

**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.**