

WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Monday 14th July 2025

DRAFT MINUTES

Held on 14th July 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: 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

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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 use of 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

Reference:	25/01260/FUL	Applicant:	Cam Grain Ltd
Status	Consultation period expires: 09/05/2025 On 15/6 shows Consultation period expires: 03/07/2025	Agent:	Mr Jack Wilkinson Wilkinson Planning Ltd Bury Lodge Bury Road Stowmarket Suffolk IP14 1JA
Date started	02/04/2025		
Case Officer	Melissa Reynolds		
Type	Full Application		
Site	Grain Stores Valley Farm Road West Wratting Cambridgeshire CB21 4HH		

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Proposal	Erection of solar panels with associated infrastructure
Web Link	https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL

25/02101/HFUL Daisy Cottage two storey rear extension

Reference:	25/02101/HFUL	Applicant:	Mr & Mrs Vallins C/o Rees Pryer Architects
Status	Consultation period expires: 11/07/2025	Agent:	Mr Richard Ingram Rees Pryer Architects The Studio Drinkstone Office Park Kempson Way Bury St Edmunds Suffolk IP32 7AR
Date started	02/06/2025		
Case Officer	Charlotte Cooper		
Type	Householder Works/Extension		
Site	Daisy Cottage 15 High Street West Wratting Cambridgeshire CB21 5LU		
Proposal	Two storey rear extension following demolition of existing extension, replacement front porch and addition of 1no rooflight to rear elevation.		
Web Link	https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/02101/HFUL		

(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

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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 Wratting 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.

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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.