

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 12th January
2009 in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, Job, McCall,
Hampton & Wallace. District Councillor Barrett,
County Councillor Batchelor and the Parish Clerk.

- 1. Apologies:** Cllrs. Heath.
- 2. Declarations of interest:** None
- 3. Minutes** of the meeting held on Monday 10th November were signed as correct.
- 4. Opportunity for Public Statement:** None
- 5. Matters arising:** None
- 6. Transport:**

Speedwatch equipment: A decision on whether or not to take up the offer of use of the Speedwatch equipment made by SCDC has to be made by March. Before agreeing to this an item should be put into Challenge regarding the need for volunteers to monitor the traffic with this equipment and to hopefully get offers to do this.
- 7. Planning:**
 - a) *Wind Farm Inquiry:* The inquiry is likely to go ahead in early July, however the actual decision will be directly made by the Secretary of State. The Chairman said that so far over £70,000 had been spent on the campaign to prevent the windfarm by local people in the 'Stop Wadlow Windfarm' group. The Chairman questioned whether SCDC were doing enough as he had not received replies to emails from J. Koch or any updates as to what SCDC were doing to counter the windfarm since their rejection of the windfarm proposal.
 - b) *S/1586/08/F* – Permission has been granted for "change of use". It was suggested that the parish clerk should write to DEFRA about this application suggesting that the rules should be changed to include a 10 year term before a change of use of this type should be allowed. It was thought that his particular barn had not been used for storage since being built 3 years ago. Although this change of use is within the current rules it is not within the spirit of the rules and seems to exploit a loophole. Cllr. Hampton agreed to draft a letter.
- 8. Correspondence:**
 - a) A letter from Linton & Balsham 1st Responder Scheme requesting a donation will be discussed in the new financial year.
 - b) Cllr. McCall requested to look at the updated Electoral Roll.

- c) The request from WW Sports Pavilion Committee to fit a cigarette disposal box to the side of the Pavilion and add a letter box was approved.
- d) A letter had been received from Highways Dept., CCC following the bid for a new bus shelter by Haytor Close, saying the Minor Highways Scheme did not cover this item.

9. Finance:

- a) The proposed budget figures had been distributed and these were discussed and it was decided that there needed to be some adjustment to the budget figures for Maintenance. However Council agreed to the proposal put by Cllr. Hampton, seconded by Chairman Russell of increasing the Precept by 2.5% to £9000 for 2009/10.
- b) *The Pound:* Cllr. Wallace reported that a survey of the Pound was requested by SCDC as it was a listed building and he suggested the use of Andrew Fairbrace to carry this out and that a sum of £500 be allowed for the survey, this was agreed. Chairman said that whoever did the survey must first find out from SCDC what the guidelines were for repairs to listed buildings and if MC Maintenance completed the work already done on the Pound would this be within the “listed” requirements? Council agreed that a survey should be carried out before any further decision is made.
- c) *Authorised Payments:* As shown on Agenda. These were approved.

11. Maintenance:

- a) The Pound – discussed under Finance.
- b) *Trees for Causeway:* Cllr. Wallace reported he had spoken to the Tree Officer who was waiting for a final quote for purchase of the Pin Oaks agreed to replace the Chestnut Trees. She would let us know once the final quote had been received.

12. Traffic:

St Edmundsbury Local Development Framework consultative document: The Parish Clerk had completed the questionnaire using comments made by Cllr. Hampton regarding the non-sustainability of Haverhill if further development is agreed and suggesting that Bury St Edmunds was far better placed to be developed. Cllr. Hampton requested that any consultation document be passed round as quickly as possible.

Gritting: There were complaints that very minor gritting had been carried out during the extremely cold and icy weather.

13. Reports of Meetings:

- a) Cllrs. Wallace and McCall had attended a Sports Pavilion Committee meeting last Monday and dates for meetings have been set up throughout the year. The AGM will be held on 2nd March. It is hoped that £1000 will be put aside this year as part of the contingency fund and in the spring there will be some internal decorating carried out and the railings will also be painted. The WWFC will make suggestions of wording for the brass plate to name those

who helped fund the new sports pavilion. These will be submitted to the parish council for approval.

- b) Cllr. Russell had attended a meeting concerning the closing of the Linton Police Station and sale of police houses. These will all be closed sometime this year.

14. Report by District Cllr. Barrett:

- a) The collecting of refuse was carried out satisfactorily over the Christmas period.
- b) The price for recycling material has dropped but there has been no stock piling so far and it is hoped the price will rise again.
- c) SCDC offices were kept open through the Christmas period and was considered worthwhile as there had been 87 visitors.
- d) West Wratting will be getting a speedcheck carried out.
- e) Mobile Warden Scheme – He hoped that West Wratting would again give support for this worthwhile scheme.
- f) Burglaries – there has been a 100% increase.

15. Report by County Cllr. Batchelor:

- a) Work on Park Hill (A1307) has been delayed and will now start on 17 January, there will be lights. The pedestrian refuse on the A1307 at Abington is going to be redesigned.
- b) The budget has been set with a 4.9% increase.

15. Any Other Business: None

Meeting closed at 9.55.

Next meeting to be held on Monday 9th March 2009.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 9th March
2009 in the Village Hall at 8pm.

Those present were: Chairman Russell, Cllrs. Anderson, McCall, Hampton,
Heath & Wallace. District Councillors Ford & Barrett,
and the Parish Clerk.

- 1. Apologies:** Cllrs. Job and County Cllr. Batchelor.
- 2. Declarations of interest:** None
- 3. Minutes** of the meeting held on Monday 12th January were signed as correct.
- 4. Opportunity for Public Statement:** Colin McCall (P3 Officer) gave an update on the condition of the footpaths, most of which are very muddy and the footpath by the old Dairy almost unusable and needs hardcore or bales of straw to make it accessible. Path 24 and paths round Ranswood have not been reinstated and in a poor state. He will be in touch with the owners. The bridge of path 14 towards Withersfield was destroyed by a car hitting it but has now been repaired.
- 5. Matters arising:** None
- 6. Traffic:**
Speedwatch equipment: There had been no offers made following an item in Challenge. However, Colin McCall expressed an interest and would like to attend the next Neighbourhood Panel meeting on 24th March, the Chairman also said he would go. The Parish Clerk will inform John Fuller.
- 7. Planning:**
a)Wind Farm Inquiry: The inquiry is now fixed for 9th June at Camborne. There is a plan available showing what space is required. -It is hoped that a local hall might still be found.
b)S/1586/08/F –A letter was sent to Defra but no acknowledgement as yet received.
c)NATS: There is to be further consultation following the results of the first consultation.
- 8. Correspondence:**
a) Two quotes had been received from Grass Cutting Services to cut the village verges, Pocket Park and the Pound. However one had not split the work into three and has been asked to do so before a decision is made.

9. Finance:

- a) Authorised payments as shown on the Agenda were all agreed.
- b) The budget figures decided upon at the last meeting were felt to be too high and if adhered to in 2009/10 would dip into the reserves. It was therefore agreed after some discussion to adjust the budget for Land registration from £1900 to £1200.
- c) The updated Accounts sheet had been distributed to all Councillors and agreed upon.
- d) It was agreed that Mr Gutteridge should be reappointed to carry out the internal audit and the Parish Clerk would get in touch with him.

10. Maintenance:

- a) *The Pound:* The survey report by Andrew Firebrace was discussed which said that work carried out over the years by volunteers was not always correctly done but that the cost to put right all the errors would be prohibitive. Cllr. Wallace suggested that the work so far carried out by MC Maintenance should be completed, and a lining put down inside with gravel on top to stop it getting overgrown. No decision was made and it would go on the Agenda for the next meeting.
- b) *The Causeway:* 8 Pinoaks have now been planted but Cllr. Wallace was not happy with the work and would be speaking to the Tree Officer on her return from holiday. The parish council did not wish to have responsibility for these trees which were on Highways land but they would of course require watering until established.
- c) *Trees on the recreation ground:* These will be inspected by the Tree Officer (Roz Richardson) next month. The Chairman asked that the representatives on the Sports Pavilion Committee would request the Football Club to clear the rubbish still lying round the edge of the ground as agreed.

11. Risk Assessment:

- a) *Training:* The Chairman expressed a wish that parish councillors should attend training courses through the next year so would they look at what is available.
- b) *Risk Assessment list:* The Chairman and Parish Clerk had been round the village and checked out the various assets for risk, including the recreation ground and play area. The latter will of course be inspected by RoSPA in April. The Financial risks had also been assessed and a copy of the total document sent to Council. The Standing Orders and Financial Regulations had been looked at by Council and it was agreed they should remain as they are.
- c) Following on from the assessment the Chairman asked Dist.Cllr Barret if he would find out why there is water continually pouring down Six Mile Bottom Road by the first group of houses. He also complained about the very bad condition of the verges caused by heavy traffic through the village. Cllr. Ford suggested council get in touch with David Lines about this, because Thurlow Estates were supposed to have put up signs about weight restriction, and ask him to come and do a survey and maybe the parish could pay something towards maintenance work. The Parish Clerk was asked to get in touch with County Cllr. Batchelor about this.

- 12. Communication Protocol:** The Chairman would like to see Correspondence and Planning Application folders move round more speedily. It was agreed that emails and phone calls would be returned within 5 days unless the individual is away.

13. Reports of meetings:

Sports Pavilion Meeting – Cllr. McCall reported on two meetings. Firstly the Football Federation representative had been to the club and a favourable report has been received from him. Cllr McCall will report back on this. Secondly the AGM had been held and a copy of the signed accounts will be sent to the Parish Council. A request was made to reduce the quorum number from 6 to 4. This was agreed by Council and the Parish Clerk would let them know in writing. The Chairman stated that the Contingency fund would need to be kept up to the level required by the lease, particularly when the Football Club is considering having a further pitch. At this point Cllr. Wallace told the council that the Bowls Club was ended and their area was deteriorating with broken fences and shed and overgrown grass. The Chairman suggested Council give this area some thought.

14. Report by Dist.Cllrs Ford and Barrett:

- a) *Housing Future* – this is in process and a document outlining the situation to tenants has been approved and is ready to be sent out to tenants. Responses are expected sometime in the spring. It has to be their decision. All staff will be transferred to the new association.
- b) *Council tax* - This will be increased by 4.5% this year.
- c) *Housing target* – The government’s target is for 16000 new homes in this area but because of the recession building has almost come to a standstill so the government is now requesting that local council allocate more land for housing, even green belt.
- d) *Environment* – Since the plastic collection began there has been an overall increase in the amounts picked up. However the roadsides are littered with rubbish and it was suggested that villages organise a “pick up” morning, with SCDC supplying the bin bags, bins and some help. The Parish Clerk will put something in Challenge.

15. Any Other Business:

Cllr. Wallace spoke about the many complaints he had received about the lack of gritting and salting of the roads during the icy weather. There is to be a hearing in the summer about conditions on the roads in West Wratting, having pointed out to Highways that two surveys had been carried out and sent to them for some action.

Meeting closed at 9.30pm

Next meeting which will be the Annual General Meeting followed by the Annual Parish Meeting will be on Monday 11th May 2009.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the AGM of the parish council held on
Monday 11th May 2009 in the Village Hall at 7.30pm.

Those present were: Chairman Russell, Cllrs. McCall, Job, Wallace
One parishioner and the Parish Clerk

1. **Election of Chairman:** Cllr. Wallace proposed Cllr. Russell, seconded by Cllr. Job. Cllr. Russell was happy to accept again the Chairmanship.
2. **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.
3. **Apologies for absence:** Cllrs. Hampton and Heath sent their apologies. Cllr. Anderson and Dist.Cllr. Barrett and County Cllr. Batchelor were all delayed and sent their apologies the next day.
4. **Declaration of Interest:** None.
5. **Minutes:** Minutes of the meeting held on Monday 9th March were signed as correct.
6. *Opportunity for Public Statement:* Colin McCall, the P3 Officer, reported on the footpaths which he considered were in good order and was pleased to report that he had sufficient helpers to keep the hedges and paths cut throughout the year. There is a new Liaison Officer, Andrew Stimpson. There have been further complaints about the state of the top end of the bridleway at Six Mile Bottom Road, where tarmac has been dumped to do some infilling.
7. **Matters arising:** None
8. **Traffic:** Cllr. McCall gave an update on the Speedwatch scheme, saying that there were about 9 people volunteering to help with this scheme. A form giving names and addresses has to be completed by each volunteer, and there is a need for 3 people monitoring per session and volunteers will be invited to go on a training session. The availability of the machine would be about once a month for approx. 45mins each session. Letters will be sent to motorists breaking the speed limit set at 37mph. No photographs are to be taken but the car's registration number needs to be written down. In order to decide where best to locate the machine the recent survey taken by the Police needs to be looked at. Colin McCall has offered to be Co-ordinator starting by completing the forms and sending them back.
9. **Planning:**
 - c) S/0506/09/F – Extension to Camgrain APC. A full Environmental Study has not been carried out when completing the planning application which the Chairman has queried with South Cambs. Planning. Nothing has been heard back from SCDC, however if anybody in the parish objects to the application

they should be given this information. The Chairman will speak to Dist.Cllr. Barrett about the lack of a reply.

10. Correspondence: None

11. Finance:

- a) i. **Acceptance of Accounts** for year 2008/09. Council had been distributed the End of Year accounts which were accepted and signed by Chairman and Parish Clerk.
- 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 as on the Agenda. There was an additional payment to MC Maintenance for grass cutting not shown on the Agenda but budgeted for.
- c) Monies received as shown on the Agenda.

12. Maintenance:

- a) The Pound: The work should be completed using old bricks to match existing ones. A bricklayer experienced in working on old buildings did not think it would be too costly to complete. The Chairman and Cllr. Wallace would look further at it.
- b) The Causeway: The new trees are looking well and are being regularly watered. There is still some work necessary to complete the job and the Tree Officer, Roz Richardson has this in hand.
- c) Tree inspection on the recreation field: The Tree Officer had checked these and there was just one tree which might need attention next year. The rubbish has now been cleared from the rec.
- d) The meeting with David Lines concerning the damaged verges and pot holes was not satisfactory as Clls. Wallace and McCall were told there was no money available to do work. Cllr. Wallace suggested that we might invite David Lines to come to a meeting to talk about the job of the Highways Dept. The Chairman spoke about water continually leaking down Six Mile Bottom Road despite various authorities coming out and supposedly mending it.

- 13. Windfarm:** The Inquiry begins at Camborne on the 9th June and is due to finish on Thursday, 18th June when a blimp will be flown on the site. There is to be a “twilight” session from 4pm-8pm at West Wickham Village Hall on the 16th June where local people will be able to participate. The Chairman felt that the wind data was still not conclusive but this would hopefully come out at the Inquiry.

14. Report of meetings:

- a) There had been no further Sports Pavilion Committee meetings as one had been cancelled. Complaints had been received about the noise level on Saturday 1st May, after winning a major league match the week before and the village had received no notification of this party and no keyholders were available. The parish council need keyholders names and phone nos., one of whom should always be present at any event held at the Sports Pavilion.
- b) The Chairman was concerned about the area used by the now extinct Bowls Club and asked councillors to think of other uses for it, e.g. croquet, small tennis court?

15. Land Registration: Jeanette Denis of Hewitsons was involved with registering the Village Hall. The Deeds were in Hewitsons' possession but there is a query over the boundaries of the village hall land. However the owner of the property next door is happy to write a letter to say his land has encroached on the boundary of the village hall.

16. Report by Dist.Cllr. Barrett – None due to his absence.

17. Report by County Cllr. Batchelor – emailed due to his absence and attached.

18. Any Other Business:

- a) Road names: These need painting – maybe volunteers could do it.
- b) Cllr. Wallace would like to make an application to SCDC for a grant to do rendering work on the end of the Village Hall. An expert is coming to look at the bricks and if replacements are needed bricks of the same size are available to be slotted in. It was agreed that Cllr. Wallace could go ahead with this.
- c) The Village Sign is being repaired, repainted and will be put up again when finishd.
- d) The Pump Shelter needs the roof pressure washed to remove the dirt and the finial will be repainted. Work is also required on the inside of the shelter. The Chairman asked Cllr. Wallace to give an estimate of the cost, both part and whole before going ahead.
- e) Bus shelter: Further work is still required and again an estimate is needed before work goes ahead.
- f) Cllr. Job thanked Cllr. Wallace for all the work he does in the village.

Next meeting will be on Monday 13th July.

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the meeting held on Monday 13th July 2009
In the Village Hall at 7.30pm.

Those present were: Cllrs. Hampton, Heath, Wallace and Anderson.
Dist.Cllrs Barrett and Squiers, County Cllr. Batchelor
& the parish clerk.

1. **Appointment of Acting Chairman for this meeting:** Due to the absence of Chairman Russell the parish clerk opened the meeting and asked for a proposal for an acting Chairman. Cllr Wallace proposed Cllr. Hampton, seconded by Cllr. Heath.
2. **Apologies:** Chairman Russell, Vice Chairman McCall, Cllr. Job.
3. **Declaration of interest:** None.
4. **Minutes:** The Minutes of the meeting held on 11th May were left to be signed at the next meeting because of lack of councillors present and Acting Chairman was not present at the 11th May meeting. This was proposed by Cllrs. Wallace, seconded by Cllr. Heath.
5. **Opportunity for public statement:** None
6. **Matters arising:** None.
7. **Traffic:** Re Speedwatch equipment. There is to be a training session on a Sat/Sun sometime in August.
8. **Planning:**
 - a) *Wind Farm Inquiry – meeting held at West Wickham Village Hall.* A number of local people spoke at the local session at West Wickham and the meeting was well attended throughout. The overall view was against the wind farm. The Inspector carried out a site visit and was able to view the “blimp” that was flown to show the height of the turbines (120meters), from most locations around the site.
 - b) *Camgrain* – Cllr. Hampton spoke on behalf of the parish council against this planning application at the Committee Planning meeting and he was asked if he had the agreement of the parish council to do this and he said yes. However there is no resolution covering this point in the Standing Orders and the following was proposed by Cllr. Hampton. This provided for “the Chairman of the West Wrattling Parish Council to nominate any Councillor to speak on behalf of the Council at a hearing at SCDC to determine the application. The nominated Councillor will speak in support of the decision of the PC taken by the votes of Councillors during the consultation on the application and as reported back to SCDC by the Clerk”. This was seconded by Cllr. Wallace and will be put under section 74, item 3.
9. **Correspondence:** (See Appendix A)
 - a) A letter requesting 3 years accounts information under the Freedom of Information Act for research into parish councils financial responsibilities. It

was suggested that the parish clerk reply saying that this research information would be available from CPALC. However if he still wanted to have this information it would be made available but there would be a charge of £25.00 to cover this.

- b) A letter was sent to Loraine Casey requesting a condition be placed on the approved Camgrain planning application that the road be doubled in width before any work begins on the proposed extension. No response yet. The parish clerk will email her in 1 weeks time if nothing heard before then, with a copy to Paul Knight.
- c) A card of thanks for Cllr. Hampton's input, had been received from Mrs Bateman with regard to the Wind Farm appeal planning meeting.

10. Maintenance:

- a) *The Pound:* Cllr. Wallace has applied to the Community Chest and SCDC for grant money. The Pound needs further reinforcement inside with a floor and lintel step and possibly to replace bricks on two faces of the Pound using sympathetic bricks. Two young trees which are close to the Pound need removing and Cllr. Wallace said he would deal with this.
- b) *Village Hall:* The work is on hold with applications for grant money from SCDC. Possible cost of work £2000.
- c) *RoSPA report:* Cllr. Wallace reported that there were minor needs, all at "low risk" and nothing that needed instant attention. The report will be sent round for councillors to read in the Correspondence folder.
- d) *Pump Shelter:* The roof needs pressure washing to remove the algae and loose paint and then repainted with a special paint. The cost would not exceed £950.00 including scaffolding. A grant has been applied for. Cllr. Anderson proposed that the work should proceed, seconded by Cllr Hampton and all in favour.
- e) *Village Sign:* The "Pheasant" has been refurbished by Jim Hare and the rest of the work carried out by volunteers but professional assistance was required to repoint the base, at a cost of approximately £85.00. It was suggested that the parish clerk write to the WI, who gave the sign to the village, to possibly donate a small amount of perhaps £25.00 to help with this cost. A letter of thanks had been sent to Mr Hare.
- f) *Flooding:* Keith Fauch (Highways) met with Cllr. Wallace after the flooding and will look into various specific problems mostly involving the residents of The Causeway.
- g) *Gritting:* Cllr. Wallace will be enquiring about gritting at the promised review.
- h) *Causeway trees:* These are thriving and the water bags are being rehung with stronger ties with the help of Liz Richardson, the Tree Officer. The cost of this should by rights be borne by CCC Highways and SCDC.
- i) *Water leaks and hedging:* Cllr. Anderson asked if something was being done about the increasing water leaks on Six Mile Bottom Road and also he had had complaints about overhanging trees. Cllr Russell had been in touch with Keith Fauch about this and he had been out to look and would get something done. Cllr. Russell also intended to speak to d'Abo's estate manager regarding a dead tree which was dropping bits and pieces onto the road towards the Common.

11. Finance:

- a) *Internal Auditor's report:* This was distributed to all the council and many of the points raised have already been noted and will be adhered to, e.g. two signature initials on cheque stubs; VAT can only be claimed on invoices

addressed to the parish council; copies of the Sports Pavilion insurance policy had been emailed to the parish clerk but her whole system was down so never received it in time for the audit. This is being sent to her; regarding the trimmer the parish clerk checked that this did belong to the parish council and checked that it was covered by Council's insurance policy. A "yes" on both counts.

However there is a need to change the Financial Regulations to cover monies carried forward to the next financial year (Par. 3.5) and at the internal auditor's suggestion this could read "unspent provisions in the revenue budget shall not be carried forward to the subsequent year unless placed in an earmarked reserve by resolution of the council". This was proposed by Cllr. Anderson, seconded by Cllr. Hampton and all in favour. It was also resolved that the money carried forward from 2008/09 should be put towards the maintenance of the Pump Shelter as proposed by Cllr. Hampton, seconded by Cllr. Wallace and all in favour. The internal auditor's points made under Objective D Comments were noted but it was felt that as a small parish with possible high unexpected maintenance costs we are prepared to accept a reserve closer to 18 months not 12 months.

The Parish Council has considered the operation of the Internal Audit System and believes that it is working to the council's requirements at this time.

b) *Authorised Payments:* The following were agreed:-

- £ 422.53 Parish Clerk's salary 2 months @ 4hrs/week @ £11.81/hr. (this incl. Apr/May back pay).
- £ 400.00 MC Maintenance – 3rd & 4th cut of grass verges (paid).
- £ 102.00 Internal auditor's fee (paid).
- £ 35.00 ICO – Data protection registration fee (paid).
- £ 86.25 RoSPA inspection fee.
- £ 28.00 CPRE subscription fee.

b) *Monies received:*

- £50.00 WW Tennis Club
- £125.00 WW Sports Pavilion rent for half year.

12. Report of meetings:

a) Cllr. Wallace reported on the Sports Pavilion Committee meeting at which various points were raised and discussed.

i. The Football Federation is so impressed with the West Wrattling Football Club that they wish to make it one of their flagship clubs. In order to do this the club has been asked to have "dug outs" which sit either side of the pitch where reserves or players who had fouled sit. In discussion Council felt that these could not be permanent so a form of mobile structure is needed which could be moved from the pitch and stored in a secure place, as the recreation ground is parish land. It was decided to defer any decision so that all the council could be aware of this requirement.

ii. *Storage Space:* The Football Club would like permission to put a small shipping container behind the Pavilion to be used for storage of inflammable and maintenance equipment. It could be painted green and would not be visible. It was agreed that this container would have to be inspected and maintained on a regular basis. The parish clerk would write asking for a proper application for consideration by the parish council.

iii. *Goal Post matting:* The club would like permission to put down plastic matting in the area of the goal posts to keep the grass in a better state. It was agreed that they could have this matting.

- iv. *Hedge to the west and north end of field:* The hedge needs to be cut and the club have asked if the parish council could take on this responsibility. Ken Potter is prepared to do this for approx. £50.00 and the WWFC would organise it. A resolution was made by Cllr. Hampton that the parish council would be prepared to spend up to £50.00 for the cutting of this hedge on the recreation ground this year. All were in favour.
- v. *Plaque:* This has been debated many times but the WWFC are going to put together some wording for this.
- vi. *Insurance:* Copy of this will be sent to the parish clerk.
- vi. *Marquee:* The marquee owned by the club needs to be insured separately by them for accidents, public liability etc. and should not come under the parish council's insurance although it is used on the recreation ground owned by the parish. Need to check whose legal responsibility.
- vii. *Risk Assessment:* Following the risk assessment there is work needed to be done to satisfy the assessors. This is being dealt with.
- viii. *Maintenance matters:* Car park railings have been painted; the pipes in the Gents have been damaged by children and need re-routing along the ceiling to avoid them being jumped on and bars put across the window. An application for the parish council's approval needs to be made. A leak in the central heating system is being checked by Wally Potter.
- ix. *Bowls Club:* This is still being used but not on an official basis. The broken glass has been cleared up. Following a survey of the area by Cllr. Wallace it is big enough for a tennis court. He will suggest this to the Tennis Club.
- xi. *Events:* The Parish Clerk should be given a list of events. Keyholders should always be present at any event and know what to do in case of trouble. It has also come to the notice of the council that some events are held by non-members which is a breach of the rules of the lease.
- xii. *Contingency fund:* Council was informed that a sum of £500 has been placed in a specific account for Contingency funding and a further £500 will be put in later this year.

13. Land Registration: Nothing further has been done as a letter is required by the solicitors from Simon Anderson agreeing that the boundary is where they say it is but that at present his property is on part of it with the agreement of the Village Hall Committee.

14. Report by Dist.Cllr. Barrett: He began by introducing the new District Councillor Julie Squiers. He followed by telling Council that the Housing Transfer proposal had been rejected by 75%. At present the government takes 50% of the rent but it might allow the council to keep this 50% of rent income.

15. Report by County Cllr. Batchelor: He has a new responsibility on the Police Authority Board. Linton Policy Station will now have a presence at the Fire Station in Linton.

16. Any Other Business: None

Next meeting on 21st September 09.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Monday 21st September 2009
in the Village Hall at 8pm.

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

1. **Apologies for absence:** Dist.Cllr. Barrett sent his apologies.

2. **Declaration of interest:**

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

2. **Minutes of the meeting held on Monday 13th July** were signed as correct by Cllr. Hampton (who Chaired the meeting) and Chairman Russell.

4. ***Opportunity for Public Statement:***

a) Colin McCall, the Litter Officer, told Council that as from yesterday the village was litter free, and he would be checking for litter on a regular basis. He will be collecting litter in WW up to all the 30 mph signs and if possible to the footpath on the right on Balsham Road, the footpath on the left on Mill Road and Concordia on the Withersfield Road. If there are any litter problems let him know. As Footpath Officer, the paths will all be cut by County Council in the next few weeks and if any are missed please let him know. The round-upping of fields has been concluded and hopefully the footpaths will not be affected, but if they are Richard Cobbold has kindly offered to reseed where necessary. Richard has also offered to mow cross-field paths rather than using weedkiller next Summer and the Parish Council agreed on the mowing option. The mud problem on the path by the Old Dairy will be monitored during the Winter. He thanked Simon Anderson, Caroline Bolton-Smith, Raymond Maskell and James Delevingne for all their help cutting grass and secateur work along the paths. The Chairman asked who had put the hardcore down on the Fox Road path and was told SCDC has because of the mud. The Chairman thanked Colin for all his work.

b)(6) Louise Cook gave a resume of the training seven parishioners and herself had received from Jan Dean to use the Speedwatch equipment. They have been out several times, mostly in the "rush hour" and letters were sent by the Police to those caught speeding. Repeat offenders would probably get a visit by the Police. If more volunteers come forward Louise could show them how to use the equipment and Jan Dean would sign them up officially. The Parish Clerk will liaise with West Wickham who are also getting a team together.

5. **Matters arising:** None

6. Dealt with under item 4.

7. **Planning:**

a) Cllr. McCall reported on a portfolio holders' meeting she attended at Cambourne with other parish councils who were not happy with the present procedure of Chairman's Delegation in planning matters. Changes have been proposed details of which councillors have received. The attending parish councils asked for more transparency and suggested that they should be able to attend the delegation meetings as observers. This suggestion was added to the proposed

changes which will be decided on at a full planning meeting on 7th October. The Chairman said he would be able to attend.

b) The necessary changes had been made to the Standing Orders, Section 74, with Item 3 being added where a parish councillor may attend a SCDC Planning Meeting with the agreement of council.

c) *Tree Warden Scheme* – The meeting will be attended by Cllrs. Heath and McCall and Mr McCall.

8. Correspondence: (see Appendix A) – Also letters to be distributed but not seen by council as follows:

a) The WI have replied to the Council's request for a donation towards the renovation of the Village sign but were unable to make a donation.

b) Letter from SCDC re our query over the result of the Camgrain Planning Application.

c) Letter and reply sent to SCDC regarding new arrangements for indemnity agreements for the transfer of open space contributions.

d) "Ensuring a Vibrant Future" – emailed to all councillors. Cllr. Hampton will reply.

9. Maintenance: Update by Cllr. Wallace

a) *The Pound:* SCDC have said a £1000 grant would be available once they are satisfied with the proposed work to be carried out. The Oak and Chestnut trees will be removed.

b) *Village Hall:* £700 will be available as a grant towards the cost of repairing the wall. This will be put on the next Agenda to discuss.

c) *Pump Shelter:* Negotiations are continuing with SCDC through Cllr. Wallace and await agreement regarding a grant.

d) *Flooding:* The flooding has been stopped in the Causeway with a kerb installed and work done on the drain with a drainage pit installed.

e) *Causeway trees:* 4 of them look dead and the Tree Officer is coming to look at them.

The Parish Clerk was asked to write a letter of thanks to Keith Fauch of Highways for all his help.

10. Finance:

a) Authorised payments:

£409.41 Parish Clerk's salary 2 months @ 4hrs/wk @ £11.81/hr.

400.00 MC Maintenance 5th & 6th cut of grass verges.

17.50 2 printing ink cartridges purchased from STP.

200.00 Age Concern donation towards Mobile Warden Scheme.

85.00 James Crothal invoice for repair of Village sign.

b) Monies received: 2nd tranche of Precept £4500.00.

c) *Financial Regulations:* Item 3.5 changed on recommendation of internal auditor.

d) *Plaque:* This has now been ordered by the WWFC, who have asked if the parish council would contribute to the cost. After discussion it was agreed that the Parish Council would donate £50.00.

11. Report of meetings:

a) Cllr. Wallace reported on the Sports Pavilion Committee meeting where they were informed that £500 had been deposited in the bank to start the "Sinking" fund.

b) The hedge has been cut as agreed. Bars have been fitted on the toilet window.

Other proposals such as the Dug Out, storage space and goal post matting are on hold at present. The Chairman asked Cllr. Wallace to get an answer from the Committee over the insurance of the Marquee. Cllrs. Wallace & McCall were asked to get a list of key holders with their addresses and phone numbers. Also a full fixture list including training sessions and a list of events in advance (which should also be published in Challenge).

Cllr. Heath inquired whether an answer had been given about the use of the Club by non-members for events e.g. parties.

c) *Bowls Club ground:* The area has been cleared of rubbish. The Tennis Club is not interested in having a second tennis court as it was not viable. Put on next Agenda to discuss.

12. Land Registration: Cllr. Wallace reported that a letter needs to be signed by Mr S Anderson stating that part of the land on which his garage sits belong to the Parish Council.

13. Report by Dist.Cllr. Squiers.

- a) SCDC will shortly be recycling everything in the black bins.
- b) Chairman's Delegation Procedure – she suggested Council speak to Cllr. Barrett about this.
- c) Suggested that the Balsham Litter officer could liaise with the West Wrattling Litter officer regarding litter on the Balsham/West Wrattling road.

14. Report by County Cllr. Batchelor:

- a) If all the work that is proposed to improve the roads is carried out congestion charges should not be necessary and will only be bought in if traffic increases to a certain level.
- b) Bus transport: The aim is to have bus services available every 20 minutes in rural areas if a congestion charge is bought in as the money from these charges will be ring-fenced for this purpose. Buses will run on biodiversity fuel.
- c) An application for a 50,000 ton recycling unit at Gt Wilbraham Chalk Pit, next to Camgrain has been made. The facility will be for building waste. Council hoped that Cllr. Batchelor would oppose this.

15. Any other business:

- a) Use of sewage on fields. This should be ploughed in within 24hrs of spraying but this had not happened this year. Cllr. Squiers said she would look into it.
- b) Wind Farm decision – this should be made before 11th November 2009.

Next meeting: Monday 9th November 2009.

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the meeting held on Monday 9th November 2009
in the Village Hall at 8pm.

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

1. **Apologies for absence:** Cllr. Hampton. Cllrs. Barrett and Batchelor attended a previous meeting and were therefore late.

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 21st September** were signed as correct.

4. ***Opportunity for Public Statement:***

Colin McCall, the P3 Coordinator and Litter Officer, told Council that the village was litter free, having checked on Thursday, the public paths having also been cleared of litter. He had collected 3 bin liners of rubbish whilst clearing the footpath through to Fox Lane. The ditches at the side of this footpath have now been dug out by the Council but the earth and rubbish removed is still piled up. He has spoken to Cllr. Squiers who told him it would be cleared away. There is a tree down which will be cleared by Richard Cobbold and also the hedge on the south side of the Grove needs attention but only after a frost or in a dry period. He will also cut the field paths for use during the winter. The Scarlett Farm footpath is being taken over by the owner of Scarlett Farm and probably will be seeded with grass. There is some Roundup damage to the footpath past Jasmine Cottage, which again will be checked.

5. **Matters arising:** None

6. **Planning:**

- a) No further news on the Windfarm or the Waste Recycling applications.
- b) The Chairman will attend the District Council's Cabinet on 25th November 09.
- c) *Tree Warden Scheme:* Cllr. Heath attended this meeting and told Council there is a lot of money available for hedge planting and £45,000 available for any other project involving trees or hedges and thought this might be useful for a Pocket Park project. He offered his services as the village Tree Officer and this proposal was agreed.

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

- a) *Victim Support donation request:* Before making a decision the Parish Clerk should check with Victim Support on how they operate.
- b) *Telephone Box:* Council were in favour of taking this over but certain details needed to be checked with BT before a commitment was made. The Parish Clerk will write to find out if the phone box will still be usable and the cost of powering it, and the possibility of converting it back to coinbox usage. She will also enquire about spare parts, eg. Glass or polycarbonate panels and retainers, door check straps etc.

8 Maintenance:

- a) *Village Hall:* Cllr. Wallace reported that the expected grant award from SCDC had been suspended until March. £2300 had already been spent on work and he requested a contribution from the Parish Council. It was agreed that £1000 would be given towards these costs as the hall is a village asset and the sum within the budget.
- b) *Causeway Trees:* These have been checked by Roz Richardson (SCDC Tree Officer) who said they were all doing well despite fears that some had died. £30.00 had been spent by the village on restrapping the watering bags which it is hoped will be refunded by SCDC. There will be further work done by SCDC on removing old Chestnut tree roots. It was agreed that the Parish Council needs to establish that it is the Tree Officer's responsibility to replace any of the newly planted trees which may die.
- c) *Village Seat:* This has been refurbished at a cost of £30.00. Cllr. Wallace will pass on the bill to the Parish Clerk.
- d) *Bowls Club area:* If the Bowls Club wished to restart their club the green would need to be re-turfed as it is now in a very poor state. Cllr. Wallace said he would contact Sandy Marcoux.

10. Finance:

- a) Authorised payments were agreed as follows:
 - £409.41 Parish Clerk's salary for Oct/Nov..
 - £166.75 External Auditors fee.
 - £ 25.00 British Legion Poppy Appeal
- b) No monies received.
- c) *Pre-budget discussion:* Updated Budget spreadsheets had been distributed before the meeting by Cllr. Anderson and the budget is on schedule in the third quarter. It was noted that the West Wratting Football Club had not paid their grass cutting fees. Also no money had yet been received from CCC Highways Dept. for their contribution towards the cutting of verges etc. in the village. The Parish Clerk will write to both. Items under discussion to be put into next years Budget are i) funds for tree work necessary on the Recreation field, approximate cost £800 for 4/5 days work. It was agreed this would be discussed at the next meeting; and ii) Replacement or repair of tiles in the Children's Play Area. This work cannot be done until the Spring so it was agreed to wait for the next RoSPA report. There is already a figure in the Budget for maintenance of Childrens Play Area. The reserves are still quite high as maintenance work intended to be carried out this year on the Village Hall, the Pump Shelter and the Pound have all been delayed.
- d) *External Audit:* The Parish Clerk had received the signed Statement of Account from Moore Stephens, the external auditors and the notice had been posted on the Notice Board outside the Village Hall.

11. Report of meetings:

- a) *Sports Pavilion Committee meeting:* This was cancelled. The parish clerk had received a request from Richard Wilson, the Club Secretary, asking for permission to change the shower curtain system and replace the existing urinal with a long metal one. This was agreed to by the Council. Cllr. McCall said she still had not received a complete list of proposed events or events already held.
- b) *Village Energy Show:* Cllr. Anderson had attended this meeting and will put a report on it in Challenge.
- c) *Age Concern Warden Scheme meeting:* Cllr. McCall had attended this and said the scheme is continuing to go well and is now being used in the village.

12. Land Registration:

Cllr. Anderson handed a letter signed by his wife and himself concerning their boundary lines between the hall and their garage. This will be sent to Hewitsons having first made a photocopy of the document. The Chairman asked that "Registration" is an item on the next Agenda.

13. Report by Dist.Cllr. Barrett:

- a) Finance is the main problem at SCDC, with housing having to send 50% of its rental income leaving little money for maintenance. Low interest on Capital.
- b) The SCDC are introducing another bin for recycling products, e.g. bottles and paper rather than using the boxes.
- c) He had received complaints about overgrowth on the Common road. Cllr. Russell said he had spoken to Mr. d'Abo's manager about this but would have another word with him pointing out that the SCDC could do this work and would charge the landowner.

14. Report by County Cllr. Batchelor:

- a) The County Council has agreed to put in a bid for the "Congestion Charge" grant and if this should be awarded there would be a big change in the public transport system with the rural areas being better served.
- b) He had no news on the planning application for the Waste Recycling Unit at Gt. Wilbraham.
- c) The question of gritting was again discussed and Cllr. Batchelor was asked to do his utmost to get some agreement on gritting on the High Street.

Next meeting will be on Monday 11th January 2010.

Chairman.....