might work better if it was opened at 9am and remained so thus the early teams would have somewhere to go rather than messing about on the rec. making a noise. The Chairman responded saying that the lease was a legal document and could not be changed but the Council could issue a "side letter" to vary the terms, however if the "side letter" is infringed this could be removed. Cllr. McCall said that if this "side letter" was issued it should only be for the Youth teams. Kevin was asked to provide the Council with a list of the matches where they would need to set up early, also how many people would be needed to do this setting up. The minimum number of people required to set up would again have to be fixed. Consultation with people living close to the recreation field is also vital, they need to know what has been agreed. Cllr. McCall said she would be happy to call and explain, however it was also felt that a letter was necessary. The Chairman asked if everyone agreed that we get agreement from the members of the village involved. This was agreed and also agreed that the Football Club should be allowed to open the Pavilion at 9.15 when the Youth Club matches required it, for a trial period between now and the next Parish Council meeting on 14<sup>th</sup> November, with a maximum of 6 adults to set up. This was proposed by Cllr. Job and seconded by Cllr. McCall. Keith said he would organise Kes and Kevin to

meet Cllrs. Wallace and McCall. The consultation will be carried out in the village between now and 14<sup>th</sup> November. Mr. Simon Anderson and Cllr. Wallace should be included in this consultation.

**7. Planning:**

- a) Cllr. McCall spoke briefly about the cancellation of the Liaison meeting in July and had been in touch with RES who felt that these meetings were not necessary. She is pursuing the need. Danish turbines have been chosen.

**8. Correspondence:** as shown on the Agenda.

**9. Finance:**

- a) Authorised payments:

£124.00	PAYE for 1 <sup>st</sup> quarter re Parish Clerk's salary (chq.775)
£289.57	Parish Clerk's salary 2 months less £124.00 PAYE. (Chq.776)
£200.00	MC Maintenance Inv.68 (5th cut) (chq. 777)
£ 17.34	STP photocopies (5) of Sports Pavilion lease. (chq. 778)
£387.12	James Crothall – Repair work on Children's Play area (chq.779)
£521.00	James Crothall – Pump Shelter work on supports (chq. 780)
£561.00	WWVH - WWPC contribution to maintenance work (chq. 581)
£345.00	Balsham P.C. – WWPC donation towards Balsham Youth Club costs (chq. 582).

- b) Monies received: £125.00 for half-year rent from Sports Pav. Committee.

**10. Maintenance:** Cllr. Wallace reported on:-

- a) Borehams did drains at Village Hall free of charge. The Council expressed their thanks for this.
- b) The well at the Pump shelter needs to be made more secure. The Chairman asked for a quote on cost and Cllr. Wallace said it would be a difficult job to estimate.
- c) The Tree Officer had looked at the trees in the Causeway. Any trees which perish in next few months will be replaced by SCDC. The hedge round the tennis courts is being cut by Mr Bryce but the Bowls Club hedge needs to be brought into line with the Tennis Club hedge at a cost of approx. £150.
- d) WI seat has been refurbished and the Village Sign has also been revarnished but the Pheasant needs attention. He is looking into the cost of this work.
- e) The sign for The Pound which needs repair and refurbishment. He will get an estimate for this.
- f) An antique sign of direction to the recreational ground has been given to the West Wrating rec. but needs to be put on the poles, which already exist. The sign needs to be professionally restored and he will get an estimate.
- g) Noticeboard outside village hall has been cleaned and relined.
- h) Bus shelter: Major re-construction work was needed due to rot and has been carried out.
- i) Letter of thanks to Mr.Wally Potter who has been strimming round the Childrens Play area and also repaired the sagging fence and treated it with Cuprinol. The Parish Council were happy to pay the cost of the Cuprinol.
- j) Broken glass from crate of milk bottles was picket up by Mrs. Sheila Mayes and her husband. A bill for £15.00 for doing this unpleasant work.

The Chairman once again thanked Cllr. Wallace for his hard work.

**11. Village Survey:** Cll. McCall had the 1<sup>st</sup> draft of the survey which she passed to Mrs. Suan Rowland. Cllr. Gilmour also needs to see it before any discussion. The Chairman said that the outcome of the Localism Bill was still uncertain and that it would be sensible to have more clarity on the bill before giving the go-ahead to the survey. Cllr. McCall thought it might be unnecessary to have the Survey carried out by an independent person and should be simpler, however the Chairman felt that possibly an independent person running the survey gives it more validity. This will be discussed at the next meeting.

**12. Question from Mr. Michael Hampton re Broadband:** All councillors had received a copy of this question and the Chairman asked County Cllr. Batchelor what the situation was at present regarding delivery of a speedier broadband. He was pleased to report that high speed broadband is on the way. The government have allocated £70M towards increasing speeds in the rural areas within the next 2 or 3 years. Cllr. Rowland said that servers such as Telemed and Teleconference may be available once the speed of broadband is improved. The Chairman said he would email this question to Cllr. Batchelor so he could reply with the above news.

**13. Training for new Parish Councillors:** The Parish Clerk had forwarded the email from CPALC to all the councillors and once the new members had seen the details it was up to them to decide whether or not they wish to participate in a training course which could be done locally. The Parish Clerk is trying to get new councillors from various parishes to participate.

**14. (see item 7).**

**15. Report by District Cllr. Barrett**

- a) SCDC is trying to promote community transport whereby volunteers transport the elderly to Drs., Dentists, Hairdressers, Hospitals. The driver receives 45p/mile part paid by the person being transported and part by SCDC. Balsham has "Helping Hands" with about 15 helpers and two co-ordinators. It was agreed that if there was a need in West Wrating it would be better to join in with Balsham where the system is up and successfully running.
- b) The debt is to be determined on council housing stock, it has to be below £20000. Sheltered housing is also being looked at. There are 40 schemes in Cambridgeshire.

**16. Report by County Cllr. Batchelor:**

- a) Police matters: telecommunication cable was taken again between Linton and Balsham and last week (4/5<sup>th</sup> Sept.) an attempt was made to take cable on the Common.
- b) A Police Surgery will be held on 22<sup>nd</sup> September in the High Street, West Wrating.

**17. Any other business:** None

**Date of next meeting:** 14<sup>th</sup> November 2011.

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 14<sup>th</sup> November  
2011 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, McCall, Ross-Bain, Rowland and Wallace,  
Dist.Cllr. Barrett, County Cllr. Batchelor, 3 parishioners and the Parish Clerk.

- 1. Apologies:** None
- 2. Declaration of interest:** None
- 3. Minutes** of the meeting held on Monday 12<sup>th</sup> September were signed as correct with corrections made under item 7a) should be headed "*Wind Farm*"; Item 10a) 'cut *lawn*' free of charge and Item 7g) 'cleaned and *oiled*'. The Chairman welcomed Cllrs. Gilmour & Rowland to their first meeting.
- 4. Opportunity for Public Statement:**
  - a) Mr McCall told Council that an anti-litter campaign is being carried out co-ordinating with Balsham and Weston Colville, clearing rubbish out along the roads.
  - b) The footpaths have had three cuts this year but next year it may well be less, the CCC are at present looking at their budgets. Waymarkers are in a poor condition and he is trying to find out where he can get new ones and someone to put them up. Cllr. Ross-Bain said he would look into this as he has contacts through his work.
  - c) Mr McCall has spoken with Mr Cobbold who agreed that the footpath should be 'cut' rather than using 'Roundup'.
  - d) Footpaths at Scarlet Farm – Mr McCall will be speaking with Mr Holmes.  
The Chairman thanked both Mr. McCall and helpers for all their work.
- 5. Matters arising:** None
- 6. Planning:**
  - a) *Wind Farm:* Cllr. McCall told Council that RES have agreed that there should be further meetings held with the Liaison Group and have asked the group to visit the site on Thursday 24<sup>th</sup> November at 10.30 where they will be taken round the site. She will report on this at the next meeting. She was asked to speak to RES about giving better route directions to the companies delivering materials to the site.
  - b) **S/1522/11** Erection of photo-voltaic panels at 92 High St. SCDC refused.  
**S/1878/11** Enclosure of porch. WWPC & SCDC approved.  
**S/1901/11** Single storey porch to front 14 Haytor Close.WWPC&SCDC approved.
- 6. Correspondence:**
  - a) Letter from Suzanne Langford informing Council that she intended putting her archive collection into the Cambridgeshire Collection in the Grand Arcade Library. The Council was in agreement that this was the right place for it to go but the parish clerk was asked to write to her, to ask if she and Elsie Webb would be able to put on an exhibition in the village, say in January, before it is moved to Cambridge.

- b) Letter to Ian Boreham – to be discussed under item 14.
- c) Letter from West Wrating WI requesting a donation from the Community Fund. This will go into the file until such time the fund is available.
- d) Mrs Jeanette Job has requested permission to have the use of the recreation field on Monday 4<sup>th</sup> June for a Diamond Jubilee celebration. This was agreed.

### **8. Finances:**

a) Spread sheet for the financial year distributed to Councillors. As the budget is discussed at the January meeting any comments on requirements would be useful.

b) Authorised payments:

- £105.50 J.Dockerill for audit and PAYE annual fee (chq. 783 paid).
- £124.00 PAYE for 2<sup>nd</sup> quarter to Inland Revenue (chq. 784 paid).
- £ 400.00 M.C. Maintenance Inv. 69 & 70. (chq. 785 paid)
- £ 25.00 British Legion Poppy Appeal (chq. 786).
- £ 330.97 J.Richards Oct.&Nov. (£82.60 PAYE for 2 months) (chq. 787).
- £ 176.40 Moore Stephens fee for external audit (chq. 788).
- £ 20.40 STP Stationery (2 Epson printing ink) (chq. 789)
- £1498.28 James Crothall for repair of bus shelter (chq. 790)
- £ 170.00 James Crothall – work on Pump well (chq. 791).
- £ 211.00 James Crothall – work on Village sign (chq. 792)
- £ 185.00 David Bryce – cutting & strimming bowling green hedges (chq.793).
- £ 45.00 R Daniels Pest Control – removing wasp nest by Bowling green.(chq.794)
- £ 8.92 D.Wallace (Marine Industrial – mastic for Rec. noticeboard) (chq.795).
- £ 15.00 D.Wallace (payment to Mrs. Sheila Mayes re picking up glass (chq.796)

c) Monies received:

- £125.00 WWFC send half year's rent for Sports Pavilion.
- £4758.00 2<sup>nd</sup> tranche of Precept from SCDC.

It was agreed that Cllrs. Wallace, Rowland, and Job with the Parish clerk, should have a pre-budget meeting to discuss costings for next year. Also ask Mr Hampton if he would like to attend.

### **9. Maintenance:** Cllr. Wallace reported:

- a) The well lid at the pump shelter has now been safely secured.
- b) Cllr. Wallace has spoken with the CCC road surveyor regarding work that needs to be done to the surrounding roads.

The Chairman thanked Cllr. Wallace and Mr Don Baker for all their hard work.

### **10. Village Survey:** Cllr. Rowland.

- a) Cllrs. Rowland, Gilmour and McCall had met to discuss the way forward and it was agreed that it would not be useful to do the survey just with the Localism Bill in mind but it was important to find out what the village wants and perhaps a 'workshop' could be held sometime in January, maybe in conjunction with the possible Archive Exhibition. It would also be good to get an overview of what people would be prepared to do for the Parish Council, when necessary, to limit the council spending money (e.g. maintenance) as a way to try and get people involved. Cllr. Wallace pointed out that the reason for doing the survey was as a preventative measure, the January meeting would be the first move but once the Bill has gone through we need to be aware of this. It is most important that the Parish Council finds out the views regarding planning from the village, why they

live in West Wrattling and what they would like to see developed. These key questions will be asked. The Chairman suggested that a professional survey would probably get a higher response, however Cllr. Rowland thought a more open response would be obtained by getting people to talk about their needs. Cllrs. Rowland and Gilmour will go ahead with organising a date and a notice will be placed in Challenge and on the website.

**11. Broadband:** This has been dealt with (see County Cllr. Batchellor's report).

**12. Pocket Park Registration:** The registration is in progress.

**13. Training Sessions for new Parish Councillors:** Cllrs. Gilmour, Ross-Bain and Rowland would like to participate in sessions 2 and 3 in the evening (not Tuesday) and the Parish Clerk will go ahead with getting this organised.

**14. Report on Sports Pavilion meeting:**

- a) Result of consultation regarding the Youth Football club playing earlier. Having contacted all those residents who would be affected by an earlier start the result was a strong support for the Youth team so this has been agreed.
- b) Sports Pavilion Committee meeting: This was held in order to go through the lease, all committee members having been given a copy to read. However it was apparent that they still did not believe they could not change things if they did not suit. The solicitor who was present at the invitation of Cllr. Wallace pointed out to them that the lease was law and could not be changed. Another meeting will be held to continue going through the lease.
- c) Use of Bowls Club area: Cllr Wallace had spoken to Mr Ian Boreham, following a letter sent to him by the Parish Council requesting details of their plan, explaining that a rental would have to be paid for the use of this piece of land. Mr Boreham's reply was that he would think about it, but there was a shortage of money and the parish council were going to be asked for an increase in the grass cutting money paid to the Football Club. The Parish Council suggested that a way to increase funds would be for all the players to pay subs. which is quite normal in any club. The Chairman asked if Jim Hill from the Football Federation had been helpful but Cllr. Wallace said he had heard very little from him. They requested the Football Club put in a proposal with regard to increasing the grass cutting money.

The Chairman thanked Cllrs. McCall and Wallace for their continued input.

**15. The Chestnuts public house:** This has been put on the market by Greene King. The Chairman expressed his wish that this does not get "change of use" but we should try to keep it as a pub. He suggested writing to RES to ask for their support and see whether they would do this with additional funding to help anyone who wishes to purchase the pub as a village asset. Cllr. Heath, who once was landlord of the Chestnuts, told the meeting that the rules applying to "change of use" had recently been relaxed to make the process easier. Also if the village bought it no landlord would wish to work under those circumstances. It has to be viable as a pub, not dependent on a restaurant trade, as it is too small to carry sufficient "covers" to be profitable. The Council approved of the Chairman's suggestion and he would write to RES.

**16. Report by District Councillor Barret:**

- a) The SCDC Planning Dept. has been scrutinised and various matters were reviewed. One of the changes made following complaints from Parish Councils about only having 21 days to process a planning application, is that an email is sent to the Parish Council giving notice of a forthcoming planning application so one can organise a planning meeting in advance.
- b) Sheltered and affordable housing: 30M of rental monies is paid to the government which leaves very little for refurbishment of existing rental properties or building sheltered housing which takes priority.
- c) Cllr. Wallace asked whether SCDC had agreed to provide a blue bin to the Sports Pavilion for their glass bottles. Cllr. Barrett said he would look into this.
- d) A question was asked about the dog fouling and why the dog wardens were unable to do anything about this. As Cllrs. Barrett explained you have to catch the people and dog in the act before prosecuting.

**17. Report by County Councillor Batchelor:**

- a) Cuts of the rural services have been suspended as the first decision to make these cuts was illegal as no consultation had been carried out. They are now carrying a consultation out and can be found on the CCC website.
- b) No libraries will be closed down.
- c) Clls. Allowances were being raised by 25% but could not come into force until the start of the new financial year. However as the panel who made the decision was not independent this is invalid and will probably be reviewed at the next Council.
- d) Broadband availability: 70m is being raised between BT, EU, Government and County Council to provide fibre optics to the rural areas in Cambridge. He had sent the details about this by email to Mr Mike Hampton.

**18. Any Other Business:**

- a) Cllr. McCall wondered if the council meetings could be from 7.30pm not 8pm. Cllr. Heath said he would be unable to make 7.30. It was agreed to stay at 8pm.
- b) Cllr. Heath asked about direction signs to the War Memorial on the Common which he had asked about sometime ago. There was money available for such signage from CCC. Cllr. Ross-Bain said he would look into providing these signs at a probable cost of £250.00.

**Date of next meeting: 9<sup>th</sup> January 2012.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 9<sup>th</sup> January 2012  
in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, McCall, Rowland and  
Wallace.

County Cllr. Batchelor, 3 parishioners and the Parish Clerk.

- 1. Apologies:** Cllrs. Heath, Ross-Bain & Dist. Cllr. Barrett
- 2. Declaration of interest:** None
- 3. Minutes** of the meeting held on Monday 14<sup>th</sup> November were signed as correct following proposal by Cllr. McCall, seconded by Cllr. Gilmour.
- 4. Opportunity for Public Statement:**
  - a) Mr McCall questioned whether the council knew of any land sites newly registered with SCDC during 2010/11 in this area. The Parish Clerk will check with Dist.Cllr. Barrett on this point.
  - b) Litter was cleared before Christmas but the recent gales had caused a lot of debris that had to be cleared away. He thanked Mrs Margaret Potter who had helped clear up in the Causeway. There had been further complaints about the dustmen leaving litter blowing around after emptying the dustbins. Mr McCall suggested that this was caused not by the dustmen but people filling their bins to the brim and not weighing the lightweight paper down. The Parish Clerk will put a note in Challenge requesting parishioners to do this.
  - c) The footpaths are all passable and will be cut again in the summer, although possibly only twice this year. Mr Andrew Hodge had offered his services to do a day's work and hopefully he will help put in new weigh markers to replace rotten ones.
- 5. Matters arising:** None
- 6. Planning:**
  - a) **S/1522/11** Appeal entered against refusal by SCDC of the erection of photo-voltaic panels at 92 High St.  
**S/2367/11** Variation of condition 2 on S/0079/11 for 53 High St. PC approved.
- 6. Correspondence:**
  - a) Cllr. McCall reported on the site visit of the windfarm, which is well ahead of schedule, the bases have now been completed and the turbines should start being erected in early summer. There is a Liaison meeting on 7<sup>th</sup> February and a Funding meeting on 21<sup>st</sup> March. Cllr. McCall suggested Mr.Latham might be prepared to fund a community project if asked as he will be receiving £6000 per turbine per year.
  - b) Following the advertisement asking for a volunteer to help administer The Wind Farm Community Fund Panel working alongside a co-opted candidate (Mr Colin McCall) applications had been received from Mrs Scilla Harvey and Mr Mike Hampton. Because of her voluntary work experience both abroad and in the UK

it was agreed, following a vote, that her application should be accepted. A letter will be sent to Mr Hampton thanking him for his offer.

- c) A letter had been sent to MC Maintenance who had replied saying that he hopes to be able to do the grass cutting this coming year but is having further tests in hospital. He will let us know as soon as he can. The Parish Clerk will write to him wishing him well.
- d) Archive Collection moved to Item 10.

#### **8. Finances:**

- a) Spread sheet for the financial year distributed to Councillors.
- b) Precept: Cllr. Rowland went through the Budget spreadsheet, which had been distributed to all councillors. There will be an overspend this year of approx. £1800, due mainly to considerable maintenance work done on the village hall and the Pump Shelter apart from minor items and also a donation towards keeping the Youth Club open in Balsham. She is also concerned about the £9000 deficit in the Sports Pavilion contingency fund, for which, should there be any problems, the Parish Council would be responsible. She therefore feels the precept should be increased by the RPI rate to keep in front. The Chairman asked each councillor for their opinion, and a vote was taken. All agreed that the increase should be 5.4%. The Chairman thanked Cllr. Rowland for her work on the budget.

#### **c) Authorised payments:**

- £124.00 PAYE for 3rd quarter to Inland Revenue (chq. 797 paid).
- £330.97 J Richards Dec/Jan salary less £82.60 PAYE for 2 months (chq. 798)
- £ 50.00 WWPCC as annual donation towards cost of printing Challenge (chq. 799)
- £ 50.00 Age Concern 2<sup>nd</sup> tranche for Mobile Warden Scheme (chq. 800).
- £ 50.00 Mrs S Langford – donation towards Archive Exhibition (cheq. 801).

- 9. Maintenance:** Cllr. Wallace listed all the work carried out this year on the Pump Shelter, bus shelter, village sign, village hall and he hoped the coming year would be free of any major maintenance work.

- 10. Village Survey/Archive Exhibition:** To be held in the Village Hall on 28<sup>th</sup> January between 10am – 4pm and which has been mainly organised by Cllrs. Gilmour, McCall and Rowland. The Committee room will also be used and manned, and will have flip charts and post-its available so that people can make comments about the village survey and the needs of the village. The W.I. will be doing teas combined with a recruitment drive. It is hoped other clubs will be represented. Someone from the Montisouri school will be present to help with the children. It was agreed that £50.00 should be donated to Mrs Suzanne Langford to help with the cost of the Archive Exhibition.

- 11. Pocket Park Registration:** The registration is in progress.

- 12. Training Sessions for new Parish Councillors:** The Parish Clerk will give all details to those attending various sessions.

- 13. Signage to War Memorial on Common:** This is in progress and Cllr. Ross Bain sent a report giving details. There will be 5 signs, one of which will be double-sided, to advertise the RAF memorial to motorists. The total quote from Algar signs is £464. If full funding from the County Council Local Minor

Highway Improvements fund is given the Parish will only be asked to pay £46.40. The Chairman thanked Cllr. Ross Bain for organising this.

**14. Report on Sports Pavilion:** Cllr. McCall spoke

- a) Use of Bowls Club area: This plan has been postponed.
- b) A request asking permission to use the recreation ground for a music event on Saturday 30<sup>th</sup> June had been received. This was agreed.
- c) The Sports Pavilion accounts are at present being audited ready for the AGM on 2<sup>nd</sup> February, 2012.
- d) A letter requesting a 20% increase in the Parish Council's contribution towards the cutting of the recreation field had been received, due to the increase in petrol costs and that there had been no increase to the £420.00/per annum paid in the past five years. This was discussed and it was agreed that there should be an increase of 15% this year and thereafter it should increase by the rate of inflation.

The Chairman thanked Cllrs. McCall and Wallace for their continued input.

**15. The Chestnuts public house:** Cllr. Ross-Bain had sent a report on the present situation with regard to buying out the Public House by the village. There will be a prospective launch on 25<sup>th</sup> January and leaflets will be distributed to parishioners outlining details prior to this date.

**16. Parish Map:** To be discussed at the Village Survey meeting on 28<sup>th</sup> January.

**17. Report by County Councillor Batchelor:**

- a) The budget will be reviewed on 28<sup>th</sup> January and it is likely that the Council tax will be increased. The government had promised 2.5% funding but this would only be for the one year so in 2013 there would be an even greater deficit. It was felt that an increase would be the best way forward. South Cambs District Council, who is also reviewing the budget, is also likely to increase the Council tax.
- b) It is hoped that the government will be providing loans to help with house building.

**17. Any Other Business:**

- a) Please have "Wind Farm" on each Agenda.

**Date of next meeting: 12<sup>th</sup> March 2012.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 12<sup>th</sup> March 2012 in the  
Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, McCall, Ross-Bain, Rowland and Wallace. Two parishioners and Parish Clerk.

1. **Apologies:** Dist. Cllr. Barrett & County Cllr. Batchelor.
2. **Declaration of interest:** None
3. **Minutes** of the meeting held on Monday 9<sup>th</sup> January 2012 were signed as correct.
4. **Opportunity for Public Statement:**
  - a) At the last Council meeting Mr McCall had asked whether any local land had recently been registered and Dist.Cllr. Barrett had informed the Parish Clerk that nothing new had been registered. Mr McCall had also done some research on this matter, finding out that there were needs and proposals for building 21,000 houses. Existing proposed developments near West Wrattling were Six Mile Bottom, Linton & Little Abington. These were not new.
  - b) Litter: Three new members have volunteered in Weston Colville and three in West Wrattling. There had been a “pick up” of litter in Fox Road, the rubbish being picked up next day by Chris Bradley. There were 10 new Way Signs to be put in place and he thanked Andrew Hodge, who had agreed to do this.
5. **Matters arising:** None
6. **Planning:** (Applications as listed in Appendix A)
  - a) **S/2367/11** – Variation of condition 2 on S/0079/11 for 53 High St. Mr I Faithful. Approved by Parish Council & SCDC.
  - b) **Appeal S/1522/11** 92 Pear Tree Cottage – photo-voltaic panels – refused.
  - c) *Plans for Randswood Farm House:* Mr & Mrs Brereton had asked Cllr. Gilmour to give a brief outline of their proposals for building an addition on to the farmhouse. A planning application has not yet been submitted but the Council were pleased to be made aware of their intentions and looked at the plans with interest.
  - d) *S/0385/12/FL* – Received on 10<sup>th</sup> March so not included on the Agenda. It was agreed that the plans would be discussed at the meeting. There was agreement that the proposed conversion of existing garage to kitchen and dining room was satisfactory. There was some concern that the proposed new garage would be too near the road, changing the general aspect but saw from the plans that there was a clear area before the grass verge and road. A comment will be made about this concern.
7. **Correspondence:**
  - a) Letter of acceptance to Scilla Harvey to be representative on the Wind Farm Community Funding Panel.
  - b) Precept letter to SCDC
  - c) Notification to RoSPA to carry out annual inspection of play area.
  - d) Letter of permission to Mrs S Boreham for use of rec. on 30<sup>th</sup> June 2012.
  - e) Letter with cheque to WWPCC as donation towards costs of Challenge
  - f) Letter to Mrs. B Miller agreeing to a 15% increase in grass cutting costs.

## **8. Finance:**

- a) Spread sheet for the financial year distributed to Councillors.
- b) *Budget figures for new financial year:* Cllr. Rowland had prepared a budget for the new financial year which had been distributed to the Council. This was discussed and accepted. Cllr. McCall proposed the acceptance of the budget, seconded by Cllr. Wallace. It was agreed that the maintenance costs would be considerably higher without Cllr. Wallace's input and negotiation with regard to costs and he was very much thanked. Due to Mr Cottage being unable to cut the grass verges this year, due to illness, quotes will be required from companies e.g. CGM, and three others. The Parish Clerk will do this.
- c) *Re-appointment of internal auditor.* It was agreed by Council that Running Total Bookkeeping (Mrs Jackie Dockerill) should again be asked to carry out the internal audit this year. The Parish Clerk explained to Council that Moore Stephen's had commented about the use of the internal auditor to carry out monitoring the PAYE. They said it was necessary to Minute the following: "Running Total Bookkeeping has been contracted to do this work but in order not to impair her independence as the internal auditor, the PAYE figures will be checked and initialled by West Wratting Parish Council each quarter and the letter of contract will include a similar statement". This was agreed.
- d) **Authorised payments:**
  - £ 50.00 Mrs S Langford – Archive exhibition (chq. 801).
  - £206.77 J.Richards Feb/Mar. salary less PAYE (chq. 802)
  - £ 23.11 Postage expenses for 2011/12 PLUS
  - £ 11.00 Stationery & Petrol to Haverhill (audit) (chq. 803)
  - £100.00 West Wickham P.C. (Councillors Training Crs.) (chq.804)
  - £ 21.76 West Wickham P.C. (final payment re hire of computer) (chq. 805)
  - £ 22.58 STP for Printing ink (chq. 806)
- e) **Monies received:**
  - £330.03 CCC contribution towards Verge grass cutting for 2011/12.

## **9. Maintenance:** Cllr. Wallace reported on the following:

- a) New guttering had been fixed on the back of the bus shelter as the existing guttering was rotten.
- b) There was structural drainage and path work having to be done at the Village Hall and the Council was asked if they could contribute towards its cost. A figure of £350.00 was agreed, to be paid out of next year's budget.
- c) *The Pound:* A sign has now been erected.
- d) *The Pheasant Village Sign:* This has been refurbished and the Pheasant has now to be repainted. The cost of restoring the woodwork is £33.00.
- e) *Cast Iron recreation ground sign:* This has now been restored at a cost of £120.00. and put in place.
- f) Mr Keith Faunch had been round the village checking on drains, signposts and holes and the road has been swept.

**10. Village survey & Archive Exhibition** – Report from Cllr. Rowland, who produced a summary for Council on the "Have your say day" held in conjunction with the Archive Exhibition. Over 40 people had made comments and a brief summary of these would be put into Challenge as well as a report on how the budget is put together, following comments on the Precept etc.

**11. Pocket Park Land Registration** – Ongoing.

**12. Training for new Parish Councillors:** The three councillors who attended the training Course had enjoyed it and thought it worthwhile.

**13. Signage to War Memorial on Common:** This is in progress and CCC is putting in an application for the necessary work to be done.

**14. Report on Sports Pavilion meeting:**

Cllr. McCall had attended the AGM, there being a quorum. The same committee were re-elected. She was pleased that the Village Fund Raising Group and the WWFC fund raisers are working together on the Diamond Jubilee celebrations.

**15. The Chestnuts Public House:** Cllr. Ross-Bain reported that although the pub had been sold and the family who were buying it were supposed to move in on 26<sup>th</sup> March, there is now a query by Greene King that public houses are being sold too cheaply and they should consider increasing the price or putting in a Manager. Waiting for a decision to be made.

**16. Wind Farm Progress:** Report by Cllr. McCall

The Liaison meeting had been held where they were told that trial runs had now been satisfactorily carried out for getting the turbines to site and erecting them and the first delivery will be 30<sup>th</sup> April and the last end of July, with erection starting on 20<sup>th</sup> May. The completion to be in August/September. Most of the parishes have now selected their representatives for the Community Funding committee.

**17. Report** by District Cllrs. Barrett – Absent.

**18. Report** by County Cllr. Batchelor (absent) – A report on Bus Subsidy cuts had been emailed to all Councillors.

**19. Any other business:**

The Liaison meeting to which Cllrs. Job and McCall were going on 29<sup>th</sup> March had now been changed to a Planning meeting. The Parish Clerk will email details should anyone wish to attend as Cllrs. Job and McCall will not be going.

**20.** For Parish Councillors only.

*Mr Henry d'Abo to talk to Parish Council*

Chairman.....

**The next Parish Council meeting (AGM) will be held on Monday 14<sup>th</sup> May 2012 at 7.30pm with the annual Parish Meeting held at 8.30pm.**

The Chairman then read out the following:

*It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next Agenda item (20) the Chairman asks that in the public interest the public and the press are temporarily excluded from this meeting and are herewith instructed to withdraw.*

For Parish Councillors only.

**20. Mr Henry d’Abo to talk to Parish Council.**

Mr d’Abo started his presentation by saying that he was proposing to negotiate with unnamed housing associations to build an unspecified amount of social housing on fields in locations around the village. It was observed that the fields proposed were immediately adjacent to properties/homes owned by Cllrs. Job, Wallace and McCall. When asked how many houses he was proposing he replied, “oh lots”. He believed that although all these sites were out of the Village Envelope because of the new Localism Bill there would be no problem in getting this changed if used for Social Housing and would be given special exemption. He then subsequently showed the Council some outline plans of his previous application to build 11 houses plus shop etc. on land opposite the Chestnut public house, applied for in 2005 (Approved by P.C.) and again in 2006 (refused by P.C. and withdrawn). He then stated he was prepared to sell to Housing Associations for Social Housing if the Parish Council were not prepared to approve the original plan, but alternatively not to press ahead with the social housing plans if the Parish Council supported his preferred plan for the 11 houses. It was pointed out to him that the alternative he was offering appeared to be a crude attempt at blackmailing the Parish Council. He did not offer any comment to confirm or deny this. He stated that he was interested in his preferred development because he had “always wanted to own a shop” and “he had some great marketing ideas”, and that he needed to make some money as running his house was very expensive. It was pointed out by the Chairman and Cllr. McCall that this really was not relevant to a planning application.

**Appendix A:**

				<b>Recd</b>	<b>Date to retn.</b>	<b>Retd.</b>	<b>PC Dec.</b>	<b>SCDC Dec.</b>
<b>S/2367/11</b>	Mr Faithful	53 High St	Variation to S/0079/11	28/11/11	7/12/11	7/12/11	<b>Appr.</b>	<b>Appr.</b>
<b>S/1522/11</b>	Mrs Edwards	Pear Tree Cottage	Erection of solar panels	14/12/11	No action	required	<b>Appealing</b>	



**WEST WRATTING PARISH COUNCIL**  
Minutes of the annual parish council meeting held on  
Monday 14<sup>th</sup> May 2012 in the Village Hall at 7.30pm

Those present were: Chairman Job, Cllrs. Gilmour, McCall, Rowland, Ross-Bain & Wallace. County Cllr. Batchelor, District Cllr. Barrett, 3 parishioners and the Parish Clerk.

1. **Election of Chairman:** The parish clerk asked for proposals and Cllr. McCall proposed Cllr. Nigel Job to be Chairman, seconded by Cllr. Wallace. Accepted by Cllr. Job, who signed the Declaration of Acceptance.
2. **Appointment of Vice Chairman:** Chairman Job proposed Cllr. McCall, seconded by Cllr. Rowland. Cllr. McCall accepted and signed the Declaration of Acceptance.
3. **Apologies for absence:** Cllr. Heath. Dist.Cllr. Barrett & County Cllr. Batchelor had apologised and said they would hopefully be at the meeting later.
4. **Declaration of interest:** None.
5. **Minutes:** The Minutes of the meeting held on Monday 12<sup>th</sup> March were signed as correct.
6. **Opportunity for Public Statement:** Footpath officer, Mr McCall, reported on the footpaths, saying that the grass had been cut but there would only be one more cut, in July. There had been little litter due probably to the very wet weather. He had spoken to the Cycling Club who do their time trials at the end of Six Mile Bottom Road, about their leaving a lot of litter. He hoped this would deter them.
7. **Matters arising:** None
8. **Planning:** (Applications as listed in Appendix B). Since posting the Agenda one new planning application had been received, S/0726/12/FL for Randswood Farmhouse ext. etc. It was decided to discuss the new application as the plans had already been seen. Council approved the application.
9. **Correspondence:** (see Appendix A).
  - a) Parish Clerk had received a request from Dist.Cllr. Barrett to ask Mr Lawrence Green to come to a meeting to discuss Emergency Planning in West Wrattling in the event of an incident. He is able to come to the next meeting in July. This was agreed.
  - b) An email had been received from CAPALC concerning the changes to the Code of Conduct. So far nothing has been agreed.

## 10. Finance:

- a) **Acceptance of Accounts** for year 2011/12 in preparation for internal audit to include a resolution to carry forward surplus monies as per item 3.5 in Financial Regulations. This was proposed by Cllr. Job, seconded by Cllr. Rowland.

**Annual Governance Statement:** This was read out by the Parish Clerk and signed by the Chairman and the parish clerk. **Statement of Accounts:** This was signed by the Chairman and the parish clerk.

### b) Authorised payments:

£ 124.20	Inland Rev. (PAYE for 4 <sup>th</sup> qrt) (Chq.807) Paid
£2,246.51	Allianz Ins. (chq.808 )
£ 331.17	Parish Clerk's salary 2 months less £82.40 PAYE (Chq.809)
£ 400.42	James Crothall.Work on Village Hall, village signs & benches (chq.810)
£ 200.00	Age Concern (Mobile Warden Scheme) (Chq.811 )
£ 152.77	CALC membership fee (chq.812 )
£ 493.00	West Wrating Sports Pav. Rec.grass cutting contribution (Chq.813)
£ 72.00	Algar Signcraft (via D.Wallace), renew Cattle Pound sign. (Chq.814)
£ 57.60	“ “ “ , Refurbish Brass plaques for benches (Chq.814)
£ 38.40	“ “ nuts, bolts, channelling & s.s. clips for signs. (Chq.814)
£ 39.60	“ “ “, paintwork on Pheasant village sign (Chq.815)
£ 20.00	Running Total (doing Payroll 2012-13 incl. PAYE returns) (chq.816)

### c) Monies received:

£5,015.50	1 <sup>st</sup> tranche of the Precept
£ 200.00	West Wrating Sports Pav. Contribution to maintenance of rec.ground

## 11. Maintenance:

- a) Pump shelter – the pump needs rust removing. A quote for £200 has been received but Cllr. Wallace is looking for another quote. If this is not done the pump will slowly deteriorate which as the pump is rather rare would be a shame. No immediate hurry and needs to be done in warm and dry weather. All agreed this should be done and await further quotes.
- b) RoSPA – the inspection had been carried out and all the equipment was satisfactory. The inspector pointed out that the goalposts put up for the village children to use were way beyond their best and should be condemned. It was agreed to wait until the report was received.
- c) Street maintenance and drains: Various holes in the roads have been rectified but CCC Highways are still working on the drains.
- d) Village Hall sign: Cllr. Wallace felt a sign was needed as it was evident by the number of people asking where it was that some indication was necessary. He suggested a slate sign placed in the rondel above the door.
- e) Grass verge cutting: The Parish Clerk had written for quotes and only received one from CGM Cambridge, who cut most of the villages' verges and recreation fields in this area. Their price was very reasonable and so on the Chairman's authority had appointed them and they had already completed one cut which Cllr. Wallace was satisfied with.
- f) The Chairman wondered if Cllr. Wallace could do anything about the old Causeway sign, which was cracked. He will have a look at it.

## 12. Signage to the War Memorial: No progress as yet, waiting for authorisation.

### **13. Report on Meetings attended by Cllrs.**

- a) Windfarm – Mr McCall (representing West Wrating with Mrs Scilla Harvey) had attended, four weeks ago, the first meeting of the group concerned with the distribution by RES of the £39,000 per year, to discuss how it should be run and to not only think about the requests from individual villages but also helping the total area, e.g. Parish Nurses, transport. Certain procedures will be put in place and Jane Darlington (Community Foundation representative) will help people wishing to put in a request. The next meeting is in September and the money will become available in November. The Funding Committee will meet twice a year. RES has no say in how the money is distributed.
- b) Sports Pavilion Meeting: Cllr. Wallace reported that this was moderately well attended but still no regular Chairman.
- c) Cllr. McCall had attended the Warden Scheme meeting. This is still doing a good job and West Wrating will be making their contribution of £200 this year. The fee to the end user has had to be increased.
- d) Cllrs. Gilmour & Rowland had attended a Workshop for the Local Development Framework which they had found most interesting and was well attended. The same sort of questions were asked as they had asked at the “Have your say” event in West Wrating, e.g. why do you live where you do, what do you want from your village etc.

**14. Land Registration:** the Pocket Park is now registered with the Land Registry.

**15. Transport:** County Cllr. Batchelor spoke about the various needs for a bus service e.g.

- a) Older people needing to get to Cambridge, Fulbourn, Haverhill for shopping or hospital etc.
- b) Transport for school children and people going to work.
- c) Minibus to go round the villages.

They are being told by County Council that they will not take off the bus services until something else is in place and they are still prepared to spend 1.5M on transport. He will keep pushing for answers to the problems. He agreed a mini bus would not be satisfactory.

### **16. Report by District Cllr. Barrett:**

- a) Finance: Council tax was not increased so cuts were being made through redundancies and not replacing those people who retire.
- b) Planning: Still difficult issues and still things to be decided upon. There will not be any large developments in villages unless the community requires it. There are 4000 people on the waiting list for social housing and building is essential.
- c) Council Housing: Encouraging people to buy their houses and the sale money will be ring-fenced to build new houses. The 53p. in the £ from council house rents no longer has to be paid to the Government.

### **17. Report by County Cllr. Batchelor:**

- a) The Guided Bus has been a considerable success despite being 90M over budget. However it is hoped that some of this will be retrieved from the builders.
- b) Highspeed broadband should be in place by 2015 in all homes and businesses. There is 20M available with particular reference to supplying villages with high speed Broadband. However in order to get the commercial interest all those who

are interested need to request it on the internet. A campaign starts this week. It was agreed that something should go into Challenge.

**18. Any Other Business:**

- a) Cllr. Ross-Bain reminded people about Sunday 27<sup>th</sup> May at 12 noon on West Wrattling Common where there will be a Memorial Service.
- b) Cllr. Wallace was concerned about an incident where a person was assaulted in the village and the Neighbourhood Watch were told by the police, when ringing up to see if they could help and find out what had happened, that under the data protection act they could not tell them. The Chairman suggested Cllr. Wallace write a letter to the Police and County Cllr. Batchelor asked if he could be kept informed.
- c) The Chairman asked that the use of the Telephone Box be put on the next Agenda as he had an idea to install an automatic external defibrillator. The Parish Clerk made a note of this.

The next meeting will be on Monday 2<sup>nd</sup> July 2012. **PLEASE NOTE THE CHANGE OF DATE DUE TO THE CHAIRMAN AND VICE CHAIRMAN BEING AWAY ON THE 9<sup>TH</sup> JULY.**

Signed.....Chairman

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 14<sup>th</sup> May 2012 at 8.30pm.

**1. Apologies for absence:**

Apologies were received from Cllr. Heath.

**2. Chairman's Opening Remarks and signing of last year's Minutes:**

The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 9<sup>th</sup> May 2011 were signed as correct.

**3. Chairman's Report:** See attached.

**4. Financial Report:** The accounts for the year had been discussed in the Parish Council meeting at 7.30pm and copies were available for anyone wishing to have them.

**5. Parish Lands & Properties:** As listed on the Agenda.

**6. Reports:** Reports had been received from:

Over 60's Club	Women's Institute
Tennis Club	Village Hall Management (read out)
Bridge Club	Footpaths (P3 co-ordinator) (read out)
W. Wrattling Lunch Club (read out)	
County Cllr. Batchelor	Dist.County Cllr. Barrett

**7. Any Questions:**

1. The Parish Clerk had been asked by the Tree Warden, Cllr. Heath to let the Council know that someone had been to S.Cambs at Cambourne to request the cutting down of a very ancient Willow Tree which he reported as dead. This is situated near the General Notice Board at one end of Hayter Close and where cars are parked. The Willow is not dead and it is believed to have a Conservation order. Cllr. Heath will report back when he has further news.
2. It was suggested that we should advertise the Parish Meeting more, making it more of a social occasion and possibly getting someone to speak. If this is done the meeting should be held on a separate evening to the AGM of the Parish Council.

Meeting closed at 9.15

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the meeting held on Monday 2<sup>nd</sup> July 2012 in the  
Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, Ross-Bain,  
Rowland and Wallace, Mr Lawrence Green, Dist.Cllr.  
Barrett, one parishioners and Parish Clerk.

1. **Apologies:** Cllr. McCall, County Cllr. Batchelor.
2. **Declaration of interest:** None
3. **Minutes** of the meeting held on Monday 14<sup>th</sup> May 2012 were signed as correct after an amendment was made under item 18c. Should read June not July.
4. **Opportunity for Public Statement:**
  - a) Mr Colin McCall was away but Cllr. Wallace had received some complaints about uncut footpaths. He will investigate further.
5. **Emergency Planning:** Mr Lawrence Green spoke about setting up contacts in the village as a precaution should an emergency arise, e.g. flooding, snow, electricity powercutS where the village might be cut off for a period of time. There are two main points to having such a contact list; a. The need to put down actions to be taken in an emergency if you were cut off; b. an incident with emergency services responding but the possibility of a need for assistance by the village, e.g. the need for a control centre such as the Village Hall, tree cutting or clearing equipment or medical assistance. This is not mandatory but a template should an incident occur so the village is aware of how to deal with it. There would be a need for a contact list with someone to act as co-ordinator. The Parish Council thought this a good idea and Cllrs. Ross Bain and Wallace agreed to set it up and draw up a list of contacts. It was suggested that this could go on the website. The Chairman thanked Mr Green for coming.
6. **Matters arising:** Cllr. Gilmour wished to discuss monies left over from the Diamond Jubilee celebrations. She felt it would be good to put something back into the village, particularly for the children as a reminder of these celebrations. She wondered if the bowling green could be used for perhaps a putting green or croquet. The shed would need to be made safe and secure, it was also suggested that the leylandi hedge would need to be taken out to open up the area and perhaps a picket fence put up. The amount of money left over from the celebrations is £450. It was agreed that Cllr. Gilmour put something in Challenge, inviting children to come to a meeting to discuss ideas. The Chairman stressed it was important that she discussed this first with the Football Club as they also have an interest in using the defunct bowling green area. He also thanked Cllr. Gilmour, Cllr. Heath who organised the band with Mr Nick Salter, the WWFC and all those who helped make the Jubilee celebrations such a success. It was good that it was jointly organised with the Football Club.
7. **Planning:** (Applications as listed in Appendix A)
  - a) **S/0726/12** – Amendment to appl. for Randswood Farm House. Inf. Only.
  - b) **S/1066/12** – Certificate of Lawful existing use application. Inf. Only..

## **8. Correspondence:**

- a) Following letter to Secretary of d'Abo Tennis Club a cheque for £60 rental was received .

## **9. Finance:**

- a) *Internal Audit report:* All councillors had received a copy of this. The report was satisfactory but it was agreed that the comments under Objective D (Budgetary Controls) would be adhered to as would the suggestion made under Comments to Objective H (Asset controls) to show if possible the acquisition date and also the values of assets for the previous year as well as the current year to show where any difference occurs.

### **b) Authorised payments:**

£493.00 WWFC – Parish Council's contribution to cutting rec. grass.(Chq.817 pd)

£331.44 Parish Clerk's salary (2 months) (underpaid 27p.last payment). (chq. 818)

£632.50 Ashton Graham re Land Reg. of Pocket Park (Chq.819)

£132.00 Playsafety Ltd. RoSPA Safety Inspection (Chq. 820)

£262.99 James Crothall – a) Clean & varnish pump shelter bench £112.99; b)

Village sign £150.00.(Chq. 821)

£103.20 CGM for cutting grass verges 8/5/12 (Inv.2943) (chq. 822).

£35.00 ICO renewal. (Chq. 823)

£29.00 CPRE annual subscription (Chq. 824)

£10.20 STP Stationery – Epson printer ink. (Chq. 825)

£10.00 D. Wallace for de-rusting grit blasting rec.ground sign. (Chq. 826)

£350.00 West Wrattling Village Hall – cont. to path & drainage work (Chq. 827).

£ 52.50 Running Total Bookeeping – Int.Audit. (Chq. 828).

£ 40.00 D. Bryce – pruning 2 cherry trees on green near church. (Chq.829)

### **c) Monies received:**

£60.00 d'Abo Tennis Club contribution towards grass cutting of rec.

### **d) Budget adjustments:**

Cllr. Rowland has re-set the budget figures due to the lower cost of grass cutting and should now be on schedule. Copies had been sent to all the Council.

## **10. Maintenance:** Cllr. Wallace reported on the following:

- a) Two of the new trees in the Causeway have died. The Tree Officer, Roz Richardson, from SCDC is aware. The two cherry trees at the Pump Shelter have been pruned and the large Ash on the recreation ground is not in good health and will have to come down but not in the immediate future. Quotes will be looked for to do this job.
- b) Cllr. Wallace answered the query made by the Parish Clerk regarding the Village Sign as it appeared that the work had been done twice. In order to remove the Pheasant for it to be repainted the sign needed to be taken down, when it was sanded and revarnished and replaced, to be taken down again when the Pheasant was refurbished and again sanded and varnished. He said that the Pheasant which is made of wood is beginning to rot.
- c) The Pocket Park grass had been cut through him after asking the Chairman and Vice Chairman if it could be done as the paths needed to be delineated.. In fact CGM are contracted to do this at a cost of £21.00 a cut.
- d) The sand blasting of the village pump will cost £90.
- e) The Sports Pavilion will need to be surveyed next year, paid for by Sports Pavilion.
- f) The Chairman had asked him to look at the Causeway sign as it was split. This is a collectors piece and its renovation would likely be costly. The Council did not make a decision on this.
- g) He reported that the RoSPA inspection report of the Play area etc. was reasonably good with only minor things needing doing. However the goal posts used by the children were condemned. It was agreed that this needs taking down and removing immediately. Cllr. Ross Bain said he would check on the price of a new one.

## **11. Danger spots:**

- a) The Chairman said he was liaising with Marcus Cornish, Chairman of West Wickham Parish Council and Highways Dept. Highways do not wish to put up a “Stop” sign as a further preventative measure. Discussions are still in progress.
- b) There have also been complaints about the speed of traffic along the Six Mile Bottom Road at Green End Cottages. Difficult to deal with as it is outside the village boundary.

**12. Bus Review:**

Cllr. Rowland and McCall attended a second meeting at Balsham about the bus services. Because of the interest shown at these meetings a survey is being carried out in all the villages affected by the lack of buses. The questionnaire will be collated by CCC, having been distributed by Parish Councils and returned through “drop off” points. The Survey will go into Challenge and it was suggested that the Post Office at Weston Colville is a drop off point. Cllr. Ross Bain will seek permission. He thought that when the Questionnaire had been collated the services will not be cut so drastically. The new bus timetables are up now.

**13. Meetings attended by Councillors:**

- a) Cllr. McCall had given a lecture regarding the Wind Farm.

**14. Signage to War Memorial on Common:** Cllr. Ross Bain told the Council that it was possible that there would be no money available to pay for these signs – “the goal posts seem to have moved”. He is looking into why this money is no longer available.

**15. West Wratting Website:** This was set up by Mr Altham, who has since moved from the village and the web site is out of date. Cllr. Rowland told Council that Mrs O’Donovan had tried to find someone to run it and she may possibly have found somebody. The cost of keeping the same domain will be £75.00 per annum. It was agreed that the website is kept and the payment made each year.

**16. Wind Farm:** A need to know how to respond to the press if they make an approach. Cllr. Heath said the best thing to say is “this is only my opinion but not necessarily the opinion of the Parish Council”.

**18. Telephone Box:** The Chairman spoke about the usefulness of having a defibrillator (AED) as it saves lives, however Cllr. Rowland felt it was inappropriate to have it in the telephone box for security reasons and she also felt there were not enough people living in the village to warrant such equipment. These are usually put in airports, shopping centres etc. Cllr. Wallace said that the British Heart Foundation had done a lot of research into their use and would possibly be prepared to help us. It was agreed that more information into resuscitation and its principles was needed.

**18. Report by District Cllr. Barrett:**

- a) Planning is being look at covering the next five years with regard to housing, infra-structure, transport and work places. A document on this will be released shortly with consultation procedure.
- b) There will be very little new development in small villages unless requested by them. The survey carried out by Cllr. Rowland is very useful.

**19. Report by County Cllr. Batchelor:** Absent due to another meeting.

**20. Any other business:**

Cllr. Heath told Council that Mark Addley has offered his services as Tree Warden. All were happy with this and the Chairman thanked Cllr. Heath for his work as Tree Warden.

The next meeting will be on Monday 9<sup>th</sup> September.

Chairman.....

## WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Monday 10<sup>th</sup> September 2012 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, McCall, Ross-Bain, Rowland & Wallace. Dist.Cllr. Barrett & County Cllr. Batchelor, 5 parishioners and Parish Clerk.

1. **Apologies:** None
2. **Declaration of interest:** None
3. **Minutes** of the meeting held on Monday 2<sup>nd</sup> July were signed following an amendment to “date of next meeting”, being 10<sup>th</sup> September not the 9<sup>th</sup>. Also under Item 10g. It was agreed that up to £500 could be spent on a new goal and posts.
4. **Opportunity for Public Statement:**
  - a) Two parishioners, Mira Nichols and Wendy Gamble spoke about their concern regarding speeding lorries through the village, quoting several incidents of “near misses”. It was decided to discuss this as it was on the Agenda under item 10. There appeared to be two main issues: a. the speed of the lorries and b. which roads the lorries are using. Regarding speed, perhaps the 30mph could be reduced to 20mph through the village. Mr Hampton suggested a “raised table” which slowed traffic up, used on the continent, but of course this would be expensive. An example of this can be seen in Thriplow. It is clear that there should be some weight limits on roads e.g. Six Mile Bottom Road, Exhibition Farm and Skippers Farm, where the very large HGV lorries have to make several moves to get round the bends. A request for Wind Farm Community funding could be made to help with any changes made. To begin with letters need writing to Vestey, Coopers and Bartlow Estate and the Chairman said he would draft one. A speed survey should also be carried out preferably all day for a week to get a realistic picture. Cllr. Ross-Bain said he would check up the speeding and accident figures for the area and the cost of changing the speed limit. The Planning Dept. also need to be contacted about routes.
  - b) Colin McCall spoke about the footpaths which are all in good order with no major problems. There will be another cut at the end of September. After his piece in Challenge several potential volunteers have come forward, including Phil Johnstone, Claire Bain, Ben Wilcox and Peter Woodward.
  - c) Colin McCall said he would be attending the Community Funding meeting on 25<sup>th</sup> September and would keep the parish council informed of progress.
5. **Matters arising:** None
6. **Planning:** No new applications.

## **7. Correspondence:**

- a) Letter received from Audit Commission regarding the appointment of Littlejohn LLP as external auditor for five years from 1 September 2012.
- b) Letter from Sports Pavilion Treasurer regarding a Cambridge Water Co. bill. This is being investigated as the Parish Council wrote to Cambridge Water Co. many months ago requesting that the meter to the Bowling Club be closed as it was no longer required.

## **8. Finance:**

- a) The external audit had been carried out satisfactorily and the notice announcing this fact put on the Noticeboard.
- b) *Authorised payments:*
  - £350.00 WWVillage Hall Man.Ctte.for ongoing repairs (Chq.830 pd)
  - £331.17 Parish Clerk's salary (2 months). (chq. 831)
  - £ 22.50 D.Wallace (Mrs F Piers refurbishment of Pheasant on sign). (chq. 832)
  - £129.00 CGM cutting grass verges Inv.3163 (chq.833)
  - £143.00 D.Wallace for Nik's Gardening Services cutting Pocket Park (chq.834)
  - £ 72.00 Sapient.IT for re-setting up the website (chq.835)
  - £162.00 Moore Stephens – Fee for external audit (chq.836)
  - £546.00 Mark Harrod Ltd. – New goal & posts. (chq. 837 to D Wallace)
  - £ 10.00. STP Stationery – printing ink. (chq. 838)
- c) The Parish Clerk said she had transferred £2000 from the Business Account to the current account to cover the above cheques.

## **9. Maintenance:**

- a) Cllr. Wallace said the new goal and posts had been erected on the recreation field. He had nothing further to report.
- b) Cllr. McCall said she had received complaints and photos concerning grass cutting. The Parish Clerk will email these photos with comments to CGM for their reaction.

## **10. Danger spots:**

- a) Common Cross Roads: The Chairman is trying to arrange a meeting between Mr Cornish, Chairman of West Wickham P.C., himself and Highways to discuss the safety aspects. A "Stop" sign would be good.
- b) Six Mile Bottom - Is it possible to put signs "Slow Down Concealed Entrances" outside the cottages. Unfortunately they are outside the speed limit area. Maybe another case of Wind Farm money.

**11. Bus Review:** Cllr. Ross-Bain said the questionnaire needs to be returned by 16<sup>th</sup> September. So far 23 forms had been returned. After that date the answers will be assessed. There is a meeting on 11<sup>th</sup> October in Balsham Village Hall for parish councillors and an open meeting on 19<sup>th</sup> October.

## **12. Report on meetings attended by Councillors:**

- a) Cllrs. Wallace & McCall had attended a Sports Pavilion meeting last week but there was nothing further to report. Their sinking fund is still far too low. The Chairman said they need a fund raising group and proper membership fees. A letter to their Treasurer regarding the signing by the Parish Council of an income

tax affidavit needed to be sent. There was also a query over the charging of £50 for use of their marquee for the village fete.

**13. Code of Conduct forms:** The Parish Clerk had four signed forms and requested the further three to be completed as soon as possible so they could be sent to the Monitoring Office of SCDC, following the adoption of the new Code of Conduct.

**14. Signage to War Memorial on Common:** No further progress.

**15. Wind Farm Progress:**

- a) In June RES held a seminar for their personnel and Cllr. McCall was invited to attend as one of the speakers. She outlined the experiences the parish has had with RES over the years.
- b) Cllr. Wallace wished to discuss the application form for requesting money from the Community Fund. Colin McCall said he and other Parish representatives were aware of various problems and he hoped these would be dealt with at the next meeting on 25<sup>th</sup> September.

**16. Telephone Box:** Cllr. Rowland raised the previous discussion from the last meeting where the possibility was raised by the Chairman of keeping an Automatic External Defibrillator (AED) in the unused Telephone Box. The Chairman said that it was generally agreed at the last meeting that if there were to be an AED it would be far better placed at the Village Hall. Cllr. Rowland had been in touch with the British Heart Foundation who advised that CPR training was their current priority. Mrs Addley, who is a First Responder, had also sent an email to Cllr. Rowland pointing out the various aspects of keeping defibrillators some of which the Chairman, having knowledge about the equipment having worked in the industry, did not agree with. He also indicated that the comments appeared to refer to a standard defibrillator, rather than an AED. It was decided to acquire more and detailed information before any decision was made. Cllr. Heath pointed out that the item under discussion was meant to be on the telephone box rather than the merits of an AED, which the Chairman agreed with, and the subject was returned to the Telephone box! The Parish Clerk was asked to find out if it could still be purchased for £1.00 by the village from BT.

**17. Emergency Planning project:** Cllr. Wallace read out a piece he intends to place in Challenge regarding this. The Parish Council agreed to it.

**18. Report by District Cllr. Barrett:**

- a) He spoke about the Planning Consultation sent to all Parishes and hoped everyone would be involved. There are meetings in all the villages and an exhibition on 12<sup>th</sup> September at Linton Village College.
- b) Tax relief on the payment of Council Tax is being looked at by SCDC and there will be a meeting to talk about this at Linton Village College on 12<sup>th</sup> September starting at 3pm-8pm, when the Planning exhibition will also be held.

**19. Report by County Cllr. Batchelor:**

- a) With regard to the Bus Review, he encouraged as many people as possible to complete the questionnaire before 16<sup>th</sup> September and also mentioned the meeting for Parish Councils on 11<sup>th</sup> October and the Open meeting on 19<sup>th</sup> October.

- b) He is trying to organise a Wind Farm Liaison Group meeting in October to discuss reports from the Funding Panel to explain what is being done with the money.
- c) A new post of Police Commissioner will be elected on 15<sup>th</sup> November to be selected from candidates from all parties. It is a significant position and likely to be held by a Conservative.

**20. Any Other Business:**

- a) Cllr. Rowland was thanked for completing a Health Strategy consultation which did not appear to have been sent out to the Parish Councils, which she felt was wrong.
- b) Having been asked by SCDC whether or not the village required sand bags, the council felt we should have some but wondered where they could be stored as they needed a dry place.
- c) With regard to a Housing Survey suggested by Mark Deas, who will be visiting the Parish Council at the January meeting. Council was in favour of a new housing survey being carried out and the Parish Clerk will notify Mark Deas of this.

Meeting closed at 10pm. The next meeting will be on Monday 12<sup>th</sup> November.

Chairman.....

## WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Monday 12<sup>th</sup> November 2012 in the Village hall at 8pm.

Those present were: Chairman Job, Cllrs. McCall, Ross-Bain, Rowland & Wallace. Dist.Cllr. Barrett, County Cllr. Batchelor, Cllr.R. Hickford, 2 Parishioners & the Parish Clerk.

1. **Apologies:** Cllrs. Heath & Gilmour.
2. **Declaration of interest:** None
3. **Minutes** of the parish council meeting held on Monday 10<sup>th</sup> September were signed as correct, proposed by Cllr. Rowland, seconded by Cllr. McCall.
4. **Opportunity** for Public Statement: Mr Colin McCall (Footpath Officer) had nothing to report but mentioned that some of the footpaths across fields had not yet been re-instated due to the very wet conditions.
5. **Matters arising:** None
6. **Planning:**
  - a) S/2119/12/L – 5 Bull Lane. This had been looked at and approval of the application was agreed.
  - b) S/ 01538/06/CM Review of Gt. Wilbraham Quarry permissions. The Chairman said he would look at it, and if there were any queries to the permissions already given he would contact the council.
7. **Correspondence:**
  - a) Letter requesting 2<sup>nd</sup> half of annual rent from Sports Pavilion.
  - b) Letter to Cambridge County Council requesting payment for grass verge cutting.
  - c) *Peter & Ruth Lloyd Trust:* They are looking for a student who would benefit from a grant. Mr McCall believes he knows of someone who could apply. If the grant is not used this year the money will be rolled over to the next year.
  - d) Letter from Dr James Morrow who is concerned about the lack of a footpath between The Common and the village (up to The Chestnuts). This will be discussed under item 10 – Danger spots.
8. **Finance:**
  - a) Authorised payments:

£143.00 D.Wallace for Nik's Gardening cutting pocket park (Chq.834 cancd.),(chq.839) **paid.**

£124.00 Inland Revenue PAYE 2<sup>nd</sup> quarter (chq. 840) **paid.**

£330.70 Parish Clerk's salary (2 months). (chq. 841)

£258.00 CGM cutting grass verges Inv.3371, 3482 (chq.842)

£ 25.00 Royal British Legion (chq.843)

£ 10.00 West Wickham P.C. re STP Inv. SINV002034 – Repair of printer (chq. 844).

£129.00 CGM Invoice 3581 – final verge cut.
  - b) *Monies received:* £5015.50 2<sup>nd</sup> tranche of Precept.
  - c) Request for a donation to help with cost of the "Over 60's Christmas Party". After discussing this request it was decided that unfortunately the Parish Council did not feel a contribution could be made. It was suggested that a donation box is put by the main door to help with the cost.

- d) The updated Accounts sheet had been distributed to the Councillors and all was in order.

**9. Maintenance:**

- a) Cllr. Wallace requested a contribution to cover half the cost of replacing the back door of the Village Hall, which was rotten and insecure. This work has been completed with extra work carried out on the side panels at a cost of approx. £400/500. Unable to apply for a grant as the work has been completed. Cllr. Rowland checked the budget figures and said there was only £50 left for Village Hall, but under general maintenance about £400 was left in the budget. Council agreed that a contribution of £450.00 should be paid. The Chairman asked Cllr. Wallace if he could draw up a list of possible work that might be necessary on the Village Hall over the next two years and as there were Community Chest award grants available at SCDC one should try and take advantage of them.
- b) Cllr. Wallace was taking advice from the Tree Officer at SCDC about the condition of the Ash trees.

**10. Danger Spots:**

- a) Common Cross Roads: Cllr. Ross-Bain reported on the meeting held between the Chairman of West Wickham, Chairman Job, himself and the Safety Officer from SCDC. There are various options such as rumble strips on all four roads, create a staggered junction (very expensive); a “Stop” sign which needs various legal requirements and certain criteria have to be met before being allowed. A possible joint venture with the 3 parishes involved to share the cost of rumble strips. Cllr. Ross-Bain will continue to chase Highways Dept.
- b) Cllr. McCall asked for a quote from Highways regarding a “Concealed entrance” sign at the Six Mile Bottom Cottages to try and slow the traffic down.
- c) Two further requests for footpaths had been made, one on Honey Hill from Viking Close to the junction by Mrs Angela Judd; and Dr James Morrow’s request for a path from the Common to the Chestnuts. With regard to the walk from The Chestnuts to the Common, Colin McCall suggested that the grass is kept short throughout the year so people can walk on it. The grass contractors could be asked to do this. The Parish Clerk was asked to respond to these two requests saying that the Council is looking into various options and the costs. Cllr. Ross-Bain will put in a request on the form for Minor Highways Improvements for 2012/13.
- d) A1307: Cllr. Roger Hickford who has been organising the meetings to discuss the A1307 safety factors said there was meeting on 27<sup>th</sup> November at 7.30pm at the Linton Village Hall to discuss priorities with Parish Councils. A further meeting on 10<sup>th</sup> December will be held where the local MP, County and District Cllrs. would discuss all the ideas. It was suggested that Mr Mike Hampton might be prepared to go to the 27<sup>th</sup> November meeting. The Chairman thanked Cllr. Hickford for attending.

**11. Bus Review:** Cllrs. McCall and Rowland had been house to house with the bus surveys. Current services are being maintained and the Transport Dept. are looking at the various options, unfortunately there is no further money to go into the pot to help but it is hoped that a Saturday service might be re-commenced.

**12. Reports on meetings attended:** Cllr. McCall will not be staying on the Village Hall Committee, having resigned as Chairman at the last Village Hall meeting. A representative from the Parish Council will have to be appointed to join Cllr. Wallace on the Village Hall Committee.

**13. Code of Conduct:** The Parish Clerk will send off the five completed forms to the Monitoring Office at SCDC. The Chairman and Vice Chairman declined to sign their forms.

**14. Signage to War Memorial on Common:** Cllr. Ross-Bain reported that due to the shortage of money at Transport these signs are unavailable. Cllr. Wallace asked how many signs were needed and what colour should they be as he would enquire on the cost of three from a signwriting company which he uses.

**15. Wind Farm Progress:** Colin McCall had full details of where the first tranche of community funding would be distributed, mainly smaller requests. The large requests did not receive anything, however they were referred on to other charities.

**16. Telephone Box:** Having heard from BT that the telephone box could still be purchased by the village for £1, the Parish Clerk was asked to ask for further details and clarification.

**17. Emergency Planning Project:** Cllr. Wallace, who had put a piece into Challenge about this project had had no response whatsoever. It was agreed he should raise it again in Challenge and to discuss at the next meeting.

**18. Housing Survey:** Cllr. Rowland had heard from Mark Deas who told her there had been a 25% response to the survey. He wishes to attend the next meeting and the Parish Clerk will give him details

**19. Report by Dist.Cllr. Barrett:**

1. There have been 11,500 responses to the Local Plan Consultation, which will come before SCDC in January.
2. Green wastage for recycling tonnage was down in the summer but is now picking up. Newspaper tonnage is down possibly because no so many papers are purchased. The blue caddies are also being damaged or lost.
3. Community funding is to be discussed by full council at the next meeting and therefore suggest that the Parish Council think about increasing their Precept.

**20. Report by County Cllr. Batchelor:**

- a) The election of the Police Commissioner is on Thursday 14<sup>th</sup> November.
- b) The public meeting to discuss the Bus services was unsatisfactory. Again there is no more money available and there is capping on what can be spent.

**21. Any Other Business:**

- a) The Parish Clerk had received a request from Carlton Parish Council to use the Questionnaire used by West Wrating. However it is West Wickham who put out a Questionnaire, West Wrating had an Open Day.
- b) Gritting Volunteers: Asked to mention it in Challenge.

Next meeting will be held on Monday 14<sup>th</sup> January.

Chairman.....

## WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Wednesday 6<sup>th</sup> February 2013 in the Village hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, McCall, Ross-Bain, Rowland & Wallace. Dist.Cllr. Barrett, County Cllr. Batchelor, Mr Mark Deas & Ulrika Maccariello, 2 Parishioners & the Parish Clerk.

1. **Apologies:** Cllr. Heath.
  2. **Declaration of interest:** None
  3. **Minutes** of the parish council meeting held on Monday 14<sup>th</sup> November were signed as correct, proposed by Cllr. McCall and seconded by Cllr. Gilmour.
  4. **Opportunity** for Public Statement: Mr Colin McCall (Footpath Officer) reported on footpaths and litter picking and said he could do with another volunteer to help with the latter. Mr Cobbold has still been unable to get across the fields to reinstate the footpaths as it is too wet. He is also concerned about people walking by the old dairy along the concrete road to the farmyard in Weston Colville. The yard is in constant use by heavy machinery and there are serious safety issues, so please keep to the footpath, and don't go through the farmyard. The Parish Clerk will mention this in Challenge.
  5. **Housing Survey:** Mr Deas of ACRE told Council that the results of the housing survey ACRE had carried out in West Wrattling was that there was found to be a need for possibly 5 small houses (2 bedroom) so it would be a small development. Developments carried out by ACRE would always remain rented property, there is no share ownership and people who live in the village who require accommodation would get priority, then if not filled people in the surrounding areas would get an opportunity to rent. The Chairman asked Council for their opinions and they were all in favour of a small development but stressed that they would not like to see a mixed development of affordable houses and open market housing. Ms Maccariella from Hastoe Association said that her company specialized in small schemes for rural villages, working with local government and local councils. There is still grant money available but it is getting less each year. If no grant money is available then there would have to be some "open market" building alongside the affordable housing. Council asked whether they would have a say in the size of any open market houses, small houses are needed in the village, e.g. starter homes, which would be in keeping with two bedroomed affordable housing. First, if given the go ahead, Hastoe would look round the village for suitable sites, probably exceptional sites outside the 'village envelope' and would then contact the landowners. Approx. £8000 per plot is paid. The Planning Dept. would also be consulted. The Chairman asked how one would deal with those who oppose such a scheme and Ms Maccariella said public meetings would be held by Hastoe to explain the need following the results of the survey. The Chairman thanked them both for giving their time. It was suggested that a further meeting of the Parish Council would be a good idea to discuss sites. The Chairman and Cllr. Rowland were happy to be involved.
- 5a. Report by County Cllr. Batchelor:**
- a. The contract for broadband had been awarded to BT, to be signed in March. 90% of Cambridgeshire should receive 25 megabites by 2015.

- b. The budget had been set and increased by 1.9%. The grants received from the government had been reduced by 6.5%.
- c. Meetings to discuss the bus cuts have made little progress.
- d. The A1307 steering group meeting had been well attended. The message that came from it was that the large development at Haverhill would provide no developmental money as St Edmundsbury were having a hard job selling the plots. However there is a legal obligation to provide money for infrastructure.

**5b. Report by District Cllr. Barrett:**

- a. The budget for SCDC has still not been decided but is likely to be increased by 1.9%.
- b. The Contact Centre now based at Cambourne Hall seems to be working well.
- c. Local Plan Consultation is in progress. He believed that the LDF would not consider open market housing in conjunction with low cost housing,
- d. The contract for the housing maintenance had been awarded but not to the existing “in house” group.
- e. He hoped the Cambridge Magazine was delivered to everybody now. The next delivery would be between 20<sup>th</sup> February and 10 March.
- f. 40 mph stickers are available for putting on wheely bins.

- 6. Matters arising:** Following a request for the names of two representatives to go on the Village Hall Management Committee, Cllr. Gilmour agreed to do this with Cllr. Wallace, who remains a representative. The Chairman proposed this, seconded by Cllr. Rowland.

**7. Planning:**

S/2526/12 – 23a High St. This application is for an extension to the back of the house. Cllr McCall reminded the Council that an application for an extension to the front of the house had already been granted last year. The present owners are not now going to build at the front, but potentially, if the house changes hands before the permission expires, there is a possibility that both extensions could be built.

**8. Correspondence:**

- a) BT replied that they would try again with SCDC concerning the adoption of the telephone kiosk.
- b) A letter from Dr Morrow regarding the footpath between The Common and the village was read out by the Chairman. This letter will be distributed to all the council.
- c) There had been no response to a further request for gritting volunteers.

**9. Finance:**

- a) The setting of the budget figures was discussed and various projects and their costings were resolved.
  - i) A new noticeboard was needed at the Hayter Close site as the present one is rotten and not large enough. It was agreed that this would be replaced and the cost (approx. £400) would come out of the budget for 2013/14.
  - ii) Cllr. Ross-Bain asked that an amount of £1200 was budgeted for Minor Highway Improvements to provide a footway from Viking Close to the junction, as the parish would have to pay a percentage of the cost for this. It was agreed that £1000 would be allowed towards this cost to come out of the budget for 2013/14.

Council agreed that the budget figures set for 2012/13 were satisfactory and Cllr. Rowland would increase these figures by a small percentage to be used in the 2013/14 financial year. The Precept was then discussed and it was proposed to increase this by

the rate of inflation, which is 2.7%. A vote was taken with four in favour and two who would have liked the increase to be at the RPI figure. It was agreed to increase the Precept by 2.7% from £10,031 to £10,302 for 2013/14.

**b) Authorised payments:**

£124.00 PAYE for 3rd quarter to Inland Revenue (chq. 846).

£331.10 J.Richards Dec/Jan. less £82.60 PAYE for 2 months (chq. 847).

£ 450.00 VHMC – contribution towards structural repairs (848).

£ 20.83 West Wickham P.C. – half cost of AVG 2 yr. Security (849)

£ 50.00 West Wrating PCC – contribution to Challenge costs (850)

**c) Monies received:**

£330.03 CCC contribution towards verge grass cutting in the village.

**d)** Cllr. Rowland asked if the council were happy to pay for the cost of advertising the West Wrating website at approximately £40.00. All agreed.

**10. Maintenance:**

**a)** Cllr. Wallace had nothing new to report on the maintenance in the village.

**b)** Cllr. Wallace is dealing with the insurance company over the village sign, which was knocked over and severely damaged by a motorist crashing his car into it. The “Time Capsule” had been removed from under the plinth and would be replaced when the village sign is replaced.

**11. Danger Spots:**

**a) Common Cross Roads:** Cllr. Ross-Bain reported that he had had a response from Andrea Haslock regarding the rumble strips and ‘slow’ markings. Highways wanted these on only two of the four roads as if on all four roads they could cause confusion. If council takes her advice and agreed to two roads having rumble strips and ‘slow’ signs it would cost the parishes nothing. If placed on all four roads the cost would be approx. £900.00. It was agreed that we accept her advice and have two roads dealt with and Cllr. Ross-Bain said he would reply to Ms Haslock to go ahead with just two roads. He would be in touch with West Wickham Parish Council to tell them of the decision made.

**b) Footway:** Cllr. Ross-Bain having already spoken of the Minor Highways Improvement plan for the footway from Viking Close to the junction raised the question of a footway from the Chestnuts public house to Concordia. This would have to be carried out on the land owned by Mr d’Abo. Cllr. Wallace suggested a wooden bridge could be constructed to go over the wall with the footway on the other side of the wall. The other suggestion, as mentioned in previous Minutes, was to keep the grass cut really short on Concordia’s side of the road. The Parish Clerk was asked to write to CGM, the present contractors who cut the grass verges, to see if this could be done and at what extra cost.

**c) A1307 Steering group:** Mr Colin McCall had attended this meeting. He was very concerned about the future development of about 4,500 houses in Haverhill which would cause a heavy increase in the traffic flow of a further 300 cars/hr. Drivers will then start coming through the villages of West Wrating, Balsham and Weston Colville. Serious thought must be given as how to deal with this likelihood. Possibly extend the speed limit on either side of the village although there are particular legal requirements for such a thing to take place, or have some form of ‘traffic calming’. It needs to be discussed very fully and it was agreed that it would be put on the next Agenda for a full discussion. Cllr. McCall said there was to be another meeting in July, which must be attended by a representative from the Council.

**12. Reports on meetings attended:** The meeting with the Sports Pavilion Committee will be discussed at the next Meeting.

**13. Emergency Planning project:** There had been no response.

**14. & 15:** see 5a and 5b.

**16. Any Other Business:**

- a) Cllr. McCall requested a quote for signs “Slow” and “Concealed Entrance” to be placed on Six Mile Bottom Road by the cottages opposite the Ickneild Way. Cllr. Ross-Bain agreed to look into costs.
- b) A letter had been received from Mr Andrew Hodge concerning the Willow tree outside his house, Willow Cottage on the High Street, which he feels is becoming increasingly dangerous and he wishes to take it down. It was agreed Roz Richardson, the Tree Officer for SCDC, should be asked to look at it and give us her opinion before replying to Mr Hodge. Cllr. Wallace said he would speak to her.
- c) Mr & Mrs Hodge: The Chairman discussed their request to hold a charity event in the Sports Pavilion. According to the lease the pavilion cannot be hired by non-members. However the Chairman felt that if they became members of one of the sports clubs, and were charged, then they should be allowed to hold their event there. It would then be one of the 18 events permitted p.a. This should, however, not set a precedent, since the pavilion cannot be used for events which are in direct competition with the Village Hall and the Pub.

Next meeting will be held on Monday 11<sup>th</sup> March.

Chairman.....

## WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Monday 11<sup>th</sup> March 2013 in the  
Village hall at 8pm.

Those present were: Chairman Job, Cllrs., McCall, Heath, Ross-Bain, , Rowland & Wallace. Dist.Cllr. Barrett, County Cllr. Batchelor,  
1 Parishioner & the Parish Clerk.

1. **Apologies:** Cllr. Gilmour.
2. **Declaration of interest:** None
3. **Minutes** of the parish council meeting held on Wednesday 6<sup>th</sup> February were signed after an amendment was made to item 9i changing (approx. £400) to (approx. £500), proposed by Cllr. McCall and seconded by Cllr. Rowland.
4. **Opportunity** for Public Statement: None
5. **Matters** arising: None
6. **Planning:** Nothing to discuss
7. **Housing Survey:** Following the site meeting attended by Cllrs. McCall & Rowland who met with the architect and Ulrike Maccariello from the Hastoe Association, a report had been received. identifying the various sites in the village that they thought might be suitable. Each site is reported on and copies of the report were distributed to Council. After the report on the 9 sites had been looked at the Chairman asked the Council whether they felt it was worthwhile to continue as only 3 or 4 dwellings were shown from the survey to be needed. They all agreed that it was, and gave their preferences of the sites that should be pursued, which were A, B, C, E & G, site B being considered the best site, as it is in a good position with open views and continues the row of houses. The Parish Clerk was asked to give these preferences to Ulrike Maccariello from Hastoe, who will then contact the landowners to see if they are prepared to sell their land.
8. **Correspondence:**
  - a) Letter from Sara Boreham, requesting permission to hold a West Wrattling Music Event on the recreation ground on Saturday 29<sup>th</sup> June 2013. Permission was given.
  - b) A quote from CGM for cutting the village grass verges on a 1 or 3 year contract at £94.60 + VAT per cut had been distributed and was discussed. It was agreed that they should have the contract, this will include cutting an extra verge from opposite the public house from the speed limit sign to Concordia, making a better footpath and also to cut Pocket Park footpaths at £23.65 + VAT per cut. The Parish Clerk will inform CGM.
  - c) Letter asking for funding from Meadow Primary School, Balsham. This had been distributed to Council prior to the meeting. The contents were discussed and it was agreed not to make a contribution.
  - d) Letter requesting the half-year's rent from the Sports Pavilion had been sent to Mrs Margaret Potter, and as stipulated in the lease, requesting a survey and re-valuation of the premises necessary after 5 years use. Once this has been done Council needs to check that the Sports Pavilion's insurance policy gives the correct valuation for a rebuild.

## **9. Finance:**

- a) Cllr. Rowland had distributed the updated budget figures for 2013/14 and these were discussed and agreed upon. It was also agreed that £1000 for possible cost of footpath would come out of the budget. Cllr. Rowland would like the budget monitored at regular intervals during the year, particularly November, prior to the budget meeting in January.
- b) *Authorised payments:*
  - £330.70 Parish Clerk's salary (2 months). (chq. 851)
  - £ 44.00 "Challenge" for West Wrattling website advertisement (chq.852)
  - £ 20.40 STP for two ink cartridges (chq. 853)
  - £ 23.72 Mrs J Richards – postage expenses for 2012/13 (chq. 854)
- c) *Monies received:* None
- d) *CGM quote* – already discussed and agreed under item 8b.

## **10. Maintenance:**

- a) Cllr. Wallace was pleased to report that the Village Hall had received an £850 grant from the Cambridge Community Fund.
- b) There will be a meeting in the village hall to look at the contents of the "Time Capsule" removed when the village sign was knocked down. The insurance claim for the repair of the village sign is in hand.
- c) Roz Richardson, the SCDC Tree Officer, had been asked to look at the Willow tree but due to pressure of work has not yet done so.
- d) Dog fouling: This is very bad at present both along the High Street and in the recreation field. The fine is £1000 for anyone seen letting their dog defecate and not picking it up.
- e) Cllr. Wallace requested £50.00 + VAT for the RAF Memorial Sign. This was agreed.

## **11. Danger sports:**

- a) Common Cross roads: West Wickham Parish Council having been told that CCC would only do two rumble strips and no "stop" sign said they would still like the "stop" signs but as this is not possible agreed to what has been recommended. Cllr. Batchelor told us that Keith Fauch, in charge of this area for Highways, has been made redundant. The Parish Clerk will write and thank him for his help and support over the years.
- b) Minor Highways Improvements for 2013/14 – the results of this will be decided at the end of March.
- c) Update on signage for Six Mile Bottom road – Cllr. Ross Bain has put in a request for these signs.
- d) A1307 update: nothing to report.

## **12. Report on meetings attended by Cllrs:**

- a) Cllr. McCall reported on a Sports Pavilion meeting held in January when dog fouling and the music event were discussed. The survey and re-valuation was also discussed. The sinking fund stands at £4538.00 and will be discussed at the first meeting after the AGM. The AGM date has yet to be fixed.

## **13. Emergency Planning project:** No further progress.

## **14. Report by Dist.Cllr. Barrett:**

- a) Council tax has been increased by 4.3%.
- b) S Cambs. magazine is now being distributed.
- c) Call Centre is now back "in house" and the services seems to be improved.

- d) Bus Services: Nothing to report but will give us an update after the next meeting. No Saturday bus service agreed. Cllr. Heath asked if anything had been discussed regarding the use of trains as there was an hourly service from Dullingham to Cambridge, although the last train back is not late enough for most people. Maybe a shuttle service too and from the station?

**15. Report from County Cllr. Batchelor:**

- a) The Broadband contract has been awarded to BT and by 2015 90% of Cambridgeshire should have a service of 20meg. going down to 3meg.
- b) He reported that Dist. Cllr. Pauline Jarvis had resigned due to ill health. There would be a by-election in May and he would be standing for this.

**16. Any other business:**

- a) Cllr. Heath requested that the condition of the High Street, viz a viz pot holes, should be put on the next Agenda. This was agreed.

**The next parish council meeting will be held on Monday 13<sup>th</sup> May 2013.**

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Annual General meeting held on Monday  
13<sup>th</sup> May 2013 in the Village hall at 8pm.

Those present were: Chairman Job, Cllrs., McCall, Heath, Ross-Bain, , Rowland & Wallace. Dist.Cllr. Barrett, County Cllr. Hickford, Dist.Cllr Fraser, 10 Parishioners & the Parish Clerk.

1. **Election of Chairman:** The Parish Clerk asked for proposals and Cllr. McCall proposed Cllr. Nigel Job to be Chairman, seconded by Cllr. Ross-Bain. Accepted by Cllr. Job, who signed the Declaration of Acceptance.
2. **Appointment of Vice Chairman:** Chairman Job proposed Cllr. McCall, seconded by Cllr. Rowland. Cllr. McCall accepted and signed the Declaration of Acceptance.
3. **Apologies:** Cllr. Heath.
4. **Declaration of interest:** None
5. **Minutes** of the parish council meeting held on Monday 12<sup>th</sup> March were signed as correct.
6. **Opportunity** for Public Statement:
  - a) Mrs M Nichols enquired as to progress with regard to the safety aspect of the roads, i.e. footpaths, cross-roads etc. She mentioned the speed at which the local Balsham school bus travelled through the village, cutting corners. Cllr. Ross-Bain said he would look into this. Mr McCall said that the issue of traffic through the village is going to have to be debated.
  - b) *Wadlow Wind Farm funding:* Mr McCall said he would list the funding given out in Challenge.
  - c) *Meadow Primary School* request for donations: Mrs Nicola Connor, Assistant Head Mistress from the Meadows explained why they had such a shortage of funds and badly needed to replace their IT equipment, which was over 10 years old. 43 children from West Wrattling attended the school. The Chairman agreed to discuss this matter again despite the decision made at the last meeting. Cllr. Gilmour, who declared an interest, pressed the case to help as a resident of the village. The Chairman asked each councillor for their opinion and the general concensus was that although extremely sympathetic they felt, as a government funded body, they could not extract money from the tight budget to give to another government funded institution. A vote was taken “yes” or “no” to give some financial aid, the result was 4 against and 2 for.
7. **Matters** arising: None
8. **Planning:**

S/0093/13 – 5 Bull Lane – Single storey extension: A decision had not been made but was discussed at the meeting and approval was recommended.
9. **Correspondence:**
  - a) Cambridge County Council notified West Wrattling that they were increasing the amount of money paid to the parish for cutting the grass verges
  - b) Historical Survey of the village – discuss at next meeting.

## 10. Finance:

- a) **Acceptance of Accounts** for year 2012/13 in preparation for internal audit following distribution of accounts to all councillors and re 3.5 in Financial Regulations, a resolution to carry forward surplus monies. The accounts were adopted and signed by the Chairman and Parish Clerk.
- b) **Annual Governance Statement:** This had been read and was signed.
- c) **Statement of Accounts** was signed by the Chairman and Parish Clerk.
- d) **S106 payment for 10 The Causeway development:** The document from SCDC was signed and a resolution made.
- e) *Authorised payments:*
  - £ 124.20 Inland Rev. (PAYE for 4<sup>th</sup> qrt) (Chq.855) Paid
  - £2,197.67 Allianz Ins. (chq.856 )
  - £ 200.00 Age Concern (Mobile Warden Scheme) (Chq.857 )
  - £ 165.75 CALC membership fee (chq.858 )
  - £ 60.00 Algar Signcraft (via D.Wallace), RAF Memorial sign. (Chq.859)
  - £ 20.00 Running Total (doing Payroll 2012-13 incl. PAYE returns) (chq.860)
  - £ 355.28 J Richards April/May salary of £444.08 less £88.40 PAYE) (chq. 861)
  - £ 786.00 Metrosigns 2000 – new Noticeboard for Hayters close (chq. 862)
  - £ 8.80 STP Stationery – Printing ink (chq. 863)
  - £ 27.49 West Wickham P.C.–half share in new printer Epson XP-200(chq. 864).
  - £ 134.40 RoSPA (Playsafety Ltd.) for play area inspection (chq. 865)
  - £ 168.95 James Crothall – prepare site and fix new Notice Board (chq.866)
- c) **Monies received:**
  - £5,151.00 1<sup>st</sup> tranche of the Precept
  - £ 307.00 LCTSS grant extra Precept money
  - £ 125.00 Half-year rent from West Wrating Sports Pavilion

**11. Code of Conduct:** The changes in the Code of Conduct which had been distributed to all the councillors was adopted, proposed by Cllr. Ross Bain, seconded by Cllr. Gilmour.

**12. Maintenance:** Cllr. Wallace reported:-

- a) A grass footpath had been cut by CGM from the junction up to Concordia on the pond side.
- b) A new Noticeboard has been erected at Hayters Close.
- c) The bowling green requires some maintenance, the fence needs repairing.
- d) The Tree Officer, Roz Richardson, had inspected the old Willow outside Willow Cottage and said that with suitable chain-saw work it could be turned into a much smaller tree.
- e) A survey had been carried out of the trees on parish property and there is a need for some pruning. A report had been made and would be considered.
- f) The RAF War Memorial direction sign is still not erected as suitable straps are needed to join it to the post. Cllr. Ross Bain said he probably could get something suitable.

**13. Signage to War Memorial:** see above.

**14. Report of meetings:**

- a) Cllr. McCall said the Sports Pavilion had held its AGM but nothing untoward to report apart from
  - i) they are having to pay to have the hedges cut and would like the Parish Council to share this cost and

ii) they were reminded that a survey of the pavilion needs to be carried out to comply with the lease and should be done by a qualified surveyor, obtaining a rebuild valuation and a resale valuation.

b) Mobile Warden Scheme: Cllr. McCall attended a meeting recently.

**15. Danger sports:**

a) Common Cross roads: Cllr. Ross Bain has asked for confirmation as to when the rumble strips would be put in place, which is now a high priority following the fatality at the cross roads. It is probable that because of this fatal accident the Highways will be looking for a better scheme to give more safety, but must not stop lobbying.

b) Update on signage for Six Mile Bottom road – Cllr. Ross Bain has been told there are no signs saying “concealed entrance”, such a sign would have to be put up on private property. Signs such as “Beware farm traffic” would be available.

c) The Minor Highway Improvement scheme has accepted the project for a footpath from Viking Close to the junction and will go before board later this year.

d) A1307: County Cllr. Hickford said that monitoring equipment will be erected on the road to see how many cars use it. Mr McCall asked if the monitoring could be done after the roadworks have been finished but was told it was a question of being on a waiting list.

**16. Local Bus Consultation:** Another questionnaire with three options has been put out by CCC which needs to be distributed.

**15. Report from District Cllr. Barrett:**

a) Finance will have to be well controlled this year as government funding was reduced by some 17%.

b) The Community Budget will allow parish councils and other organisations to apply for funding up to £1000.

c) As from April SCDC will be able to build council houses in addition to those being built by housing associations.

d) SCDC are doing a trial on recycling textiles.

Cllr. Barrett concluded by introducing Dist.Cllr. Andrew Fraser, recently elected.

**16. Report from County Cllr. Hickford:**

He introduced himself, having recently been elected but said it would not be appropriate to report on the past year and Cllr. Batchelor would probably already have given his report, which was confirmed by the Parish Clerk. He would like to be kept in the loop regarding any issues the parish council has with County Council and will give the Parish Clerk his County Council email address. He will also update the council on what is happening through the county.

**17. Any Other Business:** None

**The next meeting will be held on Monday 8<sup>th</sup> July.**

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 13<sup>th</sup> May 2013 at 7.30pm.

**1. Apologies for absence:**

Apologies were received from Cllr. Heath.

**2. Chairman's Opening Remarks and signing of last year's Minutes:**

The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 14<sup>th</sup> May 2012 were signed as correct.

**3. Chairman's Report:** See attached.

**4. Financial Report:** Copies of the accounts for the year to be resolved in the Parish Council meeting at 8.30pm were available for anyone wishing to study them.

**5. Parish Lands & Properties:** As listed on the Agenda.

**6. Reports:** Reports had been received from:

Over 60's Club	Rev.John Fellows (St Andrews)
Tennis Club	Village Hall Management
Bridge Club	Footpaths (P3 co-ordinator) (read out)
W.Wrattling Lunch Club	County Cllr. Batchelor
WWFC Jun.& Senior	

**7. Parish Nurse Project:** Cllr. Suan Rowland gave an excellent presentation which is attached, explaining the reasoning behind the proposed project and the need. She hoped the Parish Council would give its support. The Chairman qualified that this project has support from the Parochial Church Council and would be funded through the PCC. The Parish Council, if it supported this project, would not be expected to help financially as it gives funding to the Community Mobile Warden Scheme. There was some debate as to whether this project would work as people are often reluctant to say they need help. Mr Colin McCall asked where the money to fund this would be found as the application to Wind Farm funding had been withdrawn. The cost per year would be approx. £20,000. The PCC would provide administrative support. The Chairman asked his council if they would be prepared to support this project, to which they agreed. He thanked Cllr. Rowland.

**8. Any Questions:**

- a) A question was asked about progress in providing footpaths from Viking Close down to the junction and also from The Chestnuts up to 21 The Common. Cllr. Ross-Bain said that the project for the Viking Close footpath had been entered in the Minor Highway Improvement scheme and the result would be learnt at the end of May. The grass has now been cut from opposite the Chestnuts up to Concordia at no extra cost by CGM. Hopefully this will make a difference.
- b) *Tree Planting:* Mrs M. Nichols would like to donate some young trees to the village as part of the commemoration of Jubilee Year. Cllr. Wallace will look into where they could be planted, possibly on the recreation field.

Meeting closed at 8.30

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday  
8<sup>th</sup> July 2013 in the Village hall at 8pm.

Those present were: Acting Chairman Ross-Bain, Cllrs. Heath, Gilmour, Rowland & Wallace. Dist.Cllr. Fraser, County Cllr. Hickford, 4 Parishioners Mr Paul Santry (WWFC), Cllr. Hall of West Wickham P.C, & the Parish Clerk.

1. **Apologies:** Chairman Job & Vice Chairman McCall..
2. **Declaration of interest:** None
3. **Minutes** of the parish council meeting held on Monday 13<sup>th</sup> May were signed as correct.
4. **Opportunity** for Public Statement:
5. **Junior Football Club:** Mr Paul Santry from West Wrattling Football Club spoke about the possibility of two new pitches to be used by the junior teams as their numbers are increasing, on ground to be leased to them by Mr Henry d'Abo. At present there is nothing down on paper, no costings have been carried out with regard to turfing, equipment, fencing etc. and there would have to be a "Change of Use" to go to Planning. The Chairman read out a piece written by Chairman Job regarding the concern of residents living adjacent to the football ground dependent on where the pitches were going to be. There were two further letters expressing concern. Mr Santry produced for the council a plan, showing the intention to put the pitches up to the road. It was agreed that this would not be acceptable to nearby residents. It was decided to leave any further discussion of this proposal until the next meeting, when hopefully the Football Club will have put their ideas and costings on paper and discussed the matter with the residents most effected.
6. **Planning:**  
S/0903/13 – 5 Bull Lane – Single storey extension: Approval granted by SCDC  
S/0990/13 – 874 photovoltaic solar panels at Weston Woods Farm. Approval by SCDC.
7. **Housing Survey:**  
Hastoe have been in touch with the landowners of the various specified sites to see if they would be prepared to sell but not all have replied. Toby Owen, Estate Manager of Six Mile Bottom Estate, felt that Site B would be turned down by the Trustees, but they would be discussing it this week. He offered another site but it may not fit planning criteria and the council also needs to await the outcome of current discussions on the sites A-I.
8. **Correspondence:** see Appendix B.
9. **Finance:**
  - a) *Authorised payments:*
    - £ 133.20 Inland Rev. (PAYE for 1st qrt) (Chq.868) Paid
    - £355.28 Parish Clerk's salary (2 months). (chq. 869)
    - £ 17.25 STP for two ink cartridges & lined pad (chq. 870)
    - £156.30 CGM Inv. 4230 (10.5.13 cut) (chq. 871)
    - £ 29.00 CPRE annual subscription(872)

£ 54.00 Running Total Bookkeeping re int. audit (chq. 873).  
£ 35.00 ICO renewal fee for 2013/14. (chq. 874)  
£180.00 David Wallace (Inv.13 David Bryce for tree work) (chq.875)

b) *Monies received:*

£4977.68 S106 Development money.

£ 125.00 WW Sports Pavilion half-yearly rent.

£ 60.00 d'Abo Tennis Club contribution towards grass cutting.

c) CGM 3 year grass contract: This was agreed. The Parish Clerk was also asked to enquire from CGM when the grass was being cut as it is now 8 weeks since the last cut.

d) The Internal Audit had been satisfactorily carried out and the External Audit is now being carried out.

**10. Maintenance:** Cllr. Wallace reported:-

a) He had complained about the pot holes to Cllr. Hickford as these were not correctly filled in and the new tarmac was just put on top so indentations remain. This work will be done again by the contractors, at their expense.

b) Telephone Kiosk: Mr & Mrs Brereton have kindly offered to pay for refurbishing the kiosk. Cllr. Wallace said he has the correct paint and also spare glass provided by BT and suggested that quotes are sought. Cllr. Gilmour said she would ask the Brereton's if they would like to choose as they are paying for the work. They were most sincerely thanked for their offer.

c) Childrens Play area: This has been mowed, re-pathed and the fence and gates repaired. It would be good to find some volunteers to take care of the play area and maybe something should be put in Challenge.

d) Bowls Club: The Football Club has not said whether or not they wish to use it. If not the fence will need to be repaired. Mr Santry said the use of the area is still under discussion by the Football Club.

e) Tree Survey: Following this survey work has been carried out on various trees. The Ash tree has had all its branches cut off, leaving the trunk.

f) Willow Tree: Cllr. Wallace has still not seen Mr Hodge to give him the Tree Officers' advice.

g) Village Sign: The sign is now in place again but not complete.

**11. Danger Spots:** County Cllr. Hickford is hoping that a staggered crossing will be agreed upon. Cllr. Trevor Hall from West Wickham P.C. felt that a "stop" sign would be more effective or if trees were planted either side of the roads drivers would have to slow down as their vision would be considerably less than now. Cllr. Hickford said that he was not prepared to wait for 10 years whilst the trees grew to see if this would work and reiterated that this is high priority.

**12. Report of meetings:**

a. Mobile Warden Scheme – Cllr. Barrett was not present to give a report.

b. Parish Nurse Scheme – Cllr. Rowland said progress was being made but it was important to first find out how much support there is for this. Health themes will be organised in various villages, e.g. first aid, child care, dementia carers etc. Funding is being sought through grants.

**13. Local Bus Consultation:** Following the consultation option 1 has been agreed. The 16A service will run into Cambridge at 10.32am on a Saturday rather than the normal weekday time of 7.32am.

**14. Report from District Cllr. Fraser:**

- a) There are changes being made to the 2003 Licencing Act but there will be a consultation document coming out soon.
- b) Local Development Framework: Following the consultation there are to be various meetings held through the region. These will be shown on the village N.B.

**15. Report from County Cllr Hickford:**

- a) Common Road/Skippers Lane Junction – The rumble strips have been installed. I am working with Highways safety to look at the feasibility of a staggered crossroads at this junction. Although I have been informed that all funding has already been allocated for this financial year, once I have the feasibility and costings I will be taking it further to secure priority and see if funds can be found.
- b) Local Highways Improvement Scheme: The proposal put in by West Wrating for a footpath from Viking Close down to the junction has been turned down although we have not yet been notified of this. There is £100,00 available so worth putting in a revised proposal.

Cllr. Hickford had sent the Parish Clerk a very comprehensive 6 page report and the above is just the most relevant sections to West Wrating.

**16. Any Other Business: None**

**The next meeting will be held on Monday 9<sup>th</sup> September 2013.**

Acting Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council held on Monday 9<sup>th</sup>  
September 2013 in the Village Hall at 7.30pm

Those present were: Chairman Job, Cllrs. Heath, Gilmour, McCall, Rowland  
Ross-Bain & Wallace. Dist.Cllrs Barrett & Fraser, County  
Cllr. Hickford, 4 parishioners & the Parish Clerk.

1. **Apologies:** None.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council** meeting held on Monday 8<sup>th</sup> July 2013 were signed as correct.
4. **Opportunity** for Public Statement:
  - a) Mrs Scilla Harvey asked for agreement by the Parish Council that the Coronation Commemorative Jubilee tree could be planted, which had been discussed at a previous meeting. She and Mark Addley had agreed that the best place for it to be planted, which will be carried out by Kate Johnston, would be on the left-hand side of the recreation ground. The species has not been decided. The Chairman asked them to note the guidelines with regard to roots and height, also they should check with Mr & Mrs Mercer that they were happy with the position. The cost will be partly funded by voluntary contributions and Mark Addley and others are prepared to clear the site but thought it a good idea to have a particular date so others could help, possibly Nov/Dec. A plaque would be put up. Cllr. Gilmour said she still had money from the Jubilee funds, which could go towards paying for the plaque. The Council was happy with these arrangements.
  - b) Mr Colin McCall (Footpath Officer) said the litter is not too bad, the paths have been cut and trimmed and look good.
  - c) Mr Colin McCall (Windfarm Fund representative) told Council that all the money had been allocated and West Wrattling had received money for various needs. The Committee has to be elected for the coming year and he and Scilla Harvey are prepared to carry on. A vote was taken and all agreed. The Chairman suggested that the Village Hall Management Committee begin looking at the needs of the hall for future requests.
5. **Planning:**
  - a) **S/1728/13 – Mines Park – erection of County House.** Cllr. McCall explained the history behind this application. Planning permission had been given, following an Appeal, for a country house of “exceptional” design to be built. This permission expires in 2014. This new application is for a totally new design of house on the same plot. Each Councillor was asked for their view on the application. They all felt that the design could have a commercial aspect, it was not “exceptional” and it was placed in many acres of good agricultural land out of the Village Envelope. A vote was taken which was 7/0 against approval. The Parish Clerk was asked to return the form with the stipulation that if permission should be granted by SCDC or through appeal, no “change of use” should be allowed.
  - b) **S/1500/13 – 4 Green End Farm – Replacement porch.** Approved by P.C.  
**S/0538/13 – 1 Bull Lane – amendments to S/0540.** “ “  
**S/1618/13 – 5 Six Mile Bottom Rd – rear conservatory.** “ “
6. **Junior Football Club:** Cllr. McCall said that there is no further progress as the Football Club are now aware of the concern of local residents having pitches nearby. Until they provide a full proposal of what they wish to do there is nothing we can do. It is hoped that they are now

looking at alternative areas for these two new pitches, for which they will have to get planning permission. Regarding renting the Bowling Green area, a new lease would have to be drawn up which would incur them legal fees.

7. Housing Survey: No further news.

### **8. Correspondence:**

a) Request for a donation from Suffolk Accident Rescue Service. All members of the council had seen this letter and they were asked to vote whether or not to give a donation. The request was declined on the basis of it being outside the remit of the council's budget.

### **9. Finance:**

a) *Authorised payments:*

£ 355.28 Parish Clerk's salary (2 months). (chq. 876)

£2651.00 James Crothall for total work on damaged Village Sign (chq 877) to be covered by insurance claim.

£ 229.60 James Crothall – work on recreation ground. (chq.878)

£ 600.00 D.Bryce – Ash tree felling (pd by D.Wallace) (chq.879)

£ 30.00 Sapien IT – annual website fee. (chq.880).

b) *Monies received:*

£2526.50 Allianz Ins. Claim for village sign.

c) Accounts spread sheet distributed to Council: Cllr. Rowland said everything was on track but would go through it more thoroughly at the next meeting as the requirements for next year's budget would be needed for the January 2014 meeting.

### **10. Maintenance:** Cllr. Wallace had little to report.

a) The Village Sign is now restored and the insurance claim money has been received minus the Excess payment of £125.00, but it is hoped that we will also get this back.

b) Telephone Kiosk: Cllr. Wallace and his team have mended some electric wires which were hanging down inside the kiosk at a cost of £30.00. There are decorators tendering for the job of refurbishing the kiosk but Cllr. Wallace has pointed out to them and also Mr & Mrs Brereton that they need to have the necessary Insurance cover for public liability as the kiosk is a public building.

### **11. Danger Spots:**

a) Cross Roads: Cllr. Hickford confirmed that the Skipper Road junction is to be included in the 14/15 budget, as it is top of the priority list. A roundabout would cost approx. 1.5M but a static junction £400,000. The letter and plan sent in by Mr M Hampton had been looked at by Council and Cllr. Hickford but Cllr. Hickford informed us that whilst the design was innovative Highways considered that such a design would be more hazardous (particularly for cyclists) than a staggered junction.

b) Pot Holes: These have not yet been re-done but the contractors have accepted responsibility for shoddy work. Cllr. Hickford will chase this up.

c) Accident because of over-gritting at Honey Hill junction: The over-gritting has caused one or two near accidents and then the more serious one where the cyclist broke various bones and was hospitalised after a 1.5hr wait for an ambulance. The Chairman said action needs to be taken quickly by CCC because the condition of the road is worse than it was originally and it is quite possible there might be litigation due to negligence. Cllr. Hickford asked to be informed of any further accidents at this junction.

d) Local Highways Improvement Scheme: Cllr. Ross-Bain is putting in the Honey Hill Footpath scheme again for the 14/15 year. Cllr. Hickford said a more robust case must be made. The

Chairman wondered if the village might be prepared to accept a high precept to help cover the part-cost of this, however Cllr. Hickford said that the cost does not come into it, it is how high it is on the priority list.

**12. Report on meetings attended by Councillors:**

Cllr. McCall said she had tried to set up a meeting of the Sports Pavilion committee but had had no response to her request. The Parish Clerk was asked to write again to Mrs M Potter (Secretary) with regard to the survey which is required to be carried out after five years and also a re-valuation of the building, both requested earlier in the year, which had not been received. The Chairman wondered whether the Council should set up its own committee to get things moving.

**13. Report by District Cllr. Barrett:**

He reported on the Mobile Warden Scheme. Interviews have been taking place to select a new Warden and a choice has been made which will be announced this week. At present West Wrating has nobody using the scheme.

**14. Report by County Cllr. Hickford:**

- a) *Guided Busway*: 33M is being refunded to CCC by the contractors. There will be legal fees to pay but these are being paid over 25 years.
- b) *Consultation for the Transport Strategy*: He would like some input for this consultation, needed by the end of September. Cllr. Ross-Bain said he would do this.
- c) *CIL (Community Infrastructure Levy)* this is in addition to the S106 Development Fund not a replacement.
- d) Ms Nicola Burdon is the person to contact re Highway problems.

**15. Any Other Business:**

- a) Mr Mike Rowland asked if he could be included to receive the Agenda and Minutes, as he was unaware that the meeting was at 7.30pm instead of 8pm so the website was not changed. This was agreed.
- b) Cllr. Wallace would like to change the wording of the request from the Football Club and Tennis Club for their contribution towards "grass cutting". This is no longer applicable. He was asked to put it down on paper to be discussed at the next meeting.

**Next meeting to be held on Monday 11<sup>th</sup> November 2013.**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council held on Monday 11<sup>th</sup>  
November 2013 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. McCall, Heath, Rowland  
& Ross-Bain. Dist.Cllr Fraser, 5 parishioners  
& the Parish Clerk.

**1. Apologies:**

Before apologies were given Chairman Job paid tribute to Cllr. Wallace, who recently died, saying what a loss it was to the whole village. Over the many years he was a Parish Councillor he diligently looked after the maintenance of the village, including the Village Hall, Playground, Pump Shelter, Noticeboards, bus shelter and also the Church, as well as blocked drains and holes in the road. The Parish Council wish to thank him and his family for everything that he has done.

Apologies received from Dist.Cllr. Barrett and County Cllr. Hickford.

**2. Declaration of interest:** None

**3. Minutes of the meeting held** on Monday 9<sup>th</sup> September were signed as correct. Cllr. McCall told Council that the Coronation Commemorative Jubilee tree had been planted and looks good in its position.

**4. Opportunity for Public Statement:**

- a) Colin McCall, Footpath Officer, said the footpaths were in good order and had had a late cut. Regarding the litter picked up over this past year, a total of 30 bin liners have been filled. A new young volunteer, Nick Brown, has joined the team as part of the Duke of Edinburgh Award programme.
- b) Michael Hampton asked the Parish Council to think again about Skippers Road Junction. He had written to County Cllr. Hickford with his idea of two three arm junctions which would slow all the traffic down and would also require less land and be less costly to create. The Police had told him that they thought it unsafe to do a manual check but a tube across the road would do the same job. He could not see that cyclists would have a problem. He asked the Parish Council to seek further information on his idea before agreeing to the more expensive staggered junction.
- c) Mrs Mira Nichols also spoke about speeding through the village and the safety of the junction. Despite the addition of rumble strips further accidents have taken place, one only two weeks ago. The Chairman said it might help if a sub-committee was formed to lobby and liaise and look into what might be available regarding signage. The Parish Council has limited powers and has to take note of the professional views as what needs to be done. He also mentioned the volume of traffic through the village; perhaps there could be a weight restriction order for traffic through the village. Cllr. Ross-Bain said the junction work is “high priority” and scheduled to be carried out next year when there will be funding. Mrs Nichols said she would be prepared to help and it was agreed to put an item in Challenge.
- d) Mrs C. Carpentier spoke about the safety issue concerning Viking Close, where people, particularly children going to school and the elderly and disabled, find it hazardous walking down to the junction because of speeding traffic and the poor

visibility. She asked the Parish Council what plans there were for a footpath as there are 8 children in the Close, three of which walk down to catch the school bus.

- e) Mike Rowland spoke about the Trustees of the Village Hall. There should be two members nominated by the Parish Council but there are only five Parish Councillors. The Chairman said he would attend the AGM of the Village Hall which is in 4 weeks time and felt that there should be at least one representative from the Parish Council.

**5. West Wrattling Football Club:** Nothing further to report.

**6. Planning:** Mr M Hampton said he had attended the Planning Committee meeting with regard to the Mines Farm application. The application went through despite the Parish Council refusing it.

**7. Housing Survey:** The offer by Six Mile Bottom Estate of a piece of land beyond The Old Police House was discussed. Cllr. McCall had spoken to the new owners of the Old Police House who were agreeable to possible housing being built nearby. It was agreed to accept this offer and write to Toby Owen, Estate Manager of Six Mile Bottom Estate and then inform Ulrika Maccariello of this.

**8. Correspondence:**

- a) A further letter had been written to Mrs M Potter, Secretary of the Sports Pavilion requesting the survey and revaluation of the building. The Parish Clerk had been told verbally that this was in hand but she has received nothing so far.
- b) A request to the CCC for their contribution towards verge grass cutting was sent and a cheque for £346.53 received.

**9. Finance:**

**a) Authorised payments:**

£133.20 HM Inland Rev. 2<sup>nd</sup> quarter (chq. 881) paid  
£327.00 CGM – Inv. Nos. 4430 & 4571 (chq. 882) paid  
£355.28 Parish Clerk's salary (2 months). (chq. 883)  
£120.00 PKF Littlejohn – external audit invoice. (chq. 884)  
£ 64.32 Service of Strimmer for footpaths (Simon Anderson) (chq. 885)  
£ 9.14 STP Stationery – Printer ink & punched plastic holders. (chq.886)  
£ 25.00 The Royal British Legion – Poppy wreath (chq. 887)  
£156.30 CGM Inv. 4811 (Oct.) (chq. 888).

**b) Monies received:**

£5151.00 2<sup>nd</sup> tranche of Precept.

£ 346.53 CCC for verge grass cutting.

c) **Pre-budget:** Updated budget sheet and accounts spread sheet had been distributed to all the councillors. Cllr. Rowland said the budget was on target. Maintenance was the one section that might be overspent as there had been some heavy expenditure. The Chairman said Council would need to find someone to look after the maintenance of the village. Unfortunately Mr Don Baker, who so ably helped Cllr. Wallace, is moving from the village. The Parish Clerk will put something in Challenge.

d) **Clarification:** The question of the contribution from the WWFC of £250 per year was raised as this has not been paid as they objected to the wording “for grass

cutting”. It was agreed that this should be changed to “use of recreation ground”. A letter will be sent to Mrs M Potter.

**10. Telephone Kiosk:** This has been cleaned and decorated and paid for by Mr & Mrs Brereton. We are most thankful to them.

**11. Danger spots:**

- a) Common Crossroads – discussed earlier.
- b) Minor Highway Improvement Scheme: Cllr. Ross-Bain has completed and submitted the application regarding a footpath from Viking Close down to the junction for next year’s input. The Panels will score against particular aims which are: a) risk; b) road safety and c) social improvement. It was suggested that the residents of Viking Close be asked to write individual letters giving their specific needs and the difference a footpath would make. In particular any mobility problems, wheelchairs, pushchairs etc. inability of children’s friends to visit because of the traffic hazzard. Mrs Carpentier agreed to coordinate these letters and get them to Cllr. Ross-Bain, who was thanked by the Chairman for all his help on this.
- c) Pot holes and overgritting: Cllr. Fraser said he would contact Cllr. Hickford about this.

**12. Report on Meetings attended by Parish Councillors:**

- a) Cllr. McCall had little to report on the Sports Pavilion. Paul Santry and Malcolm Luff had not come tonight so there is obviously nothing new to report on the new pitches or their possible use of the Bowls club area. However they are well aware of the need to involve the village when decisions about possible new pitches are put forward. The Youth teams are doing well. The “Sinking fund” has been increased from the funds raised at their musical event. There is a need for another Parish Council representative on the Sports Pavilion Committee as Cllr. Wallace had been a representative with Cllr. McCall.
- b) Cllr. McCall said that a new Mobile Warden has now been appointed and has started her job.
- c) Cllr. Rowland told Council that a Health Workshop had been held at the Balsham Church Institute and there will be another one at the same venue on 24<sup>th</sup> January 2014.
- d) The Chairman thanked Cllrs. Heath and Ross-Bain for their involvement at the Weston Woods Memorial Remembrance service.

**13. Electoral Matters:** An election for a new Parish Council will be held next year in May. There are now only five councillors and Cllr. Heath has said that he will not stand again due to his work commitments. Cllr. McCall said that she also did not wish to stand for re-election. There is a need to promote this coming election and to get residents interested in putting their names forward for nomination. The Parish Clerk will put an item in Challenge about what it means to be a Parish Councillor, but parish councillors must also talk to those they feel might be interested and encourage them to put up for nomination.

**14. Report by Dist.Cllr. Fraser:**

- a) A review of the polling stations is currently being carried out. He presumed West Wrating were happy for the Village Hall to continue to be used as a Polling Station.
- b) Council were told that highspeed Broadband would not be in this area until September 2015.
- c) A small fund is being made available to improve bus shelters, e.g. decorating, cycle racks etc.
- d) The SCDC call centre has received complaints about the slowness of answering and the lack of Voice Mail response. A training course is being held to try and get a better service. Cllr. Fraser would be pleased to know if there is still a problem.

**15. Report by County Cllr. Hickford:** A report had been circulated to all the parish councillors so despite Cllr. Hickford being unable to attend due to illness everyone was briefed by his report.

**16. Any Other Business:**

Cllr. Heath spoke about cars parking outside the Village Hall. It would be better if they were parked in the Recreation Ground car park apart from the fact that it was pitch black. Could a sensor light be put up to enable people to park there at night. This will go on the next Agenda.

**The next meeting will be held on Monday 13<sup>th</sup> January 2014.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council held on Monday 13<sup>th</sup>  
January 2014 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. McCall, Rowland & Ross-Bain. Dist.Cllr Barrett, County Cllr. Hickford, 4 parishioners & the Parish Clerk.

**1. Apologies:**

Apologies were received from Cllr. Heath.

**2. Declaration of interest:** None

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

**4. Opportunity** for Public Statement:

- a) Colin McCall, Footpath Officer, said a lot of litter is still being picked up, he alone had collected 36 bin liners full during last year. He would like to have at least two more voluntary litter pickers in West Wrattling and has put a note in Challenge to this effect. The footpaths have been cut three times this year. Karen Champion has been replaced by Peter Gaskin as Footpath Officer but he has not met him yet. He has spoken with Henry d'Abo's new Estate Manager regarding hedging and cross fields. He thanked Louise Cook for clearing such a large amount of brambles down to Scarlet Farm.
- b) Mrs Mira Nichols spoke about the burglary at Mr & Mrs Hampton, where the disabled scooter was taken. She had spoken to PC Fisher about Ecops. Cllr. McCall said that you could sign up to Ecops and get weekly information and is also on the website. Regarding the speeding traffic, she had been in touch with CPRE, who would like to see a 20mph speed limit through all villages and intends to contact the local MP, Police Commissioner about the fact that the Police consider it too dangerous to monitor the cross-road section.
- c) Mrs C. Carpentier spoke concerning the proposed footpath and will be attending the Minor Highways Improvements meeting on 20<sup>th</sup> January..

**5. West Wrattling Football Club:** Cllr. McCall had attended a meeting of the Sports Pavilion Committee and learnt that Malcolm Luff and Paul Santry have now both left the club, so there is no further news on the proposed new junior football pitches. They are making plans for the Bowls Club area to be used for coaching and children of the village will be included as well as the juniors of the football club. They may ask for Wind Farm money and they will contact Colin McCall about this. The Sports Pavilion "sinking fund" is now being regularly added to, about £500 a year. The survey, which the lease requires after five years, has been delayed but they are looking for someone local to carry this out, as their original choice has just changed his job and so time is limited. Kevin Ager is no longer in charge of the Junior Club. The Club had a successful trip to Spain and a successful fund raising event in Haverhill. She had received a written request to have the use of the recreation ground on 28<sup>th</sup> June, this was agreed provided it didn't clash with the Church Fete.

**6. Planning:** Mr Simon Thorley, who will shortly be moving into “The Grove” has just put plans into the Planning Dept. at SCDC and wished to show the Parish Council what is proposed. The plans were looked at so that when the Planning Application is received the Council will have information on them.

**7. Housing Survey:** Letters have been sent to Hastoe but no replies received.

**8. Correspondence:** Nothing.

**9. Finance:**

**a) Authorised payments:**

£133.20 HM Inland Rev. 3rd quarter (chq. 889) paid

£355.28 Parish Clerk’s salary (2 months). (chq. 890)

£125.00 West Wrattling Football Club (hedging work). (cheq. 891)

**b) Monies received:**

**c) Budget for 2014/15:** Cllr. Rowland went through the Budget Monitoring spread sheet for 2013/14, which had been distributed to all the Councillors. The budget was on target and although certain items under Maintenance were more expensive than budgeted for, other items were less so it evened up. At the end of the financial year there would be a surplus. Also to be taken into account was the S106 development grant of £4977 to be used to benefit the community and kept separate. There is a 5 year time slot for this to be used. Cllr. Rowland then went through the Budget forecast sheet, also distributed to all Councillors. This showed a cost of living increase on certain items e.g. insurance cover, CPALC fees, Parish Clerk’s salary but the other items would remain the same. Cllr. Wallace had left the various Parish assets in very good order. It was possible that the Village Hall might require a contribution from the Parish Council, but was not needed at present, she therefore felt that the Precept should stay the same as last year. The Chairman then opened this up for discussion and asked the Councillors for their thoughts. Cllr. McCall felt strongly that the Precept should be increased by the lowest RPI figure, at present 2%, because although the reserves were in good order, £9000 of this was set aside to cover the Sports Pavilion Contingency Fund should anything go wrong which didn’t leave much for unforeseen expenses. Cllr. Ross-Bain agreed with this, especially as he was hoping that the application for funding for a footpath under the Minor Highways Improvement scheme would be allowed and the Parish Council would then have to put funding of £5000 into this. The Chairman looked at the pros and cons and felt there were two reasons to increase the Precept; 1. Something unexpected could happen; 2. There is the talk that the government may well cap Parish Councils’ precepts having already capped local government’s Precept and so he felt a modest increase was necessary. Cllr. McCall proposed an increase at the lowest inflation rate index and this was seconded by Cllr. Ross Bain. A vote was taken which was 3 to 1, with Cllr. Rowland against. The Chairman thanked Cllr. Rowland for her excellent presentation and hard work.

**10. Maintenance:** There has been a request for a light to be put in the refurbished telephone box. This will be looked into.

**11. Danger spots:**

- a) Minor Highway Improvement Scheme: Cllr. Ross-Bain has submitted the application regarding a footpath from Viking Close down to the junction for next year's input. He and Mrs Carpentier, who did so much work getting the residents of Viking Close to write letters to put forward their case, will be attending the meeting which will decide on which projects will be funded on the 20<sup>th</sup> January.
- b) Pot holes and overgritting: Cllr. Fraser was not present to comment.
- c) Sensor Light at Recreation Ground – as Cllr. Heath, who had proposed this, was not present it was agreed to put it on the next meeting's Agenda.
- d) Crossroads – County Cllr. Hickford told Council that things were progressing. He hopes work will start in 12 months time.

**12. Report on Meetings attended by Parish Councillors:**

- a) Cllr. Rowland told Council that a further Health Workshop on “How to get the best out of the NHS” would be held at the Balsham Church Institute on 23<sup>rd</sup> January 2014 as part of the Parish Nurse project.

**13. Electoral Matters:**

- a) Mrs Mira Nicholls had agreed to be co-opted on the Parish Council and she was welcomed to sit with the other Councillors having completed the necessary forms, signed by herself and a Parish Councillor.

**14. Report by Dist.Cllr. Barrett:**

- a) The budget for SCDC is being set for next year and the Precept to be decided upon dependent on what the government agrees. Probably 2.5%.
- b) The new Mobile Warden is settling in well; living locally means she is more able to keep in touch with those who benefit under the scheme.

**15. Report by County Cllr. Hickford:** He apologised that his report had only been circulated today, so realised that not everyone would have read it.

- a) Because of his concern over the affairs of The Pear Tree public house in Hildersham he was pleased to learn that The Chestnut public house is on the Community Asset Register, thus making it harder to “change use” should the pub fail.
- b) He was pleased that the Precept was being increased as he felt that the government will put in less and less and SCDC will increase costs for the Parish Councils.
- c) On 13<sup>th</sup> February there will be a meeting of the Steering Group for the A1307 at Linton Village Hall.
- d) If the City Deal comes to fruition there will be money available for public transport, possibly a guided bus to Addenbrookes Hospital; junctions along the A1307 could be upgraded. It has been agreed that traffic counts will be carried out along the A1307 at certain time zones.

**16. Any Other Business:**

The Chairman thanked the Parish Clerk for coming to the meeting with her broken ankle.

**The next meeting will be held on Monday 10<sup>th</sup> March 2014.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council held on Monday 10<sup>th</sup>  
March 2014 in the Village Hall at 8pm.

Those present were: Vice Chairman McCall, Cllrs. Heath, Rowland & Ross-Bain. Dist.Cllr Fraser, County Cllr. Hickford, Cllr. Trevor Hall (West Wickham), 2 parishioners & the Parish Clerk.

**1. Apologies:**

Apologies were received from Cllrs. Job & Nichols & Dist. Cllr. Barrett.

**2. Declaration of interest:** None

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

**4. Opportunity for Public Statement:**

- a) Colin McCall, Footpath Officer, said no work has yet been done on the paths because they are too wet. Paths will be cut cross-fields rather than round-upped. Litter is as always brisk and several members of the voluntary team have been out picking up. He had noted that two of the bollards were damaged at the cross roads and he would bring them back to the village to then go to the Highways Dept. He thanked once more his excellent team of volunteers in West Wrattling and Weston Colville.
- b) Cllr. Trevor Hall from West Wickham Parish Council attended to talk about having a Neighbourhood Plan which would give statutory rights to the Parish Council and the community at large to have a greater say in planning decisions. He had sent information on such a plan to all the Councillors in West Wrattling and had been advised that parish councils could link with each other, which would help with the work load setting up the Plan and also the cost. He felt it was something that members of each village should get involved, with perhaps one active Parish Councillor. He had put a piece in the Village Voice for West Wickham asking for volunteers and had received positive feedback. He believed that sharing with West Wrattling would be good as it is of a similar size and has similar problems. It was agreed that something should go into Challenge for April and Cllr. Hall would send the Parish Clerk what he had put into West Wickham's magazine, and to wait and see what sort of response there is. The Parish Clerk noted that this should go on the next Agenda.

**5. Planning:**

- a) S/2763/14 – Solar Farm & assoc. development. A planning meeting had been held on 17<sup>th</sup> February to discuss. At this meeting it was agreed to append the Chairman Cllr. Job's comments to the Planning Application form as the Parish Council's formal response. An extension to 14<sup>th</sup> March had been allowed by SCDC.
- b) S/0039/14–Attic conversion, The Grove. Application approved by Parish Council.
- c) S/1210/14- Two storey side ext. Valley Farm Cottage. “ “ “ “

**6. Housing Survey:** Email received from Hastoe and no further progress.

**7. Correspondence:**

- a) 2013/14 Electoral roll register had been received. Copy given to the Vice Chairman.
- b) Village Services & Facilities update which was available to read.

- c) Schedule of Services for signature had been received from Total Book-keeping, the internal auditor, who has again agreed to carry out the internal audit for 2013/14. The fees remain the same and the two forms were signed to be returned.

## **8. Finance:**

### **a) Authorised payments:**

£120.00 WWFC for hedging carried out on rec. (chq. 891) paid

£500.00 WW Sports Pavilion for contribution towards grass cutting of rec. (chq. 892) paid.

£ 44.00 Challenge – cost of website for West Wrating (chq.893) paid.

£355.28 Parish Clerk's salary (2 months) (chq.894)

£24.90 Parish Clerk for Postage costs for 2013/14.

£11.11 Parish Clerk expenses re stationery & travel.

### **b) Monies received:**

£200.00 WWFC contribution towards maintenance costs.

- c) Copies of updated accounts had been distributed to councillors.

## **9 Maintenance:**

- a) Light bulb for telephone box: Cllr. Ross Bain said the person who had requested this was checking with BT what needed to be done and cost.
- b) Sensor light at entrance to recreation ground: Cllr. Heath reiterated the need for a light in order to encourage people to park cars there rather than in the road when an event was being held in the village hall. Electrical work would be needed. Cllr. McCall said she would ask the Sports Pavilion committee if someone from the club could obtain a quote for this. The Parish Council would then pay for the work to be done.
- c) Pot holes & overgritting: A complaint had been received about the very poor state of the pavement opposite the public house. Dist.Cllr. Fraser said he would look into this.

**10. Minor Highway Improvement Scheme:** Cllr. Ross-Bain told Council that the application regarding a footpath from Viking Close down to the junction had been granted funding. A site visit will be carried out by engineers shortly and the Parish Council will have to send a letter agreeing to contribute towards the cost. £5000 has been set aside from this year's budget. Thanks were given to Cllr. Ross-Bain and to Mrs Capucine Carpentier who helped raise awareness of the problem.

## **11. Report on Meetings attended by Parish Councillors:**

- a) Cllr. McCall had attended a Sports Pavilion meeting. Two new members of the committee had been appointed, Simon Johnson and Paul England and the new Chairman elect was Nick Ager. With regard to the possible new pitches they are now looking at what needs to be done on the legal side plus how to obtain grants so nothing new to report. The Bowls green is also still ongoing but the new pitches are taking priority. The 5 year survey has been carried out but we have not yet received this report.
- b) Also up for discussion at the above meeting was the matter of "dog poo". A match had to be stopped because the pitch was in such a state. They would like to put up cameras in order to catch the people who let their dogs defecate on the rec. However Cllr. Ross-Bain said they will need various permissions and data protection approval as it is a public area. He agreed to look into what would be needed. The Parish Clerk was asked to put this on the next Agenda.

- c) Cllr. McCall and husband went to a meeting organised by County Cllr. Hickford regarding the A1307 and the changes which will be necessary because of the new development in Haverhill which will mean possibly 300 more cars daily on the A1307. A survey is to be carried out through all the surrounding villages affected by “rat runs”. Cars will be stopped to find out where the driver is from and going to. Another possibility is a new road to by-pass Linton, from Horseheath to Fourwentways.

It was agreed that there is a need to raise the profile of this “rat run” problem in the village in order to get support at these particular meetings.

**12. Electoral Matters:**

- a) The Parish Clerk said the nomination papers would be available this week and was asked to order some and also to find out when they need returning so something could go into “Challenge”. Date of the election is 22<sup>nd</sup> May.

**13. Report by Dist.Cllr. Fraser:**

- a) The Community Chest fund has been increased from £1000 to £1500. The sensor light would come under the required remit and we should apply for these funds.
- b) The green recycling bins will be collected only once a month. Waste can be put into the black bin.
- c) There is a great need for Foster Parents in this area and he asked if something could be put in Challenge.

**14. Report by County Cllr. Hickford:** He apologised that his report had only been circulated today, so realised that not everyone would have read it.

- a) The budget had been set at 1.99%, a cut of 50% of their normal spending. This county is one of the lowest funded in the country. Cllr Hickford’s report can be found on the website giving fuller details.

**15. Any Other Business:**

- a) Cllr. McCall asked if anyone was able to attend the Liaison Meeting at Cambourne on 27<sup>th</sup> March. No-one could.
- b) Cllr. Ross-Bain told Council that as from mid-May there would be a £1 charge per car at the Park & Ride in addition to the bus fare. There will be 1hr free for dropping off or picking up. Overnight parking will be allowed and from 18hrs-24hrs. the cost would be £10.
- c) Cllr. Ross-Bain said because the Tour de France was coming through parts of Cambridgeshire there will be road closures in the city from Sunday night 6<sup>th</sup> July e.g. Parkers Piece and from 4am on 7<sup>th</sup> July the city centre will be closed.

**The next meeting will be held on Monday 12<sup>th</sup> May 2014.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Annual Parish Council held on Monday  
12<sup>th</sup> May 2014 in the Village Hall at 7pm.

Those present were: Chairman Job, Cllrs. Heath, McCall, Nichols, Rowland & Ross-Bain. 4 parishioners and the Parish Clerk.

**The election of Parish Councillors for West Wrattling was uncontested due to insufficient candidates.** Those who are now elected as Councillors are: Cllrs. Job, Nichols, Ross-Bain and Snow. They will commence duties after 22<sup>nd</sup> May and the date of Tuesday 27<sup>th</sup> May was set for the various forms to be signed and the selection of Chairman and Vice Chairman will take place and possible co-opting.

**1. Apologies:** None

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 10<sup>th</sup> March 2014 were signed as correct by Vice Chairman McCall, who took the meeting.

**4. Opportunity for Public Statement:**

Colin McCall (Footpath officer) told Council that the cross-field paths had been cut. CCC would only be cutting the paths twice this year, as last year, unless their budget allows a third cut to keep the paths in good order, which they managed last year. With regard to litter collecting he praised his team Ian Catchpole, Louise Cook, Jenny Scott, Tim & Pam Bonfield who were doing such a good job keeping the various roads clear of litter.

**5. Matters arising:** None

**6. Planning:** (Applications as listed in Appendix B)

S/0442/14/LB – Replacement of garden wall & oil tank, 48 High St., SCDC approved.

**7. Correspondence:** (see Appendix A)

- a) Letter from Running Total Bookeeping confirming acceptance to do the internal audit and monitoring the payment of PAYE. Letter sent to her first.
- b) Camb.County Council – Invoice sent for Village Grass cutting for 2014/15.
- c) Older People’s Services Consultation (item 9) – Clr. Rowland Said she was happy to complete a consultation document from the NHS on “How to improve older people’s healthcare & adult community services”. The Parish Council agreed to her offer.

**8. Finance: Account spread sheet for 2013/14 distributed to councillors.**

a) **Acceptance of Accounts** for year 2013/14 in preparation for internal audit following distribution of accounts to all councillors and re 3.5 in Financial Regs., a resolution to carry forward surplus monies was agreed. The Chairman and Parish Clerk signed the Accounts sheet.

**Annual Governance Statement** was read out by the Chairman and signed by himself and the Parish Clerk.

**Statement of Accounts** was signed along with the Bank Reconciliation.

**b) Authorised payments:**

£ 133.20	Inland Rev. (PAYE for 4 <sup>th</sup> qrt) (Chq.896) Paid
£2,249.15	Allianz Ins. (chq.897 )
£ 19.78	STP Stationery – Printing inks & copy paper (chq. 898)
£ 164.54	CALC membership fee (chq.899)
£ 200.00	Age Concern (Mobile Warden Scheme. (Chq.900)
£ 20.00	Running Total (doing Payroll 2013-14 incl. PAYE returns) (chq.901)
£ 355.28	J Richards April/May salary of £444.08 less £88.40 PAYE) (chq. 902)

**c) Monies received:**

£ 310.12	VAT reclaim for 2013/14.
£5253.88	1 <sup>st</sup> tranche of Precept for 2014/15.
£ 125.00	Re Village Sign insurance claim from Admiral.

**9. Minor Highway Improvement Scheme:**

- a) Cllr. Ross-Bain told Council that the application to make a footpath from Viking Close to the junction at Honey Hill had been accepted and it would be going ahead. The Parish Council will need to find £3000, some of which will come from the S106 payment received last year.
- b) **Honey Hill Footpath:** Request for special markings, signs or lights.  
The Parish Council were asked for their opinions; Cllr. McCall thought 30mph signs painted on the road and gates at that entrance to the village would be good but no flashing lights. Cllr. Nichols agreed with the idea of 30mph signs on the road as it would give drivers more notice of the 30mph limit and also having checked on speeding laws if the police have a “speed” check it is law that the 30mph signs have to be there. With regard to 30mph signs Cllr. McCall thought the sign at the other end of the village should be moved beyond “Concordia” to the other side of the sharp bend. Cllr. Ross-Bain said he would have a word with Highways about signage and the moving of the 30mph sign could be put in this coming year as a Minor Highways Improvement scheme application.

**10. Maintenance:**

- a) The Risk Management Assessment was signed by the Chairman and he stressed the need to find one or two people who would be prepared to look after the maintenance of village. Both Cllrs. Job and McCall will have a word with people who might be interested in doing it.
- b) Sensor Light – Cllr. McCall had heard nothing further about this which she raised at the last Sports Pavilion meeting but having just returned from a 3 week break she will following it up. Cllr. Job said that the problem with dog poo seemed to be better, probably due to the dire warnings of heavy fines.
- c) Pot holes & overgritting: Dist.Cllr. Fraser was not present.
- d) Light bulb in Telephone Box – Cllr. Ross-Bain had emailed to find out the cost but had heard nothing back as yet.
- e) Hayter Close: Cllr. Rowland says it needs to be cut on a regular basis. The Parish Clerk believed that SCDC was responsible for cutting part of it. Cllr. Rowland suggested we get CGM to cut it all and notify SCDC. No decision.
- f) Paths round edge of recreation ground: Cllr. Rowland asked who is supposed to cut this and was told that the WWFC had always done it. Cllr McCall said she would check it out.

**11. Report of meetings:** None but reminder that the Sports Pavilion Committee AGM will be held on Tuesday 20<sup>th</sup> May.

**12. Report** by District Cllrs. Barrett/Fraser: Neither present.

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

**14. Any other business:**

- a) Cllr. Nichols had received an email from Cilla Harvey regarding access to Pocket Park. A footpath along the side of the road would make walking to Pocket Park so much easier. Possible funding could possibly come from the Wind Farm Trust. Cllr. Ross-Bain suggested putting a path below the road if it was cleared and flattened out it might be possible and he would look into it. This idea of a path has been looked at before but there was a problem over access.
- b) Cllr. Nichols said there would be a speedwatch check by Louise Cook on Wednesday 15<sup>th</sup> May just past Hayter Close.

**The next parish council meeting will be held on Monday 14<sup>th</sup> July 2014 at 8pm.**

**Signed:**

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 12<sup>th</sup> May 2014 at 8.00pm.

1. **Apologies for absence:** None
2. **Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 13<sup>th</sup> May 2013 were signed as correct.
3. **Chairman's Report:** See attached.
4. **Financial Report:** Copies of the accounts for the year which were resolved at the Parish Council meeting held this evening at 7.00pm were available for anyone wishing to study them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports had been received from:  
Rev. John Fellows (St Andrews)  
Tennis Club                      Village Hall Management  
Bridge Club                      Footpaths (P3 co-ordinator) (read out)  
W. Wrattling Lunch Club      WWFC Senior  
Cllr. Rowland gave her report on the Lunch Club which is held every month in The Chestnuts Public House and is open to all ages. There are usually twenty each month.
7. **Matters arising from the Minutes of 13<sup>th</sup> May 2013:**
  - a) A question was asked about progress in providing footpaths from Viking Close down to the junction and also from The Chestnuts up to 21 The Common. Cllr. Ross-Bain was pleased to report that money had been awarded through the Minor Highway Improvement Scheme to pay for the path from Viking Close down to the junction. The work on this will possibly start at the end of this year.
  - b) *Tree Planting:* Some young trees were offered by Mrs Scilla Harvey to the village as part of the commemoration of Jubilee Year. Cllr. Wallace had looked into the feasibility of this and it was decided there was not a need on the recreation ground and one had to consider the cost of looking after trees in the future.
7. **Any questions:** None

Meeting closed at 8.30

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council held on Monday 14<sup>th</sup>  
July 2014 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Ross-Bain, Nichols & Snow.  
Dist.Cllr Fraser, County Cllr. Hickford, & the Parish Clerk.

**1. Apologies:**

Apologies were received from Cllrs. McCall & Fraser.

**2. Declaration of interest:** None

**3. Minutes of the Annual Parish meeting held** on Monday 12<sup>th</sup> May were signed as correct.

**4. Opportunity for Public Statement:**

None

**5. Planning:**

a) S/2763/14 – Solar Farm & assoc. development. No decision as yet.

**6. Housing Survey:** South Cambs. District Planning has turned down the site offered by Six Mile Bottom Estate. Cllr. Ross-Bain felt that it would strengthen the Parish Councils case if it joined with Weston Colville, who is also looking to find sites for affordable housing. He will have a word with one of their councillors.

**7. Correspondence:**

a) An email had been received concerning the state of the Children's play area where long grass and nettles are preventing children using it. There are also some minor snags mentioned in the RoSPA report which need sorting out. Cllrs. Snow and Ross-Bain said they would look into this and check the items mentioned in the RosPa report. Cllr. Snow said he could power-wash the mould off the matting but would need a water supply. The Chairman said there was a need for a volunteer to oversee the playarea and cut the grass otherwise someone would have to be employed to do it. The Chairman will respond to the email.

**8. Finance:** Updated accounts distributed to Councillors.

a) *Authorised payments:*

£133.20 HM Revenue (PAYE for 1<sup>st</sup> qrt.) (chq. 903) paid.

£355.28 Parish Clerk's salary (2 months) (chq.904)

£156.30 CGM Cambridge (Inv. 5273) (chq. 905)

£105.00 SCDC for cost of administration re uncontested Parish election (Chq.906)

£ 92.40 Playsafety Ltd. (RoSPA inspection) (chq. 907)

£ 54.00 Running Total (Jackie Dockerell) internal audit. (chq. 908)

£ 36.00 CPRE renewal fee (chq. 909)

£ 35.00 Information Commissioners Office registration fee (chq. 910)

£156.30 CGM Cambridge (Inv. 5421) (chq. 911)

b) *Monies received:*

£250.00 Sports Pavilion rent from Jan to Dec. 2014.

c) The report from the Internal Auditor was satisfactory. Regarding Objective H, the Parish Clerk will add acquisition dates of assets where known.

- d) An increase of 2% of the Parish Clerk's salary for this year was agreed by the Parish Council. This was proposed by Cllr. Nichols and seconded by the Chairman.

**9 Maintenance:**

- a) Light bulb for telephone box: Cllr. Ross Bain had told the person who asked for a light bulb that he could supply his own.
- b) Sensor light at entrance to recreation ground: Cllr. McCall said she would look into this but is away at present.
- c) RoSpa report: Discussed above.
- d) Grass round Hayters Close: It is thought that the grass has now been cut but the Parish Clerk will check this.
- e) Pocket Park access: Colin McCall who is away at present was going to speak to the Estate Manager. Cllr. Nichols will email Cilla Harvey to keep her informed.
- f) Maintenance of Village: The Chairman added this item as there is a need for someone to look after the maintenance in the village. He has someone in mind to whom he will speak.

- 10. Minor Highway Improvement Scheme:** Cllr. Ross-Bain told Council that work has begun. He has asked Highways about having a 30mph rondel at every entrance to the village and side-gates on three of the entrances, Honey Hill, Six Mile Bottom and the road out to Withersfield, using what is left of the S106 money.

- 11. Report on Meetings attended by Parish Councillors:** None

- 12. Traffic issues:** The Chairman had emailed Thurlow Estate about the number of grain lorries going through the village with some exceeding the speed limit. He himself had words with one of the lorry drivers when telling him that the lorries should not go through the village and that there were specific routes they should use. However he has since find out that this route is only advisory not mandatory, but Thurlow granary should keep a log of the journeys, as one of the conditions of their planning permission, and maybe they could let us have sight of these. He had since received a phone call from the Granary Manager to say that there should be a reduction in the amount of traffic as the lorries can take routes using Thurlow Estate roads. A plan will be sent showing where they will be going. There have been many complaints about the speed these large lorries do and the damage they are causing breaking up the verges and shaking the foundations of the old houses situated close to the road, something must be done to prevent this. There have been several road surveys carried out, particularly those done by Mr Michael Hampton over the last ten years and it is interesting to compare figures from 2005 and 2007 with the figures of today, showing how the number of cars travelling through the village have increased by almost 100%. Cllr. Nichols thanked Michael Hampton for the reports and will pass them on to the Council. She suggested a public meeting to make people aware of the problem and to try and find solutions, e.g. rumble strips, police presence or possible a weight restriction order. She thought it would be a good idea to put together a village email list so that information could be passed on more easily.

- 13. "Rock on the Rec" event 28<sup>th</sup> June:** All the lease rules were broken with outside music carrying on until 11.30pm but inside the pavilion the event went on until 2am, with a lot of noise. Cllr McCall will be asked to look into it on her return.

**14. Report by Dist.Cllr. Barrett:**

- a) The council hope to join up services with other local authorities with Building Control merging with Huntingdon and IT services and the Legal Dept. possibly with City Council in order to economise.
- b) The trial run on recycling textiles last year was unsuccessful.

**15. Report by County Cllr. Hickford:**

- a) 8M is spent on land fill; negotiations are in hand to join recycling centres with other authorities to try and save money.
- b) 2M has been given to the Council for pot hole repairs extra to the 10M given earlier, this is just keeping up with repairs.
- c) Any bids for the Minor Highways Improvement scheme has to be in by 12<sup>th</sup> September. For bigger and more costly schemes there is a possibility of an interest-free loan through the Council.

**15. Any Other Business: None**

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**The next meeting will be held on Monday 8<sup>th</sup> September 2014.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 8<sup>th</sup>  
September 2014 in the Village Hall at 8pm

Those present were: Chairman Job, Cllrs. Nichols & McCall.  
Dist.Cllrs Barrett & Fraser, 3 parishioners  
& the Parish Clerk.

**1. Apologies:**

Apologies were received from Cllrs. Ross-Bain and Snow.

**2. Declaration of interest:** None

**3. Minutes of the Parish Council meeting** held on 14<sup>th</sup> July were signed as correct.

**4. Opportunity for public statement:**

Colin McCall (Footpath Officer) told Council that the footpaths would have the last cut between now and the end of September. He had asked the local farmer not to spray the paths with Round Up. The hedges on the High Street have been cut and it is hoped that the field hedges will be cut back in February. Simon Anderson, one of the volunteers, has requested the purchase of a lawn mower to cut the paths, approx. price £500, which would probably be stored in his garage. This will have to go on the Agenda for the next meeting. The Cattle Pound has not been cut and bamboo shoots are coming through from the house next to it. Colin McCall had strimmed it but wondered whose responsibility it was. It of course belongs to the Parish and it would be good to have someone volunteer to keep it tidy. He requested the purchase of some Roundup to kill the bamboo. This was agreed and suggested he purchase this himself and let the Council have the bill. At the moment the Play area is being strimmed by a parishioner but he has said he doesn't wish to do this anymore and so the Parish Clerk could put a note in Challenge asking for volunteers. The strimmer would be available for use. The Six Mile Bottom road had been litter picked.

**5. Planning:**

- a) S/2763/13 – Solar Farm – Approved by SCDC.
- b) The Chairman complained about the disregard of SCDC Planning Dept. to the comments of the Parish Council, which spends considerable time on applications that are contentious and then any advice is usually totally ignored with no feedback at all. Dist.Cllr. Barrett said he would try and get some answers and suggested that members of the Parish Council might attend the Special Planning meetings held once or twice a year where they could air their feelings.

**6. Housing Survey:** Not reported on as Cllr. Ross Bain absent.

**7. Correspondence:** None

**8. Finance:** Updated accounts distributed to Councillors.

**a) authorised payments:**

£359.18 Parish Clerk's salary (2 months) (chq.912)

£127.92 CGM Cambridge (Inv. 5513) (chq.913)

£ 30.00 Sapien IT Services Ltd. registration fee (chq. 914)

*Monies received:* None

**9. Maintenance:**

- a) Sensor light at entrance to recreation ground: Cllr. McCall reported that Colin Miller from the Football Club said he could do this. The cost would be approx. £420. This was agreed.
- b) Play Area re RoSPA report: Cllrs. Snow and Ross Bain had carried out the necessary repairs pointed out by the report and had also cleaned the area up.
- c) Pocket Park – Nothing further to discuss at present.
- d) The Parish Clerk had had a request from Chris Aylmer of the Newmarket Ramblers to use the recreation ground car park on Sunday Feb.15<sup>th</sup> between 10am and 12.15pm, with 10/12 cars. The Parish Clerk will email Blanche Miller, secretary of the Junior and Senior Football club to check out match play.
- e) Safety Gateways: Cllr. Nichols had information and a brochure of the different types of gateway to be placed at each entrance of roads leading into the village as a measure to slow traffic down at an approximate cost of £846 each. It was agreed that the cost would be too much to do all five roads into the village but possibly the two main ones. Cllr. Nichols will look further into it and check with CCC Highways Dept regarding permission.

**10. Minor Highway Improvement Scheme:** Unfortunately Cllr. Ross Bain could not report on further information about rondels to be placed on the road as he was unable to attend this meeting.

**11. Report on meetings attended by Cllrs.:**

- a) Cllr. McCall reported that the village hall clocktower was in need of some attention. Paul Stevenson will give a quote for the work and maybe the Village Hall Management Committee or the Parish Council could request an award from the Wind Farm money, as it was agreed that the Parish Council has some responsibility to look after the hall which belongs to the Parish.
- b) *Sports Pavilion:*
  1. Following the theft of all the oil in the tank next to the Sports Pavilion, they want to build a wall or buy a container to house the tank. They want to use money from the Sinking Fund if this is appropriate. The Chairman said if the Council agrees this request the Football Club must be seen to be fund raising to pay the money back into the Sinking Fund. He asked for the views of Council and pointed out that the Sinking Fund was about £6000, considerably less than it should be. Council agreed with his view and all felt that they had not looked into this properly, e.g. planning permission would probably be required for building a wall or having a container; have they consulted the Police or claimed on their insurance. This needs further consideration but oil theft is a problem and several households have had the same thing happen.
  2. The sit-on mower broke down and was found to be unmendable. Colin Miller therefore bought a new machine at a cost of £1200 using Sinking Fund money. This is totally contrary to their lease, (see Schedule IV, item 14). It may be necessary to take control of this Fund, or have joint signatories. The Parish Clerk was asked to write to the Treasurer pointing out that it was an offence and asking that the money is paid back into the Fund forthwith.
  3. *Bowls Green area:* The hedges are in need of cutting back and the windows of the small hut have been smashed leaving broken glass in the grass. It is

necessary to remove the hut and get the hedges cut. Cllr Nichols said Rob McGrath (son of Dick Daniels) might possibly carry out the removal of the glass and board up the hut to make it secure from entry and she would ask him and get a price. The hedges can wait for the moment.

**12. Traffic & general issues re speeding:** Cllr. Nichols reported.

- a) Cllr. Nichols had spoken to Leanne Fisher who would be pleased to come and talk about speeding traffic at a Surgery on a Saturday.
- b) Gates – reported on above.
- c) Speed Watch with Louise Cook – they are hoping to do one every 5/6 weeks and hope to encourage the Police to have a presence; you do not need signs when they speed watch. Leanne can only do Speed watch inside the village whereas the Police can do it outside the boundaries.
- d) Rondels and chevrons on the roads do make people more aware; could possibly have a 40mph speed limit before the 30mph limit thus slowing traffic down, especially where there are a number of houses beyond the 30mph limit. The Chairman thanked Cllr. Nichols and asked her to put together a number of proposals to help with limiting the speed.
- e) The Chairman reported on the response he got from Thurlow Estate following his complaint about one of the drivers. This was very quick and the problem dealt with and it has been noticed that the grain lorries are sticking to the 20mph limit through the village. However he had asked the question as to why so many lorries were going through the village and he received a visit from the Estate to explain that all the grain is being shipped straight from the field direct to the grain store. They are looking at different routes to spread the traffic level and the Chairman has made them aware that if things do not improve the Parish Council will apply for a weight restriction through the village. He would like them to attend one of the Parish Council meetings to hear the views of the Council. Cllr. McCall considered that it is the lorries through the rest of the year that are more of a problem.

**13. Report by District Cllrs Barrett/Fraser:**

Cllr. Barrett reported back on the grass cutting by SCDC of Hayter Close. The contract is for 12 cuts a year carried out every ¾ weeks. Council needs to check whether this is done.

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

**15. Any Other Business:** None.

The next meeting will be held on Monday 10<sup>th</sup> November 2014.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 10<sup>th</sup>  
November 2014 in the Village Hall at 8pm

Those present were: Chairman Job, Cllrs. Nichols, McCall, Ross-Bain & Snow, Dist.Cllr Fraser, County Cllr. Hickford, 20 parishioners & the Parish Clerk.

1. **Apologies:** None.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 8<sup>th</sup> September were signed as correct. At this point Richard Holness was co-opted onto the Parish Council, proposed by Chairman Job and seconded by Cllr. McCall. All agreed.

**4. *Opportunity for public statement:***

Colin McCall (Footpath Officer) told Council that the footpaths had had their final cut for the year and everything is in good order. He thanked Simon Anderson for his work around the roads, Raymond Maskell for keeping open the entrance round Scarlett Farm and Louise Cook for working on brambles around Scarlett Farm. The Cattle Pound is being looked after and is looking so much better. He thanked the residents of the Causeway for keeping it in good condition all year. The Play area is still a problem and he is trying to get someone near the area to do the grass cutting on a regular basis, otherwise we will have to pay someone to carry this work out e.g. CGM. Litter is a continuing problem but kept under with Tim Bonfield doing Balsham Road, James Scott doing Six Mile Bottom Road. The Chairman gave a vote of thanks to Colin and his team for all the maintenance of the footpaths and their litter picking.

**5. *Planning:***

- a) S/2268/14/PO – Camgrain – removing restrictions on lorry movements. The Chairman opened the floor for comment starting with Michael Hampton, a past councillor who has taken a particular interest in matters relating to the highways. He gave a brief resume of the history of Camgrain recalling that an application was first made in 2005 which was refused, then again in 2006 which was granted but with conditions restricting the amount of lorries used. Camgrain wish to reach the figure of 300,000 tonnes being moved, 90% of which would be done by HGV. He pointed out, as he has pointed out before, that the slip roads are too short for these heavy vehicles and it would be a dereliction of the duty of the Authorities (Planning & Highways) to ensure that with the proposed target of 300,000 tonnes of grain to be moved the road junctions operate efficiently and safely. Philip O'Donovan said he had written a letter of objection covering the points raised by Michael Hampton plus the damage these large vehicles do to the roads and old properties. Colin McCall said that the HGV traffic will not be just on the A11, as believed by Weston Colville Parish Council, but coming from all directions. He suggested that if SCDC do approve this application we should ask for a restriction that no Camgrain lorries are allowed through the village. All the members of the Parish Council were against this application for the reasons set out above, with

particular stress on the safety aspect. The Chairman summarised why this application should be refused:

1. Safety aspect – if the application does go through the road junction should be improved.
2. Increase in the volume of lorry movements.
3. Environment problems with regard to noise, pollution and poor roads.
4. Request consultation to be carried out by the police authorities.

It was agreed that the application be turned down and the Parish Clerk would write to this effect with comments.

- b) s/1748/14/LB – 7 High St., SCDC refused application.
- c) S/1998/14/FL – 3 High St. SCDC approved application.

**6. Housing Survey:** Nothing new to report.

**7. Correspondence:** None

**8. Finance:** Updated accounts distributed to Councillors.

a) *authorised payments:*

- £138.40 HMRevenue PAYE for 2<sup>nd</sup> quarter (chq.915 paid)
- £362.14 Parish Clerk's salary (2 months) (chq.916)
- £130.00 Rob McGrath re work on Bowls green (chq.917)
- £156.30 CGM Cambridge (Inv. 5857) (chq.918)
- £ 7.00 STP Stationery for printing ink (chq.919)
- £ 25.00 Royal British Legion (wreaths for Remembrance Day) (chq. 920)
- £120.00 PKF Littlejohn (external audit fee) (chq. 921)

b) *Monies received:*

- £5253.87 SCDC 2<sup>nd</sup> tranche of Precept.
- c) External audit completed satisfactorily.
- d) Request from Footpath team for grass mower: It was agreed that a budget of up to £600 would be allowed for the purchase of a mower used to cut the footpaths. The Parish Council needs to be advised of the cost before purchasing.
- e) Challenge donation – At present £50.00 is given to help towards the costs. It was agreed to pay £75.00 and if there was a particular increase in information needing to be published, either through the Parish Council or for general village interest, the editors could apply to the Parish Council for additional funding.

**9. Maintenance:**

- a) Sensor light at entrance to recreation ground: Decision not to do this.
- b) Play Area re offers of help: Nothing so far.
- c) Pocket Park – The possibility of creating a path below the level of the road is still being looked into.
- d) Bowls shed: This needs demolishing as despite spending £130.00 repairing it, vandals quickly did further damage. It was agreed to ask R McGrath to demolish it at a cost of £150.
- e) Village Hall storage shed: This needs to be demolished and something else built for storage. Possibly apply for a grant from the Wind Farm Trust. However there is a greater problem as the roof of the village hall had been leaking, it was bitumanised but still leaked so needs total renewal. A survey is being carried out and the report will be sent to the Parish Council. A possible cost of repair is £20,000. This takes priority over anything else needing repair.

**10. Minor Highway Improvement Scheme:** This was discussed under item 12.

**11. Report on meetings attended by Cllrs.:**

a) *Sports Pavilion:*

Cllrs. McCall and Snow attended a Sports Pavilion committee meeting.

- a) The money taken from the Sinking Fund for the purchase of a grass cutter has been paid back into the fund.
- b) They would like to put solar panels on the pavilion.
- c) It is a requirement by the Football Association that a defibrillator is available on the football ground and they would like to put one in the sports pavilion. The Parish Council was in favour of the idea but thought it should be placed by the village hall to avoid vandalism, and the parish council would be prepared to help with the cost of maintaining it.
- d) The Parish Clerk asked if the various “snags” mentioned in the survey carried out on the Sports Pavilion had been dealt with. This had not been raised at the Sports Pavilion meeting.

**12. Traffic & general issues re speeding (incl. Item 10):** Cllr. Nichols reported.

- a) Leanne Fisher gave a surgery in the Village Hall, which was well attended. She would like speed watches to be carried out more regularly and if possible in conjunction with Withersfield, West Wickham and Balsham. 25-28% of cars are speeding over the Common.
- b) Rondels and chevrons on the roads: Cllr Nichols gave a cost of £60 each per rondel for 5 rondels, one at each entrance to the village. Richard Holness remarked that some villages were having the white lines removed which makes traffic slow down.
- c) Safety Gateways: This is still being looked into.

**13. Report by District Cllrs Fraser:**

- a) Services for building are being shared between SCDC and Huntingdon and now the legal and possibly IT services will be shared between SCDC, Huntingdon and Bedford.
- b) Recycling waste has been improved and saving are being made.
- c) Green bins will be collected monthly from December to February.
- d) Extra ticket machines are being installed at the Park & Ride’s with more people to explain their workings, which should quicken their use.
- e) Broadband is ahead of schedule.
- f) Stansted Airport: A consultation has been carried out for increasing passenger numbers. Freight flying was requested to go through the night but has been refused.

**14. Report by County Cllr. Hickford:**

- a) Highways Improvement scheme: 86 applications had been made, mostly requests for change to speed limits.
- b) The budget is ongoing with likely cut backs to libraries, gritting reduced to 30%. However the latter is being looked into on the grounds of safety.
- c) A1307: The draft survey has been distributed which showed that there is much more traffic travelling both ways. Cllr. Nichols pointed out what she thought was an error in the data, e.g. 30 cars/per hour going through the

village at peak times, this should be 300. Cllr. Hickford said he would check this. He will be having a further meeting with the parish councils to discuss the survey after Christmas.

- d) Skippers Lane – Negotiations with the landowners seem to have come to a halt but hopefully they will be requested for their decision as to whether or not they are happy to sell their land to carry out this project.

**15. Any Other Business:**

- a) Cllr. McCall told the Council that Weston Colville were having their meetings on the same night as West Wrating which causes problems to those who wish to attend both meetings, being such close neighbours.

The next meeting will be held on Monday 12<sup>th</sup> January 2015.

Chairman.....

Colin McCall gave a vote of thanks to the Parish Council for all their hard work.0

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 12<sup>th</sup>  
January 2015 in the Village Hall at 8pm

Those present were: Chairman Job, Cllrs. Nichols, McCall, Ross-Bain &  
Snow, Dist.Cllr Fraser, County Cllr. Hickford,  
3 parishioners & the Parish Clerk.

1. **Apologies:** Dist.Cllrs. Barrett and Fraser.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 10<sup>th</sup> November were signed as correct. Hanneke Okkenhaug offered her services to the council and following a vote proposed by Cllr.McCall and seconded by Cllr. Job, it was agreed to co-opt her onto the council. Both Hanneke Okkenhaug and Richard Holness, who had been voted on at the last meeting, signed their Declaration of Interest and Register of Parish Member's Financial and Other Interest forms and took their place on the council.
4. ***Opportunity for public statement:***  
Colin McCall (Footpath Officer) told Council that the footpaths are now very muddy and no work can be carried out on them. Litter is still being collected by his team.
5. **Planning:**
  - a) S/2268/14/PO – Camgrain – removing restrictions on lorry movements. The Chairman had not yet received a date for the committee meeting but it is thought to be in February, and he would definitely be attending this. However it is understood that the agent for Camgrain had put up a proposal to put in an exclusion zone for Balsham and West Wrattling but we have not had confirmation of this yet. The question was raised as to how this exclusion zone would be monitored. The Chairman had been in touch with English Heritage regarding the damage caused to old and listed buildings through vibration of the grain lorries.
  - b) S/29992/14/LB - 7 High St., Mr & Mrs K Roberts. Cllr. McCall had looked at the application and three other councillors had seen it. It was therefore agreed at the meeting that this application should be approved. The Chairman explained to the new councillors why there should be a planning meeting rather than passing the application round to all councillors, which is how it used to be done. It needed to be shown that there was no undue influence on councillors, which could happen when reading comments passed on with the application. A meeting need only consist of 3 councillors but it has to be a public meeting. If it is not done correctly any decision could be invalidated. It was agreed that the applications should be looked at by Cllr. McCall first and if she feels a meeting is unnecessary then the application could be passed round and each councillor could email their comments to the Parish Clerk
6. **Housing Survey:** Nothing new to report.

**7. Correspondence:** A correspondence folder has been distributed.

**8. Finance:** Updated accounts distributed to Councillors.

**a) authorised payments:**

£138.40 HMRevenue PAYE for 3rd quarter (chq.922 paid)

£362.14 Parish Clerk's salary (Dec/Jan) (chq.923)

£150.00 Rob McGrath re demolition of Bowls green shed (chq.924)

£156.30 CGM Cambridge (Inv. 5987) (chq.925)

£ 25 .00 STP Stationery for half share of renewal of AVG (2 yrs) (chq.926)

£ 75.00 Donation to Challenge to help with printing costs (chq. 927).

**b) Monies received:** None

**c) Budget & Precept:** It was agreed to go through the Agenda and discuss this at the end.

**9. Maintenance: (including item 10)**

**a)** Play Area re offers of help: Klaus Okkenhaug has kindly offered to look after the maintenance of the Play Area, for which thanks were given.

**b)** Pocket Park – No further information.

**c)** Village Hall re various maintenance needs: The priority is to repair or replace the flat roof. An architect has been to look at it and tenders are being sought.

**d)** Safety gateways: Cllr. Nicholls told council that David Lines from CCC had been out to look at the safety situation. He said there could be no flashing signs, bumps or cushions because there is no lighting in the village. He was in favour of putting a 40mph sign 400m before the 30mph sign coming into both ends of the village and possibly move the 30mph signs further out. Painting rondels on the road could be done at a cost of £100 per rondel. Regarding removal of central white lines, there must be lines at junctions and bends but otherwise they could be taken out. He agreed that the present lines at junctions and bends needed repainting and he would see that this was carried out. As a safety measure making the Six Mile Bottom road entry into a T junction by removing the verge to make a right hand angle would be sensible. All signage would be at the Parish Councils cost. It would be unlikely that Weight Restriction would be allowed. With regard to gates these would cost £600/pr. Moving mph signs would cost approx. £2000. The Chairman suggested asking the parishioners if they would agree to the council requesting a higher Precept in order to pay for these safety features. There is approx. £2000 available from the S106 payments and so it is necessary to work out priorities and costs before making decisions. The Chairman thanked Cllr. Nicholls.

**10. Report on meetings attended by Cllrs.:**

**a) Sports Pavilion:**

Cllrs. McCall and Snow attended a Sports Pavilion committee meeting.

**a)** A letter asking for permission to have use of the ground on 11<sup>th</sup> July for their annual charity event – this was agreed

**b)** Letter received from Secretary of the WW Pavilion Committee requesting £1200 from the Sinking Fund to fund the cost of protecting their oil tank, which had been emptied of oil in 2014. This was discussed at some length and it was agreed that not enough information had been given as to how they were going to protect the existing tank. Also there seemed to have been no investigation into other methods of heating than oil, or finding out through

their insurance cover the best means of protection. A vote was taken as to whether the Parish Council would support the use of the sinking fund to pay for this work and it was agreed not to as more information was needed. Cllr. Holness said he would look into alternative types of heating. The Parish Clerk was asked to reply saying that there was insufficient information about what they want to do for the Parish Council to agree.

**11.** District Cllrs. Barrett & Fraser not present to report.

**12. Report by County Cllr. Hickford:**

- a) City Deal meeting held today and he was pleased to report that the A1307 is now on the priority list so a study which needed to be done following the survey will now be carried out. Cllr Nicholls thanked Cllr.Hickford for sorting out the errors made in the survey.
- b) There will be an A1307 meeting on 2<sup>nd</sup> February 2015 at 7.30 in Linton.
- c) Local Highways Improvement Scheme: 82 applications have been made.
- d) Skippers Lane – Negotiations with the landowners are ongoing.

**13. Any Other Business:**

- a) The drains are overflowing in the High Street and have been reported. The Chairman said he would ask Mike Turner if he could look into this.

**8c: Budget & Precept:** It was agreed that Cllr. Okkenhaug would monitor finances and set the budget for 2015/16. The amount of precept to be requested was discussed and it was agreed to request 2% (£211.00), which is the present rate of inflation. It was felt necessary to keep a good reserve as the Parish Council has assets which have to be maintained, e.g. the village hall, the Pump shelter, the Pound, the Sports Pavilion. A vote was taken and all agreed.

The next meeting will be held on Monday 9<sup>th</sup> March 2015.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 9<sup>th</sup>  
March 2015 in the Village Hall at 8pm

Those present were: Chairman Job, Cllrs. Holness, Nichols, McCall,  
Okkenhaug, Ross-Bain , Dist.Cllrs Barrett & Fraser,  
18 parishioners & the Parish Clerk.

1. **Apologies:** County Cllr. Hickford and Cllr. Snow.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 12<sup>th</sup> January were signed as correct following an amendment to item 12b, adding “Cllr Nicholls wished to thank County Cllr. Hickford for his help in sorting out the errors in the survey”.
4. ***Opportunity for public statement:***  
Colin McCall (Footpath Officer) told Council there would be another litter clear up, with 15 bin bags of litter already collected. The footpaths have been treated with “Round Up”. Following complaints about safety the trees are being checked opposite Concordia. He reported dumping of refuse and branches on the edge of the recreation ground which looks unsightly. The boundaries are all recorded on the Land Registration carried out four years ago so nobody can claim it is being dumped on their ground. It was suggested that the rubbish cleared up by a contractor.
5. **Sports Pavilion oil tank protection:** Will be discussed at next meeting as the WWFC did not yet have all the necessary information.
6. **Planning:**
  - a) S/2268/14/PO – Camgrain – Mr Philip Darke, Managing Director of Linton  
Camgrain attended the meeting and gave a presentation in order to open a dialogue with regard to the new approved application to remove restrictions on movement of grain lorries. He wished to show how professionally the 4 sites of Camgrain, which are owned by 500 farmers, are run with 180 truck movements per day connecting farmer to grainstore during the harvest period, which is probably 95% of total movements. The de-restriction of movements means that more grain can be collected. However he stressed that drivers do not wish to go through villages as their aim is to pick up and deliver grain as quickly as possible thus using the main roads. The exclusion zones are operated with regard to delivering grain but not when collecting grain from farmers. West Wrattling and Balsham will be excluded as is Fulbourn. Regarding the safety aspect of the Gt Wilbraham junction on the A11, since Camgrain has been operational there have been no incidents or accidents there. He said that at Camgrain Linton the pull-off from the A1307 is much shorter, in the 15 years of existence there has never been a queue of lorries waiting to get into Camgrain as all deliveries are monitored and the lorries have tracking devices so alternative routes can be suggested if needed. These tracking devices also means it shows what speeds they are doing, should there be a complaint about speeding. It was suggested that driving at 20mph through the villages would make a difference and Philip Darke said this could be

done. Another concern was movements at night time and he replied that it was unlikely to happen. The Chairman thanked Philip Darke, his son and his colleague for coming and hoped that this would help with keeping a dialogue going on other issues that might arise.

Following this presentation the Chairman spoke about the appalling way the Planning Meeting had been conducted with Camgrain being allowed to change the time from 10am to 2.30pm because of a breakfast meeting but nobody else was notified of this change. No Agenda had been sent and the committee seemed to be unversed in what the application was all about. He wished to write a letter of complaint to SCDC and this was agreed. The Parish Council also should request full details of the meeting and how the decision was made.

c) **Conservation area & Village envelope:** Will be discussed at next meeting due to shortage of time.

**7. Correspondence:** Nothing to report

**8. Finance:** Updated accounts distributed to Councillors.

a) *authorised payments:*

£375.28 Parish Clerk's salary (Feb/Mar + back pay for 2014) (chq.928)  
£100.00 Parish Clerk's back pay as set out by CPALC (chq.928)  
£ 6.66 Parish Clerk's travel expenses for audit (18 miles)(chq.929)  
£ 20.82 Parish Clerk's postage for year.(chq. 929)  
£ 44.00 Challenge for fee for website adv.(chq.930)  
£158.80 HMRC Payee 4<sup>th</sup> qrt. For Parish Clerk (chq.931)  
£525.00 WWFC grass cutting invoice for 2014 (chq.932)  
£ 15.99 STP stationery (printer inks Inv. 348305) (chq.933)

b) *Monies received:* cheque from WWFC for £200 (Maintenance & use of rec.)

c) *Budget:* Cllr Okkenhaug had distributed accounts showing budget movements. She will have the budget figures for 2015/16 shortly which will be discussed at a separate Budget meeting.

**9. Maintenance: (including item 10)**

a) Pocket Park – No further information.

b) Village Hall roof repair: Mike Rowland, Chairman of the VHMC said an architect had assessed the problem and suggested using polymer roofing which should have a 30 year life. Three tenders have been received and a sum of £28000 will be required to do the job. He has submitted a grant request of £20,000 to the Wind Farm Trust, with £5000 from Village Hall funds and £3000 promised from the Parish Council. Colin McCall and the Parish Council thanked Mike Rowland for all his hard work.

c) Safety gateways: Cllr. Nicholls told council that the possibility of gateways, rondels and moving the 30mph signs out was very much under discussion with Highways.

d) RoSPA inspection in April: Cllr. Holness said he would like to be involved when they come to inspect and the Parish Clerk will inform RoSPA of this with details.

**10. Traffic issues:** Will be discussed at the budget meeting.

**11. Report on Meetings attended by Cllrs.**

*a) Sports Pavilion:*

Cllrs. McCall attended a Sports Pavilion committee meeting.

- a) Fixture lists and reports are going to be put in Challenge.
- b) The oil tank protection – further fact finding is being carried out.
- c) Defibrillator is now in place and there will be some training on its use.
- d) Electric shutters – An Amey Cespa grant request would be suitable.

*b) A1307 meeting:* Attended by Cllr. McCall and Colin who spoke about this.

- a) Speed Watch equipment is now out of date. The notice can now be placed by the tripod.
- b) 4000 new houses are planned to be built in Haverhill increasing road use. The general concensus therefore is to build a new road to by-pass Linton. Cllr. Fraser said that funding is being discussed. The other option was much better public transport. He was most impressed with the way Cllr. Hickford has worked so hard on this issue.

**12. Report by District Cllr. Barrett:**

- a) He asked if there had been any complaints about the refuse collection at Christmas. There seemed to be none.
- b) Cambridge Magazine: There had been problems with delivery however this time everyone seemed to have received their copy.
- c) Community Chest has been increased to £1500.

**13. Report by District Cllr. Fraser:**

- a) He asked whether we had received a consultation notice regarding public houses and their closure. The Parish Clerk was unsure but thought it might have been sent round in a Correspondence folder, she would check.

**14. Any other business:**

- a) Regarding the Parish meeting this will be held on 11<sup>th</sup> March at 7.30pm and Amanda Murdock will be coming to speak at this meeting.
- b) Solar park at Gt Wilbraham – there have been complaints about traffic coming straight out from the entrance to the solar park at the bottom of the Six Mile Bottom road. There should be a signpost here.
- c) Cllr. Nicholls wished to thank Leanne Fisher for her work as a Community Support Office and would like to ask the new Community Officer to come to one of the Parish Council meetings. This was agreed.
- d) The bus shelter needs tidying up.
- e) There had been a request to have 30mph stickers on the refuse bins, however these are quite costly to purchase and are only in public view one day (if that) per week/two weeks.

The Parish Meeting will be held at 7.30pm on Monday 11<sup>th</sup> May with Melanie Murdoch from Age UK speaking, followed by the Parish Council meeting.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Annual Parish Council held on Monday  
11<sup>th</sup> May 2015 in the Village Hall at 8.15pm.

Those present were: Chairman Job, Cllrs. Holness, Nichols & Ross-Bain. 8 parishioners and the Parish Clerk.

1. **Election of Chairman:** Cllr. Job stepped down as Chairman and proposed Cllr. Ross-Bain to be Chairman, seconded by Cllr. Holness and agreed by the Council.
2. **Appointment of Vice Chairman:** Cllr. McCall having resigned from the Council Cllr. Holness proposed Cllr. Nichols to be Vice Chairman, seconded by Cllr. Job and agreed by the Council. They both then signed the Declaration of Acceptance form.

Also Rachael Causton was proposed by Cllr. Nichols to be co-opted onto the Parish Council to replace Cllr. McCall, seconded by Chairman Ross-Bain and agreed by the Council. She signed the Declaration of Acceptance and was given the Register of Interests form for her to read and sign.

3. **Apologies:** Dist. Cllrs. Fraser & Turner, Cllr. Okkenhaug and Cllr. Snow.

4. **Declaration of interest:** None

5. **Minutes:** Minutes of the meeting held on Monday 9<sup>th</sup> March 2015 were signed as correct following a further amendment to item 3 “Minutes of 12<sup>th</sup> January, to read “....Cllr. Hickford for his help in sorting out the errors in the local roads survey.

**6. Opportunity for Public Statement:**

Mr Philip O'Donovan was concerned about SCDC Planning Dept. as he had been unable to get any response over his concerns about the Planning application for 4 The Causeway. Cllr. Ross-Bain said he needed to get in touch with Dist. Cllr. Fraser about this and he would put his complaint forward. The Chairman had sent a letter of complaint about the planning procedures re the Camgrain planning application and their response had been poor and he felt it was probably due to lack of staff. However if an application is refused by the Parish Council the case would have to go to committee.

7. **Chris Wiseman, Community Support Officer:** Unfortunately he had received a call-out and had to leave the meeting. He had introduced himself to people prior to the opening of the meeting.

**8. Planning:** (Applications as listed in Appendix B)

S/0793/15/FL – 4 The Causeway – Extensions. The Parish Council looked at the application and objected to it with comments concerning the height of the building and loss of privacy for those living close by.

S/1015/15/FL - 42 High St. – amendment to P.A. S/1563/15 (already approved by SCDC) regarding roofing materials. This was approved.

**9. Finance: Account spread sheet for 2014/15 distributed to councillors.**

a) **Acceptance of Accounts** for year 2014/15 in preparation for internal audit following distribution of accounts to all councillors and re 3.5 in Financial Regs., a resolution to carry forward surplus monies was agreed. The Chairman and Parish Clerk signed the Accounts sheet.

**Annual Governance Statement** was read out by the Chairman and signed by himself and the Parish Clerk.

**Statement of Accounts** was signed along with the Bank Reconciliation.

b) Authorised payments:

£2,249.15	Allianz Ins. (chq.935 )
£ 196.09	CPALC membership fee (chq.936)
£ 200.00	Age Concern (Mobile Warden Scheme. (Chq.937)
£ 20.00	Running Total (doing Payroll 2014-15 incl. PAYE returns) (chq.938)
£ 374.70	J Richards April/May salary of £469.90 less £95.20 PAYE) (chq.939)
£ 37.54	Pat Copeman cost of materials for refurbishing bus shelter (chq.940)
£ 25.99	Colin McCall (costs of materials for footpaths) (chq.941)
£ 16.99	STP printer ink (chq.942)
£ 419.00	S. Anderson purchase of Lawnmower for footpaths group's use. (chq.943)
£ 127.92	CGM Landscapes Inv. 6360 for roadside verges. (chq. 944)

c) Monies received:

£ 177.92	VAT reclaim for 2014/15.
£5359.00	1 <sup>st</sup> tranche of Precept for 2015/16.

**10. Maintenance:**

a) Thanks were given to Pat Copeman for the splendid job she did cleaning up the bus shelter.

b) The Village Hall roof – Mike Rowland told the Council that work has already begun with scaffolding being erected.

a) The Risk Management Assessment has not yet been carried out but Cllr. Job said he would do it with possibly another councillor to help.

b) The RoSPA report had been received and minor repairs were required. Chairman Ross-Bain said he would look at the report with Cllr. Snow to check what needs to be done. Our request to RoSPA that Cllr. Holness attended the inspection was agreed if a payment of £41.00 was paid. Council declined.

**11. Correspondence:** (Folder distributed to Councillors).

a) Cllr. Job said he would be following up the response from SCDC which was most unsatisfactory with many of his questions unanswered. He would circulate this reply to the councillors before sending it, for their approval.

**12. Football Club issues:** Cllrs. Snow and Nichols attended a Sports Pavilion Committee meeting. The football club intend to approach the Windfarm Fund for a grant for the electric shutters and Cllr Nichols had suggested they complete the application form with someone who has experience of applying for grant money. It was suggested that it might be better if the Parish Council put in this application. It was suggested that Cllr. Holness helps Cllr. Snow with regards to the Sports Pavilion Committee. Cllr. Nichols and Cllr. Okkenhaug are happy to be representatives on the Village Hall Committee.

**13. Traffic Issues:** Cllr. Nichols told Council:

- a) The Police are happy with the suggestion to move the 30mph signs further out of the village, however this would be extremely costly.
- b) Rondels: The cost would be £100 per sign and this will be put on the budget for this year.
- c) Although P.Darke of Camgrain had requested questions are asked with reference to lorry traffic, the only answer he repeatedly gave was that if there is a problem to send details, licence, time, etc. to him.
- d) Speed Watch now active again with new equipment coming. Speed watch signs are available but cost £88 each and you have to have two. Too costly.
- e) Thurlow Estates: A notice at the exit of the site reminds drivers to turn left at Weston Woods to get to A1307. She reminded them with regard to 20mph speed through villages.
- f) She thanked Chris Wiseman for coming to the meeting.

Cllr. Job suggested that the information a) to e) be condensed in order to show the village what it would cost and what is needed. It should be discussed at the budget meeting.

**14. Liason meeting Report:** Cllr. Holness left this due to the lack of time and would report at the next meeting.

**15 & 16: Reports by Dist.Cllr. Fraser & County Cllr. Hickford:** Both had sent in their reports but were unable to attend due to other meetings.

**17. Any other business:**

- a) The Parish Clerk was asked to check with CAPALC about Councillor Training Courses.

**The next Parish Council meeting will be held on Monday 13<sup>th</sup> July 2015 at 8pm.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 11<sup>th</sup> May 2015 at 7.30pm.

- 1. Apologies for absence:** Cllrs. Okkenhaug Snow, County Cllr. Hickford
- 2. Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 11<sup>th</sup> May 2014 were signed as correct.
- 3. Chairman's Report:** He welcomed Dist.Cllr. Richard Turner who has been elected, filling the vacancy left by Cllr. Barret, whom he thanked for all his hard work over the many years. He also thanked Sisse McCall, who has resigned, for all the work she did and her involvement in the village whilst a Parish Councillor. See attached.
- 4. Financial Report:** Copies of the accounts for the year which were resolved at the Parish Council meeting held this evening at 7.00pm were available for anyone wishing to study them.
- 5. Parish Lands & Properties:** As listed on the Agenda.
- 6. Reports:** Reports had been received from:  
Rev.John Fellows (St Andrews)  
Tennis Club                      Village Hall Management  
Bridge Club                      Footpaths (P3 co-ordinator) (read out)  
W.Wrattling Lunch Club      WWFC Junior  
Over 60's Club  
Mike Rowland spoke about the amount of £20,000 which had been received from Wadlow Windfarm funding and felt it showed how the funding group were keen to help with the repair of such an important village asset. The Chairman thanked both Mike Rowland and Colin McCall for all the work they put into getting this grant. If they had not received this money the village would have to have raised this money through an increase in the Precept, thus increasing the council tax, and also using Parish reserves.
- 7. Melanie Murdoch Home Services Manager for E. Anglia of Age UK:** She outlined the work that Age UK does and the value of the Mobile Warden Scheme, which although is not used at present in West Wrattling, it is always available and helps those people who are unable to get out with shopping, reassurance, someone to talk to. The parishes help with the cost of this service and funding is received from SCDC and also CC. The cost to the user of the service is £5.00 a week. Sue Buckingham is the mobile warden
- 8. Matters arising from Minutes of 10<sup>th</sup> May 2014.**  
The Chairman was pleased to report that the footpath, requested at the last Parish Meeting, was now in place running from Viking Close down to the junction, making it much safer.
- 9. Any questions:**
  - a) Re tree planting, there is a need for two new trees in the High Street where two have died.

- b) It was suggested that the various reports could be put on the website as well as on the noticeboards. This was agreed.

Meeting closed at 8.30

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
Minutes of the Parish Council meeting held on Monday 13th  
July 2015 in the Village Hall at 8pm

Those present were: Chairman Ross-Bain, Cllrs. Nichols, Causton, Snow,  
Dist.Cllrs Turner, 4 parishioners & the Parish Clerk.

1. **Apologies:** County Cllr. Hickford , Cllrs. Job, Richard Holness, Okkenhaug.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on 11<sup>th</sup> May were signed as correct.

4. ***Opportunity for public statement:***

One of the volunteers who help cuts the grass in the Children's Play area, Capucine Carpentier, reported that some of the area around the equipment is mossy and very slippy. The Chairman replied that RoSPA had also remarked on this and some other issues concerning signage and the swings and quotes are being sought for the work to be carried out. The slippy area probably needs spraying to clear the moss.

5. **Affordable Housing:** Mr Toby Owen, the Estate Manager of Six Mile Bottom Estate was present and he outlined to the mainly new Parish Council what had previously been discussed, i.e. the possibility of some affordable housing on land that the Six Mile Bottom Estate was prepared to be used for affordable housing. This proposal had had to go through the process of selection with Hastoe, the company building affordable housing for SCDC and once they had established that there was no other suitable land they have come back to the Parish Council proposing that this land, which is out of the village envelope, could be exempted and used for maybe two/three affordable houses. This was discussed and Cllr. Nichols wondered what the attitude of SCDC would be as it was outside the village envelope but had been told by Hastoe that it would be likely to go through as there was no other site available. The Council agreed that this project should go ahead if Six Mile Bottom Estate if it is ratified by Six Mile Bottom Estate.

6. **Planning:**

S/0793/15/FL – K. Brown, 4 The Causeway. Application had been withdrawn.  
S/1015/15/FL – S Robinson, 42 High Street. The amendment had been approved.

7. **Finance:** Updated accounts distributed to Councillors.

a) *authorised payments:*

£3000.00	West Wrattling Village Hall for repairs (Chq. 945) paid
£ 250.00	Cambridge FA Ltd. – share of cost of defibrilator (chq. 946) paid
£ 140.20	HM Revenue & Customs (PAYE Apr/June) (chq. 947) paid
£ 377.10	Parish Clerk's June/July salary less PAYE (chq.948)
£ 127.92	CGM grass cutting Inv. 6459 (chq.949)
£ 92.40	Playsafety Ltd. (RoSPA) inspection fee (chq. 950)
£ 51.00	J Dockerill (internal audit fee) (chq. 951)
£ 35.00	ICO annual renewal fee (chq. 952)
£ 15.99	STP printing inks (chq. 953)

£ 36.00 CPRE renewal fee (chq. 954)

b) Monies received:

£60.00 d'Abo Tennis Club for maintenance.

c) Internal auditors report (copies distributed to Parish Council)

The Chairman said there were no issues in the report and it was accepted by the Parish Council.

d) Report on Budget meeting. The Chairman gave a precis of the report following a budget meeting and the report is attached. It had been agreed that £1000 should be put aside for road safety and Dist.Cllr. Turner asked if this would be done every year and the reply was yes. He also asked whether or not car accidents were recorded and Cllr. Nichols replied that the Speed Watch was very active in the village and this gave speeding data and the Police have data on accidents to which they are called.

### **8. Maintenance: (including item 10)**

- a) The Parish Council had this evening looked at the boundary between the recreation field and the houses on Six Mile Bottom Road. The Deeds will be checked to see that the boundaries are correct and whether gates are allowed into the field.
- b) *Village Hall roof*: Mike Rowland said it was more or less completed and the hall now had an excellent new roof with improved insulation which he felt would keep the hall cooler in summer and warmer in winter. There is just some tiling to be finished. The grant money from the Wadlow Wind Fund had come through quickly.
- c) *Bowls Area* – possible uses: Cllr. Snow said that the WWFC would like to turn it into a training area which would save them going elsewhere for training and the children of the village could also use it. It was agreed to put something in Challenge asking for ideas.
- d) *Football Club*: It was agreed that Cllr. Snow could report on his attendance of the Sports Pavilion committee on the 6<sup>th</sup> July. The agenda was much the same and things seemed to move very slowly with no quote yet for the electric shutters, no request for funding from the Wadlow Wind Farm Fund. The showers have still not been repaired and other work has yet to be done. The Defibrillator has not yet been made available. They intend to give it a combination lock so all who need to know can access it quickly. Hedging needs to be done and the lease should be checked to find out whose responsibility this is.

### **9. Correspondence:**

- a) Letters sent to Tennis Club & Football Club for annual maintenance fee: Received a cheque from the d'Abo Tennis Club.
- b) Letter sent to Sports Pavilion for payment of half year's rent £125.00
- c) Letter received from Hon. Lucy Fraser MP re possible meeting with parish. It was agreed to try and see if she would like to attend a meeting.
- d) Letter from Computershare Investor Services re sale of shares.
- e) Local Council Publicv advisory service re "Understanding Planning" course. The Parish Clerk said if enough people from Wratting and Wickham and possibly Weston Colville wished to take this course it could be held in this area, probably West Wickham. The Parish Clerk would contact the Weston Colville Parish Clerk, already being in touch with West Wickham.

10. **Football Club**: Already discussed above.

11. **Traffic Issues:** Cllr. Nichols reported it had already been agreed that 30mph rondels would be placed on the five entries into the village as a start towards better road safety. The CSO, Chris Wiseman, will be attending the first Coffee morning in October to introduce himself to the community. He is not able to issue tickets for speeding but she has asked the local policeman, Brian Robbins, if he could be present at the Speed Watch. Jayshree Ramsurun will take Louise Cook's place but there is a need for more volunteers. There is a new Speed Watch kit available but it is expensive and Balsham has asked whether or not West Wratting would be prepared to share in the cost of this. She suggested getting in touch with Thurlow Estate and Camgrain to ask for a donation from them. It was agreed she would ask Cllr. Job if he could discuss this with his contacts at Camgrain. Another issue was that the lorries on the A11 were not being directed by signage to use the A1307. The Chairman said he would ask David Lines of Highways about this.

12. **Report on meetings:** None

13. **Report by Dist.Cllr. Turner:** He apologised on behalf of Cllr. Fraser who was attending another meeting and distributed a report on the Local Plan.

**14. Mark Russell, past Chairman of the Parish Council:**

As many of you know, my predecessor as Chairman, Mark Russell passed away on June 29th. Mark was tragically diagnosed with lung cancer in October of last year.

Mark was a most excellent Chairman and friend to this village. He applied common sense, order and professionalism that he had also clearly used to good effect as a Major in the Army and his civilian professional life.

He persuaded me to stand for the Parish Council, and to become his successor. I often reminded him of it and called him a word that is not repeatable here; this would normally be met with his characteristic grin and chuckle. Mark had an excellent sense of humour and was tremendous company. I am sure I will not be the only one who misses him greatly. I am also sure you will all join me in passing our condolences to his wife Jacqui and the rest of Marks family.

Nigel Job

**15. Any other business:**

- a) A resident had objected to the wording in Challenge regarding the Precept.

The next Parish Council meeting will be held at 8.00pm on Monday 14th September 2015.

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 14<sup>th</sup>**  
**September 2015 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Causton, Snow, Holness  
& Okkenhaug. Dist. Cllrs. Fraser and Turner, County Cllr.  
Hickford, 2 parishioners and the Parish Clerk.

1. **Apologies:** Cllrs. Job & Nichols.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 13<sup>th</sup> July 2015 were signed as correct.
4. ***Opportunity for public statement:***

Colin McCall, the Footpath officer, is looking for a new litter picker for the Newmarket road, otherwise everything is in order with the team going out regularly. He had had a meeting with the Parish Paths officer regarding the cutting of the footpath in August as there had been complaints about the lateness. The reason for this was the job had to go out to tender to every country in Europe. JMP have the new contract for the next three years. With regard to the incident of a dog being shot by a gamekeeper he intends to put something in Challenge about this.

Chris Wiseman, the new CSO, was unable to attend.

5. **Affordable Housing:** Nothing has been received from Toby Owen, Estate Manager for Six Mile Bottom Estate so we await further news.
6. **Planning:** No new applications have been received. S/0890/15/ - proposed cart lodge has received permission from SCDC.
7. **Finance:** Updated spread sheet distributed to councillors.
  - a) ***Authorised payments:***
    - £363.10 Parish Clerk's salary for Aug/Sept. less £7.00 overpaid in July.
    - £ 30.00 Sapient IT annual subscription for website.
    - £370.91 Sapient IT for purchase & installation of new computer (half share with West Wickham Parish Council).
  - b) ***Monies received:***
    - £346.53 Cambs. County Council payment for grass cutting in 2015.
    - £200.00. WWFC annual charge.
    - £125.00 Sports Pavilion half yearly rent
    - £ 5.61 Consolidated dividend closure payment (value of shares)

- c) Authorisation was required for the purchase of a new computer for the Parish Clerk. The councillors agreed to this purchase due to the old one being beyond repair.
- d) Request for extra money from editor of Challenge to cover the cost of printing annual reports. It was agreed to pay £75.00 as paid last year instead of £50.00.
- e) The Parish Clerk had been in touch with CGM as no invoices had been received since June but she has had nothing back so will check again.

## **8. Maintenance:**

- a) *Boundaries:* The Parish Clerk had checked the Land Registration and the boundaries are correct as there was concern about rubbish and encroachment onto the playing field. It was agreed that the Deeds for all the properties owned by the Parish Council should be held in one place and the Parish Clerk will gather these together.
- b) *Update on Village Hall repairs:* Mike Rowland told Council that the flat roof was now complete and the final bill was £21,764 which was well within budget as they had had contingency plans in case there were problems when the roof was uncovered. Of the 3K donated by the Parish Council £1,026 remains unspent and the VH Committee would like to put in for a grant to AmeyCespa to refurbish the toilets and asked the Parish Council if they would agree that the money left over from their contribution could be put towards this rather than returned to the Parish Council. This was agreed by all councillors.
- c) *Bowls area:* to be discussed under item 10.
- d) *Children's Play area:* The Parish Clerk is asking Wicksteeds for a quote for work needed to be carried out. She will also ask them to quote for renewing the safety surfaces.

## **9. Correspondence:**

- a) CPRE annual report (in Correspondence folder)
- b) Consultation re proposed changes to the local elections system.
- c) Map showing where the affordable housing might go.

## **10. West Wrattling Football Club:** Cllr. Snow reported on the meeting he and Cllr. Holness had attended on the 6<sup>th</sup> September.

- a) None of the repairs needed had been carried out or quote obtained. They still had not applied for any grant money and again requested the use of money from the sinking fund to pay for the shelter round the oil tank. Cllr Snow had told them that before any decision could be made by the Parish Council regarding the sinking fund they must justify the need, get a costing and give a plan for building up the sinking fund.
- b) The hedges near the car park need heavy pruning and because the Parish Council paid for hedge work to be done in the past felt they should do it now. The Parish Clerk will look into the history of this.

- c) Although the suggestion by the Parish Council for them to apply to Amey Cespa for a grant nothing had been done and the Chairman said it would end up with the Parish Council doing the work. It was suggested that if the Sport Pavilion got the necessary repairs done then Cllrs. Snow and Holness would be willing to help them with applying for grant money.
- d) Bowls Green – The WWFC would like to use the ground for a “Five a Side” games area.
- e) The defibrillator now has a combi lock and they will be giving the Parish Council the code. A decision needs to be made as to whom this code should be given to. “The Chestnuts” would be one, possibly a resident in Six Mile Bottom Road who is available on a regular basis.

**11. Traffic issues:** As Cllr. Nichols was not present items a) and b) were not discussed.

- c) Update on the rondels, the Chairman had asked for a quote for the 5 rondels which would be £691.71 cost plus a possible extra 20% but he was hoping to avoid this extra amount.
- d) Moving 30mph signs out: The Chairman is looking into it and has received forms to be filled in which when returned must include a £250 non-returnable fee. This would mean a cost of £1,250 plus cost of the movement of the signs.

**12. LCPU:** The Parish Clerk needed to know how many councillors wished to do the course “Understanding Planning” as she had already got 8/9 people from other parish councils. Cllrs. Nichols and Causton wish to do it. The Parish Clerk will enquire as to dates when this could be done. The venue would probably be West Wickham Village Hall.

**13. Report by Cllr Fraser or Turner:** Cllr. Turner spoke about the consultation regarding changing the elections to every 4 years and not in thirds. He would like the Parish Council to give their opinion. The information is in the Correspondence folder.

**14. Report by Cllr Hickford (given after item 4 as he was attending another meeting).**

Before Cllr. Hickford spoke the Chairman thanked him and CCC for the new junction at the crossroads and for their efforts in getting this off the ground. He passed a letter which reiterated what he had said addressed to Highways. Cllr. Hickford then reported that CCC is going through change with various top people leaving. A link up with Peterborough is being sought. The budget is not balanced because the “people” budget takes a bigger portion and the “place” budget suffers from this. Cambridgeshire is fourth from the bottom of all the Shire counties charging a low council tax and fourth from the bottom in money received from the government.

Regarding lorry traffic he asked if Cllr Nichols would contact him on return from her holiday.

**15. Any other business:**

- a) Cllr Causton said she now had a form to complete with regard to putting “The Chestnuts” public house on the County Council Village Assets list.

When Cllr. Russell had been Chairman he had had it put on this list but this was negated when Cllr Causton and her husband took the pub over.

**The next Parish Council meeting will be held on Monday 9<sup>th</sup> November 2015**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 9<sup>th</sup>**  
**November 2015 in the Village Hall at 8pm**

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

1. **Apologies:** County Cllr. Hickford, Cllr. Job who also had sent in his letter of resignation. The Chairman thanked Cllr. Job for his dedication and hard work whilst Chairman and prior to that as a member of the Parish Council over a period of 8 years.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 14<sup>th</sup> September 2015 were signed as correct.

4. **Opportunity for public statement:**

Colin McCall, the Footpath Officer, again thanked all of those people who were helping with the litter picking and he is trying to get more volunteers. Otherwise all is quiet, the hedges will be cut back when the ploughing has been completed. The end of the footpath which runs from the High Street is very muddy but it has now been opened up through hedge cutting allowing grass to grow. At the High Street end of this path some of the trees need to be looked at as they may be loose. Garrod Family Tree will be asked to look at them by the Footpath Officer.

5. **Affordable Housing:** Following the email received from Toby Owen on behalf of Six Mile Bottom Estate confirming that they are still happy for affordable housing to be built on the piece of land offered by them, the Parish Clerk informed Hastoe of this confirmation and Ulrike Maccariello emailed back saying that they would be getting some input from South Cambs planners.

6. **Planning:**

S/2309/15/ - Single storey ext. at 1 Spicers Close, approval from both the Parish Council and SCDC.

7. **Finance:** Updated spread sheet distributed to councillors.

a) **Authorised payments:**

£369.36 CGM Landscapes Inv.6745 (paid chq. 958)

£138.80 H.M.Inland Revenue 2<sup>nd</sup> quarter of PAYE (paid chq. 959)

£127.92 CGM Landscapes Inv. 6827 grass cutting (chq.960)

£370.10 Parish Clerk's salary for Oct/Nov. (chq.961)

£120.00 PKF Accountants inv. for external audit (chq. 962)

£ 75.00 WWPCC donation to Challenge (chq. 963)

£ 54.00 Wicksteed Playgrounds call out fee re log traverse (chq.964)

£ 25.00 Royal British Legion for two wreaths (chq.965)

£ 37.50 West Wickham P. Council for LCPAS Planning Course fee for 3 cllrs. (chq.965)

£ 24.99 STP Printing ink invoice SINV372467 (chq. 966)

**b) Monies received**

£5359.00 2<sup>nd</sup> tranche of Precept.

**8. Maintenance:**

- a) Deeds & Land Registration – The Parish Clerk handed over a file containing relevant documentation of Land Registrations, Deeds and information concerning land etc owned by the Parish to Cllr. Holness who will go through it, check details, make copies and then suggested they are placed with solicitors for safe keeping. He also suggested a welcome pack of information should be put together so that new councillors would have an idea of how the Parish Council worked. Both were agreed.
- b) Village Hall refurbishment: Dr Michael Rowland had kept the Parish Council informed of the progress of the work on the toilets and all is well.
- c) Bowls area update: Cllr. Holness said this was raised at the last Sports Pavilion meeting. The football club would like to use it for a five-a-side pitch but they would need to get some funding to put a high chain-link fence round the area and were asked to come up with a written project in order to get a grant request in place and Cllr Holness would be happy to help with this. Colin McCall said that they would need to have a Constitution before putting in a grant request.
- d) Playground maintenance: Wicksteed Leisure had inspected the log traverse and given a quote for £655.00. It was decided to get a further quote from Fenland who have just sent a promotion letter to the Parish Council and who will come and inspect for free.

**9. Correspondence:**

Three items to go into a Correspondence folder for distribution. With regard to the landscaping at the new junction the Chairman had been confirmed with Highways that the planting would be undertaken during November..

**10. West Wrattling Football Club:** Cllr. Snow reported

- a) **Dug-Outs** –There were concerns that they could foster anti-social behaviour. They may need to be removed to storage after each match. They would like to put them where the benches are at present.
- b) **Code for access to tennis court:** Colin Miller and Richard Cole will have this in order to retrieve footballs. If it doesn't work it will be stopped. A three month trial was agreed.

- c) **Hedges:** It was agreed that this was the responsibility of the Parish Council and CGM will be asked to quote for this work. Cllr. Holness will mark up on a plan of the ground, the position of the hedges that need cutting.
- d) A quote has still not been obtained for the wall round the oil tank, however the showers and toilets have been repaired. An advert for a mower will be placed for March 2016.
- e) The defibrillator has still not been fully commissioned as it is being made more secure. Once this has been done the code will be distributed to various responsible people.

**11. Traffic issues:** As Cllr. Nichols reported on:

- a) **Speed monitoring** – Jayshree Ramsurun is now in charge. At one session 225 cars had come through between 7.50 and 9am but only two were monitored as speeding.
- b) **Rondels:** Cllr. Holness proposed that the rondels go ahead, seconded by Cllr. Nichols. The Chairman has chased up on this and hopefully will get a response on Friday this week. The cost will be £691.00 with a possible additional uplift of 20%. However the Chairman has spoken with Highways and this extra charge might be waived. The question of moving the 30mph signs needs more discussion.
- c) **Minor Highways Improvement Scheme:** The submission date has passed for this year but must think about a good project to submit next year.
- d) Cllr. Nichols has been in dialogue with the Estate Manager of Thurlow Estate about the movement of lorries. Coopers, whom they use, have voluntarily agreed to only do 20mph through the villages. She is happy to discuss traffic issues with the d’Abo estate as well.
- e) **Trees in Causeway:** Some of the recently planted trees have died but have been kindly replaced by Sherry O’Donovan.

**12. Electrical recycling:** The Parish Clerk will let the Parish Council know when Paul Duggan is able to come to explain how the system works at a West Wickham Parish Council meeting.

**13. Report of meetings:** Thanks were given to the Parish Clerk for organising the LCPAS course held at West Wickham Village Hall which Cllrs. Causton, Holness and Nichols had attended and found it most useful.

**14. Report by Cllr Fraser or Turner:**

- a) Planning – two new developments have been approved, being a 55,000 sq m of research and development accommodation at Granta Park, Gt Abington and approval of an expansion into green belt by ARM at its Peterhouse Technology Park, providing an additional 1,300 jobs.

- b) A consultation has been authorised to change the delegation rules relating to referral of applications to the Planning Committee. It is proposed to remove automatic referral of any application where the officer is recommending approval.
- c) The boundary review is ongoing and the final recommendations will be published on 6<sup>th</sup> September 2016 with implementation in May 2018.
- d) The Local Plan Examination will go out to public consultation between 2<sup>nd</sup> December and 25<sup>th</sup> January 2016.
- e) Christmas Bin Collection dates – the blue and green bin collection will be as last year with these two being collected every other week between December and February. The black bin collection over Christmas will be as usual.

**15. Report by Cllr Hickford:** He was absent due to attending other meetings. He will send in his report.

**16. Any other business:**

- a) Cllr Causton said the form was completed with regard to putting “The Chestnut Tree” public house on the County Council Village Assets list and had been sent to CCC.

**The next Parish Council meeting will be held on Monday 11<sup>th</sup> January at which the Budget and Precept will be discussed and set.**

**Chairman.....**

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

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

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

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

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

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

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

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

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

**b) Monies received:** None

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

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

## **8. Maintenance:**

- a) Deeds & Land Registration –Cllr. Holness returned the file of Land Registrations, the originals being held by the solicitors. He was concerned that the Sports Pavilion had no title deed and it was agreed that Cllr. Holness would speak to Jeanette Job who carried out the work. There were also three lots of Awarded Land which had not been registered and it was necessary to know if this land was being used in any way.
- b) Village Hall refurbishment: Dr Michael Rowland said the work on the new toilet block was all completed to a very high standard. The total cost in 2015, flat roof and toilet block, was ~£68,000, £3000 of this being donated by the Parish Council, £4000 from Village Hall funds and 60K from grants, plus two very generous private donations. He stressed how important and helpful it was that the Parish Council had donated money as it showed there was support from the village which gave confidence in getting grants. It was agreed that the Parish Council's budget plan sets a sum of money by for Maintenance for the assets owned by the village.
- c) Bowls area: Cllr. Holness had had a meeting with the Sports Pav. Committee. He offered his help to apply for funding to refurbish the bowls green to be used by the Youth section of WWFC, if permission is granted by the Parish Council. However the security of the Pavilion seems to be their main concern but they have no money to pay for electric shutters on the windows and fencing round the oil tank and it would be unlikely they would receive grant money for such a project. An alternative would be to put a chain link fence up and a padlockable gate at the entrance. Would the Parish Council agree to this? The idea was discussed but turned down by the Parish Council as being totally against the general use of the grounds by the public.
- d) Playground maintenance: Wicksteed Leisure had inspected the log traverse and given a quote for £655.00. A further quote from Fenland to replace the equipment would cost £1450 + VAT. The Parish Clerk was asked to write to Wicksteed asking them to quote for a replacement of the log and also quote for resurfacing with non-slip surface.

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

- a) A consultation has been authorised to change the delegation rules relating to referral of applications to the Planning Committee. It is proposed to remove automatic referral of any application where the officer is recommending approval.
- b) The boundary review is ongoing and the final recommendations will be published on 6<sup>th</sup> September 2016 with implementation in May 2018.
- c) The Local Plan Examination will go out to public consultation between 2<sup>nd</sup> December and 25<sup>th</sup> January 2016.

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

**16. Any other business:** None.

**The next Parish Council meeting will be held on Monday 14<sup>th</sup> March. All are welcome to attend.**

**Chairman.....**

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

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

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

**2. Declaration of interest:** None

**3. Minutes of the Parish Council meeting** held on Monday 11<sup>th</sup> March 2016 were signed as correct.

**4. Opportunity for public statement:**

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

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

**6. Planning:**

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

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

**7. Finance:** Updated spread sheet distributed to councillors.

**a) Authorised payments:**

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

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

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

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

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

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

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

**b) Monies received:**

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

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

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

## **8. Maintenance:**

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

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

## **10. West Wrattling Football Club:** Cllr. Holness reported

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

## **11. Traffic issues:** Cllr. Nichols reported on:

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

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

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

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

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

**14. Report by Dist. Cllr Fraser:**

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

**15: Report by County Cllr. Hickford:**

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

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

**16. Any other business:** None.

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

**Chairman.....**

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

1. **Apologies for absence:** Cllrs. Causton & Snow,
2. **Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 11<sup>th</sup> May 2015 were signed as correct.
3. **Chairman's Report:** He thanked all those who volunteer to keep the village and footpaths tidy and those who cut the Playground grass. He spoke of the newly refurbished Village Hall and thanked Mike Rowland for his diligence in guiding the project through. See attached.
4. **Financial Report:** Copies of the accounts for the year which were resolved at the Parish Council meeting held this evening at 7.30pm were available for anyone wishing to study them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports had been received from:

Tennis Club	Village Hall Management (read by M Rowland)
Bridge Club	Footpaths (P3 co-ordinator)
Over 60's Club.	
7. **Matters arising from Minutes of 11<sup>th</sup> May 2015:** None
9. **Any questions:**
  - a) Cllr Holness spoke about Les Moulton, well known for his excellent skills as a gardener, particularly his vegetables, who died last year. In memory of Les Moulton he felt it would be a fitting acknowledgement of his talents to have a trophy for produce which would be awarded at the annual Village Fete to the overall winner of this section. If there was no fete, as this year, the Parish Council would ask parishioners to nominate themselves or their neighbours and the council would make a decision. He had purchased the Trophy which was made of glass. The council agreed to his suggestion.
  - b) It was agreed that the various reports could be put on the website as well as on the noticeboards. This was agreed.

Meeting closed at 9.00pm

Chairman.....

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

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

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

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

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

) Monies received:

£ 60.00 D'abo Tennis Club for maintenance.

£5,466.50 SCDC 1<sup>st</sup> tranche of Precept

£ 415.35 VAT reclaim

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

#### **8. Maintenance:**

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

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

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

#### **9. Correspondence:** (Folder distributed to Councillors).

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

#### **10. Football Club:** Cllrs Holness reported on

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

b) Bowls area – it is being tidied up.

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

d) The AGM will be held on Wednesday 11<sup>th</sup> May.

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

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

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

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

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

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

**13. Report of meetings:** None

**14. Report** by District Cllrs. Fraser/Turner

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

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

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

d) Community Chest of £1500 is now available.

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

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

**15. Report** by County Cllr. Hickford

a) Devolution will not happen.

b) A1307 changes are unlikely to happen.

c) Boundary Commission is still in progress.

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

e) Two things that the community would benefit from?

**16. Any other business:** None

**Chairman:**.....

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

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

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

## **Monies received:**

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

£ 200.00 WWFC donation for 2016.

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

## **8. Maintenance:**

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

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

## **10. West Wrattling Football Club:** Cllr. Holness reported

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

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

**11. Traffic issues:** Cllr. Nichols reported on:

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

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

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

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

**14. Report by Dist. Cllr Fraser:**

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

**16. Any other business:**

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

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

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

**Chairman.....**

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

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

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

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

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

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

30.00 Sapient.IT domain registration (Chq.999)

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

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

## 9. Maintenance:

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

## 10. Correspondence:

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

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

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

## 12. Traffic issues: Cllr. Nichols reported on:

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

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

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

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

**14. Report of meetings:**

**15. Report by Dist. Cllr Fraser:**

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

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

**16. Any other business:**

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

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

**Chairman.....**

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

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

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

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

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

**a) Authorised payments:**

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

**b) Monies received:**

£5,466.50 2nd tranche of Precept

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

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



**7. Maintenance:**

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

**8. Correspondence:**

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

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

**10. Traffic Issues & speed restrictions:**

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

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

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

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

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

16. **Any other business:** None

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

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 9th**  
**January 2017 in the Village Hall at 8pm**

Those present were: Chairman Ross Bain, Cllrs.Nichols, Holiness, Okkenhaug & Roberts, Dist.Cilr. Turner and the Parish Clerk.

- 1. Apologies:** Cllrs Causton, Dist. Cllrs. Fraser. **2.**

**Declaration of interest:** None

- 3. Minutes of the Parish Council meeting** held on Monday 14th November 2016 were signed as correct.

- 4. Opportunity for public statement: None**

**5. Planning:**

I 3068/16	A Simms	31 The Common	Amend. To S/0513/15	; Supported	
1 2759/2761/FL/LB	S Kirk	85 High St.	Amendments	Supported	
1 2422/16	DrC Hodson	4 Hay-ter Close	Two story side ext.	Supported	App.
13559/16	G.Drake	21 High St.	Erection of new dwelling & garage		

The planning application S/3559/16/ received by the Parish Clerk on Saturday 7th January was discussed and a decision made by the Parish Council not to support this but the public will be able to look at these plans and make their comments before any decision is sent back to SCDC. Cllr. Holness had drawn up a letter intended to be sent to the neighbouring residents of a property where a planning application had been made in order that they can make their comments. Some minor adjustments were made before agreeing to the use of it.

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

**a) Authorised payments:**

£139.00 HM Rev. & Customs 3rd qrt. PAYE (1499)  
£370.60 Mrs J Richards Dec/Jan. salary less PAYE (chq.144,1,0,)  
£ 7.50 Mrs J. Richards for keys cut for Village Hall (chq. 1012)  
£ 75.00 West Wrattling Parochial Church Council re contr. to Challenge (1013)

**b) Monies received:** None

**c) Signatories for cheque signing:** Cllr. Holness is now a signatory.

**d) Set Budget and amount of Precept for 2017/18:** With regard to the Precept the question of the percentage asked for was discussed. SCDC have said their increase will be 1.99% and it was therefore agreed that West Wrattling Parish Council should request 1.99% from SCDC, the same as last year, thus keeping the funds in good order. It was therefore agreed and resolved that the amount requested for the Precept should be an increase of £218.55, being 1.99% above the present Precept.

**7. Maintenance:**

a) Dog Poo sites: air. Okkenhaug reported that she had sent the site plan for the poo bins to SCDC but so far had heard nothing back and they are not yet in place. If nothing is heard before the next Forum meeting on 25th January it was agreed that the matter should be raised at this meeting..



b) Flood Risk form: The Chairman had decided not to complete this form as any reports of flooding, even if occurring once in 50 years, immediately had the effect of increasing insurance rates, which he had recently experienced himself, living in Weston Colville.

c) Diseased trees from Honey Fungus in Hayter Close. The Parish Clerk had forwarded the letter written by Mr Mike Rowland concerning this problem to Ashley Garrod via GarrodFamilyTree but had heard nothing back. Cllr. Holness said he would speak to Mike Rowland about the matter.

8. Correspondence:

Cllr. Holness had had a request from the Weston Colville PCC regarding the Parish Council's contribution towards the running costs of Challenge. It was agreed that a sum of £75 should be paid.

9. Football Club & Sports Pavilion: Cllr. Holness told Councillors that the Football Club were still trying to lease some land in order to have two football pitches. He has advised them on various aspects this would lead to such as having a legal contract, changes to the lease etc. The Parish Clerk reminded the Parish Council that the Sports Pavilion had not paid their rent for 2016 and therefore owed £250.00. Cllr. Holness will get in touch with the new Treasurer about this. An invoice to the Parish Council is also required if the Football Club wish to have the annual grass cutting contribution. There had been complaints about youth using their cars in the car park, doing wheelies. Cllr. Holness had suggested to the Sports Pavilion that they extend the metal pole fence separating the car park from the Sports Pavilion to include all the car park in order to prevent children misusing this area. The other solution would be to have gates across but that would need keyholders available to open the gates when necessary.

10. Traffic Issues & speed restrictions:

a) Minor Highways Improvement scheme: Following the applications sent in for a grant, a decision will be made on who will get funding on Monday 30th & Tuesday 31st January. A representative from the Parish Council and a resident may attend this meeting and each speak for 3 minutes to promote their application. The Chairman offered to attend and speak and also CHB. Nichols or Holness as a resident.

b) Speed Issues: Cllr. Nichols had asked of Highways if a sign "Not suitable for HGV vehicles" could be placed on the Six Mile Bottom Road near the A1 junction but was told it would not be allowed as it is a B road. She intends to write to Jane Cantwell with reference to a complaint from a resident regarding a particular HGV company whose vehicles are going through the village at more than 20mph. This particular company has not signed up to the informal agreement which Thurlow Estate has agreed, to keep their vehicles speed down to 20mph when driving through villages, but hopefully will be encouraged to do so. The Chairman will discuss a similar agreement with Mr D'Abo.

11. Land Owned by Parish: Cllr. Holness reported that he had completed his investigations into the awarded pieces of land, two of which were verges. The third, now belonging to C.J. Threlfel was considered to be "wash land" and was not farmed being far too swampy and there was no public access. He therefore considered the sensible thing would be to put a note with the information about these awarded lands and archive them as they were certainly not worth registering and to remove them from the "List of Assets". This was agreed and he will set out the facts in a letter to the Parish Clerk as a record.

12. Report of meetings: Cllrs. Nichols and Okkenhaug had attended a Village Hall meeting. There are no major plans in place, possibly some decorating.

13. Report by Dist. Cllr Turner:

- a) The next Forum meeting will be at Castle Cambs on Wednesday 25th January at 7.30pm.
- b) The Local Plan is still under consultation from 17th January to 2' March.
- c) Candidates are being selected for the post of Mayor following devolution and can advertise for the May election.
- d) SCDC will increase their precept by 2%. Any

other business:

a) Cllr Nichols felt the Parish Council needed promoting as parishioners often did not know its function but by showing photos of the village assets and listing what a parish councillor's duties were would make them more aware. She suggested putting these on show in the village hall at a Saturday Coffee morning. Cllr. Roberts said he would be happy to take some photos in the Spring.

b) The Chairman had received a letter of resignation from Cllr. Snow so must now advertise the vacancy on the Noticeboard and also in the Challenge and by word of mouth to anyone who might be interested.

c) Cult Holness wished to put the grass cutting contract out to tender as CGM's contract will shortly expire. It would be good to get a more local company to do the job. He agreed to write an advert which will go into Challenge.

U.V The Parish Clerk requested some storage space in the Village Hall for 3' plastic boxes of archived documents. This was agreed.

The next Parish Council meeting, which will be held on Monday 13th March 2017 at 8.00pm. All are welcome to attend.

Chairman



**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 13<sup>th</sup>**  
**March 2017 in the Village Hall at 8pm**

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

1. **Apologies:** Cllrs. Causton & Roberts & Dist. Cllrs. Turner.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 9<sup>th</sup> January 2017 were signed as correct following amendments made to incorrect cheque numbers under Finance. Cheque 1009 should be 1010, and cheque 1010 should be 1011).
4. **Opportunity for public statement:** None
5. **Parish Councillor vacancy:** Cllr. Holness gave a brief introduction to Mr Tim Bonfield who had applied to fill the vacancy left by Rupert Snow's resignation, detailing his interest in the village community and his support of various village activities. He proposed Mr Bonfield to fill the vacancy which was seconded by Cllr. Nichols and agreed by the Parish Council. He was welcomed onto the Council and given the Declaration of Acceptance and Registration forms to complete.

**6. Planning:**

**P.C.**

**SCDC**

<b>S/2202/16/ FL</b>	B Willcocks	87High St.	Amended prop. rear 2 storey ext.	<b>Approved</b>	<b>Approved</b>
<b>S/3068/16</b>	A Simms	31 The Common	Amend. To S/0513/15		
<b>S/2759/276 1/FL/LB</b>	S Kirk	85 High St.	Amendments		
<b>S/3498/16/ LB</b>	Mr & Mrs Wittich	40 High St.	One and half storey rear ext.	<b>Approved</b>	<b>Approved</b>
<b>S/0228/17/ FL</b>	C Parry	7 Mill Road	Install 3 air source heat pumps	<b>Approved</b>	
<b>S/0565/17/ FL</b>	S Robinson	42 High St.	Replacement garage		

An amendment to Plan App. S/3559/16/LB had been received since the above Agenda was agreed, which reduced the elevation of the build. However it was felt that this amendment would not change their original decision and the Parish Clerk was asked to return the Plan. Appl. form reiterating this earlier decision. The letter drawn up by Cllr. Holness for future use, to be sent to the neighbouring residents of a property where a planning application had been made in order that they can make their comments was approved following some minor adjustments. A letter addressed to Julie Baird of Development Management, SCDC, also drawn up by Cllr. Holness, concerning Planning Appl. 0565/S Robinson pointing out that the wall that has been erected at the front of the property presumably to replace the removed hedge is without planning permission instead a new hedge should have been planted as agreed in the approved planning permission. It was agreed this letter should be sent.

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

**a) Authorised payments:**

- £370.20 J. Richards salary for Feb/March. (chq. 1014)
- £ 27.15 . J. Richards – post costs for 2016/17 (chq. 1015)
- £ 9.00 J. Richards – stationery & travel costs re internal audit (chq. 1015)
- £195.00 Garrod Family Tree – removing dead trees in Hayter Close (chq. 1016)
- £561.00 West Wrattling Football Club – contribution towards grass cutting (chq. 1017)

£138.80 HM Rev. & Customs, 4<sup>th</sup> qrt. PAYE (chq. 1018)

£ 50.00 John Smith – thank you for his hedge cutting on the recreation ground (chq. 1019)

**b) Monies received:**

£250.00 2016/2017 rent from West Wrattling Sports Pavilion Committee.

£582.62 HM Rev. & Customs – Vat reclaim.

Cllr. Nichols said there was a slight overspend of the Budget due to adding £500 to the grant money for the purchase of the play equipment. The Parish Clerk has applied for reclaim of VAT which hopefully will be paid before the end of the financial year. It was agreed to look at insurance costs and Cllr. Holness offered to do this and the Parish Clerk will let him have our present schedule.

**8. Maintenance:**

- a) *Dog Poo sites:* Nothing further to report as yet.
- b) *Diseased trees from Honey Fungus in Hayter Close:* These have now been removed. Cllr. Holness said he would check with Mike Rowland whether the roots were ground out and diseased soil removed. Scilla Harvey has offered a sapling to be planted where the tree was removed and this was agreed.
- c) *Schedule re contract for grass cutting:* Cllr. Holness has drafted a schedule for grass cutting in the village and cutting the Pocket Park. He would like it to go into the next issue of Challenge. It was suggested the Parish Clerk email CGM telling them that we are putting the grass cutting contract out to tender and they were most welcome to apply.

**9. Correspondence:**

- a) *Publicity for Parish Council:* It was decided to leave the taking of photos be left until the weather was better, early May. Cllr. Nichols will write notes on the working of the Parish Council.
- b) A letter had been received from SCDC pointing out that all local elections will be held at the same time and year. The next one will be 2018.
- d) *Highways contribution to grass cutting costs:* They are changing their system of paying and the Parish Clerk has completed a form.
- e) *City Deal/A1307:* Cllr. Fraser said he would cover this in his report and also the survey of traffic through the village. He had attended the A1307 forum meeting and the data collected from the various points should have been collated but are not done yet. Other data is also to be added.

**10. Football Club & Sports Pavilion:**

- a) *Grass cutting contribution:* It was agreed that an increase of 5% would be paid this year but from now the increase would be according to the rate of inflation, as agreed in Minutes dated 9<sup>th</sup> January 2012, item 14d.
- b) *Outstanding rent:* A cheque covering the year's rent of £250.00 has now been received.
- c) *Hooligan problem in recreation ground car park:* This matter was discussed and the situation is being kept under observation. It was agreed to investigate security without inconveniencing the residents who use the rec.
- d) *Recreation ground boundary:* A letter will be sent to SCDC regarding their boundary responsibilities.
- e) *Hedge cutting:* Cllr. Holness asked council to look at the hedge cutting recently done on the rec. and he suggested that John Smith, who had done this job so well, be given a cheque for £50.00. This was agreed and written out and Cllr. Holness will give it to him.

**10. Traffic Issues & speed restrictions:**

- a) **Minor Highways Improvement scheme:** The Chairman and Cllr. Nichols had attended CCC at the end of January and were given 10 minutes to justify the scheme put in by West Wrattling. The results should be out this week but had been told that our application was high on the list, so hopeful
- b) **Speed Indicator:** Cllrs. Nichols and Holness had been to the combined Parish Council meeting where interest was shown in sharing a Speed Indicator between 3 villages, at a cost of £1000 per

village. The indicator gives the speed a car is doing. Cllr. Holness proposed being involved in this purchase with Balsham and Weston Colville as he thought it would help keep cars from speeding, this proposal was seconded by Cllr. Nichols and the Parish Council agreed. Before actually paying for this Cllr. Hall from West Wickham Parish Council who instigated the idea, is looking into another version of this equipment before making a definite decision.

**c) Speed Issues:**

- i. A parishioner has requested speed humps are placed in the village and also complained about one of the Jellycat Warehouse lorries travelling well over 20mph through the village. It was suggested a letter to Jellycat Warehouse pointing out that lorries are supposed to drive under 20mph when going through a village, this will be done. Regarding speed humps, this would not be allowed by Highways as the village has no street lighting.
- ii. A “Slimming Club” has asked about parking outside the village hall and they were told there was parking in the recreation ground.
- iii. Parking on paths – this is illegal. A note will be put in Challenge pointing this out.

**11. Land Owned by Parish:** Regarding unregistered land at West Wratting Recreational Ground, Pellys of Saffron Walden are handling this. With regard to The Pump Shelter, the Pound it was decided some years ago not to get these registered.

**12. Derelict Building action:** This will be discussed at next meeting.

**13. Report of meetings:** Cllrs. Nichols had attended the Parish Council Forum meeting in February and felt these joint meetings were very beneficial as it gave one an opportunity to raise issues with the representatives from SCDC and CC, normally only communicated with through email.

**14. Report by Dist. Cllr Fraser:**

- a) The Local Plan is still on hold.
- b) Devolution has been agreed and candidates are being selected for the post of Mayor at the May election.
- c) At the last full Council meeting an increase of £5 per year on band d property was agreed.
- d) City Deal – some information will be available in June with regard to the A1307 as they are allowing additional time to check where possible development might be planned in villages along the route and also where the out of town Park & Ride will be sited.
- f) 13 affordable houses are to be built in Balsham opposite the school.

**15. Any other business:**

- a) Colin McCall (Footpath officer) requested the purchase of some Round Up. This was agreed.
- b) Cllr. Holness suggested that the Pocket Park needs some attention, cutting back the undergrowth and overhanging branches, one full day’s work would do it. He was asked if he could find someone prepared to do it and the cost and let the Council know.

**The next Parish Council meeting (AGM), which will be held on Monday 8<sup>th</sup> May 2017 at 7.30pm followed by the Parish Meeting. All are welcome to attend.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 8<sup>th</sup> May 2017 at 7.30pm

- 1. Apologies for absence:** None
- 2. Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 9<sup>th</sup> May 2016 were signed as correct.
- 3. Chairman's Report:** Please see attached.
- 4. Financial Report:** Copies of the accounts for the year which will be resolved at the Parish Council meeting this evening at 8.15pm were available for anyone wishing to study them.
- 5. Parish Lands & Properties:** As listed on the Agenda.
- 6. Reports:** Reports had been received from:

Tennis Club	Village Hall Management (read by M Rowland)
Bridge Club	Footpaths (P3 co-ordinator)
Over 60's Club.	Football Club reports on both junior & senior teams.
Saturday Morning Café	
- 7. Matters arising from Minutes of 9<sup>th</sup> May 2016:** Cllr. Holness reported on the Les Moulton Trophy awarded for the first time last year to Philip Tempest and his family. Cllr Holness will put something in Challenge about the award again this year for "vegetable grower of the year" and judging will be in July.
- 8. Any questions:**  
Regarding Parish Land and Properties the Chairman said that Grid ref 6070,5120-5140 will be removed from the list as it is not worth registering. Ref.55855345 will also be removed as this land has been in the possession of Dungate Farm for many years.

Meeting closed at 8.00pm

Chairman.....

## **Chairman's report**

Good evening and welcome everyone to the 2017 West Wrattling annual Parish Meeting.

Since the last meeting there have been several changes in the membership of the council. Rupert Snow stepped down from the council and we have a new councillor this year, Tim Bonfield.

As you can see from the Agenda the Parish Council holds a large number of properties and lands in the village, some of them small, two noticeboards, benches etc. and some of them very, large, including the Sports Pavilion and village hall.

Over the last year the parish council has taken the step again of increasing the precept by the cost of inflation. It is important to note that it is recommended that the council hold at least a year to a year and a half's full precept in reserve. As can be seen from the accounts we are close to 80% of this higher reserve figure. Over the past year there have been a number of emergency tree works that have been required which as many of you who have had to have this type of work done in their properties can prove costly. Works have also been required on the children's playpark and it is therefore essential that the amount available for such emergency or crucial work is available.

To continue our works on improving the safety of pedestrians and other residents in the village the parish council has again been successful with a bid to the Highways local improvement fund. Together with the promise of generous contributions from local residents and the parish council we are working up a plan to introduce 40mph limits further out from the existing 30mph village speed limits to improve road safety.

Cllr. Holness is providing valuable liaison with the Sports Pavilion committee just as Cllrs Okenhaug and Nichols provide on the Village Hall committee. Cllr Causton has also secured funding for improvements to the children's play park which ensure we did not have to dig too deeply in the parish reserves.

I would also like to thank Simon Anderson for continuing to cut the grass and Colin McCall for his tireless efforts as footpath officer and litter picking crew warden.

It is the view of myself as Chairman and also the membership of the parish council that by engaging positively on a one-to-one basis with all groups active in village life we can greatly improve the lives of everyone living in West Wrattling.

The Parish is known in wider district circles as "one that gets things done". I hope that we can as a group continue to make this so over the next 12 months.

Campbell Ross-Bain – Chairman.

## REPORTS SUBMITTED BY VARIOUS CLUBS & ACTIVITIES IN WEST WRATTING

### **Village Hall Report to the West Wrattling Annual Parish Meeting - May 2017**

Overall we have had another good year, and a less exciting one than the last!

Our village hall continues to be well used. Our regular activities, including Keep Fit, T'ai Chi, FitSteps, and the Saturday Café, are thriving. In addition, Friday Bridge and Over 60s have continued to support us in their use of the hall. Elections and Cycle Club events make welcome and important contributions to our income. Our finances remain healthy, helped by a private donation of £1000 from Mrs Barbara Moulton. We are very grateful to her for this very generous and totally unexpected leaving present!

Last year saw the completion of the major refurbishment of the toilet block. Next on our list is redecoration and refurbishment in the Committee Room and Kitchen. The lighting in the CR has been upgraded. Painting the walls, ceiling and woodwork, initially by committee members, was completed by a contractor. We are seeking quotes to replace the floor covering in both rooms, and also to replace the three remaining single glaze windows on the north facing aspect with double glazed units.

We are fortunate in having an active and diligent committee. It is because of their efforts that much of the general maintenance, external as well as internal, is being achieved at minimum cost. My thanks to all concerned.

**Mike Rowland, Chairman, West Wrattling Village Hall Management Committee**

### **Over Sixties Club**

The Club currently have 9 members of whom five reside outside the village.

Five meetings were held in the Village hall, there were two garden meetings and two lunches held at The Chestnuts one of which being Christmas lunch.

It was decided due to our reduced membership and increasing infirmity among members to safely negotiate access to the hall, future meetings of the club, apart from our garden meetings, would be held at The Chestnuts incorporating lunch.

Wendy Hall

### **West Wrattling d'Abo Tennis Club**

The Club continues to thrive with the court being used on a regular basis by a strong family membership. There is also a popular summer kids tennis coaching week in July/August. The Club's finances are strong with a reserve being built up to pay for a new court in the future. The court surface is in good condition but will be cleaned again this year to ensure that it continues to play well. New members are always welcome.

Further information for prospective members is available on our website –

<http://www.westwrattlingtennis.co.uk/>

## **Saturday morning cafe West Wrattling**

This takes place in the village hall on the first Saturday of every month, 10.30-12 noon. The cafe is set up for the benefit of our local community and we are pleased to have received so much support throughout the past year.

The cafe works by different volunteers helping to serve / donate cake each month. There is usually a play corner, a charity bookstall and table tennis available. Sometimes we have additional crafts or stalls. Payment is by donation for coffee and cake.

We have used the funds raised in the community: sponsoring children's tennis week, the Street Party to celebrate the Queen's 90th birthday, Buttercups Pre- School in Balsham, the Granta school in Linton, the Brownies, Oliver de Ferrars Green's charity trip and Izzy Wilson's charity trip and a contribution to the village hall for re-flooring in the committee room.

On average the cafe has 40-50 people per session. Please join us on the First Saturday of any month!

Catherine and Sherry

## **West Wrattling Bridge Club**

First Friday Bridge in West Wrattling continues to be held from 7.30pm until 10 or 11pm. Ours is a very informal Bridge club. We play Chicago and change partners throughout the evening. It is not necessary to come with a partner as we accommodate any number of players. We break for refreshments at 9pm. A small prize is awarded at the end of each evening. A very relaxed evening of play. We welcome new players. Many come from other villages. £1.50 covers our hall hire cost.

Non regular players should check that the session is running - we sometimes cancel during the summer months.

Phone or email Sherry (290070) [sherry.odonovan@gmail.com](mailto:sherry.odonovan@gmail.com)

## **West Wrattling Football Club reports**

Seniors report - 1<sup>st</sup> Team has disappointing league results. Though in a semi-final which was postponed on 8<sup>th</sup> February and will be played on Saturday 18<sup>th</sup> March 2017.

Reserves Manager stood down after Christmas after not succeeding and the reserves may be relegated unless positive results are made.

Youth report – Under 12s are sitting 3<sup>rd</sup> in the league.

Under 10s are non-competitive with 50/50 results.

Under 9s are doing very well winning 90% of their games they were beaten by a team 2 divisions above them on penalties, a very good achievement.

Under 6s training at the moment and will start in the under 7s in September.

The bowls green has had a lot of work on it by Richard Cole and Mike Shinn and is now used for the juniors to train on this has been renamed the Junior Training Ground.

The ground just needs to be sprayed on for weeds and seeded so the Juniors will in that time use the main recreation ground.

## WWFC Season 2016-2017

### The First team

The first team are now being managed by ex-Cambridge United player Michael Shinn, they have had a steady season ending with a top 6 finish. But the highlight is definitely winning the prestigious Cliff Bullen challenge cup, 3-2 against Fulbourn. Michael hopes with one or two new faces we can push on next season and contest the league.

### The Reserves

It's not been a great year for the reserve team, the previous seasons experienced management team decided to retire and the new managers that came in struggled to come to terms with the competitiveness of the division. Ex manager Gary Ward came in hoping to steady the ship, but unfortunately didn't fair any better.

We strangely finished the season in a far stronger position after appointing James Shinn and Rob Butler as the new management team, although the reserves had already been relegated, the final few weeks performances were very good, and as we look to 2017/2018 we hope to put in a strong challenge to win the 1A division.

## **Redundant Bowls Green**

We saw the waste ground as a potential training area, U6's 'little kickers' team who are too young to join the league but allows us to build a team for when they turn 6 years old.

Also we see the potential in including the area when hiring the pavilion as a safe area for kids parties or football parties.

So far we have only had funds to cut down the overgrown area, and by regular cutting and rolling, it is being used by an U6's team for training, an area for children to practice their football and play whilst the adult games are being played. This keeps the children safe from being hit by stray balls coming off the pitch and their balls rolling onto the pitch whilst a game is being played.

We see great potential for this area for the whole community and are aiming to tidy and erect a safe fenced off area and provide a slabbed patio with tables and chairs for the parents and supporters.

## **Team update**

Currently the youth have an U12's, U10's, U9's.

U9's and U10's play non-competitive football where results are not recorded and a table is not kept. The U9's had a successful cup run beating 3 teams in the A League; 5-0, 5-0 & 5-1, and only using in the 1/4 final by another A League side on a penalty shoot out.

The U12's finished 4th in their League which is the 2nd Division 2 points behind 3rd place and 2 behind 2 place.

We are aiming to have our presentation on the 3rd June which we are proposing will include a 'family fun day'.

We would like to have an event to encourage a new group of boys to start a new U6's team - date TBC.

## **Parish Paths Partnership**

We had our usual two cuts of the paths during the year, and all paths were reasonably passable throughout (apart from the mud).

Many thanks to Lee Tubby for keeping the cross field paths navigable, and particular thanks to Simon Anderson for cutting the paths near the Grove and also the paths to the South of West Wrating including the brambles near Scarletts Farm - a fantastic job. Many thanks to Raymond Maskell for keeping the entrances to Scarletts Wood and beyond towards Balsham passable.

Hopefully we will get two cuts by the County Council again this year, and if there are any problems please contact me on 290036. Meanwhile I hope everyone has great walking within our Parish boundaries.

Colin McCall

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 8<sup>th</sup>**  
**May 2017 in the Village Hall at 8.15pm**

Those present were: Chairman Ross Bain, Cllrs. Bonfield, Causton, Holness, Nichols, Okkenhaug.& Roberts, County Cllr. Batchelor, District Cllrs. Fraser & Turner and the Parish Clerk.

**1. Apologies: None**

**2. Election of Chairman & Vice Chairman for 2017/18:** Cllr. Holness proposed Cllr. Ross-Bain for Chairman, seconded by Cllr. Causton. Cllr. Ross-Bain was happy to continue as Chairman and accepted following agreement by the full council. Cllr. Roberts proposed Cllr. Nichols for Vice Chairman, seconded by Cllr. Holness and was accepted by Cllr. Nichols following agreement by the full council. They both then signed the necessary Declaration of Acceptance forms.

**3. Declaration of interest:** Cllrs. Ross-Bain and Holness declared an interest under item 7b (Finance).

**4. Minutes of the Parish Council meeting** held on Monday 13<sup>th</sup> March 2017 were signed as correct.

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

**6. Affordable Housing:** Ulricka Machiarelo was unable to attend this meeting and will be present at the next to discuss developments regarding affordable housing.

**7. Planning:**

**P.C.**

<b>S/0103/17/FL</b>	Dr L Kemp	69 High St.	Single storey side ext. prior appl. S/1711/16/FL	21/01/17	08/2/17	30/1/17	<b>Approved</b>	
<b>S/0228/17/FL</b>	C Parry	7 Mill Road	Install 3 air source heat pumps	6/2/17		13/2/17	<b>Approved</b>	
<b>S/0565/17/FL</b>	S Robinson	42 High St.	Replacement garage	24/2/17	13/3/17	9/3/17	<b>Approved</b>	
<b>S/3599/16/FL</b>	G Drake	21 High St.	Amendment to elevation	14/3/17		16/3/17	<b>Refused</b>	
<b>S/1231/17/FL</b>	Mrs J Greer	1 Hayter Close	Two storey side ext. to two storey prop.	11/4/17	25/4/17	25/4/17	<b>Approved</b>	

Cllr. Causton raised the issue of 42 High St. regarding the boundary between 42 and 40. The owner of 42 would like to make his new garage wall as the boundary between his property and her listed property and she is against this idea. A letter written to Julie Baird of Housing on 13<sup>th</sup> March had received no acknowledgement and it was agreed to chase this up as there were various issues, one being that the hedge in the original plan has been replaced with a wall. Dist.Cllr. Fraser said he would look into this.

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

a) Signing, following agreement of final Accounts for 2016/17 ready for audit and signing the Annual Statement for external auditors. These documents had been distributed to the councillors and were signed following agreement by council.

**b) Authorised payments:**

£ 370.50 Mrs J Richards April/May salary (chq. 1021)

£ 200.00 Age UK Cambs. (Village Warden Scheme)(1022)

£ 202.68 CPALC Affiliation fee (chq. 1023)

- £ 132.00 Pellys re Land Registration (chq. 1024)
- £ 127.92 CGM Inv.204731 (chq. 1025)
- £ 120.00 Mark Grimwood re Pocket Park tidy-up (chq. 1026)
- £ 40.51 STP for Printer inks & staplers (chq. 1027)
- £ 36.00 CPRE annual subscription (chq. 1028)
- £ 20.00 Running Total (Jackie Dockerill) for monitoring PAYE (chq. 1029)
- £ 15.73 B&Q for security lock for Pocket Park (chq. 1030)
- £ 92.40 RoSPA |(Playsafety Ltd) playground inspection fee (chq. 1031)
- £2260.42 (3 yr contract) AON UK Insurance (CHQ. 1032)
- £ 57.00 C. Ross-Bain (Weedkiller for Footpaths) (chq. 1033)

Before signing the cheque for insurance there was discussion regarding taking up their offer of a 3 year contract at a lower price but still paying annually. This was agreed.

c) **Monies received:** £5575.00 being 1st tranche of Precept.

d) **Revised pay scales for Parish Clerk:** It was agreed to discuss this at the next meeting.

#### 9. Maintenance:

a) *Trees in Hayter Close:* Mike Rowland is going to replace the two diseased trees which had been removed, the stumps taken out and soil replaced. He will choose trees which will not be effected by Honey Fungus. Scilla Harvey has also requested to plant two trees by the Pound, having written to the residents of Hayter Close for their comment and the Parish Council will wait to hear the result of this before approving or not and will also check with the Tree Officer whether it is suitable.

b) **Grass cutting tenders:** Two tenders had been received, one from CGM at a cost of £135.68 + VAT for verge cutting and £23.00 + VAT for the occasional cutting of the Pocket Park. Mark Grimwood of Weston Colville had quoted £55.00 per cut and £25 for the Pocket Park, with no VAT. Cllr. Holness proposed that the quote from Mark Grimwood should be accepted and this was agreed. He does considerable grass work in the village so will cut the verges when necessary. Cllr. Holness said he would ask the owners of Pear Tree Cottage if they could cut the grass round the village sign, and if so Mark Grimwood would cut the playground on a regular basis.

#### 10. Correspondence: None

**11. Football Club & Sports Pavilion:** Cllr. Holness reported that they are still trying to rent more land to increase their number of pitches. Security was again raised at the last joint meeting re a floodlight at the end of the car park and one on the end of the pavilion. They thought this a good idea provided the Parish Council paid for it. Cllr. Holness will look into the cost of floodlights or solar lighting. The fact that the Football Club had put up a notice one weekend when there was a lot going on in the village saying that the rec. car park was for Football Club members only is possible cause for concern. However it was felt that this was a one-off thing and unlikely to happen again.

#### 12. Traffic Issues & speed restrictions:

a) **Minor Highways Improvement Scheme:** The Chairman was pleased that an award had been granted and they are working on the project.

b) **Speed indicator:** Cllr. [Nichols said that comparative prices were discussed at the last meeting and the “smiley” one was likely to be the choice. The three parishes will share its use so each parish would have it for a month at a time, in total 4 months in the year. Discussions to be held to work out share of cost and maintenance. Insurance costs need to be shared to cover the 6 parishes involved in this project. It was agreed that the Parish Council should continue to be involved in this project.

c) Parking issues: There have been complaints about parking outside the Village Hall hampering buses stopping at the bus stop. It was pointed out that Highways should mark it up as it is a bus stop. The Chairman said he would have a word with David Lines about a sign.

**13. Transparency Compliancy:** This has now been put in place with information e.g. Agendas, Minutes, Accounts, list of Parish Councillors, dates of meetings being put on the website. The Parish Clerk will send this to Mike Rowland or a councillor could take on this job.

**14. Land Registration:** This has now been completed having investigated the two small pieces of land as shown on the Parish Meeting Agenda, which are of no worth, one being a piece of verge and the other found to now be owned by Dungate Farm.

**15. Report by Camb. County Cllr Henry Batchelor:** Recently elected.

- a) City Deal of 39M for improving the A1307.
- b) Devolution – A Mayor has now been elected.
- c) Police website is available for problems like car parking.
- e) Library catalogue available now on line giving titles of books available.

**16. Report by Dist. Council Cllr. Fraser:**

- a) Local Plan still not in place but meetings are being held to resolve this problem. Probably next year when it will be agreed.
- b) Housing – 5500 houses are now owned by SCDC and income is being generated by purchasing houses and doing them up giving an extra income of £60,000 this year.
- c) Community Chest available from 1<sup>st</sup> April of £1000 per bid and 3 bids can be made in one year.
- d) The Forum meetings seem to be a success with officers from SCDC attending and explaining issues with parish councillors.
- e) Cllr. Fraser was asked if he could look into the lack of poo bins being delivered as they were ordered six months ago and sites were given.

**17. Any other business:**

- a) RoSPA report shows that there is some repair work needed on the play equipment, most of it minor. The Chairman said he would let Cllr. Causton have his copy of the Report as she is happy to look at it and draw up a list of requirements.
- b) Section 215 Town & Country Planning re derelict buildings – put it on the next Agenda.

**The next Parish Council meeting will be held on Monday 10<sup>th</sup> July 2017 at 8.00pm. All are welcome to attend.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 10th**  
**July 2017 in the Village Hall at 8pm**

Those present were: Vice Chairman Nichols, Clirs. Bonfield, Causton, Holness, Okkenhaug.& Roberts, Dist.C1 Ir. Fraser, County Cllr. Batchelor, one parishioner, Ulrike Maccariello (Hastoe) and the Parish Clerk.

1. **Apologies:** alt. Ross-Bain & Dist. Cllrs.Tumer.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 8th May 2017 were signed as correct following amendments made to Item 7, Planning. A paragraph was removed after the Planning List, and under item13, Transparency Compliancy. The word "mostly" was added.
4. *Opportunity for public statement:* **None**

**5. Planning:**

- a) **Affordable Housing:** Ulrika Maccariello from Hastoe explained to the Parish Council what progress had been made since Six Mile Bottom Estate had offered a piece of land along Six Mile Bottom Road for affordable housing. Having now gone through the procedure of writing to other local landowners to see if there was any other land available for this housing with a negative result it has now been agreed that the land offered should be developed as an exemption site as it is out of the village envelope. The houses, possibly 4, will be offered first to village or ex-village residents and the housing will be protected in perpetuity against being purchased. Once Hastoe has completed a formal agreement with Six Mile Bottom Estate there will be a public meeting held to explain the position **and check** that everyone is happy **with the plan. The Council** said they were happy with the outcome and were in favour of it.

b) **P.C.**      **SCDC**

5/3599/16/ FL	G Drake	21 High St.	Amendment to elevation	14/3/17		- 16/3/17	<b>Refused</b>
5/1231/17/ FL	Mrs I Greer	1 Hayter Close	Two storey side ext. to two storey prop.	11/4/17	25/4/17	25/4/17	<b>Approved</b>
S/1397/17/ FL	Rik Baker	Field adj.W.Wratting Sports Pavilion.	Conversion of agric.land to Sports Field facility for football.	24/5/17	10/6/17	28/6/17	<b>Refused</b>

With regard to S/1397/17 planning application the parishioner, Mr Passmore, thanked the Parish Council for organising the Public Meeting to discuss the implications of this application.

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

**a) Authorised payments:**

£ 20.00 Jackie Dockerill (reissue of cheque wrongly designated) (chq. 1034) £138.80  
 IflvIRev.& Customs 1st qrt. PAYE (chq. 1035)  
 £370.10 Mrs J Richards June/July salary (chq. 1036) £  
 35.00 ICO renewal fee (chq.1037)  
 £ 46.50 Jackie Dockerill (Running Total) fee for internal audit (chq. 1038) £ 80.00  
 M.Grimwood Gardening — Inv. 079 and 080 (chq. 1039)

**b) Monies received:**

£250.00 WWSports Pavilion rent for 2016/17.  
 £346.53 CCC Grasscutting payment. £200.00  
 WWFC for maintenance of rec.

- c) **Internal Audit:** This was satisfactory with no issues.
- d) **Revised Pay scales:** Defer to next meeting.

- e) **Community Chest application:** Cllr. Causton had received a quote for adding posts to the existing fencing to make it more secure. 40 posts were needed. It was agreed that another quote should be sought and then an application made for Community Chest funding of hopefully £1000. The fence needs repainting and it was agreed that green would be the most suitable colour. To replace the existing fencing with similar would be extremely expensive.

#### 7. Maintenance:

- a) *Dog Poo sites:* Nothing further to report as yet but Cllr. Okkenhaug will chase this up.  
b) *Dilapidated Building action Section 215 Town & Country Planning:* A CUT.. had spoken to Dist.Cllr. Fraser about this. It was agreed to write a letter to the owners pointing out the need for something to be done to improve the appearance of the building and site.

#### 8. Correspondence:

- a) *Publicity for Parish Council:* Cllr. Roberts has taken photographs of all the assets belonging to the village and maintained by the Parish Council. These will be displayed on boards, with a brief description, at one of the Saturday Coffee Mornings.

**9. Football Club & Sports Pavilion:** Cllr. Holness had written a report with suggestions for resolving the issues over the proposed additional football pitches, at present being applied for, following the public meeting held regarding S/1397/17/FL application. It was agreed that two sets of groups would not work but one group of 9 people with a rotating Chairman, meeting possibly every six weeks, could work. Cllr. Causton said it was important to have open discussions in order to find solutions to the concerns of parishioners. The Football Club had been in existence in West Wrating for many years and it was good that they needed to expand due to the increased membership, especially youngsters and so a degree of mutual respect was essential. CUL Nichols said she would draw up a draft of the Terms of Reference for the first meeting. Cllr. Holness will contact Football Club and volunteer residents. Cllrs. Holness, Roberts and Okkenhaug will represent the Parish Council.

#### 10. Traffic Issues & speed restrictions:

- a) Local Highways Improvement project: Maps were issued to the Councillors but needed to be looked at before discussion. Highways are objecting to moving the 30mph limits out further but would allow 40mph limits to be placed where the 30mph sign sitings had been proposed. County Cult Batchelor thought it a good idea if CCC came and looked at what is being asked for. The name of the person to contact was Joshua Rutherford.

b) **Speed Indicator:** Cllr. Holness reported that at the last joint meeting it was agreed to purchase the larger of the two indicators. This would cost slightly less as it will be part of a bulk order through CCC, saving 5%. The positioning of the indicators needs to be decided and what type of posts to use. Cllr. Causton suggested temporary posts to be inserted into metal sockets positioned in the ground. It was agreed that the Parish Council should look at the sites suggested by Cllr. Holness before approaching the residents who might be effected.

#### c) Speed Issues:

1. An "exit" mirror has been requested opposite Spicers Close. Discuss at next meeting.
2. "Give Way" sign is finally going to be painted.

3. Road signs — these all require cleaning and ar. Causton said the pub was prepared to donate £50 which they receive every so often because of their prescription collection point service, towards paying somebody to wash the signs. Cllr. Fraser suggested asking Balsham Scouts if they would do this.

**11. Transparency Compliance:** It was decided that the list of present Parish Councillors should include their addresses and email addresses only and these will be put on the website along with a list of dates Parish Council meetings for 2017/18 as required by the Transparency compliance order.

**12. Action Plan in case of an emergency:** This will be discussed at next meeting.

**13. Report of meetings:** Ohs. Nichols and Okkenhaug had been to the last Village Hall meeting. Cllr. Holness had attended the Forum meeting held at Castle Camps and had written a report.

**14. Report by Dist. Cllr Fraser: .**

- a) The Local Plan is coming to a conclusion with four further items to be agreed next month ready for the plan to go through. Consultation period starts in September until November. Final plan discussed in January and adopted hopefully in February.
- b) City Deal has been renamed "Greater Cambridge Partnership" covering transport, housing, innovation and skills.
- c) Rural transport hubs are being suggested and also increasing parking at railway stations. Express highways are being discussed.
- d) Community Chest still has money available.

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

- a) Local Highways Improvement Grants- closes in September for 2018.
- b) A new committee has been formed "Communities & Hardship".
- c) Cllr. Batchelor is on the Highways Committee.
- d) Devolution — 20M available for infrastructure projects.

The question of the missing poo bins was raised and Cllr. Batchelor said there had been a problem with their supplier but will check it out and let us know the position.

**15. Any Other Business:** none

**The next Parish Council meeting will be held on Monday 11th September 2017 at 8.00pm. All are welcome to attend.**

**Vice Chairman**



## **West Wratting Public Meeting June 20th – Update**

The West Wratting Parish Council thanks all who attended the public meeting on June 20th regarding a planning application by the West Wratting Football Club to develop new pitches on agricultural land adjacent to the Recreation Ground on Bull Lane.

Following a presentation by Riki Baker of WWFC there was a lively discussion, with parishioners raising points of concern about the application, particularly with regards to parking, traffic volume and noise. A proposal was made by the meeting to create a Liaison Group from the WWPC, WWFC and parishioners, to find a way of working together to improve relations between the village and the Football Club. The Parish Council is awaiting a response to this proposal from the Football Club, which has indicated it will make a decision on how it wants to proceed in the next few days.

In the meantime, the Parish Council has voted to refuse the current application.

Clarification: Councillor Holness is pleased to make clear his understanding that the WW Sports Pavilion Club lease of the Recreation Ground permits all parishioners and members of the public to use the Recreation Ground car park.

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 11th**  
**September 2017 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Nichols, Cllrs. Bonfield, Causton, Holness, & Roberts, Dist.Cllrs . Fraser & Turner, County Cllr. Batchelor, the Parish Clerk and two parishioners.

1. **Apologies:** None.

2. **Declaration of interest** None

3. **Minutes of the Parish Council meeting** held on Monday 11th July 2017 were signed as correct by Vice Chairman Nichols.

4. **Opportunity for public statement:** Cobby Mcall (Footpath officer) gave a report on the activities of his team regarding litter and footpaths. Anti-litter campaign is just beginning, starting with Fox Road which since the repairs were made has had increasing problems with motor bikes, travellers and tipping. Cllr. Bonfield has offered to keep an eye of this and it is hoped that a locked bar will be put across either end of the problem area. The Parish Path Partnership is under new management and is still learning about this area. The work is behind at present but it will be done and he hopes to get the hedges cut once all the berries have gone. The drains in the village are blocked due to the heavy rain. The Chairman said he had notified CCC. Cllr. Holness had been told at the last Forum meeting that Highways are only cleaning out the drains once every 2 years, which of course is not enough.

5. **Planning:**

**PC          SCDC**

S/12311 17/FL	Mrs J Greer	1 Hay-ter Close	Two storey side ext <u>to two storey proip.</u>	11/4/17	25/4/17	25/4/17	Approved	Appd.
S/2484/ 17/FL	Mr & Mrs Brereton	6 High St.	New two storey & single storey exts. Altns to front facade.	21/7/17	8/8/17	1/8/17	support	Appd.
S/2497/ 17/FL	Tim Spicer	12 The Common, CB21 5LR	Proposed replacement of stables with outbldgs.	26/7/17	12/8/17	1/8/17	support	Appd.

b) **Jelly Warehouse extension:** There was concern amongst parishioners of increased traffic and following an incident with a DPD vehicle Cllr. Nichols had spoken to the Manager who said she would speak to the drivers who they use to carry their goods and it does seem to have made a difference.

c) **Update of affordable housing:** Hastoe has organised an open meeting to be held in West Wrattling Village Hall on Tuesday 17th October at 7pm to look at plans, elevations and layout drawings and ask questions.

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

a) **Authorised payments:** All councillors had received an updated spreadsheet.

£ 80.00 Reissue of cheque misnamed for Mark Grimwood (chq. 1041) £370.10  
Mrs J Richards Aug/Sept. salary (chq. 1042) £ 30.00 Sapient IT Services Ltd.  
renewal fee (chq.1043) £110.00 M.Grimwood Gardening — Inv. 079 and 080  
(chq. 1044)

b) **Monies received:**

£ 60.00 d'Abo Tennis Club contribution.

c) **Discuss revised pay scales for salary of the Parish Clerk:** Ur. Holness proposed a 2% increase which was seconded by Cllr. Roberts and agreed by the Council.

d) **Community Chest application:** CUT. Causton's application for Community Chest funding was turned down because it was for repairs rather than improvement. However Andrew Hodge has offered to do the work at cost, approx. £200 to £300.

c) **Valuation of assets:** It was agreed to set this aside for the time being as it would be a costly exercise for no good reason as the insurance cover is very adequate for any replacement if damaged.

#### 7. Maintenance:

- a) *Dog Poo sites:* Nothing further to report except Dlr. Fraser said the bins have been ordered .  
 b) *Dilapidated Building action Section 215 Town & Country Planning:* The procedure would be to write to SCDC giving details of the property in question and request they write to the owners.

c) *Road markings:* The road marking from Chapel Road to the Common have still not been done, also the Honey Hill junction markings are almost non-existent and are waiting to be remarked. Nicola Burdon (Highways) will be at the 27th September Forum meeting.

- d) *Village Hall Insurance:* A query had been received about whether or not the contents of the Village Hall should be covered by the Parish Council but Cllr. Holness had pointed out that the Parish Council insured the building and the VHMC paid the contents insurance. As Cllr. Ockenhaug has resigned from the VHMC another representative is required to take her place and the Chairman said he would do it.

**8. Correspondence: Due to Cuh. Ockenhaug's resignation** from the Parish Council another councillor is needed. The Parish Clerk will put a notice up advertising this vacancy and a letter of thanks will be sent to Cllr. Ockenhaug.

#### 9. Football Club & Sports Pavilion:

a) *Football Club accounts:* No accounts have been received for the last two years and under the terms of the lease these should be shown every year. There are several other breaches of the lease of a fairly simple nature which need to be resolved and it was suggested a list of these issues be sent to the Sports Pavilion Committee for them to resolve. Ca Nichols agreed to give a list to the committee to bring up at the next Sports Pavilion meeting. CHI-. Fraser said that the Parish Council could make a resolution agreeing to disregard certain lease requirements, where it was felt to be out of date.

b) *Update on security issues:* It has been suggested that more people should be allowed to have the security code to the padlock on the recreation ground gate. This was discussed and it was agreed that The Chestnuts should have the code so anyone requiring it could obtain it from the landlord.

#### 10. Traffic Issues & speed restrictions:

a) *Local Highways Improvement project:* The Chairman had met with David Lines from Highways as there were problems with regard to placement of the 30mph and 40mph signs but the consultation is ongoing. Cllr. Fraser suggested having graduated "slow down" signs when coming to a 30mph limit.

b) **Speed Indicator: Cllr. Hotness had drawn** up a plan for where the 4 posts could be placed and the Chairman will ask Highways if these sites are acceptable.

#### c) Other traffic Issues:

An "exit" mirror has been requested opposite Spicers Close but this would not be allowed by Highways. The Bus Stop sign needs painting in order to stop cars parking underneath it

**11. Action Plan in case of an emergency: This was felt to be unnecessary.**

**12. WWPC information: Cllr. Nichols requested that a notice giving information about the Parish Council** should be put on the notice board which contains the photographs in the Village Hall.

**13. Report of meetings:** CHrs. Nichols and Okkenhaug had been to the last Village Hall meeting. Cllr. Holness had attended the Forum meeting held at Castle Camps and had written a report. In August Cllr. Nichols attended a conference arranged by the police and crime commissioner, Jason Ablewhite. The speeding issues in the village were discussed with the Chief Constable for S Cambs who said he would liaise with the relevant road traffic departments. In August Cllr. Nichols attended a Six Mile Bottom Parish Council meeting. It was agreed to liaise regarding HGV traffic and supported an 'unsuitable for HGV' sign, the cost being shared with both parish councils.

**14. Report by Dist. Cllr Turner:** The full report is available on West Wrating website.

a) Combined Parish Councils meeting at 7.30pm Castle Camps Village Hall on 27th Sept.

b) Local Plan is still under consultation.

c) Review of recycling: The caddies for paper in the blue bins may be done away with as the cost of supplying new bins due to damage or theft costs SCDC £20,000 a year.

d) Community-Chest money has been increased by a further £30,000 bringing it to £85,000..

**15. Report by County Cllr. Batchelor:** The full report is available on West Wrating website.

a) LLF Workshop held on 6th Sept. at Linton which discussed the A1307 corridor and the 3 proposed schemes for improving it. There will be a public meeting at the end of Sept. to look at these proposals.

b) HOOPS — Housing Options for Older People — a 6 month pilot project aimed at offering specialised advice and support for older people with a questionnaire being sent out to people over 65. Watch out for press releases.

c) Children's Centre consultation: Regarding the 're-designation' of Children's Centres including Linton. This closes on 22nd September.

d) Cambridge Ice Rink will be built on land leased from Marshalls, next to the Park & Ride and is due to open summer 2018.

e) Library Services: A further consultation is being carried out, looking to economise these services.

Cllr. Holness raised the question of Fox Road now that it has been made more accessible up to West Wrating. There has been trouble with travellers, fly tipping and youths on motor bikes. Cllr. Fraser said it was hoped that there would be some form of barrier allowed at the West Wrating end.

**15. Any Other Business:** none

**The next Parish Council meeting will be held on Monday 11th September 2017 at 8.00pm. All are welcome to attend.**

**Nice-Chairman**

## **West Wratting Parish Council**

### **Public meeting with West Wratting Football Club Wednesday 6<sup>th</sup> September 2017**

It was agreed to form a working group from interested parishioners and the West Wratting Football Club, to discuss and resolve any concerns or issues arising from the use of the Recreation Ground and Pavilion.

It was proposed at the public meeting that the two components of the group will have an equal number of members, with a co-chair taking turns in leading the meetings. The preference was for a group size of six or eight, with Parish Councillor Tim Bonfield acting as a neutral observer.

The Parish Council will ask the Football Club and Parishioners to put their names forward for membership of the group. This will be by email and notices on the village noticeboards.

The first meeting of the group will be at the beginning of October, with the group then deciding on the intervals for future meetings and advising the resultant dates to Challenge.

The group will meet in the Pavilion, members of the public will be allowed to attend and address it.

The 4<sup>th</sup> meeting of the group will be held jointly with the Sports Pavilion Club committee and it was suggested at the public meeting that the group would also have its 8<sup>th</sup> meeting or an annual meeting with the Parish Council.

The group will continue to meet without any end date being set.

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 13<sup>th</sup>**  
**November 2017 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Nichols, Cllrs. Bonfield, and the Parish Clerk..

1. **Apologies:** Cllrs. Holness & Roberts. Dist. Cllrs Fraser & Turner & County Cllr. Bachelor were at earlier meeting.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 11<sup>th</sup> September 2017 were signed as correct by the Chairman.

**Co-option of new councillor to replace Cllr. Okkenhaug:** Although Sue Lock was unable to attend due to illness her name was proposed by Cllr. Nichols and seconded by Cllr. Bonfield knowing that she was happy to be nominated. The necessary documents for signature will be given to her before the next meeting by Cllr. Nichols.

The replacement for Cllr. Causton was discussed and there is a possibility of someone in the village, who has expressed an interest to be nominated at the next Parish Council meeting. Cllr. Causton was thanked for her time as a Councillor and particularly for the work she did concerning the Children's play area.

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

5. **Planning:**

**PC**

**SCDC**

<b>S/1231/17/FL</b>	Mrs J Greer	1 Hayter Close	Two storey side ext. to two storey prop.	11/4/17	25/4/17	25/4/17	<b>Approved</b>	<b>Appd.</b>
<b>S/2484/17/FL</b>	Mr & Mrs Brereton	6 High St.	New two storey & single storey exts. Altns to front façade.	21/7/17	8/8/17	1/8/17	<b>support</b>	<b>Appd.</b>
<b>S/2497/17/FL</b>	Tim Spicer	12 The Common, CB21 5LR	Proposed replacement of stables with outbldgs.	26/7/17	12/8/17	1/8/17	<b>support</b>	<b>Appd.</b>

b) **Update of affordable housing:** The Parish Clerk had received notification that the Planning Application for the affordable housing would be sent in the next few days. Also received notification of Planning Application for extension and alterations to 9 Honey Hill, Mr & Mrs Waygood.

6. **Finance: Account spread sheet for 2017/18 distributed to councillors.**

a) **Authorised payments**

£138.80 HM Rev.& Customs 2<sup>nd</sup> qtr. PAYE (chq.1045) paid.

£1179.02 West Wickham P.C. (Speed indicator contribution) (chq. 1046)

£394.34 Mrs J Richards (incl. £27.78 back pay) (chq.1047)

£120.00 PKF Littlejohn audit fee for 2016/17 (chq.1048)

£ 25.00 Royal British Legion Poppy Wreaths (chq. 1049)

£ 80.00 M. Grimwood Gardening – Inv.(chq.1050)

b) **Monies received:**

£5575.46 2<sup>nd</sup> tranche of Precept.

£ 250.00 Sports Pav. rent for 2017

7. **Maintenance:**

a) *Dog Poo sites:* Nothing further to report except Cllr. Fraser said the bins have been ordered.

b) *Dilapidated Building action Section 215 Town & Country Planning:* The Parish Clerk had spoken to the department dealing with the above who said they would send someone out to have a look, but have heard nothing back as yet.

c) *Road markings:* Cllr. Nichols had spoken to Nicola Burdon of Highways and this job is in hand. The pot holes along the Common Road have now been marked in yellow and will shortly be filled in.

**8. Correspondence:** The question of Cllr. Causton's resignation and the need to find a replacement has been dealt with above.

**9. Football Club & Sports Pavilion:**

a) *Football Club accounts:* Accounts have been received up to 2016 but note that nothing had been put into the Sinking Fund which needs to be discussed with Cllr. Holness when he returns.

b) *Update on security issues:* Again needs to be discussed with Cllr. Holness on his return but the system of giving out the code when necessary seems to be working. However it is hoped that this will not always be necessary.

**10. Traffic Issues & speed restrictions:**

a) **Local Highways Improvement project:** A TRO has been advertised leading to an 8 week consultation period so hopefully work may start this December.

b) **Speed Indicator:** West Wrattling has paid £1179.02 towards the cost of this piece of equipment as their share. No further news on where the four posts will be sited.

c) **Other traffic Issues:** Cllr. Nichols had attended a meeting at Little Wilbraham regarding a sign "not suitable for HGV". They already have a speed check.

1. **Jellycat lorries:** Cllr. Nichols had again spoken to the Manager following further complaints about the size of the vehicles coming through the village and has written twice about this but had heard nothing back.

2. **Drains:** These have been cleared following the Chairman's request to Highways.

**11. WWPC Village Hall:**

a) At the village hall meeting new safety flooring was discussed for the kitchen and back areas and costings were being sought.

b) Cllr. Nichols requested the possibility of laminating the photos that Cllr. Roberts had taken and were displayed on the noticeboard in the village hall, due to the interest shown in them they were looked quite frayed. The Chairman said he had a laminator and would be happy to do them.

c) Cllr. Bonfield should have a key to the village hall as he lives nearest to it, in case there is an emergency. Mike Rowland would be able to give him one.

d) Cllr. Nichols had enquired about having a sign on the road at the bus stop and was told we could certainly do this but would have to pay for it ourselves. This was felt to be an unnecessary expense.

**12. Report of meetings:**

a) Cllr. Nichols had been speaking to a man involved with Speed Watch who told her that the Police (Paul Jenkins) were hoping to trial a new piece of speeding equipment and they may well be wanting to use the Speed Indicator posts to carry this out. It was felt this would not be an issue.

**13. Reports by Dist. Cllr Turner, Fraser & Batchelor** could not be given as they had arrived after the meeting was concluded. They agreed to send them to the Parish Clerk.

**14. Any Other Business:** none

**The next Parish Council meeting will be held on Monday 8<sup>th</sup> January 2018 at 8.00pm. All are welcome to attend.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 8<sup>th</sup>**  
**January 2018 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Nichols, Cllrs. Bonfield, ,Holness, Lock, Roberts and Dist.Cllr. Fraser & County Cllr. Batchelor, three residents and the Parish Clerk.

1. **Apologies: None**
2. **Declaration of interest: None**
3. **Minutes of the Parish Council meeting** held on Monday 13<sup>th</sup> November 2017 were signed as correct by the Chairman.
4. **Co-option of new councillor to replace Cllr. Okkenhaug:** The necessary documents for signature were signed by Susan Lock having been previously nominated at the last Parish Council meeting, to which she was unable to attend due to ill health. Cllr. Lock was welcomed on to the Council by the Chairman.
5. **Opportunity for public statement:**
  - a) James Baker, a resident of Six Mile Bottom Road wished to appeal against the planning application as it now stands, for 4 houses on Six Mile Bottom Road, 3 being affordable houses and one a commercial project outside the village envelope. He considers that it is absolutely necessary for safety reasons to provide a pavement from this development to join up with the existing pavement which begins at the last house before open countryside, 130m from the proposed development. The road is busy with traffic, particularly at peak times, with cars going at 60mph. There is very little verge on either side of the road and what verges there are have drainage slits cut into them at intervals, making it very hazardous to walk and impossible to push a pushchair/wheelchair along. The Parish Council agreed with what was said and the Chairman said he would look at the application on-line and see what could be done as the Parish Council had already given their support for this application and it would be going to Committee possibly next week. Dist.Cllr. Fraser said if the meeting is next week he could attend and represent West Wrating. James Baker could also attend as a resident representative.
  - b) Colin McCall and his volunteer group are under considerable pressure due to Fox Road having its holes filled up with planings thus allowing tipping to be carried out, 5 in the last couple of months, and travellers to settle on it and youths to meet up with their bikes. Although the travellers were provided with bin bags there was still a considerable amount of rubbish left, they had collected 5 bin bags after they had moved on. Dist.Cllr. Fraser said he had tried to put in an application as Chairman of Balsham Parish Council to have a barrier put across but was told the application was wrongly completed and would never get passed because it is a bridleway. There was a need for two barriers one at each end of the unmade part of Fox Road. The Chairman said he would bring this matter up with the new Head of Highways to see what could be done. Mr McCall is hoping to get further volunteers from Weston Colville. He said he would be going to an Amey Cespa open meeting on 27<sup>th</sup> February to learn what is done with all the rubbish.

**6. Planning:**

**PC**

**SCDC**

<b>S/2497/17/FL</b>	Tim Spicer	12 The Common, CB21 5LR	Proposed replacement of stables with outbldgs.	26/7/17	12/8/17	1/8/17	<b>support</b>	<b>Appd.</b>
<b>S/3996/17/FL</b>	Mr Waygood	9 Honey Hill	Ext. & alt. of existing 3 bedroom bungalow	13/11/17	30/11/17		<b>No recom.</b>	
<b>S/3951/17/FL</b>	Hastoe Hsing	Site adj. 27 Six Mile Bottom Rd.	Proposed housing development of 4 houses.	13/11/17	30/11/17		<b>Support</b>	

**7. Finance: Account spread sheet for 2017/18 distributed to councillors.**

#### a) Authorised payments

£ 80.00 M.Grimwood Gardening – Inv.(chq.1050)  
£138.50 HM Rev.& Customs 3<sup>rd</sup> qrt. PAYE (chq. 1051)  
£377.76 Mrs.J. Richards Dec/Jan salary. (chq. 1052)  
£ 84.08 WWFC – share of cost of security chain (chq. 1053)  
£150.00 Challenge – towards cost of production for 2017/2018 (chq.1054)

b) **Monies received:** None

c) **Precept to be set and discuss budget:** Cllr. Nichols went through the past year's finances, the income and expenditure and was pleased that there were adequate funds to enable the Parish Council to cover the parishes share of the Highways Minor Improvements scheme and also possible work required on the Village Hall, and any unknown eventualities that might occur. She felt that the budget set for 2017/18 had worked out well and therefore felt no change was necessary. Cllr. Holness proposed that the Precept requested should be a 2% increase, in step with inflation, which was seconded by Cllr. Roberts and all were in agreement. This would increase the Precept to £11,134.02 for 2018/19. Regarding the budget, Cllr. Holness proposed that we keep the same budget as for 2017/18, seconded by Cllr. Bonfield and all agreed.

**13. Report by Dist.Cllr. Fraser:** As Cllr. Fraser had to go on to another meeting he gave his report at this point. The full report will be put on the website but here are a few of the main points.

a) **Local Plan** – The main modifications are available for comments during the consultation period between 5<sup>th</sup> January until 16<sup>th</sup> February.

b) **Greater Cambridge Partnership (formerly called City Deal) Cambridge South East Transport Study Consultation (A1307 and A1301).** The consultation begins on 9<sup>th</sup> February and closes 9<sup>th</sup> March.

c) **Dual Carriageway Action Group-** This group, set up at West Wickham Village Hall by West Wickham Parish Council, to oppose a new dual carriageway, north or south of the A1307 as proposed by the A1307 Strategy Board.

d) **Community Awards:** Nominations for this award closes on 19<sup>th</sup> January at midnight.

e) **Community Chest: £80,000 in grants has been awarded this financial year but funds still remain to be applied for.**

#### 8. Maintenance:

a) **Dog poo bins:** Still have not been sited and the Parish Clerk will enquire as to their whereabouts.

b) **Dilapidated building action Section 215 Town & Country Planning:** Nothing further heard and the Parish Clerk will make further enquiries.

c) **Road Markings:** Despite pointing out to Highways the danger spots where the road markings need renewing nothing has been done. Nicola Burdon of Highways will be at the next combined parishes meeting on 31<sup>st</sup> January at Castle Camps and Cllr. Holness said he would attend and bring the matter up.

d) **Continuing work in Conservation area:** Cllr. Nichols will check and look into the situation.

**9. Correspondence:** A folder of correspondence was given to Cllr. Nichols to read and pass on.

#### 10. Football Club:

a) **Football Club accounts:** Cllr. Holness reported that he would be attending a meeting next Wednesday 17<sup>th</sup> January with the Sports Pavilion Committee at the Sports Pavilion when the accounts will be discussed and also lease issues. He will write a report on the outcome of this.

b) **Security issues:** The football club have put a heavy chain and padlock across the entrance to the rec which seems to have stopped any fear of travellers moving onto the ground and also is preventing undesirable behaviour from youths. The Parish Council were asked if they would share the cost of this chain and it was agreed they would and a cheque was made out and signed.

#### 11. Traffic Issues & Speed Restrictions:

a) **Local Highways Improvement scheme project:** The start date has been delayed as they are re-costing the work but will be informed by CCC when the start date will be.

b) **Speed Indicator:** Cllr. Nichols had attended the last joint meeting. The equipment has been paid for and all the parishes involved have paid their share. The siting of the posts to hold the equipment has still to be

decided upon although Cllr. Holness had sent out a list of possible locations. It was agreed that several councillors would walk round the village on Saturday 13<sup>th</sup> January, meeting at noon, to make a decision.

c) *Traffic issues:* None at present.

**12. WWPC Information:** Nothing further to report. The photographs will be laminated.

**13. Report of meetings:** Cllr. Nichols had attended the Combined Parishes meeting and was also asked to go to Six Mile Bottom Parish Council with regard to agreeing to a sign being erected saying “Unsuitable for HGV” at the end of Six Mile Bottom Road which is in the Six Mile Bottom parish but they want Balsham P.C. to pay for it. To be discussed further.

**14. Report by County Cllr. Batchelor:** The full report will be put on the website but here are some of the main points:-

a) County Council funding: The budget has not yet been fixed and therefore it is not yet known what the increase will be in the council tax.

b) Park & Ride charge: The Greater Cambridge Partnership has agreed to subsidise the removal of the charge to park from April this year. It is hoped that usage of the Park & Rides will be considerably increased.

c) Support Lodgings: This scheme has been relaunched and is looking for people with a spare room or annex who can support a young person leaving care aged 16-21. There would be an allowance of £250 per week granted to anyone offering this support.

**15. Any other business:**

a) Cllr. Holness requested that Challenge receives a donation, the last time we gave a donation was at the beginning of 2017 and that was for 2016. It was agreed that we should pay £150.00 to Challenge to help them cover their costs.

b) Cllr. Holness requested that the Pocket Park be cut more than 3 times a year in order to keep it in good order and it was agreed that an extra two cuts per season was sensible.

**The next Parish Council meeting will be held on Monday 12<sup>th</sup> March 2018 at 8.00pm. All are welcome to attend.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 12th**  
**March 2018 in the Village Hall at 8pm**

Those present were: Chairman Ross-Bain, Cllrs. Nichols, Cllrs. Bonfield, ,Holness, Lock, Roberts and Dist.Cllr. Fraser & County Cllr. Batchelor, three parishioners and the Parish Clerk.

**1. Apologies: None**

**2. Declaration of interest: None**

**3. Minutes of the Parish Council meeting held on Monday 8<sup>th</sup> January 2018 were signed as correct by the Chairman.**

**4. Opportunity for public statement:**

- a) Mrs Jenny Horsfield of 53 High St., West Wrattling requested permission to tidy up the public right of way which runs along the boundary of their property. They wish to make a hard area for car parking and at the same time make a flatter area where the public right of way passes their property and to put down chips to keep it cleaner. The Parish Council agreed to this but added that it must always be remembered that it is a public right of way.
- b) Colin McCall thanked the Parish Council for the honour of “Village Hero” which he had received through their nomination of his name by them. He wanted to point out that there were so many other people in the village who were helping others in many ways, e.g. coffee mornings at the village hall, monthly lunches for the retired at The Chestnuts, looking after the play area, the footpaths, distributing Challenge, Speed Watch, so many things – a very caring village. He then spoke about the fly tipping down Fox Road which since the new surface was put down has become much more common, also travellers using the area. An application has been made by Balsham P.C. to have a barrier at the Balsham end of Fox Road to prevent this misuse. Cllr Fraser to send a copy of the application to us so that we can make our own application to have gates installed at the Six Mile Bottom Road end. The Wadlow Wind Farm fund has a reasonable amount of money available, £15,000 to £22,000 and thought some of this could be applied for perhaps to refurbish the play area and equipment. The Chairman thought this a good idea and said RoSPA will be carrying out its inspection shortly so wait until we get their report.

**5. Village Liaison Group report by Alexia Passmore:** She told the Parish Council that the first meeting had gone well and that there were three main issues following on from this meeting.

- a) **Language on the pitch:** This is difficult to keep under control especially if it is the visiting team causing the problem. But in this instance it is a member of the West Wrattling F.C. who is causing most offence and uses foul language at all matches. She brought this to the attention of the referee after one particular match who said he would speak to the player and the captain. It is essential to get these complaints attended to but also to keep a balance.
- b) **Noise:** There have been complaints by local residents of the noise made after a match or when an event is being held in the Sports Pavilion. The Committee agreed it was difficult to keep the level down but had considered having a back entrance and area where people could go which would prevent noise carrying. An application for funding to pay for this is could come from the Wadlow Wind Farm fund.
- c) **Parking:** The Sports Pavilion Committee realise that parking is a problem as the facilities are not big enough when there is a big match on and so cars park randomly on the road. They would like permission to put out cones in front of the entrance and beyond to stop cars parking on the bend. They realise it will cause more parking on the High Street but that is better than an accident happening. The Parish Council agreed to this and if they had problems obtaining the necessary cones the Chairman could possibly help.

**6. Planning:**

**PC SCDC**

S/4454/1 7/FL	M Addley	55 High St.	Altns.to garage, demolish exist. Conservatory & construct new garden rm.	11/1/18	29/1/18				Appd
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S/0687/1 8/FL	Camgrain	Valley Farm House	Proposed new cart lodge	12/3/18	27/3/18			
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With regard to S/0687/18/FL it was agreed they would have a planning meeting on Monday 19<sup>th</sup> March.

## 7. Finance: Account spread sheet for 2017/18 distributed to councillors.

### a) Authorised payments

£ 50.00 John Smith – rec. hedgecutting (chq 1055) paid.

£377.76 J.Richards Feb/March salary (chq. 1056)

£46.84 J.Richards postage, travel & keys costs for 2017/18 (chq.1057)

£141.60 HM Revenue & Customs 4<sup>th</sup> quarter (chq. 1058)

### b) Monies received: None

## 8. Maintenance:

a) *Poo bins*: Dist.Cllr. Fraser had received an email from SCDC which asked if we had received our poo bins and please could we let them know where they are located. It is now two years since we ordered the bins and gave them the locations to site them. Cllr. Fraser said he would look into the matter.

b) *Dilapidated building action*: A S215 Amenity Notice had been sent from South Cambs. District Council to the owners requesting that steps to remedy the current condition of the property should be taken. The timescale is three months.

c) *Road markings & pot holes*: Cllr. Nichols had contacted Nicole Burdon of Highways about the pot holes and she was supposed to visit the week of snow so didn't come out, she will email her again. Cllr. Holness had complained on line about pot holes and gulleys, and the latter have now been cleared out. Nicola Burdon will be at the next combined meeting at Balsham on 28<sup>th</sup> March.

**9. Election:** The Parish Clerk handed out six nomination forms for completion. Electoral Roll numbers will be required for the two nominees required for each nomination and the Parish Clerk will supply these on request.

**10. Correspondence:** A letter had been received from the Parish Nurse Management Committee asking if the Parish Council would be prepared to give a donation towards the cost of the Parish Nurse over the next 3 years. It was agreed that everyone should read this letter and a decision will be made at the next meeting and it was added to the Correspondence folder for distribution.

**11. Football Club:** Cllr. Holness had distributed his two reports and the Accounts for the Sports Pavilion to the Parish Council. One issue was the lack of a Guest Book as required by the lease. However Cllr Holness thought it was an impossible task to keep a Guest Book and requested that this requirement is dropped from the lease and this was agreed.

## 12. Traffic Issues & Speed Restrictions:

a) *Local Highways Improvement scheme*: The Chairman said that Highways were prepared to absorb the extra costs and it is hoped the work will begin soon. The Parish Council has to pay £3000 towards the costs.

b) *Speed Indicator*: It was agreed that there would be two permanent posts and two sockets and two removeable posts which could be moved about t and these have been ordered.

c) *Other traffic issues*: Further complaints about DPD lorries going through the village on a regular basis. Cllr. Nichols had reported the problem twice and although nothing had been heard back Cllr Holness said the lorries were certainly going at a slower pace.

**13. Village Hall:** A grant has been awarded from Wadlow Wind Farm Fund to redo the flooring.

**14. Report of meetings:** None.

**15: Report by County Councillor Batchelor:** The whole report is shown on the village website.

- a) A1307 improvements: The consultation has been extended beyond the 9<sup>th</sup> April and there are two public exhibition events being held at Babraham Road P&R on 21<sup>st</sup> March, 8am-9am and 22<sup>nd</sup> March at the Haverhill Arts Centre, 5pm-8pm.
- b) Bus changes: Check if your particular bus has changed its time.
- c) Computer charging: There will be a charge after the first 30 minutes of free use of computers held in public libraries. This decision will be reviewed after six months.

**16. Report by Dist.Cllr. Fraser:** The whole report is shown on the website.

a) Local Plan: The inspectors will present their final conclusions in their Reports for each Local Plan. If these are sound the Councils can make arrangements for the Local Plans to be adopted.

b) Community Energy Grant Fund: This is worth £55,000, available annually for funding energy efficiency and power reduction initiatives, e.g. insulation, fixing of lighting and heating controls in community buildings and is open to parish councils, charities, voluntary groups, sports and social clubs.

Cllr. Holness asked Cllr Fraser if the small amount of verge grass cutting in Hayter Close carried out by SCDC could be done using much smaller equipment. He will check on this.

Cllr Nichols asked Cllr Fraser about issues of putting fencing up in the conservation area without permission and Cllr. Roberts mentioned encroachment of a common boundary through planting a laurel hedge. He will check on these queries.

Thanks were given to Dist.Cllr. Fraser for all his help he has given over the past few years and wished him well in his move to Devon.

**17. Any Other Business:**

a) Both Balsham and West Wrating Parish Councils are anxious to get agreement for a barrier to be put at each end of Fox Road to prevent fly tipping and travellers parking which has been occurring since the many holes in Fox Road were filled in with palings. It is hoped that CCC will agree to this and both will go ahead.

b) A request by Cilla Harvey made two years ago to plant new trees, in Hayter Close, was discussed. As Mike Rowland had said he would replace the two trees destroyed by honey fungus by ones not susceptible to the disease it might be a good idea if they could work something out between them, as any new trees would be planted where the destroyed trees had been, where roots and overgrowth would not be an issue.

**The next Parish Council meeting will be held on Monday 14<sup>th</sup> May 2018 at 8.00pm. All are welcome to attend.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 14th**  
**May 2018 in the Village Hall at 8.15pm**

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

**1. Apologies: None**

- 2. Election Results:** There was no election as there were only six nominees so the Parish Councillors remain as they were. The Registration forms and Declaration of Acceptance forms were distributed for signatures.

**Election of Chairman & Vice Chairman:** Our present Chairman, Campbell Ross-Bain wished to step down from being Chair and he proposed Cllr. Holness for Chairman, seconded by Cllr. Nichols and he agreed to accept this position. The Chair was then taken by Cllr. Holness. The Chairman then proposed Cllr. Nichols to remain as Vice Chairman, seconded b Cllr. Roberts and she too accepted. The Chairman thanked Cllr. Ross Bain for his extremely effective work carried out whilst Chairman for many years and was glad that he would remain a Parish Councillor.

**3. Declaration of interest: None**

- 4. Minutes of the Parish Council meeting held on Monday 12<sup>th</sup> March 2018** were signed as correct by the Chairman.

**5. Opportunity for public statement:** Mr Colin McCall thought that with the change of local councillors there might be some contention about putting up barriers at each end of Fox Road to prevent travellers from parking and also to stop other disruptive behaviour from groups of youngsters. Cllr. Ross-Bain said it was still being decided which local council was responsible for making decisions, CCC or SCDC. He was asked by the Chairman to keep in the loop on this. There were travellers at the bottom end of Fox Road who had been there for six weeks.

**6. Planning:**

**PC SCDC**

<b>S/4454/17/FL</b>	M Addley	55 High St.	Altns.to garage, demolish exist. Conservatory & construct new garden rm.	11/1/18	29/1/18		<b>support</b>	<b>appd</b>
<b>s/0687/18/fl</b>	Camgrain	Valley Farm House, Valley Farm Road	Proposed new cart lodge	9.3.18	23/3/18	26/3/18	<b>Support</b>	
<b>S/1005/18/FL</b>	D Stanley	17 The Common	One & half storey rear & side exts. Int.altns. to existing dwlg	24/3/18	10/4/18	7/4/18	<b>support</b>	
<b>S/1141/18/PN</b>	Camgrain	Valley Farm, CB21 4HH	Prior notification of agricultural development – proposed new road	5/4/18	20/4/18	7/4/18	<b>support</b>	
<b>S/0248</b>	CCC	Wilbraham Chalk Pit, Mill Rd.	Fuel storage etc. further proposals	29/4/18			<b>support</b>	

**7. Finance: Final Account spread sheet for 2017/18 distributed to councillors.**

- a) Signing the Exemption Form to be sent to External Auditors following agreement, signing of final Accounts for 2017/18 and signing the Annual Return forms prior to the internal audit.**

The Council were in agreement that the Exemption form should be signed and returned to the External Auditors. They had also received copies of the 2017/2018 accounts and these were agreed and signed by the Chairman and the Parish Clerk. The Statement of Accounts and Annual Return were also agreed upon and signed and these would be kept by the Parish Clerk for the Internal Auditor to make her report.

- b) Authorised payments**

£ 377.76 Mrs J Richards April/May salary (chq. 1059)  
£ 200.00 Age UK Cambs. (Village Warden Scheme)(chq. 1060)  
£ .00 Mark Grimwood re Pocket Park tidy-up (chq. 1061) This invoice was not received.  
£ 92.40 RoSPA inspection fee (chq. 1062)  
£ 39.57 STP for Printer inks. (chq. 1063)  
£ 36.00 CPRE annual subscription (chq. 1064)  
£ 20.00 Running Total (Jackie Dockerill) for monitoring PAYE (chq. 1065)  
£ 48.00 Challenge renewal of Advert (Inv. 2018/05) (chq. 1066)  
£2039.93 BHIB Insurance Ltd (Chq. 1068)  
£ 209.34 CPALC affiliation fee. (chq. 1067)

**Monies received:** £5687.01 – First tranche of the Precept.

**8. Parish Nurse Scheme:** Suan Rowland gave a presentation to obtain support, backed up by a financial contribution for the Parish Nurse project to continue for a further two year. **Attached as a separate document is her presentation.** This will be discussed and a decision made at the next meeting.

### **9. Maintenance:**

a) *Trees in Hayter Close:* Mike Rowland had said he would replace the two trees which had to be destroyed due to Honey Fungus with two Alders which are not susceptible to this disease. The Parish Council were happy to agree to this. Highways had already said they did not want any more trees to be planted on the opposite side of the road near the Pound as it made cutting the grass with machinery impossible.

b) *Fox Road Barriers:* Although mentioned earlier the two local Councillors Harvey & Batchelor were asked to try and push the “Gating Order” through as soon as possible to which they agreed.

c) *Road markings & pot holes:* There has been some action with holes in need of repairs being sprayed yellow so the work should be carried out fairly shortly.

d) *Poo bins:* The non-arrival of the poo bins has gone on far too long and therefore the Parish Clerk will enquire from SCDC what is happening as Dist.Cllr. Fraser has now retired from the local Council.

e) *Dilapidated building action:* A S215 Amenity Notice had been sent in March from South Cambs. District Council to the owners requesting that steps to remedy the current condition of the property should be taken. The timescale is three months. This item will be put on the next Agenda.

**10. Correspondence:** None

### **11. Sports Pavilion Club:**

a) The Chairman had received a letter from Alexia Passmore complaining of noise late at night from the Sports Pavilion and he will bring this matter up at the next meeting of the Sports Pavilion Club.

b) Cllr. Nichols had received a complaint about the chain from a parent, how inconvenient it was to have to keep undoing it in order to get to the play area. The Chairman said that the Sports Pavilion Club would like to put a gate across with a keypad as it is imperative that the entrance is locked. They are looking at quotes for such a gate. Also complaints about cars stopping in front of the entrance to let children out which seems to be rather hazardous. Cllr. Ross-Bain said he would do a laminated notice saying “no stopping in front of entrance”.

c) Cllr. Nichols asked if the location code for the defibrillator is shown at the Sports Pavilion. The Chairman will check.



**12. Traffic Issues & Speed Restrictions:**

a) *Local Highways Improvement scheme:* The changes to the Speed Limit sign locations have been carried out. The location code for The Common sign is needed since it has moved with regard to Speed Watch/Speed indicator equipment

b) *Speed Indicator:* The positioning of the posts has now been agreed by Nicola Burdon (Highways Dept) so they can be put in place. The post situated opposite The Chestnuts will be able to view 3 different ways. Cllr. Bonfield asked what happened to the information collected and suggested it goes into Challenge or possibly send it to Jason Ablewhite. Speedwatch will continue and dates will be issued and requests for further volunteers.

**13. Report of meetings:** Cllr. Nichols had had a meeting with the Manager at the Jelly Warehouse regarding their drivers keeping to the 20mph speed which seems to be working

**14: Report by District Councillor Harvey:** As a recently elected District Councillor he introduced himself to the Parish Council and asked for their patience whilst he got to know his new area.

**15. Report by Dist.Cllr. Batchelor:** His Annual Report will be in Challenge & on the website.

a) The shift of power from Conservative to Lib.Democrats was a surprise and there will no doubt be changes in policy due to this.

b) Children Centres: The Linton Childrens centre cannot be redesignated yet as there is a problem with the lease which is held by Cathodean Crystals, the previous owners.

c) Park & Ride charges have now been discontinued and the Greater County Partnership are funding the cost of this.

d) The A1307 – decisions are being made shortly about how the £M’s will be spent to improve the safety of this road. There is a Local Forum meeting on 22<sup>nd</sup> May.

e) Cllr. Batchelor asked the Council if they thought that the Combined Parishes meetings were beneficial and it was agreed that they were felt to be useful as it kept one in touch with officers from SCDC, e.g. Planning or CCC Highways and complaints could be discussed.

**16. Any Other Business: None**

**The next Parish Council meeting will be held on Monday 9<sup>th</sup> July 2018 at 8.00pm. All are welcome to attend.**

**Chairman.....**

## Chairmans report

Good evening everyone and welcome to the 2018 west wratting annual parish council meeting.

Since the last meeting there have been several changes in the membership of the council. Rachel Causton stepped down from the council and we have a new councillor this year Sue Lock.

As you can see from the Agenda sheet the Parish Council holds a large number of properties and lands in the village, some of them small, two noticeboards, benches etc and some of them very large, including the Sports pavilion and village hall.

Today the plan to introduce 40 mph limits further out from the existing 30 mph village speed limits to improve road safety in the village, has been completed. This has been a long process involving a number of discussions with Highways, but we have now got pretty much what we originally desired.

The Parish also entered into an agreement with other local parishes to invest in speed indicator devices. These have been purchased and will be shared between a number of councils. I would like to thank Cllr Holness and Cllr Bonfield and Cllr Nicholls for their work with the speed watch campaign in the village.

Over the last year the parish council has taken the step again of increasing the precept by the cost of inflation. It is important to note that it is recommended that the council hold at least a year to a year and a half's full precept in reserve. As can be seen from the accounts we are close to this higher reserve figure. However, we still have to pay our contribution to the speed limit works (£3000) and to provide two extra posts for the speed indicator devices to fit on. Works will also be required on the children's playpark and it is therefore essential that the amount available for such emergency or crucial work is available.

Cllrs Holness and Cllr Roberts are providing valuable liaison with the Sports pavilion committee just as myself and Cllr Nicholls provide on the Village Hall committee.

It is the shared view of the membership of the parish council that by engaging on a one to one basis with all groups active in village life we can greatly improve the lives of everyone living in West wratting. To this end a liaison group is now meeting with village members and members of the football club looking at ways to improve communication to provide mutually beneficial outcomes.

I would like to thank Simon for continuing to cut the grass and Cobby for his tireless efforts as footpath officer and litter picking crew warden.

Lastly I would like to thank Jenny Richards our Parish clerk for her valiant work over the last year and her seemingly endless supply of patience with us in what has been a very difficult year for her personally. Please accept a small token of our gratitude.

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE**  
**ANNUAL PARISH MEETING**  
Held on Monday 14<sup>th</sup> May 2018 at 7.30pm.

1. **Apologies for absence:** None
2. **Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 8<sup>th</sup> May 2017 were signed as correct.
3. **Chairman's Report:** Please see attached.
4. **Financial Report:** Copies of the accounts for the year which will be resolved at the Parish Council meeting this evening at 8.15pm were available for anyone wishing to study them.
5. **Parish Lands & Properties:** As listed on the Agenda.
6. **Reports:** Reports had been received from:

Tennis Club	Village Hall Management
Bridge Club	Footpaths (P3 co-ordinator)
Over 60's Club.	Football Club reports.
Saturday Morning Café	Monthly Lunch Club

These reports will go on the website and into Challenge.
7. **Matters arising from Minutes of 8<sup>th</sup> May 2017:**  
Cllr Holness will again put something in Challenge about the award this year for "vegetable grower of the year" and judging will be in July.
8. **Any questions:**  
The Chairman of the Village Hall Management Committee said that £3000 had been awarded from the Wind Farm Fund to replace flooring in the kitchen and toilets of the village hall. He would be glad of any comments from the Parish Council as to the benefits of these improvements as feedback is required for the Wind Farm Fund Committee.

Meeting closed at 7.45pm

Chairman.....

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 9th**  
**July 2018 in the Village Hall at 8pm**

Those present were: Chairman Holness, Cllrs. Nichols, Cllrs. Bonfield, Lock, Roberts and Dist.Cllr. Harvey, & one parishioner and the Parish Clerk.

1. **Apologies:** County Cllr. Batchelor and Cllr. Ross-Bain.
2. **Co-option of new Councillor:** Louise Chandler had offered her services as a councillor. Cllr. Lock proposed acceptance, seconded by Cllr. Roberts and agreed by the Parish Council. Mrs Chandler was therefore welcomed and co-opted onto the council and signed the Register of Interest form and Declaration of Acceptance.
3. **Declaration of interest:** None
4. **Minutes of the Parish Council meeting** held on Monday 14<sup>th</sup> May 2018 were signed as correct by the Chairman.
5. **Opportunity for public statement:** None
8. **Parish Nurse Scheme:** Following the presentation made by Suan Rowland at the last meeting the matter was discussed by the Parish Council. Cllr. Nichols had held a straw poll in the village and the general opinion was against giving money to charities or the NHS as it sets a precedent. Cllr. Lock said we already gave to charities by contributing towards Age UK mobile warden scheme so this would not set a precedent. Cllr. Roberts felt money should not be given to this scheme. A vote was taken after the Chairman gave the three following options: 1. Give support but no contribution; 2. Give a contribution of £100/year for two years; 3. Give contribution of £250/year as given to Age UK. The Parish Council voted and the majority voted for the second option and this was agreed.

**6. Planning:**

**PC SCDC**

<b>s/0687/18/fl</b>	Cam-grain	Valley Farm House, Valley Farm Road	Proposed new cart lodge	9.3.18	23/3/18	26/3/18	<b>Support</b>
<b>S/1005/18/FL</b>	D Stanley	17 The Common	One & half storey rear & side exts. Int.altns. to existing dweg	24/3/18	10/4/18	7/4/18	<b>support</b>
<b>S/1141/18/PN</b>	Camgrain	Valley Farm, CB21 4HH	Prior notification of agricultural development – proposed new road	5/4/18	20/4/18	7/4/18	<b>support</b>
<b>S/0248</b>	CCC	Wilbraham Chalk Pit, Mill Rd.	Fuel storage etc. further proposals	29/4/18			<b>support</b>
<b>S/2537/18/LB</b>	L Elmes	Concordia, 21 The Common	Underpinning, excavation of contaminated soils etc.	3/7/18	17/7/18		<b>support</b>
<b>S/2360/18/PN</b>	A Crossley	Weston Woods Farm	Prior notification of agrig. or forestry dev. For a general purpose agricultural building.	4/7/18	No other papers	21 days	<b>support</b>

The last two applications had been discussed prior to the meeting and agreed to give support.

**7. Finance:**

**a) Authorised payments.**

- £ 80.00 Mark Grimwood re Pocket Park tidy-up (cheque 1081) paid
- £141.60 HMRC PAYE 1<sup>st</sup> qrt. (cheque 1082) paid
- £377.76 J.Richards June/July salary. (cheque 1069)
- £105.00 SCDC – charge for uncontested election (cheque 1070)
- £561.00 WWFC for cost of grasscutting the recreation ground (cheque 1071)
- £ 45.00 J.Dockerill – internal audit fee (cheque 1072)

b) **Monies received:**

£250.00 West Wrating Sports Pavilion rental from Jan.2018 to Jan.2019.

£200.00 West Wrating Football Club contribution to grass cutting.

£ 60.00 Henry d'Abo Tennis Club contribution to grass cutting.

c) **Parish Clerk's salary increase:** It was agreed that an increase of 2.3%, being the rate of inflation, should be made.

d) **Internal audit:** This has been carried out satisfactorily by Running Total.

**9. Maintenance:**

a) *Fox Road barriers:* Cllr. Harvey told the Council that nothing has yet been agreed between the District and County Council regarding the placement of barriers at each end of Fox Road to prevent the parking of caravans, general disruptive behaviour and pollution and as Nicola Burdon was not present at the last Parish Councils meeting questions could not be asked. A Traffic Restriction Order is required from Highways. Cllr. Harvey will try and get more information and he suggested that we contact Balsham Parish Council and possibly put in an application for a Minor Highways Improvement award. Sharron Piper, Policy & Regulations Dept. is the person to contact and Cllr. Ross-Bain will be asked if he could do this.

b) *Road markings & pot holes:* A number of pot holes have been repaired as a new piece of equipment has been purchased which does the job very quickly and well. There are still road markings in need of re-painting as they are almost obliterated.

c) *Poo Bins:* Cllr. Harvey told Council that Michael Parsons is in charge and he would chase this matter up with him. The Chairman had sent again to CCC the plan showing the sites for the bins.

d) *Dilapidated building action:* Cllr. Nichols had tried to find out what would now happen regarding the order put on this building since the fire in the roof has caused the house unfit to repair but has had no reply to her query. She will try again. The question was also asked whether it was in the Conservation area and the Chairman said he would check.

**10. Correspondence:** A letter from West Wrating Sports Pavilion Committee notifying the Parish Council that a Music Charity event would be held on 28<sup>th</sup> July on the recreation ground.

**11. Football Club:** Cllr. Holness had distributed his report to the Parish Council and this will be put on the website.

a) The 'non-parking' notice has been put up at the entrance.

b) The Sports Pavilion Committee wish to replace the entrance gate which will have a number lock so the public can also enter with their cars and will also protect the car park, building and recreation ground from joyriders etc. entering. The Parish Council will support the cost of this, approx. £300 being their share.

c) *Upkeep on Grounds & Buildings:* A fallen tree had been cut up and removed. The cost of water and electricity is considerable and they are getting quotes for a solar panel for the roof and for a borehole to be dug.

d) *Play area:* The Chairman has checked a bolt on one of the swings and has asked John Horsefield to mend it and let us have his bill. The safety covering round the play equipment needs replacing and the Chairman has organised a quote to be done. Rachel Causton said she would be happy to apply for funding to cover the cost. The Parish Council would be most grateful for her input as she has successfully applied for funding in the past.

e) *Code for defibrillator:* It was agreed to put this on the cabinet along with the address and postcode for identification by the police etc. in an emergency.

**12. Traffic Issues & Speed Restrictions:**

a) Speed Indicators (SPIDS) are working well and providing very useful information regarding quantity of traffic and the speeds being done, with 41% of cars breaking the speed limit. An extra SPID was used this week coming from another parish who were unable to use it. The Chairman suggested we purchase another SPID because although nothing can be done about the volume of traffic we could do something about the speeding. Cllr. Bonfield said that it is possible to get money towards its cost. The Chairman gave a vote of thanks on behalf of the Parish Council to Cllr. Bonfield for all his input in getting this scheme off the ground so successfully, which is also providing such useful information.

**13. Report of meetings:** Cllr. Nichols reported on the Joint Parish Councils Meeting.

- a) Need to check insurance now that our speeding boundaries have been changed.
- b) On asking about white lines on the road, she was told that it was not possible as the road had to be a certain width.
- c) Any drain problem need to check markings on the drains as could be owned by a company and not Highways.

**15: Report by County Councillor Batchelor:** The whole report is shown on the village website.

**16. Report by Dist.Cllr. Harvey:** The whole report is shown on the website.

- a) *A1307:* The A1307 Local Forum received the results of the recent public consultation of 3 different schemes put forward by the ~Greater Cambridge Partnership. They favoured scheme 1.
- b) *Local Highways Improvement Scheme:* Closing date for applications is Tuesday 31<sup>st</sup> July.
- c) *Shire Hall:* It had been agreed to relocate the County Council from Shire Hall to a new location, possibly Alconbury.
- d) *Planning Update:* The SCDC have met its 5 year land supply threshold and once the final report from the Local Plan Inspector is received it will mean that the planning policies will be back in place.

**17. Any Other Business:**

- a) The Chairman would like to see the junction at Honey Hill/Six Mile Bottom Road made safer by enlarging the grass verge to prevent cars driving straight across the road from Six Mile Bottom Road. A Minor Highways Improvement scheme award would need to be applied for.

**The next Parish Council meeting will be held on Monday 10<sup>th</sup> September 2018 at 8.00pm. All are welcome to attend.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 10th

September 2018 in the Village Hall at 8pm

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

1. **Apologies:** Cllr. Ross-Bain.

2. **Declaration of interest:** None

3. **Minutes of the Parish Council meeting** held on Monday 9<sup>th</sup> July 2018 were amended under item 8 – Parish Nurse Scheme: should read “voted 5 to 2” and was then signed as correct by the Chairman.

4. **Opportunity for public statement:**

- a) Sisse McCall was concerned by the pot holes still remaining on the Common. The Chairman took details and said he would report them but also the matter will be raised at the next Combined Parish Councils meeting.
- b) She also thought that the play area was in need of refurbishment and spoke of the Dullingham play area which is very good. The Chairman agreed with her but said the costs are high, having just received a quote of £4000 for replacing the surfaces round the equipment.
- c) Sisse McCall spoke about the Mobile Warden Scheme (ref. Item 6c). Two letters had been sent to the Parish Clerk but not received asking if the donation made by the Parish Council could be increased as it has remained the same for many years. It was agreed that this would be considered in the January budget meeting. Sarah Jaffe from Age UK is the Mobile Warden Scheme contact.
- d) Colin McCall reported that 10 bags of litter had been collected at Six Mile Bottom Road by Guy Edwards and himself. There is a need for more volunteers. He added that if additional Speed Signs were needed, a grant may be possible from the Wadlow Fund.
- e) Colin McCall said that the Crossfield footpaths will be reinstated when the drilling has been completed, which has been late this year. Also that Vesty has set up bird pens off Fox Road with the possibility of having a shoot in that area but he would check this out.

5. **Planning:**

PC SCDC

S/2537/18/L B	L Elmes	Concordia, 21 TheCommon	Underpinning, excavation of contaminated soils etc.	3/7/18	17/7/18		support	
S/2360/18/P N	A Crossley	Weston Woods Farm	Prior notification of agrig. Or forestry dev. For a general purpose agricultural building.	4/7/18	No other papers	21 days	support	
S/3047/18/T C	J Pilmer	Yew Tree Cottage	Pruning 3 ash trees in rear garden	9/8/18			support	

Support was given to the three applications without the need for a meeting.

6. **Finance:**

a) **Authorised payments.**

£403.74 Mrs J Richards Aug/.Sept salary plus back-pay from April, less PAYE. (cheque 1074)

£ 30.00 Sapient IT Services Ltd. (cheque 1075)

£100.00 Hildersham P.C.C. donation for Parish Nurse Project (cheque 1076)**Monies received:**

£346.53 Cambridge County Council payment for grass cutting verges.

b) Mobile Warden Scheme – see Opportunity for Public Statement.

c) State of Accounts: Cllr. Nichols requested that the incomes received from d’Abo Tennis Club and the WWFC be looked at in January when the budget was discussed as these have not increased for several years.

## **7. Maintenance:**

a) *Fox Road barriers:* Cllr. Harvey told the Council that nothing had changed as the District and County Council cannot agree whose responsibility it is to deal with this. A letter from David Holah detailing the problems associated with living next to the byway is attached to these Minutes. He lives opposite Fox Road, on Six Mile Bottom Road. Cllr Nichols had been in touch with Sharron Piper, Policy & Regulations Dept. and received the same response as above. Cllr. Batchelor suggested a “round table” meeting to discuss the problems and try and get something started. The Chairman thought it best if those involved were invited to the October Combined Parish Councils meeting and asked Cllrs. Batchelor & Harvey to ensure that the relevant officers from Cambridge County and South Cambs District Councils are requested to attend.

b) *Poo Bins:* Cllr. Harvey told Council that the delay has not been helped by the fact that they are considering changing the type of bin, making it a multi-use bin. Since the council meeting Cllr Chandler has undertaken to arrange with Arnie Leader of SCambs for a joint Poo Bin site visit at West Wrating).

d) *Dilapidated building action:* Cllr. Nichols had sent many emails to Julie Ayres who has been dealing with this but has had no reply. The building is unsafe and the fencing now round it would not prevent someone getting seriously hurt if there was a significant collapse of the walls. Cllr. Lock had been told that a new S215 notice was being issued.

**8. Correspondence:** The Chairman said he would complete the Emergency Plan sent to West Wrating Parish Council and return it before the end of September. Copies will be kept.

**9. Recreation Ground & Pavilion:** Cllr. Holness said he would be away for the next Sports Pavilion meeting but Cllr. Roberts would take his place as Chairman. The new gate should be in place soon. He had informed the Ambulance Service of the code no. for the defibrillator and an information notice has been placed on the cabinet telling the public to contact the Ambulance Service by calling 999, giving the location and requesting the unlock code. Cllr. Lock was concerned about the parking of cars on the bend at the junction and said this was very dangerous. The Chairman said if this happened again report it to the Police by dialling 101.

**10. Traffic Issues & Speed Restrictions:** Cllr. Bonfield said the SIDS were very effective in slowing traffic and he would very much like to have another set. The cost would be £2000 but possibly money could be obtained through the Wadlow Fund. He would also like another pair of brackets (cost £15.00 pr.) and the Chairman agreed these could be purchased by the Parish Council, although it would be best to wait until the new posts are installed. Regarding the use of Speed Watch equipment, unfortunately it could not be used because it needed a new battery, but a new battery is being purchased. Two new volunteers have offered their services which is good. Cllr. Batchelor said that the Community Chest Fund will soon be open again for awards.

**11. Play Area:** With regard to quotes being sought for the replacement of the surfacing round the play equipment, one quote has been received for £4000 and Sovereign are coming out to the site in order to give a quote. Cllr. Chandler wondered if it would be best to wait if there was going to be some replacement of equipment, however the Chairman said that the equipment did not need to be replaced but hoped at some

time to add new, fresh equipment. RoSPA who inspect the equipment every year will want to see that the resurfacing has been done or is in hand when they come again next March/April.

**12. Report of meetings:** Cllr. Lock had distributed her report following attendance of the Combined Parish Councils meeting in July.

**13. Report by District County Councillor Harvey:** The whole report is shown on the village website.

- a) The Local Plan has now been adopted.
- b) A1307 – The next Liaison meeting will be at Sawston Village College on 12<sup>th</sup> September. There is also road works being carried out at night on the A1307 between Linton and Horseheath.

**14. Report by County Cllr. Batchelor:** The whole report is shown on the website.

- a) Combined Parish Councils meeting – 26<sup>th</sup> September at 7pm..
- b) Fox Road: Discussed above.

**15. Any Other Business:** None

**The next Parish Council meeting will be held on Monday 12<sup>th</sup> November 2018 at 8.00pm. All are welcome to attend.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 12th

November 2018 in the Village Hall at 8pm

Those present were: Chairman Holness, Cllrs. Nichols, Bonfield, Lock, Roberts and County Cllr. Batchelor, Dist.Cllr. Harvey, one parishioner and the Parish Clerk.

1. **Apologies:** Cllr. Ross-Bain, Cllr. Chandler. A letter of resignation has been received from Cllr. Ross-Bain. The Chairman expressed the Council's thanks for all the work that he has done over the past many years as a councillor, with many projects coming to fruition because of his input and expertise. The Parish Clerk will write a letter of thanks. A vacancy notice will be posted on the notice board and in Challenge.
2. **Declaration of interest:** None
3. **Minutes of the Parish Council meeting** held on Monday 10<sup>th</sup> September 2018 were signed as correct by the Chairman.
4. **Opportunity for public statement:**
  - a) Colin McCall reported that his team continued to pick up litter particularly in Fox Road but is still short of volunteers. The travellers remain in Fox Road and although given black bags litter is still found in the ditches. Once they have left these can be cleared.
  - b) There are still fields to be reinstated. The gamekeeper looking after the Vesty's new shoot area has complained to dog walkers about going on his shoot area and there needs to be some communication in Challenge and the Balsham Review about where his shoot is.
  - c) He will inform Chris Bradley from SCDC about the abandoned car in Mill Road which has been there for a couple of months and it will be removed. Anyone seeing fly tipping being carried out should contact Colin.

#### 5. Planning:

PC SCDC

<b>S/2537/18/L B</b>	L Elmes	Concordia, 21 TheCommon	Underpinning, excavation of contaminated soils etc.	3/7/18	17/7/18		<b>support</b>	
<b>S/2360/18/P N</b>	A Crossley	Weston Woods Farm	Prior notification of agrig. Or forestry dev. For a general purpose agricultural building.	4/7/18	No other papers	21 days	<b>support</b>	
<b>S/3047/18/T C</b>	J Pilmer	Yew Tree Cottage	Pruning 3 ash trees in rear garden	9/8/18			<b>support</b>	

Support was given to the three applications without the need for a meeting.

#### 6. Finance:

##### a) Authorised payments

£148.20 HM Rev.& Customs 2<sup>nd</sup> qrt. Cheque 1077 paid.

£386.42 J.Richards Oct/Nov.salary + £8.99 for printer ink (cheque 1078).

£40.00 ICO annual fee (cheque 1079)

£25.00 Royal British Legion – Poppy Wreaths (cheque 1083)

**b) Monies received:**

£5687.01 SCDC 2<sup>nd</sup> tranche of Precept.

**c) State of Accounts:** Various items will be discussed at the budget meeting in January. It was agreed to have a pre-budget meeting on Monday 7<sup>th</sup> January at 7.30.

**7. Maintenance:**

a) *Fox Road barriers:* Cllr. Harvey told the Council that he and Cllr. Batchelor had been putting pressure on Rob Lewis of South Cambs.Council to proceed more quickly with the full consultation regarding gating of Fox Road.

b) *Poo Bins:* Thanks to Cllr Chandler for getting the poo bins in place around the village following a meeting with Arnie Leader of S.Cambs Council for a joint Poo Bin site visit at West Wratting. She also organised receipt of the stickers, which had been forgotten, and these have now been put on the bins.

d) *Dilapidated building action:* There is nothing further the Council can do, having written complaining about the fragility of the building. Chapel Cottage owners have been asked to put in a retrospective planning application for work they have carried out.

**8. Additional Policies:** The Chairman said he would review the existing Standing Orders and other policies which we should possibly adopt as part of the Playground strategy.

**9. West Wratting Village Hall:**

a) Subsidence re insurance. The Parish Council's insurance cover of the village hall will be checked to see if it covers subsidence.

b) Replacement of the folding doors: The Parish Council have been asked if they would contribute towards the cost of these doors and have agreed to discuss this once the quotes have been received and decided upon. The Village Hall can apply for funding through the SCDC Community Chest.

c) With the resignation of Cllr. Ross-Bain there is a need for a second representative of the council on the VHMC. Cllr. Bonfield agreed to take his place.

**10. Recreation Ground and Pavilion:** Cllr. Roberts attended the last meeting but because he had not yet arrived at this meeting (he had told the Chairman he would be late) his report will be emailed to everyone.

**11. Traffic Issues and Speed Restriction Equipment:** Cllr. Bonfield told Council that the SIDS were very effective and the six other parishes using them are keen to buy a further one. At a cost of approx.. £2300 Cllr. Bonfield thought the Council should purchase its own SID as it would be really beneficial to the safety of the village. He intends to write something in Challenge about this. With regard to follow ups by the Police with regular speeding offenders he had written to Mike Bliss from the police but has so far had no response.

**12. Play Area:** The Chairman said he was setting up a committee of three; himself, Cllr. Chandler and Ben Willcocks and the first meeting will be on 26<sup>th</sup> November. Information will be put on Facebook to let people know what is being proposed to refurbish the play equipment.

**13. Report of meetings:** The Chairman had attended the Combined Parish Meeting and had circulated his report by email.

**14. Report by County Councillor Batchelor:** The whole report is shown on the village website.

**15. Report by District Cllr. Harvey:** The whole report is shown on the website.

a) West Wickham group are monitoring the proposed dualing of the A1307 and attended a meeting last Saturday. He is going to try to get a seat on the Strategy Board (Haverhill Chamber of Commerce) in

order to be able to report back to the community as they don't produce Minutes or a report.

- b) Fox Road: Discussed above under Item 7.
- c) Cllr. Harvey spoke of an Active & Healthy 4 Life exercise referral scheme for residents with medical conditions. Details of whom to contact will be in Challenge.

**16. Any Other Business:**

- a) Cllr. Lock spoke about parking on the pavement which causes an obstruction to pavement users, particularly those with children in push chairs or handicapped people in wheelchairs or buggies. Cllr. Lock will contact ECops to find out whether or not it is illegal and what can be done about this problem.

**The next Parish Council meeting will be held on Monday 14<sup>th</sup> January 2019 at 8.00pm. All are welcome to attend.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> March

2019 in the Village Hall at 8pm

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

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

8.

**PC SCDC**

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

## **9. Finance:**

### **a) Authorised payments:**

**b) Monies received:** None

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

## **9. Maintenance:**

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

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

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

## **11. West Wratting Village Hall:**

**a) Subsidence re insurance.** Matter resolved.

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

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

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

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

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

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

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

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

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

**17. Any Other Business:** None.

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> March

2019 in the Village Hall at 8pm

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

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

#### 8. Planning

**PC    SCDC**

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

## **9. Finance:**

### **a) Authorised payments:**

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

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

£145.00 HMRC 4<sup>th</sup> qrt. PAYE (1089)

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

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

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

**b) Monies received:** None.

**b) Monies received:** None

## **10. Maintenance:**

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

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

## **12. West Wratting Village Hall:**

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

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

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

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

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

## **14. Traffic Issues and Speed Restriction Equipment:**

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

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

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

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

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

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

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

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

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

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

**Report by District Cllr. Batchelor:** Available on website

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

**18. Any Other Business:**

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

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

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

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

2. **Declaration of interest:** None

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

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

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

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

7. **Planning:**

**PC      SCDC**

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

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

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

## **b) Authorised payments**

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

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

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

## **9. Maintenance:**

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

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

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

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

## **12. Recreation Ground and Pavilion:**

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

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

## **13. Traffic Issues & Speed Restriction Equipment:**

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

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

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

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

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

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

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

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

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

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

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

**Chairman.....**

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

- 1. Apologies for absence:** Cllr. Glennon-Lynch
- 2. Chairman's Opening Remarks and signing of last year's Minutes:**  
The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 14<sup>th</sup> May 2018 were signed as correct.
- 3. Chairman's Report:** Please see attached.
- 4. Financial Report:** Copies of the accounts for the year which will be resolved at the Parish Council meeting this evening at 8.00pm were available for anyone wishing to study them.
- 5. Parish Lands & Properties:** As listed on the Agenda.
- 6. Reports:** Reports had been received from:  
Village Hall Management  
Bridge Club                      Footpaths (P3 co-ordinator)  
Over 60's Club.                  Monthly Lunch Club  
Saturday Morning Café      Monthly Lunch Club  
District & County Cllrs. annual reports.  
  
These reports will go on the website and into Challenge.
- 7. Matters arising from Minutes of 13<sup>th</sup> May 2019:** None
- 8. Any questions:**  
Cllr. Nichols asked who had the lawn mower and was told that Simon Anderson at present housed it. The Chairman gave a Vote of Thanks to Simon for all his work for the village over many years.

Meeting closed at 7.55pm

Chairman.....

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 15th July 2019 in the Village Hall at 8.00pm

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

1. **Apologies:** Cllr. Chandler

2. **Declaration of interest:** None

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

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

**5 Electoral Matters:**

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

**6. Correspondence:**

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

**7. Planning:**

**PC      SCDC**

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

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

### a) Authorised payments:

#### a) Authorised payments:

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

#### b) Monies received:

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

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

## 9. Maintenance:

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

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

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

## 12. Traffic Issues & Speed Restriction Equipment:

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

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

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

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

a) Improvements are being made to Wittlesford Station.

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

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

**17. Any Other Business:** None

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

**1. Apologies:** Cllr. Roberts

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

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

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

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

- a) Report received from Age UK
- b) Report received from Parish Nurse Project plus Invoice.

**6. Planning:**

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

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

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

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

**7) Finance:**

a) Authorised payments:

- £145.00 HMRC 2nd qrt. of PAYE due 5<sup>th</sup> Oct.(chq. 1110)
- £387.42 J.Richards Aug/Sept. salary (chq. 1111)
- £100.00 Hildersham PCC (Parish Nurse project) (chq. 1112)
- £ 30.00 Sapient IT Services Ltd. Inv. 12710 (chq. 1113)
- £ 50.00 MAGPAS Air Ambulance (donation) (chq. 1114)
- £ 38.17 STP Office Equipment Ltd.- box of photocopy paper & printing ink. (chq.1115)

**b) Monies received:**

£9995.00 Community Fund award for Play Area project.

£ 102.20 Donation for Play Area project.

£900.00 Donation from sponsored bike ride for Play area project

£1000.00 Anonymous donation

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

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

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

**8). Maintenance:**

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

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

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

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

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

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

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

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

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

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

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

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

**13. Report of meetings:**

a) Combined Parish Meeting – cancelled.

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

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

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

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

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

**16. Any other business:**

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

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

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 9<sup>th</sup> September 2019 were signed as correct.

**4. Opportunity for Public Statement:**

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

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

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

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

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

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

**6. Correspondence:**

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

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

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

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

\* A link will be placed in The Challenge.

## 7. Planning:

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

## 8) Finance:

### a) Authorised payments:

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

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

### b) Monies received:

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

£9995 lottery fund (1) 25/7/19

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

£900 Ben's bike ride (2) 19/8/19

£1000 anonymous donation (2) 21/8/19

£150 August cafe (cheque) 3/8/19

£1000 cafe (cheque) 1/9/19

£100 donation 31/8/19 (2)

£110 October Café (cheque) 14/10

## 9) Maintenance:

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

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

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

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

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

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

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

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

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

### **13 Traffic Issues & Speed Restriction Equipment:**

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

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

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

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

### **14. Play area:** Ongoing

### **15. Report of meetings:**

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

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

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

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

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

c) Community Chest Fund will be increased following consultation

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

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

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

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

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

### **18. Any other business:**

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

\*Cllr. Lock will inform Highways.

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

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

**2. Declaration of interest:** None

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

**4. Opportunity for Public Statement:**

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

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

**5. Correspondence:**

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

**6. Planning:**

Pre/0327/19	WWPC	Recreation ground	Replace existing play equipment, safety surface & fencing with new equipment	13/9/19		
S/3060/19/FL	S.Bain	St Andrews Church	Ext.rendering of chancel & nave etc.	17/9/19		<b>Supported</b>
S/3442/19/VC	D Stanley	17 The Common	Variation of condition	12/10./19		<b>Supported</b>

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

**7) Finance:**

**a) Authorised payments:**

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

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

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

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

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

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

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

**b) Monies received:**

£292.00 Aviva Insurance re claim for damaged bin.

£10,000.00 Cambs. Community Fund for Playground

£ 440.85 Donated funds raised for the Playground project.

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

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

### **8) Maintenance:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**16) Any other business:**

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

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

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

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

**1. Apologies:** Cllr.Bonfield

**2. Declaration of interest:** None

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

**4. Opportunity for Public Statement:**

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

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

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

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

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

**5. Correspondence:**

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

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

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

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

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

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

**6. Planning:**

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

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

## 7) Finance:

### a) Authorised payments:

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

### b) Monies received:

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

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

## 8) Maintenance:

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

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

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

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

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

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

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

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

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

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

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

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

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

**13) Report of meetings:**

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

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

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

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

**16) Any other business:** None

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

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

### 2. Correspondence:

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

### 3. Planning:

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

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

### 4) Finance:

a) Authorised payments:

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

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

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

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

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

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

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

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

£ 36.00 CPRE annual subscription (chq. 1142)

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

b) Monies received:

£21,987.00 Amey Cespa grant contribution.

£60.00 SCDC refund on purchase of 3 free trees.

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

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

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

### 5) Maintenance:

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

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

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

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

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

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

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

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

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

**12) Any other business:**

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

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

**2. Declaration of interest:** None

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

**4. Opportunity for Public Statement:**

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

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

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

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

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

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

**6. Planning:**

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

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

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

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

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

**b) Authorised payments:**

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

**c) Monies received:**

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

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

**8) Maintenance:**

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

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

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

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

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

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

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

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

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

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

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

**16) Any other business:**

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

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

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

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

**4. Opportunity for Public Statement:**

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

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

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

**6. Planning:**

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

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

**7) Finance:**

**a) Authorised payments:**

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

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

**b) Monies received:** None

c) Claim for VAT has been submitted

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

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

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

## **8) Maintenance:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- a) Extra bark is needed but is in short supply at present and will not be delivered for a couple of months.
- b) A report on the project will be sent to the Wadlow Wind Farm Fund, who gave a substantial grant towards this new play area.
- c) The Certificate of Lawful Development has still not been issued because apparently the wrong wording was used by the Planning Dept. at South Cambs.

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

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

**16) Reports of meetings:**

- a) The Chairman and Cllr Davey attended the Sports Pavilion committee meeting and the Parish Councils Liaison meeting.
- b) Cllr. Davey attended the A1307 meeting and the Greater Cambridge Partnership zoom meeting.

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

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

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

**Chairman.....**

*Draft*  
**WEST WRATTING PARISH COUNCIL**

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

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

**1. Apologies:** None.

**2. Declaration of interest:** None

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

**4. Opportunity for Public Statement:**

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

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

**6. Planning**

a)

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

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

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

**7) Finance:**

**a) Authorised payments:**

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

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

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

**b) Monies received:**

£ 346.53 CCC payment for verge grass cutting.

£5920.60 VAT claim payment.

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

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

### **8) Maintenance:**

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

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

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

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

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

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

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

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

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

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

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

The Certificate of Lawful Development has now been issued.

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

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

**16) Reports of meetings:** None

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

Cllr Batchelor wished to add to his report:

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

**18) Any other business:**

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

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

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

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

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

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

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> 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 9<sup>th</sup> 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 3<sup>rd</sup> 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 8<sup>th</sup> or 17<sup>th</sup> 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 15<sup>th</sup> March 2021 at 8.00am.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 8<sup>th</sup> 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 11<sup>th</sup> January 2021 were approved following an amendment to item 11b where 17<sup>th</sup> February was changed to 17<sup>th</sup> 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 4<sup>th</sup> 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 10<sup>th</sup> 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 10<sup>th</sup> 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 8<sup>th</sup> 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 8<sup>th</sup> 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 4<sup>th</sup> 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 1<sup>st</sup> 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 12<sup>th</sup> July 2021 at 8.00am.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH MEETING**

Held on Monday 10<sup>th</sup> 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 12<sup>th</sup> 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 10<sup>th</sup> 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 23<sup>rd</sup> 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 2<sup>nd</sup> 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 13<sup>th</sup> September 2021 at 8.00am.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 13<sup>th</sup> 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 12<sup>th</sup> 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	<b>Support with comments.</b>	<b>No decision</b>
21/02617/C L2PD	J Warren	57 High St.	Cert.of Lawfulness Sect 192 – Single storey rear ext.	28/7/21		<b>withdrawn</b>
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 3<sup>rd</sup> June 2022 to celebrate the Queen's 70<sup>th</sup> 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 8<sup>th</sup> November 2021 at 8.00am.**

**Chairman.....**

*Draft*  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 8<sup>th</sup> 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 13<sup>th</sup> 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	<b>Obj. with comments</b>	<b>permitted</b>
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 2<sup>nd</sup> 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 2<sup>nd</sup> 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) 19<sup>th</sup> 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, 30<sup>th</sup> Noember, 7pm.**

**18. Any other business:**

a) Organised 5<sup>th</sup> 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 10<sup>th</sup> January 2022 at 8.00am.**

**Chairman.....**

*Draft*  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 10<sup>th</sup> 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 8<sup>th</sup> 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 18<sup>th</sup> 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 14<sup>th</sup> March 2022 at 8.00am.**

**Chairman.....**

*Draft*  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 14<sup>th</sup> 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 10<sup>th</sup> 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 4<sup>th</sup> 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 <sup>th</sup> May 2022	Monday 14 <sup>th</sup> November 2022
Monday 11 <sup>th</sup> July 2022	Monday 9 <sup>th</sup> January 2023
Monday 12 <sup>th</sup> September 2022	Monday 13 <sup>th</sup> March 2023

**The next Parish Council meeting will be held on Monday 9<sup>th</sup> May 2022 at 8.00am.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH MEETING**

Held on Monday 9<sup>th</sup> May 2022 at 7.30pm

**1. Apologies for 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 9<sup>th</sup> 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 14<sup>th</sup> 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 ofLawfulness 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 1<sup>st</sup> 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 11<sup>th</sup> July 2022 at 8.00am.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 18<sup>th</sup> 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 9<sup>th</sup> 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	<b>Granted</b>
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) **3<sup>rd</sup> 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 12<sup>th</sup> September 2022 at 8.00am.**

**Chairman.....**

## WEST WRATTING PARISH COUNCIL

### Minutes of the Parish Council meeting held on Monday 12<sup>th</sup> 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 18<sup>th</sup> 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 Wrattling 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 29<sup>th</sup> 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 14<sup>th</sup> Novmber 2022 at 8.00am.**

**Chairman.....**



**DRAFT**  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 14<sup>th</sup> 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 12<sup>th</sup> 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 9<sup>th</sup> January 2023 at 8.00am.**

**Chairman.....**

**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 9<sup>th</sup> January 2023  
at 8.00 pm in the Village Hall.**

Those present were: Chairman Nichols, Cllrs., Chandler, Lock, Parsons & Williams-Gray. County & District Cllrs. Batchelor & Harvey, 5 parishioners and the Parish Clerk,

1. **Apologies:** Cllr Roberts

2. **Declaration of interest:** Cllr Chandler – item 7 Finance.  
Cllr Lock - item 6 Planning.

3. **Minutes:** Minutes of the meeting held on Monday 14<sup>th</sup> November 2022 were approved and signed as correct.

4. **Opportunity for Public Statement:**

a) Concern was expressed by 4 parishioners concerning the planning application to build a house in the grounds of The Chestnuts public house by the owners. How much would the use of the pub be affected by losing most of the parking area and also loss of the garden? There would be more parking on the road and there could also be problems with flooding. The Chairman responded by saying that the Parish Council had not yet received the documentation for this application and had only today received the weekly list of planning applications outstanding which included 22/05596. Time would be needed to look at the detail and to have a Planning meeting to discuss this and it was agreed that an extension of time to respond to SCDC Planning would be requested.

b) Martin Davey raised two matters on behalf of the Village Hall Management Committee concerning the proposed development on Boreham’s site:

1) **Footpath provision** – it is essential that a footpath is provided from the new houses to the bus stop but at present there appears to be conflicting proposals and there is no mention of the 3 school buses that pick up and drop off 5 days a week. Cllr Williams-Gray proposed adding further comments concerning this matter to the Comments already sent but not yet published on line and this was agreed. **Cllr Williams-Gray to write to the Planning authorities raising these concerns.**

2) Clarification is required on the boundaries between the Boreham land and the village hall. This has been requested by the VHMC but have not yet had a response. The Parish Council agreed to seek this clarification. **Cllr Williams-Gray will seek clarification.**

5. **Councillors:**

a) *Vacancy on Council:* As yet there has been no response.

6. **Planning:**

						WWPC	SCDC
22/04689/FUL	Boreham	73 The Lamb Yard	Demolition of dwelling	10/11/22	1/12/22	Spt with comments	
22/04886/HFUL	J.Gilley	Old Orchard Cott. Six Mile Bottom	Single storey ext. to side	24/11/22	12/12/22	Support	Granted
22/05189/hful	J Smith	Oxcroft Farm, Honey Hill	Single storey rear ext. & minor int. altns. 22/02253/LBC	6/12/22	20/12/22	Support	
22/05190/LBC	“	“	Listed bldg.. consent	“	“	support	

22/02487 – 81 High St.- Has planning permission been granted. **The Parish Clerk will check this.**

## 7. Finance:

### a) Authorised payments:

£196.40 HMRC PAYE 3<sup>rd</sup> qrt. (cheque 1238)

£523.50 J.Richards Dec/Jan salary less PAYE (cheque 1239)

£ 10.88 J.Richards – purchase of 16 2<sup>nd</sup> class stamps) (cheque 1239)

£ 53.00 Cllr Chandler – purchase of Christmas tree & batteries (cheque 1240)

### b) Monies received: None

**c) Budget & set Precept for 2023/24:** After some discussion it was decided to request a 3% increase in the Precept for 2023/24, proposed by Cllr Williams-Gray and seconded by Cllr Nichols. With regard to the budget for the following year there were no major changes and so remains as it presently stands.

**d) S106 monies:** These are monies which could be contributed in relation to the proposed development at The Lamb Yard towards community activities. It was agreed that this money could be used on the recreation ground either the Play Area or outdoor sports; it could be used to improve facilities at the village hall or possibly any needed maintenance on the Village Pump, Village Sign or the Village Pound. It was not known how much money this would be but the Parish Clerk will enquire when responding to James Fisher of Greater Cambridge Shared Planning. **Cllr Nichols has written to Chris Hodson but has not yet had a response.**

## 8., Maintenance:

a) *Highway problems:* No further progress but were told that Highways would be attending the Joint Parish Meeting on 26<sup>th</sup> January. The pot holes are causing considerable damage to cars. Due to considerable rainfall the drains at the east end of the village have been overflowing.

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:* The parking has improved due to the sign being in place.

e) *Winter gritting volunteers:* No volunteers so far. **The Parish Clerk will check how many salt bins are in the village and if they are filled.**

**9. Correspondence:** A letter received from Keith Day regarding the Parish Nurse Project. At present they are unable to find anyone to take on this post and therefore no funding will be required.

**10. Village Hall:** Nothing further to report.

## 11. Recreation Ground & Pavilion:

a) The Chairman reported that the Sports Pavilion meeting had been cancelled.

b) *Parking on roads:* The WWFC have agreed to put out cones on match days but residents wishing to prevent parking in front of their drives would need to put out their own cones.

c) *Dug-outs:* All in order.

d) *Defibrillator:* Martin Davey, who set up the equipment and has diligently looked after it since it was installed has now passed the responsibility of the Defibrillator to Cllr Parsons who has now taken over the formal position with the Emergency Services as Custodian. Thanks were given to Martin for his work in getting the equipment set up in the first place and his care of it since. Cllr Parsons will check that the defibrillator has been fully registered with the emergency services.

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

a) SID purchase & *Speed Indicator sign poles*: These are now in place. Martin Davey and Tim Bonfield were thanked for all their work involved in getting this job done.

b) *LHI initiative*: Martin Davey, who submitted the LHI bid last year has re-submitted this bid with some minor alterations and increased costs. The bid is for road markings such as speed roundels or dragons teeth and village gateways to improve road safety. Many thanks to him for doing this.

**13. Play area:** Quotes are being sought for bark.

**14. Report of meetings attended by Councillors:** None

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

**Cllr. Harvey:**

**Cllr. Batchelor:** Reminded the Council of the Joint meeting on 26<sup>th</sup> January when Highways will be in attendance.

**16. Trees commemorating the Queen's death.** It was agreed not to go ahead with planting a tree and to think of some other way to mark the Queen's death.

**Any other business:**

Cllr. Lock announced her resignation as a Councillor with regret. The Chairman thanked her for all the work she has done since becoming a parish councillor and that she would be missed.

**The next Parish Council meeting will be held on Monday 13<sup>th</sup> March 2023 at 8.00pm.**

**Chairman.....**

*Draft*  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 13<sup>th</sup> March 2023  
at 8.00 pm in the Village Hall.**

Those present were: Chairman Nichols, Cllrs., Chandler, Parsons, Roberts & Williams-Gray. & District Cllr. Harvey, 1 parishioner and the Parish Clerk,

1. **Apologies:** County Cllr Batchelor

2. **Declaration of interest:**

3. **Minutes:** Minutes of the meeting held on Monday 9<sup>th</sup> January 2023 were approved and signed as correct.

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

5. **Councillors:**

a) *Vacancy on Council:* The Parish Clerk will put the official Vacancy notice in Challenge. This has also been posted on the two noticeboards.

6. **Planning:**

						WWPC	SCDC
22/04689/FU L	Boreham	73 The Lamb Yard	Demolition of dwelling	10/11/22	1/12/22	Spt with comments	
22/04886/HF UL	J.Gilley	Old Orchard Cott. Six Mile Bottom	Single storey ext. to side	24/11/22	12/12/22	Support	Granted
22/05189/hful	J Smith	Oxcroft Farm, Honey Hill	Single storey rear ext. & minor int. altns. 22/02253/LBC	6/12/22	20/12/22	Support	
22/05190/LB C	“	“	Listed bldg.. consent	“	“	support	

a) 22/04689 – Boreham development: No decision has yet been made. There was some concern about work now being carried out on the site possibly in preparation, but need to check with the Dept. of Environment that this work is not causing further pollution of the area. **Cllr Gray-Williams will draft a letter.**

b) Regarding the planning application for development at The Chestnuts, correspondence had been received asking why the Community Asset was not renewed in 2021. This is being responded to and it is hoped to go through the process of renewing the Community Asset once more.

7. **Finance:**

a) **Authorised payments:**

£523.50 J.Richards Feb/Mar salary less PAYE (chq. 1241)

£ 54.00 Challenge advertising invoice 2023/08 (chq 1242)

£ 26.00 T.Bonfield purchase of small step ladder re sign poles (chq.1243)

£ 26.00 M. Davey purchase of second small step ladder re poles. (chq.1244)

£561.00 WWFC – P.C. contribution towards grass cutting of rec. (chq. 1245)

£ 30.00 Re-issue of Sapienit cheque Inv.16830 (12.9.22) as not received (chq. 1246)

£196.20 HMRC PAYEE 4<sup>th</sup> qrt. due 5/4/23. (chq. 1247)

b) **Monies received:**

£346.53 CCC grass cutting contribution.

c) **Signatory update:** Cllr Parsons application has been submitted. Cllr Gray-Williams said he would also become a signatory as with the Chairman's resignation as from May 2023 there would only be two signatories and three were needed.

d) **Allocation of S106 possible monies:** The Chairman said it was still unsure why Planning needed a list of what the S106 money could be spent on because it is not known how much money will be available if planning is granted. However the matter was discussed and Chris Hodson (WWFC) said he would try to get a quote for the redevelopment of the old bowling green into a training pitch for the youth teams. Other possibilities were purchase of solar panels on the Sports Pavilion roof, repairs on the Village Pump and Pound and refurbishment of the Village Sign. The Chairman said she would try again to get information.

#### **8., Maintenance:**

a) *Highway problems:* Regarding the pot holes along the Common road, Highways have informed the Council that work will be carried out in the week of 27<sup>th</sup> March. Again complaints had been received about the condition of Six Mile Bottom Road and Cllr Harvey was asked to check when this work might be done. The Give Way signs and road markings also need attention but were told that there is no money available for this work. It was suggested that the government should be asked for more money to put the roads in good order and Cllr Harvey agreed to write to Lucy Fraser MP.

b) *Winter gritting volunteers:* There are two salt bins in the village both full of salt/grit, to be used on the pavements or road if necessary.

c) *Pump & bus shelter maintenance:* These could be projects for S106 funding as discussed above.

**9. Correspondence:** Email to the Chairman regarding the Community Asset, dealt with above.

**10. Village Hall:** Nothing to report. The issue of the boundary lines is still not sorted.

#### **11. Recreation Ground & Pavilion:**

a) *Recreation gate:* This is now much easier to open.

d) *Defibrillator:* Cllr Parsons has completed the registration of the defibrillator with the emergency services and all is in order. She checks it every week.

c) *Dug-outs:* Work needed to be done has not yet been carried out.

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

a) *Shared SID equipment:* There are problems with the shared SID equipment which are not working correctly. It was agreed that whatever needs doing should be done and the cost shared.

b) *LHI initiative:* An email has been received from Highways saying that the LHI bid submitted by Martin Davey cannot be found. The Chairman is looking into this.

**13. Play area:** A quote for bark has been received at a cost of £600/800. It was agreed not to do anything about this until after the RoSPA safety inspection. It could be put on the S106 list of projects.

**14. Report of meetings attended by Councillors:** The Chairman had submitted questions to the Planning meeting and the reply was passed to the Council.

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

**Cllr. Harvey:** Spoke about the proposed 20mph limit becoming compulsory and should be applied for.

**Cllr. Batchelor:** Not present

**16. Any other business:**

The Chairman announced that she would be resigning from the Parish Council as from May 2023 having served as Chairman for 3 years and the Council 10 years.

*Trees in Haytor Close:* Two trees have been planted alongside the Pound which is in a Conservation area. A request had been made to plant two trees but was refused by the Council because of the cost of maintaining them once they are fully grown. These trees should be removed.

**The Parish Meeting will be held on Monday 15<sup>th</sup> May 2023 at 7.30pm followed by the Parish Council meeting at 8.15pm,**

**Chairman.....**

draft  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> May 2023  
at 8.00 pm in the Village Hall.**

Those present were: Chairman Nichols, Cllrs., Chandler, Parsons, & Williams-Gray. County Cllr. Batchelor and the Parish Clerk,

1. **Apologies:** County Cllr Roberts and Dist.Cllr Harvey.
2. **Declaration of interest:** None
3. **Minutes:** Minutes of the meeting held on Monday 13<sup>th</sup> March 2023 were approved and signed as correct.
4. **Opportunity for Public Statement:** None

**5. Election of Chairman, Vice Chairman, 2 representatives on Sports Pavilion Committee:**  
The position of Chairman was left open. Cllr Chandler proposed Cllr Williams-Gray for Vice Chairman, seconded by Cllr Parsons. He agreed and signed the Declaration of Acceptance. Regarding the representatives on the Sports Pavilion Committee, Cllr Parsons was proposed by Cllr Williams-Gray and seconded by Cllr. Chandler and Cllr Parsons accepted. Cllr Roberts who was unable to be attend is at present a representative and he will be asked if he is happy to continue.

**6. Planning:**

						WWPC	SCDC
22/04689/FU L	Boreham	73 The Lamb Yard	Demolition of dwelling	10/11/22	1/12/22	Spt with comments	
22/04886/HF UL	J.Gilley	Old Orchard Cott. Six Mile Bottom	Single storey ext. to side	24/11/22	12/12/22	Support	Granted
22/05189/hful	J Smith	Oxcroft Farm, Honey Hill	Single storey rear ext. & minor int. altns. 22/02253/LBC	6/12/22	20/12/22	Support	
22/05190/LB C	“	“	Listed bldg.. consent	“	“	support	

a)22/04689 – Boreham development: Cllr Williams-Gray said there was a lot of work going on at the site but didn’t know what was being done. Planning Permission has not yet been granted and therefore the Parish Clerk was asked to get in touch with Planning to enquire about this work bearing in mind the heavily polluted ground they are dealing with.

b)22/02487- Regarding this planning application, permission was refused but it is noted that work has been carried out. Is there a retrospective application in the pipeline. The Parish Clerk will ask about this.

**7. Finance:**

**a) Internal audit documents for signature: Minuted agreement for Exemption letter to the External auditors, Statement of Accounts, Bank reconciliation etc.**

Following approval by the Council the Statement of Accounts and Bank reconciliation were signed by the Vice Chairman. The documents required by the Internal Auditor were also signed by the Vice Chairman following approval by the Council and it is Minuted that the Exemption letter sent to the External Auditors was agreed and in order.

**b) Authorised payments:**

- £2,480.78 BHIB Insurance renewal Inv. 643674 (chq. 1248)
- £ 200.00 Age UK re Village Warden scheme (chq.1249)

- £ 268.83 CAPALC affiliation fee for 2022/23 (chq.1250)
- £ 110.00 RoSPA safety inspection (chq.1251)
- £ 523.50 Mrs J Richards Apr/May salary (chq.1252).
- £ 36.00 CPRE annual subscription. (chq.1253)
- £ 420.00 William Knowelden Garden Services Inv. 2301 Mar/Apr.(chq. 1254 )
- £ 30.00 J.Dockerill (Running Total) payroll services Inv.1840 (chq.1255)

**b) Monies received:**

£6,555.00 1<sup>st</sup> tranche of Precept.

c) **S106 monies:** Cllr Nichols had notified SCDC of the items that would need monies and quotations for the work had been requested from the various groups, which were obtained. The Council does not know how much money will be available but if planning permission is given for the Boreham development, it is likely to be at least two years before receiving it. Cllr Parsons said the Sports Pavilion were looking for grant money for the proposed solar panels on the roof. It was suggested they try Amey Cespa, Lottery or the Wind Farm Fund.

**8. Maintenance**

- a) Risk Management Assessment – This has been carried out and some of the village assets are in need of some refurbishment and quotes have been received. Some of the tidying up could possibly be done by volunteers.
- b) Pot holes – there is very little improvement although some have been filled along Six Mile Bottom Road and also part of the High Street. Comment was made of the 54 mile diversion route whilst work is being carried out on the A11 and A1307 , this will just bring more cars through the village as a quicker route. .
- c) Trees in Hayter Close: Cllr Nichols had been in touch with the owner of the trees and has asked for the trees to be removed and placed on the recreation ground as permission had not been granted by Highways because they don't own this area, it belongs to the Parish.

**9. Correspondence:**

- a) A letter had been received from Lucy Frazer concerning the Coronation but did not require an answer.
- b) A request for a donation from MAGPAS – this was discussed and it was agreed to give them a one-off donation of £100 as they had been called to two incidents in West Wrattling.
- c) The Assets of Community Value application. Confirmation of receipt of the application has been received and their decision will be made known by the 7<sup>th</sup> June 2023.

**10. Village Hall:**

- a) Two representatives to be on the Village Hall Management Committee: Martin Davey is happy to continue and although the Parish Clerk had not received written confirmation it is believed that Tim Bonfield will also continue. Our thanks to them both.
- b) Land Registration re ownership of Village Hall: At present the trustees names on the document are Mark Russell, Mike Hampton and Sisse McCall, none of whom are now on the Parish Council. **The Parish Clerk will contact a solicitor to find out how this needs dealing with.**

**11. Recreation ground & Pavilion:**

- a) Safety inspection report from RoSPA – see under 13. Play area.
- b) The Minutes of the last committee meeting of the Sports Pavilion have been received and the Accounts are on their way.

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

- a) SID equipment – there have been some issues with the shared equipment which has not been working correctly. This has now been rectified and is in full working order again.

b) 20mph speed limit application: Cllr Chandler has completed and sent this application to have a 20mph speed limit through the village. She was thanked for doing this task.

**13. Play area:**

Cllr Chandler said the report was satisfactory and all the play surfaces were reported as good. However there is a need for bark to replenish some of the surface areas. Quotes of approx.. £800 had been received and distributed and if the Council were in agreement she would like to purchase the bark. **This was agreed.**

**14. Report of meetings:** None.

**15. Report by County Cllr Batchelor & Dist.Cllr Harvey** – distributed on website and to Cllrs. Cllr Batchelor asked for any comments on their Reports for April/May and the question was asked about the 54 mile diversion. County Cllr Batchelor explained that this diversion route was just for HGV's and would be over a short time. A temporary road is being built where the new roundabout is going to be which involves National Highways and Cambridge Highways who are involved in this joint venture. They are liaising to try and get the best decisions possible to get the job done quickly. The response to this information was that the HGVs would find the quickest route, namely going through the villages, making pot-hole damage even worse. Cllr. Batchelor said he would look into how to prevent this, possibly signs saying "Not suitable for HGV's".

The Vice Chairman spoke about a parishioners emails to the Parish Council full of complaints. County Cllr Batchelor suggested getting in touch with the Democratic Services and would send details of how to get in touch with them.

Finally Cllr Batchelor thanked the Chairman for her support and help during the past 9 years and hoped she would enjoy her retirement from the Parish Council.

**16. Any other business:** None.

**The next Parish Council meeting will be held on Monday 10<sup>th</sup> July 2023 at 8pm. Followed by further dates on Monday 11<sup>th</sup> September, Monday 13<sup>th</sup> November, Monday 8<sup>th</sup> January 2024. Please let me know if any of these dates are not suitable.**

**Vice Chairman.....**

**Draft**

**WEST WRATTING PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH MEETING**

Held on Monday 15<sup>th</sup> May 2023 at 7.30pm

- 1. Apologies for absence:** Cllrs Roberts. & Williams-Gray
- 2.**
- 3. Chairman's opening remarks and signing of the 2022 Minutes:**

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

- 4. Chairman's Report:** see separate document.  
Following the Chairman's report a presentation was made to the Chairman, who after 9 years as a Councillor and 4 years as Chairman is retiring. She was thanked for her time on the Council and as Chairman, which was not always an easy task but which she managed in a most capable and understanding way.
- 5. Financial Reports:** Copies of the accounts distributed to those attending and to the councillors had been resolved and signed at the Parish Council meeting held on Thursday 11<sup>th</sup> May 2023..
- 6. Parish Lands & Properties:** As listed on the Agenda. A Risk Assessment has been carried out and signed for audit. Quotes have been sought and received for maintenance work on the Pump House, the bus shelters and the village sign. It is hoped that some of the maintenance will be done by volunteers.
- 7. Reports:** Reports had been received from the Chairman of the VHMC, West Wrattling Café, d'Abo Tennis Club, the Lunch Club, the WWFC and the District & County Cllrs. Geof Harvey and Henry Batchelor. These will be printed in Challenge, placed on the website and on the noticeboards.
- 8. Matters arising:** None
- 9. Any Questions:** New residents to the village asked if the Parish Council had communication with Highways regarding speeding and how were Planning Applications dealt with, were the Parish Council involved in this. The Chairman explained that there were close links with Highways and at present an application for a 20mph speed limit within the village had been submitted. The 40mph buffer zone had been instigated by the Council several years ago and monitoring the traffic with speed watch equipment was continuous. She then explained how the Parish Council dealt with Planning applications, which the Council was expected to comment on either for or against and Planning meetings were held when necessary.
- 10.** The meeting closed at 8.30pm.

draft  
**WEST WRATTING PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 10<sup>th</sup> July 2023  
at 8.00 pm in the Village Hall.**

Those present were: Vice Chairman.Williams-Gray, Cllrs., Chandler, Parsons, & Roberts, County Cllr.Batchelor, 7 parishioners and the Parish Clerk,

1. **Apologies:** Dist.Cllr Harvey.
2. **Declaration of interest:** None
3. **Minutes:** Minutes of the meeting held on Monday 11<sup>h</sup> May 2023 were approved and signed as correct.
4. **Opportunity for Public Statement:** None

**5. Councillors:**

a) Vacancies on Council update: The Vice Chairman said there were three much needed vacancies to be filled but was pleased to say that three parishioners had put their names forward to be co-opted onto the Council. Prof. John Harvey, Mr Simon Chandler and Mr Phil O'Donovan. Prof. Harvey was proposed by Cllr Williams-Gray, seconded by Cllr Parsons; Simon Chandler was proposed by Cllr Roberts, seconded by Cllr Parsons; Phil O'Donovan was proposed by Cllr Chandler and seconded by Cllr Roberts. The documentation will be completed by them to be signed and witnessed at the next meeting.

**6. Planning:**

						WWPC	SCDC
22/04689/FUL	Boreham	73 The Lamb Yard	Demolition of dwelling	1/12/22	Spt with comments		
22/04886/HFUL	J.Gilley	Old Orcfhard Cott. Six Mile Bottom	Single storey ext. to side	12/12/22	Support	granted	
22/05189/hful	J Smith	Oxcroft Farm, Honey Hill	Single storey rear ext. & minor int. altns. 22/02253/LBC	20/12/22	Support	Refused	
22/05190/LBC	“	“	Listed bldg.. consent	“	support	Refused	
23/00138/S73	L.Linehan	29 The Common	Change of use	8/2/23	Object with comments		
23/0139/TCA		Dibley Hse. The Causeway	Tree reduction work				
23/05596/FUL	R Causton	1 Mill Road	Erection of dwelling to rt.hand side of The Chestnuts pub	7/2/23	Support with comments	Refused	
22/01331	A Hamilton	Valley Farm Rd, land to SW of gran.	Change of use into self storage facility	15/3/23			
23/0602/TTCA		The Old Hall, 61 High St.	Tree work	Inf.only			

a) 22/04689 – Boreham development: Cllr Williams-Gray said a decision had still not been made and asked County Cllr Batchelor if he had any news on that, who replied that it was a big development and so it took time to reach a decision.

b) 23/05596 – 1 Mill Road: The Asset of Community Value has been re-applied for and accepted, meaning we can activate the ACV for six months. During this time it would give the village the option to put an offer in for the purchase of the pub. It is hoped that Mr & Mrs Causton will inform the Parish Council about any potential purchasers. This would be helpful to reduce the risk of a potential purchaser who may have plans to develop the site rather than support our pub. **It was agreed that the Parish Council will seek legal advice from SCDC about what action can be taken and what legal rights does the village/community have in regard to this matter.**

## **7. Finance:**

### **a) Authorised payments:**

£196.20 HMRC PAYEE 1st qrt. due 5/7/23. (chq. 1257))**Paid**  
£523.50 J.Richards June/July salary less PAYE (chq. 1258)  
£ 59.60 J.Richards expenses re audit, stationery and postage (chq. 1259).  
£ 45.00 J.Dockerill (Running Total) for audit accounts (chq. 1260)  
£ 40.00 ICO Data Protection (chq.1261)  
£570.00 William Knowelden Garden Services Inv. 2302 (cheq.1262)

### **b) Monies received:**

£250.00 WWSports Pavilion rent  
£220.00 WWFC contribution towards maintenance of recreation ground.  
£ 70.00 D'Abo Tennis Club contribution towards maintenance.  
£346.53 CCC grass cutting contribution.

**c) Audit update:** The internal audit has been carried out satisfactorily and the internal audit report distributed to all councillors. The accounts were exempt from an external audit.

**d) Signatory update:** It was thought that both Cllrs Parsons and Williams-Gray had applied but Lloyds have no details of this and therefore Cllr Parsons is setting this up again.

The Vice Chairman said he had received an email enquiring about the grass cutting in Hayter Close and which part did CCC carry out (which the Parish Council cuts) and which do SCDC cut. He will reply to this query with a map giving this information.

## **8. Maintenance.**

a) Trees in Hayter Close: Mrs Scilla Harvey gave an account of how and why the two trees were planted and that they were registered under the Queen's Canopy Project, set up before the Queen died. Although the Parish Council turned down their request they went ahead and planted them and are taking full responsibility for their well-being. They checked with those living in Hayter Close and none (apart from one) objected. It is still uncertain whether the area where they are planted belongs to Highways, CCC or to the Parish Council. The Vice Chairman asked Council if they were in agreement to let them remain and they said yes. The trees could not have been moved until the autumn anyway. In future permission must be sought by anyone wishing to plant trees on Parish land before doing so.

## **9. Correspondence:**

- a) Letter from Rt.Hon Lucy Frazer regarding Community Funding of 150m which could be 80% of total capital request. This had been distributed to the councillors but it was agreed it should also go on the website as it has a contact link for those requiring further information.
- b) Letter of thanks from MAGPAS for donation sent by Parish Council.
- c) Letter of confirmation of receipt of the ACV application.

## **10. Village Hall:**

b) Update on Land Registration re ownership of Village Hall: The Parish Clerk contacted CAPAC about this, who emailed a considerable amount of information which was passed on to the councillors. Due to the possible Boreham development up to the borders of the Village Hall land it will be necessary to get the trustee names changed and the Parish Clerk was asked to contact CAPALC again to see if they were able to assist with this.

## **11. Recreation ground & Pavilion:**

a) Cllr Parsons reported that the WWFC are still looking for funding for the proposed junior football pitch using the old bowls green area. At present the Junior teams have folded and therefore fund raising is necessary to help with the costs.

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

a) SID equipment – have received no data recently due to holidays.

b) 20mph speed limit application: Cllr Chandler has heard nothing yet but Cllr Batchelor told Council that the scoring on the application has been carried out and so the result should be sent soon.

**13. Play area:**

Cllr Chandler reported on the proposed purchase of bark and had decided to only order half the amount to see how far this would go. She pointed out that this had been one of the items noted for S106 money. Cllr Batchelor said that the amount of S106 money will not be known until a Planning decision has been made.

**14. Report of meetings:** None.

**15. Report by County Cllr Batchelor**– distributed on website and to Cllrs.

a) Due to the closure of the A1307 over the weekend be aware that there will be increased traffic likely to be coming through the village.

b) *Community Capital Fund:* This is designed to help with the community assets, e.g. village halls, sports pavilions etc. An application for a grant for solar panels would be the sort of proposal looked kindly upon.

**16. Any other business:**

a) The website: Mike Rowland who has run this from the start wishes to retire from this task and Simon Chandler has kindly agreed to take this on. He said he may make changes and asked the Parish Clerk to give him details of the support companies (re data protection etc.) for which we pay an annual subscription.

**The next meeting will be held on Monday 11<sup>th</sup> September at 8.00pm.**

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**Vice Chairman.....**

draft  
**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 4<sup>th</sup> September 2023**  
**at 8.00 pm in the Village Hall.**

Those present were: Vice Chairman.Williams-Gray, Cllrs., Chandler, Parsons, County Cllr.Batchelor, Dist.Cllr Harvey, 8 parishioners and the Parish Clerk,

**1. Apologies:** Cllr Roberts.

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 10<sup>th</sup> July 2023 were approved and signed as correct.

**4. Opportunity for Public Statement:**

a) Colin McCall (Footpath officer) reported that the footpaths had recently been cut and were in good order. He hoped the cross-field access paths would be reinstated once the harvested fields had been ploughed and he would be checking that this has been carried out. The verges have been cut. He is looking for more volunteers to help with the work. He would like anyone who sees fly tipping or any other problems concerning the footpaths and verges to get in touch with him on Tel.No.01223 290083.

**5. Election of new Councillors:**

a) The three new councillors each signed their Register of Parish Members ‘Financial and other Interests’ documents witnessed by the Parish Council and they then signed the Declaration of Acceptance of Office, witnessed and also signed by a Parish Councillor.

b) *Councillors Workload Management:* Cllr S Chandler will setup new email addresses for any councillor who would like one to use exclusively for Parish Council work. Gmail will be used because it is free. He will also set up an email address(specifically [westwrattingparishcouncil@gmail.com](mailto:westwrattingparishcouncil@gmail.com)) that will forward to all councillors and to the Clerk. This can be used to assist communication between councillors and will enable parishioners to contact all councillors using just one address.

The current web hosting for [westwratting.org.uk](http://westwratting.org.uk) will end in March 2024. Before then an alternative hosting provider will be identified who has more friendly and comprehensive support. The cost of website and domain hosting with a new provider will be circa £72.00 per year.

c) *Co-option policy:* Cllr S Chandler has drafted a document setting out the policy for co-opting new councillors which he had distributed to the Council for their comments. The purpose of this document is to clearly and transparently describe to our parishioners how councillors usually join West Wratting Parish Council and to explain that this follows guidance from the electoral commission. Once the wording is agreed upon it will be put in the Parish Council section of the website. He also plans to put any other policies in existence or made in the future on the website.

**6. Planning:**

					WWPC	SCDC
22/04689/F UL	Boreham	73 The Lamb Yard	Demolition of dwelling	1/12/22	Spt with comments	granted
23/05596/F UL	R Causton	1 Mill Road	Erection of dwelling to rt.hand side of The Chestnuts pub	7/2/23	Support with comments	Refused
23/0602/TT CA		The Old Hall, 61 High St.	Tree work	Inf.only		
23/0932/TT CA		Yew Tree Cottage Six Mile Bottom Rd	Felling an Ash tree	24/8/23		

a) 22/04689 – Boreham development: Cllr Williams-Gray reported that this application had been granted permission but construction work is unlikely to begin for a year as the site has to be cleared first.

- b) 22/002487 – 81 High St. Work appears to be being carried out on the roof of the extension and although permission was granted there were reservations made about some of the work. **The Parish Clerk was asked to contact Nick Jaeger about this.**
- c) 23/05596 – The Chestnuts – this planning application was not granted and the owners, Rachel & Peter Causton decided they would sell the pub. An ACV, which had lapsed, but was now re-instated meant that a sale could be prevented if it was not sold as a going concern. The Vice Chairman had been given an email update from the current Vendors that indicated that both sets of solicitors had agreed that this was a sale that qualified as a Transfer of Going Concern (TOGC), therefore the disposal is exempt from any restrictions in terms of ACV listing. Whilst not obliged to do so, the Caustons have been in touch with the relevant department at South Cambs who have requested a letter confirming TOGC at completion. It is believed the moratorium is in place until an exchange of contract takes place but this may be incorrect based on the above and as it being sold as a going concern the moratorium has no effect. Colin McCall spoke about the delay in the initial planning decision being made, the lack of a site inspection despite one of the Planning Committee being Cllr G Harvey. Cllr G Harvey stated that he had made a site inspection, although not in a formal capacity as a member of the Planning Committee, although conceded that the Planning Officers had not attended. Cllr G Harvey reiterated that he was prepared to have take this application refusal to planning (having recused himself from the Committee decision itself) but that the Causton's did not wish to appeal. It is hoped that if a sale to a publican goes through as planned, the pub will continue as before. However, Cllr Williams-Gray restated that the AVC will still be in place for the next 5 years and if there are serious changes it would be enacted. Mr P McKenna said that the pub could still be re-sold in a year's time and why had the village done nothing about buying it. Cllr O'Donovan has convened a group of interested villagers but stating that this had been looked at but there was not sufficient interest. Cllr Williams-Gray said an offer could be made now and any time up to completion by a village consortium but of course it would have to be a private and commercially viable proposition that would be at the discretion of the current Vendors as to whether they accepted it or not. He stressed that the Parish Council could play no part in this as it had Charity status and could not be involved in a commercial acquisition. He reiterated several times that the Parish Council could and would only get involved if the Pub were not to be sold as a going concern, which would trigger the ACV and the restrictions to disposal therein.

## **7. Finance:**

**a) Authorised payments:** The accounts had been distributed to all councillors.

£523.50 J.Richards Aug/Sept salary less PAYE (chq. 1263)

£ 34.50 Sapient Inv. 18076 Aug.2023 (chq.1264)

£120.00 Challenge – contribution towards costs (chq. 1265)

£420.00 William Knowlden Garden Services Inv.2303 (chq. 1266)

£ 65.40 HMRC re PAYE 2<sup>nd</sup> qrt. re P.Clerks salary (chq. 1267)

**b) Monies received:** None

**c) Signatory update:** Cllr Parsons said this was in hand and hoped to be told shortly that Dr Williams-Gray and herself would be signatories.

## **8. Maintenance.**

*Serious pot holes on Common Road:* There are 2 serious pot holes, one of them already causing an accident and ruined tyres. Both of these have been report many times. When Colin McCall enquired from Highways what could be done about recompense they told him there could be none and suggested he see a solicitor or visit CAB for advice. Cllr Williams-Gray requested that Cllr Batchelor go and look at these pot holes. Martin Davey said he would photo these pot holes again and Cllr Batchelor said he would give his support to getting them repaired.

## 9. Correspondence:

- a) Peter Job, whose son has recently died, had asked if he and his wife could plant a willow tree. Cllr L. Chandler suggested that Pocket Park might be suitable and they went and chose a place to plant it. It was agreed that a plaque could be put up.
- b) Letter received from BHIB Insurance to announce they would now be known as Clear Group.

## 10. Village Hall:

- a) Update on Land Registration re ownership of Village Hall: The Parish Clerk contacted CAPAC about this, who emailed a considerable amount of information which was passed on to the councillors. Due to the possible Boreham development up to the borders of the Village Hall land it will be necessary to get the trustee names changed. **Parish Clerk was asked to contact CAPALC again to see if one could put the West Wrating Parish Council as being the Trustees rather than individual names of councillors, which are changing quite frequently.**
- b) Martin Davey, who represents the Parish Council on the Village Hall Committee, requested that the Parish Council write to the developers of Borehams to enquire about any proposals in their plans which might involve boundary lines etc.
- c) Martin Davey also reported that it is hoped there will be an improvement in the acoustics at present being looked at. The newly installed internet is proving successful.

## 11. Recreation ground & Pavilion:

- a) *Problem with water:* The Parish Council requested information about this problem from the WWFC.
  - b) *Conifers:* These need cutting back and the Parish Clerk will investigate who in the past has carried out this job, Tennis Club or Football Club.
  - c) *Bowling Green:* This is no longer used but it is hoped with the use of S106 money from the Boreham's development to create a junior football pitch. It was agreed to be a good idea but it has to be viable and there is a need for a business plan. Windfarm Fund could possibly also help with funding.
  - d) *Skate Park:* Again there is need for a business plan. Cllr L. Chandler did not think it was a good place to put a skate park as not very "green" creating a concrete bowl from a grassed area.. It would also add further maintenance costs.
- Finally, Colin McCall wished to thank Colin Miller for all his hard work as he thought the recreation ground was looking really good.

## 12. Traffic Issues & Speed Restriction Equipment:

- a) *SID equipment* – Martin Davey & Tim Bonfield reported that these signs were doing a good job but they would like to purchase two more brackets to enable them to move the signs to different sites where they remain for 2 weeks. It was agreed and a quote will be obtained. Council were told that Cambridgeshire Police no longer received their data as they say they do not have the time to look at it, despite a dedicated team being set up to do this, why is this. **The Parish Clerk was asked to write to the Police & Crime Commissioner to ask about this.** It was reported that the traffic through the village had increased by one third with 200 cars per day going through the Common.
- b) *20mph speed limit application:* Cllr L. Chandler has heard nothing yet although Council were told that the scoring has been carried out. **Cllr Batchelor was asked to look into this.**
- c) *LHI application:* Martin Davey told Council that he would be happy to re-submit the LHI application which was too late last year but would like some input from the Council as there would be probably be some slight changes. **The Parish Clerk gave the LHI application to Cllr O'Donovan to look at.**

## 13. Play area:

Cllr L Chandler reported that Ben was going to order the bark. Otherwise all was in order.

## 14. Website: Already discussed above.15.

**15. Report of meetings:** None.

**16. Report by County Cllr Batchelor**– distributed on website and to Cllrs.

- a) County Cllr Batchelor reminded the Council that the A1307 will be closed again at a weekend at the of this month to carry out further work. We will be notified.
- b) The dates for collecting bins is changing but we will all be notified. It will be a Wednesday.

**17. Any other business:**

- a) Cllr Williams-Gray asked the District & County Cllrs about the congestion charge – will there now be reasonable bus services in rural areas and when can they be expected. District Cllr G. Harvey said that because the congestion charge will only be made at peak times there will be insufficient money to provide bus services. However there are discussions being held so there may be further changes.

Colin McCall gave a vote of thanks to the Parish Council for all their hard work.

**The next meeting will be held on Monday 13<sup>th</sup> November at 8.00pm.**

**Vice Chairman.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 13th November, 2023**  
**at 8.00 pm in the Village Hall.**

Those present were: Cllrs., S. Chandler, L.Chandler, J.Harvey, P.O'Donovan , County Cllr.Batchelor, Dist.Cllr Harvey, 6 parishioners and the Parish Clerk,

**1. Apologies:** Cllr Parsons, Williams-Gray & Roberts.

**2. Declaration of interest:** None

**3. Minutes:** Minutes of the meeting held on Monday 4<sup>th</sup> September 2023 were approved and signed as correct by Cllr. Simon Chandler, who chaired the meeting in place of Cllr Williams-Gray who was unable to attend...

**4. Opportunity for Public Statement:**

a) Colin McCall discussed the grass cutting of the recreation ground by Colin Miller. This has not yet been paid for by the Parish Council and he understood that several years ago it was agreed that the cost to the Council for doing this should go up by 5% each year and this has not happened over the last few years. He therefore had calculated that the cost this year should be £1045.00 plus £46 back payment of the 5%. Colin Miller has also cut the conifers down and he was asked to send the Council an invoice for this work. Cllr S Chandler said he would look into the matter regarding the cost of cutting the rec. by the next meeting.

**5. Electoral Matters:**

a) *Election of Chairman and two representatives for the VHMC for 2023/24:* Tim Bonfield and Martin Davey agreed to continue as representatives of the Council on the Village Hall Management Committee. They were thanked for doing this.

The Clerk asked for any proposals for the position of Chairman but it was agreed that as three of the four Cllrs present were new they would like to attend a Training Course organised by CAPALC before committing themselves to putting up for Chairman or Vice Chairman. This was agreed and Cllrs S & L Chandler and Cllr. O'Donovan wished to take part in this training. The cost would be £75 per person.

b) *Councillors Workload Management:* Cllr S Chandler has set up email addresses for each councillor with a general one for contacting all the councillors and clerk. This seemed to be working well. Cllr O'Donovan asked about Planning Applications and how were these dealt with. The Clerk explained that most applications were straightforward and needed no comments but any contentious ones usually required having a Planning Meeting to discuss and agree or not. Cllr S Chandler thought it would be better to have 2 or 3 cllrs. dealing with Planning. This will be discussed further.

c) *Co-option policy:* Cllr S Chandler has distributed a document setting out the policy for co-opting new councillors which he had distributed but so far had received no comments. It was agreed to discuss this at the next meeting. Mr McKenna from the floor said he was still not happy that elections were not held. He felt more effort should be made to get candidates when there is a vacancy in order to have a more diverse council. In reply to his comments Council agreed that at the appropriate time before the next district/council elections (May 2026) we would canvas all our parishioners via Challenge, website, posters etc. to encourage them to stand as a candidate for parish councillor. It was suggested that starting PC meetings earlier would encourage more participation by our parishioners. It was agreed that the next meeting would start at 7.30pm

d) *CAPALC training:* This is discussed above.

**6. Planning:**

**SCDC**

23/03499	J Middleton	59 The Common	2 storey side exts single storey to each side.	14/9/23	05/10/23	Granted
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<b>23/03492/H FUL</b>	Ms A Hensen	83 High Street	Demo.existing single storey ext.store rom & replacement	22/9/23	13/10/23	
<b>23/03493/L BC</b>	Ms A Hansen	83 High Street	“ “ “	22/9/23	13/10/23	
<b>CCC/22/05 7/FUL</b>	Wilbraham	Mill Rd., Gt Wilbraham CB21 4HH	Contd. Mineral extraction & progressive land filling with inert waste etc.	11/10/23	25 <sup>th</sup> Oct.2023	
<b>2/01331/CO NDA</b>	Greenlock Self storage	Land to SW Grain Stores, Valley Farm Road.	Submission of details required by conditions 4.	18/10/23	Inform. only	

- 23/05596 – The Chestnuts – It is understood that exchange of contracts will be 14<sup>th</sup> November.
- 22/04689 – Boreham development: There is still concern about the polluted ground. It appears that work is being carried out on the site but have been informed that the development of the land will not take place for approx.. a year. How can the Council be sure that the necessary clearance of pollution is being carried out? County Cllr. Batchelor said contact the Planning Dept. and they will give details of whom to contact. Cllr O'Donovan will communicate with the identified contact to find out their plans for monitoring the Borehams yard during the development project.
- Streetly Hall Farm proposed Anaerobic Biodigester – Cllr S Chandler said there was a Public Meeting being held in West Wickham Village Hall on Saturday 18<sup>th</sup> November which he intended to attend and will give a report at the next PC meeting. Posters have been put up on the notice boards.

## 7. Finance:

a) **Authorised payments:** The accounts had been distributed to all councillors.

a) **Authorised payments:**

£535.10 J.Richards Oct/Nov. salary less PAYE incl.£12 for 16 2<sup>nd</sup> class stamps (chq. 1268)

£780.00 William Knowlden Garden Services Inv.2303(chq.lost in post) & 2304 (chq. 1269)

£25.00 Royal British Legion for Remembrance Day wreath (chq. 1270).

b) **Monies received:** £6,555.00 2<sup>nd</sup> tranche of Precept from SCDC.

## 8. Maintenance.

a) *Grass cutting & overhanging hedges:* Billy Knowelden, who cuts the grass verges has asked to do one more cut in November and this was agreed. He also mentioned overhanging hedging on the right of the entrance to Hayters Close and one on Common Road opposite d'Abo's driveway. Cobby McCall said he would have a word with the owners, for which he was thanked.

b) *Potholes & poor condition of Common Road:* Martin Davey said all the pot holes had now been mended on Common Road following his complaints to Highways. The condition of Six Mile Bottom road is uncertain and Cllr S Chandler said he would photograph and report on SCDC website all potholes on Six Mile Bottom Road up to the parish boundary.

c) *The Kissing Gate out of the Church graveyard:* The Council has been asked if something can be done about removing this gate as it is very inaccessible for prams, push chairs or bikes. Cobby McCall said that at present this gate was redundant as electric fencing has been erected to keep the horses in. However the rent has been increased and if not accepted the sheds now used for the horses would be used for keeping stock cattle and the gate would be needed. What was needed was an automatic slam gate and he would ask the Footpath Officer at SCDC whether this was a possibility.

## 9. Correspondence:

A request has been made by a resident for adult fitness equipment on the Play area. This was discussed and it was agreed it would be very costly and on observing other recreation areas where such equipment was available, it did not seem to get much use. Mr McKenna said there is adult fitness equipment at Balsham by the football field. Cllr S Chandler when contacting the

interested resident will tell them about this so that a) they could try it out and b) could find out how often it is used.

### **10. Village Hall:**

a) *Update on Land Registration re ownership of Village Hall:*

Cllr S Chandler has been looking into this and has had direct contact with the Land Registration office and has been told that it is allowed to put just “the Parish Council” as the owners rather than giving Councillor names, which are soon out of date. He will proceed with this.

b) *Update regarding boundaries between Village Hall and proposed Boreham development:*

The Land Registry document outlines the boundary in red but there is a query over whether or not this is correct and will have to be checked. Cllr J Harvey will check the architect’s plans for Boreham’s yard development to identify the boundary. A letter has been written but not yet posted to I & S Groundworks Ltd. asking if they have any plans for work to be done by the boundaries.

**11. Recreation ground & Pavilion:** Cllr Parsons was unable to attend the Meeting and had nothing new to report. However item b) Conifers behind the Pavilion have now been cut down by Colin Miller who will send an invoice for the work.

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

a) *Speed Indicator Signs re data collecting:* Martin Davey and Tim Bonfield, who look after the SIDs had been told that their data was no longer being monitored by the Police. The Parish Clerk wrote to the Police Commission Office asking why this should be so and received a reply saying that it was due to lack of time. The West Wrattling Speedwatch team have been asked by Cambridgeshire Police to participate in a trial using our mobile vehicle activated sign data (MVAS – the static white speed signs) – not Speedwatch data – to see how the Police can make best use of it. The West Wrattling team is one of only four teams asked to participate in the trial across Cambridgeshire.

b) *Update of 20mph speed limit application:* This was turned down but can be re-applied for next year. As the score was very close to the villages chosen it is hoped it will go through.

c) *Re-submission of LHI application for gates by Martin Davey:* He has gone through the documents which have changed since last year and has opted for the “non complex under £10,000” option. This could either be for gates or another MVAS sign, the former costing an estimated £8000 for 3 sets of gates (based on £7000 for 2 sets or £9000 for 4 sets) and the extra MVAS sign £5700. The closing date for 2024/2025 is 14<sup>th</sup> January and he has requested help from the Parish Council to make this application. Martin’s report on the 2023/24 bid (dated 09/11/23) and his recommendations will be reviewed by all councillors, who will respond to Martin by the end of the week. We were told by Cllr Batchelor that the online reporting form (not **email**) is the best way now to report matters such as this and potholes. The regular meeting with Highways that used to be held was stopped due to poor attendance.

d) *Footpath along Six Mile Bottom Road:* A letter had been received from Justin Pilmer requesting a footpath along the Six Mile Bottom Road continuing from the short length of path built when the affordable houses were put up. There are several children having to catch the school bus at the junction meaning they have to walk along a very busy and dangerous road. He was keen to help in way re fundraising etc. This has been discussed before but the cost was prohibitive. The Highways Officer should be contacted as he would know the requirements and who to contact. Paul McKenna suggested getting in touch with the Education Dept. pointing out the fact that children have to walk along this busy dangerous road in order to catch the school bus. Cllr Batchelor will give the Cllr L Chandler and Parish Clerk the contact email address. Sisse McCall said she could provide a list of the children involved.

e) *30mph rondels:* These need repainting and was told by Cllr Batchelor to email Bradley Southwell of Highways. He also said it is probably best to make individual complaints about this.

### **13. Play area:**

Cllr L Chandler had nothing new to report.

**14. Website:** The Parish Clerk asked how they would like their names displayed on the noticeboards as members of the Parish Council. They opted for their names and email addresses.

**16. Report by County Cllr Batchelor**– distributed on website and to Cllrs.

a) Cllr Batchelor reported that the Acorn Biodigester (Haverhill) application is now live so comments can still be made. He also spoke of the Streetly End Farm Anaerobic Biodigester proposed planning application to Cambridge County Council, saying there was a public meeting being held in West Wickham Village Hall to take questions and answers on Sat.18<sup>th</sup> November 3-5pm.

b) Cllr Batchelor reported that land between Balsham and Fulbourn is being considered for a possible solar park.

**17. Any other business:** None

**The next meeting will be held on Monday 8<sup>th</sup> January at 7.30pm.**

**Cllr S Chandler.....**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 8<sup>th</sup> January 2024 at**  
**7.30pm in the Village Hall**

Those present were: Cllrs. S.Chandler, L. Chandler, P.O'Donovan,  
M.Williams-Gray, K. Roberts. 9 Parishioners and the Parish Clerk.

1. **Apologies:** Cllrs Harvey & Parsons, Dist. Cllr. Harvey & County Cllr Batchelor.
2. **Declaration of interest:** Cllr S. Chandler under Item 7- Finance.
3. **Minutes:** The Minutes of the meeting held on 13<sup>th</sup> November 2023 were approved and signed as correct by Cllr. S. Chandler, acting as temporary Chairman.

**4. Opportunity for Public Statement:**

Cobby McCall reported that he had spoken to Peter Gaskin, Footpaths Officer at CCC, about the possibility of a Kissing Gate between the back of the church yard and the stables in order that disabled people could get through with pushchairs. He was told that there was no money available through the Council but would send details of a company who made them. Possible cost £4000-5000 with possible funding from the Windfarm Fund and suggested that the parishioner who raised this matter might like to look into this with the support of the Parish Council. Cobby also reported that several cross-field footpaths had not yet been reinstated because of the condition of the ground after all the rain, but as soon as the land was dry enough it would be done.

**5. Electoral Matters:**

- a) *Meeting Chair:* It was agreed that Cllr S Chandler would act as temporary Chairman at this meeting. Four councillors are attending a CAPALC training course on 10th January. A decision about the positions of Chair and Vice Chair will be made at the March meeting.
- b) *Co-option policy:* Cllr S Chandler had distributed the proposals regarding co-option policy and he proposed that this be adopted. All agreed to this and it has been posted on the village web site's [council policies page](#).
- c) *CAPALC training course:* Mentioned above with Cllrs. S and L Chandler, E Parsons and P. O'Donovan attending.
- d) *Confidentiality status of letters and documents sent to P.C.:* All documentation etc. is available to the public unless information/letters are specifically requested to be confidential. The Freedom of Information Act also allows for this.

**6. Planning:**

23/0349 2/HFU	MsAHensen	83 High Street	Demo.existing single storey ext.store rom & replacement	22/9/23	13/10/23 <b>Refused</b>
23/0343/ LBC	MsAHansen	83 High Street	“ “ “	22/9/23	13/10/23 <b>Refused</b>
CCC/22 /057/FU L	Wilbraham Chalk pit	Mill Rd., Gt Wilbraham CB21 4HH	Contd. Mineral extraction & progressive land filling with inert waste etc.	11/10/23	25/10/23
23/1542		3 Honey Hill	Tree reduction	20/12/23	15/1/24
23/4750/ s73	Dyson Dev/	The Lamb Yard	S73 to vary condition re 22/4689	18/12/23	Support
23/0291 8/HFUL	Mr & Mrs J Smith	Oxcroft Farm Honey Hill	Single Storey Rear Extension and minor internal alterations	11/1/24	Appeal 15/2/24
22/0468 9/CON DA		The Lamb Yard	Submission of details required by condition 27 (replacement planting)	18/12/23	support

b) *Planning decisions & comments:*

23/04750 – The Lamb Yard (see above): It was agreed to support this with no comments.

However the question was asked as to how the Environment Dept. would monitor the demolition work and clearing of the land and Cllr O'Donovan had expressed his concern to SCDC who told him that there were conditions about monitoring pollution and they are still waiting for a report from the developers (Broomhall Development Co.). The preparation of the land ready for development was also a concern. **ACTION: Clerk to pass Environment Dept. contact details to Cllr O'Donovan who will then ask about status and plans.**

c) *Streetly Farm proposed anaerobic biodigester:* Cllr S Chandler had attended the public meeting, then disseminated information about the plans and West Wickam P.C's well written objections via village website<sup>1</sup> and Challenge, encouraging parishioners to make their own comments on CCC planning website. Cllr Chandler believes that in its present form it is very unlikely that it will get permission as local government depts. have complained about aspects of the application.

**7. Finance:** Accounts distributed to all Councillors.

**a) Authorised payments:**

£196.40 HMRC PAYE 3<sup>rd</sup> qrt. (cheque 1271) **Paid**

£523.50 J.Richards Dec/Jan salary less PAYE (cheque 1272)

£225.00 CAPALC Ltd.training course costs for 3 cllrs. (Chq. 1273)

£17.00 S.Chandler for costs of Land Registration re Trustees for Village Hall (Chq.1274).

*Grass cutting contribution 2023/2024 and hedge and tree cutting re WWFC:*

Invoices had been received from WWFC for grass cutting for this year and also hedge and tree cutting for the last three years. There is a need to resolve the question of cost of grass cutting. Cllr S Chandler had been through past Minutes and confirms that WWFC had not received the increases agreed. He calculated that £440 was owed and that this year's grass cutting should be £748. Cobby McCall and Colin Miller proposed an increase to £1100/yr. Colin Miller explained that CGM used to cut the grass but it was not short enough and so decided to do it themselves with the Parish Council making a contribution. WWFC had invested a large amount of money on top quality equipment. Cllr S Chandler said the P.C. could have been asked to help with this rather than going ahead and buying expensive equipment. Parishioners pointed out that the recreation ground is a village asset as well as a football pitch, so the Parish Council has a responsibility to the parish for its maintenance. Regarding the 3 hedge cutting invoices submitted for 2021, 2022 and 2023 with no minuted authorization for that work, Cllr Chandler and the Clerk emphasised that it is the Parish money being spent and so certain procedures have to be followed. **ACTION: Working group to discuss the proposal and how to proceed with the hedge cutting invoices. Their recommendations will be presented to full council at the March PC meeting where a decision will be made.**

**b) Monies received:** None

**c) Budget:**

1) The budget needs for 2024 were outlined, including probably expensive village hall repairs, LHI contribution, reserve for footpath, maintenance of pump, sign, bus shelter. A more detailed plan will be made during 2024.

2). *Precept for 2024/25:* This was discussed and it was felt that the Precept should be increased by the rate of inflation, i.e. 4%. A vote was called for and all agreed to this increase.

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<sup>1</sup> [https://westwratting.org.uk/parish\\_council-planning-applications/](https://westwratting.org.uk/parish_council-planning-applications/) and <https://westwratting.org.uk/anaerobic-digestion-facility-at-streetly-hall-farm/>

## 8. Maintenance:

a) *Highway problems:* Cllr S Chandler had walked Six Mile Bottom Road and carried out a survey of the many potholes from the junction with Honey Hill to the Icknield way crossing. These were reported on the CCC Highways reporting webpage, and in a document sent to them via Cllr Henry Batchelor. CCC Highways have now responded saying work will be done within 21 days. Any pot holes should be reported regularly and then something might get done. Colin Miller reported two bad holes either side of the rec. entrance. **ACTION: Cllr S Chandler will report these.**

b) *Overhanging hedges:* –Cobby McCall reported one hedge had been cut back and he intended to do an audit of the village to see where some cutting back was needed. The hedge next to the bus stop is too wide and Cobby will remind the owner to cut it back. The recurrence of bamboo growing into the pavement near the pound was also brought up for attention.

c) *The Kissing Gate:* Discussed earlier.

d) *Refurbishment of village sign, pump shelter & wooden bus-stop shelter:* This will be discussed further and plans for the work made. Two quotes have been requested for repainting of the wooden bus shelter, pump shelter and village sign.

## 9. Correspondence:

1. *A letter from Senbotex Ltd. re hosting textile recycling banks:* The village already has a recycling bank that is well used.

2. **BHIB Insurance has become Clear Councils (see letter from BHIB)**

**10. Village Hall:** Martin Davey is now Chairman of the VHMC.

a) *Land Registration of Village Hall:* Cllr S Chandler is dealing with this himself rather than using a solicitor. Once all necessary forms have been completed by existing registered owners they will be submitted to Land Registry so that the Parish Council will be shown as the registered owner rather than the names of individuals.

b) *Boundaries between Village Hall & Boreham development:* Cllr S Chandler reported that we have the village hall title deeds which show boundaries that agree with those of development plans at Lamb's Yard. **ACTION: Martin Davey, Chairman of the Village Hall, is looking into this because he feels the boundaries are incorrect. He was given the name of Dyasons Developers who could possibly help.**

**11. Recreation Ground & Pavilion:** Cllr Parsons was not present. Cllr Parsons and Cllr Roberts will be attending a meeting of West Wrattling Sports Pavillion on Wednesday 10th January. **ACTION: Cllr Parsons will send out a report.**

a) *Grass cutting contribution to WWFC:* Discussed above.

b) *Hedge & Tree cutting:* Discussed above.

**12. Traffic Issues & Speed Restriction Equipment:** Report T. Bonfield/M. Davey

a) *LHI application:* Martin Davey who is submitting this application on behalf of the Parish Council reported that the application is ready to go. He would like the percentage paid by the Parish Council to be £2000 (20% of the bid) as he felt there was more chance of getting a result with that than a 10% contribution, despite the published scoring matrix showing that it would make no difference. A vote was taken and it was agreed that £2000 would be contributed by the P.C.

b) *Six Mile Bottom Road pavement:* Cllr L Chandler reported on this. She has been in touch with the Depts. of Education Transport with regard to the safety of this road for children who have to walk to the school bus stop. A survey was carried out jointly by Education Transport and their Road Safety Officer, who have agreed the route is unsafe. A shuttle taxi service has been made available to the families affected. This is a good indication that Highways consider the road unsafe. Highways have indicated that the cost of a footpath would be extremely high because of civil engineering difficulties with ditches adjacent to the roadway, but a full survey has not yet

been done. Cllr L Chandler is also in touch with Highways and having explained the situation has been advised to submit two highways project (LHI) applications in one year - one by the Parish Council and one other. Other fundraising may be restricted by rules. It was agreed to keep probing and next year submit 2 LHI bids. **ACTION: If no response put on agenda again**

c) *Repaint of 30mph rondels:* Bradley Rutherford replied to the Parish Clerk's enquiry about a repaint of the rondels saying that he had put the request on his list.

**13. Play area:** Cllr L Chandler said all was well. Bark will be bought to put down in the spring.

**14. Report of meetings:** None

**15. Report** by District Cllr. Harvey – distributed. He was unable to attend the meeting.

**16. Report** by County Cllr. Batchelor – distributed. He was unable to attend the meeting.

**17. Any other business:**

1. Reports of dogs being seriously sick following eating possible poisoned pellets on the recreation ground was looked into by Cllr S Chandler, who had seen these pellets earlier but when he went to investigate them they had dissolved in the rain. Colin Miller commented that he would never ever put anything poisonous out.

2. Cllr S. Chandler reminded us about an email advertising online and in-person workshops for the Mobile Warden Scheme. Sisse McCall explained that we already have a mobile Warden, Lucy Cameron, who visits a person in West Wratting on a regular basis.

3. A survey had been sent out by Highways to list priorities. Cllr S Chandler had filled it in and encouraged other councillors to do likewise.

4. Cllr S. Chandler reminded councillors about an email advertising a £150M Community Ownership fund to encourage community ownership, e.g., of pubs.

5. Cllr S. Chandler reported that a parishioner had advised him about the VCSE Energy Efficiency Scheme and has told Cllr Parsons who has agreed to look into that as a source of funding for solar panels on the Sports Pavillion. This would be a good joint project with WWFC/WWSP. Martin Davey has just done an application for the village hall.

**The next parish council meeting will be held on Monday 11<sup>th</sup> March 2024 at 7.30pm.**

**Signed**

**WEST WRATTING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> March 2024 at**  
**7.30pm in the Village Hall**

Those present were: Cllrs. S.Chandler, L. Chandler, P.O'Donovan, J. Harvey, E. Parsons. Dist.Cllr Harvey, County Cllr Batchelor, 6 Parishioners and the Parish Clerk.

**1. Apologies:** None.

**2. Declaration of interest:** None

**3. Minutes:** The Minutes of the meeting held on 8<sup>th</sup> January 2024 were approved and signed as correct by Cllr. S. Chandler, acting as temporary Chairman.

**4. Opportunity for Public Statement:**

- a) A parishioner asked if an alternative would be sought regarding Item 7e on the Agenda and was told it would be discussed later.
- b) Colin McCall (as Footpath officer) reported that 20 bins of litter had recently been collected but he had lost one of his volunteers. He would like to put a notice in Challenge asking for more volunteers. This was agreed.
- c) Regarding the West Wrattling Sports Pavilion Club (WWSPC) sink fund a parishioner said that to his knowledge the money that was taken out (without the required authorization from the Parish Council) was spent on an unavoidable expense.
- d) The cross-field paths have still not been reinstated due to heavy rain but the person responsible is confined to the farm office due to an injury.
- e) A parishioner said that the pot holes on either side of the rec car park had still not been filled despite being reported.

**5. Electoral Matters:**

a) ***Position of Chair and Vice Chair:*** Cllr O'Donovan proposed Cllr S Chandler for the position of Chairman, seconded by Cllr Harvey. A vote was taken and all agreed. The position of Vice Chair will be left open at present as it was not felt to be necessary.

b) ***Working groups/sub-committees:*** The Chairman explained that several working groups and a committee would be set up to enable work to be carried out by councillors between the bi-monthly full-council meetings. Working Groups have no decision-making power but their meetings do not need to be public, or minuted. Committees can make decisions, but their meetings need to be public and minuted. A planning committee led by Cllr J Harvey was formed. Working groups were created for finance (Cllr O'Donovan), documents (Cllr S Chandler), WWSPC (Cllr Parsons), and small assets (Cllr L Chandler). The terms of reference for these groups will be written by their leaders and added to the webpage in coming weeks.

Several policy and regulatory documents that had been updated based on the latest models and distributed to councillors for review. These included:

- c) ***Standing Orders:*** Updated based on the NALC model. The Chairman proposed they be ratified, seconded by Cllr L Chandler and agreed by Council.
- d) ***Financial Regulations:*** Updated based on NALC model. Chairman proposed, seconded by Cllr O'Donovan, agreed by Council.
- e) ***General Privacy policy:*** to explain to our correspondents how their personal data would be used and stored. Proposed, seconded and agreed by council.
- f) ***Publication Scheme under Freedom of Information document:*** based on the ICO model. The Chairman proposed this be ratified, seconded by Cllr O'Donovan, agreed by Council.

## 6. Planning:

Reference	Applicant	Address	Application	Received	Retd. & Status
CCC/22/057/FUL	Wilbraham Chalk pit	Mill Rd., Gt Wilbraham CB21 4HH	Contd. Mineral extraction & progressive land filling with inert waste etc.	11/10/23	25/10/23
23/1542/T TCA		3 Honey Hill	Tree reduction	14/12/23	29/1/24 Decided. No objection.
24/0192/F UL	H d' Abo	Mines Park Chapel Road, W.Colville	Erection of country house, 2 staff dwells, barn with park land assoc. site	5/2/24	26/2/24

a) 24/0192/FUL – *Mines Park, erection of country house.* Weston Colville PC had been asked for their views on this application and they outlined the reasons for their objection. It was decided that West Wrating Parish Council would not comment, but Cllr Harvey had distributed letters to the properties closest to the proposed development.

b) *Planning decisions & comments:* Cllr Harvey will look at all applications and any that are controversial will be discussed by the Planning Committee. The Parish Clerk requested that she is always informed of any decision made for her records.

c) CCC/23/110/FUL – *Streetly Farm proposed anaerobic biodigester:* The Environment Agency still objects to the proposed development because they do not have enough information to know if it can meet requirements to prevent, minimise and/or control pollution. Current status is “Pending Consideration”.

**11. Recreation Ground & Pavilion:** Cllr Parsons explained that finances of West Wrating Sports Pavillion Club (WWSPC) were difficult due to the loss of the junior team from which half their income came, so the financial position of WWSPC has been reducing progressively over the last 4 years. She is trying to keep down costs but would be glad of any ideas. There was some debate about whether or not Parish Council funds (and hence part of our parishioners’ council tax) should be used to financially support WWSPC and hence West Wrating Football Club.

**ACTION:** It was agreed that a notice should go into the next issue of Challenge asking for parishioners’ views on whether financial support should be given to WWSPC/WWFC.

**Motion: Payments to WWSPC and WWSPC finances - The chair.**

**Proposed,** that

a) The council agrees to the payments for grass and hedge cutting detailed in the draft letter that has been written addressed to the Treasurer of WWSPC. **This was agreed.**

b) The council will only consider financial assistance for WWSPC under the conditions detailed in that letter. **This was agreed.**

c) The council supports sending the proposed draft letter to the Treasurer of WWSPC. **Agreed.**

d) *Hedge & Tree cutting:* discussed in a).

e) *Financial update on West Wrating Sports Pavilion Club (WWSPC):* See above.

f) *Possible funding available for solar panels on the Sports Pavilion:* Cllr Parsons had received one quote but two more were needed before any decision could be made.

g) *Representative from PC due to Keith Roberts resignation:* **Cllr S Chandler agreed to be the second representative.**

**7. Finance:** Accounts distributed to all Councillors.

**a) Authorised payments:**

£75.00 CAPALC Training course (1) (chq.1275)

£523.50 Mrs J Richards Feb/Mar salary less PAYE (chq.1276)  
£748.00 WWFC – P.C. contribution towards rec. grass cutting in 2023 (chq. 1277)  
£440.00 WWFC – correction to under-payment for grass cutting in previous years (chq.1278)  
£54.00 “Challenge” for the website annual advertisement (chq. 1279)  
£34.50 Sapien IT Ltd (cancelled chq.1264 dated 4/9/23 Inv.18076 as not rec’d) (chq.1280)  
£500.00 West Wrating Football Club – hedge cutting in 2021, 2022, 2023 (chq. 1281)  
These authorised payments were agreed.

**b) Monies received:** None

**c) Signatories:** Cllr J Harvey agreed to become a 3<sup>rd</sup> signatory.

**d) Nomination of CAPALC to carry out Internal auditor for 2024:** The Chairman requested that CAPALC carry out the internal audit this year. **This was voted on and agreed.**

**e) Parish Clerk’s gratuity:** The proposal was that the gratuity that was set up in September 2022 be rescinded because, having checked with CAPALC, paying “pensions” via that method was not permitted after changes in legislation in 2012. Chairman proposed, seconded by Cllr O’Donovan, carried by majority vote. The Parish Council hopes to find a legal way to honour the original gratuity endeavour. The Parish Clerk will seek advice on how this can be achieved.

## **8. Maintenance:**

a) *Highway problems* Cllr O’Donovan discussed the problem of the flooding in the Causeway. He reported this to SCDC who visited to inspect, and it was agreed that the drains and culvert would be cleared. Section 13 rodding to be carried out within 30 days.

Cllr S Chandler reported that repairs have been started on potholes along Six Mile Bottom Road, and will continue when the weather is dryer.

Cllr L Chandler reported that the application for 20 mph speed restriction through the village has been resubmitted.

b) *Kissing Gate:* Information has been passed to a parishioner who will look into the costings of the right equipment in order that push chairs and mobility vehicles could use footpaths from Church towards the stables.

c) *Refurbishment of village sign, pump, bench, wooden bus shelter, and wooden notice board:* Cllr L Chandler had received 4 quotes to refurbish these items and the cost is roughly £2000 to do all the jobs. Heroes were recommended by Balsham P.C., who had quoted £2250. **Cllr L Chandler proposed that this quote be accepted, seconded by Cllr O’Donovan, and agreed by Council.**

## **9. Correspondence:**

*ACV information:* The Chestnuts pub had been incorrectly taken off the Asset List after its sale, but following letters of complaint sent in by the Parish Clerk and a parishioner - who had been promised it would remain on the ACV list - it has now been restored.

## **10. Village Hall:**

a) *Land Registration of Village Hall:* Cllr S Chandler has sent documents to The Land Registry to change the names of the registered owner from individuals to “Parish Council”.

b) *Subsidence cover requested on the insurance policy:* **ACTION: The Parish Clerk will enquire the cost of adding this cover.**

c) *Boundaries between Village Hall & Boreham development:* There have been two good meetings between the Village Hall Management Committee, Parish Council and the developers over agreeing to a strip of land between the two sites to help with maintenance of the village hall. Currently waiting for confirmation of the width that will be given. Hoping for 2 metres.

d) *Village Hall exterior walls:* Inspection report received from structural surveyor detailing work required to repair and strengthen, with estimated cost ~£6000. This needs to be budgeted by the Parish Council for later in 2024. Requirement specification for quotations will be written by a parishioner whose profession involves this type of work.

**11. Recreation Ground & Pavilion – discussed above.**

**12. Traffic Issues & Speed Restriction Equipment:** Report T. Bonfield/M. Davey

a) *LHI application:* Martin Davey has submitted the LHI application which has been duly accepted.

b) *Six Mile Bottom Road pavement:* Cllr L Chandler reported that she had not yet heard anything further.

**13. Play area:** Cllr L Chandler said all was well. Bark will be bought to put down in the spring.

**14. Report of meetings:** None

**15. Report** by District Cllr. Harvey – distributed. He spoke about Michael Gove’s Local Plan still to be heard. There is extra money for water issues. **Report** by County Cllr. Batchelor – He added that there was to be a meeting on the proposed solar park. The Chairman said he would go and would like details of time, etc.

**16. Any other business: None**

**17. (a) Motion: Exclusion of the Public and Press**

Chair proposed, that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for agenda item 17(b) on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Seconded and carried.

**(b)** The councillors met in private to discuss the applications that have been received so far for the two vacancies. The closing date shown in February Challenge was 31st March, so a decision will be made at the start of the next meeting in May.

**The next parish council meeting will be held on Monday 13th May 2024 at 7.30pm.**

## WEST WRATTING PARISH COUNCIL

Draft Minutes of the Parish Council Meeting which included the AGM held on Monday 13<sup>th</sup> May 2024 at 8pm in the Village Hall.

Those present were: Cllrs. S. Chandler, L. Chandler, P. O'Donovan, J. Harvey, E. Parsons, Dist.Cllr G Harvey & 14 parishioners.

1. Election of Officers
  - 1.1. *Chairman* – Cllr O'Donovan proposed Cllr S Chandler, seconded by Cllr J. Harvey and agreed by the Council. Cllr Chandler then signed the Declaration of Acceptance.
  - 1.2. *Vice Chair* – No proposals were made for a Vice Chairman. In the event of the chair being absent one of the councillors will volunteer to preside for that meeting.
2. Chairman's Welcome.
3. Apologies and reasons for absence: County Cllr Batchelor was on holiday and sent his apologies.
4. To make any declarations of interest – Cllr L. Chandler declared an interest under Finance, item 18.1.
5. Minutes of the last meeting of the Council, 11th March 2024: These were approved and signed by Cllr S Chandler as Chairman.
6. To review delegation arrangements to committees and working groups, review their terms of reference and appoint members.

The following committees and working groups were constituted as described in the [Terms of Reference document](#), which was approved by all Councillors.

  - 6.1. *Planning Committee*: Cllrs. Harvey, O'Donovan, L.Chandler, S Chandler, Sisse McCall.
  - 6.2. *Finance Working Group*: Cllrs.O'Donovan, Parish Clerk, Clive Parry.
  - 6.3. *Small Assets Working Group*: Cllrs L Chandler & E Parsons.
  - 6.4. *Sports Pavillion Working Group*: Cllr Parsons, S Chandler.
  - 6.5. *Village Hall Working Group*: M.Davey, T.Bonfield, Cllr S Chandler. M Davey wishes to make some changes to the Terms of Reference Document.
  - 6.6. *Road Safety and Highways Working Group*: M Davey, T Bonfield, Cllr L Chandler.
  - 6.7. *Documents Working Group*: Cllr S Chandler.
  - 6.8. *IT Working Group*: Cllr S Chandler.
7. Review and adoption of appropriate [Standing Orders](#) and [Financial Regulations](#): Both were re-ratified at this meeting.
8. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses. The Clerk advised that there are none.
9. Review of representations on or work with external bodies and arrangements for reporting back. The Village Hall Management Committee and Sports Pavillion Club Committee meetings will be attended by members of the relevant working groups. Meetings organised by SCDC will be attended where possible by a Councillor.
10. Review of inventory of land and other assets including buildings and office equipment.

The Schedule of Assets with values of individual Parish assets was shown. M Davey queried the valuation given for some of the items, specifically the Pavillion's value which had been raised using the new insurance valuation. This has now been checked with the internal auditors

and changes will be made to correct that error. It was pointed out that the telephone box should be added to the assets list.

11. To review and approve risk assessment and risk management arrangements.  
Entries in the Risk Register have been updated but the overall policy needs to be discussed properly by the Parish Council later in the year. This was agreed and will be scheduled.
12. Confirmation of arrangements for insurance cover in respect of all insurable risks: It was agreed that Council will use the same Insurance Company this year but will look into whether there are any alternatives that may have lower premium.
13. Review of the Council's and/or staff subscriptions to other bodies: CAPALC, Challenge, CPRE, Age UK. It was agreed that CAPALC, Challenge and Age UK should be supported but the subscription to CPRE needs to be reviewed.
14. Review of the Council's complaints / grievance procedure: It was agreed that a policy is not required.
15. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation. Includes publication scheme and GDPR: Cllr S Chandler has written webpages describing the PC's and individual Councillor's obligations. He asked all Councillors to complete and return a signed copy of a self-training checklist.
16. Review of the Council's policy for dealing with the press/media: It was agreed that a policy is not required by WWPC.
17. Review of the Council's employment policies and procedures: It was agreed that these are missing and work must be scheduled later in the year to write them.

## 18. Finance

### 18.1. Authorised payments:

- £ 196.20 HMRC 4<sup>th</sup> qrt. PAYE (chq. 1282) paid
- £ 100.00 Land Registry (Village Hall) (chq. 1283) paid
- £ 40.00 Land Registry (Sports Pavilion) (chq. 1284) paid
- £2,551.98 Clean Councils Insurance renewal Policy No.100723637BDN/LCO00924 (chq. 1285)
- £ 200.00 Age UK re Village Warden scheme (cheq.1286)
- £ 279.95 CAPALC affiliation fee for 2022/23 (chq.1287)
- £ 523.50 Mrs J Richards Apr/May salary (chq.1288).
- £ 10.00 Mrs J Richards purchase of photocopy paper (2 packs) (chq. 1288)
- £ 6.00 Mrs J Richards for 8 2<sup>nd</sup> class postage stamps (chq. 1288)
- £ 45.00 J.Dockerrill (Running Total) payroll services Inv.1923 (chq.1290)
- £ 163.20 First Rescue Training & Supplies Ltd. Defib, adult & child pads. (chq.1291)
- £ 360.00 William Knowelden Garden Services. Inv.WKGPC2401 (chq.1292)
- £ 117.60 RoSPA Inv. 78745 for 2024 Inspection report (chq. 12930)

### 18.2. Monies received:

- £13,624.00 SCDC Precept for 2024/25. Policy is now to pay full years precept in May.
- £ 70.00 d'Abo Tennis Club contribution to upkeep of recreation ground.

### 18.3. Summary of bank balances as at 13/05/2024

- Lloyds A/C: £32,531.66
- High Interest Account: £16,737.22
- Total £ 49,268.88 Less accrual £424.70 = £48,844.18

### 18.4. Signatories for cheque signing: A third person needs to be added to the two existing signatories. Cllr John Harvey was proposed, which was agreed after taking a vote.

## 19. Internal audit documents for signature:

- 19.1. Minute agreement for Certificate of Exemption letter to External auditors – This was agreed and the letter and Certificate of Exemption form were signed.
- 19.2. Statement of Accounts – This was agreed and the form was signed.
- 19.3. Bank reconciliation – This had been distributed, agreed and the form was signed.

19.4. Annual Return 2023-24 – To approve the Annual Governance Statement.

Each of the assertions in section 1 was read out and discussed, with the chair explaining his understanding of the guidance in [the Practitioners' Guide](#). Votes were taken on whether each answer should be Yes or No with a majority decision. This led to two of the 'No' boxes being ticked.

19.4.1. It was agreed that the response to assertion 1 should be No because WWPC did not have a properly worked out budget when the precept was decided at the January 2024 PC meeting. Now that we understand the budget needs to be updated in time for that meeting we will ensure that happens for 2025.

19.4.2. It was agreed that the response to assertion 5 should be No because the risk register was not reviewed as part of a risk assessment by all Councillors. This will be carried out during 2024.

19.5. Annual return 2023-24 – To approve the Annual Accounting Statement.

19.5.1. This was approved and the Annual Accounting Statement signed.

19.5.2. It was suggested by the Chairman that the total bank balance of £49k may be larger than recommended by NALC, so during 2024 the finance working group should identify earmarked purposes for those reserves

20. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Dates of Parish Council meetings before the next AGM are: 8th July 2024, 9th September 2024, 11th November 2024, 13th January 2025, 10th March 2025, 12th May 2025 were agreed and to keep the starting time as 7.30pm.

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21. Co-option of 2 new Parish Councillor(s) – Applications received from Paul McKenna and Caughlin Ryder for the two vacancies on WWPC. This was moved forward as Cllr Parsons had to leave the meeting. A vote was taken to appoint Paul McKenna and Caughlin Ryder to fill the two vacancies on the Parish Council, which was agreed and both signed the Register of Interests documents and the Declaration of Acceptance forms and were invited to join the other Councillors.

22. Public Participation Session – The Chairman invited questions and observations from members of the public present.

22.1. Query as to why West Wratting was unaware of the possible Solar Park development.

The Chairman responded saying he attended the presentation held in Balsham and wrote an item about the meeting which went into Challenge. There is nothing more to report at present. The Council will invite the proposed developers to give a presentation to the parish. These solar parks do not have to go through South Cambs Planning but are dealt with by the Secretary of State (as described [here](#)). The proposal requires leasing of land from four different landowners. It was pointed out by an attendee that we should not assume that everyone in the village is against the proposed solar park.

22.2. An enquiry regarding the West Wratting Sports Pavillion Club (WWSPC) concerning their difficult financial state, due mainly to WWFC losing their Junior football teams. The Chairman said that a joint article by him and Chair of the sports pavillion club has been proposed for Challenge to seek the views of parishioners about whether the PC, and hence parishioners via their council tax, should give the SPC some financial assistance; however publishing such an article first needs to be discussed and agreed by the PC. There needs to be some thought on how to raise money through events, etc.

22.3. Cobby McCall said that the Precept always needs to be increased taking the rate of inflation into account. He also asked if he could put an item in Challenge for volunteers to join his team who keep the footpaths, hedges and litter under control. This was agreed.

22.4. Cllr Phil O'Donovan asked Dist Cllr G Harvey how he might help expedite a solution to flooding in The Causeway. Dist Cllr said that he would do what he could.

23. Motion. Chair proposes adoption of the [new code of conduct](#) based on the Local Government Association Model Councillor Code of Conduct 2020. That is to be used by all councillor's for 2024, including those new by co-option. A vote was taken and agreed.

## 24. Planning

### 24.1. Status of Applications

#### 24.2.

Reference	Descr.	Address	Proposal	WWP C	SCDC
24/0192/FU L	H d'Abo	Mines Park Chapel Road, W.Colville	Erection of country house, 2 staff dwellings, barn with parkland assoc. site works etc.	5/2/24	26/2/24
Ccc/22/057/ FUL	Wilbraha m Chalk pit	Gr.Wilbraham	Temp.use of land, erection of canopy, 2 portable buildings.	21/2/2 4	6/3/24

24.3. Update on Solar Farm proposal: Covered under Public Participation Session.

24.4. Cllr Phil O'Donovan requested of the Parish Clerk a contact in South Cambs Environmental Health so that the PC could ensure that Lambs Yard was being prepared for development in a manner that met all pertinent H&S conditions.

25. Village Hall: Confirmation of Tim Bonfield & Martin Davey acting as representatives on the VHMC and their report. This was agreed.

25.1. Subsidence cover: The Parish Clerk has passed to the Chairman of the Village Hall a quote from their insurers but no decision has yet been made.

25.2. Boundaries between Village Hall & Boreham development: The Chairman wrote to the developers who replied that a report carried out by their engineers should be available in mid-June to be passed onto our surveyor. Also there is a need to know where the boundaries are going to be. Apologies were received for the work already done which should have been given approval by the Parish Council.

26. Recreation Ground & Pavilion:

26.1. Safety inspection report from RoSPA: The inspection has been recently carried out with minor comments such as more bark required round equipment and this is in hand. The trolley finger guard on the zip wire needs replacing and Cllr L Chandler is looking into this for replacement. Cllr McKenna was asked if he would like to join Cllr L Chandler on the Small Assets working group, to which he agreed.

26.2. Sports Pavilion financial position: This was discussed under Public Participation Session and there is nothing further to add at present.

27. Traffic Issues & Speed Restriction Equipment

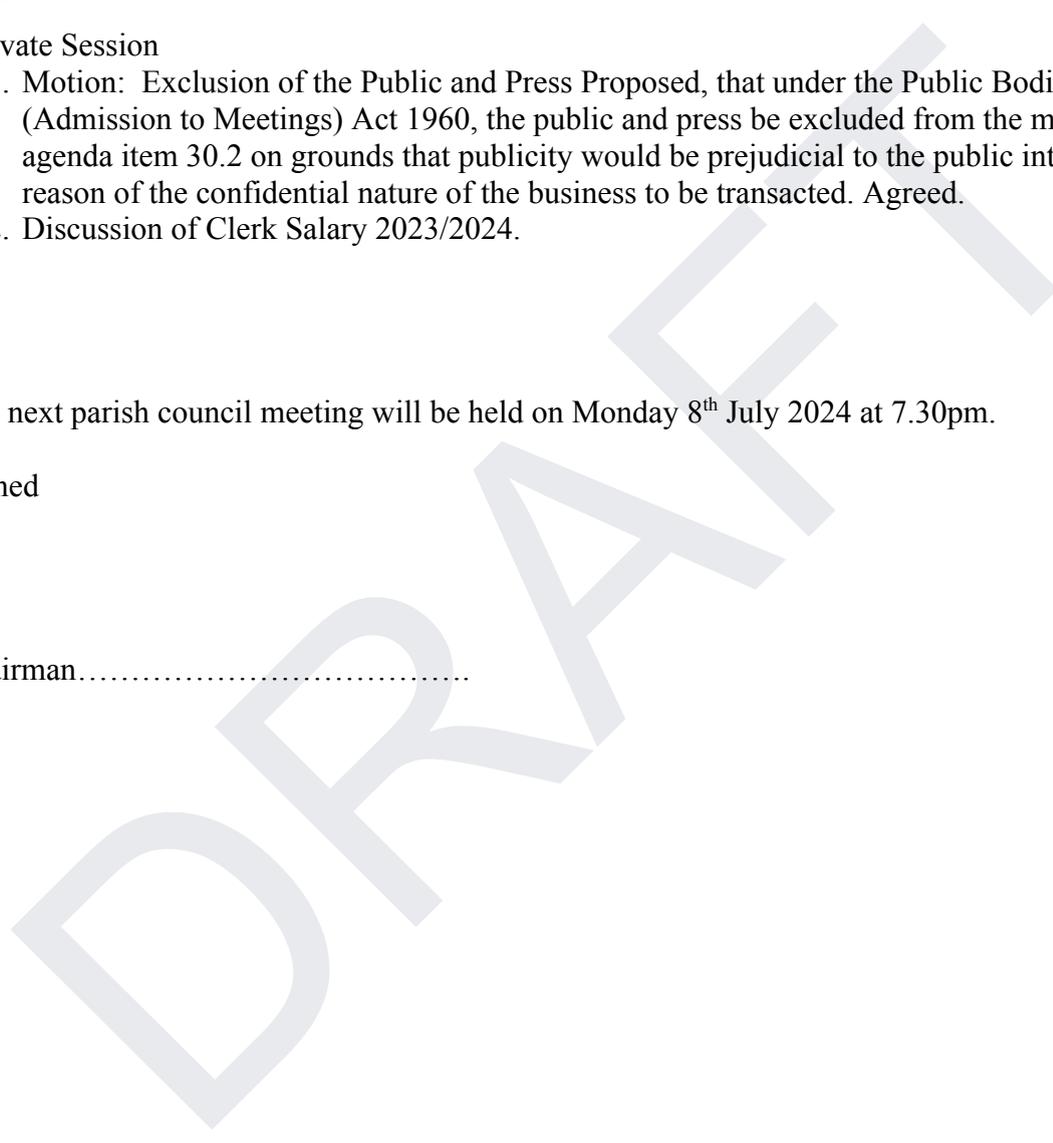
27.1. Six Mile Bottom Road pavement: Cllr. L Chandler had received a letter from Susan Rooke (Principal Active Travel Officer) from Cambs County Council to say that the need for a proper pavement on Six Mile Bottom Road had been added to Tier 2 of the transport proposals database. She explained that DTSA funding is allocated annually around January.

- 27.2. Speed signs equipment: A new battery is required for one of the speed systems at a cost of approx.. £90. This was agreed.
- 27.3. LHI application: Martin Davey said this application is now in the process of being looked at, with the results coming out in March 2025. He asked that the cost to the Parish Council, already discussed, be earmarked when the budget was set out.
  
- 28. Report by District Cllr. Harvey & County Cllr. – distributed & on web site.  
Cllr Harvey reported that a food waste programme is being developed using small vehicles to collect food waste.
  
- 29. Any other business: None
  
- 30. Private Session
  - 30.1. Motion: Exclusion of the Public and Press Proposed, that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for agenda item 30.2 on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Agreed.
  - 30.2. Discussion of Clerk Salary 2023/2024.

The next parish council meeting will be held on Monday 8<sup>th</sup> July 2024 at 7.30pm.

Signed

Chairman.....



# WEST WRATTING PARISH COUNCIL

Jenny Richards, Clerk to West Wrattling Parish Council

2nd / July / 2024

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## MINUTES

Minute of the Extraordinary General Meeting held on **Tuesday 2nd July** in West Wrattling Village Hall at 7.30pm.

**In Attendance:** Chairman S Chandler, Cllrs. L Chandler, P O'Donovan, P. McKenna & E. Parsons

**Apologies:** Cllr. C Ryder

**Absent:**

**Also Present:** Parish Clerk J Richards

**Members of the Public:** 2 parishioners

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### **020724/1: Council Business**

1. The Chairman greeted those attending the meeting, the purpose of the meeting being to agree the contract set out for the new Parish Clerk, Cameron Biggs and to agree to accepting him as Parish Clerk and Responsible Financial Officer (RFO). The contract had been distributed to all the Councillors and a reference just received will also be distributed. A vote was taken and all were in agreement.
  
2. Following on from this, several topics were discussed:
  - a. Some policies referred to in the contract will need to be added to the list of those to be created in the coming year (e.g., health & safety, sickness policy).
  
  - b. The contract does not include a pension (salary level is too low for auto enrolment); however the Parish Council still needs to complete the Pension Regulator's Declaration of Compliance and could be fined if they do not.
  
  - c. The contract includes a 6 month probationary period that will span 3 Parish Council meetings.
  
  - d. The Parish Clerk will possibly go on a zoom Introductory course which would be of benefit to him as a new Clerk.

# WEST WRATTING PARISH COUNCIL

2nd / July / 2024

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3. If any Councillor had further queries concerning the Contract please ask the chairman.
  
4. The Meeting closed at 7.45pm.

# WEST WRATTING PARISH COUNCIL

Cameron Biggs, Clerk to West Wrattling Parish Council

15th / July / 2024

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## MINUTES

Held on 15th July in West Wrattling Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. Parsons, Cllr. Harvey, Cllr. L Chandler, Cllr. O'Donovan

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 4

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### Chairman's Welcome

The Chairman welcomed all councillors and the new Clerk.

### Apologies for Absence

080724/1 - No apologies / no absentees

### To Receive Declarations of Pecuniary and non-Pecuniary Interest

080724/2 - No declarations of interest

### Open Forum for Public Participation

080724/3 a) - It was noted that hedge cutting is due to commence at the West Wrattling Sports Pavillion (WWSPC) in September. The cost will be £150.

*Action for Clerk to add payment to schedule.*

080724/3 b) - It was noted by a member of WWFC that there is an ongoing problem with waste bins being used inappropriately at the WWSPC. It was discussed that this item appears on the agenda under item 080724/9.

080724/3 c) - It was noted by a member of WWFC that dog fouling in the WWSPC and Recreation Ground is an ongoing problem. It was resolved that the WWSPC working group would investigate options for improved signage.

*Action for WWSPC working group.*

080724/3 d) It was noted by a member of WWFC that the WWSPC building is in a poor state of repair externally and needs urgent remedial works. The council replied that it was not in a position to authorise a payment for these works without further investigation and discussion. It was resolved that an item will be added to the agenda for the September full council meeting. Further discussion and three quotes for the works will be sought by the WWSPC working group.

*Action for Clerk*

*Action for WWSPC working group*

080724/3 e) - Following discussion, it was noted that the sink fund for West Wrattling Sports Pavilion is reserved for development works following the future lease end, and should not be used for building maintenance.

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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080724/3 f) It was noted that special thanks be extended to Mr William Knowelden for his continued commitment to high quality maintenance around the parish.

### **To Approve the Minutes of the Meeting held on 13th May 2024**

080724/4 - It was unanimously resolved by those Councillors present that the Chair should sign the minutes as a correct record.

### **Council business:**

080724/5 a) It was resolved to pay the former clerk a sum of £2911.47 ex gratia in lieu of a Clerk's gratuity (the former method of paying a clerk's pension). Cllr McKenna objected. The context of this agenda item and an explanation of the voting can be read at <https://westwratting.org.uk/080724-5a/>  
*Action for Clerk.*

080724/5 b) It was unanimously resolved to transfer the Council's current and savings account over to Unity Trust Bank.

*Action for Clerk*

080724/5 c) Following discussion, it was unanimously resolved to commit a budget of up to £3000 for engaging the services of a party wall surveyor to review plans for the neighbouring development to the Village Hall in Lamb's Yard.

*Action for Chairman*

080721/5 d) It was unanimously resolved to carry out a poll for all parishioners regarding their opinion on the proposed development of Kingsway Solar Farm.

*Action for Chairman*

080724/5 e.i) It was resolved that Cllr. Parsons would step down from being one of the two WWPC representatives at the WWSPC. She will remain on the Sports Pavilion Club Committee as their treasurer and on the PC Pavilion Club working group as a member of the Parish Council. This was suggested to make a vacancy on WWSPC for a councillor who is not associated with WWFC. Cllr. Parsons abstained.

e.ii) It was resolved that Cllr O'Donovan would join the WWSPC committee as council representative. Cllr. O'Donovan abstained.

080724/5 f.i) It was resolved that Mr Davey and Mr Bonfield would step down from their role as representatives of WWPC on the Village Hall Management Committee, but Martin will remain on the VH working group . Cllr. Ryder abstained.

f.ii) It was resolved that Cllrs. Ryder and McKenna would join the WW Village Hall Management Committee as Parish Council representatives. Cllrs. Ryder and McKenna abstained.

080724/5 g) It was unanimously resolved that the Clerk would purchase (ed 13, 2022) of Arnold Baker. (circa £165)

*Action for Clerk*

080724/5 h) It was unanimously resolved that the Clerk would purchase encrypted storage media for the purpose of storing digital council records/documents (circa £40)

*Action for Clerk*

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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080724/5 i) It was unanimously resolved that the Clerk would attend a 'training for new Clerk's' course at a cost of £250.

*Action for Clerk*

080724/5 j) It was unanimously resolved that three more councillors (Harvey, Ryder, McKenna) would attend a training day at CAPALC at a cost of £75 each.

*Action for Cllrs/Clerk*

### Finance

080724/6 a) It was unanimously resolved to make the following payments:

Ref	Payee/Item	Amount
a	B Willcocks for purchase of bark for play area (chq.1295 paid)	£423.00
b	HMRC PAYE 1st qtr.(chq. 1296)	£196.20
c	ICO data protection fee (chq.1297)	£40.00
d	Mrs J Richards June salary less PAYE (chq. 1298)	£261.75
f	William Knowelden Garden Service Inv.( chq.1299)	£420
g	CAPALC - training for Cllr JH. (chq.1300)	£75

080724/6 b) It was noted that no monies had been received.

080724/6 c) It was noted that Cllr. Harvey was appointed as a signatory to the Lloyds bank account on the 17th June 2024.

080724/6 d) The bank reconciliation was noted and it was resolved that the chair would sign the document to accept.

080724/6 e) The summary of bank balances was noted.

080724/6 f.i) The members of the finance working group (FWG) were noted as Cllr. O'Donovan, Clive Parry (parishioner) and the RFO.

f.ii) It was noted that the responsibilities of the FWG are:

- development of a 3 year forecast for revenue and
- a 3-5 year business plan for managing Parish Council assets and
- development of an investment strategy and policy for our ~£50k reserves

f.iii) It was noted that following the internal audit:

- the financial regulations were suitable, however, a new model has now been introduced so they will need to be updated in due course.
- no budget had been set for FY24/25
- that we are still using cheques.

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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### Planning

080724/7 a.i) It was noted that the approval of the Sunnica solar park may influence the decision around the Kingsway solar park. It was also noted that there is no formal planning application in progress for the solar park as yet, and as a result the council is unable to raise objections. However Parishioners are welcome to raise their concern on social media platforms using groups that have been created to curate opinion, e.g., [Kingsway Solar Community Action](#) on facebook. Cllr S Chandler is attending meetings of that group.

a.ii) It was noted that the proposers of the Kingsway Solar Farm had previously agreed to deliver a presentation on the impacts of the development and that Cllr. S Chandler will arrange a date for this.

*Action for Cllr. S Chandler*

080724/7 b ) The current planning applications were noted, no further actions required.

080724/7 c) The existing planning applications were noted, no further actions required.

\*Cllr Harvey left the meeting at 20:43\*

### Village Hall

080724/8 a) Following discussion, it was noted that responsibility for the ongoing dispute regarding the Village Hall boundary and the Lamb's Yard boundary will be delegated to the Village Hall working group. The Chairman will introduce members of the working group to interest parties from the developer.

*Action for Chairman*

080724/8 b) Following discussion, it was clarified that this point pertains to the dispute the village hall has raised with the developers of Lambs Yard around potential structural damage to the village hall building. Chairman will begin consultation with a party wall surveyor and arrange a meeting between all stakeholders.

*Action for Chairman*

080724/8 c.i) It was noted that three quotes for the repairs to the village hall roof and plasterwork should be sought by the Village Hall Management Committee p in advance of the September meeting in order that it can be tabled for discussion.

*Action for village hall working group*

c.ii) It was noted that there had been a downturn in revenue and booking for the village hall in recent months due to some regular bookings ending, however a new regular booking is due to commence in September.

c.iii) It was noted that a Financial Reserves policy was now in place for the Village Hall.

### West Wrattling Sports Pavilion Club

080724/9 a) Following discussion, it was decided that (for a trial period) the council will fund one additional weekly bin collection at a cost of £4 per collection, per week.

*Action for Cllr L Chandler and WWSPC working group.*

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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080724/9 b.i) Following discussion it was noted that the West Wrattling Sports Pavilion is only licensed as a club premises and must be operated under the terms of this licence only to avoid breaching any applicable laws. It was noted that the sale of alcohol and any other licensed activities must cease immediately until the appropriate mitigations and processes can be reinstated.

b.ii) It was noted that the WWSPC must reinstate a formal AGM with an appropriate agenda which includes an annual agreement on the cost of membership, and presentation of audited accounts.

b.iii) It was noted that the revised membership of the Sports Pavilion working group should aid improving the relationship between it and the parish council.

### **Small Assets**

080724/10 a.i) It was noted that bark will need relaying next year, following the same schedule and quantity as 2024. To be agreed as a future meeting.

*Action for clerk*

080724/10 a.ii) It was noted that the trolley finger guards for the zip wire (action following inspection) have been dispatched and will be fitted in due course.

080724/10 a.iii) It was noted that the AED (Defibrillator) has been checked and is in working condition.

080724/10 a.iiii) It was noted that Heroes will be carrying out maintenance on the wooden bus shelter, pump and canopy noticeboard and village sign, which was previously approved. The cost is £2248 + VAT and will begin W/C 12th August.

### **Road Safety and Highways**

080724/11 a.i) It was noted that there are two active bids for highways projects at the moment, one for the Local Highway Initiative and the other for the 20mph initiative, decisions due to be received in September. If successful, the council will be required to contribute £1150 (10%) for the LHB only.

080724/11 a.ii) It was noted that the footpath project for Six Mile Bottom road will be assessed in January.

### **District & County Councillors' Reports**

080724/12 a) The report was noted by all present. District Cllr. Batchelor agreed to expedite the production of an SCDC status report relating to examination of the flooding problem in The Causeway and District Cllr. Harvey agreed to ask SCDC to confirm that Health & Safety procedures with regard to land remediation were being followed in the Lamb's Yard development project.

### **Date of Next Meeting & Matters for Future Consideration**

080724/13 a) Members noted that the next meeting will be Monday 9th September 2024 at 7:30pm

There being no other business the meeting closed at 9:50pm

# WEST WRATTING PARISH COUNCIL

Cameron Biggs, Clerk to West Wrattling Parish Council

9th / September / 2024

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## DRAFT MINUTES

Held on 9th September in West Wrattling Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. Parsons, Cllr. Harvey, Cllr. L Chandler, Cllr. O'Donovan

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor

**Members of the Public:** 3

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### Chairman's Welcome

The Chairman welcomed all councillors and the public.

### 090924/1 Apologies for Absence

No apologies or absences were noted. Cllr O'Donovan arrived at 19:36.

### 090924/2 To Receive Declarations of Pecuniary and non-Pecuniary Interest

It was noted that Cllr. S. Chandler, Cllr. O'Donovan and Cllr. Parsons have an interest in the WWSPC business to be discussed. It was resolved by the Council to grant a dispensation in this matter and allow all councillors to vote.

### 090924/3 Open Forum for Public Participation

The Paths Officer suggested that we should purchase a new strimmer. It was noted that the Paths Officer should propose a replacement strimmer that the council would consider purchasing.

A parishioner requested that the council consider discussing the future use of the bowls green. It was noted by the Chairman that the WWSPC committee should consider putting together a proposal for the change of use to a Padel tennis court as suggested.

The Paths Officer noted that ploughing and drilling in the surrounding farmland will continue into the late autumn and encourages the public to be patient with any concerns regarding access to footpaths.

### 090924/4 To Approve the Minutes of the Meeting held on 15th July 2024

It was unanimously resolved by those Councillors present that the Chair should sign the minutes as a correct record.

It was noted that the Chairman would run a session on the use of Google Docs for any councillors who wish to improve their knowledge on using cloud systems for the Council's documents.

### 090924/5 Council business:

- (a) It was resolved by the council to further investigate the offer of owning the Lambs Yard Wildlife Area.

*Action for Chairman and Clerk*

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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- (b) It was noted that Cllr S. Chandler will attend the Cambridgeshire bus franchising consultation meeting on the 10th October.

*Action for Chairman*

- (c) It was noted that the Clerk's training course was well received and feedback will be forwarded to CAPALC in due course.

*Action for Clerk*

### 090924/6 Finance

- (a) It was resolved to make the following payments:

Ref	Payee/Item	Amount
a	Morelock - Speed sign repair parts (Paid, CHQ1301)	£266.40
b	Cameron Biggs - PAYE July (Paid, CHQ1302)	£273.85
c	Arnold Baker - book (Paid, CHQ1308)	£76
d	CAPALC Clerks Training (Paid, CHQ1304)	£250
e	Payment ex gratia - J Richards (Paid, CHQ1305)	£2911.47
f	Crystal HR and Payroll (Paid, CHQ1306)	£36
g	Heroes Maintenance (Paid, CHQ1307)	£2697.60
h	Cameron Biggs - PAYE August (Paid, CHQ1303)	£273.85

- (b) It was noted that the following monies were received:

- (i) Cambridgeshire County Council - Verge cutting rebate £346.53

- (c) It was noted that there were no changes to the bank mandate.

- (d) The bank reconciliation was noted and it was resolved that the chair would sign the document to accept.

- (e) The following bank balances were noted.

Lloyds A/C: £40,492.41

High Interest Account: £16,825.49

Total less accruals: £50,799.13

- (f) It was noted that the Finance Working Group is due to meet in November and that the precept submission is due in January.

*Action for Clerk*

- (g) It was resolved to adopt the revised 2024 financial regulations.

*Action for Clerk*

- (h) It was noted that the transfer of accounts to Unity Trust Bank is progressing and that further information has been requested for linked individuals.

*Action for Clerk*

- (i) It was noted by Cllr O'Donovan that the Finance working group should gather information regarding the needs and expectations of the Council's committees in advance of the budget

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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planning meeting for FY25/26, and that the Clerk will distribute a template to Cllrs. to complete in advance of the 4th November meeting.

*Action for Clerk and Cllr. O'Donovan*

- (j) It was noted that the Finance working group will meet on the 4th November.

*Action for Clerk*

### **090924/7 Planning**

Updates were noted on the below -

- (a) Planning permission for the bio-digester has been approved.
- (b) Representatives of the Kingsway Solar Park development will not yet set a date for a public presentation, as there has been a pause on community engagement for the moment. The Chairman will contact Ms. Heylings MP for further information.  
*Action for Chairman*
- (c) The questionnaire regarding the Kingsway Solar Park will be distributed to all parishioners in due course.  
*Action for Chairman*
- (d) It was resolved to renew the Council's membership with CPRE.  
*Action for Clerk*
- (e) No planning applications had been submitted.
- (f) No planning applications required further consideration.

### **090924/8 Village Hall**

- (a)
- (i) It was noted that the meeting between a number of parish councillors and Dyason Developments had gone well, introductions had been made and Cllr. Ryder/Cllr. McKenna would look after the relationship going forwards. The works are now able to continue.
- (ii) It was noted that the boundary dispute has now been resolved.
- (iii) It was noted that photographic evidence of the current state of the VH structure be fully documented in case of any further disputes.  
*Action for Cllr. Ryder*
- (b) It was resolved to sign the agreement between Dyason Developments and West Wrattling Village Hall Management Committee.  
*Action for Clerk*
- (c) It was noted that a party wall surveyor had been consulted and as per the above, there was no longer a requirement to pursue this action.
- (d) It was resolved by the Parish Council to approve a fund of £2048 to proceed with remedial works to strengthen the roof structure. "Gatward"  
*Action for Clerk*

### **090924/9 West Wrattling Sports Pavilion Club**

- (a) It was noted that the terms of the club premises licence had been sought from the county council and action had been taken to align the operation with the terms.
- (b) It was noted that a new and more rigorous membership structure has been implemented and an online membership facility will be created in due course.
- (c) Following discussion, it was resolved to pre approve the proposed changes to the WWSPC rules pending ratification at the planned general meeting of the club.
- (i) It was also noted that the WWSPC working group will clarify the maximum capacity of the club.

# WEST WRATTING PARISH COUNCIL

## DRAFT MINUTES

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Updates were noted on the below -

- (d) The trustees will be clarified and updated at the forthcoming WWSPC general meeting.
- (e) The dog waste signage has been deployed.
- (f) The additional bin collection had been arranged and was now being collected regularly. An invoice for the bin had not yet been received by the Clerk.

*Action for Clerk*

- (g) The Parish Council will take on the responsibility for sourcing the quotes for the exterior maintenance.

*Action for Cllr. McKenna*

### **090924/10 Small Assets**

Updates were noted on the below -

- (a) The playground equipment has been checked and is in working order. All outstanding works have been completed.
- (b) We will receive an invoice imminently for the purchase of the trolley finger guards.
- (c) The maintenance works around the village had now been completed. With thanks to Heroes Maintenance.

### **090924/11 Road Safety, Highways and Footpaths**

Updates were noted on the below -

- (a)
  - (i) The LHI application & 20 mph application decision had been further delayed to October.
  - (ii) The active travel hierarchy questionnaire will be distributed to all councillors and parishioners for individuals to respond. The closing date is the 30th September.

*Action for Cllr. L Chandler.*

- (b) The Paths Officer gave an update on the footpaths and thanked the parishioners for maintaining the brambles.

### **09024/12 District & County Councillors' Reports**

- (a) The July, August and September reports were noted.

### **090924/13 Date of Next Meeting & Matters for Future Consideration**

- (a) The next meeting will be Monday 11th November at 7.30pm.

There being no other business, the meeting closed at 21:22 pm.

# WEST WRATTING PARISH COUNCIL

Cameron Biggs, Clerk to West Wrating Parish Council

11th / November / 2024

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## DRAFT MINUTES

Held on 11th November in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. Parsons, Cllr. Harvey, Cllr. L Chandler, Cllr. O'Donovan

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 4

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### Chairman's Welcome

The Chairman welcomed all councillors and the public.

### 111124/1 Apologies for Absence

(a) No apologies or absences were noted. Cllr. Parsons excused himself at 21.28pm.

### 111124/2 To Receive Declarations of Pecuniary and non-Pecuniary Interest

(a) No interests were declared.

### 111124/3 Open Forum for Public Participation

(a) A parishioner reminded the village of access to a fund of approximately £80,000 from the Wind Farm developers, for the purpose of improving local infrastructure.

Individuals/organisations may apply for grants from this fund. ([Cambridge Community Foundation](#))

(b) A parishioner identified that the council and the electorate should be proactive in producing an objection to the proposed solar farm development rather than standing by.

### 111124/4 To Approve the Minutes of the Meeting held on Monday 9th September 2024

(a) It was unanimously resolved by those Councillors present that the Chair should sign the minutes as a correct record.

### 111124/5 Council business:

(a) It was noted that no individuals were able to attend the CPCA franchising consultation.

(b) It was resolved to approve the grant of £25 yearly for a remembrance wreath - Royal British Legion

(c) It was resolved to approve the pay increase for the clerk as per the [NALC LGS Pay Agreement](#) 24/25 - backdated to July. This is essentially 67p an hour across the board backdated to April (or July for CB).

(d) It was noted that further research into the matter of remote attendance at Parish Council meetings is required and Councillors will investigate to ascertain whether a response is required.

*Action for clerk to distribute further information regarding the consultation to all councillors.*

(e) It was resolved to approve for the clerk to attend four planning webinars by [CAPALC](#) at £75 each.

(i) Clerk will investigate how this information may be shared with all interested parties.

*It was resolved to move agenda section 111124/9 to this section of the meeting.*

# WEST WRATTING PARISH COUNCIL

## MINUTES

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### 111124/6 Finance

- (a) It was resolved to make the following payments:

Ref	Payee/Item	Amount
a	Colin McCall (Strimmer) (Cheque)	£456.50
b	C Biggs (September Pay)	£273.85
c	C Biggs (October pay)	£273.65
d	HMRC (Q3)	£205.86
e	Crystal HR and Payroll	£36
f	CPRE	£36
g	Sapien IT Services	£36.23
h	William Knowleden WKGPC2404	£840
i	RBL - Poppy Appeal Wreath	£25

- (b) It was noted that no payments were received.  
(c) It was resolved to update the bank mandate and add an additional signatory - Cllr. Paul McKenna.

#### *Action for Clerk*

- (d) The bank reconciliation was noted and it was resolved that the chair would sign the document to accept.  
(e) The following bank balances were noted.  
Current Account: £32,858.33  
High Interest Account: £16,839.78  
Total less accruals: £48,725.87  
(f) It was noted that the FWG will meet again to add details to the budget regarding required allocation for solar farm reserves, and carry out a ring fencing exercise to improve the budget and identify all potential reserve allocations.

#### *Action for Clerk*

- (g) The draft budget for 25/26 was noted.

### 111124/7 Planning

Updates were noted on the below -

- (a) Updates were received from Cllr. Harvey. The biodigester will no longer be considered at forthcoming meetings unless there is an update which requires the council's attention.  
(b) Solar development poll  
(i) It was noted that there will be a private meeting between the parish council and Kingsway Solar Farm on Tuesday 12th November at 5.30pm and a public meeting will be held Saturday 16th November.  
(ii) It was noted that a poll had been circulated to approximately 200 parishioners via the Challenge magazine and a Google form, and that 40 replies had been received. It was noted that the majority of responses are against the proposed development.

# WEST WRATTING PARISH COUNCIL

## MINUTES

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- (iii) It was noted that Pippa Heylings MP is also opposed to the proposal and that the Chair will meet with them after the consultation meetings with Kingsway to discuss further.
- (iv) It was noted that the Chair had attended the Kingsway Solar Farm Community Action Group meeting for information gathering purposes.
- (v) The Chair will endeavour to obtain guidance on the above matter from CPRE (email now sent).

### *Action for Chair*

- (vi) It was resolved to organise an extraordinary meeting of the Parish Council in December for the purposes of conducting the below business -
  - (1) Joint meeting and alignment of PCs (Balsham, Weston Colville, Carlton/Willingham) and KSCA.
  - (2) To discuss status and give guidance to parishioners on submitting feedback to Kingsway.
  - (3) For WWPC to make a formal statement about their position on the solar farm.(This meeting has been scheduled for 5th December, Balsham Institute, 8.00pm)

### *Action for Councillors to send availability for a December meeting to the Clerk. Clerk to establish a poll asap.*

- (c) No planning applications have been received.
- (d) It was noted that the following response had been submitted with regard to application 24/03836/TTR Hedge works at Ranswood Farm -

- (i) *The application states that the reason is "to allow required visibility splays for the principle farm access". In plain English, this means to enable vehicles leaving the farm to see well in advance any vehicles approaching from the Haverhill direction.*

*Local residents have responded both for and against this application. One has registered a strong objection to removing a well-established hedge on environmental grounds, whereas others have said that it is very necessary road safety reasons.*

*Members of the Parish Planning Sub-Committee have considered this application. We all agree that it would be very regrettable to remove this hedge from the environmental perspective. However we acknowledge that vehicles travel fast along this road, sometime well in excess of the speed limit and that it is very difficult for vehicles to exit the Farm safely when these are approaching from the Haverhill direction. The view is very obstructed on the right by the hedge.*

*We thus on balance feel that the hedge should be modified to improve visibility. Removing over 100m appears to us to be excessive and it may be possible to modify it in another way to allow safe exit. We thus recommend the County Highways Department is consulted to establish how much of the hedge would need to be removed before a decision on this application is made.*

### **111124/7.1 Lambs Yard**

- (e) It was noted that the archaeological survey is due to commence on the 18th November at the Lambs Yard site, and that any findings will be displayed on the village website, there may also be provision for a physical display, dependent on the findings.
- (f) It was noted that if the Parish Council takes on ownership of the Wildlife Area, it must be maintained for at least the first year by the Developers, and then it may be taken over by the Parish Council on the provision of certain conditions, albeit fully funded for 10 years.
  - (i) It was suggested that signposting of the amenities and wildlife activities would be useful.
  - (ii) It was noted that the developers are required to procure a report on the potential costs of maintaining this area, and that it will be shared with the Council on receipt. ETA approx. end of

# WEST WRATTING PARISH COUNCIL

## MINUTES

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2024. (The maintenance report has been received. SJC is seeking quotes for the cost of that maintenance after 10 years)

*It was resolved to move agenda section 111124/12a to this section of the meeting.*

### **111124/8 Village Hall**

- (a) To receive an update on the meetings between the Village Hall Working Group and Dyason Developments.
  - (i) It was noted that the PC, VHWG and Dyason Developments have now established a good working dialogue.
  - (ii) It was suggested that Dyason Developments could perhaps provide a gate for access from the Village Hall land to the Wildlife Area if the geography allows.
- (b) It was noted that there has been no dramatic or obvious deterioration of the VH structure and condition photographs are being documented and will be shared to the PC Google Drive.

*Action for Clerk and Cllr. Ryder*

- (c) It was noted that funds cannot be allocated retrospectively in respect of the village hall inspection works, however the full grant amount of £2048 with regard to the repair works will still be paid on receipt of invoice from the Village Hall.

*Action for Cllr. Ryder*

- (d) A report from the VHMC workshop with a representative from ACRE was given by Cllr. Ryder regarding clarification of the legal relationship between the PC and VH, including recommendation for which entity is responsible for buildings insurance. It was noted that this discussion requires further investigation by the clerk and the VHMC.

*Action for Clerk*

### **111124/9 West Wrattling Sports Pavilion Club**

- (a) It was noted that the Chair will submit an application to the Cambridge Community Fund for the provision of a grant for repairs and redecoration of the exterior of the club. It was resolved that in lieu of grant funding (if no longer available) the parish council will allow WWSPC to use a percentage of the sink fund in order to carry out the repairs, on the premise that this fund is replenished by the club as a priority.

*Action for Chair*

- (b) It was noted that the bin is clearly being used but an invoice has still not been received by the Clerk.
- (c) It was noted that the updated membership rules had been implemented however it was not possible to ascertain whether the membership fees were being allocated to the correct accounts. Cllr. Parsons will investigate this further.

*Action for Cllr. Parsons.*

- (d) It was noted that the fire brigade had been contacted to update on the legal maximum capacities within the venue.

*Action for Cllr. Parsons.*

- (e) It was noted that the WWSPC general meeting was unable to take place, however a new trustee had been selected awaiting, to join the three existing trustees. This will be ratified at SPC committee meeting and then the lease updated. The Clerk will action on receipt of the meeting minutes from WWSPC.

*Action for Clerk.*

### **111124/10 Small Assets**

Updates were noted on the below -

# WEST WRATTING PARISH COUNCIL

## MINUTES

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- (a) The playground equipment has been checked and is in working order.
- (b) The grit bin outside the village hall had been damaged by the demolition contractors of Lambs Yard and it will be replaced at their expense in due course.
- (c) The defibrillator has been checked and is ok.
- (d) A fence post near the basketball area is damaged and will be repaired imminently.
- (e) We will receive an invoice eventually for the purchase of the trolley finger guards.

### **111124/11 Road Safety, Highways and Footpaths**

Updates were noted on the below -

- (a) The LHI application was successful and will require a £2000 contribution from the Parish Council to include road markings and gating.
- (b) The 20mph application was not successful in 2024 but can be updated for consideration in 2025.
- (c) Advice has been sought from Susan Rooke at SCDC with regard to a representation two residents would like to make against road safety concerns on Six Mile Bottom Road.
- (d) To consider any project which may require a further LHI application for FY25/26.
  - (i) Local Highway Improvement home page, measures and indicative costs – [Local Highway Improvement funding | Cambridgeshire County Council](#)
  - (ii) Application form and associated guidance – [Applying for a Local Highway Improvement \(LHI\) | Cambridgeshire County Council](#)

*Clerk to flag this with the Highways working group*

- (e) An update on footpaths from the Paths Officer was noted.
- (f) The 'active travel hierarchy questionnaire' was distributed by Cllr. L. Chandler.

### **111124/12 District & County Councillors' Reports**

- (a) The October and November reports were noted.

### **111124/13 Date of Next Meeting & Matters for Future Consideration**

- (a) The next meeting will be Monday 13th January at 7.30pm

There being no other business, the meeting closed at 22.01 pm.

# WEST WRATTING PARISH COUNCIL

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## Minutes

Extraordinary parish meeting held on 5th December in Balsham Institute, Balsham, Cambridge CB21 4DS at 20:00.

Present were ~60 people, including members of the public, Geoff Harvey (Cambridge District Council) and councillors from

- West Wickham Parish Council
- Little Willbraham and Six Mile Bottom Parish Council
- Brinkley Parish Council
- Balsham Parish Council
- Reach Parish Council
- Weston Colville Parish Council
- Great Wilbraham Parish Council
- West Wrattling Parish Council
- Carlton cum Willingham Parish Council

### **051224/1** Apologies for Absence

Apologies were received from Ray Vidler (Weston Colville PC), Henry Batchelor (CCC), Jeremy Newton (Weston Colville), Jim Paltridge (Westley Waterless PC), David Gill (The Wilbrahams PC).

### **051224/2** Presentation from Catherine Judkins from Say No to Sunnica and UK Solar Alliance. This presentation was via a video link.

Notes from this presentation will be published on the West Wrattling website.

### **051224/3** Presentation from Kingsway Solar Community Action (KSCA) by Richard Pargeter. Notes and slides from this presentation will be published on the West Wrattling website.

### **051224/4** To call for a representative from each parish council to be on the KSCA committee.

This matter was raised by Cllr Simon Chandler in the discussion.

### **051224/5** To discuss and formalise the creation of an alliance of parish councils.

This matter was raised by Cllr Simon Chandler in the discussion.

### **051224/6** To provide guidance to attendees on the most effective way to write and submit consultation feedback to Kingsway Solar Ltd.

This item was not discussed due to lack of time.

### **051224/7** Open Forum for Public Participation An opportunity for parishioners to address all councillors.

Notes from this presentation will be published soon.

### **051224/8** Date of Next Meeting & Matters for Future Consideration.

No date was set for another meeting.

The meeting closed at 21:30.

**Actions**

Simon Chandler has an action to send the attending Parish Councils a written proposal that gives more details about the objectives and scope of the proposed Parish Council Alliance (PCA), based on the advice from founders of the Town and Parish Council Alliance from the Burwell/Newmarket.

*Simon Chandler*  
*West Wrattling Parish Council (chair)*  
*11th December 2024*

# WEST WRATTING PARISH COUNCIL

Cameron Biggs, Clerk to West Wrating Parish Council

11th / November / 2024

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## DRAFT MINUTES

Extraordinary meeting held on 10th December in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. L Chandler, Cllr. O'Donovan

**Also Present:** Cameron Biggs (Clerk)

**Members of the Public:** 1

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### Chairman's Welcome

The Chairman welcomed all councillors and the public.

### 101224/1 Apologies for Absence

Cllr. Parsons and Cllr. Harvey

### 101224/2 To Receive Declarations of Pecuniary and non-Pecuniary Interest

It was noted that by the nature of the proposed project, all councillors have an interest in the result of the proposed development, however it was agreed to grant a dispensation in this matter due to the impact on the village and its residents.

### 101224/3 Open Forum for Public Participation

A member of the public proposed that they wish to hear the parish council's proposed initial response to the Kingsway Solar Farm development.

*It was agreed to move agenda item 101224/5 to this section of the meeting, for continuity.*

**101224/4 It was resolved to approve the [formal statement of the position of West Wrating Parish Council](#) with regard to the proposed Kingsway Solar Development.**

**101224/5 It was resolved to approve the formation of a "Solar Farm" working group and ratify the draft terms of reference<sup>1</sup>.**

**101224/6 It was resolved that Cllr. S Chandler will become representative of WWPC on the Kingsway Solar Community Action Group.**

There being no other business, the meeting closed at 21:58pm.

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<sup>1</sup> Terms of reference are being updated

<https://docs.google.com/document/d/1ztoQNIYjxLwUA3fU4o8c6TWvWzzM8Urs8n1UNMcGBIs/edit?usp=sharing>

# WEST WRATTING PARISH COUNCIL

Cameron Biggs, Clerk to West Wrattling Parish Council

13th January 2025

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## DRAFT MINUTES

Held on 13th January 2025 in West Wrattling Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. Harvey, Cllr. L Chandler, Cllr. O'Donovan

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 4

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### Chairman's Welcome

The Chairman welcomed all councillors and the public.

### 130125/1 Apologies for Absence

- (a) Cllr. Parsons sent their apologies.

### 130125/2 To Receive Declarations of Pecuniary and non-Pecuniary Interest

- (a) Cllr McKenna and Cllr Ryder declared a non pecuniary interest in the village hall as trustees. It was agreed by all present to grant a dispensation in this matter.

### 130125/3 Open Forum for Public Participation

- (a) A member of the public gave an update on the local footpaths.

### 130125/4 To approve the minutes of the meeting held on Monday 11th November 2024 and the extraordinary meeting Tuesday 10th December 2024

- (a) It was unanimously resolved by those Councillors present that the Chair should sign the minutes as a correct record.

### 130125/5 Council business

- (a) An update from the clerk was received on the planning training webinars..

*Action for Clerk to send out a poll to find dates for 2 x 2 hour sessions.*

- (b) It was approved to grant a yearly payment of £150 towards the production of Challenge Magazine.

- (c) A grant of £1548 towards the costs of [operating the village hall](#) for 2025 was not approved.

*Action for clerk to investigate revised premium for removing VH from the Parish Council insurance policy.*

*Action for clerk to consider writing a grants policy*

*Action for PC to consult with members of the Village Hall Management Committee on the matter of insurance.*

- (d) An update was received from a representative of AgeUK on the community warden scheme.

- (i) It was approved to increase the contribution to £275 for the forthcoming financial year.

### 130125/6 Finance

- (a) It was resolved to make the following payments:

# WEST WRATTING PARISH COUNCIL

## MINUTES

Ref	Payee/Item	Amount
a	HMRC - PAYE for C Biggs (Q3) £205.86	£205.86
b	Donation to Challenge Magazine	£150.00
c	Grant for VH Repairs - Gatward	£2,048.00
d	Invoice from Challenge for Magazine Inserts	£8.00
e	Clerk November salary less PAYE	£273.85
f	Clerk December salary less PAYE	£354.15
g	Bank Service Charge	£6.00

- (b) It was noted that no payments had been received.
- (c) The bank reconciliation was noted and it was resolved that the chair would sign the document to accept.
- (d) The following bank balances were noted.
- (i) Current Account: £29,004.09
  - (ii) High Interest Account: £16,903.36
  - (iii) Total: £45,907.45
- (e) It was resolved to approve the budget for FY25/26 and sign the precept demand for a total of £14,300

*Action for Clerk to submit*

### **130125/7 Planning**

- (a) An update was noted and no new planning applications have been received, there are two applications on hand.
- (b) It was noted that 24/03836/TTR Hedge works at Ranswood Farm has been approved.
- (c) New planning applications received
- (i) None

*Action for clerk to add a table of applications on hand to the agenda (Cllr Harvey to supply these.)*

*Action for clerk to send to non council members of the planning working group. (SM)*

*Action for planning working group to investigate the drafting of a parish plan.*

### **130125/8 Lambs Yard**

- (a) An update from Cllr McKenna was noted.

*Action for clerk to update documents as there is not an official working group.*

- (b) It was approved that the Parish Council will take on ownership of the Wildlife Area that will be constructed as part of the Lamb's Yard Development

*Action for Clerk to write to Dyason and let them know of the Parish Council's decision.*

*Action for Clerk to investigate insurance liability for the 10 year support period.*

### **130125/9 Village Hall**

- (a) An update was received on the meetings between the Village Hall Working Group and Dyason Developments.
- (b) It was noted that information and images of the VH structure/condition is being recorded by Cllr. Ryder.

# WEST WRATTING PARISH COUNCIL

## MINUTES

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### 130125/10 Kingsway Solar Farm

- (a) An update was received from the Chair regarding recent meetings of Kingsway Solar Farm (KSF) Working Group and it was noted that summaries are available [on the village website](#).
- (b) It was resolved to approve the response to the EIA scoping report due for submission on the 14th January.

*Action for Clerk to return to PINS via email immediately.*

**It was approved that agenda point 130125/5d will be moved to this section of the meeting.**

### 130125/11 West Wrattling Sports Pavilion Club

- (a) It was noted that the council will continue with the additional bin collection.
- (b) It was resolved to approve grass cutting payment for 2025 of £823, calculated using the agreed method and CPIH figure of 3%.
- (c) It was noted that the information had not yet been provided for the grant application to Wadlow Wind Farm Community Fund. Deadline is 1st February.

*Action for Chairman and Cllr. Ryder to work with the Chair of WWSPC in completing the application.*

- (d) An update from the WWSPC January General Meeting was received on the following -
  - (i) Membership matters were discussed and outstanding actions noted.
  - (ii) [WWSPC accounts](#) were noted and outstanding questions were discussed.
  - (iii) The [legal maximum capacities within the venue](#) were discussed and outstanding questions were noted.
  - (iv) An update on the trustees from the WWSPC general meeting was received and outstanding questions were discussed.
  - (v) Other matters arising from the January committee meeting were resolved as per the below -
    - (1) It was resolved to approve an event at the pavilion on Friday 7th February 2025, 7-11pm for practice by Paul Santry's ZZ Top GB tribute band.
    - (2) It was noted that the Sports Pavilion working group will propose a solution for fast-tracking approval of events at the pavilion.
    - (3) It was resolved to approve admission of the two darts teams as affiliated clubs of the SPC, as per schedule IV rule 2.
    - (4) The SPC AGM will be on Wednesday 12th February 2025.
    - (5) It was resolved to approve the following rule changes requested by the committee (as allowed by rule 31):
      - a) Rule 6b - the quorum for a committee meeting is changed from 6 to at least one-third of the committee members and no less than three.
      - b) Rule 19 - the quorum at a General Meeting is changed from 20 to 12.
      - c) Rule 24 - the number of guests that each member may sign in is changed from 2 to 25.

*Action for Clerk to engage solicitors for the lease updates and reply to the WWSPC club secretary with regard to the rule changes (Blanche Miller).*

- (e) It was resolved to approve that the SPC working group, Cllr McKenna, Cllr. O'Donovan, Cllrs. Chandler and the SPC committee will form a group to begin the process of revising the lease and agreement between the SPC and Parish Council.

*Action for Clerk to contact the solicitors with regards to removing trustees.*

**It was approved that agenda point 130125/14 will be moved to this section of the meeting.**

# WEST WRATTING PARISH COUNCIL

## MINUTES

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### **130125/12 Small assets**

(a) Updates were noted on the following -

- (i) It was noted that Cllr. McKenna will investigate costs for repair works to the Pound and the repurposing of the telephone box.
- (ii) It was noted that the defib battery will need replacing in October 2025. ~ £300
- (iii) It was noted that the defibrillator pads will need replacing in April 2026 ~ £260

*Action for clerk to add to budget for FY26/27*

### **130125/13 Road safety, highways and footpaths**

(a) It was noted that the 20mph will be submitted again this year, application window 27 January - 28 March.

*Action for Cllr. L Chandler.*

It was noted that a scheme regarding a footpath on Six Mile Bottom Road may still be in progress however need investigating further.

On 9/1/25, there was an on-site meeting between Nicki Mason (S. Cambs highways department), Martin Davey and L Chandler to discuss the delivery of our approved 24024/25 LHL, for gates and white lining.

(b) An update was received on footpaths and it was noted that any individual wishing to express a comment regarding local footpaths should contact Mr McCall via the village website.

### **130125/14 District & County Councillors' reports**

(a) The reports were received and noted.

### **130125/15 Date of next meeting & matters for future consideration**

(a) The next meeting will be Monday 10th March at 7.30pm.

There being no other business, the meeting closed at 21:48pm.

# WEST WRATTING PARISH COUNCIL

Cameron Biggs, Clerk to West Wrating Parish Council

10th March 2025

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## DRAFT MINUTES

Held on 10th March 2025 in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. L Chandler, Cllr. O'Donovan

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 3

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### Chairman's Welcome

The Chairman welcomed all councillors and the public.

### 100325/1 Apologies for absence

Apologies were received and noted from Cllr. Harvey.  
Cllr. Parsons was not present.

### 100325/2 To receive declarations of pecuniary and non-pecuniary Interest

No declarations of interest were noted.

### 100325/3 Open forum for public participation

- (a) A member of the public, on behalf of the village hall, raised a question over how the S106 monies from Dyason Developments will be accessed.
- (b) A member of the public questioned the viability of the proposed Wildlife Pond being managed by the Parish Council.
- (c) A member of the public suggested repainting the barriers around the recreation ground, it will be added to the next agenda for approval.

### 100325/4 To approve the minutes of the meeting held on Monday 13th January 2025

- (a) It was unanimously resolved by those Councillors present that the Chair should sign the minutes as a correct record.

### 100325/5 Council business:

- (a) It was resolved to approve an amendment of the title document for the Village Hall to correctly reflect the position of West Wrating Parish Council as 'Custodian Trustees' with the below wording -
  - (i) *West Wrating Parish Council on behalf of West Wrating Village Hall, charity number 273557*

#### *Action for Clerk and Chair*

- (b) Possible traffic calming measures, specifically for the protection of wildlife crossing West Wrating High Street were discussed.

It was suggested by Cllr. L Chandler that erection of signage may be costly via the highways department, however they will contact SCDC to investigate.

It was noted that a number of posts for speed monitoring signage had previously been approved, and Cllr. L Chandler will include this in their investigations.

#### *Action for Cllr L. Chandler*

# WEST WRATTING PARISH COUNCIL

## MINUTES

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### 100325/6 Finance

- (a) It was resolved to make payments as per the schedule highlighted in yellow [here](#).
- (b) To note monies received:
  - (i) None
- (c) It was resolved to accept bank reconciliations for 28th February 2025.
- (d) The summary of bank balances as at 28th February 2025 was noted.
  - Current Account: £18,638.89
  - High Interest Account: £26,903.36
  - Total: £45,542.25

It was noted that we will now keep a balance of approximately £10,000 in the current account and the rest in the HI account.

*Action for Clerk*

### 100325/7 Planning

- (a) It was noted that Cllr. S Chandler will assume the role of Chair of the Planning Committee.  
*Action for Clerk to update Terms of Reference*
- (b) It was noted that the planning webinars were well received.
- (b) The following planning application decisions and tree works were received.
  - [2/04689/CONDE](#) - Submission of details required by conditions 8 (dormers scale of 1:20) and 33 (surface water management strategy) of planning permission 22/04689/FUL.
- (c) To consider planning applications received below.  
NONE

### 100325/8 Lambs Yard development

- (a) To discuss the following S106 payment and where it may be applicable in the village -

Green Infrastructure - Contribution	<p>1. The Owner covenants with the District Council not to allow or permit the Occupation of more than 6 Dwellings until the Owner shall have paid to the Council the Off-Site Sports Contribution.</p> <p>Definition:</p> <p>"Off-Site Sports Contribution" means the provision of ten thousand eight hundred and five pounds and forty five pence (£10,805.45) towards improvements to existing sports facilities serving the development;</p>
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It was noted that the Chair will contact the S106 officer with regard to what this fund can be used for and how it may be accessed.

*Action for Chair*

*Action for Chair to enquire as to whether the S106 officer is able to attend a future Parish Council meeting.*

### 100325/9 Village Hall

- (a) It was noted that the VH surface water drainage will be rerouted into the development's new soakaway.
- (b) It was noted that the structure remains stable and the photos will continue to be documented.

### 100325/10 Kingsway Solar Farm

# WEST WRATTING PARISH COUNCIL

## MINUTES

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- (a) It was noted that the chair will be acting as Parish Council liaison officer on behalf of KSCA group.
- (b) It was noted that the chair will continue working on forming a 'parish council alliance' with interested parties locally.

*Action for Chair*

An update was given by Cllr. Henry Batchelor on briefing meeting invitations which will follow shortly from the County Council.

*Action for Clerk to distribute.*

*Action for chair to create collaborative document for questions regarding the above.*

### **100325/11 West Wrattling Sports Pavilion Club**

- (a) It was noted that the additional bin collection will continue for the immediate future.
  - (b) An application for £3530 was submitted to Wadlow Wind Farm Community Fund for repairs to the sports pavilion, and a response is due by the end of May 2025. £500 of club funds were committed as part of the proposal.
  - (c) The resignation of the current WWSPC secretary and the appointment of their replacement was noted.
  - (d) To receive an update from the working group on progress of revising the lease agreement.
- An update from the WWSPC AGM was received and minutes can be found [here](#).

It was noted that Cllr. S Chandler will share the objectives of the proposed lease structure with the working group.

*Action for Chair.*

*Action for clerk to write to the WWSPC club secretary to source the minutes, accounts/bank statements and notes quarterly.*

***It was resolved to move agenda point 100325/14 to this section of the meeting.***

### **100325/12 Small assets**

- (a) It was noted that a question should be asked about whether the S106 allocation for play equipment can be used within the village and if it can be used for maintenance.
- (b) It was noted that the cattle pound is Grade II Listed and may be able to benefit from funding (English Heritage, Wadlow Wind Farm Community Fund)

*Action for Cllr. McKenna to investigate.*

It was noted that Cllr. McKenna will gather feedback via Challenge Magazine for potential alternative uses for the telephone box.

*Action for Cllr. McKenna*

### **100325/13 Road safety, highways and footpaths**

- (a) It was noted that the 20mph application will be resubmitted in its current form this year.
- (b) An update was received from Mr McCall, and it was noted that 22 full bags of litter had recently been collected by a number of volunteers and another footpath has also been cleared. It was also noted that any individuals interested in volunteering should contact the paths officer via the village website.

### **100325/14 District & County Councillors' reports for February and March**

- (a) The reports were noted as above.

# WEST WRATTING PARISH COUNCIL

## MINUTES

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### **100325/15 Date of next meeting & matters for future consideration**

- (a) The next meeting will be Monday 12th May at 8pm following the Annual Parish Meeting at 7.30pm.

There being no other business, the meeting closed at 21:19

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

2nd May 2025

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## PLANNING COMMITTEE MINUTES

Held on Friday 2nd May 2025 at West Wrating Village Hall at 7.30pm.

Present - Cllr. S Chandler (Chair), Cllr. Harvey, Cllr. O'Donovan

Members of the public - 1

### **020525/1 Apologies for absence**

Ms. McCall sent her apologies.

### **020525/2 To receive declarations of pecuniary and non-pecuniary Interest**

No interests were declared.

### **020525/3 Open forum for public participation**

No representations were made.

### **020525/4 To draft a response on behalf of West Wrating Parish Council to [planning application](#) (25/01260/FUL, Erection of solar panels with associated infrastructure).**

It was resolved to submit an objection to the above application, and the final draft will be submitted with approval from the planning committee by Monday 4th May 2025.

### **020525/5 Matters for future consideration**

None.

There being no other business, the meeting was closed at 19:49.

# WEST WRATTING PARISH COUNCIL

Chairman of West Wrattling Parish Council

3rd March 2025

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## DRAFT MINUTES

### WEST WRATTING ANNUAL PARISH MEETING

Monday 12th May 2025 at 7.30pm in the Village Hall.

**APM120525/1** Apologies for absence

Apologies were received from Cllr. Parsons.

**APM120525/2** Chairman's opening remarks

**APM120525/3** Signing of last year's Minutes

The minutes were signed and accepted by the chair.

**APM120525/4** Chairman's Report on the Parish Council Reports: Written reports received from clubs groups in the village will be posted on the noticeboards, the website and in Challenge.

[A report](#) was received from the chair of the Village Hall Management Committee.

[A report](#) was received from Kingsway Solar Community Action.

[A report](#) was received from AgeUK (Jan 2025)

A report was received from West Wrattling Football Club.

No reports were received from the parochial church council.

[A report](#) was received from the Chairman of West Wrattling Parish Council

**APM120525/5** Matters arising: Any questions: An opportunity for residents of the Parish to ask questions and raise issues of concern.

A MoP raised a concern over not being able to advertise hiring the sports pavilion club, however this matter was clarified and it has been agreed that the club can advertise locally on the proviso that this is not in competition with the Village Hall. For example, an advertisement in the village magazine should only be for inviting new members and explaining the benefits, rather than advertising the venue for bookings.

There being no other business, the meeting closed at 20:05

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

12th May 2025

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## DRAFT MINUTES

Held on 12th May 2025 in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. McKenna, Cllr. L Chandler, Cllr. O'Donovan, Cllr Harvey.

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 2

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### Annual Meeting of the Council

#### 120525/1 Election of Officers

- (a) Chairman - Simon Chandler was duly elected Chairman, and signed the declaration of acceptance of office.
- (b) Vice Chair – Paul McKenna was duly elected Vice-Chairman, and signed the declaration of acceptance of office.

#### 120525/2 Chairman's Welcome

- (a) The chairman welcomed all councillors and the public.

#### 120525/3 Apologies for absence

- (a) Cllr. Parsons tendered her resignation, this was accepted by the council.  
*Action for clerk to reassign email account and update bank mandate.*

#### 120525/4 To receive declarations of pecuniary and non-pecuniary Interest

Interests were declared by Cllr McKenna and Cllr. Ryder as members of the Village Hall Management Committee, a dispensation was granted in respect of this and the matter to be discussed.

**120525/5 It was resolved to approve the minutes of the meeting held on Monday 10th March 2025.**

**120525/6 It was resolved to approve updates to the [Terms of Reference](#)**

**120525/7 It was resolved to approve [Standing Orders](#) and [Finance Regulations](#) (no changes made since last approval)**

**120525/8 To update on arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses. (WWSPC lease and VHMC scheme (inc adoption of new land)**

The changes to the sports pavilion club lease rules were accepted at a previous meeting

## AGENDA

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**120525/9** It was resolved to approve the [Asset Register](#)

**120525/10** It was resolved to approve the [Risk Register](#)

**120525/11** Confirmation of [insurance and premium](#) was received and approved for the forthcoming year.

*Action for clerk to confirm with the supplier and pay invoice.*

**120525/12** To approve Disciplinary and Grievance procedure.

(a) This item was deferred to a future meeting.

**120525/13** It was noted that all councillors have now completed the GDPR/Data Protection checklist

**120525/14** It was resolved to approve the [Retention Policy](#)

**120525/15** It was resolved to approve the [IT Policy](#)

*Action for Chair and Clerk to implement actions arising from this policy.*

**120525/16 Finance**

(a) It was resolved to make payments as per the below

31/03/2025	To HMRC (PAYE Tax for Clerk)	BACS	£583.94
31/03/2025	C Biggs March salary less PAYE	BACS	£215.40
31/03/2025	Bank Service Charge	BACS	£6.00

(b) Monies received were noted as per the below:

(i) Precept - £14,300

(c) The bank reconciliation for [FY24/25](#) was accepted.

(d) Summary of bank balances as at 30th April 2025

Current Account: £21846.15

High Interest Account: £37054.19

Total: £58900.34

**120525/17** The follow documents were completed and approved for the Annual Return 24/25

(a) [Certificate of Exemption](#) (page 3)

(b) [Exemption Notice](#)

(c) [Annual Governance Statement](#) (page 5)

(d) [Annual Accounts Statement](#) (page 6)

**120525/18** It was approved to set dates as follows for ordinary council meetings to end of FY25/26

Monday 14th July, 8th September, 10th November, 12th January, 9th March, 11th May at 7.30pm.

***This concludes the Annual Meeting of the Council (20:59)***

## Ordinary Parish Council Meeting

***It was resolved to move agenda item 120525/23(c) to this section of this meeting.***

***It was resolved to move agenda item 120525/27 to this section of the meeting***

### **120525/19 Open forum for public participation**

No speakers were present.

### **120525/20 Council business:**

(a) It was resolved to approve a grant to the Village Hall Management Committee for the value of £1200 to contribute towards the cost of insuring the building.

(b) A yearly payment of £54 towards the advertising of the village website in Challenge magazine was approved.

*Action for clerk to inform A Bragg and process invoice.*

(c) It was approved to transfer the [westwratting.org.uk](http://westwratting.org.uk) domain from current hosting (Sapien) to namecheap, with the benefit of improved support and features now required by local government rules. Cost will be £37.76/year. (Previous cost £36.23)

*Action for Chair*

(d) This item was deferred because it is duplicated elsewhere - **120525/23(c)**

### **120525/21 Planning**

(a) An update from the Planning Committee was noted, no actions are required currently.

(b) Planning application decisions and tree works were noted as per the below.

- **22/04689/CONDE** - Lamb's Yard surface water management and dormers, March 2025

<b>Reference:</b>	22/04689/CONDE	<b>Applicant:</b>	Mr Vince Canning Dyason Developments Ltd
<b>Status</b>	'Information only' on 17/2/25. Dormers part approved, but <b>surface water management refused on 10/04/25.</b>	<b>Agent:</b>	Mr Trevor Lang J.A.P Architects J A P Architects Market Hill Clare CO10 8NN
<b>Date started</b>	13/02/2025		
<b>Case Officer</b>	Alice Young		
<b>Type</b>	Condition request		
<b>Site</b>	73 The Lamb Yard High Street West Wrating Cambridgeshire CB21 5LU		

## AGENDA

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<b>Proposal</b>	Submission of details required by conditions 8 (dormers scale of 1:20) and 33 (surface water management strategy) of planning permission 22/04689/FUL.
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/22/04689/CONDE">https://applications.greatercambridgeplanning.org/online-applications/PLAN/22/04689/CONDE</a>

- **25/01260/FUL** - Erection of solar panels with associated infrastructure at Camgrain

<b>Reference:</b>	25/01260/FUL	<b>Applicant:</b>	Cam Grain Ltd
<b>Status</b>	Consultation period expires: 02/05/2025	<b>Agent:</b>	Mr Jack Wilkinson Wilkinson Planning Ltd Bury Lodge Bury Road Stowmarket Suffolk IP14 1JA
<b>Date started</b>	02/04/2025		
<b>Case Officer</b>	Melissa Reynolds		
<b>Type</b>	Full Application		
<b>Site</b>	Grain Stores Valley Farm Road West Wratting Cambridgeshire CB21 4HH		
<b>Proposal</b>	Erection of solar panels with associated infrastructure		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL</a>		

- **25/0308/TTCA** - 2x Ash trees need to be chopped down

<b>Reference:</b>	25/0308/TTCA	<b>Applicant:</b>	Mr Alex Brown
<b>Status</b>	No objection (approved)	<b>Agent:</b>	
<b>Date started</b>	21/03/2025		
<b>Case Officer</b>	Adrian Sargeant		
<b>Type</b>	Works to CA trees		
<b>Site</b>	59A High Street West Wratting Cambridgeshire CB21 5LU		
<b>Proposal</b>	2x Ash trees need to be chopped down. A landscaper who also looked at the trees agrees with our concerns. We are not 100% sure of the tree species but we understand that both trees are Ash trees.		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/0308/TTCA">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/0308/TTCA</a>		

## AGENDA

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- (c) To consider planning applications received below.  
None

### **120525/22 Village Hall**

- (a) It was noted that this agenda point will be revised to 'An Update from Village Hall Working Group' for future meetings.
- (b) It was noted that the Village Hall Management Committee will source a quote from a conveyancer in order to enact the transfer of land from Dyason developments and rectify the title for the Village Hall.

*Action for the Village Hall Management Committee.*

*Cllr. L Chandler left the meeting at 22:19*

### **120525/23 Kingsway Solar Farm**

- (a) An update was noted from the chair who is a member of KSCA.
- (b) It was approved to commission the production of three reports relating to Kingsway Solar Farm, three quotations will be sourced, funded by anonymous sources.
  - (i) Traffic report (construction phases)
  - (ii) Hydrology report
  - (iii) Air quality analysis report
  - (iv) It was also proposed and subsequently approved to delegate responsibility for procuring the above services to the planning committee.
- (c) To approve the exhibition of a sample solar array as per [this proposal](#), on the green opposite the Village Hall.
  - (i) It was noted that there is a covenant on the proposed land that restricts any structures in excess of 1 metre in height and therefore will be unsuitable for the exhibition.
  - (ii) It was also noted that the council will now need to research a suitable area of land and obtain authorisation for its use, and once this work is carried out, an extraordinary meeting will be called to approve the temporary installation.

### **120525/24 West Wrattling Sports Pavilion Club**

- (a) The following events were approved -
  - (i) Danials Family party Saturday 7th June 2025, 12pm-11pm
  - (ii) Classic Car Show on Sunday 29th June 2025, 10am-4pm

*Action for clerk to inform Sonia Ford*

- (b) To receive an update on the application to Wadlow Wind Farm Community Fund for money towards upkeep of pavilion (external decoration).
  - (i) No update, awaiting a response.
- (c) To receive an update from the working group formed at the previous meeting (Cllrs. McKenna, O'Donovan, Chandler, Chandler and the SPC committee) on progress of revising the lease agreement.
  - (i) It was agreed to defer this item to a future meeting.

## AGENDA

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- (ii) It was agreed that Cllr. McKenna and/or Cllr. O'Donovan will begin attending the SPC meetings.

*Action for working group to arrange a meeting and devise a plan of action.*

### **120525/25 Small assets**

- (a) To receive an update from the working group.
  - (i) An update was received, the Defib battery is now below 25% and a replacement needs to be ordered.

*Action for clerk.*

- (b) To receive an update from Cllr. McKenna on costs, viability and scope of repairs to the Pound, and Telephone box.
  - (i) An update was received, no actions required at this time.

### **120525/26 Road safety, highways and footpaths**

- (a) To receive an update from the working group, incl. LHI application & 20 mph application.
  - (i) It was noted that the 20mph application has been submitted again.
- (b) To receive an update on footpaths from Mr McCall.
  - (i) No update was received

### **120525/27 District & County Councillors' reports**

- (a) The reports were received.

### **120525/28 Date of next meeting & matters for future consideration**

- (a) The next meeting will be Monday 14th July at 7.30pm

Link to agenda for the preceding [Annual Parish Meeting](#)

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrattling Parish Council

Monday 14th July 2025

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## DRAFT MINUTES

Held on 14th July 2025 in West Wrattling Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. Harvey, Cllr. McKenna, Cllr. L Chandler, Cllr. O'Donovan.

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 1

### 140725/1 Chairman's Welcome

### 140725/2 Apologies for absence

No apologies.

### 140725/3 To receive declarations of pecuniary and non-pecuniary Interest

Interests were declared by Cllr McKenna and Cllr. Ryder as members of the Village Hall Management Committee, a dispensation was granted in respect of this and the matter to be discussed.

### 140725/4 Open forum for public participation

No parishioners present

### 140725/5 It was resolved to approve the minutes of the meeting held on Monday 12th May 2025.

### 140725/6 Council Business

- (a) It was resolved to approve the Disciplinary and Grievance procedure.
- (b) It was resolved to approve the Health and Safety Policy.
- (c) It was resolved to allocate a budget of up to £1000 (+VAT) to carry out the legal work relating to the land gifted by Dyason Developments and title corrections on behalf of the VHMC.

*Action for Clerk*

Cllr. McKenna and Cllr. Harvey, including one MoP, arrived at 8pm. The clerk apologised for the miscommunication on timing in the agenda.

- (d) The internal audit report for FY24/25 was received.
- (e) An update was received from the clerk on the internal audit and outstanding actions have been completed and progressed.

*It was resolved to move 140725/12 to this section of the meeting.*

### 140725/7 Finance

- (a) It was resolved to make payments as per the below

# WEST WRATTING PARISH COUNCIL

## MINUTES

30/4/25	Service Charge	£6.00
1/5/2025	C Biggs Salary April less PAYE	£215.40
1/5/2025	Start Safety (Wild fowl signage)	£86.41
31/5/2025	Service Charge	£6.00
2/6/2025	C Biggs Salary May less PAYE	£215.40
2/6/2025	Play Safety (Annual ROSPA inspection)	£120.00
2/6/2025	Challenge Magazine (WW Website advert)	£54.00
2/6/2025	William Knowelden Garden Services	£420.00
2/6/2025	AgeUK Support 25/26	£275.00
2/6/2025	Clear Councils Insurance 25/26	£1,333.51
2/6/2025	Crystal HR and Payroll (INV17654)	£45.60
5/6/2025	Defib Store	£324.00
28/6/2025	Payment to HMRC PAYE	£430.80
28/6/2025	C Biggs Salary June less PAYE	£215.40

(b) To note monies received:

(i) None

NB. Invoice has been raised for SCDC verge rebate and D'abo tennis club upkeep, it was also noted that an additional invoice should be raised to the Football Club.

*Action for clerk to raise invoice to the FC for the contribution towards maintaining the recreation ground. (£220)*

(c) The summary of bank balances as at 30th June 2025 was noted.

Current Account: £18,738.83

High Interest Account: £37,270.93

Total: £56,009.76

### 140725/8 Planning

(a) An update was received from the Planning Committee

(b) To receive planning application decisions and tree works as per the below.

25/01260/FUL - Erection of solar panels with associated infrastructure at Camgrain

<b>Reference:</b>	25/01260/FUL	<b>Applicant:</b>	Cam Grain Ltd
<b>Status</b>	Consultation period expires: 09/05/2025 On 15/6 shows Consultation period expires: 03/07/2025	<b>Agent:</b>	Mr Jack Wilkinson Wilkinson Planning Ltd Bury Lodge Bury Road Stowmarket Suffolk IP14 1JA
<b>Date started</b>	02/04/2025		
<b>Case Officer</b>	Melissa Reynolds		
<b>Type</b>	Full Application		
<b>Site</b>	Grain Stores Valley Farm Road West Wrattling Cambridgeshire CB21 4HH		

# WEST WRATTING PARISH COUNCIL

## MINUTES

<b>Proposal</b>	Erection of solar panels with associated infrastructure
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL</a>

### 25/02101/HFUL Daisy Cottage two storey rear extension

<b>Reference:</b>	25/02101/HFUL	<b>Applicant:</b>	Mr & Mrs Vallins C/o Rees Pryer Architects
<b>Status</b>	Consultation period expires: 11/07/2025	<b>Agent:</b>	Mr Richard Ingram Rees Pryer Architects The Studio Drinkstone Office Park Kempson Way Bury St Edmunds Suffolk IP32 7AR
<b>Date started</b>	02/06/2025		
<b>Case Officer</b>	Charlotte Cooper		
<b>Type</b>	Householder Works/Extension		
<b>Site</b>	Daisy Cottage 15 High Street West Wrating Cambridgeshire CB21 5LU		
<b>Proposal</b>	Two storey rear extension following demolition of existing extension, replacement front porch and addition of 1no rooflight to rear elevation.		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/02101/HFUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/02101/HFUL</a>		

(c) To consider planning applications received below.

No new applications had been received at the time of this meeting, however it was noted that updates to the surface water management strategy from planning application 22/04689/CONDF had been updated.

### 140725/9 Kingsway Solar Farm

- (a) An update was received from the chair on the KSCA (the walk was completed, and it was noted by the KSCA that all parishioners should be made aware that correspondence from the community are extremely helpful)  
The chair also noted that Cllr Batchelor will be arranging a webinar with the Greater Cambridge Shared Planning team which will be publicised amongst all local councils.  
This was followed by a discussion session led by Cllr. O'Donovan on the below -
- (i) Likely timeline and key milestones
  - (ii) How we see WWPC contributing to local efforts
  - (iii) How we should start to raise funds to support the cause

# WEST WRATTING PARISH COUNCIL

## MINUTES

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- (b) It was resolved to approve the budget of £11550+VAT for the production of three reports relating to Kingsway Solar Farm, drafted by Richard Buxton Solicitors. This will be fully funded via donations to the council via the public.

*Action for clerk to confirm with RBS and the chair.*

- (c) An update was noted and the proposed KSCA exhibit (solar farm mock up) is now hoped to be sited at the pound, subject to satisfactory risk management.

*It was resolved to move agenda point 140725/13 to this section of the meeting.*

### **140725/10 West Wrattling Sports Pavilion Club**

- (a) To approve any event requests at WWSPC

- (i) No requests have been received on this occasion.

*Action for clerk to invite a member of the SPC to attend each parish council meeting as a member of the public.*

*Action for Chair to clarify whether any other events have been planned since the last meeting.*

- (b) An update on the application to Wadlow Wind Farm Community Fund was received, and the funds should now be with the SPC.

*Action for Chair to verify that funds have been received.*

*Action for Cllr. Ryder to verify that funds have been allocated correctly and with which company the works are going ahead.*

- (c) It was noted that the working group have now met and proposals for improvements and updates to the lease were discussed. Further proposals for a restructure are currently being drafted in readiness for a future meeting.

*Action for the working group to meet again before the September meeting to finesse the proposals.*

### **140725/11 Small assets**

- (a) An update was received, and a number of actions were noted as per the below -

- (i) The 'agility balance trail' could be replaced on receipt of the S106 monies from SCDC, Cllr. L Chandler will keep the PC appraised on this.
- (ii) The Defib battery has been replaced and is now on the 'Circuit' portal.
- (iii) It was noted that the pocket park maintenance has been completed, with kind thanks to Cllr. McKenna and co.
- (iv) It was noted that the guttering on the bus stop has broken, and Cllr. S Chandler will repair.

*Action for Chair.*

- (b) Remedial actions from the playground inspection report were noted.

*Action for Clerk to order the bark, Cllr. L Chandler will supply the details.*

### **140725/12 Road safety, highways and footpaths**

- (a) An update was received from Mr Davey regarding the ongoing LHI application, it is not currently possible to share a timeline for these works.

- (i) It was noted that the current MVAS sign supplier has an offer on pricing for additional speed signage, however the poles in the village aren't currently suitable for these.

# WEST WRATTING PARISH COUNCIL

## MINUTES

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*Action for Cllr. L Chandler and Mr. Davey to investigate this further and contact the highways department to ascertain more detailed costs and requirements for additional signage.*

- (ii) It was noted that the council should consider a budget of approximately £8000 for the provision of additional speed indicator signs for the 26/27 budget.

*Action for clerk to note this for the budget meeting later in 2025.*

- (b) To receive an update on footpaths from Mr McCall.
  - (i) Mr McCall was not present at this meeting

### **140725/13 District & County Councillors' reports**

- (a) The reports were received.

### **140725/14 Date of next meeting & matters for future consideration**

- (a) The next meeting will be Monday 8th September at **7.30pm**

It was noted that the vacancy for a new parish councillor to be co-opted will remain open until 14th August.

DRAFT

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Wednesday 13th August 2025

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## DRAFT MINUTES

Extra ordinary meeting held on Wednesday 13th August at West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. Harvey, Cllr. McKenna, Cllr. L Chandler, Cllr. O'Donovan.

**Also Present:** Cameron Biggs (Clerk)

**Members of the Public:** 1

### 130825/1 Chairman's Welcome

The chairman welcomed members.

### 130825/2 Apologies for absence

No apologies were received.

### 130825/3 To receive declarations of pecuniary and non-pecuniary Interest

Interests were declared by Cllr McKenna and Cllr. Ryder as members of the Village Hall Management Committee, a dispensation was granted in respect of this and the matter to be discussed.

### 130825/4 Open forum for public participation

No public participation.

### 130825/5 Council Business

(a) It was resolved to approve an additional budget of up to £1000 towards the cost of completing conveyancing works on the Village Hall title and land transfer from Dyason Developments.<sup>1</sup>

(i) It was also resolved to draft a letter to the VHMC formally requesting a contribution towards the costs of the legal works.

*Action for Clerk to instruct solicitor and submit request to VHMC.*

(b) It was resolved to approve a response in support of the [planning consultation](#) at the following address: The Lamb Yard, 73 High Street, West Wrating, Cambridgeshire.

*Action for Clerk to submit response.*

(c) It was resolved to approve a response objecting to the [planning consultation](#) at the following address: Dungate Farm Dungen Lane Balsham. The response will contain a summary of the previously circulated technical considerations, and recommend that the application be referred to the full district planning committee.

*Action for Chair to summarise comments.*

*Action for Clerk to submit response.*

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<sup>1</sup> This budget will be required if additional funding sought from the Village Hall Management Committee is not forthcoming.

DRAFT

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Monday 8th September 2025

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## DRAFT MINUTES

Held on 8th September 2025 in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. Harvey, Cllr. McKenna, Cllr. O'Donovan.

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 3

### 080925/1 Chairman's Welcome

### 080925/2 Apologies for absence

Apologies were received from Cllr L Chandler.

### 080925/3 To receive declarations of pecuniary and non-pecuniary interest

No interests were declared.

### 080925/4 Open forum for public participation

- It was noted that thanks should be given to the Duke of Edinburgh volunteers for their assistance in repainting the recreation ground railings and for various other maintenance activities around the village.
- It was noted by a MoP that there has now been a perceived real impact to house prices in the local area because of the proposed Kingsway Solar Farm.
- A draft scale drawing was presented featuring the proposed container that is to be provisionally sited behind the Sports Pavilion.
- It was noted that there is a proposal for a small family gathering at the Sports Pavilion later in September, and this will also be considered later in the agenda.
- It was noted by the Paths Officer that some assistance with litter picking and maintenance in the village would be very helpful.

*Action for clerk to add a call out to the Challenge magazine for assistance.*

### 080925/5 Minutes of previous meeting(s)

It was resolved to approve the minutes of the meeting held on Monday 14th July and the extra ordinary meeting on Wednesday 13th August 2025.

***It was resolved to move agenda point 080925/13 (District & County Councillors' reports) to this section of the meeting.***

### 080925/6 Council Business

- (a) An update was received from the Clerk on progress with regard to title deed corrections on behalf of the village hall.
- (b) It was resolved to approve the budget in principle for [CilCA training](#) for the Clerk with the caveat of a training agreement being in place.

*Action for clerk to draft a training agreement and circulate to councillors for future approval.*

- (c) To discuss advertising for the vacant councillor seat.

*It was noted that the Vice Chairman will compile a campaign to create some publicity around the vacant seat and forthcoming elections in May 2026.*

## MINUTES

### 080925/7 Finance

(a) It was resolved to make payments as per the below

4/7/2025	Grant payment to West Wrattling Village Hall	£1,200.00
31/7/2025	Service Charge	£6.00
6/8/2025	Expense payment to S Chandler - NAMECHEAP web hosting	£28.59
6/8/2025	C Biggs Salary July less PAYE	£215.40
6/8/2025	West Wrattling Football Club - Grass Cutting Payment 24/25 (INV217)	£799.00
6/8/2025	CAPALC Affiliation Fee 25/26	£286.74
6/8/2025	Crystal HR and Payroll - April - June 2025	£36.00
6/8/2025	Crystal HR and Payroll - July - Sept 2025	£36.00
15/8/2025	CAPALC Internal Audit 24/25	£200.00
15/8/2025	CAPALC Councillor Training (Caughlin)	£75.00
15/8/2025	CAPALC Councillor Training (Paul McKenna)	£75.00
15/8/2025	CAPALC Internal Audit 23/24	£181.80
21/08/2025	Atkins Dellow (WWVH Title Transfer Deposit)	£1,000.00
31/8/2025	C Biggs Salary August less PAYE	£215.40
31/8/2025	Payment to HMRC PAYE	£287.20

(b) Monies received were noted:

- (i) £220 WWFC - 25/26 Grass Cutting Contribution
- (ii) £70 D'Abo Tennis Club - 25/26 Grass Cutting Contribution

(c) Summary of bank balances as at 31st August 2025 was noted:

Current Account: £13,817.10  
 High Interest Account: £43,770.93  
 Total: £57,588.03

### 080925/8 Planning

(a) An update was received from the Planning Committee

(b) The below planning application decisions and tree works were noted.

<b>Reference:</b>	25/03075/PRIOR	<b>Applicant:</b>	Mr Richard Pearce R P Pearce
<b>Status</b>	Consultation period expires: 01/09/2025  <b>Comments submitted by WWPC</b>	<b>Agent:</b>	Mr Alexander Moss Dudley Peverill Associates LLP Warren House Stratford Road Warren Park Milton Keynes Buckinghamshire MK12 5NG
<b>Date started</b>	04/08/2025		
<b>Case Officer</b>	Phoebe Carter		
<b>Type</b>	Prior Approval		
<b>Site</b>	Dungate Farm Dungate Lane Balsham Cambridgeshire CB21 4HF		
<b>Proposal</b>	Change of use from agricultural to mixed commercial use class B8, use class E (not including, Retail use (Class E (a)), Food and drink use (Class E (b)), Financial services use (Class E (c) (i-iii)), Office use (Class E (g) (i)) of the total 193m2 GEA of the building.		

## MINUTES

<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03075/PRIOR">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03075/PRIOR</a>
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<b>Reference:</b>	25/01260/FUL	<b>Applicant:</b>	Cam Grain Ltd
<b>Status</b>	<b>Approved with conditions, Fri 05 Sep 2025</b>	<b>Agent:</b>	Mr Jack Wilkinson Wilkinson Planning Ltd Bury Lodge Bury Road Stowmarket Suffolk IP14 1JA
<b>Date started</b>	02/04/2025		
<b>Case Officer</b>	Melissa Reynolds		
<b>Type</b>	Full Application		
<b>Site</b>	Grain Stores Valley Farm Road West Wratting Cambridgeshire CB21 4HH		
<b>Proposal</b>	Erection of solar panels with associated infrastructure		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL</a>		

- (c) The following application was received and it was noted that the council has no interest in making a representation in this matter.

<b>Reference:</b>	25/03129/HFUL	<b>Applicant:</b>	Mr. & Mrs. Fergus & Lottie Payne
<b>Status</b>	Consultation period expires: 17/09/2025	<b>Agent:</b>	Mr Andrew Porter AWB Associates 11 Fishergate Ripon North Yorkshire HG4 1EA
<b>Date started</b>	19/08/2025		
<b>Case Officer</b>	Laura Horan		
<b>Type</b>	Householder Works/Extension		
<b>Site</b>	61 High Street West Wratting Cambridgeshire CB21 5LU		
<b>Proposal</b>	Construction of an outdoor swimming pool and associated plant shed		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03129/HFUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03129/HFUL</a> <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03130/LBC">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03130/LBC</a>		

### 080925/9 Kingsway Solar Farm

- (a) An update was received from the Chairman and it was noted that the Parish Council Alliance is coming together.
- (b) It was resolved to make a £200 donation to KSCA for the purposes of delivering their public engagement and publicity activities.

*Action for chair to give payment details/invoice to the clerk and clerk to make payment.*

- (c) The [Stage Two Consultation letter](#) from Kingsway was noted and it was resolved to schedule a meeting on a date after the 12th October.

## MINUTES

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*Action for chair to ascertain a meeting date and clerk to arrange meeting.*

- (d) To discuss any updates to the proposed KSCA exhibit (solar panel mock up).
  - (i) It was noted that this will not be going ahead in West Wrattling in the immediate future.
- (e) It was resolved to accept the [Crowd Justice Terms & Conditions](#).

*Action for clerk to contact Crowd Justice and approve.*

- (f) It was resolved to approve joining the Kingsway Area Parish Council Alliance.

*Action for Chair.*

### **080925/10 West Wrattling Sports Pavilion Club**

- (a) It was resolved to approve the following events -
  - (i) Private event at the end of September or beginning of October.
  - (ii) Private event on Sunday 28th September 2025, from midday.
  - (iii) Fundraiser in October.

*Action for Clerk to contact club secretary*

- (b) To discuss the proposed siting of a storage container at West Wrattling Sport Pavilion Club.
  - (i) It was noted that responses to questions submitted in the above matter had not been forthcoming, and this will be considered at a future date. It was noted that there are serious health and safety concerns with regard to fuel powered plant and equipment being stored in the pavilion.

*Action for clerk to write to the WWSPC regarding concerns over storage of equipment in the pavilion, express the council's position over the location of the proposed container site and consider alternative locations, as well as reiterate the need for satisfactory answers to the previous list of questions.*

### **080925/11 Small assets**

- (a) An update was noted.
- (b) It was noted that the protective caps for the play equipment are still yet to be delivered.

### **080925/12 Road safety, highways and footpaths**

- (a) There were no councillors present to give an update on the 20mph and LHI application.
- (b) It was noted that the footpaths are generally in good condition and ploughed fields are a likely hazard at this time of year, so any comments should be submitted to the Paths Officer via the Clerk.

### **080925/13 District & County Councillors' reports**

- (a) The reports were received.

### **080925/14 Date of next meeting & matters for future consideration**

- (a) The next meeting will be Monday 10th November at 7.30pm.

**080925/15 To resolve (in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion on the below points where publicity might be prejudicial to the special nature of the business.**

- (a) The [NALC pay award 25/26](#) was noted.

*Action for Clerk*

- (b) To discuss revision of expired and expiring lease documents on council owned assets.
  - (i) It was noted that the draft lease for the Tennis Club is acceptable and a further draft will be distributed to interested parties for formal approval at November's meeting.

There being no other business, the meeting closed at 22:15pm.

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Monday 3rd November 2025

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## MINUTES

An extra ordinary meeting was held on Monday 3rd November in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr McKenna, Cllr L Chandler.

**Also Present:** Cameron Biggs (Clerk)

**Members of the Public:** 1

### **031125/1 Chairman's Welcome**

### **031125/2 Apologies for absence**

Apologies were received from Cllr. Harvey and Cllr O'Donovan.

### **031125/3 To receive declarations of pecuniary and non-pecuniary Interest**

No interests were declared.

### **031125/4 Council Business**

- (a) It was resolved to approve a tractor demonstration and PR event at the Recreation Ground on Thursday 6th November.
  - (i) Cllr McKenna wished for his objection to the above matter to be recorded.
- (b) It was subsequently resolved to approve the clerk seeking a signed copy of the liability waiver in advance of the event going ahead.

There being no other business, the meeting was closed at 19:55pm.

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Monday 10th November 2025

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## DRAFT MINUTES

Held on Monday 10th November 2025 in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. Harvey, Cllr. McKenna, Cllr. L Chandler, Cllr. O'Donovan.

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 5

### 101125/1 Chairman's Welcome

### 101125/2 Apologies for absence

- (a) No apologies were received

### 101125/3 To receive declarations of pecuniary and non-pecuniary Interest

- (a) Interests were declared by Cllr McKenna and Cllr. Ryder as members of the Village Hall Management Committee, a dispensation was granted in respect of this and the matter to be discussed.

### 101125/4 Open forum for public participation

- (a) It was noted that the Village Hall AGM will be on the 9th December at 7.30pm, all are welcome to attend and it would be appreciated if this can be published on the website.
- (b) It was noted that speedwatch activities are ongoing.
- (c) It was noted that footpath maintenance is ongoing and it was reiterated that any volunteers interested in assisting with litter picking and/or helping with village maintenance should get in touch with the Paths Officer or the Clerk for more information.
- (d) A resident was frustrated that the outcome of the potential gift of a container to the Sports Pavilion was not able to be completed, however it was noted that adequate documentation evidencing compliance with planning and fire regulations was not forthcoming, and therefore the council were unable to approve it at the previous meeting.

### 101125/5 Minutes of previous meeting(s)

- (a) It was resolved to approve the minutes of the meeting held on Monday 8th September and the extra ordinary meeting on Monday 3rd November 2025.

### 101125/6 Council Business

- (a) An update was received and it was noted that the councillor vacancy is still live, and interested parties should contact the clerk.
- (a) It was noted that the budget process carried out for FY25/26 will be executed in the same way for FY26/27.

*The clerk will circulate the budget draft for input from all councillors and also schedule the Finance Committee meeting for early December.*

- (b) It was resolved to approve the new version of the lease to D'Abo Tennis Club.

*Action for clerk to sign and execute the lease with all parties.*

- (c) It was noted that the WWPC representatives will discuss the options regarding percentage increase in contributions towards grass cutting with the Sports Pavilion Club.

*Action for Cllrs McKenna and O'Donovan.*

## AGENDA

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- (d) It was resolved to approve that the insurance grant (£1200) to West Wrattling Village Hall will be a recurring yearly payment.

*Action for the clerk to inform VHMC.*

- (e) It was resolved to approve the following event requests at the sports pavilion/recreation ground.

- (i) Scouts/Guides event on Saturday 15th November 9am-10pm.

*NB. The village hall has offered use of the toilets in the evening, once the pavilion has closed for the day.*

- (ii) Member event on Friday 21st November from 6pm-11pm.

- (f) It was resolved to contact the Chestnut Tree Pub with regard to any support they may need for maintaining the defib.

*Action for clerk.*

### 101125/7 Finance

- (a) It was resolved to make payments as per the below

31/8/2025	Service Charge	£6.00
29/9/25	C Biggs Salary September less PAYE	£256.80
29/9/25	William Knowelden Garden Services	£420.00
30/9/25	Service Charge	£6.00
2/10/25	Expense payment to C Biggs - Defib Pads replacement	£64.80
3/10/25	Field Compost Ltd	£496.00
21/10/25	Cheque Representation Fee (Unity Trust Bank)	£6.00
30/10/25	C Biggs Salary October less PAYE	£222.50
31/10/25	Service Charge	£6.00
5/11/25	William Knowelden Garden Services (not yet processed)	£420.00

- (b) Monies received were noted below:

3/9/2025	Grass Cutting Rebate CCC	£354.67
3/9/2025	Refund from Start Safety	£2.45
26/9/25	Clear Insurance Refund	£108.54
-	Anonymous donations to WWSF Legal Fund	£41,400
30/9/25	Account interest	£239.82

- (c) It was noted that the bank balances as at 31st October 2025 are

Current Account: £17,302.06

High Interest Account: £79,910.75

Total: £97,212.81

### 101125/8 Planning

- (a) To receive an update from the Planning Committee

- (i) The following application at Randswood farm is on hand.

<b>Reference:</b>	25/03728/FUL	<b>Applicant:</b>	Mrs T Harrison Randswood Farm LP
<b>Status</b>	Consultation period closed	<b>Agent:</b>	Mrs Ann Blythe Graham Handley Architects

## AGENDA

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<b>Date started</b>	25/09/2025		The Mill Free Church Passage St Ives PE27 5AY
<b>Case Officer</b>	Melissa Reynolds		
<b>Type</b>	Full Application		
<b>Site</b>	Randswood Farm The Common West Wratting Cambridgeshire CB21 5LR		
<b>Proposal</b>	Construction of a new fitness/yoga building following the demolition of the existing agricultural building, installation of car and cycle parking, associated works and infrastructure.		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03728/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03728/FUL</a>		

- (ii) It was noted that the clerk should contact the planning officer regarding a tree overhanging a MOPs garden which could be dangerous.

*Action for clerk to contact GCSP and obtain a map from the Chair/Paths officer.*

- (b) To receive planning application decisions and tree works as per the below.
- (i) No changes since last meeting.
- (c) To consider planning applications received below.
- (i) No new applications have been received.

### **101125/9 Kingsway Solar Farm**

- (a) An update was received from the chair on the KSCA and further details can be viewed [here](#).
- (b) It was resolved to approve the Statutory Consultation submission.

### **101125/10 West Wratting Sports Pavilion Club**

- (a) An update was received on progress from the SPC Committee in suggesting a new structure and legal entity.
- (b) It was resolved to collaborate with the Sports Pavilion Committee on drafting an appropriate process and associated documentation for the purposes of ensuring safety and compliance with applicable legislation prior to additional events being given direct approval by the Council. This does not apply to member functions inside the pavilion however it is hoped that this process will extend to these functions too.

*Action for clerk to draft these communications.*

*It was resolved to move agenda point 101125/13 to this section of the meeting.*

### **101125/11 Small assets**

- (a) An update was received as below
- (i) 3000 litres of bark was delivered and spread around the play park in early October.
- (ii) The missing bolt caps have been replaced.
- (iii) The defibrillator was used in late September and the pads were replaced promptly.
- (iv) It was noted that a piece of play equipment which was highlighted as slightly degraded should be budgeted for repair/replacement in the 26/27 budget.

## AGENDA

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### **101125/12 Road safety, highways and footpaths**

- (a) An updated was received as below
  - (i) We were not included in the 20mph grants for 2025.
  - (ii) The previously approved LHI application is ongoing and is now overdue by almost three years (gates, lining and associated works).

*Action for District Cllr. Harvey to escalate.*

- (b) An update was received from the Paths Officer during the forum for public participation.

### **101125/13 District & County Councillors' reports**

- (a) The reports were received as above.

### **101125/14 Date of next meeting & matters for future consideration**

- (a) The next meeting will be Monday 12th January at 7.30pm.

There being no other business, the meeting was closed at 21:13pm.

DRAFT