

# 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.*

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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.

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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

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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 -

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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.