

WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

3rd March 2025

AGENDA

ANNUAL MEETING OF THE PARISH COUNCIL (INCLUDING ORDINARY MEETING)

Notice of Meeting to be held on Monday 12th May 2025 at West Wrating Village Hall at 8pm.

All members of the Council are hereby summoned to attend a meeting of West Wrating Parish Council for the purpose of transacting the business as set out below. If you are not able to attend, please advise the Clerk.

Members 7 Quorum 3.

THE MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

Cameron Biggs,
Clerk to the Council

120525/1 Election of Officers

- (a) Chairman – Acceptance of office by Chairman to be signed.
- (b) Vice Chair – Acceptance of office by Vice Chairman to be signed.

120525/2 Chairman's Welcome

120525/3 Apologies for absence

(Local Government Act. 1972 s.85 (1)) To receive and approve apologies for absence.

120525/4 To receive declarations of pecuniary and non-pecuniary Interest

Councillors to declare any personal and/or pecuniary interest in any item on the agenda and to inform the Chairman if they wish to speak on the matter during the Public Forum.

120525/5 To approve the minutes of the meeting held on Monday 10th March 2025.

120525/6 To review and approve [Terms of Reference](#) (including membership of each group)

120525/7 To approve [Standing Orders](#) and [Finance Regulations](#) (no changes made)

120525/8 To update on arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses. (WWSPC lease and VPMC scheme (inc adoption of new land))

120525/9 To approve the [Asset Register](#)

120525/10 To approve the [Risk Register](#) (This is related to assertion 5 in AGAR pg5, which was answered 'no' last year.)

AGENDA

120525/11 To receive confirmation of [insurance and premium](#) for FY25/26

120525/12 To approve Disciplinary and Grievance procedure.

120525/13 To receive an update on full council completion of the GDPR/Data Protection checklist

1205/25/14 To approve the [Retention Policy](#)

120525/15 To approve the [IT Policy](#)

120525/16 Finance

(a) To resolve 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) To note monies received:

(i) Precept - £14,300

(c) To accept bank reconciliations for [FY24/25](#)

(d) Summary of bank balances as at 30th April 2025

Current Account: £21846.15

High Interest Account: £37054.19

Total: £58900.34

120525/17 Annual Return 24/25

(a) To approve the [Certificate of Exemption](#) (page 3)

(b) To receive the [Exemption Notice](#)

(c) To approve the [Annual Governance Statement](#) (page 5) (line by line)

(d) To approve the [Annual Accounts Statement](#) (page 6)

120525/18 To approve dates 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

120525/19 Open forum for public participation

An opportunity for parishioners to address Parish Councillors and for Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted.

120525/20 Council business:

(a) To discuss a grant of the insurance premium reduction to the VHMC.

AGENDA

- (b) To approve a yearly payment of £54 towards the advertising of the village website in Challenge magazine.
- (c) To approve transfer of westwratting.org.uk domain from current hosting (Sapien) to namecheap, with benefit of improved support and features now required by local government rules. Cost will be £37.76/year. (Previous cost £36.23)
- (d) To discuss and approve for KSCA to exhibit a solar farm mock up on the grass area next to the village sign.

120525/21 Planning

- (a) To receive an update from the Planning Committee
- (b) To receive planning application decisions and tree works as per the below.

- **22/04689/CONDE** - Lamb's Yard surface water management and dormers, March 2025

Reference:	22/04689/CONDE	Applicant:	Mr Vince Canning Dyason Developments Ltd
Status	'Information only' on 17/2/25. Dormers part approved, but surface water management refused on 10/04/25.	Agent:	Mr Trevor Lang J.A.P Architects J A P Architects Market Hill Clare CO10 8NN
Date started	13/02/2025		
Case Officer	Alice Young		
Type	Condition request		
Site	73 The Lamb Yard High Street West Wrating Cambridgeshire CB21 5LU		
Proposal	Submission of details required by conditions 8 (dormers scale of 1:20) and 33 (surface water management strategy) of planning permission 22/04689/FUL.		
Web Link	https://applications.greatercambridgeplanning.org/online-applications/PLAN/22/04689/CONDE		

- **25/01260/FUL** - Erection of solar panels with associated infrastructure at Camgrain

Reference:	25/01260/FUL	Applicant:	Cam Grain Ltd
Status	Consultation period expires: 02/05/2025	Agent:	Mr Jack Wilkinson Wilkinson Planning Ltd Bury Lodge Bury Road Stowmarket Suffolk IP14 1JA
Date started	02/04/2025		
Case Officer	Melissa Reynolds		

AGENDA

Type	Full Application		
Site	Grain Stores Valley Farm Road West Wratting Cambridgeshire CB21 4HH		
Proposal	Erection of solar panels with associated infrastructure		
Web Link	https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL		

- **25/0308/TTCA** - 2x Ash trees need to be chopped down

Reference:	25/0308/TTCA	Applicant:	Mr Alex Brown
Status	No objection (approved)	Agent:	
Date started	21/03/2025		
Case Officer	Adrian Sargeant		
Type	Works to CA trees		
Site	59A High Street West Wratting Cambridgeshire CB21 5LU		
Proposal	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.		
Web Link	https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/0308/TTCA		

(c) To consider planning applications received below.
NONE

120525/22 Village Hall

(a) To receive an update on the meetings between the Village Hall Working Group and Dyason Developments.

120525/23 Kingsway Solar Farm

- (a) To receive an update from the chair on the KSCA.
- (b) To approve the production of three reports relating to Kingsway Solar Farm, drafted by Richard Buxton Solicitors.
- (c) To approve the exhibition of a sample solar array as per [this proposal](#), on the green opposite the Village Hall.

120525/24 West Wratting Sports Pavilion Club

(a) To approve the following events at WWSPC -

AGENDA

- (i) Danials Family party Saturday 7th June 2025, 12pm-11pm
- (ii) Classic Car Show on Sunday 29th June 2025, 10am-4pm
- (b) To receive an update on the application to Wadlow Wind Farm Community Fund for money towards upkeep of pavilion (external decoration).
- (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.

120525/25 Small assets

- (a) To receive an update from the working group.
- (b) To receive an update from Cllr. McKenna on costs, viability and scope of repairs to the Pound, and Telephone box.

120525/26 Road safety, highways and footpaths

- (a) To receive an update from the working group, incl. LHI application & 20 mph application.
- (b) To receive an update on footpaths from Mr McCall.

120525/27 District & County Councillors' reports

- (a) To receive reports as above.

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](#)