

WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Wednesday 3rd September 2025

AGENDA

Notice of Meeting to be held on **Monday 8th September 2025** at West Wrating Village Hall at **7.30pm**.

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 (1 vacant position), Quorum 3.

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

Cameron Biggs,
Clerk to the Council

080925/1 Chairman's Welcome

080925/2 Apologies for absence

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

080925/3 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.

080925/4 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.

080925/5 Minutes of previous meeting(s)

To approve the minutes of the meeting held on Monday 14th July and the extra ordinary meeting on Wednesday 13th August 2025.

080925/6 Council Business

- (a) To receive an update from the Clerk on progress with regard to title deed corrections on behalf of the village hall.
- (b) To approve the budget for [CilCA training](#) for the Clerk.
- (c) To discuss advertising for the vacant councillor seat.

080925/7 Finance

- (a) To resolve to make payments as per the below

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| 4/7/2025 | Grant payment to West Wrating Village Hall | £1,200.00 |
| 31/7/2025 | Service Charge | £6.00 |

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|------------|---|-----------|
| 6/8/2025 | Expense payment to S Chandler - NAMECHEAP web hosting | £28.59 |
| 6/8/2025 | C Biggs Salary July less PAYE | £215.40 |
| 6/8/2025 | West Wrating Football Club - Grass Cutting Payment 24/25 (INV217) | £799.00 |
| 6/8/2025 | CAPALC Affiliation Fee 25/26 | £286.74 |
| 6/8/2025 | Crystal HR and Payroll - April - June 2025 | £36.00 |
| 6/8/2025 | Crystal HR and Payroll - July - Sept 2025 | £36.00 |
| 15/8/2025 | CAPALC Internal Audit 24/25 | £200.00 |
| 15/8/2025 | CAPALC Councillor Training (Caughlin) | £75.00 |
| 15/8/2025 | CAPALC Councillor Training (Paul McKenna) | £75.00 |
| 15/8/2025 | CAPALC Internal Audit 23/24 | £181.80 |
| 21/08/2025 | Atkins Dellow (WWVH Title Transfer Deposit) | £1,000.00 |
| 31/8/2025 | C Biggs Salary August less PAYE | £215.40 |
| 31/8/2025 | Payment to HMRC PAYE | £287.20 |

(b) To note monies received:

(i) £220 WWFC - 25/26 Grass Cutting Contribution

(ii) £70 D'Abo Tennis Club - 25/26 Grass Cutting Contribution

(c) **Summary of bank balances as at 31st August 2025 (awaiting statements)**

Current Account: £

High Interest Account: £

Total: £

080925/8 Planning

(a) To receive an update from the Planning Committee

(b) To receive planning application decisions and tree works as per the below.

| | | | |
|---------------------|--|-------------------|--|
| Reference: | 25/03075/PRIOR | Applicant: | Mr Richard Pearce R P Pearce |
| Status | Consultation period expires: 01/09/2025 Comments submitted by WWPC | Agent: | Mr Alexander Moss Dudley Peverill Associates LLP Warren House Stratford Road Warren Park Milton Keynes Buckinghamshire MK12 5NG |
| Date started | 04/08/2025 | | |
| Case Officer | Phoebe Carter | | |
| Type | Prior Approval | | |
| Site | Dungate Farm Dungate Lane Balsham Cambridgeshire CB21 4HF | | |
| Proposal | Change of use from agricultural to mixed commercial use class B8, use class E (not including, Retail use (Class E (a)), Food and drink use (Class E (b)), Financial services use (Class E (c) (i-iii)), Office use (Class E (g) (i)) of the total 193m2 GEA of the building. | | |
| Web Link | https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03075/PRIOR | | |

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|---------------------|---|-------------------|---|
| Reference: | 25/01260/FUL | Applicant: | Cam Grain Ltd |
| Status | Referred to the full planning committee. | 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 Wrating Cambridgeshire CB21 4HH | | |
| Proposal | Erection of solar panels with associated infrastructure | | |
| Web Link | https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL | | |

(c) To consider planning applications received below.

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|---------------------|--|-------------------|--|
| Reference: | 25/03129/HFUL | Applicant: | Mr. & Mrs. Fergus & Lottie Payne |
| Status | Consultation period expires: 17/09/2025 | Agent: | Mr Andrew Porter AWB Associates 11 Fishergate Ripon North Yorkshire HG4 1EA |
| Date started | 19/08/2025 | | |
| Case Officer | Laura Horan | | |
| Type | Householder Works/Extension | | |
| Site | 61 High Street West Wrating Cambridgeshire CB21 5LU | | |
| Proposal | Construction of an outdoor swimming pool and associated plant shed | | |
| Web Link | https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03129/HFUL https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03130/LBC | | |

080925/9 Kingsway Solar Farm

- (a) To receive an update from the chair on the KSCA.
- (b) To discuss whether the council wishes to make a small donation to KSCA for the purposes of delivering their public engagement and publicity activities.
- (c) To note the [Stage Two Consultation letter](#) from Kingsway and discuss whether a further meeting should be scheduled.
- (d) To discuss any updates to the proposed KSCA exhibit (solar farm mock up).

080925/10 West Wrating Sports Pavilion Club

- (a) To approve any event requests at WWSPC
 - (i) Private event on Sunday 28th September 2025, from midday.

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- (b) To discuss the proposed siting of a storage container at West Wratting Sport Pavilion Club.
 - (i) To receive responses to questions submitted in the above matter.

080925/11 Small assets

- (a) To receive an update from the working group.
- (b) To approve any remedial actions from the playground inspection report.

080925/12 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.

080925/13 District & County Councillors' reports

- (a) To receive reports as above.

080925/14 Date of next meeting & matters for future consideration

- (a) The next meeting will be Monday 10th November at 7.30pm.

080925/15 To resolve (in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion on the below points where publicity might be prejudicial to the special nature of the business.

- (a) To note [NALC pay award 25/26](#)
- (b) To discuss revision of expired and expiring lease documents on council owned assets.